

## Cyngor

Rydych dan wŷs trwy hyn i ddod i gyfarfod **Cyngor Dinas a Sir** i'w gynnal yn Siambr y Cyngor, Neuadd y Ddinas, Abertawe ar Dydd Iau, 25 Ebrill 2019 am 5.00 pm.

Cynigir trafod y materion canlynol:

1. **Ymddiheuriadau am absenoldeb.**
2. **Datgeliadau o fuddiannau personol a rhagfarnol.**  
[www.abertawe.gov.uk/DatgeluCysylltiadau](http://www.abertawe.gov.uk/DatgeluCysylltiadau)
3. **Cofnodion.** **1 - 9**  
Cymeradwyo a llofnodi cofnodion y cyfarfod(ydd) blaenorol fel cofnod cywir
4. **Ymatebion ysgrifenedig i gwestiynau a ofynnwyd yng Nghyfarfod Cyffredinol Diwethaf y Cyngor.** **10 - 14**
5. **Cyhoeddiadau'r Aelod Llywyddol.**
6. **Cyhoeddiadau Arweinydd y Cyngor.**
7. **Cwestiynau gan y Cyhoedd.**  
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
8. **Cyflwyniad Cyhoeddus - Dim.**
9. **Adolygiad Dosbarthiadau Etholiadol, Mannau Pleidleisio a gorsafoedd pleidleisio.** **15 - 32**
10. **Rhyddid er Anrhydedd Dinas a Sir Abertawe i Alun Wyn Jones** **33 - 34**
11. **Goddefeb ar gyfer absenoldeb cynghorydd - y Cynghorydd S E Crouch.** **35 - 36**
12. **Cwestiynau gan y Cynghorwyr.** **37 - 42**

*Huw Evans*

**Huw Evans  
Pennaeth Gwasanaethau Democrataidd  
Neuadd y Ddinas,  
Abertawe.**

**Dydd Gwener, 12 Ebrill 2019**

**I: Bob Aelod o'r Cyngor**

# Agenda Item 3.



City and County of Swansea

## Minutes of the Council

Council Chamber, Guildhall, Swansea

Thursday, 28 March 2019 at 5.00 pm

**Present:** Councillor D W W Thomas (Chair) Presided

<b>Councillor(s)</b>	<b>Councillor(s)</b>	<b>Councillor(s)</b>
C Anderson	P R Hood-Williams	S Pritchard
P M Black	B Hopkins	A Pugh
J E Burtonshaw	D H Hopkins	K M Roberts
M C Child	O G James	B J Rowlands
S E Crouch	L James	M Sherwood
J P Curtice	Y V Jardine	P B Smith
N J Davies	P K Jones	R V Smith
A M Day	S M Jones	A H Stevens
P Downing	L R Jones	R C Stewart
C R Doyle	E T Kirchner	D G Sullivan
M Durke	M A Langstone	M Sykes
V M Evans	M B Lewis	G J Tanner
W Evans	R D Lewis	L G Thomas
E W Fitzgerald	W G Lewis	W G Thomas
R Francis-Davies	A S Lewis	M Thomas
S J Gallagher	C E Lloyd	L J Tyler-Lloyd
L S Gibbard	P Lloyd	G D Walker
J A Hale	I E Mann	L V Walton
D W Helliwell	P M Matthews	T M White
T J Hennegan	P N May	
C A Holley	C L Philpott	

### Apologies for Absence

Councillor(s): C R Evans, F M Gordon, K M Griffiths, M H Jones, J W Jones, E J King, H M Morris, D Phillips, J A Raynor and C Richards

---

## 156. Disclosures of Personal and Prejudicial Interests.

The Chief Legal Officer gave advice regarding the potential personal and prejudicial interests that Councillors and Officers may have on the agenda.

The Head of Democratic Services reminded Councillors and Officers that the "Disclosures of Personal and Prejudicial Interests" sheet should only be completed if the Councillor / Officer actually had an interest to declare. Nil returns were not required. Councillors and Officers were also informed that any declarable interest must be made orally and in writing on the sheet.

In accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea the following interests were declared:

- 1) Councillors A M Day, P Downing, W Evans, E W Fitzgerald, D W Helliwell, C A Holley, O G James, E T Kirchner, R D Lewis, A Pugh, M Sykes and W G Thomas declared a Personal Interests in Minute 163 "Admission Arrangements 2020-2021";
- 2) Councillor M C Child declared a Personal Interest in Minute 164 "Appointment of Honorary Recorder of Swansea";
- 3) Councillors J P Curtice, P Downing, W Evans, E W Fitzgerald, P R Hood-Williams, L James, S M Jones, M A Langstone, B J Rowlands, K M Roberts, R V Smith, A H Stevens, D G Sullivan, M Thomas, W G Thomas and L J Tyler-Lloyd declared a Personal Interests in Minute 165 "Review of the Charter between City & County of Swansea and the Community / Town Councils within the Boundaries";
- 4) Councillors C A Holley and A Pugh declared a Personal Interest in Minute 167 "Pay Policy Statement 2019-2020".

#### **Officers**

- 5) A Chard, H Evans, A Hill, T Meredith, M Nicholls, B Smith and S Woon declared a Personal & Prejudicial Interest in Minute 167 "Pay Policy Statement 2019-2020".

#### **157. Minutes.**

**Resolved** that the following Minutes be approved and signed as a correct record:

- 1) Ordinary Meeting of Council held on 28 February 2019.

#### **158. Written Responses to Questions asked at the Last Ordinary Meeting of Council.**

The Chief Legal Officer submitted an information report setting out the written responses to questions asked at the last Ordinary Meeting of Council.

#### **159. Announcements of the Presiding Member.**

##### **1) Webcasting of Meeting**

The Presiding Member stated that as part of the ongoing works to enable Webcasting of Council, Cabinet, Planning Committee and the Scrutiny Programme Committee; this Council Meeting is being recorded for Webcasting purposes. The meeting will not be streamed live as we are still in the testing period; however it will recorded. If the trial is successful, the meeting will be published online at a later date.

**2) Condolences**

**a) Councillor William Frederick (Fred) Stuckey**

The Presiding Member referred with sadness to the recent death of Councillor Fred Stuckey. Councillor Stuckey represented the Townhill Electoral Ward from 1999-2004.

**b) Councillor Des W Davies (Neath Port Talbot County Borough Council)**

The Presiding Member referred with sadness to the recent death of Councillor Des W Davies of Neath Port Talbot Borough Council. Councillor Davies was a former West Glamorgan County Councillor first elected in 1981. Many of you will remember him as the former Vice Chair of the West Glamorgan Joint Archives Committee.

**c) Remembering those who died in the massacre at mosques in New Zealand**

The Presiding Member referred with sadness to the recent massacre in New Zealand. Fifty people died and dozens more were injured in the shootings at the Al Noor Mosque and the Linwood Islamic Centre in Christchurch, New Zealand on 15 March 2019. Politicians must help play a role in tackling intolerance in society.

Can you all please stand as a mark of respect and sympathy.

**3) Councillor M C Child – Swimathon 2019**

The Presiding Member stated that his Electoral Ward colleague, Councillor Mark Child would be participating in Swimathon 2019. Councillor Child aims to swim 2.5km (that's 1.55 miles) on Friday, 29 March 2019 as part of Swimathon 2019 raising money for Cancer Research UK and Marie Curie.

Please feel free to sponsor Councillor Child.

**4) Darran Kiley - St David Award for Bravery**

The Presiding Member stated that he had great pleasure to announce that Darran Kiley was shortlisted as a finalist for the St David Award for Bravery. The St David Awards scheme recognises and celebrates the exceptional achievements of people from all walks of life in Wales.

Darran was working through an Agency in the Authority's Parks and Cleansing Section and in October 2017 during the course of a day's work in the City Centre, he was confronted by a man with a knife. Darran contacted the Police and then followed the knifeman. When this person threatened another member of the public, Darran intervened by restrained the knifeman

until the Police arrived to make an arrest. Darran has since been employed in Waste Management through their Trainee Programme.

Darran is here today and on behalf of the Authority and the people of Swansea, I'd like to thank him for his bravery and to congratulate him for being a finalist at the St David Award for Bravery Awards.

**5) National Innovation Award in Health & Safety**

The Presiding Member was delighted to announce that the Authority's Corporate Health, Safety & Emergency Management Service were recently shortlisted for a National Innovation Award in Health & Safety after presenting their work on Managing Falls in Older People to a Royal Society for the Protection of Accidents (ROSPA) Board in December 2018.

In January 2019, Craig Gimblett and Tracy Dicataldo presented the work at the House of Lords and were awarded the Stevenson Shield for Innovation in Health & Safety finishing 3<sup>rd</sup> in the UK. This is testament to the work Tracy carried out in partnership with the Welsh Ambulance Service and Western Bay, which reduced falls and 999 calls by two thirds.

ROSPA has now approached the Authority, as it wants to use the innovative work as a benchmark across the UK. This is fantastic recognition for Swansea on the UK stage.

Craig Gimblett and Tracy Dicataldo are present to receive the Award.

**6) Gower College Swansea - Apprenticeship Awards 2019**

The Presiding Member was delighted to announce that a number of Council employees won awards at the recent Gower College Swansea Apprenticeship Awards 2019. Congratulations to all. The College works with 2,500 apprentices all of whom will contribute to the future of the economy.

The employees are present to receive their Awards:

- a) Bricklaying Apprentice of the Year - Aaron Redden;
- b) Childcare Apprentice of the Year - Ingrid Parker (St Thomas Community School);
- c) Information, Advice and Guidance Apprentice of the Year - Iestyn Thomas (Unavailable due to College commitments);
- d) IT Apprentice of the Year - Cameron Lewis;
- e) Leadership and Management Apprentice of the Year - Elizabeth Jarvis;
- f) Apprentice of the Year - Luke Evans.

The Authority also won Apprenticeship Employer of the Year (250+ Employers). Adrian Chard (HR), Helen Beddow and Lee Wyndham (Beyond Bricks and Mortar) are present to receive the Award on behalf of the Authority.

**7) Councillor M H Jones**

The Presiding Member stated that Councillor M H Jones was hopeful to be returning to meetings next week following her surgery and thanked everyone that sent her messages of support and best wishes.

**8) Amendments / Corrections to the Council Summons**

The Presiding Member outlined the amendments / corrections to the Council Summons.

a) **Item 12** "Council Bodies Diary 2019-2020".

Delete reference to the Annual Meeting of Council on 21 May 2020.  
Rearrange for 28 May 2020.

b) **Item 13** "Pay Policy Statement 2019-2020"

An Amended Page 123 "Annex B: Chief Officers Pay 2019-2020" has been circulated. Please disregard the printed version within the Council Summons.

**160. Announcements of the Leader of the Council.**

**1) Dawnus**

The Leader of the Council provided an update on the city centre work following the Construction Company Dawnus going into administration. He stated that the Authority's thoughts with all people affected by the demise of Dawnus.

He also thanked Martin Nicholls and his Team for the hard work that they had done following the announcement and stated that they were in process of seeking a contractor to take over the city centre work.

**2) MIPIM Conference - 12-15 March 2019**

The Leader of the Council provided an update following his recent attendance at the MIPIM Conference, Cannes, France. He stated that MIPIM was the World's largest property market and an ideal opportunity to meet the most influential players from all sectors of the international real estate industry.

**3) Swansea Bay Region City Deal**

The Leader of the Council provided an update relating to the Swansea Bay Region City Deal.

**4) Swansea Bay Tidal Lagoon**

The Leader of the Council provided an update on the Swansea Bay Tidal Lagoon.

**5) Wales - 6 Nations Grand Slam Champions 2019**

The Leader of the Council congratulated Wales on becoming the 6 Nations Grand Slam Champions 2019. He stated that Council on 25 April 2019 would be considering bestowing Honorary Freedom of the City on the Swansea born and bred, Welsh Captain Alun Wyn Jones.

**161. Public Questions.**

David Davies asked the following question in relation to Minute 163 "Admission Arrangements 2020-2021":

Page 38, Final Paragraph. I realise the Council has a fine reputation for offering the parents of children their first preference for the school of their choice. However, I appreciate this is not possible always and children are often placed on a waiting list.

Can you therefore give me an indication what proportion of those placed on the waiting list are eventually given the choice of school they desire?"

The Leader of the Council stated that a written response would be provided.

**162. Presentation - Save the Children.**

Dr Pamela Muirhead of the "Save the Children" Charity gave a presentation to Council on child poverty, the Save the Children Charity and its work within Wales.

Councillors asked a number of questions all of which were answered.

Dr Pamela Muirhaed was thanked for her presentation.

**163. Admission Arrangements 2020-2021.**

The Education Improvement, Learning & Skills Cabinet Member submitted a report, which sought the determination of the admission arrangements for maintained schools for the academic year 2020-2021.

**Resolved that:**

- 1) The proposed admission arrangements for 2020-2021 for Nursery as set out in Appendix A of the report be approved;
- 2) The proposed admission arrangements for 2020-2021 for Reception as set out in Appendix B of the report be approved;
- 3) The proposed admission arrangements for 2020-2021 for Year 7 as set out in Appendix C of the report be approved;
- 4) The proposed admission arrangements for 2020-2021 for in-year transfers as set out in Appendix D of the report be approved;



- 5) The proposed admission arrangements / criteria for entry for 2020-2021 for sixth forms set in Appendix E of the report be approved;
- 6) The Schedule of Events at Appendix F of the report be approved;
- 7) The admission numbers for primary and secondary schools be noted, as set out in Appendix G of the report.

**164. Appointment of Honorary Recorder of Swansea.**

The Chief Legal Officer submitted a report, which sought to appoint His Honour Judge Paul Thomas QC as Honorary Recorder of Swansea.

**Resolved that:**

- 1) His Honour Judge Keith Thomas be thanked for his work as Honorary Recorder of Swansea;
- 2) His Honour Judge Paul Thomas QC be appointed as Honorary Recorder of Swansea commencing on 1 April 2019.

**165. Review of the Charter between City & County of Swansea and the Community / Town Councils within its Boundaries.**

The Head of Democratic Services submitted a report, which provided the suggested amendments of the Community / Town Council Charter Review Group and the recommendation of the Community / Town Councils Forum that the amendments be adopted.

He also stated that of the 24 Community / Town Councils within the Swansea area:

- 21 had adopted the Amended Charter namely Clydach, Gorseinon, Gowerton, Grovesend & Waungron, Ilston, Killay, Llangyfelach, Llanrhidian Higher, Llanrhidian Lower, Llchwyr, Mawr, Mumbles, Penllergaer, Pennard, Penrice, Pontarddulais, Port Eynon, Reynoldston, Rhossili, Three Crosses, Upper Killay;
- 2 would be considering the matter at their April 2019 Council Meetings namely Bishopston and Pontlliw & Tircoed;
- 1 had not responded namely Llangennith, Llanmadoc & Cheriton.

The Head of Democratic Services thanked the members of the Community / Town Council Charter Review Group for their work and support during the Review Process.

**Resolved that:**

- 1) The suggested amendments to the Charter between the City and County of Swansea and the Community / Town Councils within its boundaries as outlined in the appendices to the report be adopted.

**166. Council Bodies Diary 2019-2020.**

The Head of Democratic Services submitted a report, which presented the draft Council Bodies Diary 2019-2020.

The Head of Democratic Services outlined an amendment to the diary which cancelled the Annual Meeting of Council scheduled for 21 May 2020 and rearranged it on 28 May 2020.

**Resolved that:**

- 1) The amended draft Council Bodies Diary 2019-2020 be adopted subject to final approval at the Annual Meeting of Council on 23 May 2019.

**167. Pay Policy Statement 2019-2020.**

The Business Transformation & Performance Cabinet Member submitted a report, which sought approval for the Pay Policy Statement 2019-2020.

He stated that an Amended Page 123 "Annex B: Chief Officers Pay 2019-2020" has been circulated and that the printed version within the Council Summons was to be disregarded.

**Resolved that:**

- 1) The Pay Policy Statement 2019-2020 as attached to Appendix A of the report and the amended Annex B be approved and published.

**168. Councillors' Questions.**

**1) Part A 'Supplementary Questions'**

Five (5) Part A 'Supplementary Questions' were submitted. The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

Those supplementary question(s) required a written response are shown below:

**Question 2.** Councillor A M Day asked:  
*"What is the evolving strategy following QEd 2020 and when will Councillors be involved with it?"*

The Leader of the Council stated that a written response would be provided.

**Question 4.** Councillor P M Black asked:

*“What are the criteria for the commissioning process in Cultural Services for supporting groups such as Abertawe Festival of Young Musicians, who makes the decision on support for those Organisations and can we have a list of successful bodies since this process and partnership model was initiated?”*

The Investment, Regeneration & Tourism Cabinet Member stated that a written response would be provided.

**2) Part B ‘Questions not requiring Supplementary Questions’**

Two (2) Part B ‘Questions not requiring Supplementary Questions’ were submitted.

The meeting ended at 6.10 pm

**Chair**

# Agenda Item 4.



## Report of the Chief Legal Officer

Council – 28 March 2019

### Written Responses to Questions asked at the Last Ordinary Meeting of Council

The report provides an update on the responses to Questions asked during the Ordinary Meeting of Council on 28 February 2019.

#### For Information

#### 1. Introduction

- 1.1 It was agreed at Council on 8 April 2010 that a standing item be added to the Council Summons entitled “Written Responses to Questions Asked at the Last Ordinary Meeting of Council”.
- 1.2 A “For Information” report will be compiled by the Democratic Services Team collating all written responses from the last Ordinary Meeting of Council and placed in the Agenda Pack;
- 1.3 Any consequential amendments be made to the Council Constitution.

#### 2. Responses

- 2.1 Responses to questions asked during the last ordinary meeting of Council are included as Appendix A.

**Background Papers:** None

**Appendices:** Appendix A (Questions & Responses)

**Providing Council with Written Responses to Questions asked at Council  
28 March 2019**

1.	<p><b>Mr David Davies</b></p> <p><b>In relation to “Admission Arrangements 2020-2021” - Page 38, Final Paragraph.</b></p> <p>I realise the Council has a fine reputation for offering the parents of children their first preference for the school of their choice. However, I appreciate this is not possible always and children are often placed on a waiting list.</p> <p>Can you therefore give me an indication what proportion of those placed on the waiting list are eventually given the choice of school they desire?”</p> <p><b>Response of the Cabinet Member for Education Improvement, Learning &amp; Skills</b></p> <p>We do not keep differentiated records in relation to numbers of places allocated from waiting lists. Below is an explanation of the way the lists are operated:</p> <p>Effectively names are kept in a “pool” rather than on a ranked list. Once a school is full in a particular year group any application for a place in that group will be refused and automatically placed in the pool. Names are kept in the pool for the remainder of the academic year and can be added to any time a new application is made and refused. If a place becomes available the names would be put into a ranked list at that point. The ranking would be made in accordance with the admission criteria and not the length of time since the application was made. We do not keep records in relation to what element of the admission criteria was met in order to place someone at the top of the list. If a place is available and allocated it is done in the same way as a regular admission request so once the school and family are notified we do not keep a record of the detail. We keep records of how many places are allocated per school in any academic year but do not keep a separate list of allocations from a waiting list.</p>
2.	<p><b>Councillor A M Day</b></p> <p><b>In relation to Councillors Questions 2</b></p> <p>What is the evolving strategy following QEd 2020 and when will Councillors be involved with it.</p> <p><b>Response of the Cabinet Member for Education Improvement, Learning &amp; Skills</b></p> <p>This was discussed in the report that was considered by Cabinet in July 2017 prior to the Council’s Band B Strategic Outline Programme being submitted and approved by Welsh Government.</p> <p>The Council’s QEd 2020 Programme focused on:</p> <ul style="list-style-type: none"> <li>• Learning environments for children and young people aged from 3 to 19 that will enable the successful implementation of strategies for school improvement and better educational outcomes;</li> </ul>

- Greater economy through better use of resources to improve the efficiency and cost-effectiveness of the education estate and public service provision; and
- A sustainable education system with all schools meeting a 21st century schools standard, and reducing the recurrent costs and carbon footprint.

The priority investment schemes were identified through the following range of complementary objective criteria; standards (where there were specific concerns), risk, condition, specific suitability issues, landscape, basic need (where very clear shortfall in places such as Welsh Medium), sufficiency (surplus places), viability (size), sustainability (future demographic trends) and deliverability (how readily it could be achieved).

All the Band A schemes have now been completed with the exception of Gorseinon Primary School new build which is in progress.

As with any plan it is not a static document, and indeed, the whole programme has required successive reviews in the light of the changing timescales and financial parameters for the programme. It has also continued to evolve in the light of changing demands (demographic trends and condition and business continuity issues), political priorities, capital resourcing, and fresh opportunities (such as the LDP).

The Band B programme and the next stage of the QEd programme strategy as set out in the July 2017 report, reflects a consistent objective assessment and prioritisation of condition, suitability and sustainability issues as well as areas of basic need for additional provision and also in consideration of the deliverability of potential options. It also remains consistent with local policies, corporate priorities and commitments, as well as the priorities and specific criteria set down by the Welsh Government for Band B as follows:

*To provide an efficient and effective educational infrastructure that will meet current and future demand for places by 2024*

- *Ensuring the right size schools in the right location, with enough places to deliver Welsh and English medium education, whilst ensuring effective and efficient use of the educational estate*
- *Reducing backlog maintenance costs by at least 50% whilst improving any category C or D condition buildings to A or B*

*To optimise the use of infrastructure and resources to deliver public services for our communities by 2024. This includes:*

- *Flexibility of assets with the aspiration that all facilities receiving investment commit to making assets available for community use if local demand exists*
- *Co-located public services on site if local demand exists*

The early part of the next stage of the QEd programme is in progress and has included engagement with all stakeholders including councillors and with reports being brought to Cabinet as appropriate.

3. **Councillor P M Black**

**In relation to Councillors Questions 5**

What are the criteria for the commissioning process in Cultural Services for supporting groups such as Abertawe Festival of Young Musicians, who makes the decision on support for those Organisations and can we have a list of successful bodies since this process and partnership model was initiated.

**Response of the Cabinet Member for Investment, Regeneration & Tourism**

The requirements and remit of Abertawe Festival of Young Musicians are not easily compared to the way Cultural Service partners, collaborates and commissions cultural activity generally. The Festival seeks performance premises only from the Service, by dint of their role as venue managers, as their participants are advancing through formal education attainment in music grading, resulting in the opportunity for them to perform to fellow pupils and family.

Cultural Services' remit is to increase participation in arts, sports and culture in the community broadly, but particularly those most at risk of exclusion. The Service overall exists to expand our cultural offer; promote tourism; health and wellbeing and increase the economic viability of the city, through the sustainability of our venues and services. The support required by the AFYM is to meet the rising costs of utilising a commercial concert venue and ancillary meeting rooms in the Guildhall.

In previous years, the service held monies which could be utilised as 'grants', to support third party costs for delivering activity related to a wider cultural offer. Several organisations benefited from this and it was utilised to meet the costs of AFYM usage of the Brangwyn Hall and Guildhall. This budget was removed in 2015, as part of the significant cuts faced by the service and affected organisations were advised accordingly. A great deal of discussion, collaboration and engagement took place with all affected, as it has with the Festival Committee, to attempt to find a way to work more collaboratively, and identify new ways for the service to support them, within the terms of its remit.

In order to meet this remit, the service has retained a budget for cultural strategy and development, which is purposely intended for working with arts, cultural, sports and tourism organisations to develop projects and activities that deliver our priorities – in particular for a vibrant and viable city and tackling poverty. We describe this way of working as collaborative, partnership based and 'commissioning'. This helps us differentiate it from being a grant, enables us to prioritise the Council's requirements and also retain accountability and transparency, with impact measures and agreements in place with the partners. It is not a 'grant scheme', available to be applied for, nor is it a traditional commissioning process to deliver specific requirements, as with other Council service areas.

In practice, Cultural Services staff actively work with local and regional arts organisations, community groups and funders, to discuss priorities, identify needs in the community, apply for grants and design and deliver projects, events and programmes accordingly. Examples are the Fusion

programme, which is a partnership between the Council, Welsh Government and 42 local arts organisations to deliver projects that tackle poverty. Swansea Jazz Festival has previously benefited from match funding toward an Arts Council Wales application, and Marc Rees' 14-18 Now the Hero project, one of several national commissions commemorating the centenary of the 1<sup>st</sup> World War, was also supported by us as a joint commission with Taliesin and 14-18Now. Projects with Race Cymru Wales, resulting in exhibitions at the Houses of Parliament by refugees and BAME groups; young writing squads and the Music Academy (BBC supported initiative to introduce young people to careers in the music industry) have also been supported by the service budgets.

As with the whole Cultural Service budget, authority on how the budget is utilised to deliver outcomes in support of our priorities, lies with the Head of Service, as the designated Responsible Officer, in consultation with the relevant Cabinet Member



# Agenda Item 9.



## Report of the Head of Democratic Services

Council – 25 April 2019

### Review of Polling Districts, Polling Places and Polling Stations

<b>Purpose:</b>	To seek approval for the proposed changes and to agree to further investigation into the possible movement of a number of polling station venues.
<b>Policy Framework:</b>	None.
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) The responses received in relation to the Polling Districts and Polling Places Review which are summarised at <b>Appendix 2</b> to the report be noted;  2) The final proposals to the Polling Districts and Polling Places as outlined in <b>Appendix 1</b> of the report be approved;  3) The Returning Officer continue to monitor Polling Districts, Polling Places and Polling Stations where no suitable alternative venue is available at the present time.
<b>Report Author:</b>	Huw Evans
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 This report sets out the outcomes of two individual Reviews recently conducted by the Returning Officer. The Returning Officer decided to conduct both Reviews together so as to make it easier for people to respond to the process.

- 1.2 One was a Review of Polling Districts and Polling Places and the other a Review of Polling Stations.
- 1.3 The responsibility for dividing the parliamentary constituencies into Polling Districts and for designating Polling Places rests with the Council. Council must consider and if appropriate approve the recommendations of the Returning Officer with regard to the Review of Polling Districts and Polling Places.
- 1.4 Decisions relating to the Review of Polling Stations fall under Election Rules to the Returning Officer. The Returning Officer has a personal responsibility for deciding on the number and location of Polling Stations.

## **2. Definition of Terms**

- 2.1 A **Polling District** is a geographical sub-division of an electoral area, i.e. a UK Parliamentary Constituency, a European Parliamentary Electoral Region or a local Electoral Division, commonly referred to as a Ward.
- 2.2 A **Polling Place** is a geographical area in which a Polling Station is located. It can be defined as tightly as a particular building or as widely as the entire Polling District.
- 2.3 The Polling Place shall be an area in the Polling District, except where special circumstances make it desirable to designate an area wholly or partly outside the Polling District.
- 2.4 A **Polling Station** is the actual area or specific room where the process of voting takes place i.e. where voters cast their votes. It must be located within the Polling Place designated for the particular Polling Station.

## **3. Legal Framework for the Review of Polling Districts and Polling Places**

- 3.1 Under the Representation of the People Act 1983, the Electoral Administration Act 2006 and the Review of Polling District & Polling Places (Parliamentary Elections) Regulations 2006, the City and County of Swansea has a duty to divide the district into polling districts and to designate a polling place for each polling district. It also has to keep these arrangements under review.
- 3.2 In order to comply with the above legislation the City and County of Swansea is required to complete a full review of all polling districts and polling places every five years. However this does not prevent changes being made at any time prior to the next review.
- 3.3 The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and polling places. The next compulsory review must now be

started and completed between 1 October 2018 and 31 January 2020 (inclusive).

- 3.4 Subsequent compulsory reviews must be started and completed within the period of 16 months that starts on 1 October of every fifth year after 1 October 2013.

#### **4. Legal Framework for the Review of Polling Stations**

- 4.1 The Returning Officer is personally responsible for deciding on the number and location of Polling Stations. This is set out in each set of Election Rules e.g. Rule 25 of the Parliamentary Election Rules.

#### **5. Aim of the Polling Districts and Polling Places Review**

- 5.1 Local Authorities must seek to ensure that:

- a) All of the electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
- b) So far as is reasonable and practicable, all Polling Places are accessible to all their electors, including those with disabilities;
- c) Each Community shall, in the absence of special circumstances, be a separate Polling District.

- 5.2 The Polling Districts and Polling Places Review does not cover the following areas:

- a) The boundaries of UK Parliamentary Constituencies;
- b) The borders, names and electoral areas of Local Authorities.

#### **6. Aim of the Polling Station Review**

- 6.1 To consider the number and locations of Polling Stations within the City and County of Swansea.

#### **7. The Polling Districts and Polling Places Review Procedure**

- 7.1 The Review Procedure to be followed by a Local Authority is summarised below:

- a) Stage 1 - The Authority gives public notice of its intention to undertake a review and invites comments and submissions from any interested parties;
- b) Stage 2 - The Authority considers all submissions received and formulates draft recommendation for the new Polling Districts and

Polling Places structure. However, there is no requirement to change any existing arrangements.

- c) Stage 3 - The Authority produces final proposals for the new Polling Districts and Polling Places.
- d) Stage 4 - The Council must agree on the final proposals, and then publish the outcome of the review.

## **8. The Polling Station Review Procedure**

- 8.1 The Polling Station Review Procedure is to be carried out based on the Initial Recommendations set out by the Returning Officer. Feedback submissions shall be considered by the Returning Officer and decisions taken accordingly.

## **9. The Joint Review**

- 9.1 Stage 1 commenced on 8 February 2019 with the publication of the Notice of Review of Polling Districts and Polling Place on the Council Website and on a public noticeboard. The notice invited comments and submissions in writing on the existing arrangements and the Returning Officers Initial Recommendations (**Appendix 3**) by 29 March 2019.
- 9.2 Concurrently, letters and emails inviting feedback on the current arrangements and on the Returning Officers Initial Recommendations were sent to:
  - a) All Councillors, MEPs, MPs, AMs and Community / Town Councils representing the area of the City and County of Swansea; and
  - b) Groups who represent protected characteristics, such as Black and Minority Ethnic (BME) Communities, Lesbian, Gay, Bisexual and Transgender (LGBT), and Disability via the Access to Services Team
- 9.3 The submissions received during this stage are summarised in **Appendix 2** "Summary of Consultation Responses Received".

## **10. Proposals following the Joint Review**

- 10.1 The Returning Officer considered those responses as set out in **Appendix 2**. These assisted in the formulation of the final proposals relating to Polling Districts and Polling Places which are set out in **Appendix 1** of the report. **Appendix 1** also shows the determinations of the Returning Officer in relation to Polling Stations.
- 10.2 Once Council agrees Polling Districts and Polling Places, all relevant stakeholders will be informed.

10.3 Polling Districts will be further reviewed following the outcome of the Local Democracy and Boundary Commission for Wales Electoral Review of The City and County of Swansea.

## **11. Equality and Engagement Implications**

11.1 An Equality Impact Assessment (EIA) screening process took place prior to the consultation period. The outcome indicated that it was low priority and a full report was not required.

## **12. Financial Implications**

12.1 There are no specific financial implications associated with this report.

## **13. Legal Implications**

13.1 There are no specific legal implications associated with this report. The amended version of the Council Constitution will be available at [www.swansea.gov.uk/constitution](http://www.swansea.gov.uk/constitution)

**Background Papers:** None.

### **Appendices:**

- |            |   |
|------------|---|
| Appendix 1 | Summary of Consultation Responses Received                                    |
| Appendix 2 | Polling Districts, Polling Places Final Proposals and Polling Station Changes |
| Appendix 3 | Returning Officer's Initial Recommendations                                   |

**Polling Districts, Polling Places Final Proposals and  
Polling Station Changes**

- 1.1 The responsibility for dividing the parliamentary constituencies into Polling Districts and for designating Polling Places rests with the Council. Council must consider and if appropriate approve the recommendations of the Returning Officer with regard to the Review of Polling Districts and Polling Places.
- 1.2 Decisions relating to the Review of Polling Stations fall under Election Rules to the Returning Officer. The Returning Officer has a personal responsibility for deciding on the number and location of Polling Stations.
2. **Responses Received, Polling District / Polling Place Final Proposals and the determinations of the Returning Officer in relation to Polling Stations.**
  - 2.1. The following list outlines any responses received, Polling District / Polling Place final proposals and the determinations of the Returning Officer in relation to Polling Stations.

**Bishopston Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Bonymaen Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station: No change.*

**Castle Electoral Division**

*Representation Received: See Appendix 2.*

*Polling District / Polling Place: No change.*

*Polling Station(s): Representation suggestions to be looked at further for venue suitability.*

**Clydach Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Cockett Electoral Division**

*Representation Received: See Appendix 2.*

*Polling District / Polling Place: No change.*

*Polling Station(s): Representation suggestions to be looked at further for venue suitability.*

**Cwmbwrla Electoral Division**

*Representation Received: See Appendix 2.*

*Polling District / Polling Place: No change.*

*Polling Station(s): Representation suggestions to be looked at further for venue suitability.*

**Dunvant Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Fairwood Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Gorseinon Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Gower Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Gowerton Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Killay North Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Killay South Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Kingsbridge Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Landore Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Llangyfelach Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Llansamlet Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Lower Loughor Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Mawr Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Mayals Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Morrison Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Mynyddbach Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Newton Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Oystermouth Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*



**Penclawdd Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Penderry Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Penllergaer Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): Proposed change to Llewellyn Hall from Community of Christ, pending approval from venue.*

**Pennard Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Penyrheol Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Pontarddulais Electoral Division**

*Representation Received: No change.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Sketty Electoral Division**

*Representation Received: See Appendix 2.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**St Thomas Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Townhill Electoral Division**

*Representation Received: See Appendix 2.*

*Polling District / Polling Place: No change.*

*Polling Station(s): Representation suggestions to be looked at further for venue suitability.*

**Uplands Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**Upper Loughor Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

**West Cross Electoral Division**

*Representation Received: None.*

*Polling District / Polling Place: No change.*

*Polling Station(s): No change.*

## Appendix 2

### Summary of Consultation Responses Received

<b>No.</b>	<b>Submission from:</b>	<b>Comments Submitted</b>
<b>1</b>	<b>Councillor Peter Black</b>	<b>Polling Station to be re-established within EB. Former St Luke's Church in Stepney Street as a recommendation.</b>
<b>2</b>	<b>Councillor Jeff Jones</b>	<b>Agree with proposals of the reviews.</b>
<b>3</b>	<b>Julie James AM</b>	<p data-bbox="730 640 1477 712"><b>Proposed use of Swansea Farm instead of Cadle School</b></p> <p data-bbox="730 752 1453 824"><b>To seek suitability of Gower College in place of Mobile at Lon Cadog and Lon Cynfor</b></p> <p data-bbox="730 864 1485 936"><b>Propose Step Ahead Education Centre instead of Gors Community School</b></p>
<b>4</b>	<b>Elector of Castle Ward</b>	<p data-bbox="730 965 1382 1122"><b>Propose use of: Spring Terrace Tabernacle, Spring Terrace Salvation Army Citadel, Richardson Street Christ Church Hall, Rodney Street</b></p> <p data-bbox="730 1162 1509 1258"><b>The above be sought as alternatives to St Phillips Community as per RO proposal, as more central to Sandfieds community.</b></p>

### Returning Officer's Initial Recommendations

Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
GW	Bishopston	Bishopston (Bishopston Ward)	Murton Community Centre	1574	No Change
GX		Bishopston (Murton Ward)	Murton Community Centre	1097	No Change
FH	Bonymaen	No Community	Cwmglas Primary School	1442	Alternative Venue Sought
FI			Mobile Station outside Eastside DHO	1314	Alternative Venue Sought
FJ			Bonymaen Community Centre	1153	No Change
FK1			Bonymaen Community Centre	948	No Change
FK2			Community Area @ The POD Morfa Shopping	485	No Change
YA	Castle	No Community	Swansea Museum	1865	No Change
YB			St.Helen's Primary School	2076	Proposed change to St Phillips Community Centre
YC			Swansea Council for Voluntary Services	1374	No Change
XD			Mobile Station Jct Norfolk St and Primrose St	903	Alternative Venue Sought
XE1			Dyfatty Community Centre	581	No Change
XE2			Elim Chapel Schoolroom	714	No Change
XF			Hill Chapel Schoolroom, North Hill Rd	764	Alternative Venue Sought
XG			Mobile at Baptist Well St/Waun Wen Rd	577	Alternative Venue Sought
XH1			Brynmelyn Community Centre	694	No Change
XH2			Mobile at Griffith John Street	348	Alternative Venue Sought
DR	Clydach	Clydach (Vardre Ward)	Mobile at Ysgol Gynradd Gymraeg Gellionnen	2020	Alternative Venue Sought
DS1		Clydach (Graigfelen Ward)	Graigfelen Hall, Tyle Teg	1226	No Change
DS2*		Clydach (Graigfelen Ward)	Graigfelen Hall, Tyle Teg	113	No Change
DT		Clydach (Clydach Ward)	Community Hall, Vardre Road	2049	No Change
DU		Clydach (Glais Ward)	Glais Community Centre, Birchgrove Road	261	No Change
WO	Cockett	No Community	Gors Community School	1457	Alternative Venue Sought
WP1			Waunarlyydd Community Centre	2443	No Change
WP2*			St Illtyd's Church, Ystrad Road	712	No Change
WQ1			Cadle Primary School	1151	Alternative Venue Sought
WQ2			St. Illtyd's Church, Ystrad Road	479	No Change
WR			Fforestfach Library, Kings Head Road	1602	No Change
WS			Gendros Community Centre	951	No Change

Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
---------------	--------------------	-----------	-----------------	------------	------------------------------------

WT			Cockett Community Centre, St Peter's Terrace	1603	No Change
----	--	--	--	------	-----------

Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
EA	Cwmbwrla	No Community	Cwmbwrla & Manselton Community Centre	1711	No Change
EB			Cwmbwrla & Manselton Community Centre	1343	No Change
EC			Christ Well Centre, Manselton Road	1239	No Change
ED			Methodist Church Schoolroom, Eaton Rd	1226	No Change
WE	Dunvant	No Community	Dunvant Gospel Hall	2106	No Change
WF1			The Dunvant Centre off Dunvant Square	1274	No Change
WF2*			The Dunvant Centre off Dunvant Square	6	No Change*
GG	Fairwood	Llanrhidian Higher (Three Crosses Ward)	Community Centre, Three Crosses	1184	No Change
GY		Upper Killay	Upper Killay Recreational Hall	1021	No Change
CK	Gorseinon	Gorseinon (Gorseinon Central Ward)	St Catherine's Church Hall	1152	No Change
CL		Gorseinon (Gorseinon East Ward)	Canolfan Gorseinon Centre	2103	No Change
GA	Gower	Llangennith Llanmadoc and Cheriton (Llangennith Ward)	Parish Hall Llangennith	408	No Change
Page 28 GB		Llangennith Llanmadoc and Cheriton (Llanmadoc Ward)	Village Hall Llanmadoc	153	No Change
GC		Llangennith Llanmadoc and Cheriton (Cheriton Ward)	Village Hall Llanmadoc	105	No Change
GD		Llanrhidian Lower	Llanrhidian Community Hall	482	No Change
GJ		Rhossili	Village Hall, Middleton	204	No Change
GK		Port Eynon (Llanddewi Ward)	Knelston Primary School	41	Alternative Venue Sought
GL		Port Eynon (Knelston Ward)	Knelston Primary School	227	Alternative Venue Sought
GM		Port Eynon (Port Eynon)	Village Hall, Port Eynon	225	No Change
GN		Reynoldston	Village Hall, Reynoldston	351	No Change
GO		Penrice (Penrice Ward)	Village Hall, Horton	51	No Change
GP		Penrice (Oxwich Ward)	Oxwich and Penrice Youth Hall	147	No Change
GQ		Penrice (Horton Ward)	Village Hall, Horton	132	No Change
GR		Ilston (Ilston Ward)	West Glamorgan Guide Activity Centre	184	No Change
GS		Ilston (Penmaen Ward)	Penmaen and Nicholaston Village Hall	144	No Change
GT		Ilston (Nicholaston Ward)	Penmaen and Nicholaston Village Hall	77	No Change

Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
---------------	--------------------	-----------	-----------------	------------	------------------------------------

Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
CS	Gowerton	Gowerton(Gowerton West Ward)	Gowerton Scouts Hall	2131	No Change
CT		Gowerton (Gowerton East Ward)	St John's Church Hall, Church Street	1726	No Change
WA	Killay North	Killay (North Ward)	Siloam Baptist Chapel, Goetre Fach Road	1760	No Change
WB			Siloam Baptist Chapel, Goetre Fach Road	459	No Change
WC	Killay South	Killay (South Ward)	St Hilary's Church Hall	578	No Change
WD			Killay Scout Hall, off Ridgeway	1259	No Change
CQ	Kingsbridge	Llwchwr (Kingsbridge Ward)	Pontybrenin Primary School	2418	Alternative Venue Sought
CR		Llwchwr (Garden Village Ward)	Mobile Station at Myrtle Road	1037	Alternative Venue Sought
EE	Landore	No Community	St Johns Ambulance Centre	990	No Change
EF			Day Centre, Parc Llewellyn	386	No Change
EG			Montana Park Community Centre	1457	No Change
EH1			Hafod Community Centre	1751	No Change
EH2*			Hafod Community Centre	109	No Change*
CG1	Llangyfelach	Pontlliw and Tircoed	Village Hall, Carmel Road	1235	No Change
CG2			Tircoed Village Hall, Pontlliw	802	No Change
CH1		Llangyfelach	Llangyfelach Church Hall	1740	No Change
CH2*		Llangyfelach	Llangyfelach Church Hall	101	No Change*
DF	Llansamlet	No Community	Trallwn Community Centre	2515	No Change
DF			Talycopa Primary School	1459	Alternative Venue Sought
FD			Llansamlet Community Centre	1221	No Change
FE			Glais Community Centre, Birchgrove Road	641	No Change
FF			Birchgrove Community Centre	2996	No Change
FG			Community Lounge, Gelli Gardens	2107	No Change
CO			Lower Loughor	Llwchwr (Lower Loughor Ward)	Jireh Evangelical Hall
DV	Mawr	Mawr (Garnswllt Ward)	Welfare Hall, Lon Y Felin	241	No Change
DW		Mawr (Craigcefnparc Ward)	Welfare Hall, Lon Heddwch	876	No Change
DX		Mawr (Felindre Ward)	Village Hall, Felindre	271	No Change
WG	Mayals	Mumbles (Mayals Ward)	Llwynderw Hall, Fairwood Road	1277	No Change
WH			Vivian Hall, Mumbles	859	No Change

Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
ET	Morriston	No Community	Morriston Tabernacle, Woodfield Street	2062	No Change
EU			Morriston Community Centre	1984	No Change
EW1			YGG Tan-y-lan	1290	No Change
EX			Morriston War Memorial Hall	1199	No Change
EY			Cwmrhydyceirw Primary School	2162	No Change
EZ			Glyncollen Primary School	1627	Alternative Venue Sought
FA			Ynystawe Primary School	1491	Alternative Venue Sought
EOA	Mynyddbach	No Community	Pen y Bryn Special School	878	Alternative Venue Sought
EOB			Mobile Station at Windermere Road	392	Alternative Venue Sought
EPA			Treboeth Public Hall	1505	No Change
EPB			Mobile Station at Hollett Road	636	Alternative Venue Sought
EQ			Caersalem Baptist Chapel Vestry	831	No Change
ER			Mobile Station at Long View Road	1432	Alternative Venue Sought
ES			Clase and District Community Centre	904	No Change
HE	Newton	Mumbles (Newton Ward)	Newton Village Hall	1385	No Change
HF			Newton Village Hall	1379	No Change
HG	Oystermouth	Mumbles (Oystermouth Ward)	Ostreme Centre	1614	No Change
HH			Ostreme Centre	1612	No Change
GE	Penclawdd	Llanrhidian Higher (Penclawdd Ward)	Penclawdd Community Centre	1433	No Change
GF			Mobile Station Opp. St Gwynours Church	436	Alternative Venue Sought
GH		Llanrhidian Higher (Llanmorlais Ward)	Llanmorlais Community Hall	989	No Change
EI	Penderry	No Community	Community Lounge Mountbatten Court	990	No Change
EJ			Blaenymaes and Portmead Community Centre	1155	No Change
EK			Portmead Primary School	1674	Alternative Venue Sought
EL			St Clear's Lounge, St Clear's Place	996	No Change
EMA			Penlan Community Centre	1286	No Change
EN			Community Lounge, Conway Court	1388	No Change



Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
CM	Penllergaer	Penllergaer (Penllergaer West Ward)	Community of Christ, 144 Gorseinon Rd	791	No Change
CN		Penllergaer (Penllergaer East Ward)	Penllergaer Old School Village Hall	1709	Proposed change to Llewellyn Hall
GU	Pennard	Pennard (Southgate Road)	Pennard Community Centre	1678	No Change
GV		Pennard (Kittle Ward)	Parish Hall, Vennaway Lane	516	No Change
CF	Penyrheol	Grovesend and Waungron	Miner's Welfare Scheme	883	No Change
CI1		Gorseinon (Penyrheol Ward)	Penyrheol Boxing Club	2113	No Change
CJ		Gorseinon (Gorseinon West Ward)	The Pavilion, Parc Y Werin	1452	No Change
CA	Pontardulais	Pontardulais (Pentrebach Ward)	Ebenezer Chapel Vestry	380	Alternative Venue Sought
CB		Pontardulais (Dulais West Ward)	St John's Ambulance Training Centre	1464	No Change
CC		Pontardulais (Tal-y-Bont Ward)	Bont Elim Church	1776	No Change
CD		Pontardulais (Dulais East Ward)	Pontarddulais Comprehensive School	742	No Change
CE		Pontardulais (Goppa Ward)	Goppa Chapel Vestry	529	No Change
WI	Sketty	No Community	Mobile Station at Derwen Fawr Road	512	Alternative Venue Sought
WK			Sketty Park Community Centre	2492	No Change
WL			Bethel United Reformed Church	3116	No Change
WM			Sketty Library	1396	No Change
WN			Sketty Baptist Church Schoolroom	3506	No Change
FL	St Thomas	No Community	St Thomas Community Primary School	918	Alternative Venue Sought
FM			St Thomas Church Hall	518	No Change
FN			St Thomas Church Hall	1013	No Change
FO			Port Tennant Community Centre	935	No Change
FP			St Stephen's Church Hall	1301	No Change
FQ			Waterfront Community Church	631	No Change
XJ	Townhill	No Community	Our Lady of Lourdes, Upper Parish Hall	1000	No Change
XK			The Phoenix Centre	984	No Change
XL			The Phoenix Centre	1189	No Change
XM			New Gors Avenue Community Centre	1084	No Change
XN			Mayhill Community Centre	661	No Change
XO			The Pod, Seaview Primary School	815	Alternative Venue Sought

Register Code	Electoral Division	Community	Polling Station	Electorate	Returning Officer's Recommendation
WU	Uplands	No Community	Trinity Chapel Vestry, Glanmor Park Rd	1373	No Change
WV1			Mobile at Jct of Lon Cadog/Lon Cynfor	1734	Alternative Venue Sought
WW			The Lifepoint Centre, Ffynone Road	2418	No Change
WX			Victoria & St Helen's Senior Citizens Pavilion	1045	No Change
WY			Brynmill Community Centre	1528	No Change
WZ			Pantygwydr Baptist Church Centre	1032	No Change
CP	Upper Loughor	Llwchwr (Upper Loughor Ward)	Welfare Hall, Woodlands Road	2112	No Change
HB	West Cross	Mumbles (West Cross Ward)	West Cross Community Centre	1523	No Change
HC			Norton Church and Village Hall	1698	No Change
HD			Whitestone Primary School	1877	Alternative Venue Sought

**Key to Returning Officer's Recommendations:**

**No Change** – The Returning Officer is not looking to change this Polling Station, but is happy to accept suggestions for alternative venues.

**Alternative Venue Sought** – The Returning Officer is actively seeking alternative venues for these Polling Stations. However, status quo remains if alternative venue is not found.

**Change to....** – A potential alternative Polling Station has been identified for future use.

\* - The electors within this register may be required to attend a different Polling Station for any elections using Parliamentary boundaries following the enactment of The Swansea (Communities) Order 2011.

# Agenda Item 10.



## Report of the Leader of the Council

Council – 25 April 2019

### Honorary Freedom of the City & County of Swansea to Alun Wyn Jones

<b>Purpose:</b>	To consider conferring Honorary Freedom of the City & County of Swansea Alun Wyn Jones
<b>Policy Framework:</b>	None
<b>Consultation:</b>	Access to Services, Finance, Legal, Chief Executive & Group Leaders.
<b>Recommendation(s):</b>	It is recommended that:  1) Honorary Freedom of the City & County of Swansea is granted to Alun Wyn Jones  2) A ceremonial council meeting be held on 12 June 2019 to confer the title of Honorary Freedom.
<b>Report Author:</b>	Jo-anne Jones
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Biography

Alun-Wyn Jones was born in Swansea and played his first rugby for Bonynmaen RFC. He is the current captain of the Wales national team and has captivated the world of rugby, Swansea and Wales by leading the country to its third Grand Slam and forth Six Nations Championship in a decade.

He currently plays for the Ospreys and is the world most-capped lock forward, Wales' most-capped player and shows leadership skills on the pitch in every game he plays and sets an example to the rugby world.

He is reported to be the best player world rugby has produced in the last 20 years and he is the first player to play nine consecutive British Lions tests in the professional era and has appeared for the Ospreys more times than any other player.

Alun Wyn Jones is a credit to himself, the world of sport and is a first class ambassador to his home city.

Subject to the agreement and support of council, a ceremonial council to confer Honorary Freedom will be convened to honour one of the greatest names in world rugby as well as celebrating Swansea's 50<sup>th</sup> anniversary as a city.

## **2. Section 249 of the Local Government Act 1972.**

Under section 249 of the Local Government Act the Council may by a resolution passed by not less than two thirds of the members voting thereon, admit to be an Honorary Freeman person of distinction and persons who have, in the opinion of the Council rendered eminent service to the County.

In the past similar honours have been bestowed by the Council and its predecessors on HMS Cambria, The Welsh Guards, The Royal Welsh Regiment (Royal Welch Fusiliers) and its antecedent regiments, HM Coastguard, RNLI, former President Jimmy Carter, the late Lord Callaghan, the late John Charles, HMS Scott, The Archbishop of Canterbury, 1<sup>st</sup> The Queen's Dragoon Guards, 215 (City of Swansea) Squadron, Mel Nurse, Chris Coleman and more recently, Sir Karl Jenkins MBE.

## **3. Ceremony Arrangements**

A Ceremonial Council meeting will take place on 12<sup>th</sup> June 2019 at the Guildhall.

## **4. Equality and Engagement Implications**

The proposal has no equality implications and an Equality Impact Assessment is not required in this instance.

## **5. Financial Implications**

The cost of the proceedings, including a Freedom Scroll, will be met from the Corporate Promotions budget.

## **6. Legal Implications**

The power to grant Honorary Freedom of the City and County of Swansea is contained in Section 249 [5] of the Local Government Act 1972.

**Background Papers:** None

**Appendices:** None

# Agenda Item 11.



## Report of the Head of Democratic Services

Council - 25 April 2019

### Dispensation for Councillor Leave of Absence – Councillor S E Crouch

<b>Purpose:</b>	To seek dispensation for Councillor leave of absence in accordance with Section 85 of the Local Government Act 1972.
<b>Policy Framework:</b>	None.
<b>Consultation:</b>	Access to Services, Finance, Legal.
<b>Recommendation(s):</b>	It is recommended that:  1) Councillor S E Crouch be granted dispensation not to attend meetings for the period up to 31 May 2020 in accordance with Section 85 of the Local Government Act 1972.
<b>Report Author:</b>	Huw Evans
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Tracey Meredith
<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Introduction

- 1.1 Councillor S E Crouch has notified the Authority that due to illness she may be absent from Council meetings for some time. This could result in a breach of Section 85 of the Local Government Act 1972 whereby failure to attend meetings of the Authority for a period of 6 consecutive months would mean that the Councillor would cease to be a member.
- 1.2 In accordance with Section 85 of the Local Government Act 1972, Councillor S E Crouch has requested dispensation not to attend meetings for the period up to and including 31 May 2020.
- 1.3 Section 85 of the Act allows an Authority to approve a leave of absence, however, the approval must be granted before the expiry of the six month period. Councillor S E Crouch last attended a meeting on 28 March 2019. The last meeting attended being a meeting of Council.

1.4 Council must therefore considering the request for leave of absence before 28 September 2019

**2. Electoral Ward Duties**

2.1 Councillor S E Crouch' Electoral Ward duties will be undertaken by Councillor Colleagues within the Castle Electoral Ward.

**3. Financial Implications**

3.1 There are no financial implications associated with this report.

**4. Legal Implications**

4.1 There are no legal implications associated with this report other than those mentioned within the report.

**Background Papers:** None

**Appendices:** None.

# Agenda Item 12.



Council – 25 April 2019

## Councillors' Questions

### Part A – Supplementaries

1	<p><b>Cllr Will Thomas</b></p> <p>Could the Cabinet Member please answer the following questions regarding the Common Land near Bracelet Bay, Mumbles.</p> <ol style="list-style-type: none"><li>1. When did Swansea Council acquire the common land comprising Bracelet Common.</li><li>2. Has a lease on the Big Apple car park ever been granted to AMECO, if so when.</li></ol> <p><b>Response of the Cabinet Member for Business Transformation &amp; Performance</b></p> <ol style="list-style-type: none"><li>1. The land was acquired 09/10/1931.</li><li>2. The site of the Big Apple Car park is privately owned and has never been in Council ownership.</li></ol>
2	<p><b>Cllrs Peter Black, Jeff Jones, Chris Holley</b></p> <p>Will the Cabinet Member provide feedback on the new initiative of searching black bags for non-recyclable material at the kerbside.</p> <p><b>Response of the Cabinet Member for Environment &amp; Infrastructure Management</b></p> <p>“Regarding the Keep it Out campaign, it is still very early days, however the initial impact is as follows:</p> <ul style="list-style-type: none"><li>• Over the first month, black bags have been checked for recyclables at over 20,000 properties spread right across the authority</li><li>• Initially only about 15% of properties were found to have recyclables in their black bags on the first check, and this has been reducing as the campaign has progressed. These residents are being engaged with through door knocking and letters advising of the recyclables and offering further support to recycle.</li><li>• The response from residents has been fantastic and first indications are that, of those residents engaged with, 7 out of 10 properties are then recycling fully by their next black bag collection. I.e. no recyclables found at the next black bag check, and have been given Thank You letters.</li><li>• The remaining who still have recyclables in their black bags are again engaged with through door knocking and letters advising of the recyclables and offering further support to recycle. The letter also</li></ul>

contains a formal notice detailing the requirement not to put food, cans/tins, glass containers, paper and card, and plastic bottles tubs and trays in their black bags.

- By the third visit to those who had not already started fully recycling, we are only issuing 2 or 3 final warning letters for every thousand properties originally checked.
- The tonnage of black bags collected has already reduced by over 110T per fortnight (around 12%) which would result in around 3,000T of waste being diverted from landfill or incineration per year.
- Tonnage of food, cans, glass, paper, card, and plastics collected at the kerbside increased by around 40T per fortnight. The difference could well be through waste minimisation and increased recycling through other avenues eg HWRCs, or of other material such as nappies.

It must be stressed that these are very early results, with a more in depth analysis on going.”

**3 Cllrs Chris Holley, Peter Black, Jeff Jones**

Can the Leader tell Council what hospitality the Cabinet has had or given over the last three years, has it been connected to the Swansea Bay City Deal, other potential investors or other Councils.

**Response of the Leader of Council**

Following the referendum result in 2016 Swansea has sought to strengthen its economic links with counties outside of Europe. In addition the signing of Wales’s biggest city deal in March 2017, with the UK and Welsh Government, created a further significant opportunities to promote Swansea and the Swansea Bay City Region on the international stage as a place to invest.

Swansea has reaffirmed its Sister City relationship with Nantong (pop 7.1m) in China, and a new Sister City relationship with Wuhan. The relationship with Wuhan (pop 10.7m) followed extensive discussions between Swansea Council, Government of Wuhan, the UK Consular General to Wuhan and the Chinese Government. These were widely reported in the press at the time.

The Wuhan Sister city agreement provides a basis for economic cooperation, and was signed by Cllr Robert Francis-Davies during the Prime Ministers visit to China in 2018.

**China economic relationship building**

As part of the relationship building and economic discussions a number of visits to Swansea have taken place by high ranking Chinese and British foreign office official. During the visits delegations have received formal civic or city welcome. Namely

Chinese New Year event at the Brangwyn on 9 Feb 2017 – attended by Chinese Embassy delegates



2nd August 2017, 10th, 23rd, 26th October 2017 and 28th November 2017 formal receptions at the Mansion House were provided. These were for delegation from Nantong, Consul General Wuhan - Nick Whittington, delegation from Jianxu Province, delegation from Wuhan and Chinese Minister for Transport.

11th -17th November 2017 – Leader and office China visit Beijing & Wuhan to discuss finalise details for Wuhan Sister City arrangements

#### Skyline Tourism

As a result of the City Deal signing and Tourism initiatives Skyline New Zealand have signed Heads of Terms for a £70m development on Kilvey Hill and are currently in final discussions with the council and Welsh Government on proposal. A number of meeting preceded the signing of the heads of terms.

Skyline were hosted to two events on 28th July 2017 and 7 June 2018. One at La Brasserie and the other at Mansion House.

Skyline are due to visit the UK again shortly.

#### MIPIM

Swansea Council attended MIPIM 2018 to promote the City Deal, the marketing of Swansea Central phase 2 and the potential for site marketing to select a Strategic Partner to work with the council to deliver the next wave of regeneration projects.

The Swansea Central Phase 2 opportunity was formally launched by the Department of Investment and Trade (DIT) in the UK promotional area.

The Capital Region had a significant presence and they invited Swansea to use their facilities and attend their events. A number of further networking events were attended which provided networking opportunities with the UK's leading property professionals, developers and investors. Informal refreshments were provided at these events.

A number of significant meetings were held and these leads are now being followed up by officers. In addition the positive response from potential partners provided the confidence to launch a PIN notice to further test the market looking for a Strategic Partner to help continue Swansea's regeneration.”

On occasion a box in the Liberty stadium is used for economic development and investment and to market Swansea to potential investors or partners. The box has been used on the following occasions.

19 August 2017 Swansea City v Man United

14 October 2017 Swansea City v Huddersfield

21 October 2017 Swansea City v Leicester

30 January 2018 Swansea City v Arsenal (armed forces and veterans)

22 December 2018 Ospreys v Scarlets

16 March 2019 Swansea City v Stoke

In addition there are a number of Civic events, including granting is freedom of the City to individuals and organisations that have been attended by Cabinet and other elected members where hospitality has been provided. These include

26 May 2017 Lord Mayor's Inauguration (Ceremonial Council)  
24 August 2017 Ceremonial Council – Honorary Alderman  
14 September 2017 Dinner for Welsh Guards  
15 September 2017 Reception for Honorary Freedom Parade for Welsh Guards  
16 March 2018 Dinner for HMS Cambria  
17 March 2018 Honorary Freedom Ceremony and Reception for HMS Cambria  
18 May 2018 Lord Mayor's Inauguration  
04 October 2018 Honorary Freedom for Sir Karl Jenkins  
24 October 2018 Reception for Helping Hands  
28 March 2019 Dinner for Honorary Recorder  
04 March 2019 Dinner for Singapore Delegation (Health and Social care visit)

A number of events in support of the City Of Culture bid are also recorded. They are

27th October 2017 Parliamentary reception in support of the Culture Bid  
15th January 2018 City of Culture Bid partner thank you event at the Mansion House

Finally the Council supports, sponsors or partners events or awards in the City. The arrangements for these events include hospitality. These include

Grand Theatre Panto opening evening and Cast thank you events  
Liberty Stadium Concerts  
BBC Proms in the Park  
BBC Radio One Biggest Weekend  
South Wales Evening Post Community Awards  
Lord Mayors Awards  
Swansea Bay Tourism Awards  
Commonwealth Games recognition event  
Swansea Life Awards  
Women in Business Awards

Not all Cabinet Members or Councillors attend all events listed. Details of hospitality received by all Councillors including Members of the Cabinet is published at <https://www.swansea.gov.uk/Councillors>

**4 Cllrs Wendy Fitzgerald, Lynda James, Gareth Sullivan**

For many years Royal Mail made use of Pouch Boxes, often located on pavements, across Swansea. Can the Cabinet Member inform Council how many of these still exist, if they are maintained by Royal Mail and what arrangements are in place to remove them if it is clear they are no longer required.

**Response of the Cabinet Member for Environment & Infrastructure Management**

	<p>They belong to the royal mail we do not hold any records on their location or numbers. As with all statutory type boxes we have powers to enforce if they are dangerous. If it is believed that a box is abandoned then we would be happy to contact Royal Mail to request removal but the decision would be theirs.</p>
5	<p><b>Cllrs Mike Day, Chris Holley, Mary Jones</b></p> <p>Could the Leader tell Council who organised the launch of Swansea celebrating its 50 years as a City, how it was funded and whether there is a dedicated budget for the welcomed celebrations during 2019. Could he further inform Council who was invited to the launch and the rationale for those being invited. How many people accepted the invitation and how many declined.</p> <p><b>Response of the Leader of Council</b></p> <p>Swansea's 50<sup>th</sup> anniversary as a city is a wonderful opportunity to promote our city and hold celebrations throughout the year. We have put together a programme of events and initiatives to mark the anniversary. The aim of the launch event was a call to arms for both the media and our partners. It helped to raise awareness of Swansea 50 and to inform groups and individuals of the Council's plans for the year and to encourage them to promote Swansea 50 and to take part in events. Our Communications Service took the lead with input from Cultural Services and other services. The recent launch was a great success and the invite list included key stakeholders who engage with the council regularly in support of its initiatives and who can play a role in ensuring Swansea 50 is a success. These include the city's two universities, Swansea City FC, community councils, DVLA, ABMU Health Board, Swansea BID and community and arts groups. A total of 87 people accepted the invitation and more attended on the day. No information is held on how many declined or did not respond to the invite. The event was funded from the corporate promotions fund. There will be a dedicated budget for the celebrations during 2019.</p>
	<p><b>Part B – No Supplementaries</b></p>
6	<p><b>Cllrs Wendy Fitzgerald, Mary Jones, Lynda James</b></p> <p>The Council, in conjunction with NPT, is required to fund the office of Coroner. Could the Cabinet Member advise Council what financial contribution Swansea makes to this post and how the level of remuneration is determined and increased.</p> <p><b>Response of the Cabinet Member for Business Transformation &amp; Performance</b></p> <p>A detailed report on salary and financial contribution was taken to Cabinet on 17 January 2019 which can be found at Minute 135.</p>

<https://democracy.swansea.gov.uk/ieListDocuments.aspx?CId=124&MId=7943&Ver=4&LLL=0>

More recently the Joint Negotiating Committee for Coroners reached an agreement to apply a 2.0% uplift on salaries with effect from 1st April 2019 and 1st April 2020 respectively and this is covered by Circular 63.