



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Scrutiny Programme Committee

**At:** Remotely via Microsoft Teams

**On:** Tuesday, 16 June 2020

**Time:** 4.00 pm

**Chair:** Councillor Peter Black CBE

#### Membership:

Councillors: C Anderson, 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, W G Thomas and T M White

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

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

Watch Online: <https://bit.ly/3dNLExk>

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### Agenda

#### Page No.

- 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.** 1 - 8  
To approve and sign the Minutes of the previous meeting(s) as a correct record.
- 5 **Public Question Time.**  
Questions must be submitted in writing, no later than noon on the working day prior to the meeting. Questions must relate to items on the agenda. Questions will be dealt with in a 10 minute period.
- 6 **Council Response to COVID-19 Pandemic.** 9 - 10
- 7 **Scrutiny Letters.** 11 - 44

**Next Meeting:** Tuesday, 14 July 2020 at 2.00 pm

*Huw Evans*

**Huw Evans**  
**Head of Democratic Services**  
**Tuesday, 9 June 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**

Council Chamber - Guildhall, Swansea

Monday, 9 March 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  
P K Jones  
G J Tanner

**Councillor(s)**

L S Gibbard  
E T Kirchner  
W G Thomas

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

P M Black  
C A Holley

P R Hood-Williams  
L R Jones

**Also present**

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

**Officer(s)**

Kate Jones      Democratic Services Officer  
Brij Madahar      Scrutiny Team Leader  
Pamela Milford      Principal Lawyer

**Apologies for Absence**

Councillor(s): M Durke, J A Hale and T J Hennegan  
Statutory Co-opted Member(s): D Anderson-Thomas and A Roberts  
Councillor Co-opted Members: J W Jones

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**113 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 P R Hood-Williams - personal - Minute No. 117 – Chairman of Swansea Local Access Forum.

**114 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.

**115 Minutes.**

**Resolved** that the Minutes of the Scrutiny Programme Committee held on 10 February 2020 be approved and signed as a correct record.

**116 Public Question Time.**

There were no public questions.

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

The Cabinet Member for Investment, Regeneration & Tourism presented a report on the key headlines of his portfolio

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

- Procurement - difficulty in assessing / identifying any effects of Brexit at this moment on the procurement process
- Public Sector Hub and Digital Hub – proposals as part of Swansea Central Phase 2
- Foreshore – public question on the possibility of street lighting on foreshore from SA1 to Mumbles to promote use and safety
- Tourism - update on actions from the Tourism Working Group – particularly maintenance and cleanliness of tourist areas such as Langland; eco-tourism and possibility of extending cycle ways throughout Gower; improved walkway between Limeslade and Langland; funding priorities and funding available for tourism
- Singleton Park - use of the Park for events
- Update on Copper Quarter, Hafod Morfa Copperworks and Skyline development
- Update on West Glamorgan Archive Service and future accommodation
- Swansea Market Improvement Plan – addition of toilet facilities and potential upgrades / events
- Glynn Vivian Art Gallery – appointment of new Curator and improvements

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

**118 Scrutiny Performance Panel Progress Report: Education. (Councillor Lyndon Jones, Convener)**

Councillor Lyndon Jones, Convener, presented a report on 'Education Scrutiny Performance Panel Update'. He specifically highlighted the following from the Panel's work:-

- Free Schools Meal learners attaining significantly below other pupils – will continue to be monitored
- Introduction and monitoring of new curriculum

- Issues of safeguarding in winter months (lighting and safety) and increased traffic at schools
- Discussions around the future footprint of Education Through Regional Working (ERW) regional school improvement consortium

He felt that the Panel had played a key role in helping the Council to drive up standards and commented that the Cabinet Member for Education Improvement, Learning & Skills and the Director of Education / Senior Management had been well engaged in the scrutiny process.

**Resolved** that the update be noted.

#### **119 Membership of Scrutiny Panels and Working Groups.**

The Chair presented a report on 'Membership of Scrutiny Panels and Working Groups'.

**Resolved** that Councillor J A Hale be removed from the Development & Regeneration Performance Panel and the Natural Environment Performance Panel.

#### **120 Scrutiny Work Programme 2019/20.**

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

She highlighted that the Cabinet Members for Better Communities were scheduled to attend the next Scrutiny Programme Committee on 20 April 2020 and urged the Committee to consider questions / topics in preparation for this session.

There was a Special Scrutiny Programme Committee scheduled for 6 April 2020 for Crime & Disorder Scrutiny.

In view of current events, the Chair called for a discussion on council preparedness for coronavirus. She suggested that it be added to the agenda of the special Committee meeting planned for 6 April, inviting relevant Cabinet Members / officers to present to the Committee and update councillors on council planning.

**Resolved** that a discussion on Council preparedness for Coronavirus be added to the agenda of the Special Scrutiny Programme Committee on 6 April.

**Resolved** that the report be noted.

#### **121 Scrutiny Letters.**

The Chair presented a report on 'Scrutiny Letters' for information. Correspondence with the Cabinet Member for Economy & Strategy (Leader) arising from the Q & A Session in January was provided for discussion.

The report was **noted**.

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

The Chair provided the Audit Committee Work Plan for information.

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

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

The meeting ended at 5.35 pm

**Chair**



City and County of Swansea

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

Remotely via Microsoft Teams

Friday, 24 April 2020 at 2.00 pm

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

**Councillor(s)**

C Anderson  
L S Gibbard  
P K Jones  
W G Thomas

**Councillor(s)**

M Durke  
J A Hale  
E T Kirchner

**Councillor(s)**

E W Fitzgerald  
D W Helliwell  
W G Lewis

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

P M Black  
C A Holley

P R Hood-Williams  
L R Jones

J W Jones

**Also Present:**

Councillor R C Stewart, Leader & Cabinet Member for Economy & Strategy

**Officer(s)**

Huw Evans  
Allison Lowe  
Brij Madahar  
Tracey Meredith  
Martin Nicholls  
Phil Roberts  
Ben Smith

Head of Democratic Services  
Democratic Services Officer  
Scrutiny Team Leader  
Chief Legal Officer / Monitoring Officer  
Director of Place  
Chief Executive  
Chief Finance Officer / Section 151 Officer

**Apologies for Absence**

Councillor(s): G J Tanner

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### 124 Disclosures of Personal & Prejudicial Interest.

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

Councillors J W Jones and M H Jones declared a personal interest in Minute 128 "Pre-decision Scrutiny: Financial Procedure Rule 19.1c and FPR7. Authorisation for Alteration and Conversion of Bay Studios, Fabian Way, Swansea into an 1000 Bed Surge Hospital on Behalf of the Swansea Bay University Health Board" as their daughter works for Swansea Bay University Health Board.

Councillors J Hale declared a personal interest in Minute 128 “Pre-decision Scrutiny: Financial Procedure Rule 19.1c and FPR7. Authorisation for Alteration and Conversion of Bay Studios, Fabian Way, Swansea into an 1000 Bed Surge Hospital on Behalf of the Swansea Bay University Health Board” as an employee of Swansea Bay University Health Board.

**125 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.

**126 Public Question Time.**

There were no public questions.

**127 Urgent Item.**

The Chair outlined the reason for urgency pursuant to paragraph 100B (4) (b) of the Local Government Act 1972, in that she considered that the report “Financial Procedure Rule 19.1c and FPR7 - Authorisation for Alteration and Conversion of Bay Studios, Fabian Way, Swansea into an 1000 Bed Surge Hospital on Behalf of the Swansea Bay University Health Board” should be considered at this meeting as a matter of urgency.

The reason for Urgency being Covid-19 emergency build of hospital for handover to Swansea Bay University Health Board week commencing 27 April 2020.

**128 Pre-decision Scrutiny: Financial Procedure Rule 19.1c and FPR7. Authorisation for Alteration and Conversion of Bay Studios, Fabian Way, Swansea into an 1000 Bed Surge Hospital on Behalf of the Swansea Bay University Health Board.**

The Leader and Cabinet Member for Economy & Strategy, Chief Executive, Director of Place and Chief Finance Officer were present for the Committee’s consideration of the Cabinet report on “Financial Procedure Rule 19.1c and FPR7 – Authorisation for Alteration and Conversion of Bay Studios, Fabian Way, Swansea into an 1000 Bed Surge Hospital on Behalf of the Swansea Bay University Health Board.”

The Chief Executive commenced by stating that these were interesting and challenging times for us all and paid tribute to the Director of Place and his team for all the work undertaken in a very short space of time in preparing and developing this surge hospital in response to the Covid-19 pandemic.

The Director of Place outlined the headlines of the report including the site identification process, paying particular attention to points 2.1, 2.7 and 2.8 of the report.

In addition, the Leader thanked all of the teams involved, who had been working extremely long hours over the last 3 weeks in order to progress the surge hospital to its current stage with approximately 400 beds having already been completed.



Photographs of the project were shared with the Committee and Group Leaders had attended a site visit that morning. He went on to say that a "war time effort" had been replicated and stated that we should all be proud of all of the staff and contractors involved.

Questions and discussions focussed on the following:

- All Group Leaders who attended the site visit paid tribute to the tremendous effort undertaken by all involved and the speed and quality of the scheme progressed to date;
- It was acknowledged that there had been some minor issues with site traffic causing disturbance to local residents, however additional signage had been put in place in order to that lorries and other heavy vehicles follow the designated route to / from the site in order to resolve the situation;
- There were concerns regarding the reimbursement of Council costs from Swansea Bay University Health Board and Welsh Government and the committee sought reassurance regarding the use of public funds;
- What the position would be if the pandemic extended beyond the 12 month lease period;
- Discussions should take place with Welsh Government and Swansea Bay University Health Board regarding the future use of the site at the conclusion of the pandemic in order to support any cancelled operations and to assist with any backlog within the Swansea Bay University Health Board area;
- Whether sufficient staff including Doctors, Consultants and Specialists were available to support the surge hospital.

The Chair thanked the Cabinet Member and Officers for attending and presenting the report. She also thanked everyone concerned for all their hard work on behalf of the Scrutiny Programme Committee.

**Resolved** that the Chair of the Scrutiny Programme Committee writes to the Cabinet Member outlining the views of the Committee, with feedback to be presented to Cabinet on 27 April 2020 ahead of the Cabinet decision.

The meeting ended at 2.56 pm

**Chair**



City and County of Swansea

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

Remotely via Microsoft Teams

Thursday, 4 June 2020 at 11.30 am

### Present:

#### Councillor(s)

C Anderson  
L S Gibbard  
T J Hennegan  
W G Lewis  
T M White

#### Councillor(s)

P M Black  
J A Hale  
P K Jones  
G J Tanner

#### Councillor(s)

E W Fitzgerald  
D W Helliwell  
E T Kirchner  
W G Thomas

### Statutory Co-opted Member(s)

D Anderson-Thomas

### Councillor Co-opted Member(s)

C A Holley  
P R Hood-Williams

L R Jones  
J W Jones

### Officer(s)

Huw Evans  
Head of Democratic Services

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### 129 Election of Chair.

**Resolved** that Councillor P M Black be elected Chair for the remainder of the 2019-2020 Municipal Year.

### 130 Election of Vice Chair.

**Resolved** that Councillor T J Hennegan be re-elected Chair for the remainder of the 2019-2020 Municipal Year.

### 131 Disclosures of Personal & Prejudicial Interest.

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests were declared.

The meeting ended at 11.40 am

**Chair**

# Agenda Item 6



## Report of the Chair

Scrutiny Programme Committee – 16 June 2020

### Council Response to COVID-19 Pandemic

|                                        |                                                                                                                                                                                |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose:</b>                        | The Committee will discuss the Council's response to the COVID-19 pandemic by hearing from the Leader of the Council and senior officers, and asking questions.                |
| <b>Content:</b>                        | The Leader of the Council and senior officers will make verbal reports to the Committee. This covering report outlines the broad themes that may be explored by the Committee. |
| <b>Councillors are being asked to:</b> | <ul style="list-style-type: none"><li>• Ask questions, and make comments and recommendations as necessary</li></ul>                                                            |
| <b>Lead Councillor:</b>                | Councillor Peter Black, Chair of the Scrutiny Programme Committee                                                                                                              |
| <b>Lead Officer:</b>                   | Tracey Meredith, Chief Legal Officer                                                                                                                                           |
| <b>Report Author:</b>                  | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>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 Committee will focus on the Council response to the COVID-19 Pandemic. The Leader of the Council, Councillor Rob Stewart, has been invited to attend, along with the Chief Executive / representatives of the Corporate Management Team.
- 1.2 This is the first such discussion within scrutiny, enabling the Committee to receive a high-level overview briefing of the Council handling of the crisis and resilience arrangements, and impact, including update on the current situation and financial position.

1.3 The Committee will be interested to explore:

- The local picture in relation to the spread of COVID-19 in Swansea (e.g. no. of cases in Swansea, deaths etc.)
- Emergency planning arrangements and management of strategic response / work streams (incl. the key roles played by members and officers)
- Key activities / actions taken / achievements (including implementation of measures prescribed by government / discretionary measures, and support to shielding list / vulnerable persons)
- Partnership working (incl. relationship with health and voluntary sectors)
- Impacts (e.g. on services / staffing)
- Resource / financial implications and current position
- Current situation
- Outlook for the future / challenges ahead
- Recovery planning

1.4 The Committee may be unable to cover everything in one meeting, and as a result may wish for further discussion, e.g. on key elements / themes / specific services, and this could be arranged for future meeting(s).

## **2. Legal Implications**

2.1 There are no legal implications from this report.

## **3. Financial Implications**

3.1 There are no financial implications from this report.

**Background Papers:** None

**Appendices:** None

# Agenda Item 7



## Report of the Chair

### Scrutiny Programme Committee – 16 June 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 Peter Black, Chair of the Scrutiny Programme Committee                                                                                                          |
| <b>Lead Officer:</b>                   | Tracey Meredith, Chief Legal Officer                                                                                                                                       |
| <b>Report Author:</b>                  | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>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) | 10 Feb              | Letter to Cabinet Member for Care, Health & Ageing Well                     |
| b | Committee (Q & A Session) | 10 Feb              | Letter to / from Cabinet Member for Environment & Infrastructure Management |
| c | Committee (Q & A Session) | 9 Mar               | Letter to Cabinet Member for Investment, Regeneration & Tourism             |

|   |                                                                     |        |                                                               |
|---|---------------------------------------------------------------------|--------|---------------------------------------------------------------|
| d | Committee (pre-decision scrutiny COVID-19 Emergency Surge Hospital) | 24 Apr | Letter to/from Cabinet Member for Economy & Strategy (Leader) |
|---|---------------------------------------------------------------------|--------|---------------------------------------------------------------|

**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 (2019-2020)

Ave. Response Time (days): 21 (target within 21 days) % responses within target: 68

| 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 | 05-Mar | 34 | n/a    |
| 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 | 02-Mar | 21 | n/a    |
| 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 |
| 67 | Adult Services Performance Panel                | 17-Feb | West Glamorgan Transformation Programme                                                                             | Care, Health & Ageing Well               | 03-Mar | n/a    | n/a | n/a |
| 68 | Child & Family Services Performance Panel       | 24-Feb | Child and Family Improvement Programme; Safeguarding (County Lines and CSE)                                         | Children Services - Early Years          | 09-Mar | n/a    | n/a | n/a |
| 69 | Service Improvement & Finance Performance Panel | 02-Mar | Q3 Budget Monitoring and WAO Use of Data report                                                                     | Economy & Strategy (Leader)              | 19-Mar | 09-Apr | 21  | n/a |
| 70 | Service Improvement & Finance Performance Panel | 02-Mar | Corporate Complaints Annual Report                                                                                  | Resilience & Strategic Collaboration     | 19-Mar |        |     |     |
| 71 | Public Services Board Performance Panel         | 05-Feb | Early Years and Live Well, Age Well PSB Objectives                                                                  | Chair of Public Services Board           | 20-Mar | n/a    | n/a |     |
| 72 | Adult Services Performance Panel                | 17-Mar | Progress on WAO recommendations on Front Door to Adult Social Care; Adult Services Complaints Annual Report 2018-19 | Care, Health & Ageing Well               | 26-Mar | 29-Apr | 34  | n/a |

|    |                             |        |                                                           |                                          |        |        |     |        |
|----|-----------------------------|--------|-----------------------------------------------------------|------------------------------------------|--------|--------|-----|--------|
| 73 | Education Performance Panel | 12-Mar | NEETS Pentrehafod Comp                                    | Education Improvement, Learning & Skills | 06-Apr | n/a    | n/a | n/a    |
| 74 | Committee                   | 10-Feb | Cabinet Member Q & A Session                              | Care, Health & Ageing Well               | 09-Apr | n/a    | n/a | 16-Jun |
| 75 | Committee                   | 10-Feb | Cabinet Member Q & A Session                              | Environment & Infrastructure Management  | 09-Apr | 15-May | n/a | 16-Jun |
| 76 | Committee                   | 09-Mar | Cabinet Member Q & A Session                              | Investment, Regeneration & Tourism       | 09-Apr | n/a    | n/a | 16-Jun |
| 77 | Committee                   | 24-Apr | Pre-decision Scrutiny - COVID-19 Emergency Surge Hospital | Economy & Strategy (Leader)              | 25-Apr | 13-May | 18  | 16-Jun |
|    |                             |        |                                                           |                                          |        |        |     |        |
|    |                             |        |                                                           |                                          |        |        |     |        |
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|    |                             |        |                                                           |                                          |        |        |     |        |
|    |                             |        |                                                           |                                          |        |        |     |        |





**To/  
Councillor Mark Child  
Cabinet Member for Care, Health &  
Ageing Well**

**BY EMAIL**

cc Cabinet Members

*Please ask for:  
Gofynnwch am:*

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SPC/2019-20/12

09 April 2020

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 10 February 2020. It is about the Budget, Supporting People, Hospital to Home Initiative, Additional Learning Needs, West Glamorgan Regional Partnership, and Public Services Board.

Dear Councillor Child,

### **Cabinet Member Question Session – 10 February**

Thank you for attending the Scrutiny Programme Committee on 10 February 2020 and answering questions on your work as Cabinet Member for Care, Health & Ageing Well. We also thank Head of Adult Services, Alex Williams, for his support and contributions to the session.

We are writing to you at a time of national emergency and hope this letter finds you well. We extend our thanks to all those supporting our most vulnerable people and ensuring the continuity of social care to those in need. Although scrutiny meetings are currently suspended until further notice, because of the coronavirus pandemic, we wanted to get this letter out to you, as we would normally do, hoping that in due course we can resume our work.

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.

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
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I dderbyn yr wybodaeth hon mewn fformat arall neu yn Gymraeg, cysylltwch â'r person uchod  
To receive this information in alternative format, or in Welsh please contact the above

This letter reflects on what we learnt from the discussion, shares the views of the Committee, and highlights any outstanding issues / actions for your response. The main issues are summarised below:

## **Budget**

You reported that Social Services continue to work under severe budgetary pressures due to austerity and an increasing number of people needing long-term support due to an ageing population with associated increased frailty. Whilst making progress in efficiency, prevention and reablement, you reported that the savings made by achieving these improvements lags behind the impact of increasing pressures.

You were pleased, however, to inform the Committee that the department was coming in close to budget this year and thanked all the staff in the department who continue to do good work. You stressed that it has been hard and will not get any easier next year.

We asked about the effect of a 5% increase in care charges and the inflationary pressures on those who struggle to afford it. You explained that the Social Services Charging Policy was reviewed annually and if circumstances change for an individual. However, you highlighted to the Committee that there is a cap on charges for most people, especially those receiving high amounts of care who will not see any difference in their contribution.

## **Supporting People**

We discussed the volatility in the private sector around supporting people contracting and asked whether things have improved.

We were told that this has always been a volatile area of social care, and will continue to be for some time, however the focus has been on ensuring that care packages stay intact while any changes happen. We noted that the relevant Policy Development Committee is looking at social care and wellbeing, and how best to diversify the market to see how we could have greater number and types of providers involved.

We heard that the commissioning programme within domiciliary care is now being divided up into specific areas to enable provision of packages more easily for those in more rural areas of, for example, Gower and Mawr. These things will help put more steps into improve effects of volatility in market.

The Committee recognised one of the issues is the difficulty providers have in recruiting and retaining care staff, as it is an area where pay and prospects are limited. In your view, a good carer career pathway needed to be put in place that will help attract and keep staff. An example of community-based projects was also raised; this is where communities themselves working with

charities and others to provide services, some examples cited included those in Somerset, Monmouthshire and Pembrokeshire.

### **Hospital to Home Initiative**

We asked about the Hospital to Home initiative (H2H) and how it was going to differ from what is already in existence, and how it was going to improve bed blocking. We noted that this promotes timely discharge from hospital to home and home-based assessment / reablement and the project went live on 10th December 2019.

You reiterated that the whole purpose of 'Hospital to Home' is to reduce bed blocking, and differs because people are assessed when they get home. You explained that a short-term care package is put in place as soon as they get home and then this is assessed before agreeing longer-term support. This enabled people to get back to their homes, where they want to be, much quicker and frees up hospital beds. You reported that the number of individuals supported through reablement following launch of H2H is up by 50% across the region with a higher proportion supported same day as identified medically fit.

However, you stressed that it does need extra investment and there is currently a joint bid in with the Welsh Government, by the Council, Swansea Bay University Health Board and Neath Port Talbot Council. You stated that there is a need for more occupational therapist support, though this was currently not prohibiting moving things forward.

### **Additional Learning Needs (ALN)**

We asked about arrangements for ALN in response to the Welsh Government transformation programme and new legislation. We understand that the programme transforms the separate systems for special educational needs (SEN) in schools and learning difficulties and/or disabilities (LDD) in further education, to create a unified system for supporting learners from 0 to 25 with ALN.

The Committee asked about co-ordination as this issue affects the whole council and other agencies, not just education. We were interested in how the Council was working together to address the changes and ensure we can comply with this Bill.

You assured that Committee that high-level co-ordination was taking place both within the Council and at a regional level. You undertook to provide a fuller written answer to this issue, including how we are joining up services around ALN, and who is making sure all those things are happening e.g. who has oversight of this as a whole? Please provide the fuller answer when you are able to do so, as in the circumstances we understand if you are unable to deal with this in the usual timescales for response.

## **West Glamorgan Regional Partnership**

We raised with you questions around scrutiny of the Regional Partnership (formerly known as the Western Bay Health & Social Care Partnership). Whilst we have discussed the activities of the partnership within our Scrutiny Performance Panels, in so far as they relate to service provision in Swansea there is, as yet, no overarching scrutiny of the regional partnership. Whilst not an issue for you directly as Cabinet Member, it is something that ought to be discussed within the Regional Partnership Board, on which you are a member as the Leader's representative, and facilitated.

We noted that the withdrawal of Bridgend Council from the partnership has presented an opportunity to restructure and reform resulting in a simpler and more effective programme, and that, significantly, housing organisations have now been included in the partnership board in order to achieve a more integrated approach.

## **Public Services Board**

The Committee asked you about the PSB's well-being objectives, including Live Well, Age Well and Working with Nature, and difference made / impact on your work.

We noted that you chair the Objective Delivery Group for Live Well, Age Well. You reported that work within the Care, Health and Well-being portfolio was critical to the delivery of Swansea's Local Well-being Plan. In particular, the 'Live Well, Age Well' objective takes a whole life approach to ageing well and aims to help people to plan and live well in order to age well.

You stated that there has definitely been an impact in the way people from outside are looking at some of the work being done here for example the intergenerational work which has been praised by the Alzheimer's Society. You added that Swansea has a fantastic variety of natural environments and it is about them being enjoyed and used by everyone. In your view, the PSB brought all the professionals together around the table to discuss the key priorities, which is always beneficial. The difference between the footprint of the PSB and the Local Health Board was raised, and the possibility that the PSB may in time become a regional body.

## **Public Questions**

The Committee had received a question from member of the public which concerned the provision of care plans, health and safety documents, manual handling training, and the process around adaptations to meet the needs of disabled persons and their carer. You undertook to provide a written response on the specific issues raised by the member of the public, and I am pleased that you did so on 19 February. The following response from you was forwarded to the member of the public:

*'Wherever possible, Adult Services strives to ensure that all adults under our care have a current signed off care plan and the necessary health and safety arrangements are in place to support that care plan. When this is not possible, for example when there is disagreement between Adult Services and the family of the cared for person, Adult Services needs to satisfy itself that the individual is safe. If there is any concern over safety, matters will be addressed via the statutory safeguarding procedures.'*

*The ADAPT Project is a partnership between Swansea Council, Coastal Housing Group, Pobl and Family Housing Association which enables social landlords to make the best possible use of the adapted properties in Swansea. A common register is maintained to ensure the best match of vacant properties with each households medical needs. The Council does not specifically build properties for individuals, but when adapted bungalows are built they are allocated in the same way through the Adapt waiting list. Once a property has been offered and accepted through ADAPT, properties can be further adapted to meet the individual needs of the household.'*

## **Your Response**

We would welcome your comments on any of the issues raised in this letter, but would be grateful for more information about the co-ordination of Additional Learning Needs, however do not require you to respond with a formal letter. An email from yourself in due course will be sufficient on this occasion.

We will then include our letter and any correspondence received in response 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,

*Mary Jones*

### **COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

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

**To/  
Councillor Mark Thomas  
Cabinet Member for Environment &  
Infrastructure Management**

**BY EMAIL**

cc Cabinet Members

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SPC/2019-20/13

09 April 2020

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 10 February 2020. It is about Street Lighting, Cycleways, Parking Policy and Control, Highways and Engineering, Tethered Horses, Waste Management & Recycling, Air Quality Management, and Public Transport.

Dear Councillor Thomas,

### **Cabinet Member Question Session – 10 February**

Thank you for attending the Scrutiny Programme Committee on 10 February 2020 and answering questions on your work as Cabinet Member for Environment & Infrastructure Management.

We are writing to you at a time of national emergency and hope this letter finds you well. Although scrutiny meetings are currently suspended until further notice, because of the coronavirus pandemic, we wanted to get this letter out to you, as we would normally do, hoping that in due course we can resume our work.

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.

This letter reflects on what we learnt from the discussion, shares the views of the Committee, and highlights any outstanding issues / actions for your response. The main issues are summarised below:

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
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## **Street Lighting**

You were asked a question from the public gallery about road safety along Fabian Way, one of the major road arteries into the city. There was concern about the number of street lights not working between the junction with Crymlyn Borrows and the junction with Wind Street (a figure of 60% was mentioned) causing a safety issue for pedestrians, cyclists and drivers from poor illumination, as well as creating a poor first impression for visitors. The member of the public mentioned that there have been a number of road traffic accidents on this road, including some fatalities.

You responded that an assessment of this will be undertaken as to why this is the case. You added that there could be three reasons for this (1) not working, (2) switched off, or (3) structural removals. Your understanding was that none of the accidents on Fabian Way were attributed to lighting issues but would look more closely into this. You undertook to provide a full written response to the concerns raised.

We noted from your written report that a detailed asset management plan of all the street lighting assets is currently being produced, which will enable long term funding needs to be identified and prioritised.

## **Cycleways**

We invite all non-executive councillors to submit questions for each Q & A Session and, on this occasion, the Committee was requested to ask you about progress with the proposed cycle route from Grovesend and Pontarddulais, and expected start date. You stated that a bid has just gone in with the Welsh Government, but this project does require land purchase, which can take time. You were hopeful of buying the land this year with a view to implementation in 2022.

## **Parking Policy and Control**

We raised with you a further question submitted by a councillor not on the Committee. The concern was about the extent of pavement parking throughout our communities and asking whether the Council would be enforcing a policy to stop pavement parking.

You recognised that this is a contentious issue in many wards but currently there was no power to address it at local authority level. We noted that the Welsh Government is setting up a review of this issue and will look at it on an all-Wales basis.

## **Highways and Engineering**

The Committee asked you about progress with delivery of Councillors highways schemes.

You acknowledged that importance of getting these schemes moving forward. It was noted that we have been successful in getting grants but you stressed that the grant application process takes staff away from implementation. We raised some about resources / staff numbers in that team and whether this needs to be looked at. The Committee would appreciate further information on progress with schemes.

### **Tethered Horses**

As you know the issue of Tethered Horses was looked a few years ago by a Scrutiny Working Group however at the last time this was followed up we were aware that things have improved. We heard that Friends of Swansea Horses and the Council had put together an Equine Working Group, including partner agencies and charity organisations, looking at issues with horses within the City and County. You stated that all actions have been completed and it has been agreed that the group is no longer needed. We were pleased to hear that this co-ordinated action achieved a reduction in tethered horses across the city. You assured us that much stricter controls are now in place and officers are keeping an eye on the hotspots and this situation continues to be under control and monitored.

### **Waste Management & Recycling**

We asked about progress with regard to the recycling of wood and associated issues. We noted difficulties around the recycling/treatment of wood waste and need to closely monitor due to different grades of wood and segregate to improve the recycling of wood. We also have to pay to dispose of wood unlike some other recyclables that provide an income.

We heard from you that there has been a decrease in the amount of wood collected in Swansea since changes were introduced at recycling sites. However, you told us that there has not been an increase in fly tipping either. There was some concern amongst Committee members that people might be burning it.

### **Air Quality Management**

We understood that the Council is updating its Air Quality Action Plan to maintain compliance and further reduce public health exposure to pollutants. We asked about its preparation e.g. who will be involved and whether there will be councillor and public consultation.

You recognised that this was a serious ongoing issue and the draft Air Quality Action Plan would be out for consultation in April. You confirmed that it will involve community groups and anyone who wishes to respond, and welcomed the views of scrutiny councillors. We will look out for the consultation and consider how best to feed into this.



We also asked about the monitoring of air quality around schools and actions taken if spikes occur. We noted that monitoring does take place around schools but no emergency action has been necessary because measures have indicated compliance with national air quality standards.

There was also some concern around the plans to dump more mud from alongside a nuclear power site in Somerset into the sea off Cardiff Bay, and what effect this might have on Swansea. You told us that Natural Resources Wales was responsible for the licensing and monitoring of any such application for the disposal of such material.

### **Public Transport**

There was some discussion around usage of public transport in Wales and data that would appear to show that Swansea had the lowest take up in the use of public transport. We asked for your view on why that may be the case.

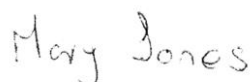
You stated that Swansea has one of the highest take up of bus passes in Wales and expressed some doubt about whether Swansea had the lowest take up. We are aware that the Council is involved in a Quality Bus Partnership with First Cymru that meets quarterly to discuss bus network changes / performance and proposals for improvement. Despite this, you highlighted that the Council has little power to influence local bus companies, and how they provide their services. However, we noted that the Welsh Government is looking at bringing in new legislation that will give local authorities more clout in public transport partnerships.

### **Your Response**

We would welcome your comments on any of the issues raised in this letter, but would be grateful for confirmation of your response to the public question on street lighting, and would appreciate further information on progress with the delivery of councillors highway schemes. However, we do not require you to respond with a formal letter. An email from yourself in due course will be sufficient on this occasion.

We will then include our letter and any correspondence received in response 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

**BY EMAIL**

*Please ask for:* Councillor Mark Thomas  
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*Our Ref:* MT/JW  
*Your Ref:*  
*Date:* 15 May 2020

Dear Councillor Jones

Thank you for your letter following the Question session I attended on 10 February.

I address the issues whereby you have requested a response:

Public Question on Street Lighting

Fabian Way:

The highway eastwards from Wind Street as far as Port Tennant Road is illuminated, but from there to the boundary every third lamp has been turned off under the energy saving initiative. An inspection on 6<sup>th</sup> February 2020 highlighted there are several outages over the entire length. It should be noted that due to the extensive traffic management required to work safely on Fabian Way and the associated costs of such, it is not feasible to attend to individual lamp failures.

Due to a previous road traffic accident along the section from the Tawe bridges to Port Tennant Road, the central reservation barrier is to be repaired, the work originally planned for early this financial year. This will require installation of traffic management and it is proposed to take advantage of this to undertake the lighting work, thereby saving costs. Unfortunately, the present circumstances have naturally, affected work programmes.

Upon completion, the traffic management will be relocated to the section east of Port Tennant Road and any outages replaced. In addition, there is an annual contract for structural testing of columns and this section is due for testing this year. The tender is being finalised and it is planned that the testing will be carried out under the same traffic management required for the lamp changes. Besides a considerable cost saving, should the testing reveal any columns or bracket arms to be dangerous, or classified as requiring replacement in the near future, they will be replaced at the time.

I would also like to take this opportunity to inform you that the detailed asset management report is nearing completion.

Progress with delivery of Councillors Highway Schemes:

As you will appreciate the Covid 19 crisis has necessarily placed a halt on the ability to recruit staff to supplement the work being undertaken by the Traffic Team, both in completing grant funded schemes and progressing Members Community Budget works. Nevertheless, considerable progress is still being made in developing schemes to meet members concerns.

At present officers are working to deliver schemes in Cockett, Cwmbwrla, Dunvant, Killay North, Killay South, Kingsbridge, Landore, Llangyfelach, Llansamlet, Loughor and Lower Loughor, Mynyddbach, Penderry, Penllergaer, Pontafddulais, Sketty, St Thomas, Townhill, Uplands and West Cross.

These schemes are at various stages of development and if Members have specific concern over the progress of any particular works then I will be happy to provide an update, alternatively Members can contact Alan Ferris directly who will advise them on progress.

Yours sincerely



**Y Cynghorydd / Councillor Mark Thomas**  
**Aelod Y Cabinet Dros Wasanaethau'r Amgylchedd**  
**Cabinet Member for Environment Services**

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

**BY EMAIL**

cc Cabinet Members

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Ein Cyf:*

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SPC/2019-20/14

09 April 2020

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 9 March 2020. It is about City Projects and Development, Archive Service, Investment and Economic Development, Tourism, Foreshore, Singleton Park, Glynn Vivian Art Gallery and Swansea Market.

Dear Councillor Francis-Davies,

### **Cabinet Member Question Session – 9 March**

Thank you for attending the Scrutiny Programme Committee on 9 March 2020 and answering questions on your work as Cabinet Member for Investment, Regeneration & Tourism.

We are writing to you at a time of national emergency and hope this letter finds you well. Although scrutiny meetings are currently suspended until further notice, because of the coronavirus pandemic, we wanted to get this letter out to you, as we would normally do, hoping that in due course we can resume our work.

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.

This letter reflects on what we learnt from the discussion, shares the views of the Committee, and highlights any outstanding issues / actions for your response. The main issues are summarised below:

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
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## **City Projects and Development**

### Public Sector Hub

We asked you about work in relation to the introduction of a Public Sector Hub as part of Swansea Central Phase Two. We were interested to know about the location of the Hub (whether this was part of the Digital Village or not), which partners the Council has been in discussion with, and whether services would be moved into the Hub from other locations.

You told us that work was ongoing but it was envisaged that the Public Sector Hub would be a location for Council services, as well as some government departments. You could not go in to details but indicated that talks have been positive and suggested that some organisations may move within Swansea, and there could be a greater civil service presence in addition. You confirmed that the Hub location was the site of the current St. David's Shopping Centre.

We noted that the marketing of sites within the City Centre Regeneration Programme and other strategic sites, working in collaboration with the Department for International Trade, was going to be taking place at MIPIM at Cannes (a leading world real estate market event), however this was postponed due to the COVID-19 pandemic; but you were exploring other avenues to market sites and attract joint venture partners.

### Hafod Morfa Copperworks and Skyline development

We also asked you for an update on the Hafod Morfa Copperworks and Penderyn Distillery and Visitor Centre. You stated that sign off from the Heritage Lottery Fund was awaited. You added that once the business case was approved this development will kick-start activity and with footfall it will attract more businesses to the area. On Skyline you informed us that the company was still keen to develop the major scheme in Swansea and was in talks with the Welsh Government. You felt things were close to agreement and were hopeful that it will be tied up soon.

### **Archive Service**

We have previously discussed this with you and asked for an update on the West Glamorgan Archive Service and future accommodation plans. There was a suggestion that should a decision not be taken soon, there was a danger that contents may have to be moved to Cardiff.

You stated that relocation of the Archive Service was dependant on progress with Swansea Central Phase Two, which will guide timing of exit from the Civic Centre. You assured the Committee that there will be new home for the Library and Archives but were not in a position to confirm location. You were aware of the importance of the Archive Service and were committed to delivering a fitting home within the City Centre, with the space to grow. You

accepted this needed to be resolved sooner rather than later. You stated that once a Joint Venture partner was on board the Council will work with them to plan things across the five sites in Phase Two. We suggested that consideration could be given to housing the Archive Service within the Public Sector Hub, however you indicated that that was unlikely given the demand for office space.

### **Investment and Economic Development**

You reported that the Council will 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. We understood that the pilot will focus on changing the procurement approach for three construction based contracts, with learning from that process being used to change the overall procurement strategy within the Council.

In view of Brexit we asked about possible impact on this new approach and our procurement processes, as well as financial implications. You felt it was too early to say and would have to wait and see, however were clear that the policy to procure as much locally was the right approach.

### **Tourism**

The Committee followed up on your actions following recommendations made to Cabinet on Tourism, responded to by Cabinet on 21 November 2019. The Tourism Scrutiny Working Group, convened by Councillor Peter Jones, had met in May 2019 to look at the marketing and development of tourism in Swansea, including eco/sustainable tourism.

Amongst the issues picked up with you were around:

- the maintenance and cleanliness of key tourist destinations such as the City Centre and Marina, Mumbles, Langland, Caswell, parks etc. – whilst budgets were stretched we felt it was important to focus on the small number of key sites to raise standards, including the basics like litter bins, toilets, and fencing. You expressed frustration at the lack of funding to be able to do more to improve sites. You highlighted the fact that Swansea has many sites within its tourism offer and it was difficult to keep on top of maintenance in time of austerity, when other priorities took precedent.
- eco-tourism and possibility of extending cycle ways throughout Gower – you had committed to investigating grant funding to see how we can boost opportunities for people to enjoy the area by bike, making use of bridleways etc. You pointed out that the provision of cycleways was a matter for the Cabinet Member for Environment & Infrastructure Management to consider, however you would raise this with Cllr Mark Thomas to see what can be done.

We praised the improvements to walkway between Limeslade and Langland, a very popular route, making it more accessible.

### **Foreshore**

The Committee received a public question on the possibility of street lighting on foreshore from SA1 to Mumbles to promote use and safety. As the Council is considering options to increase visitor numbers through further development of the seafront, the member of the public felt that the installation of street lighting along the entire length of the footpath along the foreshore from SA1 to Mumbles would improve safety, and thereby increase the number of people prepared to walk and cycle along the path after dark.

Whilst you did not dispute the importance of well-lit public places for safety, you were frank that there was currently no funding to support the installation of lighting along the entire length of the seafront, as this was not a Council priority. However, as the Council was looking to increase the number of 'destinations' along the seafront, public lighting would be an important part of any future development for visitors.

### **Singleton Park**

We discussed the use of the Park for events and impact on biodiversity and wildlife, particularly with the number of events appearing to be increasing in the future.

Committee members felt that the Council should ensure consultation with relevant Parks Groups. We have heard that a Friends of Singleton Park Group has been established, in response to possible development at Home Farm. We noted that you were not aware of the existence of any such Singleton Park Group.

However, on the issue of events, you argued that Swansea needed more events (particular family friendly ones) because of the boost to the local economy. Whilst there may be short-term damage to grassy areas, you felt that there was minimal impact on people's ability to otherwise enjoy the Park all year round. You highlighted that the majority of events were small scale, with typically only one or two larger events each year. We noted that you were looking at attracting a Half Iron Man Triathlon (swim, bike, run) event in Swansea, which generates a lot of competitor and media interest, and would be a welcome event for local hoteliers.

You conceded that the Council does receive complaints about events, accepted the need to protect wildlife, and appreciated the need to balance so we do not spoil the park. Committee members accepted the need for balance but expressed some concern about the frequency of events and concentration in the summer months, which can limit general public access the park due to closure of footpaths.

You stated that there is a concentration of events due to the weather and for the large part of the year there are no events. You were keen for more activity in the Park, for example there was potential for the Swiss Cottage to be used to provide refreshments for park visitors.

### **Glynn Vivian Art Gallery**

It has been four years since the Gallery re-opened and we asked about visitor numbers, and your view on its success. You agreed to provide us with information on the visitor numbers at the Gallery.

You stated that there was no charge to enter the gallery and emphasised the importance and value of arts and cultural facilities, rather than financial viability.

You referred to the appointment of a new Curator with international experience in producing exhibitions who has taken the programming to a new level. The Gallery has also continued to develop and grow its links with the British Museum, The Tate and the British Council. You also mentioned the increase in special events and an improved food offer at the Gallery.

We agreed that it was a wonderful facility and would encourage more school visits, something perhaps for school governors to push forward. You felt one of the issues holding back school visits could be the cost of transport, but agreed that it was an important educational resource that Swansea was lucky to have.

### **Swansea Market**

We praised all concerned for Swansea Market being awarded Britain's Best Large Indoor Market, and the renovations that have been done in recent years.

You reported that 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. You added that work was planned to start around May on the toilets in the market, which has been a source of complaint from both the public and traders themselves, and a changing facility.

We asked about the lettings strategy and plans to utilise the space in the central section to increase income. You stated that a number of ideas were being looked at for the central area, including pop-up stalls and/or an open area to sit. You stated that over the coming year that area will be utilised better. We felt it was important that the market retains its charm.

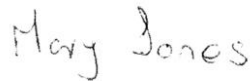


## Your Response

We would welcome your comments on any of the issues raised in this letter, but would be grateful for information on visitor numbers at the Glynn Vivian Art Gallery. However, we do not require you to respond with a formal letter. An email from yourself in due course will be sufficient on this occasion.

We will then include our letter and any correspondence received in response 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

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**To/  
Councillor Rob Stewart  
Cabinet Member for Economy &  
Strategy (Leader)**

**BY EMAIL**

cc: Cabinet Members

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SPC/2019-20/15

25 April 2020

Summary: This is a letter from the Scrutiny Programme Committee to the Leader & Cabinet Member for Economy & Strategy following the meeting of the Committee on 24 April 2020. It is about a proposed cabinet decision on the Alteration and Conversion of Bay Studios, Fabian Way, Swansea into a 1000 Bed Surge Hospital.

Dear Councillor Stewart,

**Pre-decision Scrutiny of Cabinet Report:  
Financial Procedure Rule 19.1c and FPR7. Authorisation for Alteration  
and Conversion of Bay Studios, Fabian Way, Swansea into an 1000 Bed  
Surge Hospital on Behalf of the Swansea Bay University Health Board.**

The Scrutiny Programme Committee held a special meeting on 24 April to consider the report that you intend to present to the special meeting of Cabinet on 27 April, and give our view on the proposed decision. Thank you for your attendance at our meeting and engagement with the Committee.

This was the first remote scrutiny meeting of this Council as we are all needing to adapt to different ways of working because of the COVID-19 pandemic. We were glad to be able to meet in this way, and ensure the continuation of scrutiny at this time of national crisis. Special thanks to Huw Evans, our Head of Democratic Services, for his role in making our meeting possible and ensuring the smooth running of proceedings. Thanks also to Tracey Meredith, Monitoring Officer & Chief Legal Officer, for her support.

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Along with you, we thank Phil Roberts - Chief Executive, Martin Nicholls - Director of Place, and Ben Smith - Section 151 Officer & Chief Finance Officer, for being present to explain the rationale for the report, the actions taken, and the proposed decision that Cabinet is expected to take on Monday.

We understood why the creation of a surge hospital was necessary and urgent – with a clear emphasis on action that this Council could take, in collaboration with others, to save lives given the pressure on our health service.

Although the finances behind the project, in your view, were secondary the report provided detail about the implications on the Council, and the focus on protecting the Council's interests, which we explored at the meeting.

### **Committee Feedback**

The first thing we must do in our feedback to you and Cabinet is to place on record the Committee's thanks to all those involved in the project for what is quite a remarkable achievement. We must applaud the ability to design, procure and develop an operational facility from an empty shell of a building in three weeks, and shows tremendous project management and delivery capability within the Council. Credit to our staff and the contractors involved working around the clock, and our health partners who we note have been fully engaged in the process. We understand that the first phase of around 400 beds will be handed over next week and will be ready to be utilised shortly after. A number of the councillors on the Committee had the benefit of seeing the facility earlier today and all praised the quality of work and remarked at the scale of the undertaking.

The Committee unanimously gave its endorsement to the proposed recommendations in your report, however wish to highlight the following associated issues that Cabinet should consider both ahead of and, perhaps more significantly, after the Cabinet meeting as the project is completed and fully handed over to Swansea Bay University Health Board.

### **Cabinet should:**

- 1. Be satisfied around the complete reimbursement of Council costs from Swansea Bay University Health Board and Welsh Government, and clarify the process for cost recovery by the Council and timescale, and possible impact on capital and revenue budgets.**

The Committee was concerned about the absence of any guarantee around repayment, of what may be around £10-15 million pounds. Whilst we heard that it was highly improbable that the Health Board would not do so, it is nevertheless important to consider possible costs that the Council could incur should payment not be forthcoming in the way we may be expecting. We would expect the publication of final figure for project

expenditure, as soon it is possible to do so, and further information reported to the Committee on the financial implications once the position is clearer.

**2. Ensure that discussion is held with the Health Board / Welsh Government about the possible permanence of the facility, beyond the current emergency, as necessary additional health capacity.**

This is particularly relevant given the fact that there will now be a backlog of surgery and other treatments that have been placed on hold because of the health crisis. We heard that the build lends itself to more permanence than other surge hospitals created around Wales, as it was a disused site, and the nature of the build meant that it could be partitioned according to future needs, however large or small.

We noted there would be potential to extend the use of the site beyond the 12 month period of permitted development but would be a matter for the Health Board, Welsh Government, and leaseholders of the site to negotiate. It is, of course, unknown whether there will be further peaks in coronavirus cases that will influence thinking on this.

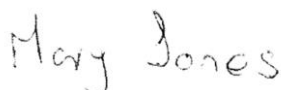
The Committee would expect the Council to exert some influence on future decision-making, and health care provision, and hoped to see long-term benefits from this investment of public funds. Given the pressure on social care and need for better integration with health there may be further potential in the site. There should be communication with all Councillors about the future use of the site.

Cabinet should consider the views of the Committee, as contained in this letter, before making its decision, and provide explanation for any rejection of views expressed.

**Your Response**

We hope that you find the contents of this letter useful and would ask you to write back by 15 May to confirm the decision of Cabinet and respond to our views. Our correspondence will be published in the next available Committee agenda, which we will also follow up 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

**BY EMAIL**

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*Our Ref:* RS/CM  
*Your Ref:*  
*Date:* 13 May 2020

Dear Councillor Jones

Thank you for your letter following the Pre-decision Scrutiny session which took place on 20<sup>th</sup> April and was reported to Cabinet on the 27<sup>th</sup> April

Firstly can thank the Scrutiny Committee for participating in the pre decision process on such a critical project and also the fact that it was carried out remotely was equally welcome. Your comments were fully considered as part of the Cabinet decision making process on the 27<sup>th</sup> April.

Can I also thank you for your positive comments in relation to the Council's involvements in the delivery of the Bay surge Hospital which has been an outstanding achievement with the first phase already handed over the remaining phases due for completion by the first week in June I know everyone who has seen the site and the standard of the work involved has been overwhelmed by the scale and the standard of workmanship involved

In relation to the specific questions I can respond as follows;

**1. Be satisfied around the complete reimbursement of Council costs from Swansea Bay University Health Board and Welsh Government, and clarify the process for cost recovery by the Council and timescale, and possible impact on capital and revenue budgets.**

As part of the Cabinet report the Council drafted a collaboration agreement which sets out the respective roles and responsibilities and the repayment of the costs incurred by the Council. In line with the approved recommendations presented to Cabinet officers were tasked with finalising all legal documentation to enable full cost recovery to take place. I am advised that the Health Board have agreed the final draft as it just awaiting legal sign off to allow the costs incurred to be recovered. I am happy to confirm this directly and also provide a final approved copy of the collaboration agreement when signed. This will also include confirmation of the final costs involved although this aspect will not be known until sometime after final completion due to the need to capture all costs involved by the contractors

**2. Ensure that discussion is held with the Health Board / Welsh Government about the possible permanence of the facility, beyond the current emergency, as necessary additional health capacity.**

I fully endorse this recommendation and have personally actively promoted the retention of the facility on a permanent basis. This is of course a matter for the Health board Welsh Government and the current leaseholders to agree, but the Council will continue to advocate its retention for the reason stated.

I trust this answers the questions posed and thank you again for taking the time to carry out the pre decision process on such an important project

Yours sincerely

A handwritten signature in black ink, appearing to be 'Rob Stewart', written in a cursive style.

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