



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Scrutiny Programme Committee

**At:** Council Chamber - Guildhall, Swansea

**On:** Monday, 9 March 2020

**Time:** 4.30 pm

**Chair:** Councillor Mary Jones

#### Membership:

Councillors: C Anderson, M Durke, E W Fitzgerald, L S Gibbard, J A Hale, D W Helliwell, T J Hennegan, P K Jones, E T Kirchner, W G Lewis, G J Tanner and W G Thomas

Statutory Co-opted Members: D Anderson-Thomas and A Roberts

Councillor Co-opted Members: P M Black, C A Holley, P R Hood-Williams, L R Jones and J W Jones

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**Webcasting:** This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By entering the Council Chamber you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and / or training purposes.

### Agenda

**1 Apologies for Absence.**

**2 Disclosures of Personal & Prejudicial Interest.**

[www.swansea.gov.uk/disclosuresofinterests](http://www.swansea.gov.uk/disclosuresofinterests)

**3 Prohibition of Whipped Votes and Declaration of Party Whips.**

**4 Minutes.**

To approve and sign the Minutes of the previous meeting(s) as a correct record.

**5 Public Question Time.**

Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt with in a 10 minute period.

**6 Cabinet Member Question Session: Cabinet Member for Investment, Regeneration & Tourism (Councillor Robert Francis-Davies).**

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<b>7</b>	<b>Scrutiny Performance Panel Progress Report: Education. (Councillor Lyndon Jones, Convener)</b>	<b>34 - 38</b>
<b>8</b>	<b>Membership of Scrutiny Panels and Working Groups.</b>	<b>39 - 40</b>
<b>9</b>	<b>Scrutiny Work Programme 2019/20.</b> Discussion on: a) Committee Work Plan. b) Opportunities for Pre-Decision Scrutiny. c) Progress with Scrutiny Panels and Working Groups.	<b>41 - 69</b>
<b>10</b>	<b>Scrutiny Letters.</b>	<b>70 - 88</b>
<b>11</b>	<b>Audit Committee Work Plan (For Information).</b>	<b>89 - 94</b>
<b>12</b>	<b>Date and Time of Upcoming Panel / Working Group Meetings.</b>	<b>95</b>

**Next Meeting:** Monday, 20 April 2020 at 4.30 pm

*Huw Evans*

**Huw Evans**  
**Head of Democratic Services**  
**Tuesday, 3 March 2020**

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**Contact: Democratic Services - Tel (01792) 636923**

# Agenda Item 4



City and County of Swansea

## Minutes of the **Scrutiny Programme Committee**

Committee Room 1 - Civic Centre, Swansea

Monday, 10 February 2020 at 4.30 pm

**Present:** Councillor M H Jones (Chair) Presided

**Councillor(s)**

C Anderson  
D W Helliwell  
W G Lewis

**Councillor(s)**

E W Fitzgerald  
T J Hennegan

**Councillor(s)**

L S Gibbard  
P K Jones

**Statutory Co-opted Member(s)**

A Roberts

**Councillor Co-opted Member(s)**

P M Black  
C A Holley

P R Hood-Williams  
L R Jones

J W Jones

**Also Present**

Councillor Mark Child  
Councillor Mark Thomas

Cabinet Member for Care, Health & Ageing Well  
Cabinet Member for Environment & Infrastructure  
Management

**Officer(s)**

Kate Jones  
Michelle Roberts  
Debbie Smith  
Alex Williams

Democratic Services Officer  
Scrutiny Officer  
Deputy Chief Legal Officer  
Head of Adult Services

**Apologies for Absence**

Councillor(s): M Durke, E T Kirchner, G J Tanner and W G Thomas  
Statutory Co-opted Member(s): D Anderson-Thomas

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**100 Condolences.**

The Chair referred with sadness to the recent death of Haydn Tanner, husband of Councillor Gloria Tanner.

**101 Disclosures of Personal & Prejudicial Interest.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interest was declared:

Councillor C A Holley - personal - Minute No. 105 – Daughter works for Social Services.

**102 Prohibition of Whipped Votes and Declaration of Party Whips.**

In accordance with the Local Government (Wales) Measure 2011, no declarations of Whipped Votes or Party Whips were declared.

**103 Minutes.**

**Resolved** that the Minutes of the Special Scrutiny Programme Committee held on 8 January 2020 and the Minutes of the Scrutiny Programme Committee held on the 13 January 2020 be approved and signed as correct records.

**104 Public Question Time.**

The following question was received from a member of the public in respect of Street Lighting on Fabian Way:

*Fabian Way is a major road artery into the city and the first impression many visitors coming into the city from the east will get. Hopefully, with the redevelopment of the city the number of visitors will increase. The number of pedestrians and cyclists using the mandatory pavement/cycle path has also increased dramatically since the university campus was built. Sadly, there have also been a number of road traffic accidents on this road, some including fatalities. In a recent survey, I counted almost 60% of lights were not working and as well as creating a poor first impression for visitors I believe there is a significant safety issue for pedestrians, cyclists and drivers from this poor illumination. Will you therefore please:*

- 1. Investigate the number of inoperative street lights on Fabian Way between the junction with Crumlin Borrowes and the junction with Wind Street?*
- 2. Review the decision to switch off alternate "columns" on this stretch of road?*

The Cabinet Member confirmed that on investigation of incidents, which involved people, over the last 3 years, none of the incidents had been attributed to lack of light or poor lighting. The Cabinet Member confirmed that he had requested an assessment on street lighting in the area concerned and would provide a written response to the question, once the assessment had been completed.

**105 Cabinet Member Question Session:**

**a) Cabinet Member for Care, Health & Ageing Well**

The Cabinet Member for Care, Health & Ageing Well, supported by the Head of Adult Services, presented a report on the key headlines of his Portfolio. A verbal address was provided further to the written report circulated specifically highlighting the ongoing budgetary pressures and hard work that had taken place in respect of balancing the budget.

Questions and Discussions focussed on the following: -

- Preparedness and resilience for the volatility of care homes in the private sector
- Diversity and range of care home providers
- Improvement of career paths and status of carers
- Community-based approach to care provision – examples such as Somerset, Solva and Raglan in Monmouth
- 5% inflationary rise in costs
- Assessment of affordability and caps on amounts payable
- The work of the Public Service Board and whether it is adding value to areas of the portfolio – appropriate footprints
- Pontarddulais Comprehensive School awarded Dementia Friendly School – looking to roll out to more schools across Swansea
- Local Area Co-ordination
- Hospital to Home – impact of new approach to assessments on service users and tackling bed blocking
- Impact of the new approach to assessments on resources particularly occupational therapists and timescales for adaptations
- Co-ordination and arrangements for Additional Learning Needs – overarching co-ordination and transition from child to adulthood
- Governance and scrutiny of the West Glamorgan Regional Partnership Board
- Lifetime homes – greater diversity of homes

The Chair reported that a question had been received from a member of the public in relation to care plans, health & safety documents and manual handling training not being in place. The Cabinet Member undertook to provide a written response to the question from the member of the public as well as provide clarity to the Committee on the governance and scrutiny of the West Glamorgan Regional Partnership Board.

**Resolved that:-**

- 1) The Cabinet Member provides a written response to the public question received; and
- 2) The Chair of the Scrutiny Programme Committee write to the Cabinet Member, reflecting the discussion and sharing the views of the Committee.

**b) Cabinet Member for Environment & Infrastructure Management.**

The Cabinet Member for Environment & Infrastructure Management presented a report on the key headlines of his portfolio.

Questions and discussions with the Cabinet Member focussed on the following:

**Highways & Infrastructure**

- Illumination level control lighting on the Kingsway project
- Update and timescales for the proposed Cycleway from Grovesend to Pontarddulais
- Parking policy and control – specifically pavement parking
- Members highway schemes – staff pressures and resources

**Public protection and Services**

- Tethered horses – update and monitoring

Environment

- Impact of wood recycling moving from Clyne Recycling Centre – effect on fly tipping, burning wood, driving to Llansamlet Recycling Centre
- Equipment and Monitoring of Air Quality
- Air quality – involvement and engagement when producing the Air Quality Action Plan
- Air Quality around schools – Public Health Wales parameters of Air Pollution
- Effect of Hafod By-Pass – reduction in use of alternate route and reduction of emissions
- Anticipated effect from nuclear waste dumping at Cardiff Bay – remit of Natural Resources Wales

Transport

- Provision and standard of public transport - concerns over reduction of bus routes being offered
- Parking Machines – new parking machines had been installed in the city centre multi storey car parks – new machines on surface car parks machines to be rolled out
- Tourer Park

Foreshore and Beach Maintenance

- Continued updates and scrutiny on proposals for the promenade in conjunction with the flood defence scheme

**Resolved** that the Chair of Scrutiny Programme Committee write to the Cabinet Member, reflecting the discussion and sharing the views of the Committee.

**106 Scrutiny Performance Panel Progress Reports: Adult Services. (Councillor Peter Black, Convener)**

Councillor Peter Black, Convener of the Adult Services Scrutiny Performance Panel, provided an update on the work of the panel to date.

Further to the written report provided, he highlighted that the monitoring of Carers Assessments would be ongoing.

**Resolved** that the update be noted.

**107 Membership of Scrutiny Panels and Working Groups.**

The Chair reported that there were no amendments to the membership of Scrutiny Panels or Working Groups.

**108 Scrutiny Dispatches - Quarterly Impact Report.**

The Chair presented a report on 'Scrutiny Dispatches – Quarterly Impact Report'.

**Resolved** that the content of the draft Scrutiny Dispatches be approved and presented to Council.

**109 Scrutiny Work Programme 2019/20.**

The Chair presented the Scrutiny Work Programme for 2019/20 for information.

**110 Scrutiny Letters.**

The Chair presented a report on "Scrutiny Letters" for information.

The Scrutiny Letters report was **noted**.

**111 Audit Committee Work Plan (For Information).**

The Chair provided the Audit Committee Work Plan for information and noted that she was due to attend the Audit Committee on 11 February 2020 to talk about the scrutiny work programme.

The Audit Committee Work Plan was **noted**.

**112 Date and Time of Upcoming Panel / Working Group Meetings.**

The dates and times of upcoming Panel / Working Group Meetings were **noted**.

The meeting ended at 6.15 pm

**Chair**

# Agenda Item 6



## Report of the Chair

Scrutiny Programme Committee – 9 March 2020

### Cabinet Member Question Session

<b>Purpose:</b>	To enable the Committee to question Cabinet Members on their work. The Committee's questions will broadly explore Cabinet Members' priorities, actions, achievements and impact in relation to areas of responsibility.
<b>Content:</b>	The following Cabinet Member will appear before the Committee to participate in a question and answer session: a) Councillor Robert Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism
<b>Councillors are being asked to:</b>	<ul style="list-style-type: none"><li>• Question the Cabinet Member on relevant matters</li><li>• Make comments and recommendations as necessary</li></ul>
<b>Lead Councillor:</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer:</b>	Tracey Meredith, Chief Legal Officer
<b>Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Debbie Smith
<b>Finance Officer:</b>	Paul Cridland

#### 1. Introduction

1.1 One of the most important roles that scrutiny carries out is holding the Council's Cabinet to account. The Cabinet (also known as the Executive) is made up of the Leader and other councillors, appointed by the Leader, who are allocated specific portfolio responsibilities.

1.2 There are 10 Cabinet portfolios:

	<b>Cabinet Portfolio</b>	<b>Cabinet Member</b>
1	Economy & Strategy (Leader of the Council)	Cllr Rob Stewart
2	Delivery & Performance (Joint-Interim Deputy Leader)	Cllr David Hopkins



3	Homes, Energy & Service Transformation (Joint-Interim Deputy Leader)	Cllr Andrea Lewis
4	Better Communities	Cllr Alyson Pugh (People – Lead) Cllr Andrew Stevens (Place – Lead)
5	Care, Health & Ageing Well	Cllr Mark Child
6	Children Services	Cllr Elliott King (Early Years - Lead) Cllr Sam Pritchard (Young People – Lead)
7	Education Improvement, Learning & Skills	Cllr Jennifer Raynor
8	Environment & Infrastructure Management	Cllr Mark Thomas
9	Investment, Regeneration & Tourism	Cllr Robert Francis-Davies
10	Resilience & Strategic Collaboration	Cllr Clive Lloyd

**NOTE:**

- All Cabinet Members have responsibility for Lead Elements of Sustainable Swansea & Poverty Reduction
- Better Communities and Children Services Portfolios operate under a job share system with two named Councillors sharing the workload, split into 2 specialist knowledge areas, however, formally they remain as one cabinet portfolio. Each individual holds office for a rolling 3 month period and during that time assume responsibility for the overall portfolio. However, the workload in gathering information and learning will be shared.

1.3 By acting as a ‘critical friend’ scrutiny has the opportunity to challenge the Cabinet and individual cabinet members on their actions and performance in relation to their areas of responsibilities.

1.4 Cabinet Member Question Sessions have become a main feature of Committee meetings. At least one cabinet member is scheduled to appear at each monthly Committee meeting, ensuring all Cabinet Members appear before the Committee over the course of a year, in order to ask questions on their work. Questions will focus on their priorities, actions, achievements and impact.

## **2. Cabinet Member Question Session**

2.1 The following Cabinet Member will appear before the Committee:

- a) Councillor Robert Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism

2.2 The Cabinet portfolio responsibilities are set out below:

- Business & City Promotion
- City Centre Management
- City Projects and Major Development Opportunities
- City Waterfront & Marina Promotion
- Creative City
- Culture, the Arts & Galleries
- Events, Tourism & Destination Marketing
- Healthy Night Life / Purple Flag
- Heritage inc. River Corridor Development
- Inward Investment Opportunities
- Libraries
- New Local & Regional Business Opportunities
- Parks, Beaches and Foreshore Events & Promotion
- Science City
- Sports Facilities
- Suburban Centres & Community Regeneration Initiatives
- Universities Collaboration (Development)

### **3. Approach to Questions**

3.1 At each Cabinet Member Question Session the Committee will generally ask Cabinet Members about:

- relevant priorities / objectives (e.g. policy commitments), notable activities and achievements, improvement / impact made, and service user / public engagement.
- what they hope to achieve over the coming months and challenges, including any key decisions they plan take to Cabinet over the next year.
- reflections on their engagement with scrutiny and whether there is any issue relevant to their portfolio that they would suggest for scrutiny, not otherwise covered in the work programme – to ensure scrutiny activity is aligned to priorities and focussed on the right things.

3.2 In terms of themes that cut across all cabinet portfolios, the Committee is interested in asking Cabinet Members about:

- Well-being of Future Generations Act – impact on their work / decisions e.g. what they are doing to achieve the well-being goals and ways of working, e.g. focus on long-term thinking, collaboration / involvement etc.; any regional / collaborative working relevant to their portfolio responsibilities.
- Public Services Board (PSB) – their relationship with the work of the PSB; how the PSB impacts on their portfolio and how it is making a difference etc.

- Poverty Reduction – their contribution to the commitment to tackle poverty.
  - Sustainable Swansea – their contribution to the transformation programme.
- 3.3 Cabinet Members will be invited to make introductory remarks before taking questions from the Committee. The Cabinet Member has provided a report on 'headlines' in relation to the portfolio to help the Committee focus on priorities, actions, achievements and impact - see **Appendix 1**.
- 3.4 Amongst key themes / questions from the Committee is the intention to ask about:
- actions following recommendations made to Cabinet on Tourism and responded to by Cabinet on 21 November 2019
  - progress since Cabinet decision on Foreshore Sites on 9 January, and consideration of scrutiny views expressed to cabinet following pre-decision scrutiny
  - concerns around the Rural Economy and Employment
- 3.5 With reference to agreed Scrutiny Improvement Objectives the Committee should ensure the Q & A Session also enables it to:
- Follow up, where necessary, on progress with relevant Scrutiny Working Group recommendations to assess impact / outcomes
  - Raise any outstanding actions in respect of any other scrutiny activities / recommendations.
  - Ask about future key decisions so the Committee can identify any issues which they may want to discuss at an earlier stage than cabinet reporting.
  - Encourage Cabinet Members to consider reporting to scrutiny / consulting on significant issues and planned decisions at an early stage to enable views of scrutiny to be taken.
- 3.6 Following each session the chair will write to Cabinet Members in order to capture the main issues discussed, views expressed by the Committee, and any actions for them to consider.
- 3.7 If the Committee wishes to conduct more detailed scrutiny of any of the issues raised during the Q & A session then this should be agreed through the normal work planning process and planned for a future meeting. This will also allow proper time for preparation.

#### 4. Previous Scrutiny

4.1 The correspondence with Cllr. Robert Francis-Davies following last year's Q & A session is **attached**. Taking account that there have been portfolio changes since last year, the following issues still relevant to the current portfolio were discussed, and Committee Members may wish to follow up:

- River Tawe Corridor Development
- Swansea Marina
- Skyline Development
- New Local and Regional Business Opportunities
- Archives Service
- Sports Facilities
- Parks
- Santander Bike Hire Scheme
- Swansea at 50
- Seafront Development

4.2 Members may also wish to follow up, as necessary, on the Cabinet Member's engagement with relevant Scrutiny Panels / Working Groups over the past year.

##### Performance Panels:

- Development & Regeneration Performance Panel – there is regular contact / correspondence with the Cabinet Member to give scrutiny views following performance monitoring activities. However the Cabinet Member was specifically written to in July 2019 about the Wales Audit Office report - Services to Rural Communities and Council response, and in February 2020 about the Targeted Regeneration Investment Programme – Residential Units above Shops.
- Service Improvement & Finance Performance Panel (Archives Service – October 2019).

##### Working Groups:

- Tourism Working Group

The Working Group, convened by Councillor Peter Jones, met in May 2019 to look at the marketing and development of tourism in Swansea, including eco/sustainable tourism.

A report from the Working Group, reflecting on the discussion, was presented to Cabinet on 18 July. A number of recommendations were made by the Working Group, and a decision was made by Cabinet on 21 November. Of the 12 recommendations: 8 were agreed, 1 agreed in part, and 3 were not agreed.

As a result of this scrutiny the Cabinet Member confirmed the action(s) that will be taken, including the following:

- Considering the possibility of a Gower off-road cycle route that would develop and promote a network of bridleways as a way of enjoying the countryside by bike and enable visitors to explore large areas of Gower AONB by bicycle, and investigate grant funding to deliver this.
- Giving consideration to making more use of volunteers to help maintain our environmental assets such as footpaths, steps etc.
- Improvement to signage, especially in Gower, subject to findings of the 2019 visitor and trade surveys, and budget constraints
- Work to identify future grant funding possibilities, post-Brexit, including exploration of potential partnership funding models for future projects.
- Looking at good practice elsewhere regarding the marketing of accommodation in Swansea.
- Ensuring a 'whole council' approach to supporting big events in Swansea, e.g. Refuse and Street Cleansing working effectively with the Tourism team to ensure events run smoothly and everything is cleaned up afterwards.
- More use of social media for advertising, and marketing videos / digital content to show more of what people can do and see if they visit Swansea. Councillors were told that new videos are already planned for 2020 'Year of the Great Outdoors'.
- Facilitating all Councillors to help promote Swansea as a tourist destination e.g. ensuring awareness of the various platforms / digital channels used by the Council that they can follow and share more widely.

## **5. Future Scrutiny**

- 5.1 The Committee should note that the Cabinet Member will continue to be engaged in the work of the Development & Regeneration Performance Panel as it monitors and challenges this area of Council work.
- 5.2 Service Improvement & Finance Performance Panel: Welsh Public Library Standards Annual Report 2018/19 (30 March).

## **6. Other Questions**

- 6.1 For each Cabinet Member Q & A Session the Committee invites members of the public and other scrutiny councillors (not on the Committee) to suggest questions. It is up to the Committee how to deal with any suggested questions within the Session.
- 6.2 The following question has been submitted by a member of the public:

- Street Lighting: Swansea Bay is already widely regarded for its natural beauty and I am aware that the Local Authority is considering options to increase visitor numbers through improved facilities. In this context, will you please support the installation of street lighting along the entire length of the footpath along the foreshore from SA1 to Mumbles to improve safety and thereby increase the number of people prepared to walk and cycle along the path after dark?

6.3 Public feedback on the scrutiny work programme last May included concerns about the following topic, which the Committee could raise with the relevant Cabinet Member:

- Leisure Facilities / Offer for residents and visitors.

## **7. Next Session**

7.1 The next scheduled Cabinet Member Question Session, on 20 April, is with the Cabinet Members for Better Communities, Councillors Alyson Pugh (People) and Andrew Stevens (Place). The Committee should identify specific questions / key themes, which it wishes to cover in this session. This can be discussed under Item 9 – Scrutiny Work Programme.

7.2 As usual, all scrutiny councillors and members of the public will be able to suggest questions.

## **8. Legal Implications**

8.1 There are no specific legal implications raised by this report.

## **9. Financial Implications**

9.1 There are no specific financial implications raised by this report.

**Background Papers:** None

### **Appendices:**

**Appendix 1:** Key Headlines: Investment, Regeneration & Tourism Portfolio

**Appendix 1a:** Previous Correspondence



## Report of the Cabinet Member for Investment, Regeneration and Tourism

Scrutiny Programme Committee – 9 March 2020

### Key Headlines: for the Investment, Regeneration and Tourism Portfolio

**Purpose:** This report outlines the progress made in relation to delivering the key priorities within the Investment, Regeneration and Tourism portfolio. The report also aims to identify anticipated activities and next steps which will be taken over the coming months, key challenges and the decisions which are expected to be considered by Cabinet. The report also considers the impact of the Well Being of Future Generations (Wales) Act 2015 on the delivery of the portfolio.

**Report Author:** Joanne Portwood

**Finance Officer:** Paul Roach

**Legal Officer:** Debbie Smith

#### For Information

### 1. The Portfolio for Investment, Regeneration and Tourism

1.1 The key responsibilities within the portfolio for Investment, Regeneration and Tourism are as follows;

- Business & City Promotion,
- City Centre Management,
- City Projects and Development,
- City Waterfront & Marina Promotion,
- Creative City,
- Culture, the Arts & Galleries,
- Events, Tourism & Destination Marketing,
- Healthy Night Life / Purple Flag,

- Heritage including the. River Tawe Corridor Development,
  - Inward Investment Opportunities,
  - New Local & Regional Business Opportunities,
  - Parks, Beaches and Foreshore Promotion,
  - Science City,
  - Sports Facilities,
  - Suburban Centres & Community Regeneration Initiatives,
  - Universities Collaboration (Development),
- 1.2 In addition, the Portfolio also includes a joint responsibility with all other Cabinet Members for delivering cross cutting priorities related to Poverty Reduction and Sustainable Swansea.

## **2 Business and City Promotion (including Inward Investment)**

- 2.1 This year we have undertaken a number of activities related to economic development, securing external investment and encouraging inward investment in order to support businesses and promote the city. Work is ongoing in relation to supporting the development of several Green Infrastructure schemes. The development of Green Infrastructure is a key part of the new Swansea Central Development which will include living walls, over 200 new trees and a new coastal park.
- 2.2 We have also been successful in securing funding to develop the Foundation economy in Swansea working on issues related to local procurement and focusing on the construction sector. The purpose of the funding is to enable the Council to pilot a new approach to the design and specification of contracts for the Council to allow small businesses to bid for public contracts and increase the amount of money spent locally by the Council. The pilot will focus on changing the procurement approach for 3 construction based contracts, and the learning from that process will be used to change the overall procurement strategy within the Council. This year we have also established a Swansea Food Partnership and held an initial event to raise its profile linking to Rural Development and Fisheries.
- 2.3 Future plans include continuing our support to implement Green Infrastructure projects, improving our understanding of issues faced by micro-businesses and working with Welsh Government to tackle barriers and improve support for local businesses and continuing to support the development of Swansea Food Partnership, linking to Rural Development and Fisheries.
- 2.4 We have made good progress in securing external funding aiming to facilitate regeneration, support business and promote the city. The acquisition of the Palace Theatre is in the final stages and we are waiting for confirmation of funding from WEFO. In addition, we have submitted business cases and are waiting for confirmation for funding from WEFO and Welsh Government Panel for Orchard House, the



Albert Hall and the former BHS building as part of the Building for the Future programme. It is anticipated that WEFO will also approve an additional £1m for the Swansea Central Phase1 scheme and an additional £1.5m for the Kingsway Infrastructure. Due diligence reviews are underway for several applications from the Town Centre Loan Fund for properties in the Strand, Wind Street and the High Street. An application for £1m has also been received for a proposal at the former Woolworths store. We are continuing to use the Targeted Investment and Regeneration Programme (TIRP) to provide resources where needed for key and existing schemes. Future plans include ensuring that projects meet all of the requirements for external funding and that there is broad range of schemes of varying size with the best chance of success and link with foundation economy work.

- 2.5 Inward investment activities have included the appointment of an Officer working with Regeneration Swansea partnership on the early stages of a Brand Swansea working closely with internal departments and external partners. The Regeneration Swansea partnership continues to meet monthly with strong private sector representation and senior colleagues from partner organisations, shaping the delivery of key investment mechanisms such as the Targeted Regeneration Initiatives (TRI) and Town Centre Loans. Over the next 12 months it is intended that the partnership will continue to refine existing support mechanisms to influence and co-design future regeneration programmes. Future plans include the continuation of branding discussions and the development of 'shovel-ready' schemes to take advantage of and pursue funding opportunities as they arise and the exploration of options for mixed use/mixed funding at key sites

### **3. City Centre Management**

- 3.1 The City Centre Management Team have continued to oversee the Swansea Market, the City Centre Rangers and Swansea Mobility Scheme. In addition, this year the team have secured the renewal of Swansea's Purple Flag status and has been nominated for the annual ATCM awards in ENTE categories of Wellbeing and Outstanding Contribution to the ENTE (the results are pending). Funding has also been secured to deliver Reimagining Wind Street scheme and delivery is underway. This year the City Centre website has been revamped with enhanced social media performance across a number of platforms including the launch of Instagram. The team have also played a key role in the delivery of City Centre Events including the Christmas Market, the Continental Market and the Swansea Fringe. Future plans include supporting the facilitation of the BID renewal process, reviewing street trading and commercial letting processes, supporting the delivery of the Wind Street Feasibility study and supporting the delivery of the City Centre regeneration programme.

- 3.2 This year Swansea Market was awarded the title of NABMA Britain's Best Large Indoor Market 2020 and was the runner up of NABMA Britain's Favourite Market 2020. The Lettings Strategy has been revised and 98% of stall occupancy has been achieved. Funding has been secured to deliver a Market Improvement Plan including the launch of a new look website. Physical improvement work undertaken has included the repair of key roof leaks, an upgrade to the electrical infrastructure and Market lighting and bird proofing measures. We have also introduced new recycling practices and a reduction in landfill waste. We have continued to maintain a good working relationship with the Traders Federation and have played a key role in the delivery of key events such as the Vegan Market. Future plans include the continuation of the day to day operation of the Market, raising the profile of the Market on a local, regional and national level to drive footfall and stall occupancy and to progress the delivery of the Market's Improvement Plan.
- 3.3 This year the City Centre Rangers dealt with 13,363 separate incidents. The team have supported the delivery of multiple key events in the City Centre and contributed to the MARAC process (designed to reduce anti-social behaviour and support vulnerable people). The team have continued to work in partnership with South Wales Police to reduce begging and other issues of ASB and signpost vulnerable people to support services. We have received a great deal of positive feedback from members of the public regarding the support offered by the Rangers, particularly in relation to incidents which required the administration of First Aid. The team have also played a key role in increasing the membership of Store-net and improving operating practices in the City Centre, aiming to reduce retail/ business crime. The City Centre Rangers have also played a role in delivering projects to improve the aesthetics of the City Centre e.g. the vinyl project. Future plans include a focus on operational projects that improve the appearance and management of the City Centre, improved cross referencing and the development of a fast tracking system for reporting any defects with the public realm and supporting vulnerable people. A City Centre ranger for the High Street is also soon to be appointed to support the delivery of the High Street Action Plan.
- 3.4 Swansea Mobility Hire (SMH) has developed and implemented a Repair Service for defective mobility equipment. On average SMH has performed over 600 transactions every month, 515 of which relate to scooters/ wheelchair hire. The scheme has achieved national recognition and the continuation of Service has been secured. A comprehensive health and safety review has been completed and Standard Operating Procedures have been established.

#### 4. City Projects and Development

- 4.1 The Swansea regeneration programme has made significant progress over the last 12 months. Work has started on site for the Digital Square – Arena and is part of an 82 week programme. The site is being cleared, hoardings and graphics have been erected and Oystermouth Bridge has been removed. Discussions are ongoing in relation to the lease arrangements and the selection of a hotel operator/brand and a broadband provider. Work on Mariner Street site is also progressing with a view to completion in September 2021. Planning discussions are ongoing to approve revised detailed design proposals (via NMA or s73), and sample materials to discharge conditions. The feasibility study for Swansea Central Phase 2 has been completed.
- 4.2 Work is ongoing in relation to the introduction of a Public Sector Hub, a UK Government Hub and an increase of residential units within the scheme. There are also ongoing discussions with a boutique cinema and other hospitality and leisure operators for latter phases of the development programme. Planning PAC has been submitted for the Digital Village. The strategy for branding and identify strategy and the letting strategy will be agreed following there receipt of Stage 2 report.
- 4.3 Marketing of sites within the City Centre Regeneration programme and other Strategic sites within Swansea will take place at the MIPIM in March 2020. We have developed a range of new promotional material and discussions are ongoing about how we most effectively market opportunities within Swansea with the DIT, the Capital Region, the Western Gateway, DWF and Cushman. We are also preparing to launch a marketing plan and promote opportunities locally at an event in Swansea.
- 4.4 Future decisions about Swansea Central Phase 2, Castle Square feasibility and the Digital Village are anticipated to go to Cabinet in Q2, Q3 and Q4 of 2020 respectively. It is anticipated that planning consent for the Digital Village will be secured in Q2 2020 with a view to starting work on site in Q3 2020 (subject to approval of a Cabinet report). It is also anticipated that Welsh Government will confirm an offer of funding for the Skyline development in Q3 2020.

#### 5. Galleries, Culture and the Arts

- 5.1 **Glynn Vivian.** The Gallery has appointed a new Curator with international experience in producing exhibitions who has taken the programming to a new level. The Gallery has continued to develop and grow its links with the British Museum, The Tate and the British Council. The Gallery played a large part in celebrating the 50th Anniversary of the City, with a major exhibition “Swansea Stories” based around the collection. Arts Council Wales continues to financially support the Gallery and its innovative learning programme with third

sector partners. Their support of the Gallery's Resilience programme has helped with ideas to grow income and attendance. The late night monthly opening sessions are now demonstrating that, the Gallery is attracting a younger and more diverse audience.

- 5.2 Over the next few months, it is anticipated that the Gallery will have a full time catering operator, and a formal plan for the gift shop. The Gallery is seeking external funding to support exhibitions by filmmaker and installation artist Charles Atlas. External funding applications have been submitted to develop the Garden space also. The Swansea Open Exhibition continues to be a popular event and is growing every year.
- 5.3 **Swansea Museum.** The Museum continues to be a Fully Accredited Museum (MALD & ACE), and The Museum is a Visit Wales Accredited Facility. The Museum had two successful exhibitions celebrating the 50th Anniversary of the City focusing on 50 years of Popular Music in the City and one on the Cofio Cefn Coed Hospital. Preparations continue for the Penderyn Heritage project at the Museum Store. Future plans includes the fitting of new racking to improve existing storage and seeking further partner museums to host larger objects.
- 5.4 Swansea Museum continues to promote Swansea's critical historic role in early science developments. This is through gallery redevelopment showcasing early photography, natural history and its pioneers and Archaeology gallery. The Museum is working closely with the Royal Institute of South Wales to promote more visits and engage residents in a wider conversation around "What a Museum of the Future looks like."
- 5.5 **Arts, Culture and the Creative Economy.** Swansea Council have played a key role with partners in developing Swansea's Art and Cultural Offer and supporting the development of the Creative Economy. Examples include the following:
  - Developing a Culture and Digital Hub at the Grand Theatre. This is a partnership with Race Council Cymru to provide creative space and production facilities to increase access for more BAME practitioners and community use.
  - Blue Plaque: The scheme continues to support two individuals of national significance per year.
  - Agenda 21 for Culture – Pilot Cities programme. Development of a Diversity Pledge for Cultural Services has been completed and got good feedback from a peer review of international partners.
  - Advice and consultancy to arts sector, promoting capacity building and sustainability continues.

- 5.6 **Libraries.** This year has seen libraries focus on delivering a programme of events to support Swansea @50. Community venues throughout the area participated and hosted summer parties events and activities attracting good support and comments from communities. A renewed focus on book and literacy initiatives helping to sustain use and participation at the libraries following a review of opening hours. The service continues to work within the Welsh Government's Framework for Public Library Standard which is reported in a separate Scrutiny meeting.
- 5.7 Gorseinon library will co-locate with Gorseinon District Housing office in the coming year, as part of us scoping out a 'Libraries Plus' and co-location/ provision model for new ways of service delivery. We will continue to consult with local communities and develop new partnerships to respond to local need and deliver on our core entitlements and public library standards.

### 6. Events, Tourism & Destination Marketing

- 6.1 Swansea Council have played a key role in staging a number of events within the city centre, special events within the wider area of Swansea and the development of Tourism and Destination Marketing.
- 6.2 **Special Events.** This was a busy and challenging year for the Events Team. Our Events programme has grown in recent years and now attracts in excess of 0.5m people each year. Visitors to our Events add a significant boost to the local economy and this is estimated as being in the region of £20m each year. The Events are also a really important aspect of our Regeneration Strategy as they demonstrate that Swansea is a City that hosts major events and is a great place to live, work, study and invest.
- 6.3 The main focus for the Team during 2019 was supporting and delivering an enhanced programme of events to mark Swansea's 50 years as a City anniversary.

Particular highlights included;

- Wales Airshow – attracting over 250,000 people to what is Wales' largest free event. This year, as part of the 50th celebrations, we also added the Airshow After Dark event. This featured hot air balloons and air displays culminating in a fantastic fireworks display. The Wales Airshow was awarded 'Best Event' at the Swansea Bay Tourism Awards.
- November 5th - Fireworks Display – As part of the 50th celebrations the event moved from its usual home at St Helens Ground and we had a free display in the Bay, which attracted over 30,000 people.

- Singleton Park Concerts – Following on from the success of the BBC Radio1 Big Weekend, we undertook to increase the licenced capacity for the park with a new licence to be able to host 40,000 people. The programme in the Park in 2019 saw the Stereophonics (35,000 people), Pete Tong, Jess Glynne & The BBC Proms in the Park.
- 2019 was the 39th year of The Swansea Special Festival – an event which welcomes over 400 children & adults taking part in a mixture of competitive and social activities. 2020 will be the 40th anniversary of the Festival.
- In December last year, thousands of people came to see what has been described in public feedback as the” biggest and best Christmas Parade that Swansea had ever seen”! With a mix of floats, dancers, superheroes, princesses, marching bands, fireworks, special 50th anniversary float and of course Santa.
- The Admiral Swansea Bay 10k was again awarded a GOLD race status by the British Association of Road Races and is currently shortlisted in the 2020 Running Awards in the UK’s Best 10k.

6.4 Over the coming months the team will continue to develop and deliver a range of major events including concerts in Singleton Park, the Wales Airshow and another successful Christmas Parade. The team will continue to work with private promoters, building relationships in order to develop the use of Singleton Park in line with its increased licence capacity. The Events Team as part of its event development plans will focus on sustainability issues around events and event management, including the development and implementation of an Events Sustainable Development Charter.

6.5 **Tourism & Destination Marketing.** The latest tourism figures for 2018 from STEAM once again show an increase on previous year by 3% to £447.74 m. Similarly, there was also a 3% increase in visitors to the area, whilst the number of jobs supported rose by 0.9% to 5,753

Our continued transformation through our digital activity contributes towards these figures with the following increases;

- Over 800K Facebook engagements
- Over 1.5m Video views on Facebook
- A +45% Increase in monthly VSB page views during final months of 2019 following the new site launch
- Introduction of Spektrix ticketing function on [visitswanseabay.com](http://visitswanseabay.com) to enable visitors to book event tickets

- 6.6 Destination marketing focussed on a brand refresh to bring together the Visit and Enjoy! brands, whilst rationalisation of websites means we now only manage one main portal [www.visitswanseabay.com](http://www.visitswanseabay.com). Our Year of Discovery PR Visitor Campaign generated £327,000 worth of AVE (Advertising Value Equivalent) and almost £1m of PR value for the destination. The team hosted journalists from high value national titles such as the Telegraph and the National Geographic and high-profile bloggers/vloggers with up to 80,000 social media followers. New in 2019/20 – generating visits from high value paid for bloggers – to grow the online audience amongst potential new visitors to the area amongst high profile social media influencers. We secured over 130 private and public sector marketing partners and completed a visitor survey at 7 locations to understand the views of our visitors in 2019.
- 6.7 We worked closely with the Tourism Swansea Bay on the development of a MOU between the 2 organisations – the first in Wales, whilst the major outcome of this collaboration was joint delivery of the 2019 Tourism Awards – the largest of its kind in Wales with 540 people attending. Continued to deliver the coordination of the Destination Management Plan and started to review the strategy alongside the new strategy for Visit Wales.
- 6.8 The team supported the delivery of all the major events throughout the year, including changing the public's perception of the Council in the 2019 Christmas parade from a poor performing parade to one of the best parades. The team also played a significant role in the delivery of the Swansea @50 campaign – coordinating the street dressing activity and @50 presence at the major events and worked with private sector event marketing partners to support their events, therefore generating additional income. We further enhanced the Council's Enjoy brand as the in-destination brand for marketing to residents and visitors within the destination, secured a new 3 year agreement with Admiral for the Swansea Bay 10K and delivered over £30K of income from managing major TV film productions including Dr Who, The End of the F'ing world and His Dark Materials.
- 6.9 Future plans include undertaking a bedstock survey to determine the number of bedspaces across the destination. This is a vital piece of research for us, including colleagues in Planning and Economic Development and Welsh Govt, with Visit Wales providing 50% funding. Challenges include demonstrating the value of tourism to Corporate Management Team to allow the delivery of destination marketing plans, so they recognise their role in achieving the corporate performance indicators. A Review of the Destination Management Plan is due in the Autumn 2020 and the research work undertaken in 2019 and 2020 will help inform the review. We will continue to work with colleagues to agree the framework for protocols, roles and responsibilities and agreed commission from the integration of the Spektrix booking system across Cultural Services. The delivery of the 2020 Inside out guide,

likely to be the final piece of print that tourism produces on behalf of its marketing partners.

### **7. Heritage, including the River Tawe Corridor Development**

- 7.1 Significant progress has been made with the regeneration of Tawe corridor, underpinned by strong community involvement. The initial phase of repairs to Musgrave Engine House and Vivian Engine House are nearing completion. The procurement of the Powerhouse and outbuildings redevelopment (Penderyn) are nearing completion with an anticipated start date on site in May 2020. There have been considerable archaeological finds adding value to the scheme. Repairs to the Morfa Bascule Bridge have commenced. An initial quotation has been received for a River Pontoon. Building upon the Bricks and Mortar concept, the project has supported the employability/NEETs agenda through the provision of training and employment opportunities. As part of the River Tawe Strategy/masterplan there is ongoing scoping and programming work on Alamein Road/Normandy Road(as a future extension to HMCW) in progress to facilitate next steps and resource requirements.
- 7.2 Future plans included the imminent appointment of a contractor for the Powerhouse and outbuildings. The development of outline plans for Laboratory and V&S buildings are also soon to commence. In addition, we also plan to conduct structural surveys for White Rock scheduled ancient monument structures and possible further investigations near end of Smith Canal tunnel and other geophysical surveys. Further repairs (river based) are scheduled for the Bascule bridge and it is anticipated that the pontoon will be installed by March 2020.
- 7.3 The Well-Being of Future Generations (Wales) Act 2015 has informed the Council's approach to the River Tawe Strategy through the development of links with Friends groups and strong collaboration on site improvements and future activities engaging the public directly in the sites

### **8. Parks, Beaches and Foreshore Promotion**

- 8.1 This year we opened the changing places facility in September 2019 at Caswell Bay and agreed the principles of the transfer of three tennis courts at Langland Bay with investment from the Community Council under a Community Asset Transfer. We successfully developed a system to market and register via an online system the Langland Bay beach huts and received a record number of applications. Future plans include agreeing the Community Asset transfers for Coed Gwylm Park and further discussions with various clubs, groups and organisations in regards to taking wider and further responsibilities for community assets. We also plan to further develop and a launch an online booking system to be used by sports clubs to register, book and pay for hiring sports pitches for community use.



## **9. Sports Facilities**

- 9.1 Around 90% of works have been completed as part of a 5.1million pledge to improve community leisure centres and the LC through the partnership with Freedom Leisure, with a number of openings involving the schools, community and local Members invited. State of the art and larger gyms, receptions (including cafes), community and studio spaces have been completed, along with energy efficiencies in plant rooms, pool covers, and LED lighting. New enhanced pool/wet changing rooms have also been installed at some sites. We have also launched a citywide membership for all of the Freedom sites including the LC, a first since the reopening on the LC in 2008. This year we have also replaced the Hockey Surface at the International Sports Village to meet International Hockey standards, in partnership with Swansea University.
- 9.2 Future plans include the development of a fully costed plan for delivery of the 3G indoor barn and improved Leisure offer at Cefn Hengoed, in partnership with Freedom Leisure, Swansea City Community Trust and the school. There are also plans to improve facilities, including a 3G pitch Bryntawe/Penlan, in partnership with Education and key funders. We also plan to deliver upon a rebranding of the Sports Park at Ashleigh Road, in partnership with the University and Wales National Pool, including fully integrated booking systems for all associated facilities at the site. We also plan to further develop and move forward strategic discussions with Swansea University on the options for future delivery at WNPS post 2023, when the agreement formally ends.

## **10. Suburban Centres & Community Regeneration Initiatives**

- 10.1 A Regeneration Morriston group are meeting regularly with good cross sector representation. An action plan is being delivered including the piloting of a shopfront renewal scheme. A resilient heritage toolkit has been developed for the Morriston Tabernacle for use by similar chapels needing sustainable future. Coastal Housing in conjunction Manchester University are conducting some research into the local benefits and opportunity of a Foundation economy. Work is ongoing aiming to link capital and revenue activities to achieve greater impact, bend partner activities to join up and achieve greater impact and interpret heritage with links to the wider Swansea story by laying the foundations for district economic regeneration plans. Work on the Rural Development Programme work in Pontarddulais has recently included fact finding surgeries and link ups with potential Ko-Kooks Indycube.

10.2 Next steps include summarising lessons learned to date and mapping into district economic regeneration frameworks particularly through Regeneration Swansea partnership, exploring opportunities to expand support programmes into all district centres (e.g. property enhancement and sustainable living, town centre loan), supporting the national rollout of local pilot schemes, trialling shop local initiative and learning from other successful centres and understanding 'mix' that works well (which) will differ between geographical locations)

### 11. **Well Being of Future Generations (Wales) Act 2015**

11.1 Ensuring the well-being of future generations is central to the Investment, Regeneration and Tourism portfolio. Sustainable decision making that uses the sustainable development principle's five ways of working ensures Swansea is a great place to live, visit and work both now and in the future. Examples of this approach in action include;

- Collaboration – the Regeneration Swansea Partnership has developed a collaborative approach to its work. The partnership comprises of good representation from private and third sectors, and key statutory bodies including National Resources Wales (NRW) and Job Centre Plus (JCP). The partnership is an essential vehicle for shaping thinking around future funding programmes and ensuring strong dialogue with key sectors.
- Long term - Investment in projects such as the Kingsway digital employment district aim to future proof the city centre by acting on identified future trends in technology and behaviours.
- Involvement – The involvement of citizens at all stages of decision making is exemplified by the involvement of the public, businesses and environmental groups in contributing to the development of a new Green Infrastructure strategy for the City Centre. This approach engages a diversity of the population using a range of mechanisms from social media, drop-in sessions and workshops.
- Integration - Regional discussions on inward investment have taken place along with discussions with Trade & Invest Wales to refine Swansea Council's role so it complements Welsh Government activity in this field.
- Prevention – Swansea has taken action to prevent declining public funding for cultural services potentially resulting in the long term loss of key amenities. The successful transfer of the management of Leisure Centres to Freedom Leisure will result in savings safeguarding the facilities future.

**12. Legal Implications**

12.1. There are no legal implications.

**13. Financial Implications**

13.1 The financial implications of individual Capital schemes will be reported separately with FPR7 reports as schemes are developed.



**To/  
Councillor Robert Francis-Davies  
Cabinet Member for Investment,  
Regeneration & Tourism**

**BY EMAIL**

cc Cabinet Members

*Please ask for:  
Gofynnwch am:*

*Direct Line:  
Llinell Uniongyrochol:*

*e-Mail  
e-Bost:*

*Our Ref  
Ein Cyf:*

*Your Ref  
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Scrutiny

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SPC/2019-20/2

12 July 2019

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 13 May 2019. It is about River Tawe Corridor Development, Swansea Marina, Skyline, New Local and Regional Business Opportunities, Archives Service, Sports Facilities, Parks, Santander Bike Hire Scheme, Swansea at 50, and Seafront Development.

Dear Councillor Francis-Davies,

### **Cabinet Member Question Session – 13 May**

Thank you for attending the Scrutiny Programme Committee on 13 May 2019 and answering questions on your work as Cabinet Member for Investment, Regeneration & Tourism.

We appreciate you providing a written paper in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievements in relation to your wide-ranging areas of responsibility.

We are writing to you to reflect on what we learnt from the discussion, and share the views of the Committee, and highlight any outstanding issues / actions for your response. The main issues are summarised below:

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
**SWANSEA COUNCIL / CYNGOR ABERTAWE**  
 GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE  
[www.swansea.gov.uk](http://www.swansea.gov.uk) / [www.abertawe.gov.uk](http://www.abertawe.gov.uk)

## **River Tawe Corridor Development**

We discussed progress with the river corridor development. The Committee noted in your written paper that major funding has been secured to support the next stages of regeneration of the Tawe corridor, in particular Hafod and White Rock sites, to help deliver the Penderyn distillery and wider Copperopolis zone. You reported that the total project cost was around £4.6m and included funding for access improvements, including footways and river pontoons, and building refurbishments including the Morfa (Bascule) Bridge. You also stated that discussions were ongoing in relation to the Skyline development on Kilvey Hill which would also contribute to the master plan. Given available budgets you told us that that some riverside improvement works would need to be delivered from S.106 agreements in due course.

We asked you about the refurbishment of the Bascule Bridge, which we understood is going to be lifted and removed from its position for restoration, and projected timescale and costs. You stated you would provide a written response in order to provide more detail about this project, including costs.

## **Swansea Marina**

We discussed the success of Swansea Marina and asked you about current berthing occupancy levels, costs, and the relationship / future plans with the Swansea Yacht & Sub Aqua Club regarding pontoons and moorings on the riverside, in particular the income received by the Council.

We heard from you that the Marina is almost fully occupied, and that the Club, not the Council, controlled the berths in the riverside. We asked you to confirm the Council's financial arrangements with the Club in relation to their management of moorings in the river.

You stressed the Marina was an important part of the jigsaw in terms of overall river corridor development and would benefit from the Skyline Project. You told us that more was needed to make the Marina more of a visitor destination and increase tourism in that area, and its linkage with other developments was important.

## **Skyline**

We asked you to provide update on the Skyline project on Kilvey Hill. You reported that a Heads of Terms was signed with Skyline, the New Zealand leisure company, for a cable car and luge and that scheme design and funding discussions were continuing. You added that the Skyline have visited Swansea on several occasions, undertaken market testing and preliminary cost estimates as part of their feasibility due diligence.

We asked you to clarify whether such discussions were at local level or at Welsh Government level, as we understood that Welsh Government funding was now an important factor in delivering this project. We noted that the development would require grant assistance with the significant upfront capital investment required and the company was currently in discussion with Visit Wales in order to secure funding support. However, you felt that things were close and a final decision may come in the next few months.

### **New Local and Regional Business Opportunities**

We heard that the Council has been selected to lead the regional Targeted Regeneration Investment Programme. You reported that this programme has a value of £27m over 3 years and was already providing opportunities for the private sector to invest. The programme was designed to deliver commercial, residential and strategic development outcomes across the region, and would enable business support activities e.g. start-up workshops, and better liaison with businesses to provide bespoke provision, and support regeneration priorities including improvements to vacant buildings / units in Swansea to make them more attractive to businesses.

### **Archives Service**

We understood that the development of the Civic Centre site has been on hold due to the economic climate however remains a key development plan for the Council. We asked you about the long term plans for the Archive Service, currently situated in the Civic Centre, and what thought has been given to future accommodation for the service.

You stressed that whilst changes were not imminent there have been discussions about future relocation and accommodation needs. Clearly there was a need to provide safe and secure storage for the vast amount of physical documents, records and exhibits, as well as maintaining public access. You stated that one factor was recognising the trend of more people accessing historical information and records on-line, i.e. more virtual visitors than physical customers needing to visit the service in person. You stated that over 90% of archived material was available digitally. Therefore, a city centre location may not necessary in the future.

The Committee was concerned that any future plans should remain public facing and ensure public access given the number of people who visit the Archive Service. You assured the Committee that no decisions have been made, and any firm proposals would be consulted upon.

## **Sports Facilities**

When the Committee met you last year you talked about the proposals for an International Sports Village, in partnership with Swansea University, on the King George V Playing Fields. In May 2018 you reported that a strategic working group had been established with the universities to ensure communications around key projects in the City and alignment of priorities to move projects forward – one of which would be an International Sports Village incorporating the Wales National Pool. We noticed that your written paper on this occasion did not make any reference to this project and the Committee asked about this.

You stated that the vision and key issue here was one of branding the facilities already in place as an 'International Sports Village', and subsequent improvement. It was not about putting a new building on the site. We heard that you were still working with the University on issues such as shared use of facilities and promotion of the site as an integrated sports facility.

## **Parks**

We were interested to learn that the Council has developed a draft licence agreement to formally engage with the Friends of Parks groups in order to improve the governance and arrangements between Council and various groups and increase opportunities to obtain grants.

## **Santander Bike Hire Scheme**

We discussed the bike hire scheme and recognised it has proved to be popular. Given its success, we asked whether there were any plans to expand the number of hubs, particular in locations further along the seafront and Mumbles.

You stated that the Santander scheme was effectively a scheme to connect the University campuses, rather than a total system for Swansea, and one which has benefitted from the Council's support. You referred to the vast cycle network in Swansea and agreed that there should be more hubs.

## **Swansea at 50**

The Committee looked forward to the various events and activities planned to celebrate the 50<sup>th</sup> anniversary of Swansea's city status. The Council has encouraged local communities to get involved and asked whether there was any financial support for community events. You argued that this was a city-wide celebration, not a Council celebration, therefore hoped that everyone would join in. You stressed that there were no extra resources, but acknowledged the amount of excellent volunteers across Swansea who would be supported in other ways, including with branding. You also reminded

councillors that they could utilise their community budgets in order to help support any such community events celebrating the anniversary.

## **Seafront Development**

The Committee was aware that the Council was consulting on possible small-scale development at a number of council-owned sites along the seafront in order to generate income and make the prom a more attractive place to visit for locals and tourists, and enhance the bay. The sites in question being: Land on the Mumbles side of the West Cross Inn; Land around the skate ramp, West Cross; Blackpill Lido; Sketty Lane car park, and two of the six Langland tennis courts.

Parallel to public consultation in order to gather ideas, we were aware that the council had published a Prior Information Notice (PIN) on the Welsh Government procurement portal Sell2Wales, aimed at potential development partners. You told the Committee that this process was about gathering ideas and a sounding exercise to test the market without any commitment, starting with a blank sheet of paper. You were clear that this was not about selling off any land, but working with partners to produce ongoing revenue from our land.

There were some comments from committee members about what would or would not be acceptable to the Council, and perhaps whether the Council should have been more specific about what it wanted. There were also concerns about detrimental impact on the current enjoyment of views of the bay around West Cross.

You told the Committee that the Council should not pre-judge the planning process and it was important to get views in first. You recognised that there were mixed views about future development of the seafront but feedback from people calls for more facilities along the bay, such as the former 360 café.

Overall the Committee welcomed discussion on the future of the seafront to improve amenities, including better facilities for the disabled and public toilets, and the quality of the bay. The Committee asked that you engage with it further along the process about the seafront development. Clarification about the decision making process would be appreciated. Nevertheless, we would like a discussion with you once you have a clearer picture of what has emerged in response to the PIN notice and consultation, and the ideas that have been generated. Therefore please consider this and let us know when we should arrange a committee meeting with you, at the earliest opportunity.

## **Your Response**

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to our request for you to:



- provide more detail about the restoration of the Bascule Bridge, including costs;
- confirm the Council's financial arrangements with the Swansea Yacht & Sub Aqua Club in relation to their management of moorings in the river; and
- come back to the Committee to further discuss possible development of the seafront, following feedback from the PIN Notice and public consultation.

Please provide the response to this and any other comments about our letter by 2 August. We will then include both letters in the agenda of the next available Committee meeting.

We look forward to specific discussion on seafront development in due course. In addition, the next Q & A session with you is scheduled for 9 March 2020. We look forward to following up on overall portfolio developments then.

Yours sincerely,

Mary Jones

**COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

✉ [cllr.mary.jones@swansea.gov.uk](mailto:cllr.mary.jones@swansea.gov.uk)



**Cllr Mary Jones**  
**Chair, Scrutiny Programme Committee**

*Please ask for:* Cllr Robert Francis-Davies  
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*Our Ref:* RFD/HS  
*Your Ref:*  
*Date:* 1 August 2019

**BY EMAIL**

Dear Cllr Jones

### **Cabinet Member Question Session – 13 May**

Thank you for your letter dated 12 July 2019. Please find responses to the question below.

*Provide more detail about the restoration of the Bascule Bridge, including costs*

The Morfa “Lifting Bascule” Bridge works consisting of the bridge removal, restoration and reinstatement; including restoration of the timber substructure are to be completed within the TRI funding programme April 2018 to March 2021 as the main funder of the scheme. The Bridge removal, restoration and reinstatement is being undertaken under the Swansea Highway Partnership, with Alun Griffiths Contractors as the main contractor. The lifting ‘bascule’ element of the bridge was successfully removed for repair on Sunday 14 July and has been transported to local firm Afon Engineering. Initial detailed survey works have been undertaken which will be used to establish the scale of restoration required now that close access and inspection can be safely undertaken. This will include review and hopefully reinstatement of the lifting mechanism, to be automated as a working attraction. A considered methodology of works is being scoped and agreed working

*Confirm the Council’s financial arrangement with the Swansea Yacht & Sub Aqua Club in relation to their management of moorings in the river*

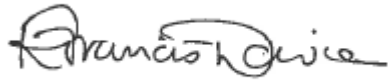
Part of the river is leased to Swansea Yacht and Sub Aqua Club. The rent is £45,855 pa.

*Come back to the Committee to further discuss possible development of the seafront, following feedback from the PIN Notice and public consultation*

As a result of the PIN process and a concurrent public consultation exercise, one of the sites which is adjacent to The West Cross was removed from any further consideration.

Officers are hoping to bring a report to Cabinet in September/October to summarise responses and recommendations for future actions.

Yours sincerely



**COUNCILLOR ROBERT FRANCIS-DAVIES  
CABINET MEMBER FOR INVESTMENT, REGENERATION & TOURISM**

# Agenda Item 7



## Report of the Chair

Scrutiny Programme Committee – 9 March 2020

### Scrutiny Performance Panel Progress Report

<b>Purpose</b>	The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panel conveners will regularly provide a progress report, updating the Committee on headlines from their Panel's work and impact.
<b>Content</b>	This report focuses on the following Performance Panel: a) Education
<b>Councillors are being asked to</b>	<ul style="list-style-type: none"><li>• Ensure awareness and understanding of the work of the Panel</li><li>• Consider its effectiveness and impact</li><li>• Consider any issues arising and action required</li></ul>
<b>Lead Councillor(s)</b>	Councillor Lyndon Jones (convener, Education Performance Panel)
<b>Lead Officer &amp; Report Author</b>	Michelle Roberts Tel: 01792 637256 E-mail: <a href="mailto:scrutiny@swansea.gov.uk">scrutiny@swansea.gov.uk</a>
<b>Legal Officer:</b>	Debbie Smith
<b>Finance Officer:</b>	Paul Cridland

#### 1. Introduction

- 1.1 There are seven Performance Panels which have been established by the Committee. Whilst the work of Inquiry Panels leads to the production of a final report with conclusions and recommendations for Cabinet based on evidence gathered on a specific issue, the work of Performance Panels represent regular monitoring of, and challenge to, particular services / service areas.
- 1.2 Performance Panels are expected to have on-going correspondence with relevant cabinet / lead members in order to share views and recommendations, arising from monitoring activities, about the performance of services and service delivery.

1.3 The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panels Conveners will therefore provide a regular progress report to the Committee to enable:

- a discussion on the work of each Panel, achievements, effectiveness and impact
- the Committee to consider any issues arising from Panel activities which may have an impact on the overall scrutiny work programme
- awareness amongst the Committee as well as visibility across the council and public.

1.4 This report is about the following Performance Panel:

- a) Education – this updates on work carried out since the last update was provided in October 2019.

To focus the discussion a short written report has been provided by the convener of each Panel, and are **attached**. This includes a summary of Panel activities, correspondence between the Panel and relevant Cabinet Members, recommendations and impact.

1.5 The Education Performance Panel has a current membership of 15 as follows:

**Councillors:**

**Labour Councillors: 5**

Cyril Anderson	Beverley Hopkins
Mike Durke	Hazel Morris
Louise Gibbard	

**Liberal Democrat/Independent Councillors: 3**

Mike Day	Susan Jones
Lynda James	

**Conservative Councillors: 5**

Steve Gallagher	Myles Langstone
David Helliwell	Linda Tyler-Lloyd
<b>Lyndon Jones (CONVENER)</b>	

**Statutory Cooptees: 2**

David Anderson-Thomas	Parent Governor Representative
Alexander Roberts	Parent Governor Representative

**2. Legal Implications**

2.1 There are no specific legal implications raised by this report.

**3. Financial Implications**

3.1 There are no specific financial implications raised by this report.

**Background Papers:** None

**Appendices:**

**Appendix 1** – Education Scrutiny Performance Panel – SPC Update

## Education Scrutiny Performance Panel – SPC Update

### 1. Remit of the Panel

The overarching purpose of the Panel is to provide ongoing challenge to schools performance to ensure that *pupils in Swansea are receiving high quality education and the authority is meeting its objectives in relation to improving school standards and pupil attainment.*

### 2. Key Activities

The Panel is currently meeting on a monthly basis and the work completed since October 2019 includes:

- a) In October 2019, we met with the Chair of Governors and the Headteacher from Penclawdd Primary School to discuss their improvement journey.
- b) On 14 November, we spoke to health about the Healthy Schools Initiative and looked at the 'Our National Mission and the Transformation Curriculum'. We considered how Swansea schools are responding to the draft new curriculum for Wales.
- c) In December, we looked at Additional Learning Needs Reform and progress being made in Swansea.
- d) On 16 January 2020, we met with the Cabinet Member to discuss the Annual Education Performance data.
- e) In February, we discussed School Transport and we had an update on the 21<sup>st</sup> Century Schools programme.
- f) Over this period, the Panel has also kept up to date with individual school Estyn Inspections published and any advisory/practice documents.

### 3. Achievements / Impact

We have sent four letters to the Cabinet Member for Education Improvement, Learning and Skills since October 2019, which gave our views, raised concerns and made recommendations. Some of these include, for example:

Positives:

- When we met with the Headteacher, chair of governors and challenge advisor for Penclawdd Primary School we were pleased to hear about the much-improved picture at the school from the time of their Estyn Inspection and how the school has come a long way in a short amount of time. We felt this was due to the commitment of the Headteacher and staff at the school, the governors and the Education Improvement Service driving forward the improvements needed. We concluded that improvements made at the school were mainly due to:
  - The school having a supportive, engaged and challenging governing body that understands its own skills base making it resilient and in a good position to help to drive improvement. We were particularly interested to hear about the work the governing body has done using a matrix to assess its skills base. We were pleased to hear that governors are now active, visible, knowledgeable and not afraid to challenge.
  - A stronger leadership team is in place with a capable and enthusiastic Headteacher and newly appointed experienced Deputy Head Teacher.
  - The school has a clear improvement plan and is working with and receiving support from the Local Authority and the Education Improvement Service.
  - School leaders are using self-improvement processes effectively to identify what pupils do well and what needs to improve.
  - The school are carefully considering which improvement tools are best for them, for example, Building Blocks and Seesaw.
  - The school is enthusiastically learning from and sharing their good practice with other schools.

- The school has strong support from parents and the local community with the school taking its role in the community seriously.
- We were pleased with the progress being made in the development of *Our National Mission* here in Swansea, including with the work to prepare for the implementation of the new curriculum.
- We were told about some of the excellent health improvement work underway in Swansea schools and we agreed with the Public Health Team when they said that this issue must be kept high, if not top of, the agenda.
- We recognise the Additional Learning Needs and Education Tribunal (Wales) Act and the implementation of the associated Code will be a huge challenge not only for our education team but also for schools, health, adult social services and a raft of other partners. We are pleased to hear that Swansea had made good initial progress in raising awareness and starting to work with other agencies to develop an integrated local offer that will meet the needs of learners 0-25. The Panel believe two things will be central to making successful progress, the first being the necessary funding to enable these projects and, secondly good partnership/integrated working.

Concerns:

- We did express our concern that the Welsh Government expect the Additional Educational Needs Reform implementation to be cost neutral.
- Free School Meal (FSM) learners continue to attain significantly below other pupils, and this is a concern to the Panel and is something we will be monitoring.
- How the education scrutiny committee might analyse how well Swansea schools are doing in future without the current comprehensive data, as we move to a different way of analysing performance.

Action Recommended / questions asked:

- After our session looking at the Additional Learning Needs Reform we asked how the Cabinet member feels that other internal council departments are engaging and progressing with what is a clearly cross cutting agenda.  
We received a detailed response from the Cabinet Member to address this point.

#### 4. Education Scrutiny Performance Panel - Future Work Programme 2019/20

Date	Items to be discussed
<b>Meeting 10</b> 12 Mar 20 2pm	<b>School 3 – Visit to Pentrehafod Comprehensive School</b> To look at Not in Employment, Education or Training (NEETs) prevention - a school visit to see the approach at school level
<b>Meeting 11</b> 30 Apr 20 4pm	<ul style="list-style-type: none"> <li>• Education Other Than At School - progress with improving outcomes</li> <li>• Education Improvement Service Performance update and ERW progress against priorities locally and regionally (Annual)</li> <li>• Supporting Vulnerable Learners - Pupil Development Grant spend (Annual)</li> </ul>
<b>Meeting 12</b> 21 May 20 TBC	<ul style="list-style-type: none"> <li>• Roundtable with PISA (formally the Swansea Skills Partnership)</li> <li>• Planning year ahead in Scrutiny</li> </ul>
Work Programme 2020/21	
<b>Meeting 1</b> June TBA	<b>Session on Post 16 – Pupil performance at sixth form and colleges – TBC</b> <ul style="list-style-type: none"> <li>• Support for and performance of post 16 pupils in sixth form and colleges</li> <li>• Speak to sixth form Headteacher's, Education Improvement Service and Cabinet Member</li> <li>• ERW Leader of Learning for this aspect (ERW)</li> </ul>
<b>Meeting 2</b> July TBA	<b>School 1 - Waunwen Primary School</b> , visit to discuss how they work with their most vulnerable pupils



# Agenda Item 8



## Report of the Chair

Scrutiny Programme Committee – 9 March 2020

### Membership of Scrutiny Panels and Working Groups

<b>Purpose:</b>	The Scrutiny Programme Committee is responsible for appointing members and conveners to the various scrutiny panels / working groups that are established. This report advises of relevant matters that need to be considered.
<b>Content:</b>	This report is provided to facilitate any changes that need to be made.
<b>Councillors are being asked to:</b>	<ul style="list-style-type: none"><li>• agree the membership of Panels and Working Groups reported, and any other changes necessary.</li></ul>
<b>Lead Councillor:</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer &amp; Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Debbie Smith
<b>Finance Officer:</b>	Paul Cridland

#### 1. Introduction

1.1 In accordance with Council report 18 October 2012, when current scrutiny arrangements were agreed, the Scrutiny Programme Committee is responsible for appointing members and conveners to the various scrutiny panels / working groups that are established.

#### 2. Proposed Revision to Current Scrutiny Panel / Working Group Membership

2.1 Remove Councillor Joe Hale from the following:

- Development & Regeneration Performance Panel
- Natural Environment Performance Panel

### **3. Guiding Principles**

3.1 When determining membership / conveners or agreeing any changes there are some key considerations for the Committee:

- It is necessary for more than one political group to be represented on each panel / working group.
- These bodies also need to be of a manageable size in terms of team working and effective questioning.
- To ensure that all political groups have opportunities and are engaged.
- Good scrutiny practice places emphasis on respect for minority party wishes around both chairing of such bodies and the work programme.
- Being fair and balanced in the appointment of conveners, when there is interest from more than one councillor, e.g. giving opportunity to those who have not acted as convener previously.
- The Committee should reflect on the existing 'balance' of conveners to help inform future appointments.
- A minimum of three members should be present at all meetings.

### **4. Legal Implications**

4.1 There are no specific legal implications raised by this report.

### **5. Financial Implications**

5.1 There are no specific financial implications raised by this report.

**Background Papers:** None

**Appendices:** None

# Agenda Item 9



## Report of the Chair

Scrutiny Programme Committee – 9 March 2020

### Scrutiny Work Programme 2019/20

<b>Purpose</b>	This report presents the agreed Scrutiny Work Programme for 2019/20, which the Committee is responsible for monitoring.
<b>Content</b>	The agreed work programme is attached, which shows the topics being examined by scrutiny through various Panels and Working Groups. A plan for future committee meetings is also attached.
<b>Councillors are being asked to</b>	<ul style="list-style-type: none"><li>• plan for the committee meetings ahead</li><li>• consider opportunities for pre-decision scrutiny</li><li>• review the scrutiny work programme (including progress of current Panels and Working Groups)</li></ul>
<b>Lead Councillor</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer</b>	Tracey Meredith, Chief Legal Officer
<b>Report Author</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Debbie Smith
<b>Finance Officer:</b>	Paul Cridland

#### 1. Introduction

1.1 The Scrutiny Programme Committee is responsible for developing the Council's scrutiny work programme, and managing the overall work of scrutiny to ensure that it is as effective as possible.

1.2 A report is provided to each meeting to enable the committee to maintain an overview of agreed scrutiny activities, monitor progress, and coordinate work as necessary.

1.3 The broad aim of the scrutiny function is to:

- help improve services
- provide an effective challenge to the executive
- engage members in the development of policies, strategies and plans

- engage the public
- 1.4 The Scrutiny Work Programme is guided by the overriding principle that the work of scrutiny should be strategic and significant, focussed on issues of concern, and represent a good use of scrutiny time and resources.

It also needs to be:

- manageable, realistic and achievable given resources available
  - relevant to council priorities
  - adding value and having maximum impact
  - coordinated and avoid duplication
- 1.5 The work of scrutiny is undertaken primarily in three ways – through the Committee itself, by establishing informal panels or via one-off working groups. Panels and Working Groups would be open to all non-executive councillors - the Committee will determine membership and conveners following expressions of interest.
- 1.6 Scrutiny will regularly send letters to Cabinet Members communicating findings, views and recommendations for improvement and, where appropriate, by producing reports. Inquiry panels will always produce a final report at the end of the inquiry with conclusions and recommendations for Cabinet (and other decision-makers), informed by the evidence gathered. Inquiry panels will reconvene to follow up on the implementation of agreed recommendations and the impact of their work – usually 6-12 months following cabinet decision.
- 1.7 Although much of the work of scrutiny is carried out by informal Panels and Working Groups these meetings are accessible to the public. Agendas, reports and letters relating to all such scrutiny activities are published, in the same manner as the committee, on the Council's modern.gov online platform:  
<https://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0>

## 2. Scrutiny Work Programme 2019/20

- 2.1 The agreed scrutiny work programme for 2019/20 is set out in **Appendix 1**. The following paragraphs break down the work programme by specific ways of working to provide a brief overview.
- 2.2 Scrutiny Programme Committee:
- 2.2.1 The Committee work plan for the year ahead is attached as **Appendix 2**. This should be kept under review to ensure it represents a robust and effective plan. The plan includes a schedule of future Cabinet Member Question & Answer Sessions.

2.2.2 Committee members should review and confirm items for the next and future meetings giving specific consideration to who should attend so that meetings are always well planned and prepared for, e.g. information required and key questions that the Committee wishes to ask.

2.2.3 The main item(s) scheduled for the next Committee meetings are:

6 April (extra meeting):

- Crime & Disorder Scrutiny (Safer Swansea Partnership) - Joint Chairs of Safer Swansea Partnership will attend to provide information and take questions on the performance of the Partnership to enable committee to explore plans / objectives, achievements, impact, challenges etc.

20 April:

- Cabinet Member Question Session: Cabinet Members for Better Communities - Cllrs Alyson Pugh and Andrew Stevens
- Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Update
- Children & Young People’s Rights Scheme Annual Progress Report 2019

2.2.4 The Committee should identify specific questions / key themes, which it wishes to cover in the next Cabinet Member Q & A sessions.

a) The Better Communities portfolio covers the following areas of responsibility:

<b>Better Communities - People Lead (Cllr Alyson Pugh)</b>	<b>Better Communities – Place Lead (Cllr Andrew Stevens)</b>
<ul style="list-style-type: none"> <li>• 3rd Sector Engagement</li> <li>• Access to Services</li> <li>• Adult Lifelong Learning</li> <li>• Community Cohesion</li> <li>• Financial Inclusion</li> <li>• Food Poverty Reduction</li> <li>• Poverty Reduction in Communities</li> <li>• Safer Swansea Partnership</li> <li>• Substance Misuse</li> <li>• Swansea – A Human Rights City</li> <li>• Swansea Working</li> <li>• Violence Against Women, Domestic Abuse &amp; Sexual Violence</li> <li>• Welfare Reform</li> <li>• Welfare Rights</li> </ul>	<ul style="list-style-type: none"> <li>• Community Caretakers (non HRA)</li> <li>• Community Development</li> <li>• Community Engagement</li> <li>• Community Grass Cutting Services</li> <li>• Community Groups &amp; Centres</li> <li>• Community Growing</li> <li>• Community Hubs, Service Protection &amp; Building Rationalisation</li> <li>• Digital Inclusion</li> <li>• Litter &amp; Community Cleansing</li> <li>• Localised Services</li> <li>• Members Community Budget Scheme Delivery</li> <li>• Neighbourhood Working</li> </ul>

2.2.5 The Committee will have the opportunity to review priorities and introduce issues of concern as and when they arise, e.g. pre-decision scrutiny or call-in which may require extra meetings.

2.2.6 Pre-decision scrutiny – this is carried out by the Committee unless delegated elsewhere. The Committee is invited to consider the available information on future cabinet business and any opportunities for pre-decision scrutiny, taking into account strategic impact, public interest, and financial implications (see Cabinet Forward Plan attached as **Appendix 3**). Any requests will require discussion with relevant cabinet member(s) to confirm timescales and window of opportunity for scrutiny involvement. Pre-decision scrutiny enables scrutiny to develop understanding about and ask questions on proposed Cabinet reports to provide ‘critical friend’ challenge and influence decision-making.

2.2.7 Commissioning Reviews – it has already been acknowledged that reports about the various commissioning reviews / new cross-cutting reviews that are planned are key cabinet decisions and should be subject to scrutiny. There is a general agreement that all these Reviews will undergo pre-decision scrutiny. This will be carried out via the Committee or relevant Panels as appropriate. Any outstanding reviews and the new cross-cutting reviews will be on the scrutiny radar during the year ahead and scheduled into work plans.

2.3 Inquiry Panels:

2.3.1 The first task of an Inquiry Panel is to have a briefing on the issue and then determine the key question and terms of reference for the inquiry. Once the planning stage is complete, the inquiry will be evidence gathering, with the last stage being to develop the final report.

<b>In Progress / Planned</b>	<b>Completed (follow up stage)</b>
1. <b>Procurement</b> (initial meeting held on 24 Oct)	1. <b>Regional Working</b> (meeting held on 15 Oct 2019) <b>MONITORING COMPLETE</b> 2. <b>Natural Environment</b> (31 Mar 2020 as part of Natural Environment Performance Panel) 3. <b>Equalities</b> (tba May 2020)

2.4 Performance Panels:

2.4.1 The following Performance Panels, which will enable regular and structured monitoring of performance within these key areas, have been agreed and meet on an ongoing basis until otherwise agreed by the Committee (frequency of meetings in brackets):

Performance Panel	Convener
<b>1. Service Improvement &amp; Finance</b> (monthly)	Cllr. Chris Holley
<b>2. Education</b> (monthly)	Cllr. Lyndon Jones
<b>3. Adult Services</b> (monthly)	Cllr. Peter Black
<b>4. Child &amp; Family Services</b> (every two months)	Cllr. Paxton Hood-Williams
<b>5. Development &amp; Regeneration</b> (every two months)	Cllr. Jeff Jones
<b>6. Natural Environment</b> (quarterly)	Cllr. Peter Jones
<b>7. Public Services Board</b> (multi-agency) (twice yearly)	Cllr. Mary Jones

2.4.2 Performance Panel conveners are scheduled to provide a regular update to the Committee to enable discussion on key activities and impact.

2.5 Working Groups:

2.5.1 The following Working Groups will be convened during the year ahead, in the order shown:

<b>1. Brexit</b> (meeting was held on 23 Sep)	<b>3. Road Safety</b>
<b>2. Staff Health &amp; Wellbeing</b>	<b>4. Digital Inclusion</b>

2.6 Regional Scrutiny:

2.6.1 **Education Through Regional Working** - Swansea scrutiny is involved in a regional scrutiny arrangement with the six councils participating in the 'Education Through Regional Working' (ERW) school improvement consortium. A Scrutiny Councillor Group has been in existence since 2016 in order to provide challenge to ERW, coordinate scrutiny work across the region and ensure a consistent approach. The Swansea Scrutiny Team is providing support for this group as the Council's contribution to ERW via Service Level Agreement. Swansea is represented by the chair of the Scrutiny Programme Committee and convener of the Education Performance Panel. The Councillor Group is currently meeting quarterly.

2.6.2 **Swansea Bay City Region City Deal** – Swansea scrutiny is also involved in the Swansea Bay City Region Joint Scrutiny Committee, established during 2018/19. This involves three councillor representatives from each of the four Councils involved in the City Deal, meeting to scrutinise the work of the Joint Committee responsible for delivering the City Deal programme. As per Joint Agreement, the Scrutiny Committee is serviced by Neath Port Talbot Council. The Committee currently appears to be meeting every two months.

### **3. Monitoring the Work Programme**

- 3.1 The Committee is responsible for monitoring progress of work undertaken by the informal Panels and Working Groups and findings to ensure that this work is effective and has the required visibility.
- 3.2 **Appendix 4a** provides a timetable of all scrutiny activities (projected or actual where dates are known). Lead councillors and officers are also noted within.
- 3.3 **Appendix 4b** provides a snapshot of progress with all of the Panels and Working Groups established by the Committee and their current position.

### **4. Public Requests for Scrutiny / Councillor Calls for Action**

- 4.1 None.

### **5. Financial Implications**

- 5.1 Any costs that arise out of work plan activities, for example expenses for witnesses or transport costs, are not envisaged to be significant and will be contained within the existing Scrutiny Budget.

### **6. Legal Implications**

- 6.1 There are no specific legal implications raised by this report.

**Background papers:** None

#### **Appendices:**

Appendix 1: Agreed Scrutiny Work Programme 2019/20

Appendix 2: Scrutiny Programme Committee Work Plan 2019/20

Appendix 3: Cabinet Forward Plan

Appendix 4a: Scrutiny Work Programme – Projected Timetable of Activity

Appendix 4b: Progress Report – Current Scrutiny Panels and Working Groups



## Agreed Scrutiny Work Programme 2019/20

<b>New Inquiry Panel</b> (time-limited in-depth scrutiny – six months)	<b>New Working Groups</b> (light-touch scrutiny / one-off meetings)	<b>Performance Panels</b> (ongoing in-depth performance / financial monitoring & challenge)	<b>Issues for Scrutiny Programme Committee</b> (Overall work programme management; Cabinet Member Q & As; discussion of broad range of policy and service issues)
<p><b>1. Procurement</b>            (Terms of Reference to be agreed by Panel but may look at effectiveness of process &amp; Strategy; value for money / social value; benefits to local economy; impact of local procurement on regeneration / jobs; financial savings to Council; collaboration etc)</p> <p>Follow Up of Previous Inquiries:</p> <p><b>1. Regional Working</b>  <b>2. Equalities</b></p>	<p><b>1. Brexit</b>            (Council preparedness and resilience; how is this being discussed; what plans / contingencies are being put in place given possible impact, relationship with Wales / UK Government)</p> <p><b>2. Employee Health &amp; Wellbeing</b>            (how the Council supports members of staff; issues around staff sickness; pressures)</p> <p><b>3. Road Safety</b>            (hot spots; work to improve safety; preventative measures; speed controls; safety of cycling routes; partnership working)</p> <p><b>4. Digital Inclusion</b>            (follow up on previous -Mar 2017- discussion around digital transformation, the Council's digital inclusion strategy, and how well prepared both the Council and the public is to use and communicate / engage via digital technology to avoid exclusion / poor access)</p>	<p><b>1. Service Improvement &amp; Finance</b> (monthly)</p> <p><b>2. Education</b> (monthly)</p> <p><b>3. Adult Services</b> (monthly)</p> <p><b>4. Child &amp; Family Services</b> (every two months)</p> <p><b>5. Development &amp; Regeneration</b> (every two months)</p> <p><b>6. Natural Environment</b> (quarterly)</p> <p><b>7. Public Services Board</b> (twice yearly)</p> <p>Specific issues to pick up:</p> <ul style="list-style-type: none"> <li>• Service Improvement &amp; Finance:               <ul style="list-style-type: none"> <li>- Budget (spend / sustainability)</li> <li>- Waste &amp; Recycling (incl. issues around plastic waste, civic amenity site provision; influence on commercial organisations)</li> <li>- Embedding Welsh Language Measures</li> <li>- Archives Service (concern about accommodation issues and their effect on current/future service)</li> <li>- Co-production (Council's approach to improving involvement and engagement, embedding Well-being of Future Generations Act)</li> </ul> </li> <li>• Education:               <ul style="list-style-type: none"> <li>- Additional Learning Needs (impact of new legislation)</li> <li>- Performance of Children on Free School Meals</li> </ul> </li> <li>• Adult Services:               <ul style="list-style-type: none"> <li>- Commissioning of Residential Care (quality of service / contracts; financial stability)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Specific discussions:           <ul style="list-style-type: none"> <li>- Corporate Safeguarding</li> <li>- Housing Commissioning Review</li> </ul> </li> <li>• Cabinet Member Q &amp; A Sessions (issues to pick up):           <ul style="list-style-type: none"> <li>- Policy Commitments</li> <li>- Poverty Reduction</li> <li>- Regional Working</li> <li>- 5G Roll-out &amp; Health Concerns (local impact; council involvement re. testing and response)</li> <li>- Fires on Kilvey Hill</li> <li>- Beach / Cliff Incidents</li> <li>- Youth Work</li> <li>- Homelessness Strategy &amp; Action Plan Progress</li> <li>- Council Housebuilding</li> <li>- Rural Economy</li> </ul> </li> <li>• Crime &amp; Disorder Scrutiny:           <ul style="list-style-type: none"> <li>- Child Sexual Exploitation / County Lines (size / scope of problem &amp; efforts to tackle)</li> <li>- Community Cohesion / Hate Crime</li> </ul> </li> <li>• Follow Up on Previous Working Groups:           <ul style="list-style-type: none"> <li>- Welfare Reform</li> <li>- Environmental Enforcement</li> <li>- Anti-Social Behaviour</li> </ul> </li> </ul>

## Agreed Scrutiny Work Programme 2019/20

	<p>Reserve List:</p> <ul style="list-style-type: none"> <li>• Active Travel (are we meeting obligations of Welsh Government Active Travel Act; encouragement of cycling / walking)</li> <li>• Leisure Facilities (assessment of the leisure offer to residents and visitors; discussion around issues; gaps; work to cater for the young e.g. skateboard parks)</li> <li>• Services for the Disabled and their Carers (Council's overall approach to inclusion / access to information, advice, and services, improving quality of life, progress with Carers Strategy; compliance with legislation)</li> </ul>	<ul style="list-style-type: none"> <li>- Quality of Needs Assessments / Care Plans</li> <li>- Charging</li> <li>- Availability of Specialised Dementia Beds in Care Homes</li> <li>- Waiting Lists for Care in the Community</li> <li>• Child &amp; Family Services:             <ul style="list-style-type: none"> <li>- Youth Offending Service (effectiveness of new local arrangements following critical regional inspection)</li> </ul> </li> <li>• Development &amp; Regeneration:             <ul style="list-style-type: none"> <li>- Inward Investment (concern about retail collapse in city centres; advice/support to SMEs)</li> <li>- City Deal &amp; Wider Regeneration</li> <li>- Management of Gower AONB</li> <li>- Regeneration Projects in Deprived Communities</li> <li>- Seafront Proposals</li> <li>- Student Accommodation Developments (managing impact)</li> </ul> </li> <li>• Natural Environment:             <ul style="list-style-type: none"> <li>- Follow up on Inquiry Recommendations</li> <li>- Local Flood Risk Management</li> <li>- Pollution Control</li> <li>- Use of Glyphosate for Weed Spraying</li> <li>- Council action on Climate Change</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Tourism</li> </ul>
<p><b>Regional Scrutiny</b></p> <ul style="list-style-type: none"> <li>• ERW (Education through Regional Working)</li> <li>• City Deal (Swansea Bay City Region Joint Scrutiny Committee)</li> </ul>			

**Scrutiny Programme Committee – Work Plan 2019/20**

Standing / Recurring Agenda Items:

Role of the Committee	<ul style="list-style-type: none"> <li>To ensure understanding about the role of the Scrutiny Programme Committee, and discuss effective working</li> </ul>
Scrutiny Work Programme	<ul style="list-style-type: none"> <li>To consider feedback from Annual Scrutiny Work Planning Conference and proposals for the work programme, including work plan for future committee meetings</li> <li>To maintain overview on scrutiny work, monitor progress, and coordinate as necessary</li> <li>To receive progress reports from Conveners of Performance Panels on headlines from the Panel's work and achievements</li> <li>To plan for future committee meetings including key expectations e.g. key questions to explore, witnesses / information required</li> <li>To review future cabinet business and consider opportunities for pre-decision scrutiny</li> <li>To consider any councillor / public requests for scrutiny and/or Councillor Calls for Action (CCfA)</li> </ul>
Membership of Scrutiny Panels and Working Groups	<ul style="list-style-type: none"> <li>To agree membership of Scrutiny Panels and Working Groups (including appointment of conveners) and subsequent changes</li> </ul>
Scrutiny Letters	<ul style="list-style-type: none"> <li>To review scrutiny letters and Cabinet Member responses arising from scrutiny activities</li> </ul>
Scrutiny Dispatches (Quarterly)	<ul style="list-style-type: none"> <li>To approve content of Dispatches prior to reporting to Council, ensuring visibility and awareness of headlines from scrutiny activities, achievements and impact</li> </ul>
Scrutiny Annual Report	<ul style="list-style-type: none"> <li>To agree the annual report of the work of overview &amp; scrutiny for the previous municipal year, as required by the Council Constitution</li> </ul>
Final Scrutiny Inquiry Reports	<ul style="list-style-type: none"> <li>To receive final reports (including conclusions and recommendations) of Inquiry Panel prior to submission to Cabinet for decision</li> </ul>
Scrutiny Events	<ul style="list-style-type: none"> <li>Information about upcoming and feedback from recent scrutiny events (e.g. relevant regional / national scrutiny development &amp; improvement Issues; WLGA / CfPS network meetings)</li> </ul>
Annual Work Plan Review	<ul style="list-style-type: none"> <li>To reflect on the year's work, achievements, experiences, issues, ideas for future scrutiny</li> </ul>

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<b>ACTIVITY</b>	<b>8 July 2019</b>	<b>1 August 2019*</b>	<b>12 August 2019</b>	<b>9 September 2019</b>	<b>14 October 2019</b>	<b>11 November 2019</b>
<b>Scrutiny Work Programme</b>	<ul style="list-style-type: none"> <li>• Role of the Committee</li> <li>• Draft Work Programme for Agreement</li> <li>• Scrutiny / Audit Committee Coordination</li> </ul>					
<b>Cabinet Member Question &amp; Answer Sessions</b>			Business Transformation & Performance (Deputy Leader)	Homes & Energy	Education Improvement, Learning & Skills	Children Services (Early Years and Young People)
<b>Other Cabinet Member / Officer Reports</b>		Housing Commissioning Review			Annual Corporate Safeguarding Report	
<b>Scrutiny Performance Panel Progress Reports</b>			Service Improvement & Finance	Adult Services	Education	Child & Family Services
<b>Pre-decision Scrutiny</b>				Enterprise Resource Planning (ERP) System		
<b>Final Scrutiny Inquiry Reports</b>	Equalities					
<b>Scrutiny Reports to Council</b>					Scrutiny Annual Report 2018/19	Scrutiny Dispatches Impact Report

<b>ACTIVITY</b>	<b>18 November 2019*</b>	<b>8 January 2020*</b>	<b>13 January 2020</b>	<b>10 February 2020</b>	<b>9 March 2020</b>	<b>6 April 2020*</b>
<b>Scrutiny Work Programme</b>						
<b>Cabinet Member Question &amp; Answer Sessions</b>			Economy & Strategy (Leader)	<ul style="list-style-type: none"> <li>Environment &amp; Infrastructure Management</li> <li>Care, Health &amp; Ageing Well</li> </ul>	Investment, Regeneration & Tourism	
<b>Other Cabinet Member / Officer Reports</b>						Crime & Disorder Scrutiny (Safer Swansea Partnership)
<b>Scrutiny Performance Panel Progress Reports</b>			<ul style="list-style-type: none"> <li>Service Improvement &amp; Finance</li> <li>Development &amp; Regeneration</li> </ul>	Adult Services	Education	
<b>Pre-decision Scrutiny</b>	Housing Commissioning Review Option Appraisal Report	Foreshore Sites - Public Consultation and Procurement Responses Summary and Next Steps.				
<b>Final Scrutiny Inquiry Reports</b>						
<b>Scrutiny Reports to Council</b>				Scrutiny Dispatches Impact Report		

ACTIVITY	20 April 2020	11 May 2020				
<b>Scrutiny Work Programme</b>		<ul style="list-style-type: none"> <li>• Annual Work Programme Review</li> <li>• Progress on Scrutiny Improvement Objectives</li> </ul>				
<b>Cabinet Member Question &amp; Answer Sessions</b>	Better Communities (People and Place)	Delivery & Performance				
<b>Other Cabinet Member / Officer Reports</b>	<ul style="list-style-type: none"> <li>• Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates</li> <li>• Children &amp; Young People’s Rights Scheme Annual Progress Report 2019</li> </ul>					
<b>Scrutiny Performance Panel Progress Reports</b>	Natural Environment	Public Services Board				
<b>Pre-decision Scrutiny</b>						

<b>Final Scrutiny Inquiry Reports</b>						
<b>Scrutiny Reports to Council</b>		Scrutiny Dispatches Impact Report				

\* denotes extra meeting

#### To Be Arranged:

Scrutiny / Audit Committee Coordination	<ul style="list-style-type: none"> <li>Chair of Audit Committee to attend to share work plan of Audit Committee / Annual Report. Discussion to ensure: <ul style="list-style-type: none"> <li>- mutual awareness and understanding of respective work plans and co-ordination</li> <li>- issues relating to work programmes can be discussed</li> </ul> </li> </ul>
Wales Audit Office Reports	<ul style="list-style-type: none"> <li>Corporate Safeguarding</li> </ul>
Final Scrutiny Inquiry Report(s)	<ul style="list-style-type: none"> <li>tbc</li> </ul>

#### Specific Recurring Reports to Committee:

Annual Corporate Safeguarding Report	<ul style="list-style-type: none"> <li>To consider report of the Council's Corporate Safeguarding Group. The report is cross cutting (i.e. covers safeguarding of adults and children) and is not a report on social services performance but on how the Council as whole is meeting its safeguarding responsibilities.</li> </ul>
Children & Young People's Rights Scheme Annual Progress Report	<ul style="list-style-type: none"> <li>To discuss annual progress report on implementation of Children &amp; Young People's Rights Scheme, and consider impact (scheme was agreed by Cabinet in October 2014).</li> </ul>
Crime & Disorder Scrutiny – Safer Swansea Partnership	<ul style="list-style-type: none"> <li>Joint Chairs of Safer Swansea Partnership to attend to provide information and take questions on the performance of the Partnership to enable committee to explore plans / objectives, achievements, impact, challenges etc. May necessitate special meeting.</li> </ul>

Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates	<ul style="list-style-type: none"><li>• Regular update on progress in implementation of service changes following Commissioning Reviews / outcomes.</li></ul>
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## Forward Plan 2019 – 2020

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Annual Review of Well-being Objectives and Corporate Plan 2020/22.</b>	To publish a refreshed Corporate Plan 2020/22 following an annual review as set out within the Well-Being of Future Generations (Wales) Act 2015 and statutory guidance relating to Public Bodies.	Richard Rowlands	Cabinet Member - Delivery & Performance (Joint-Interim Deputy Leader)	Cabinet	19 Mar 2020	Open
<b>Quarter 3 2019/20 Performance Monitoring Report.</b>	To report the performance indicator results and summarise the Council's performance meetings its priorities for the third quarter period October 2019 – December 2019.	Richard Rowlands	Cabinet Member - Resilience & Strategic Collaboration	Cabinet	19 Mar 2020	Open
<b>Cultural and Digital Hub at Grand Theatre.</b>	To seek approval to grant a Lease to Race Council Cymru and create a Cultural and Digital Hub in the Swansea Grand Theatre Arts wing, for community use.	Chris Mellor	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	19 Mar 2020	Open

## Forward Plan 2019 – 2020

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Disabled Facilities &amp; Improvement Grant Programme 2020/2021.</b>	To provide details of Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2020/21 Capital Programme.	Darren Williams	Cabinet Member - Homes, Energy & Service Transformation (Joint-Interim Deputy Leader)	Cabinet	19 Mar 2020	Open
<b>Building Capital Maintenance Programme 2020/2021.</b>	This report sets out the way in which the Capital Maintenance resources for 2020/21 will be deployed.	Nigel Williams	Cabinet Member - Economy and Strategy (Leader)	Cabinet	19 Mar 2020	Open
<b>Leisure Partnerships Annual Report 18/19.</b>	To advise Council of the partnership operations of key facilities within the Cultural Services portfolio.	Jamie Rewbridge	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	19 Mar 2020	Open
<b>FPR7 Capital Allocation to Highway Infrastructure Assets 2020-21.</b>	To confirm the Capital work programmes for highway infrastructure assets.	Bob Fenwick	Cabinet Member - Environment & Infrastructure Management	Cabinet	19 Mar 2020	Open

## Forward Plan 2019 – 2020

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Members Community Budget – Updated Guidance.</b>	To update and amend the criteria for delivery of the Community Budget scheme to reflect the ability to apply for an additional Capital allocation.	Geoff Bacon	Cabinet Members - Better Communities	Cabinet	19 Mar 2020	Open
<b>Proposed Lease of Coed Gwylim Park to Clydach Community Council under the Community Asset Transfer Policy.</b>	To enter into a lease and transfer community management and maintenance for the facility to the Community Council. Subject agreements within the lease, enable the Community Council to seek funding, partner and sub-lease/licence parts of the asset with key community stakeholder and to develop and progress a phased programme for facility improvements.	Sue Reed	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	19 Mar 2020	Open
<b>Swansea Bay City Deal - Homes as Power Stations Project Business Case Submission.</b>	This report seeks Cabinet approval for the submission of the Swansea Bay City Deal Homes as Power Stations Project Business Case.	Carol Morgan	Cabinet Member - Homes, Energy & Service Transformation (Joint-Interim Deputy Leader)	Cabinet	19 Mar 2020	Open

## Forward Plan 2019 – 2020

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Management Update and Option Report for Swansea Airport.</b>	Update report following recent Civil Aviation Authority inspection and temporary suspension of operating licence. Report to include future appraisal options for ownership and management.	Geoff Bacon	Cabinet Member - Delivery & Performance (Joint-Interim Deputy Leader)	Cabinet	19 Mar 2020	Fully exempt
<b>Economic Stimulus Capital Fund.</b>	Report seeking approval of the proposed uses of the Economic Stimulus Capital Fund and its Financial and Legal Implications and to add the scheme to the capital programme.	Paul Relf	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	19 Mar 2020	Fully exempt
<b>FPR7 - The Welsh Government Targeted Regeneration Investment Programme 2018-21 Update.</b>	Report seeking cabinet approval for the proposed PEDG, SLG and Strategic Projects under the Welsh Government Targeted Regeneration and Investment (TRI) Programme, the associated Financial Implications and add these schemes to the capital programme.	Richard Horlock	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	19 Mar 2020	Fully exempt

## Forward Plan 2019 – 2020

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>FPR7 - Integrated Care Fund Capital Approval 2019/2020.</b>	The report details the confirmed Integrated Care Fund capital funding allocation for projects across the People Directorate for 19/20.	Lucy Friday	Cabinet Member - Care, Health & Ageing Well	Cabinet	19 Mar 2020	Open
<b>Housing Commissioning Review Implementation.</b>	To inform Members of the findings of the statutory consultation process on proposed changes to the future model of the District Housing Office service.	Lynda Grove	Cabinet Member - Homes, Energy & Service Transformation (Joint-Interim Deputy Leader)	Cabinet	23 Apr 2020	Open
<b>Business Case for Relocation of the Civic Centre.</b>	Business Case outlining the proposal to relocate from the Civic Centre to a new Public Sector Hub on the Phase 2 City Centre Regeneration site and various other Council buildings across the County.	Geoff Bacon	Cabinet Member - Delivery & Performance (Joint-Interim Deputy Leader)	Cabinet	23 Apr 2020	Fully exempt

## Scrutiny Work Programme 2019-20 – Projected Timetable of Activity (actual dates shown)

Activity / Month	JUN 2019	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2020	FEB	MAR	APR	MAY
<b>SCRUTINY PROGRAMME COMMITTEE</b> Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Brij Madahar Lead Cabinet Member: cross-cutting Lead CMT: cross-cutting Lead Head of Service: cross-cutting		8	1* 12	9	14	11 18*		8* 13	10	9	20	11
<b>INQUIRY PANELS:</b>					Planning					Evidence gathering		
<b>Procurement</b> Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: David Hopkins Lead CMT: Adam Hill / Sarah Caulkin Lead Head of Service: Chris Williams					24							
<b>Regional Working Follow Up *COMPLETE*</b> (Cabinet decision 16/8/18) Lead Scrutiny Councillor: Lyndon Jones Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Rob Stewart Lead CMT: Phil Roberts Lead Head of Service: cross-cutting					15							
<b>Natural Environment Follow Up*</b> (via Performance Panel) (Cabinet decision 18/7/19) Lead Scrutiny Councillor: Peter Jones Lead Scrutiny Officer: Brij Madahar Lead Cabinet Member: David Hopkins Lead CMT: Martin Nicholls Lead Head of Service: Phil Holmes										31		

## Appendix 4a

Activity / Month	JUN 2019	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2020	FEB	MAR	APR	MAY
<b>Equalities Follow Up</b> (Cabinet decision: 21 November 2019) Lead Scrutiny Councillor: Louise Gibbard Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Clive Lloyd Lead CMT: Sarah Caulkin Lead Head of Service: Tracey Meredith	19 (final report)											
<b>PERFORMANCE PANELS:</b>												
<b>Adult Services</b> (monthly) Lead Scrutiny Councillor: Peter Black Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member Mark Child Lead CMT: Dave Howes Lead Head of Service: Deb Reed (interim)	20	30	20	24	29	19	17	28	17	17	28	19
<b>Service Improvement &amp; Finance</b> (monthly) Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: David Hopkins Lead CMT: Adam Hill / Ben Smith Lead Head of Service: cross-cutting	24		19	16	21		9	20	19	2 30		11
<b>Education</b> (monthly) Lead Scrutiny Councillor: Lyndon Jones Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Jennifer Raynor Lead CMT: Nick Williams Lead Head of Service: cross-cutting	13	11		12	17	14	19	16	13 18*	12	30	21





Activity / Month	JUN 2019	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2020	FEB	MAR	APR	MAY
<b>Staff Health &amp; Well-being</b> Lead Scrutiny Councillor: Cyril Anderson Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Clive Lloyd Lead CMT: Adam Hill Lead Head of Service: Sarah Caulkin												
<b>Road Safety</b> Lead Scrutiny Councillor: Steve Gallagher Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Stuart Davies												
<b>Digital Inclusion</b> Lead Scrutiny Councillor: Lesley Walton Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Andrew Stevens Lead CMT: Sarah Caulkin Lead Head of Service: Jo Harley												
<b>REGIONAL SCRUTINY:</b>												
<b>ERW - Education through Regional Working</b> (bi-annual) Lead Scrutiny Councillors: Lyndon Jones / Cyril Anderson Lead Scrutiny Officer: Michelle Roberts Lead ERW: Andi Morgan Lead Cabinet Member: Jennifer Raynor Lead CMT: Nick Williams Lead Head of Service: Helen Morgan-Rees Regional Lead: Phil Roberts (Lead Director for ERW)	3			23				27				4

Appendix 4a

Activity / Month	JUN 2019	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2020	FEB	MAR	APR	MAY
<b>Swansea Bay City Region Joint Scrutiny Committee</b> (every two months) Lead Scrutiny Councillor: Rob James (Carmarthenshire Council) Swansea Scrutiny Councillors: Jan Curtice / Phil Downing / Jeff Jones Lead Scrutiny Officer: Stacy Curran, Neath Port Talbot Council Lead Cabinet Member: Rob Stewart Lead CMT: Phil Roberts / Martin Nicholls Lead Head of Service: Phil Holmes	18			2	28			15		9		6

\* denotes extra meeting

**Progress Report – Current Scrutiny Panels and Working Groups**

**1. Inquiry Panels:**

These will undertake in-depth inquiries into specific and significant areas of concern on a task and finish basis, and will be expected to take around six months to complete to enable wide-ranging evidence gathering, and production of a final report with conclusions and recommendations for Cabinet (and other decision-makers).

a) **Procurement** (convener: Cllr Chris Holley)

Key Question: What is the Council doing to ensure it procures locally, ethically, and greenly while being cost effective and transparent in its practices?

Progress Bar:

Planning				Evidence Gathering				Draft Final Report			

The Procurement Pre-Inquiry Working Group met on the 24 October and involved an overview / briefing on the subject matter. This helped Councillors to be informed about how scrutiny can contribute to improvement and the focus, scale and direction of any inquiry. The Panel agreed to undertake an inquiry and the Terms of Reference were discussed. The inquiry work is on hold pending recruitment of Scrutiny Officer but will start evidence gathering as soon as possible and this could explore, for example

- effectiveness of process & strategy
- value for money / social value
- benefits to local economy
- impact of local procurement on regeneration / jobs
- financial savings to the Council
- collaboration

The inquiry may take up to six months to complete, as it will call for wide ranging evidence, and will lead to a report with conclusions and recommendations that will be presented to Cabinet.

## 2. Follow Up on Completed Inquiries:

Follow-ups of inquiries will consider both the implementation of scrutiny recommendations and wider impact / difference made. Inquiry Panels are reconvened between 6-12 months after cabinet decision on Inquiry reports.

Inquiry	Cabinet Decision	Recommendations			Follow Up Panel Meeting
		Agreed	Partly	Rejected	
Regional Working	16 Aug 2018	11	0	0	15 Oct 2019 COMPLETE
Natural Environment*	18 Jul 2019	18	0	2	31 March 2020
Equalities	21 Nov 2019	18	0	0	tba July 2020

\*this inquiry will be followed up within the work of the new Natural Environment Scrutiny Performance Panel

## 3. Performance Panels:

Performance Panels enable regular and structured in-depth monitoring of performance and challenge within these key areas:

### a) **Service Improvement & Finance** (convener: Cllr Chris Holley)

The Panel meets every month. On the 19 February, the Panel carried out pre-decision Scrutiny on the Annual Budget papers before Cabinet on the 20 February. On 2 March the Panel discussed the Corporate Complaints Annual Report, Quarter 3 Budget Monitoring and the Wales Audit Officer Report on Local Government Use of Data.

### b) **Education** (convener: Cllr Lyndon Jones)

This Panel meets every month. A progress report appears separately in the agenda as Item No. 8.

### c) **Adult Services** (convener: Cllr Peter Black)

This Panel meets every month. The Panel met on 17 February to receive an update on West Glamorgan Transformation Programme and discuss the budget proposals for Adult Services. The next meeting on 17 March will discuss the WAO report – First Point of Contact Assessments under the Social Services and Well-being Wales Act 2014 and receive a briefing on Sickness of Staff in Adult Services.

d) **Child & Family Services** (convener: Cllr Paxton Hood-Williams)

This Panel meets every two months. The panel met on 18 February to discuss the draft budget proposals and on 24 February to discuss progress on Child and Family Improvement Programme and Safeguarding. The next scheduled meeting on 27 April will look at the Performance Monitoring report, WAO report on Tackling Violence Against Women (Domestic), and receive a briefing on Carers Assessments.

e) **Development & Regeneration** (convener: Cllr Jeff Jones)

This Panel meets every two months. The meeting on 18 February discussed the draft budget proposals. At the next meeting on 23 March, as well as the usual 'Dashboard' Report, Swansea Vale Development projects will be discussed.

f) **Natural Environment** (convener: Cllr Peter Jones)

This Panel meets quarterly. The next Panel meeting takes place on 31 March and will focus on Local Flood Risk Management and follow up on the implementation of recommendations from the Natural Environment Inquiry that were agreed by Cabinet in July 2019.

g) **Public Services Board** (convener: Cllr Mary Jones)

This Panel meets twice yearly. The Panel will focus on action plans associated with Public Services Board objectives, progress and outcomes. The next meeting will take place on 22 April to focus on the Stronger Communities and Working with Nature objectives, hearing from Public Services Board leads – Mid & West Wales Fire & Rescue Service and Natural Resources Wales.

#### 4. **Regional Scrutiny:**

This is collaborative scrutiny with other Local Authorities for topics / issues of shared interest or concern, and models of regional working.

a) **Education Through Regional Working**

The Scrutiny Councillor Group met on 27 January 2020, hosted by Powys Council. They

- met with the Chair of the ERW Joint Committee and the Lead Director to discuss progress with reform programme and meeting the national mission for education
- discussed the costed ERW business plan
- spoke to the ERW Lead for Secondary Curriculum and Examinations
- spoke to the ERW Lead for Research and Higher Education Partnerships.

The next meeting takes place on 4 May.

**b) Swansea Bay City Region**

The Joint Scrutiny Committee met on 15 January in Pembroke to continue its City Deal Programme monitoring. As well as programme monitoring, there was specific discussion on local projects for Carmarthenshire and the Regional Digital Infrastructure Project, and a discussion on Terms and Conditions from UK and Welsh Governments on the release of monies.

The Committee will meet again on 9 March.

**5. Working Groups:**

A number of new topics have been identified which will be dealt with through one-off Working Groups. These enable a 'light-touch' approach to specific topics of concern and will be planned as a one-off meeting (in the order shown below) primarily involving discussion with relevant cabinet member(s) / officer(s), and any other persons called, to gather information, ask questions, and give views / raise any concerns.

**a) Brexit** (convener: Cllr Peter Jones)

This Working Group met on 23 September to enable information, questions and discussion about Council preparedness and resilience; how this is being discussed; what plans / contingencies are being put in place given possible impact, relationship with Wales / UK Government, etc. A letter was sent to the Cabinet Member for Economy & Strategy with the thoughts of the Working Group and a response received – reported to the Committee in November. This issue is being kept in the work programme with a further meeting of the Working Group anticipated post Brexit, when the impact(s) should be clearer.

**b) Staff Health & Well-being** (convener: Cllr Cyril Anderson)

This will enable information, questions and discussion on how the Council supports members of staff; issues around staff sickness; pressures, etc.

**c) Road Safety** (convener: Steve Gallagher)

This will enable information, questions and discussion on hot spots; work to improve safety; preventative measures; speed controls; safety of cycling routes; partnership working, etc.

d) **Digital Inclusion** (convener: Cllr Lesley Walton)

This will enable councillors to follow up on the Working Group meeting originally held in March 2017. At that meeting the Working Group detailed a number of issues to be considered as part of a review of the Council's digital inclusion strategy. Councillors will be able to have a discussion around digital transformation, the Council's digital inclusion strategy, and how well prepared both the Council and the public is to use and communicate / engage via digital technology to avoid exclusion / poor access)

# Agenda Item 10



## Report of the Chair

### Scrutiny Programme Committee – 9 March 2020

## Scrutiny Letters

<b>Purpose:</b>	To ensure the Committee is aware of the scrutiny letters produced following various scrutiny activities, and to track responses to date.
<b>Content:</b>	The report includes a log of scrutiny letters produced this year, and provides a copy of correspondence between scrutiny and cabinet members where discussion is required.
<b>Councillors are being asked to:</b>	<ul style="list-style-type: none"><li>• Review the scrutiny letters and responses</li><li>• Make comments, observations and recommendations as necessary</li></ul>
<b>Lead Councillor:</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer:</b>	Tracey Meredith, Chief Legal Officer
<b>Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Debbie Smith
<b>Finance Officer:</b>	Paul Cridland

### 1. Introduction

- 1.1 The production of scrutiny letters has become an established part of the way scrutiny operates in Swansea. Letters from the chair (or conveners) allow scrutiny to communicate directly and quickly with relevant cabinet members.
- 1.2 These letters are used to convey views and conclusions about particular issues discussed and provide the opportunity to raise concerns, ask for further information, and make recommendations. This enables scrutiny to engage with Cabinet Members on a regular and structured basis.



## 2. Reporting of Letters

- 2.1 All scrutiny letters, whether they are written by the Scrutiny Programme Committee or conveners of panels / working groups, are published to ensure visibility, of the outcomes from meetings, across the council and public.
- 2.2 The Scrutiny Programme Committee agenda also includes a copy of letters to/from Cabinet Members where specific discussion is required, e.g. letters relating to the Committee, Working Groups, and Inquiry Panel follow ups. Letters are included when cabinet member responses that were awaited are received or where a scrutiny letter did not require a response.
- 2.3 Where requested Cabinet Members are expected to respond in writing to scrutiny letters within 21 calendar days. The response should indicate what action (if any) they intend to take as a result of the views and recommendations made.
- 2.4 Letters relating to the work of Performance Panels are part of an ongoing dialogue with Cabinet Members and are therefore reported back and monitored by each Panel. The exception to this is the Public Services Board Scrutiny Performance Panel, whose letters will also be reported as this Committee is the designated committee for scrutinising Swansea Public Services Board (for the purposes of the Well-being of Future Generations (Wales) Act 2015). However all Performance Panel conveners will provide a progress report to the committee, including summary of correspondence with Cabinet Members and outcomes.

## 3. Letters Log

- 3.1 This report contains a log of scrutiny letters produced to enable the committee to maintain an overview of letters activity over the year – see **Appendix 1**. The letters log also shows the average time taken by Cabinet Members to respond to scrutiny letters, and the percentage of letters responded to within timescale.
- 3.2 The following letter(s) are **attached** for discussion:

	<b>Activity</b>	<b>Meeting Date</b>	<b>Correspondence</b>
a	Committee (Q & A Session)	13 Jan	Letter to / from Cabinet Member for Economy & Strategy

**4. Legal Implications**

4.1 There are no legal implications.

**5. Financial Implications**

5.1 There are no financial implications.

**Background Papers:** None

**Appendices:**

**Appendix 1:** Scrutiny Letters Log

**Appendix 2:** Correspondence between scrutiny and cabinet members

## Scrutiny Letters Log (10 May 2019 - 28 May 2020)

Ave. Response Time (days): 21 (target within 21 days)      % responses within target: 69

No.	Committee / Panel / Working Group	Meeting Date	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received	Days Taken	Reported to SPC (if applicable)
1	Adult Services Performance Panel	16-Apr	Adult Services Improvement Plan and follow up on recommendations in WAO report on commissioning of accommodation services	Care, Health & Ageing Well	13-May	22-May	9	n/a
2	Child & Family Services Performance Panel	29-Apr	Performance Monitoring and WG's LA LAC Reduction Expectation	Children Services - Early Years	14-May	n/a	n/a	n/a
3	Committee	08-Apr	Cabinet Member Q & A Session	Better Communities	03-Jun	n/a	n/a	08-Jul
4	Education Performance Panel	02-May	Joint Schools and Child and Family Services to look at outcomes of LAC	Education Improvement, Learning & Skills	10-Jun	01-Jul	21	n/a
5	ERW Scrutiny Cllr Group	03-Jun	ERW Improvement Programme	Education Improvement, Learning & Skills	24-Jun	23-Jul	n/a	n/a
6	Service Improvement & Finance Performance Panel	24-Jun	WAO Data Use	Business Transformation & Performance (Deputy Leader)	04-Jul	24-Jul	20	n/a

7	Adult Services Performance Panel	20-Jun	Work Programme and correspondence received by convener	Care, Health & Ageing Well	08-Jul	26-Jul	18	n/a
8	Adult Services Performance Panel	20-Jun	WAO report on Housing Adaptations	Homes & Energy	08-Jul	29-Jul	21	n/a
9	Child & Family Services Performance Panel	26-Jun	Cabinet Member Q & A Session and draft work programme	Children Services - Early Years	10-Jul	n/a	n/a	n/a
10	Committee	13-May	Cabinet Member Q & A Session	Delivery	11-Jul	01-Aug	21	12-Aug
11	Committee	13-May	Cabinet Member Q & A Session	Investment, Regeneration & Tourism	12-Jul	01-Aug	20	12-Aug
12	Public Services Board Performance Panel	04-Jul	Governance Structure and Annual Report	Chair of Public Services Board	16-Jul	n/a	n/a	
13	Service Improvement & Finance Performance Panel	13-May	Commissioning Review Update - Q3 Performance Monitoring Report	Business Transformation & Performance (Deputy Leader)	25-Jul	15-Aug	21	n/a
14	Development & Regeneration Performance Panel	17-Jul	WAO Services to Rural Communities	Investment, Regeneration & Tourism	30-Jul	22-Aug	23	n/a
15	Education Performance Panel	11-Jul	Dylan Thomas School re: wellbeing	Education Improvement, Learning & Skills	31-Jul	05-Aug	5	n/a

16	Development & Regeneration Performance Panel	17-Jul	WAO - LG services to rural communities - Ken Skates	Investment, Regeneration & Tourism	20-Aug		n/a	n/a
17	Development & Regeneration Performance Panel	17-Jul	WAO - LG services to rural communities - Lesley Griffiths	Investment, Regeneration & Tourism	20-Aug		n/a	n/a
18	Committee	01-Aug	Housing Commissioning Review Progress	Homes & Energy	21-Aug	n/a	n/a	09-Sep
19	Development & Regeneration Performance Panel	31-Jul	Dashboard Update	Economy & Strategy (Leader)	23-Aug	n/a	n/a	n/a
20	Development & Regeneration Performance Panel	31-Jul	Transport Update	Environment & Infrastructure Management	28-Aug	n/a	n/a	n/a
21	Service Improvement & Finance Performance Panel	19-Aug	Finance Reports	Economy & Strategy (Leader)	30-Aug	18-Sep	19	n/a
22	Service Improvement & Finance Performance Panel	19-Aug	Annual Performance Monitoring Report 18/19	Business Transformation & Performance (Deputy Leader)	04-Sep	15-Oct	41	n/a
23	Committee	12-Aug	Cabinet Member Q & A Session	Business Transformation & Performance (Deputy Leader)	09-Sep	08-Oct	29	11-Nov
24	Adult Services Performance	30-Jul	West Glamorgan Programme, Performance Monitoring, Financial Outturn, Annual CIW letter	Care, Health & Ageing Well	09-Sep	n/a	n/a	n/a

25	Adult Services Performance Panel	20-Aug	Outcomes of re-procurement process - domiciliary care and respite at home	Care, Health & Ageing Well	09-Sep	07-Oct	28	n/a
26	Committee	09-Sep	Pre-decision Scrutiny: Enterprise Resource Planning System	Business Transformation & Performance (Deputy Leader)	11-Sep	08-Oct	27	11-Nov
27	Service Improvement & Finance Performance Panel	16-Sep	Charges	Business Transformation & Performance (Deputy Leader)	24-Sep	11-Nov	48	n/a
28	Child & Family Services Performance Panel	28-Aug	Performance Monitoring, Feedback on CIW Inspection Report and CIW Performance Review and Letter	Children Services - Early Years	30-Sep	05-Nov	36	n/a
29	Education Performance Panel	12-Sep	Elective Home Education and performance of FSM pupils	Education Improvement, Learning & Skills	01-Oct	15-Oct	14	n/a
30	Service Improvement & Finance Performance Panel	16-Sep	Archive Service	Investment, Regeneration & Tourism	01-Oct	12-Nov	42	n/a
31	Natural Environment Performance Panel	25-Sep	Natural Environment Overview	Delivery & Performance	04-Oct	22-Oct	18	n/a
32	Natural Environment Performance Panel	25-Sep	Letter to WG (Lesley Griffiths) - Funding for NE issues and penalties in legislation	Delivery & Performance	04-Oct	25-Oct	n/a	n/a
33	Brexit Working Group	23-Sep	Council's preparedness for Brexit	Economy & Strategy (Leader)	08-Oct	22-Oct	14	11-Nov

34	Adult Services Performance Panel	24-Sep	Supported Living Developments and Procurement Practice and Assurance	Care, Health & Ageing Well	14-Oct	11-Nov	28	n/a
35	Committee	09-Sep	Cabinet Member Q & A Session	Homes, Energy & Service Transformation	16-Oct	29-Oct	13	11-Nov
36	Adult Services Performance Panel	24-Sep	Follow up letter on Supported Living Developments	Care, Health & Ageing Well	21-Oct	01-Nov	11	n/a
37	ERW Scrutiny Cllr Group	23-Sep	Regional Scrutiny of ERW	Education Improvement, Learning & Skills	22-Oct	09-Dec	n/a	n/a
38	Regional Working Inquiry	15-Oct	Impact and follow up	Economy & Strategy (Leader)	04-Nov	n/a	n/a	13-Jan
39	Education Performance Panel	17-Oct	Pemclawdd Primary School	Education Improvement, Learning & Skills	04-Nov	n/a	n/a	n/a
40	Committee	14-Oct	Cabinet Member Q & A Session	Education Improvement, Learning & Skills	07-Nov	27-Nov	20	13-Jan
41	Adult Services Performance Panel	29-Oct	Commissioning of Residential Care; Performance Monitoring; AS Transformation Programme	Care, Health & Ageing Well	11-Nov	n/a	n/a	n/a
42	Service Improvement & Finance Performance Panel	21-Oct	Q1 Performance Monitoring	Delivery & Performance	19-Nov	n/a	n/a	n/a
43	Service Improvement & Finance Performance Panel	21-Oct	Recycling and Landfill Annual Report	Environment & Infrastructure Management	19-Nov	20-Nov	1	n/a

44	Committee	18-Nov	Pre-decision Scrutiny: Housing Commissioning Review Findings	Homes, Energy & Service Transformation	20-Nov	09-Dec	19	13-Jan
46	Child & Family Services Performance Panel	28-Oct	CAMHS Update; Youth Offending Service; Safe LAC Reduction Strategy	Children Services - Early Years	27-Nov	n/a	n/a	n/a
45	Development & Regeneration Performance Panel	18-Nov	Dashboard Update and pre-decision: Swansea Central Phase 1 Final Delivery Report	Economy & Strategy (Leader)	27-Nov	09-Dec	12	n/a
47	Natural Environment Performance Panel	22-Oct	Public Request for Scrutiny: Gull Nuisance	Environment & Infrastructure Management	27-Nov	17-Dec	20	n/a
48	Education Performance Panel	14-Nov	Healthy Schools Initiative and the Our National Mission for Education	Education Improvement, Learning & Skills	28-Nov	n/a	n/a	n/a
49	Adult Services Performance Panel	19-Nov	Telecare and community alarms commissioning review; Workforce Development Plan; Improving Performance Data	Care, Health & Ageing Well	09-Dec	n/a	n/a	n/a
50	Committee	11-Nov	Cabinet Member Q & A Session	Children Services	23-Dec	15-Jan	23	10-Feb
51	Service Improvement & Finance Performance Panel	09-Dec	Q2 Budget Monitoring, Mid-year Budget Statement	Economy & Strategy (Leader)	06-Jan	21-Jan	15	n/a
52	Service Improvement & Finance Performance Panel	09-Dec	Planning WAO and Planning Annual Report	Delivery & Performance	06-Jan	12-Feb	37	n/a
53	Committee	08-Jan	Pre-decision Scrutiny - Foreshore Sites	Investment, Regeneration & Tourism	09-Jan	30-Jan	21	10-Feb



54	Education Performance Panel	19-Dec	Additional Learning Needs Reform	Education Improvement, Learning & Skills	10-Jan	21-Jan	11	n/a
55	Adult Services Performance Panel	17-Dec	Carers Assessments; Local Area Coordination	Care, Health & Ageing Well	13-Jan	03-Feb	21	n/a
56	Child & Family Services Performance Panel	18-Dec	Regional Adoption Service, Corporate Parenting Board and Performance Monitoring	Children Services - Early Years	20-Jan	13-Feb	24	n/a
57	Committee	13-Jan	Cabinet Member Q & A Session	Economy & Strategy (Leader)	27-Jan	03-Feb	7	09-Mar
58	Service Improvement & Finance Performance Panel	20-Jan	Draft budget proposals	Economy & Strategy (Leader)	29-Jan	03-Feb	5	n/a
59	Service Improvement & Finance Performance Panel	20-Jan	Quarter 2 Performance Monitoring	Delivery & Performance	29-Jan			
60	Education Performance Panel	16-Jan	Annual Education Performance Data 18/19	Education Improvement, Learning & Skills	31-Jan			
61	Natural Environment Performance Panel	16-Dec	Weed Management; Air Pollution Control	Environment & Infrastructure Management	07-Feb	27-Feb	20	n/a
62	Adult Services Performance Panel	28-Jan	Performance Monitoring; Update on Council's Policy Commitments; Annual Review of Charges	Care, Health & Ageing Well	10-Feb			
63	Service Improvement & Finance Performance Panel	19-Feb	Annual Budget Pre-decision	Economy & Strategy (Leader)	19-Feb			

64	Education Performance Panel	13-Feb	School Transport and 21st Century Schools	Education Improvement, Learning & Skills	20-Feb	n/a	n/a	n/a
65	Development & Regeneration Performance Panel	27-Jan	Dashboard Update; Digital Village	Economy & Strategy (Leader)	26-Feb	n/a	n/a	n/a
66	Development & Regeneration Performance Panel	27-Jan	TRIP - Residential Units above shops	Investment, Regeneration & Tourism	26-Feb	n/a	n/a	n/a
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**To/  
Councillor Rob Stewart  
Leader & Cabinet Member for  
Economy & Strategy**

**BY EMAIL**

cc Cabinet Members

*Please ask for:  
Gofynnwch am:*

*Direct Line:  
Linell Uniongyrochol:*

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Scrutiny

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SPC/2019-20/11

27 January 2020

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 13 January 2020. It is about Brexit, 5G Network Roll Out, Climate Emergency, National Park City Status, Foreshore Sites, Castle Square, Hafod Morfa Copperworks, Felindre Strategic Employment Site, and Student Accommodation.

Dear Councillor Stewart,

### **Cabinet Member Question Session – 13 January**

Thank you for attending the Scrutiny Programme Committee on 13 January 2020 and answering questions on your work as Leader and Cabinet Member for Economy & Strategy. We also thank the Deputy Chief Executive and Director of Resources, Adam Hill, for his support and contributions to the session.

We appreciate you providing a written paper in support of your appearance at the Committee meeting. The Q & A session gave us an opportunity to explore priorities and achievements in relation to your areas of responsibility.

We are writing to you to reflect on what we learnt from the discussion, and share the views of the Committee, and highlight any outstanding issues / actions for your response. The main issues are summarised below:

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
**SWANSEA COUNCIL / CYNGOR ABERTAWE**  
 GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE  
[www.swansea.gov.uk](http://www.swansea.gov.uk) / [www.abertawe.gov.uk](http://www.abertawe.gov.uk)

## **Brexit**

We thanked you for your engagement in the Brexit Scrutiny Working Group held in September about the Council's preparedness, and followed up on that in light of recent developments. We asked you about implications following the General Election result, which has now brought certainty of UK exit from the EU on 31 January 2020 followed by a period of transition to 1 January 2021. There was also concern about the Government's Withdrawal Bill in relation to future environmental agreements and protections, and human rights.

We discussed:

- the current position and impact on the Council
- concern over loss of funding and support to Swansea and the region following exit from the EU – at risk of losing millions of pounds
- the need to ensure a fair share of the UK Shared Prosperity Fund and continued uncertainty around funding
- discussions taking place at regional / national level on Brexit preparedness
- continued use and disadvantages of the UK government's five case business model and HM Treasury Green Book
- continued risk of a 'no-deal' Brexit in 2021
- progress on advice to Council employees regarding the EU settlement scheme

You stated that you have asked for a meeting with the Secretary of State for Wales with regard to problems with the HM Treasury Green Book and possible opportunity to revise the rules as it has disadvantaged areas like Swansea and hindered investment bids, for example, due to population numbers.

You provided assurance to the Committee about the Council's workforce, having identified any that may be affected by the EU settlement scheme and being pro-active with employees and their families, to prevent any negative impact.

It was clear that there are many unanswered questions around Brexit and the risk remains that Swansea and the region could suffer disproportionately following Brexit. We asked about opportunities for councillors to review and comment upon government proposals regarding the Shared Prosperity Fund. You undertook to share any such information with councillors, when published, for their awareness and comment.

You added that local government and national government in Wales had a clear set of priorities and demands around Brexit however UK government engagement in negotiating with Wales was not, at this point, clear.

## **5G Network Roll Out**

We had noted from public consultation on the scrutiny work programme last May a number of responses from people with concerns about the roll-out of 5G network, and health concerns about the use of this technology. We took the opportunity to ask you about the Council's plans and position on this.

You acknowledged that there has been a recent increase in the number of public and councillor questions raised around 5G, however stressed that the safety of citizens is always going to be paramount when Swansea Council roll out new technologies and innovations. You referred to advice from Public Health England that there should be no consequences for public health from 5G signals.

You confirmed that Swansea Council has no specific fixed date around the implementation of 5G in Swansea, but highlighted the benefits of a faster and more reliable communications network, something that businesses needed to thrive in the 21<sup>st</sup> century. This included the potential to provide a new level of underlying connectivity to transform services within our city and help us become a smarter city, attracting jobs and investment, and delivering huge cost and time savings.

You assured the Committee that the Council will continue to work with the UK and the Welsh Governments to investigate the impacts of 5G technology and discuss our findings with all stakeholders, and would be open to further advice about the use of 5G.

There was some debate within the Committee about reported concerns around 5G and the likely proliferation of new 5G masts in residential areas, as the signal will have a limited range.

## **Climate Emergency**

We wanted to know about progress since the Council declaration of a Climate Emergency in June 2019 and actions that will be taken. We underlined the responsibility accepted by the Council and its commitment to what is a challenging but important agenda. We were keen that this results in real action and delivery, and asked you for an update.

You assured the Committee that the declaration was not hollow and that a detailed and meaningful action plan was being developed, with a focus on achievements over the next decade. This would build upon activities and success in relation to developments of a green fleet, street lighting, energy efficient homes, solar panels in Schools, pension divestment in fossil fuel industry, and other Council initiatives.

You stated that you were hoping that current budget deliberations would support the delivery of actions that can be managed effectively. We noted that an action plan would be forthcoming with a clear cross-Council approach.

### **National Park City Status**

Further to a question from the public gallery we asked about the Council's desire to gain National Park City status. We note that this is for urban areas which are connected with nature, e.g. green spaces, clean air, wildlife; with London being the world's first National Park City.

You told the Committee that this remains an aspiration for this Council, consistent with the Corporate Priority on the Natural Environment, Working with Nature Public Services Board objective, and other efforts to increase biodiversity and greening of the city centre. We asked you about the criteria and process involved. Whilst you stated that efforts were at an early stage in terms of understanding what it means, you told us you would share with us the process that you were following.

### **Foreshore Sites**

Further to the Committee's recent consideration of the cabinet report on the possible development at a number of foreshore sites, we asked specifically about future plans for Langland. The Committee raised the issue of whether there was scope for the authority itself to develop the site, as a council regeneration project, rather than look to private development.

You stressed that it was not for the Council to pre-determine any outcomes about the site before inviting interest. In the search for the best all-round development you added that the Council would work with Mumbles Community Council in relation to its desire to develop the tennis courts at Langland.

### **Castle Square**

You were asked about the latest plans for the development of Castle Square, and timescales. You reflected on a great deal of consultation and engagement with the public and stakeholders over recent years about the future of Castle Square, and need to re-purpose and re-invigorate the Square as a destination for visitors, with one or two commercial businesses. At the same time you acknowledged the importance of retaining the Square as a public space, and sought development that would bring back some charm to the Square, remove barriers, and give people a reason to visit. You added that linkage and integration with Wind Street was also important.

You confirmed that feasibility studies have been done and a development partner has been appointed to take development forward. We heard that the aspiration was for a detailed scheme to emerge by the end of 2020.

## **Hafod Morfa Copperworks**

Your report referred to a new masterplan being prepared, refreshed in view of the Skyline project and leisure facility at Kilvey Hill, and river corridor. We were aware of previous masterplan and asked for the new masterplan to be shared. You stated that you expected that it would be ready to share in the coming weeks. We noted that it was anticipated that the works on the Powerhouse will commence in the second quarter of 2020. You mentioned that Skyline would be visiting again in February and that a Skyline board decision to proceed was expected in Quarter 2 of 2020. You were hopeful that a planning application would be submitted this year.

## **Felindre Strategic Employment Site**

The Committee wanted to know about future plans for the Felindre Site and prospects in attracting further investment such as a manufacturing plant.

You mentioned that the French company DPD were now on site and added that uncertainty around Brexit over the last three years has made it difficult to secure manufacturing investment in the area. You confirmed that in conjunction with the Welsh Government the site was being marketed with hopes to secure further businesses. You reflected on the significant infrastructure works already carried out in preparing the Felindre Employment site and desired improvement to traffic and congestion at Motorway junctions 44-47 that would further improve the suitability of Felindre for businesses.

We talked about slow progress at the site and rumours around the site being used for housing given failure to attract businesses, and the fact that a Parkway Station near Felindre was being explored by the Welsh Government.

## **Student Accommodation**

We referred to a reported drop in student number across Wales (2.2%) in 2019 and possible implications for Swansea given the numbers of student accommodation developments in progress in the City Centre, including the Mariner Street scheme. We were concerned about reaching a saturation point and potential for empty buildings.

You spoke about the benefits of such development, reiterating that these were market led private investments, and their positive effect on HMO numbers. There was some debate about this effect as it was felt that student development blocks would likely be more expensive and perhaps less attractive to some students who would prefer to live in a HMO for affordability.

We noted that there would be accommodation for 2000 students in the City centre over the next year, which would contribute to the vibrancy and provide economic boost to the City Centre, and help prevent increasing HMOs in community areas.

Whilst there may be a decline in parts of Wales, you stated that student number in Swansea were climbing though you acknowledged the rate of growth may have slowed down. However, you were confident that there was unmet demand for accommodation and assured the Committee that the situation on Swansea was unlike the issues faced in Cardiff.

There was some debate about affordability of new student accommodation, the impact of students in the City Centre, and contribution to the regeneration of the City Centre.

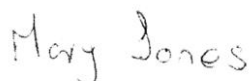
### **Your Response**

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to the following:

- Brexit – ensure that councillors are informed of developments with regard to the Shared Prosperity Fund and of any opportunities to comment on proposals;
- National Park City status – please confirm what process is being followed by the Council; and
- Hafod Morfa Copperworks – please share the new masterplan when available.

Please provide the response to this and any other comments about our letter by 17 February. We will then include both letters in the agenda of the next available Committee meeting. We will arrange to follow up on portfolio developments and invite you to a future Committee meeting in due course.

Yours sincerely,



**COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

✉ [cllr.mary.jones@swansea.gov.uk](mailto:cllr.mary.jones@swansea.gov.uk)



Councillor Mary Jones  
Chair,  
Scrutiny Programme Committee

**SENT BY EMAIL**

*Please ask for:* Councillor Rob Stewart  
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*E-Mail:* [clr.rob.stewart@swansea.gov.uk](mailto:clr.rob.stewart@swansea.gov.uk)  
*Our Ref:* RS/JW  
*Your Ref:*  
*Date:* 3 February 2020

Dear Councillor Jones

Thank you for your letter dated 27 January 2020 following my attendance at the Scrutiny Programme Committee on the 13 January.

Following your request for further comments, I would like to respond as follows.

**Brexit – ensure that councillors are informed of developments with regard to the Shared Prosperity Fund and of any opportunities to comment on proposals**

Once the information is available I will ensure the details are circulated.

**National Park City status – please confirm what process is being followed by the Council**

The draft Swansea Central Area Green Infrastructure Strategy - Regenerating our City for Wellbeing and Wildlife, which is in the process of being reviewed following a period of public consultation, includes a proposed strategic objective for Swansea to attain wildlife and wellbeing friendly city status. Suggested examples of how this could be achieved is through becoming a Biophilic City, a UNESCO Biosphere Reserve, a Woodland City, or a National Park City.

Becoming a National Park City therefore remains an aspiration at this time - just one of a number of options to consider going forward. Whichever option is ultimately pursued it will not be as simple as just making a declaration – it needs to be backed up by environmental enhancements delivered on the ground, more joined up ways of working between sectors and, most importantly, the support of the public. Examples of the sort of changes needed are set out in the above mentioned draft strategy, including:

- Increasing terrestrial green infrastructure (GI)
- Increasing tree canopy cover by planting species which provide the most effective mix of multiple benefits
- Developer buy-in to the installation of green roofs/walls as an integral part of new development

## Page 2

- Developing more resilient ecosystems within communities
- Maintaining and enhancing biodiversity
- Identifying community green infrastructure 'champions'
- A commitment to the ongoing maintenance of the urban GI network

Once the draft strategy is adopted the next stage will be to agree an action plan to deliver the strategic objectives and this will include identifying the wildlife and well-being status Swansea could most realistically achieve. However it is important to note that if National Park City status does become the preferred option it is not something that can be 'achieved' by the Council alone. It is a grass roots movement and will require collaborative work with community groups and other partners. Anyone could become involved and the Council would not necessarily be expected to take the lead.

Indeed there is no formal process for creating a National Park City. It took 5 years of campaigning by those involved in the London movement before it was declared the first National Park City. Interest is now growing in other cities and to improve understanding of what is required a universal charter for National Park Cities is in the process of being developed which anyone can support <https://npc-universal-charter.netlify.com/> The charter seeks to set out a vision, definition, goals, values and characteristics of what will be needed to become a National Park City.

Clearly there is still some way to go before there is an agreed understanding of National Park Cities. However the environmental enhancement work we are currently undertaking and scheduled to undertake both within the City Centre and rest of the County are all aimed at making Swansea a greener and increasingly biodiverse city and will support whatever wildlife and wellbeing status is eventually opted for.

**Hafod Morfa Copperworks – please share the new masterplan when available.**

The masterplan will be shared when available.

Yours sincerely



**Y CYNGHORYDD/COUNCILLOR ROB STEWART  
ARWEINYDD/LEADER**

# Agenda Item 11

## **Audit Committee Work Plan (For Information)**

This report provides the Audit Committee work plan for 2019/20.

This information is provided to help develop the relationship between scrutiny and the Audit Committee, aiming to ensure:

- mutual awareness and understanding of the work of scrutiny and audit committee
- respective work plans are coordinated and avoid duplication / gaps
- a clear mechanism for referral of issues, if necessary

The Scrutiny Work Programme is also reported to the Audit Committee.

At least once a year respective chairs will attend the committee in order to discuss work programmes and effectiveness.

The Chair of the Scrutiny Programme Committee attended the Audit Committee on 11 February 2020.

## Audit Committee Plan 2019 – 2020

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Governance & Assurance	<b>Chair of Scrutiny Programme Committee.</b>	Chair of the Scrutiny Programme Committee to provide a report on the work of scrutiny for the Municipal year 2018-19 and highlighted scrutiny activities planned for 2019/20.	Brij Madahar	11 Feb 2020
Risk Management & Performance	<b>Presentation - Update on Internal Control Environment (Including Risk Management).</b>	Presentation - Director of Place.	Martin Nicholls	11 Feb 2020
Internal Audit	<b>Internal Audit Annual Plan Methodology Report 2020/21.</b>	This report provides a briefing to the Audit Committee on the methodology used to prepare the Internal Audit Annual Plan in advance of the Annual Plan 2020/21.	Simon Cockings	11 Feb 2020
Internal Audit	<b>Internal Audit Recommendation Implementation Quarter 3 Report.</b>	This report provides committee with the status of the recommendations made in those audits where the follow-up's has been undertaken in Q3 2019/20, to allow the Audit Committee to monitor the implementation of recommendations made by Internal Audit.	Simon Cockings	11 Feb 2020
Governance & Assurance	<b>Governance Group Update Report.</b>	Update report from the newly formed Governance Group.	Adam Hill	11 Feb 2020

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## Audit Committee Plan 2019 – 2020

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Risk Management & Performance	<b>Overview of the Overall Status of Risk - Quarter 3 2019/20.</b>	The report presents an overview of the status of risk in the Council during Quarter 3 2019/20 to provide assurance to the Committee on the operation of the risk management policy and framework within the Council.	Richard Rowlands	11 Feb 2020
Financial Reporting	<b>Trusts &amp; Charities Report 2018/19.</b>	Trusts & Charities Report 2018/19.	Jeffrey Dong	11 Feb 2020
Internal Audit	<b>Internal Audit Annual Plan 2019/20 - Quarter 3 Monitoring Report for the Period 1 October 2019 to 31 December 2019.</b>	This report shows the audits finalised and any other work undertaken by the Internal Audit Section during the period 1 October 2019 to 31 December 2019.	Simon Cockings	10 Mar 2020
Internal Audit	<b>Moderate Report - Employment of Agency Staff.</b>	Follow Up report following a previous moderate rating.	Adrian Chard	10 Mar 2020
Internal Audit	<b>Moderate Report - Fleet Maintenance.</b>	Follow Up report following a previous moderate rating.	Mark Barrow	10 Mar 2020
Internal Audit	<b>Moderate Report - Gwyrosydd Primary School.</b>	Follow Up report following a previous moderate rating.	Jonathan Atter	10 Mar 2020
Internal Audit	<b>Moderate Report - Heol y Gors Plant.</b>	Follow Up report following a previous moderate rating.	Rob Myerscough	10 Mar 2020

**Audit Committee Plan**  
2019 – 2020

<b>Terms of Reference</b>	<b>Report Title</b>	<b>Report Summary</b>	<b>Report Author</b>	<b>Date of Meeting</b>
Internal Audit	<b>Moderate Report - Ysgol Pen y Bryn.</b>	Follow Up report following a previous moderate rating.	Gethin Sutton	10 Mar 2020
External Audit	<b>Wales Audit Office Annual Audit Letter 2018/19.</b>	WAO Annual Audit Letter 2018/19.	Jason Garcia	10 Mar 2020
Governance & Assurance	<b>Appointment of Additional Lay Member to Audit Committee.</b>	Appointment of second Lay Member.	Simon Cockings	14 Apr 2020
Internal Audit	<b>Internal Audit Charter 2020/21.</b>	This report outlines the background to the Public Sector Internal Auditing Standards (PSIAS) which were introduced with effect from 1st April 2013 and presents an Internal Audit Charter for approval by the Committee.	Simon Cockings	14 Apr 2020
Internal Audit	<b>Internal Audit Moderate Rating Follow Up Report - Social Care Contracts Update.</b>	Follow Up report following a previous moderate rating.	Peter Field	14 Apr 2020
Internal Audit	<b>Internal Audit Section - Fraud Function Anti-Fraud Plan for 2020/2021.</b>	This report sets out the planned areas of activity for the Internal Audit Section's Fraud Function for 2020/21 and is designed to provide a strategic view of the areas that will be subject to examination.	Jeff Fish, Jonathon Rogers	14 Apr 2020
Internal Audit	<b>Internal Audit Strategy &amp; Annual Plan 2020/21.</b>	This report presents the Internal Audit Annual Plan and Internal Audit Strategy for 2020/21 to the Audit Committee for approval.	Simon Cockings	14 Apr 2020

## Audit Committee Plan 2019 – 2020

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Risk Management & Performance	<b>Partnership Performance.</b>	Review the mechanisms for assessing and scrutinising the risk associated with partnerships.	Adam Hill	14 Apr 2020
Risk Management & Performance	<b>Performance Management Framework.</b>	Performance Management Framework Report.	Richard Rowlands	14 Apr 2020
Risk Management & Performance	<b>Presentation - Update on Internal Control Environment (Including Risk Management).</b>	Presentation by the Deputy Chief Executive.	Adam Hill	14 Apr 2020
Financial Reporting	<b>Revenue and Capital Budget Monitoring 3rd Quarter 2019/20.</b>	To report on financial monitoring of the 2019/20 revenue and capital budgets, including the delivery of budget savings.	Ben Smith	14 Apr 2020
External Audit	<b>Wales Audit Office - 2020 Audit Plan - City and County of Swansea Pension Fund.</b>	External Audit Report.	Jason Garcia	14 Apr 2020
External Audit	<b>Wales Audit Office - 2020 Audit Plan - City and County of Swansea.</b>	External Audit Report.	Jason Garcia	14 Apr 2020
Risk Management & Performance	<b>Wales Audit Office Proposals for Improvement: Six-month Status Update - July 2019 - December 2019.</b>	The report presents an overview of the status of Swansea Council's response to earlier proposals for improvement made by WAO to provide assurance to the Committee on progress.	Richard Rowlands	14 Apr 2020

**Audit Committee Plan**  
2019 – 2020

Terms of Reference	Report Title	Report Summary	Report Author	Date of Meeting
Risk Management & Performance	<b>Wales Audit Office - Local Government Use of Data Report – City &amp; County of Swansea.</b>	<p>Wales Audit Office - Local Government Use of Data Report – City &amp; County of Swansea.</p> <p>*Note – this report has been considered by Service Improvement &amp; Finance Performance Panel and the Panel is awaiting an Action Plan arising from the report.</p>		
Risk Management & Performance	<b>Digital Strategy – Progress and Performance.</b>	<p>Digital is one of the four key strands of Sustainable Swansea and an annual update will be provided to Scrutiny in December on the whole programme, including digital.</p> <p>*Note – this report will be considered by Scrutiny.</p>		



# Agenda Item 12

## **Date and Time of Upcoming Scrutiny Panel / Working Group Meetings**

**10 March – 20 April**

- a) 12 March at 2.00pm – Education Scrutiny Performance Panel (school visit)
- b) 17 March at 4.00pm – Adult Services Scrutiny Performance Panel (Committee Room 5, Guildhall)
- c) 23 March at 11.00am – Development and Regeneration Scrutiny Performance Panel (Committee Room 5, Guildhall)
- d) 30 March at 10.00am – Service Improvement & Finance Scrutiny Performance Panel (Committee Room 5, Guildhall)
- e) 31 March at 10.00am – Natural Environment Scrutiny Performance Panel (Committee Room 5, Guildhall)