



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Cabinet

At: Remotely via Microsoft Teams

On: Thursday, 15 April 2021

Time: 2.00 pm

Chair: Councillor Rob Stewart

Membership:

Councillors: R Francis-Davies, L S Gibbard, D H Hopkins, E J King, A S Lewis, C E Lloyd, J A Raynor, A H Stevens and M Thomas

Also Invited: A Pugh

Watch Online: <http://bit.ly/3rMVtTe>

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

You are welcome to speak Welsh in the meeting.

Please inform us by noon, two working days before the meeting.

Agenda

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2. Disclosures of Personal and Prejudicial Interests. www.swansea.gov.uk/disclosuresofinterests	
3. Minutes. To approve & sign the Minutes of the previous meeting(s) as a correct record.	1 - 8
4. Announcements of the Leader of the Council.	
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.	Councillors' Question Time.	
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Next Meeting: Thursday, 20 May 2021 at 10.00 am

Huw Evans

Huw Evans
Head of Democratic Services
Wednesday, 7 April 2021

Contact: Democratic Services - Tel: (01792) 636923

Agenda Item 3.



City and County of Swansea

Minutes of the **Cabinet**

Remotely via Microsoft Teams

Thursday, 18 March 2021 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

R Francis-Davies
A S Lewis
J A Raynor

Councillor(s)

D H Hopkins
C E Lloyd
A H Stevens

Councillor(s)

E J King
A Pugh
M Thomas

Officer(s)

Jeffrey Dong
Huw Evans
Adam Hill
Tracey Meredith
Helen Morgan-Rees
Phil Roberts

Deputy Chief Finance Officer / Deputy Section 151 Officer.
Head of Democratic Services
Deputy Chief Executive / Director of Resources
Chief Legal Officer / Monitoring Officer
Director of Education
Chief Executive

Also present

Councillor(s): L S Gibbard

Apologies for Absence

Councillor(s): - Nil

90. Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interest(s) were declared:

- 1) Councillor C E Lloyd declared a Personal & Prejudicial Interest in Minute 97 "Annual Review of Charges (Social Services) 2020/21" and stated that he had dispensation from the Standards Committee to Stay, Speak and Vote on matters relating to Social Services.
- 2) Councillor J A Raynor declared a Personal & Prejudicial Interest in Minute 98 "Local Authority Governor Appointments" and stated that she had dispensation from the Standards Committee to Stay, Speak but Not Vote on matters relating to the Appointment of Local Authority Governors.
- 3) Councillor A S Lewis declared a Personal & Prejudicial Interest in Minute 98 "Local Authority Governor Appointments" and withdrew from the meeting prior to its consideration.

- 4) Councillor E J King declared a Personal Interest in Minute 100 "Community Asset Transfer - Swansea Community Farm".

91. Minutes.

Resolved that the Minutes of the meeting(s) listed below be approved and signed as a correct record:

- 1) Cabinet held on 18 February 2021.

92. Announcements of the Leader of the Council.

The Leader of Council made no announcements.

93. Public Question Time.

No questions were asked.

94. Councillors' Question Time.

No questions were asked.

95. Urgent Item

The Leader of the Council stated that pursuant to paragraph 100B (4)(b) of the Local Government Act 1972, he considered that the "Business Rates (£500,000 & Under) - Temporary Rate Relief Scheme (Wales) 2021/2022" should be considered at the meeting as a matter of urgency.

96. Business Rates (£500,000 & Under) - Temporary Rate Relief Scheme (Wales) 2021/2022

Reason for Urgency: Welsh Government introduced this Temporary Rate Relief Scheme recently and it needs to be adopted prior to the start of the Financial Year 2021/22 so as to allow time for Officers to make the necessary billing arrangements so net bills can be issued promptly prior to end of financial year.

The Chief Finance Officer (Section 151 Officer) submitted a report that provided information and sought consideration of adopting the temporary Retail, Leisure and Hospitality Rates Relief Scheme relating to Business Rates (£500,000 & Under), introduced by Welsh Government for the financial year 2021/22.

Resolved that:

- 1) The details of the scheme in the report be noted.
- 2) The rate relief scheme and the application process outlined in the report be adopted for 2021/22.

97. Annual Review Of Charges (Social Services) 2020/21.

The Cabinet Member for Adult Social Care & Community Health Services submitted a report that reviewed the Social Services Charging Policy.

Resolved that:

- 1) The findings of the annual review of changes be accepted, and that no new service charges will be applied in 2021/22.
- 2) An inflationary increase of 1.75% be applied to all social services charges to come into effect on 1 April 2021/22.
- 3) The charges for community alarm services remain the same, and are to be considered as part of a corporate commissioning review.
- 4) The list of social services charges apply from 1 April 2021, for the year 2021/22.
- 5) The new List of charges 2021/22 as set out in Appendix A of the report be agreed, and appended to the Council's Charging Policy (Social Services).

98. Local Authority Governor Appointments.

The Local Authority Governors Appointment Group submitted a report, which sought approval of the nominations submitted to fill Local Authority (LA) Governor vacancies on School Governing Bodies.

Resolved that:

- 1) The following nominations recommended by the Director of Education in conjunction with the Cabinet Member for Education Improvement, Learning & Skills be approved:

1)	Birchgrove Primary School	Scott Williams
2)	Gendros Primary School	Peter Meehan
3)	Gorseinon Primary School	Cllr Kelly Roberts
4)	Morrison Primary School	Cllr Yvonne Jardine
5)	Morrison Primary School	Cllr Andrea Lewis
6)	Pontarddulais Primary School	Cllr Kevin Griffiths
7)	Ysgol Pen y Bryn	Edward Alan Pitt
8)	Ysgol Pen y Bryn	Raymond Brown
9)	Penyrheol Comprehensive School	Peter Wilcox

99. Increased Planned Places at Ysgol Pen-y-bryn.

The Cabinet Member for Education Improvement, Learning & Skills submitted a report that sought approval to consult on a proposal to increase the planned places at Ysgol Pen y Bryn from January 2022.

Resolved that:

- 1) Approval be given to consult on increasing the planned places at Ysgol Pen y Bryn from January 2022.
- 2) The responses following the consultation period be considered.

100. Community Asset Transfer – Swansea Community Farm.

The Cabinet Member for Supporting Communities submitted a report that sought approval to grant Swansea Community Farm a new 35 year lease at a peppercorn rent which is less than best value.

Resolved that:

- 1) A new 35 year lease at a peppercorn rent be granted to Swansea Community Farm and the Director of Place negotiate and settle the detailed terms of the proposed lease / appropriate agreement and to instruct the Chief Legal Officer to finalise the legal documentation.

101. Disabled Facilities & Improvement Grant Programme 2021/22.

The Cabinet Member for Homes, Energy & Service Transformation submitted a report that provided details of the Disabled Facilities & Improvement Grant Programme and sought approval to include schemes in the 2021/22 Capital Programme. The report also sought to comply with Financial Procedure Rule 7 “Capital Programming and Appraisals) - to commit and authorise schemes as per the Capital Programme.

Resolved that:

- 1) The Disabled Facilities & Improvement Grant Programme as detailed in the report, including its financial implications, be approved and included in the 2021/22 capital budget.

102. FPR7 Capital Allocation to Highway Infrastructure Assets 2021-22.

The Cabinet Member for Environment Enhancement & Infrastructure Management submitted a report that confirmed the Capital Work Programme for highway infrastructure assets.

Resolved that:

- 1) The proposed indicative allocations, together with the Financial Implications set out in Appendix A of the report, be approved and included in the Capital Programme.
- 2) Authority be delegated to the Head of Service for Highways and Transportation with the agreement of the Cabinet Member for Environment Enhancement and Infrastructure Management to prioritise, finalise and

allocate funding to the appropriate schemes in line with the prioritisation approach detailed in this report.

103. Building Capital Maintenance Programme 2021/22.

The Cabinet Member for Economy, Finance & Strategy submitted a report that sought to agree the schemes to be funded through the Capital Maintenance Programme.

Resolved that:

- 1) The proposed capital maintenance schemes as listed in Appendix A of the report be approved.
- 2) The schemes and their financial implications as identified in Appendix C of the report be authorised and included in the Capital Programme.

104. Black Lives Matter Response of Place Review.

The Cabinet Member for Investment, Regeneration & Tourism submitted a report that provided an update on the outcomes of the Review previously commissioned as a result of the Black Lives Matter Motion to Council and sought endorsement for the subsequent recommendations.

Resolved that:

- 1) The findings of the review be noted and the Head of Cultural Services be authorised, in consultation and collaboration with the relevant Cabinet Members, to:
 - a) Commission interpretation where the place name is identified as having links to exploitation or the slave trade, via QR or other information tools.
 - b) Direct the further research required of the Working Group in exploring information and references, including new material as it comes forward, as well as new proposals for inclusion gleaned through collaboration and consultation with the community and their representatives.
 - c) Endorse the positive action of an invitation for responses that reflect all our communities and individuals of all backgrounds and abilities, including black history, LGBTQ+, cultural and ethnic diversity, in future commissions for the city's arts strategy, events and creative programmes, blue plaque and other cultural activities.
 - d) Compile and continuously refresh the list of names included in Appendix B of the report, in collaboration with community representatives, to be published and updated, as a reference tool for current and future opportunities in destination / street naming.

- 2) Future decisions relating to destination / street naming be delegated to the Heads of Service for Planning & City Regeneration, Cultural Services and Highways & Transportation in consultation with the relevant Cabinet Members.

105. Swansea Economic Recovery Action Plan.

The Cabinet Member for Economy, Finance & Strategy submitted a report that sought to approve the Swansea Economic Recovery Action Plan, which is a working document setting out the actions the Council needs to take to support the recovery of the local economy from the covid-19 pandemic.

Resolved that:

- 1) The Swansea Economic Recovery Action Plan be approved.

106. School Improvement – Future Regional Arrangements.

The Cabinet Member for Education Improvement, Learning submitted a report that sought permission to defer withdrawal from the Regional School Improvement Service (ERW) from 31 March 2021 to 31 March 2021.

Resolved that:

- 1) Cabinet notes that since serving notice to withdraw from ERW the work around a new footprint and model for regional school improvement has not been progressed to enable a smooth transition to a new model by 31 March 2021.
- 2) Cabinet notes that any new model for school improvement is likely to need legal changes to governance arrangements which will not be in place by 31 March 2021.
- 3) Cabinet agrees to therefore withdraw the notice to withdraw served on 20 March 2020 and remain in ERW until 31 August 2021.
- 4) The Director of Education and Chief Legal Officer be delegated authority to enter into any Deed of Variation necessary to ensure any change to withdrawal arrangements or any other necessary amendments approved by the Joint Committee.

107. Business Rates (Over £500,000) – Temporary Rate Relief Scheme (Wales) 2020/21.

The Chief Finance Officer (Section 151 Officer) submitted a report providing information and sought consideration of the adoption of a new temporary Enhanced Hospitality and Leisure Rates Relief Scheme (EHLRRS) relating to the Non-Domestic Rates due in respect of very large hospitality, leisure and tourism properties, which the Welsh Government has introduced for the financial year

2020/21. This supplements the previously announced Retail, Leisure and Hospitality Rates Relief Scheme adopted by the Council on 18 June 2020.

The Leader of Council stated that the Council received notification on 16 March 2021, that the Welsh Government had extended this rate relief scheme for the year 2021/22. An amended report had been circulated reflecting the small differences in guidance for the 2021/22 relief and a revised recommendation that Cabinet adopt this scheme for both 2020/21 and 2021/22.

Resolved that:

- 1) The details of the scheme as outlined in the report be noted.
- 2) The rate relief scheme and the application process outlined in the report be adopted for 2020/21 and 2021/22.

108. Exclusion of the Public.

Cabinet were requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendations to the report(s) on the grounds that it / they involve the likely disclosure of exempt information as set out in the exclusion paragraph of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 relevant to the items of business set out in the report(s).

Cabinet considered the Public Interest Test in deciding whether to exclude the public from the meeting for the item of business where the Public Interest Test was relevant as set out in the report.

Resolved that the public be excluded for the following item(s) of business.

(Closed Session)

109. Update Management Report on Swansea Airport.

The Cabinet Members for Delivery & Operations submitted a report that provided an update on current activities at Swansea Airport because of the longstanding issues highlighted by the Civil Aviation Authority (CAA) & Health & Safety Executive (HSE). A report was previously presented to Cabinet on 19 March 2020. This current report sought to provide an updated position, illustrating the significant progress made to date, including the outcome of an independent audit report that the Authority has recently commissioned.

Resolved that the recommendations as detailed in the report be approved.

110. FPR7 - The Welsh Government Targeted Regeneration Investment Programme 2018-21 Update.

The Cabinet Members for Investment, Regeneration & Tourism submitted a report that to comply with Financial Procedure Rule 7 “Capital Programming and Appraisals” to commit and authorise the addition of new schemes to the Capital Programme.

Resolved that the recommendations as detailed in the report be approved.

The meeting ended at 11.07 am

Chair

Call In Procedure – Relevant Dates	
Minutes Published:	18 March 2021
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 23 March 2021
Decision Comes into force:	24 March 2021

Agenda Item 7.



Report of the Local Authority Governor Appointment Group

Cabinet – 15 April 2021

Local Authority Governor Appointments

Purpose:	To approve the nominations submitted to fill Local Authority Governor vacancies in School Governing Bodies
Policy Framework:	Local Authority (LA) Governor Appointments Procedure (Adopted by Council on 26 October 2017)
Consultation:	Access to Services, Finance, Legal
Recommendation(s):	It is recommended that: 1) The nominations recommended by the Director of Education in conjunction with the Cabinet Member for Education Improvement, Learning and Skills be approved.
Report Author:	Gemma Wynne
Finance Officer:	Chris Davies
Legal Officers:	Stephen Holland/Stephanie Williams
Access to Services Officer:	Catherine Window

1.0 The nominations referred for approval

1.1 The nominations are recommended for approval as follows:

1. Townhill Primary School	Cllr Cyril Anderson
2. Trallwn Primary School	Miss Sara Cook Mr John Williams
3. YG Bryntawe	Mr Richard Taylor

2.0 Financial Implications

2.1 There are no financial implications for the appointments; all costs will be met from existing budgets.

3.0 Legal Implications

3.1 There are no legal implications associated with this report.

4.0 Equality and Engagement implications

The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

4.1 There are no equality and engagement implications associated with this report.

Background papers: None

Appendices:

Appendix A - Equality Impact Assessment Form

Equality Impact Assessment Screening Form – Appendix A

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact the Access to Services team (see guidance for details).

Section 1

Which service area and directorate are you from?

Service Area: Education

Directorate: People

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

(b) Please name and describe here:

Appointing Local Authority governors to schools in Swansea

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (L)

(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...?

Because they need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an internal basis i.e. Staff
<input type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (L)

Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race (including refugees) →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Q4 WHAT ENGAGEMENT / CONSULTATION / CO-PRODUCTIVE APPROACHES WILL YOU UNDERTAKE?

Please provide details below – either of your planned activities or your reasons for not undertaking engagement

This activity does not require consultation

Equality Impact Assessment Screening Form – Appendix A

Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?

High visibility <input checked="" type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility <input type="checkbox"/> (L)
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(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?
(Consider the following impacts – legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/> (H)	Medium risk <input type="checkbox"/> (M)	Low risk <input checked="" type="checkbox"/> (L)
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Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes x No If yes, please provide details below

Q7 HOW DID YOU SCORE?
Please tick the relevant box

MOSTLY H and/or M → HIGH PRIORITY → EIA to be completed
Please go to Section 2

MOSTLY L → LOW PRIORITY / NOT RELEVANT → Do not complete EIA
Please go to Q8 followed by Section 2

Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.

There are no equality and engagement implications associated with this process. Under the Government of Maintained Schools (Wales) Regulations 2005, it is a statutory requirement for all schools to have Local Authority governors who are appointed by the Direction of Education in conjunction with the Cabinet Member for Education Improvement, Learning and Skills. The Councillor(s) representing the ward(s) in the catchment area of the schools', the Headteacher and Chair of governors views will be sought to input into the decision-making and recommendations are taken to Cabinet for ratification as agreed by the Council Constitution.

Section 2

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

Screening completed by:
Name: Gemma Wynne
Job title: Governor Support Officer
Date: 25/03/21
Approval by Head of Service:
Name: Kate Phillips
Position: Interim Head of Service, Achievement and Partnership
Date: 25/03/21

Agenda Item 8.



Report of the Cabinet Member for Investment, Regeneration & Tourism

Cabinet – 15 April 2021

Leisure Partnerships Annual Report 2019/2020

Purpose:	To advise Cabinet of the partnership operations of key facilities within the Cultural Services portfolio
Policy Framework:	Creating an Active and Healthy Swansea; City of Sport; Medium Term Financial Plan
Consultation:	Legal, Finance, Access to Services.
Report Author:	Jamie Rewbridge
Finance Officer:	Aimee Dyer
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar
For Information	

1. Introduction

- 1.1 A report on the performance of partner operators of key Council facilities within the Cultural Services portfolio is reported annually.
- 1.2 This report details some of the key partnership arrangements in providing leisure and cultural services for the benefit of the residents and visitors to Swansea during 2019/2020 and identifies some significant achievements during the year along with some issues and challenges. Where available, reporting performance outturns for the previous period have been retained in the report for comparative purposes for these key partnerships.
- 1.3 The key arrangements outlined within this report include.
 - 1.3.1 Wales National Pool Swansea (WNPS)
 - 1.3.2 Leisure Centres – Freedom Leisure
 - 1.3.3 Plantasia – Parkwood Leisure
 - 1.3.4 National Waterfront Museum Swansea (NWMS)

1.3.5 Other high level information for Partnership facilities at:
Swansea Tennis Centre & Swansea Bowls Stadium

- 1.4 Each partnership has differing arrangements regarding reporting, monitoring and data collation. This report includes performance information for each partner and is an attempt to bring together the key financial and usage information to demonstrate the overall performance of each operation.
- 1.5 The data includes information on key income drivers, overall expenditure including staffing costs and repairs, net cost / profit and associated costs to the Council.
- 1.6 Due to the timings and financial years of all the partnerships, not all figures presented are the externally audited accounts, but represent the internal out-turns agreed with respective organisations.
- 1.7 The reporting period is 2019/20, but this report recognises that some partners financial year ended later than 31st March 2020. Each partners financial year is highlighted with an explanation of how it differs from the Councils financial years within each subsection.
- 1.8 Whilst the report highlights the 2019/20 financial year, the onset of the coronavirus pandemic is important to note. Depending on the partner and their reporting period, the coronavirus pandemic will have impacted their performance to a greater or lesser extent. Separate reports outlining the implications on the partners and requests for additional financial assistance have been put forward and acted on by the Council. Whilst the easing of the restrictions into 21/22 is likely, the impact of continued reductions in performance is likely and subsequent reports to Cabinet will highlight specific issues as required.
- 1.9 Overall usage of the facilities is shown and in general is presented as total usage by all users, including repeat visits. Membership information generally represents the number of enrolled members through a subscription.
- 1.10 Key service outcomes, highlights and snap shots from each partner during 2019/2020 have been included for information. However, the primary purpose of the report remains to evidence partner performance from a financial and quantitative perspective.

2. Wales National Pool Swansea

- 2.1 The partnership arrangement at WNPS is based on a tri-partite agreement between the Council, Swansea University and Wales National Pool Swansea Limited, underpinned by lease and management agreements.
- 2.2 WNPS operates within a financial year that is aligned to the University, therefore runs August 2019 to July 2020 within this report, as opposed to

the Councils, which runs April to March. The out-turn reflects the WNPS pools financial year and the contributory Council costs in their operating period.

- 2.3 WNPS is a not for profit organisation and is managed by a board of directors including three Council members and three University representatives, chaired by Anne Ellis MBE, with advice given by the Head of Cultural Services, and the University Financial Accounting Manager. The current Council representatives are Councillors Mark Child, Robert Francis-Davies, and Robert Smith.
- 2.4 Day to day management is through the General Manager who reports to the Board. The General Manager is supported by a Management Group with representation by the Council and Swansea University Officers.
- 2.5 The funding of WNPS is on a 50% share of net cost after income received, by both the Council and Swansea University. As part of the agreement, Swansea Council also provides the schools swimming programme under a Service Level Agreement (SLA), devolved funding for the Free Swimming Initiative (FSI) under the Welsh Governments Free Swim grant and support towards Swim Swansea's programme costs for use of the facility.
- 2.6 Performance at the start of the year was positive with a number of planned initiatives to improve the service to the customers and make the business more efficient, improve user experience and drive income
- 2.7 The second part of the year did not go as planned due to the Covid-19 pandemic, which impacted performance, reflected in the significantly reduced levels of income. Within the reporting period WNPS was closed from the 21st March 2020 to the 31st July 2020, incorporating 4 months of the financial year. Costs were managed with cuts in discretionary spend in areas such as maintenance but not all costs could be mitigated. Significantly, income was still down by 33% on the previous year causing a 20% increase in partner contributions overall.
- 2.8 Staff costs in 2019/20 were £1,009,493 however a number of employees were furloughed under the Job Retention Scheme for the period the facility was closed. WNPS took advantage of the Governments furlough grant receiving £144,634, reducing WNPS's actual cost of staffing to £864,859.
- 2.9 Due to the 4-month closure as a result of the pandemic total visitor numbers were significantly impacted and down 42% on the previous year.
- 2.10 2019/20 was due to see the new Leisure Management System go live, which has an overall objective to improve customer journey, bookings, memberships and other communication features, linking its neighbouring facilities within the wider Swansea Bay Sports Park. Its implementation has now been delayed due to the pandemic and will go live in early 2021.

- 2.11 A number of maintenance projects were undertaken through the period, including upgrades to the heating and ventilation system and the installation of variable speed drives, which provide better control over the ventilation and will allow for 100% fresh air to circulate the pool hall/building. The training pool has benefited from a new pump and refurbishment of its filter, and changes have been made to the acid dosing system to improve water quality.
- 2.12 It is anticipated that post Covid-19, WNPS will see more significant utility savings as a result of the upgrades.
- 2.13 Due to the pandemic and significant increases in partner subsidy, it was agreed at WNPS Board that there would be no allocation to the sinking fund during 2019/20 to limit revenue liabilities.
- 2.14 In 2019/20 the Welsh Government implemented changes to the Free Swim Grant for the Free Swimming Initiative (FSI) and the level of funding provided was reduced by 50%. These changes were likely to have most impact on participation across the over 60's who previously enjoyed free swimming during all public times. The changes meant that focus needed to change to other priority target groups such as U16 and those in poverty.
- 2.15 Despite the free swimming offer significantly reducing for over 60s, the amended offer was generally well received by the impacted customers, with excellent communication and customer service provided by staff at WNPS. The creation of a new Silver Swim membership at reduced rates resulted in a high level of take up of the new membership, meaning that over 60s could still swim at their chosen times/days but as part of a membership scheme.
- 2.16 WNPS have Service Level Agreements with the University and the Council for many support services. Through the SLA arrangements, the Council provides support for delivering HR, Payroll, PR/Media and Water Safety.
- 2.17 In addition to the regular swimming and lifesaving events, in September 2019 WNPS hosted the Water Polo North Sea Cup, which saw players from across the whole of the UK participate in the event
- 2.18 The pandemic has provided a wide range of challenges operationally with a reduced team to save costs, however through retained staff working remotely or on site during the first lockdown, staff worked incredibly hard facing the tasks of adapting to new ways of working and interpreting evolving guidance in preparation of reopening safely.
- 2.19 WNPS reopened to elite swimmers ahead of the wider public reopening of leisure facilities. Through a commercial arrangement and its relationship with Swim Wales, WNPS continues to support access for the Swim Wales team and this has continued through subsequent lockdowns/firebreaks. This has further highlighted the importance of this National facility and its key contribution of facilitating elite sport.

2.20 **Wales National Pool Swansea Performance**
Table 1

WNPS	2018/19	2019/20
Recreational Swim	£354,558	£227,417
Aqua School	£289,160	£176,629
Other Income	£677,898	£480,534
Total Income	£1,321,616	£884,580
Staff Costs	£950,754	£1,009,493**
Furlough grant	£0	(£144,634)
Repairs & Maintenance	£213,828	£117,292
Other Expenditure	£761,296*	£727,377*
Sinking Fund	£81,391	£0
Total Expenditure	£2,007,269	£1,709,528
Net Cost / (Surplus)	£685,653	£824,948
Council Contribution	£342,826	£412,474

Visitor numbers	240,429	138,577

*includes equipment depreciation

**offset by HMRC furlough recovery grant (80%) = £1444,634

3. Leisure Centres – Freedom Leisure Ltd

- 3.1 The operation of the LC and the Community Leisure Centres (Penlan Leisure Centre, Penyrheol Leisure Centre, Morryston Leisure Centre, Bishopston Sport Centre, Cefn Hengoed Leisure Centre and Elba Sports Complex) were transferred under a partnership arrangement to Freedom Leisure Ltd on the 1st of October 2018. The contract is for 19.5 years. This report details their first full year in operation. Data from their first 6 months of operating 1st October 2018 to 31st March 2019 has been included in table 3 for information. Freedom operate within the same financial year as the Council.
- 3.2 Each facility has slightly different arrangements in relation to proposed legal occupancy; The LC, Penlan Leisure Centre, Penyrheol Swimming Pool and the Elba Sports complex operated under a fully repairing lease as Freedom have exclusivity for their main use. The remaining dual school use facilities are to be under licences to operate or partial leases owing to the joint use nature of the buildings where it is not possible to provide exclusivity.
- 3.3 £5.16M Capital Investment was approved through prudential borrowing and a number of key major project works have been completed. To highlight a few of the works, 2019/20 saw the opening of new gym facilities, studios and reception areas at Bishopston, Penyrheol, Penlan and Morryston.
- 3.4 Penyrheol and Morryston have undergone significant improvements to upgrade the pool wet-side changing rooms and Penlan has benefited from a new Costa Coffee Café which has been incorporated into the newly remodelled reception area. Facilities have received an uplift to general décor throughout and extensive dilapidation works have been carried out.
- 3.5 The Council has worked with Freedom Leisure as part of the project team and some original proposed works have needed to be revised owing to pressures on the budget due to increased cost and unanticipated dilapidations. Work to improve the LC catering and waterpark have for now been reallocated to other areas where there was a greater need, such as new roofs and roof repairs at Penlan and Morryston. With schemes still ongoing, best value is being sought to ensure that the remaining funds are

directed most appropriately by Freedom into the facilities for long term sustainability.

- 3.6 Energy saving projects across the portfolio have been completed and reductions in energy consumption at sites is being realised. The projects include LED lighting within the sports halls, solar panels at Penlan and Morryston, low-flow showers at the LC along with new boilers at Penyrheol & Penlan. Air handling improvements in changing areas and the commissioning of the combine heat and power unit at Penlan.
- 3.7 Freedom funding to further develop the detailed design and planning phases for a new 3G barn and improved school and community leisure facility at Cefn Hengoed, with support from a number of key funding sources continues to progress. Key stages through 2021-22 will see further progress including application for planning and tendered costs being understood for a significant improvement to the leisure and PE offer at the site.
- 3.8 Across the Freedom sites, visitor numbers in 2019/20 were just short of 2 million and indication of a success and achievement for Freedom Leisure's first full year of operating. Gym memberships at 31st March 2020 stood at a new high of 9,012 members across the contract, an increase of 14% compared to the previous year.
- 3.9 March 2020 performance was significantly impacted with a full closure due to the pandemic, but was felt through the earlier months of 2020 as speculation of the virus grew and income and footfall started to reduce prior to government announcements. Despite the pandemic impact, Freedom Leisure exceeded bid income expectations by £98k and year-end accounts saw an operating surplus of £26k. Memberships and swimming were key contributors to this. Operating surplus' are recorded as part of the contract monitoring, with agreements for determining the sharing of cumulative years surplus' through the contractual term of the partnership.
- 3.10 In line with their bid submission and contractual terms, a management fee of £1,923,370 was paid to Freedom Leisure for 2019/20.
- 3.11 Citywide membership "One City, One Membership" launched on the 1st October 2019. This was achieved earlier than the original commitment of January 2020. Take up has seen a steady growth in members.
https://www.youtube.com/watch?v=_Qrq78loQdE
- 3.12 A new direct debit option and pricing structure for the Learn to Swim programme was implemented and well received across all sites. New sessions were developed within an expanding programme and there continues to be good growth within the programme. 2019/20 saw a 20% increase on participation in comparison to the previous year with 1,953 learn to swim uses enrolled.

- 3.13 Freedoms Active Communities Plan (Swansea) continued to develop and is considered to be fully aligned to the Wellbeing of Future Generations Act 2015 and the current Swansea Corporate Priorities and Wellbeing Objectives 2018-2022.
- 3.14 2019/20 has seen pre-existing programmes strengthen across the facilities, half term camps evolve and new partnership programmes such as 'Friday Night Kicks' introduced at both Penlan and Morriston. Working with the Councils Sport and Health Team, the Us Girls programme continues to grow and attracted both local and national media interest over the summer months and is offered at three of the councils leisure facilities operated by Freedom.
- 3.15 The LC continues to rank in the top 5 in Europe and holds the Travellers Choice and Centre of Excellence awards for 2019.
- 3.16 From a staffing perspective, Freedom have added three brand new permanent employee roles to the establishment which will be critical in supporting the business plan moving forward. Two new sales posts in Swansea East and West and a new contract wide marketing executive.

3.17 **Community Leisure Centre Performance - Per Facility Breakdown**
Table 2

	LC	Penlan	Penyrheol	Morriston	Bishopston	Cefnhengoed	Elba	Swansea Active Communities
	2019/20	2019/20	2019/20	2019/20	2019/20	2019/20	2019/20	2019/20
Total Income (Excluding Management Fee)	£3,104,418	£1,086,611	£1,016,931	£498,951	£271,944	£60,903	£68,038	£3,455
Total Expenditure	£3,589,396	£1,542,683	£1,282,425	£929,483	£380,847	£178,564	£148,719	£28,529
Management Fee	£325,098	£583,156	£231,519	£436,898	£146,863	£122,508	£77,328	N/A
Total Usage	630,273	359,064	494,403	312,391	109,056	53,532	36,294	N/A
Gym Membership	3,311	2,085	1,894	872	632	218	N/A	N/A
Learn To Swim Membership	218	745	601	389	N/A	N/A	N/A	N/A

3.18 **Community Leisure Centre Performance – Overall Contract**
Table 3

	2018/2019 (1.10.18 – 31.3.19)	2019/2020
Total Income (Ex Management Fee)	£2,901,051	£6,111,251
Total Expenditure	£3,848,590	£8,080,645
Management Fee	£964,596	£1,923,370
Total Usage	971,770	1,995,013
Total Membership	7,757	10,965

4.0 **Plantasia – Parkwood Leisure Ltd**

- 4.1 Parkwood Leisure Ltd were awarded a 15-year contract to operate Plantasia in 2018. They took over the operation from the Council on the 1st of February 2019.
- 4.2 Parkwood Leisure operates on a financial year that runs January to December, as opposed to the Council's. This report reflects Plantasia's financial year January 2019-December 2019 and the Council costs in that period.
- 4.3 Following the contract award, mobilisation and facility handover, Plantasia remained closed until April 2019 to complete significant capital improvement works and backlogged maintenance. This was enabled through prudential borrowing from the Council and a sum of £1.1m was agreed under the agreed contractual terms.
- 4.4 The financial information depicted in table 4 below represents January to December 2019, including 11 months of Parkwood managing the facility and 9 months of official trading and operation. The facility officially re-opened to the public on the 13th April 2019.
- 4.5 For comparative purposes, the last full year's operation by the Council was in 2017/2018, which has been presented within table 4. The Council operated the facility in 2018/2019, however operations were largely disrupted due to works being carried to the site and immediate business park by Hammersons, plus was impacted by the closure of the facility from January 2019. 2017/2018 therefore represents the best baseline comparison.
- 4.6 In line with their bid submission and contractual terms a management fee of £181,468 was paid to Parkwood Leisure in 2019.
- 4.7 Including the management fee paid above, Parkwood Leisure provided an outturn showing an operating profit of £74,357 in 2019, representing a strong start to the contract. Operating surplus' are recorded as part of the contract monitoring, with agreements for determining the sharing of cumulative years surplus' through the contractual term, including agreed provisions for continual joint investment into the attraction as a continued priority.
- 4.8 In comparison, the facility was operated by the Council in 2017/18 with an overall Net council subsidy of £275,332.
The cost to the Council in 2017/18 was £93,864 more than what has been provided as the year one management fee, representing a saving of 36% in operating subsidy.
- 4.9 Parkwood had a successful first year (9 months trading) with visitor numbers totalling 77,509, up by 73% when compared to the 17/18 visitor numbers (44,780).

- 4.10 The capital works have enabled an extensive refurbishment and major upgrade to the facility, providing a transformed offer with a more modern and welcoming experience, including physical and virtual interaction opportunities and additional animals to the already varied zoo collection. The existing café space has been transformed into a Rainforest Café to incorporate the theme throughout the facility adding to the improved guest experience from start to finish.
- 4.11 In addition to the £1.1m capital works, Parkwood Leisure invested in the installation of a new economic heating system and the introduction of a plant irrigation system. Cost savings have already been achieved through these upgrades.
- 4.12 Contract mobilisation resulted in 7.5 full time equivalent employees being TUPE transferred to Parkwood Leisure from the Council. Since contract start, Parkwood have recruited an additional 3 full time equivalent employees plus casual workforce.
- 4.13 New positions include a Visitor Attraction Manager, Operations Manager, Zoo and Education Manager and a Zoo and Education officer. All staff have received additional training and have been upskilled to be multi-disciplined to be able to work in different areas of the facility when required. Two members of staff have been enrolled on to a Level 3 Management NVQ.
- 4.14 A programme of themed and relevant events were extremely popular throughout the year, in particular the Dinosaurs in the Jungle events as sell out activities.
- 4.15 Additionally an extensive calendar of events and activities such as ranger trails, animal handling and zookeeper talks are now available daily; these have been introduced in order to increase the customer dwell time, providing an improved overall visitor experience and perceived value for money.
- 4.16 A new schools programme has been developed and an educational outreach programme has been introduced, attracting commercial sponsorship through a partnering with Admiral Insurance.
- 4.17 During 2019 Plantasia was awarded with the following achievements:
- VAQAS Accreditation by Visit Wales
 - Winner of Best New or Renewed Business in the Tourism Swansea Bay Awards
 - Achievement of the Learning Outside the Classroom Award
 - Shortlisted for – Best Tourist attraction in the Swansea Life Awards, Best Family Day Out in the Welsh Hospitality Awards and Best Attraction in the Tourism Swansea Bay Awards

4.18 Plantasia Performance

Table 4

Pantasia	2017/18 (April – March) Swansea Council	2019/20 (Jan – Dec) *Open from April* Parkwood Leisure
Income	£105,393	£445,977
Total Expenditure	£380,725	£553,088
NET expenditure/ Management Fee	£275,322	£181,468
Operating surplus	£0	£74,357*
Total Visitors	44,780	77,509

*Operating surplus' to be shared with the Council as part of contractual arrangements, reviewed on a cumulative and average basis based upon a number of years performance.

5. National Waterfront Museum Swansea

- 5.1 The National Waterfront Museum, Swansea (NWMS), operated by Amgueddfa Cymru-National Museum Wales, first opened to the public in October 2005. The Museum follows an identical financial year to the Council
- 5.2 The Museum is funded through an innovative public-sector partnership between Amgueddfa Cymru and Swansea Council, set up in 1999 to develop the museum and is fully defined in the Operational Agreement signed by both parties on the 6 October 2005. Under the terms of this partnership agreement, Swansea Council contributes a proportion of the museum's annual revenue costs.
- 5.3 The partnership is overseen at a strategic level by a not-for-profit company, NWMS Ltd, the Board of which is made up of three elected members of Swansea Council (Cllrs Robert Francis-Davies, Joe Hale and Erika Kirschner) and three trustees of Amgueddfa Cymru, together with an independent chair (Mr Roy Phelps). Operational issues are monitored by a group of officers from both the Council and Amgueddfa Cymru (the Operational Review Team). Both the Board and Operational Review Team meet at least twice a year.

- 5.4 Since opening the museum has enjoyed a high level of visitor support and this has steadily increased from an average of over 245,000 per year in the three years from 2006 to an average of 275,798 in the three years from 2017/18 (38% higher than was predicted in the original business plan).
- 5.5 By 31 March 2019 the museum had received a record number of annual visits during the previous 12 months, just over 285,000. This good performance is thanks largely to the museum's extensive programme of around 300 events each year and around 20 temporary exhibitions. Another factor in this success is that the museum continues to expand its links and informal partnerships with organisations; educational institutions and communities throughout the Swansea Bay region and beyond, resulting in a range of joint events that help showcase the area's vibrant cultural and intellectual life as well as its industrial heritage.
- 5.6 The onset of Covid-19 in the early months of 2020, resulted in reduced visitor number and eventually led to the museum's temporary closure to the public on 17 March. This reduced the annual figure for 2019/20 to 265,601 visits.
- 5.7 Earned Income in 2019/20 was down 30% on the previous year. There were two main contributors to this. 2018/19 had a high number of one off corporate hire bookings which helped to boost the previous year's income and 2019/20 Quarter 4 was affected from the early stages of the pandemic with the cancellation of exhibits and events from as early as December 2019
- 5.8 Major repairs, renewals and maintenance are the responsibility of Amgueddfa Cymru/National Museum Wales, funded from the Museum's core budget and its ring-fenced Renewals & Refurbishment Fund, as required.
- 5.9 During 2019/2020, a major overhaul was undertaken of the museum's computerised building management system, a detailed specification commissioned for a new CCTV array and a professional review begun of the building's heating and environmental systems.
- 5.10 The GRAFT community garden, occupying the open area between the two wings of the museum building was established in 2018, and has steadily created an attractive space and a dynamic learning facility for both children and adults. Much of the construction of the garden's raised-bed vegetable patches was undertaken by volunteers from a wide range of local community and care groups, overseen by the Swansea artist Owen Griffiths and the museum's Learning Team. Its ongoing maintenance attracts a growing number of volunteers from these organisations. The garden is now equipped with a clay oven, two bee hives and a poly-tunnel. The garden's produce is used for both educational and charitable purposes.

5.11 Some of the highlights in the exhibitions, events and learning programme during 2010/20 have included the following:

- The summer exhibition entitled *Pobl*, which provided a wide-ranging and multi-voiced view of the work of the museum and the many communities and organisations it serves.
- The Swansea Science Festival in October that is run in partnership with Swansea University.
- A joint programme for schools with Swansea Museum and Theatr na nOg throughout the Autumn term, combining drama performances and hands-on learning sessions based on the life of the pioneering naturalist, Alfred Russell Wallace.
- The autumn exhibition, *Innovate*, which celebrated contemporary Welsh scientific technical and design.

5.12 **National Waterfront Museum Swansea Performance (Table 5)**

National Waterfront Museum	2018/19 Actual	2019/20 Actual
National Museum Wales grant	£811,000	£827,000
Welsh Government grant	£550,00	£550,000
CCS contribution	£463,877	£475,776
Earned income	£266,870	£185,704
Total income	£2,091,747	£2,038,000
Staff costs	£1,225,263	£1,254,107
Repairs & maintenance	£324,577	£188,399

Other expenditure	£425,890	£410,850
Total expenditure	£1,975,730	£1,853,356
Carry forward (to)/from Renewals & Refurbishment Fund	(£116,017)	(£184,644)
Total visits	285,148 (Easter = 1 April)	265,601 (Easter = 12 April)

6.0 Other Partnership Facilities

- 6.1 The Local Authority has a number of other successful partnership arrangements with Leisure facilities. The most significant of these are the Swansea Indoor Bowls Centre and Swansea Tennis Centre.
- 6.2 The performance of each of these sites individually indicates a productive partnership with benefits to Swansea Council, our partners and Swansea's residents and visitors.
- 6.3 Each of the key partnerships operate in differing ways in terms of monitoring, data collection and facility operation. The flexible approach allows the partnership to operate in the most appropriate way, given the resources of partners, scale of operation and needs of the customers.

Swansea Indoor Bowls Stadium

- 6.4 Swansea Indoor Bowls enters its 7th year as a limited company. They operate under a fully repairing lease agreement and the Council provides zero subsidy towards the operation of the Bowls Stadium. The Bowls stadium follows the same financial year as the Council.
- 6.5 Income and usage were slightly impacted by the early stages of the Covid-19 pandemic with the stadium having to close for business on the 17th March 2020.
- 6.6 Whilst the club reported losses in 19/20, these were considerably less than in 18/19. Had it not been for the early closure, the stadium predicted they would have ended the year above their 2018/19 income and usage figures.
- 6.7 Membership as at the 31st March 2020 was 648 members. The Stadium continues to attract new members, 58 of the current memberships in that period were new and the majority of these joined after going through the Stadium's coaching clinics which have proven to be very popular.

- 6.8 The Stadium's leagues continued to flourish in both the winter and summer. Swansea Indoor Bowls Stadium remains the only stadium in Wales that runs a comprehensive summer league programme that is open to both members and non-members.
- 6.9 During 2019/20 Swansea Indoor Bowls Stadium entertained touring teams from Hereford County Bowls Club, London Welsh Bowls Club and Melton and District Bowls Club from Leicester.
- 6.10 During October 2019 the Stadium hosted a double rink tournament with participants from clubs in Jersey, Scotland and Ireland as well as the Stadiums own members.
- 6.11 The stadium saw some success with two members winning the Welsh Men's over 60's Pairs Title and the Men's over 60's team reached the final of the National Championships. Unfortunately, due to the pandemic the final is yet to be played.
- 6.12 The board continues to invest heavily in the upkeep of the stadium. The work which started in 2018/19 on the stadium's air handling and heating units has been completed. This was a significant capital investment for the future of the stadium.
- 6.13 In 2019/2020 all electronic rink score boards and totaliser boards were replaced and the CCTV system received an upgrade adding additional cameras. New computers and printers were also purchased for the facility administration.

Swansea Tennis Centre

- 6.14 Tennis Swansea 365 Ltd (TS365) are the operators of Swansea Tennis Centre. They operate under a fully repairing lease and the Council provide zero subsidy towards the operation of the facility.
- 6.15 TS365 provide a sustainable business model and service, delivering indoor, outdoor and outreach Tennis development within Swansea and for neighbouring counties. The facility has a thriving and busy programme, catering for all ages and abilities and considered as a Regional Performance Centre and are often used as a benchmark or case study for similar facilities across the UK.
- 6.16 TS365 operates on a financial year that runs June 2019 to May 2020, as opposed to the Councils financial accounting period.
- 6.17 The Covid-19 pandemic hit the facility in March 2020 prior to the end of the financial year, impacting revenue and usage. However, prior to the pandemic the facility performed well with 500 participants on the learn to play tennis programmes each term, with organised sessions thriving, recreational court hire in demand and peak court utilisation of over 90%.

Ace Fitness was performing well, as were the schools and outreach/parks programmes.

- 6.18 The Tennis Centre is the host of numerous successful events each year and in the summer of 2019 hosted the 75th Swansea Junior Championships (formally known as the Langland Tournament). Over 112 players took part in the 5-day event.
- 6.19 Overall, the financial performance of the Tennis Centre saw a small loss in 2019/20 with income down 5% on the previous year. However, it is evident that expenditure was tightly monitored and controlled, coming in lower than the previous year.
- 6.20 New court dividers and tennis nets were purchased in 2019/20 to give the courts an upgrade. The divider nets are a bespoke royal blue that match the business logo colour and have provided an uplift to the main hall. The old dividers were donated to a local football club for them to reuse as football nets.
- 6.21 2019/20 saw the return of the Swansea University Tennis Teams at the facility following 5 years of alternate use at David Lloyd Club and Swansea Squash and Racquets Club. The University team have now returned and the Swansea Tennis Centre, now considered their main hub.
- 6.22 **Other Partnership financial information**

Swansea Indoor Bowls Stadium Performance

Table 6

Swansea Indoor Bowls Stadium	2018/19	2019/20
Bowls Income	£94,636	£89,479
Bar & Catering Income	£17,127	£21,905
Other Income	£19,902	£13,488
Total Income	£131,665	£124,872
Staff Costs	£39,295	£43,619

Building and Maintenance	£50,333	£16,318
Other Expenditure	£67,084	£79,706
Total Expenditure	£156,712	£139,643
Total Use	64,796	59,528

6.23 Swansea Tennis Centre Performance

Table 7

Swansea Tennis Centre	2018/19	2019/20
Junior Course Income	£153,423	£132,501
Adult Course Income	£27,216	£22,264
Other Income	£162,176	£171,929
Total Income	£342,815	£326,694
Staff Costs	£116,242	£113,310
Repairs and Maintenance	£5,307	£6,968
Other Expenditure	£220,529	£216,593
Total Expenditure	£342,079	£336,871

Total Ace Fitness Members	2088	1392
Total Usage	68,076	57,985

7.0 Monitoring Arrangements

7.1 Officers will continue to monitor these facilities to ensure that they are complying with the terms of the various agreements and leases that are in place, as well as to ensure that they are contributing towards the objectives of the Council's ambitions as identified in the agreed Policy Commitments. Of particular interest are the contributions made to:

- The City of Sport and Culture
- Well-being of Future Generations
- A Healthy City
- The support of the tourism economy
- Creating an Active and Healthy Swansea

8.0 Summary

8.1 This report identifies the various agreements that are in place with each of the key partners operating Leisure and Cultural Services. The report also highlights the rationale for the variations due to the differing circumstances and requirements of other bodies involved in each partnership.

8.2 With the differing models it is also clear that standardising monitoring and reporting is not straight forward, but measures are taking place to use the accepted good practice, based upon compliance to the relevant agreement and performance management.

8.3 This report is also a mechanism of identifying the successes and challenges and a transparent approach to displaying the delivery of services by the various partnerships, the outcomes and the cost of supplying those services.

8.4 It also demonstrates that the Council is challenging the partners to maintain quality and improved services to which all partners reported are working towards delivering and achieving such improvements.

9.0 Equality and Engagement Implications

9.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

9.2 Our Equality Impact Assessment process ensures that we have paid due regard to the above. Any changes of service or introduction of new services are subject to the Council EIA process. This includes partnership operations of key facilities within the Cultural Services portfolio. EIA's have been or will be undertaken when appropriate.

10.0 Legal Implications

10.1 There are no further legal implications over and above those outlined in the body of the report and any future implications would be subject to separate reports in line with the Councils constitution.

11.0 Financial implications

11.1 There are no further additional financial implications over and above those outlined in the body of the report and any future implications would be subject to separate reports in line with the Councils constitution.

Background Papers: EIA Screening Form.

Appendices: None

Agenda Item 9.



Joint Report of the Cabinet Member for Environment Enhancement & Infrastructure Management and Cabinet Member for Homes, Energy and Service Transformation

Cabinet – 15 April 2021

FPR7 – Local Transport Fund, Ultra Low Emission Vehicle Transformation Fund and Active Travel Fund Grants 2021/22

Purpose:	<p>To approve the funding application for Local Transport Fund (LTF) Ultra Low Emission Vehicle Transformation Fund (ULEVTF) and Active Travel Fund (ATF), and seek delegated approval upon receipt of grant award letter to Director and Cabinet Member for expenditure on the associated projects in 2021/22.</p> <p>To comply with Financial Procedure Rule No. 7 (Capital Programming and Appraisals): to commit and authorise schemes in the Capital Programme.</p>
Policy Framework:	Joint Transport Plan for South West Wales (2015 – 2020)
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	<p>It is recommended that:</p> <ol style="list-style-type: none">1) Cabinet approve the grant funding applications, and assign delegated authority to the Cabinet Members and Director of Place, to accept the grant funding upon receipt of grant award letter and that the LTF, ULEVTF and ATF schemes, together with their financial implications are included in the capital programme for 2021/22.
Report Author:	Chloe Lewis
Finance Officer:	Ben Smith
Legal Officer:	Caritas Adere
Access to Services Officer:	Rhian Millar

1.0 Introduction / Background

- 1.1 A funding bid for the Local Transport Fund, the Ultra Low Emission Vehicle Transformation Fund and Active Travel Fund (LTF, ULEVTF and ATF) was originally submitted to the Welsh Government on 29th January 2021 in accordance with guidance from the Welsh Government.
- 1.2 The guidance stated that there was an indicative funding allocation of £68million for the Local Transport Fund, the Ultra Low Emission Vehicle Transformation Fund and Resilient Roads Fund, and a further £50million for the Active Travel Fund for FY2021/22. The guidance provided a further breakdown of the ATF funding, advising of the pre-defined allocations to each local authority under its core allocation for 2021/22, totalling £14million.
- 1.3 This funding is available to all Welsh Local Authorities. The Welsh Government elected not to set a maximum value for each scheme, but rather elected to set banded scoring criteria, with higher values attracting a lower point allocation. Whilst match funding is not a requirement of the funding bids, it was made clear that those schemes that benefited from match funding would be more likely to receive an allocation.
- 1.4 This report seeks the retrospective approval of Cabinet for the submission of the LTF, ULEVTF and ATF grant applications, and seeks approval that delegated authority be assigned to the Cabinet Member and Director of Place to accept the grant funding for the LTF, ULEVTF and ATF schemes, upon receipt of grant award letter and that the schemes together with their financial implications are approved, and included in the capital programme for 2021/22.
- 1.5 It was not possible to seek approval from Cabinet prior to the submission of the bids because of the limited time granted by the Welsh Government between the invitation and the actual submission date. Approval from the Cabinet Member for Environment Enhancement and Infrastructure Management was however sought and granted prior to the completion of the bids. A separate approval was sought and granted from the Cabinet Member for Homes and Energy prior to the submission of the ULEVTF bid.

2.0 Submitted Bids

- 2.1 The City & County of Swansea submitted eleven bids totalling £13,913,000 and is now awaiting a formal announcement from the Welsh Government as to which of the schemes will be awarded funding in whole or part. The schemes and their bid amounts are shown in the table below:

Table One – Summary of Bids for of LTF, ULEVTF & ATF Bids 2021/22

Scheme	Total LTF/ ULEVTF/ ATF (£k)	Match Funding (£k)	Total Project Costs (£k)
LTF – 00 – South West Wales Metro	677	0	677
LTF – 01 – Baldwins Bridge	4662	0	4662
LTF – 02 – Northern City Link Sustainable Transport Corridor	1190	40	1230
LTF – 03 – Sustainable Transport Improvements	455	0	455
LTF – 04 – Swansea Valley Bus Pilot	180	0	180
ULEVTF – 01 – EV Charging Infrastructure Phase 1B	426	0	426
ULEVTF – 02 – Swansea Central Redevelopment – Charging Hub	140	0	140
ATF – 01 – Swansea Northern Strategic Route	2388	0	2388
ATF – 02 – City Centre Links	1207	0	1207
ATF – 03 – Swansea Valley Links	1391	0	1391
ATF – 04 – Core Allocation	1197	0	1197
Total	13913	40	13953

3.0 Details of Schemes - LTF

3.1 The projects included in the bids for Local Transport Funding 2021/22 are summarised below.

3.2 **South West Wales Metro** – The Welsh Government has charged the City & County of Swansea to develop a concept and business case for a Metro-type system for South West Wales. The City & County of Swansea is acting as the lead delivery partner on a scheme, which has regional significance and is pleased to be working in close partnership with Neath Port Talbot County Borough Council, Carmarthenshire County Council and Pembrokeshire County Council. The South West Wales Metro is expected to provide a transport system that will be imperative to the delivery of the City Region’s aims, objectives and strategic projects.

3.3 This project received £482,000 from LTF in 2020/21, which enabled further continuation of strategy and development work on the South West Wales Metro. The bid for funding for 2021/22 proposes to build upon the work of the previous year to add further detail and vision in the development of a South West Wales Metro for Swansea and its neighbouring Local Authorities.

- 3.4 The £677,000 bid will fund the delivery of the following elements:
- Project Co-ordination
 - Metro Hub Development and Business Case / TfW Rail Business Case Support
 - Bus Business Cases
 - Active Travel Business Cases
 - Transport Modelling
 - Metro Vision and Concept
 - Business Case for Low Emissions Initiatives
- 3.5 **Baldwins Bridge** - The wider Fabian Way Corridor was subject to a Strategic Outline Business Case in 2016/17. The business case appraised the infrastructure needs of the Corridor for the next twenty years and Baldwins Bridge was identified as the most significant infrastructure investment needed for the Corridor.
- 3.6 A bid of £4,662,000 has been submitted to commence the first phase of construction of the Southern Link Road, including active travel provisions along its length. It is proposed that 50% of the new Southern Link Road south of Fabian Way be constructed and enabling work for the new bridge structure commence. In addition, further land acquisition is proposed, as a result of positive ongoing negotiations with landowners during 2020/21. The funding will also assist in progressing the planning application for Baldwins Bridge.
- 3.7 This scheme received funding allocations from the Local Transport Fund in 2016/17, 2017/18, 2018/19 and 2019/20 which has enabled the delivery of an options appraisal, business case, detailed design and land purchase.
- 3.8 The recommended option for this scheme is estimated to cost approximately £32,910,000. It is readily recognised that this is beyond the financial means of the Council at present, and Council Officers have therefore been working in close partnership with Neath Port Talbot CBC and the Welsh Government in order to secure a combined funding solution for this important infrastructure improvement. The bridge has been the subject of considerable design work and a detailed business case was completed in 2017/18.
- 3.9 **Northern City Link Sustainable Transport Corridor** - This proposal will seek to establish a suite of improvements along a key strategic corridor, for journeys originating from the north of Swansea. The Northern City Link Sustainable Transport Corridor will be defined as the corridor from Cadle (A483), running along the entire length of Carmarthen Road, through Dyfatty Interchange, continuing along High Street, terminating on High Street at its junction with Welcome Lane. This corridor has been identified as a key strategic route that requires improvements to reduce public transport journey delay, increase public transport prioritisation, introduce

active travel infrastructure, and provide a realigned junction at Dyfatty to facilitate the integration of transport modes along this important corridor.

- 3.10 The £1,190,000 bid will fund the delivery of the following elements:
- 3.11 **Dyfatty Interchange** – This is one of the busiest and most prominent points of entry into the city centre, with a number of key routes converging here from Junction 47 along Carmarthen Road and Junction 45 along Neath Road. The interchange provides a strategically important junction for multiple modes of transport moving around the City. There is however, no dedicated active travel infrastructure through Dyfatty, which has limited the Council's ability to link active travel routes to the north, with the city centre.
- 3.12 Information from First Cymru Buses also highlights Dyfatty Interchange as a point of high passenger weighted delay, meaning buses with high patronage and frequency are being delayed through the junction. Delays of this nature also occur on Carmarthen Road and High Street, so the project will also identify improvements to reduce passenger delay along the entire corridor, supported by Dyfatty Interchange realignment and priority measures.
- 3.13 It is proposed that funding from the Local Transport Fund would be used to further the development of the junction reconfiguration by completing detailed design, consultation and land purchase.
- 3.14 In addition, construction of a shared use path adjacent to Dyfatty Street, west of Dyfatty Junction is proposed to be delivered as part of the scheme in 2021/22, utilising match funding a S106 contribution from a nearby development. This would link with the recently completed Orchard Street shared use path.
- 3.15 **Carmarthen Road Sustainable Transport** - To establish a feasible and compliant active travel route adjacent to Carmarthen Road between Cadle and Dyfatty Interchange. At its most northerly point, it is anticipated that an active travel route along Carmarthen Road will ultimately link with another proposed route between Cadle and Penllergaer, which in turn connects with the Swansea Northern Strategic Cycle Route.
- 3.16 Public transport improvements are also proposed to be identified for the corridor, to include enhanced passenger waiting facilities and information, together with bus priority measures to reduce passenger delay along this busy arterial route for bus services. The scheme will seek to identify, in partnership with First Cymru, where delays occur and establish options for possible interventions along the corridor.
- 3.17 This project will seek to establish feasibility and design of improvements along Carmarthen Road, alongside extensive consultation on the proposals, in order that these can be taken forward for delivery in future years.

- 3.18 **High Street Sustainable Transport** - This project will focus on active travel and public transport improvements to the south of Dyfatty Interchange, along High Street. The High Street area between Dyfatty Interchange and High Street's junction with Welcome Lane will form the focus area for this element of the Northern City Link Sustainable Transport Corridor.
- 3.19 Design and feasibility of active travel infrastructure connecting High Street with Dyfatty Interchange will also be examined, to establish a preferred solution, providing strategic connectivity to the Railway Station, as well as providing a local active travel route for the many deprived communities adjacent to High Street. Consultation and engagement with the community will also be undertaken to shape and define the proposed designs to be taken forward for delivery in future years.
- 3.20 **Sustainable Transport Improvements** – A funding bid for £455,000 has been submitted to take forward a number of key improvements to support sustainable transport in Swansea. This project will seek to progress a number of sustainable transport improvements across key corridors in the City and County of Swansea. The project will develop plans to improve two key public transport interchanges, Pontarddulais and Gowerton, to enable and sustain future growth and to facilitate transition of journeys from private car to public transport, linking in and remaining cognisant of the proposals of the South West Wales Metro.
- 3.21 Development of an attractive and viable new park and ride proposition serving the north of Swansea would also be investigated. Linked to this is a project to develop bus priority measures for bus services serving a new park and ride site and for those traveling through Swansea Enterprise Park on public transport. This will improve the reliability and efficiency of public transport journey times through this busy corridor.
- 3.22 The project will also seek to deliver cycle parking improvements at key transport hubs.
- 3.23 The final element of the project is to improve signage adjacent to J46 of the M4 raise awareness and signpost private vehicle users to the existing park and share site near to the M4, facilitating car sharing opportunities along the M4 corridor.
- 3.24 This project can therefore be broken down into six key schemes, outlined below:
- Pontarddulais Public Transport Interchange
 - Gowerton Public Transport Interchange
 - Landore Park & Ride Alternative Provision
 - Swansea Enterprise Park Bus Corridor
 - Transport Hub Cycle Parking
 - Park & Share Signage

- 3.25 **South West Wales Metro | Swansea Valley Bus Pilot** - This project will seek to improve public transport journey times and reliability along a key corridor in Swansea.
- 3.26 The project will build on studies being undertaken in 2020/21, which have examined sociodemographic data to identify areas of need, opportunities for improvement and potential for modal shift from car to bus.
- 3.27 Studies will continue in 2021/22 with Transport for Wales (TfW) providing additional resources to take forward the Welsh Transport Appraisal Guidance (WelTAG) Stage 2 study. This work will be complemented by further progression of feasibility and design of two key transport interchanges proposed to be established as part of the package of works in development.
- 3.28 A total of £180,000 has been bid for, which is expected to deliver the following elements:
- Public Transport Hubs Studies
 - Morryston Bus Interchange
 - Mumbles Bus Interchange
 - Bus Corridor Infrastructure Assessment

4.0 Details of Schemes - ULEVTF

- 4.1 **Electric Vehicle Charging Infrastructure | Phase 1B (£426,000)** - The establishment of publicly available chargepoints within the City and County of Swansea is vital in ensuring that Electric Vehicle (EV) charging provision is available and reliable. This will enable those who live, work, visit and travel through the area to have the confidence to purchase and use an EV knowing that a supporting network is in place to facilitate everyday journeys.
- 4.2 The first phase of investment in 2019/20 delivered chargepoints in 12 council owned car parks, establishing an initial strategic network to support the uptake of electric vehicles across Swansea, all providing 100% renewable electricity. It is proposed that additional chargepoints be installed in a number of Council car parks, and on-street in the heart of communities in order to continue the development and availability of chargepoints across the City and County of Swansea.
- 4.3 The location of each proposed EV chargepoint car park has been categorised according to its function and location. The proposed sites for the placement of EV charging infrastructure in this phase are listed below.
- Swansea City Hubs
 - High Street Multi-Storey Car Park - 6 chargepoints
 - The Strand Car Park - 2 chargepoints
 - The Quadrant Multi-Storey Car Park – 2 chargepoints

- Recreation Ground – 6 chargepoints
 - Northampton Lane Car Park – 8 chargepoints
 - Community Hubs
 - Mumbles Hub | The Dairy Car Park – 2 chargepoints
 - Uplands Hub | The Grove (On-Street) – 2 chargepoints
 - Sketty Hub | Eversley Road (On-Street) – 2 chargepoints
 - Killay Hub | Gower Road / Killay Precinct (On-Street) – 2 chargepoints
 - Trip Attractor Hubs
 - Blackpill Car Park – 2 chargepoints
 - Knab Rock Car Park – 2 chargepoints
 - Bracelet Bay Car Park – 2 chargepoints
 - Llangland Bay Car Park – 2 chargepoints
 - Caswell Bay Car Park – 2 chargepoints
 - Port Eynon Bay Car Park – 2 chargepoints
- 4.4 ***Electric Vehicle Charging Hubs – Promotion*** – It is proposed that the above project be supplemented with a complementary element to provide information on ultra-low emission vehicle charging, alongside promotion of the infrastructure that has been installed. This will include provision of information to those living, working and visiting Swansea, new chargepoint hub launches and events, all facilitated by this promotion and communication aspect of the project.
- 4.5 **Swansea Central Regeneration – Charging Hub (£140,000)** - The regeneration of the city centre is expansive. The various elements of the regeneration programme in Swansea are importantly connected by new and sustainable transport corridors. The creation of two new car parks to serve the businesses, entertainment venues and housing developments in the area, are an important part of the offering. Within the newly constructed car parks, the provision of electric vehicle chargepoints will feature heavily.
- 4.6 This project seeks to increase the number of chargepoints in the two new car parks listed below.
- Swansea Central Regeneration – Charging Hubs
 - Central North Car Park – 15 chargepoints
 - Central South Car Park – 10 chargepoints
- 4.7 ***Rapid Charging Hub Concept*** - This project would seek to define a strategy for the provision of a dedicated rapid charging hub in the centre of Swansea, serving a variety of different users. The programme would be split in to various stages in order to establish feasibility, strategy, specification and programme development for a rapid charging hub. Engagement and consultation would also form an important part of this project, in identifying potential users and engaging directly with hackney and private hire vehicle operators in Swansea.

5.0 Details of Schemes - ATF

- 5.1 The Active Travel (Wales) Act (2013) seeks to improve the uptake of walking and cycling for utility journeys across Wales. The Welsh Government has therefore allocated £50million across Wales in 2021/22 to support the development and delivery of schemes.
- 5.2 The projects included in the bids for Active Travel Funding 2021/22 are summarised below, and a summary map viewable in the appendices.
- 5.3 **Swansea Northern Strategic Route** - This bid for £2,388,000 seeks to further develop the Swansea Northern Strategic Route and to extend this route to provide a new strategic link to connect Pontarddulais, the largest single town without active travel access to the network within the City and County of Swansea. This project therefore seeks to construct the following links to northern areas of Swansea.
- 5.4 ***Pontarddulais Link*** – This first and most substantive section (by length) of the Pontarddulais Link would provide an off-road, traffic-free shared use path measuring 1.6km in length. This section would continue from the current active travel route which terminates at Station Road, Grovesend, and continue provision northwards to Pentre Road Bridge over the Swansea District Line.
- 5.5 Construction of a pedestrian and cycle crossing on Pentre Road Bridge, providing a crossing of the railway line is due to be constructed in the current financial year. This will ultimately allow a connection to be provided onwards to Pontarddulais.
- 5.6 ***Pontarddulais Public Transport Link*** – This is considered to be an onward section of the Pontarddulais Link project. It would connect Tidal Reach and Pentre Road to implement a suburban link for the town. The successful delivery of this phase would allow those traveling by active travel means to bypass the busy and often congested town centre one-way system, and integrate with the existing shared use provisions at Tidal Reach.
- 5.7 This proposed section would be 0.9km and would ultimately link with the Pontarddulais Link route outlined above, providing local and strategic access for the town. Importantly, this link will facilitate multi-modal journeys by linking with Pontarddulais Railway Station, and will intersect with the town centres bus services.
- 5.8 ***Penllergaer to Gorseinon*** - This scheme proposes to construct a missing link in the Swansea Northern Strategic Route, connecting with the recently constructed A48 Link to the east, and existing infrastructure in Gorseinon and ultimately NCN 4 to the west.

- 5.9 The proposed section would provide a 2.8km off-road shared use path adjacent to Gorseinon Road, connecting Penllergaer to Gorseinon providing local access to employment, education, shops, services and amenities, and wider strategic connectivity to the existing off-road network. Connection to the recently constructed off-road link from Gorseinon to Gowerton Railway Station would importantly enable multi-modal journeys.
- 5.10 **Clasemont Road** – This 900m section of proposed off-road shared use path between the recently completed A48 Link with the junction of Long View Road (DVLA), would result in the construction of a further missing section of the Swansea Northern Strategic Route.
- 5.11 The route would provide dedicated off-road cycle provision to the DVLA, a major employment centre in the north of Swansea. The delivery of a route on Clasemont Road is also of significant importance in ensuring that a future proposed route between Clasemont Road and Morriston Hospital can be taken forward, resulting in wider connectivity to the many large towns and employment sites to the east, and access to the city centre.
- 5.12 **City Centre Links** – The schemes contained within this £1,207,000 bid for local routes have been packaged to provide links into and around Swansea City Centre and seeks to continue the investments made in 2019/20 and 2020/21. The schemes aims to further extend the city centre active travel networks, to bring it into the sphere of an ever-increasing proportion of the local population. This project therefore seeks to construct the following links.
- 5.13 **Townhill Northern Link (The Ravine)** – This 1.46km route will provide an important route connecting the community of Townhill to Carmarthen Road which serves as an arterial route into the city centre with frequent public transport in operation at this point on the network.
- 5.14 This scheme has been previously been awarded funding in 2019/20 and 2020/21, and this further grant application seeks to fund the remaining work required to complete the scheme in 2021/22.
- 5.15 **Penllergaer to Fforestfach** - This proposed 2.8k route would provide a shared use route connecting at its northern end with the recently completed A48, and at its southerly end, will join with proposed future cycle infrastructure adjacent to Carmarthen Road, facilitating direct journeys into the city centre.
- 5.16 The Council will work with The Penllergare Trust to take forward this proposal in constructing a shared use path through Penllergare Valley Woods.
- 5.17 **Swansea Valley Links** - This bid for £1,391,000 seeks to further development of the active travel links serving the densely populated Swansea Valley. The routes proposed would provide direct access to the

off-road network to for the densely populated communities of Morriston and Bonymaen, and enhance the shared use paths available in the north of Swansea Enterprise Park.

- 5.18 This project therefore seeks to construct the following links.
- 5.19 **Upper Forest Way** - This link will provide enhanced connectivity through the north of Swansea Enterprise, upgrading an existing section to meet Active Travel Design Standards. In addition, the construction of a new shared use path from the south of Upper Forest Way will be created, creating an off-road link along the A48 (Clase Road) to join with NCN 43.
- 5.20 This route will serve as a diversionary route from a section of NCN 43, which experiences anti-social behaviour, whilst also facilitating improved connectivity with the many businesses located on Upper Forest Way.
- 5.21 **Morriston South Link** - These route enhancements will improve connectivity for the community of Morriston. NCN43 runs parallel to this riverside settlement, but unfortunately, connectivity is hampered by the severance created by the River Tawe.
- 5.22 These improved local links will provide an off-road means of accessing the strategic routes on the east bank of the River Tawe. The total length of improved links would be 1.8km. Much of the route is already in place, but requires widening to meet the national design standards.
- 5.23 **Morriston North Link** - This route enhancements would improve an existing route and deliver a new route to benefit the eastern fringe of Morriston to link it to NCN43.
- 5.24 The improvement would deliver a 700m section of new route adjacent to the River Tawe, connecting with existing off-road provision to the south. This would also improve connectivity to and from M4 Junction 45, and enable future off-road links to be developed between Morriston and Ynystawe.
- 5.25 **Jersey Road Link** - It is anticipated that this would be a 0.7km route running between the junction with Carmel Road and the off-road link to Atlantic Close (close to the junction with Cwm Chapel Road). The route could be achieved with an off-road shared use path and would provide links between Winch Wen and Swansea Enterprise Park.
- 5.26 **Core Allocation –** The Welsh Government have allocated £1,197,000 to Swansea Council to support development, feasibility and design for future active travel schemes, alongside minor works schemes. The below briefly details the schemes submitted for funding from this core allocation for 2021/22.

- 5.27 **Minor Works Programming from ATNM Consultations** - Programming and design of any minor works that are identified as a result of Active Travel Network Map consultations in 2021, in order that a programme of works can be proposed for delivery in future years.
- 5.28 **Active Travel Promotion**- Continued promotion of new and existing active travel routes through 'Swansea Bayways', targeting the general public, as well as specific groups in relation to new and existing active travel routes. Providing events, signposting users to information and wider stakeholder participation in activities will be included in the package to be delivered.
- 5.29 **Active Travel Workplace Initiative** - Specific support, events and resources provided to businesses and employers to encourage and enable their employees to walk and cycle to work. Workplace cycle awareness events, cycle training, toolkits, advice and support will be offered to businesses that engage in the programme.
- 5.30 **Share with Care Signage** - Further rollout of 'Share with Care' signage on the existing cycle network, to encourage users to have consideration for other users of shared use paths.
- 5.31 **Cycle Counters** - Installation of a number of fixed cycle counters across the cycle network, to record speed and volume of users.
- 5.32 **Core Fund Consultation** - Dedicated support to assist with engagement and consultation activities associated with the proposed design and feasibility projects. Early and extensive engagement with communities groups and stakeholders in order to develop scheme plans and designs.
- 5.33 **Walter Road and Sketty Road** - Further design and consultation of the proposals for provision for cycling along this prominent route. With a number of densely populated communities surrounding this route, and the excellent off-road connections at either end of the proposed route, this dedicated provision has the potential to enable many active travel journeys along this 2km route towards major employers in the City Centre and beyond.
- 5.34 **DVLA to Morriston Hospital** - Further design and negotiation with land developer to incorporate a shared use path through the development and onwards to link with Morriston Hospital, and the existing network. To provide a missing link in the Swansea Northern Cycle Route and to link these two major employers.
- 5.35 **Pont Y Cob Road** - Continued feasibility and design for provision of an off-road alternative and options appraisal to explore improve cycle provision at this point on of the network. Pont y Cob Road is a low lying route that crosses marshland, connecting local traffic between Gowerton and Loughor (2,000 AADT). The road is narrow and has previously had

cycle lanes marked on both sides of the lane. The route is not compliant and requires an option appraisal to establish an off-road alternative.

- 5.36 **Blackpill Bridge** - Detailed design works to establish grade-separated crossing of Mumbles Road. This improvement would remove the need for an at-grade road crossing, benefitting circa 586 cyclists (and additional pedestrians) each day.
- 5.37 **Clyne Common** – Further feasibility and design of a shared use path connecting Mayals Road with Bishopston over Clyne Common. This is a strategic route for the communities of South Gower and would ultimately deliver a safe walking route to school for Bishopston Comprehensive School.
- 5.38 **NCN43 Ynysallan Road and Parc Brynheulog** - Minor works to realign the cycle route under the motorway bridge adjacent to Ynysallan Road. In addition, design and feasibility will be undertaken to establish a route between Parc Brynheulog and NCN43. This area is currently disconnected from the network for both pedestrians and cyclists.
- 5.39 **NCN 43 Swansea Canal** - Design of improved route adjacent to Swansea Canal, working with the Canal and River Trust to establish agreement on improvement to the section of NCN 43 through Clydach, adjacent to the canal. The towpath is currently narrow, with vegetation overgrowth and roughly surfaced. Neath Port Talbot have recently made improvements to the section from Trebanos to Pontardawe, this work would seek to establish continuity of agreed surfacing with Canal and River Trust to continue the widening and surfacing of the route in to Swansea.
- 5.40 **Cwm Level Road to Clase** - Proposal to undertake feasibility seeking to establish an alignment linking Clase to the existing off-road network.
- 5.41 **Mumbles Community Links** - Feasibility and design of a route linking the residential areas of Mumbles, with the established foreshore cycle route.
- 5.42 **Bridge Parapet Adjustments** – A proposal to increase the parapet height on the bridge over the A4067 and River Tawe.
- 5.43 **Bridge Amendments** - The bridge over the A4067 (Plasmarl) has ramped access to the north, but is stepped to the south. Proposal to undertake feasibility and design for a new ramp platform to the south, that would enable a link to be established from Plasmarl to NCN 43, alongside the design of a short 100m section to join the network on Beaufort Road.
- 5.44 **Gors Avenue Improvements** - Design and installation of minor improvements to the route to improve functionality.

- 5.45 **Cycle Hub Development** - Design and installation of a dedicated and secure bicycle parking facility adjacent to Swansea Bus Station. To provide increased city centre secure bicycle parking, targeted at those working within the city centre core.
- 5.46 **Dropped Crossing Improvements** - Dropped crossing improvements within Llansamlet, providing linkages to adjacent shared use provisions.

6.0 Equality and Engagement Implications

- 6.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
- 6.2 Our Equality Impact Assessment process ensures that we have paid due regard to the above.
- 6.3 If approved, the projects will consider their equality impacts more fully at the appropriate design stages when they will be screened in their own right. These transport infrastructure projects will all serve to improve public amenity, connectivity and access and will be the subject of consultation as appropriate. Close consultation with local disability and access groups will be undertaken to ensure accessibility for all.
- 6.4 An Equality Impact Assessment Screening Form has been completed. The outcome of the Assessment is that full Equality Impact Assessments will be required if these schemes are progressed.
- 6.5 All schemes will be designed in accordance with the national design guidance and will be compliant with the Equality Act 2010.

7.0 Financial Implications

- 7.1 The schemes described in this report, rely upon the Local Transport Fund, Ultra Low Emission Vehicle Transformation Fund and Active Travel Fund to provide grant funding to secure their delivery.
- 7.2 Summary:

**Table Two – Financial Summary for of LTF, ULEVTF & ATF Bids
2021/22**

Scheme	Total LTF/ ULEVTF/ ATF(£k)	Match Funding (£k)	Total Project Costs (£k)
LTF – 00 – South West Wales Metro	677	0	677
LTF – 01 – Baldwins Bridge	4662	0	4662
LTF – 02 – Northern City Link Sustainable Transport Corridor	1190	40	1230
LTF – 03 – Sustainable Transport Improvements	455	0	455
LTF – 04 – Swansea Valley Bus Pilot	180	0	180
ULEVTF – 01 – EV Charging Infrastructure Phase 1B	426	0	426
ULEVTF – 02 – Swansea Central Redevelopment – Charging Hub	140	0	140
ATF – 01 – Swansea Northern Strategic Route	2388	0	2388
ATF – 02 – City Centre Links	1207	0	1207
ATF – 03 – Swansea Valley Links	1391	0	1391
ATF – 04 – Core Allocation	1197	0	1197
Total	13913	40	13953

7.3 Financial summaries for each of the above schemes are attached as appendices to this report.

7.4 The schemes are 100% reliant upon grant to secure their delivery. The Northern City Link Sustainable Transport Corridor project does include a small match fund element which will be required to achieve full grant spend. Match funding has been included where possible in order to enhance the chances of the schemes securing grant funding. The schemes which will offer match funding are set out below:

- *Local Transport Fund | Northern City Link Sustainable Transport Corridor – Dyfatty Interchange*

7.5 Construction of a shared-use path adjacent to Dyfatty Street, west of Dyfatty Junction is proposed to be delivered as part of this scheme in 2021/22, utilising a match funding S106 contribution. This will ensure that future active travel infrastructure at Dyfatty Interchange will immediately link with the existing off-road cycle network to the east, providing a dedicated active travel route linking with existing off-road routes on Orchard Street and into the city centre.

7.6 The Spend profile is summarised below:

Table Three – Dyfatty Interchange Spend Profile (Proposed)

	2020/21 (£k)	2021/22 (£k)	2022/23 (£k)	Total (£k)
Local Transport Fund		1190	TBD	1190
Match Funding (S106 Mariner Street Development)		40		40
Grand Total				1230

7.7 The Welsh Government’s transport capital infrastructure grants will require that all spend is done in accordance with the Council’s Contract Procedure Rules.

7.8 Claims are to be made to the Welsh Government on a quarterly basis. If the funding bids are successful, the Welsh Government will require the funding to be fully spent and claimed by the end of March 2022.

7.9 Any revenue costs arising from capital schemes will be met by existing revenue budgets.

8.0 Staffing/ IT Implications

8.1 There are none.

9.0 Legal Implications

9.1 The Welsh Government’s transport capital infrastructure grants will require that all spend is done in accordance with the Council’s Contract Procedure Rules.

9.2 When delivering Transport Schemes, compliance will be required with the relevant Highways and Transport Act measures and guidelines. The Active Travel (Wales) Act 2013 puts an obligation on local authorities to provide walking and cycling infrastructure.

9.3 It will be necessary to ensure that all terms and conditions attached to the external grant funding are complied with and that the Council’s Financial Procedure Rules Regarding Grant Applications and Acceptances are followed.

9.4 Land agreements whether by purchase or lease should be in place prior to the commencement of scheme construction and delivery.

9.5 Planning Consent may be required for the following schemes:

- a. Baldwins Bridge: Planning Consent will be required to ultimately facilitate the delivery of this project.
- b. South West Wales Metro | Bus Pilot Corridor: The vast majority of this scheme involves changes to the highway network and as such would fall under permitted development and would not therefore require a planning application. The scheme may however require planning applications where bus shelters are installed at new sites, particularly those that will host advertising panels. Planning Permission will therefore be sought as appropriate.
- c. Electric Vehicle Charging Infrastructure: The installation, alteration or replacement of outlets and upstands for recharging electric vehicles within an area lawfully used for off-street parking is permitted development under the General Permitted Development Order Regulations 1995 (as amended). For the proposed on-street chargepoint locations, where this falls outside of permitted development, planning consent may be required.
- d. Active Travel Scheme Development: works to deliver the active travel schemes may require land purchase and planning consent where the works fall outside of the permitted development regulations and Council land ownership.

9.6 Separate legal advice will need to be sought regarding any contract and procurement issues relevant to the schemes.

9.7 The Council must comply with all terms and conditions attached to the offer of grant funding.

9.8 Accepting the grant funding and approving the schemes will enable the Council to comply with its obligations under the Active Travel (Wales) Act 2013.

Background Papers: Local Transport Fund, Ultra Low Emission Vehicle Transformation Fund, and Active Travel Fund Bid Documents, EIA Screening Form

Appendices:

Appendix A – South West Wales Metro Financial Summary

Appendix B – Baldwins Bridge Financial Summary

Appendix C – Northern City Link Sustainable Transport Corridor Financial Summary

Appendix D – Sustainable Transport Improvements Financial Summary

Appendix E – South West Wales Metro | Bus Pilot Corridor Financial Summary

Appendix F – EV Charging Infrastructure Phase 1B Financial Summary

Appendix G – Swansea Central Redevelopment Charging Hub Financial Summary

Appendix H – Swansea Northern Strategic Route Financial Summary

Appendix I – City Centre Links Financial Summary

Appendix J – Swansea Valley Links Financial Summary

Appendix K – Core Allocation Financial Summary

Appendix L – Active Travel Fund Summary Map

APPENDIX A – SOUTH WEST WALES METRO FINANCIAL SUMMARY

Portfolio: **PLACE**

Service

: **HIGHWAYS**

Scheme

: **LTF – SOUTH WEST WALES METRO**

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Business Cases	677				677
EXPENDITURE	677				677
<u>Financing</u>					
LTF grant	677				677
FINANCING	677				677

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

APPENDIX B – BALDWINS BRIDGE | FINANCIAL SUMMARY

Portfolio: PLACE
Service
: HIGHWAYS
Scheme
: LTF – BALDWINS BRIDGE

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Design and Land	1460				1460
Works	3075				3075
Fees	127				127
EXPENDITURE	4662				4662
<u>Financing</u>					
LTF grant	4662				4662
FINANCING	4662				4662

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

**APPENDIX C – NORTHERN CITY LINK SUSTAINABLE TRANSPORT
CORRIDOR | FINANCIAL SUMMARY**

Portfolio: PLACE

Service

: HIGHWAYS

Scheme LTF – NORTHERN CITY LINK SUSTAINABLE

: TRANSPORT CORRIDOR

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Surveys, Design, Land	970				970
Works	200				200
Fees	60				60
EXPENDITURE	1230				1230
<u>Financing</u>					
LTF grant	1190				1190
S106 Contribution	40				40
FINANCING	1230				1230

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

APPENDIX D – SUSTAINABLE TRASPOT IMPROVEMENTS | FINANCIAL SUMMARY

Portfolio: PLACE
Service
: **HIGHWAYS**
Scheme LTF – SUSTAINABLE TRANSPORT
: **IMPROVEMENTS**

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Surveys and Design	248				248
Works	150				150
Fees	57				57
EXPENDITURE	455				455
<u>Financing</u>					
LTF grant	455				455
FINANCING	455				455

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

**APPENDIX E – SOUTH WEST WALES METRO | BUS PILOT CORRIDOR
FINANCIAL SUMMARY**

Portfolio: PLACE

Service

: HIGHWAYS

Scheme LTF – SOUTH WEST WALES METRO | BUS

: PILOT CORRIDOR

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Business Case, Strategy & Surveys	180				180
EXPENDITURE	180				180
<u>Financing</u>					
LTF grant	180				180
FINANCING	180				180

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

**APPENDIX F – ELECTRIC VEHICLE CHARGING INFRASTRUCTURE
(PHASE 1B) | FINANCIAL SUMMARY**

Portfolio: PLACE
Service : HIGHWAYS
ULEVTF – ELECTRIC VEHICLE CHARGING
Scheme : INFRASTRUCTURE (PHASE 1B)

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Works	366				366
Fees	60				60
EXPENDITURE	426				426
<u>Financing</u>					
ULEVTF Grant	426				426
FINANCING	426				426

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

**APPENDIX G – SWANSEA CENTRAL REGENERATION –
CHARGING HUB | FINANCIAL SUMMARY**

Portfolio: PLACE
Service : HIGHWAYS
ULEVTF – SWANSEA CENTRAL
Scheme : REGENERATION – CHARGING HUB

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Works	140				140
EXPENDITURE	140				140
<u>Financing</u>					
ULEVTF Grant	140				140
FINANCING	140				140

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

APPENDIX H – SWANSEA NORTHERN STRATEGIC ROUTE | FINANCIAL SUMMARY

Portfolio: PLACE
Service : HIGHWAYS
Scheme : ATF – SWANSEA NORTHERN STRATEGIC ROUTE

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Surveys and Design	54				54
Works	2207				2207
Fees	127				127
EXPENDITURE	2388				2388
<u>Financing</u>					
ATF grant	2388				2388
FINANCING	2388				2388

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
) To be met from existing budgets				0
Maintenance)				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

APPENDIX I – CITY CENTRE LINKS | FINANCIAL SUMMARY

Portfolio: PLACE

Service : HIGHWAYS

Scheme : ATF – CITY CENTRE LINKS

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Surveys and Design	51				51
Works	1080				1080
Fees	76				76
EXPENDITURE	1207				1207
<u>Financing</u>					
ATF grant	1207				1207
FINANCING	1207				1207

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
Maintenance) To be met from existing budgets				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

APPENDIX J – SWANSEA VALLEY LINKS | FINANCIAL SUMMARY

Portfolio: PLACE

Service : HIGHWAYS

Scheme : ATF – SWANSEA VALLEY LINKS

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Surveys and Design	59				59
Works	1253				1253
Fees	79				79
EXPENDITURE	1391				1391
<u>Financing</u>					
ATF grant	1391				1391
FINANCING	1391				1391

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
Maintenance) To be met from existing budgets				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

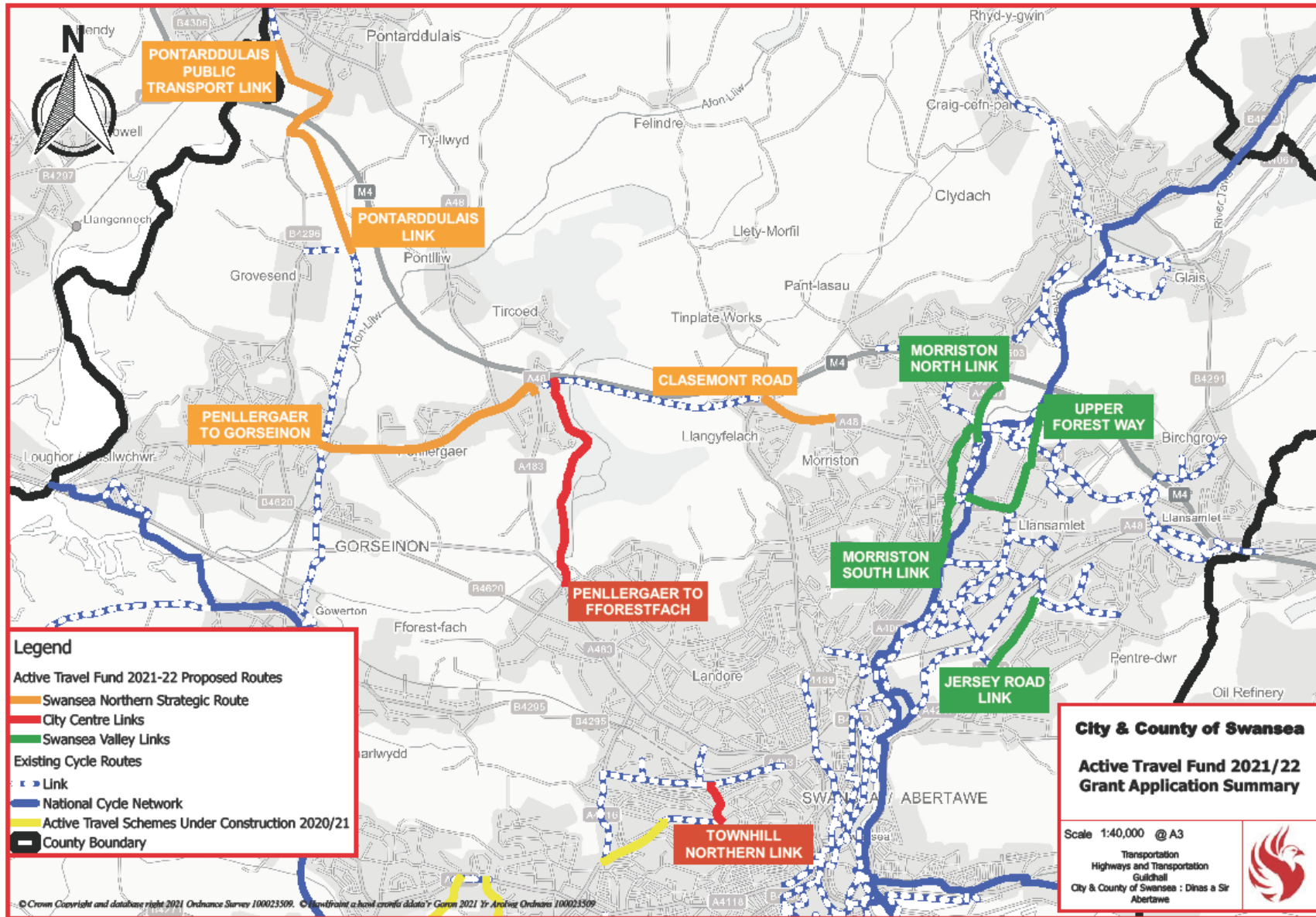
APPENDIX K – CORE ALLOCATION | FINANCIAL SUMMARY

Portfolio: PLACE
Service : HIGHWAYS
Scheme : ATF – CORE ALLOCATION

<u>1. CAPITAL COSTS</u>	2021/22 £'000				TOTAL £'000
<u>Expenditure</u>					
Surveys and Design	672				672
Works	525				525
EXPENDITURE	1197				1197
<u>Financing</u>					
ATF grant	1197				1197
FINANCING	1197				1197

<u>2. REVENUE COSTS</u>	2021/22 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
Maintenance) To be met from existing budgets				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

APPENDIX L – ACTIVE TRAVEL FUND SUMMARY MAP



Agenda Item 10.



Report of the Cabinet Member for Environment Enhancement & Infrastructure Management

Cabinet – 15 April 2021

Financial Procedure Rule 7 – Local Transport Network Fund Capital Grant 2020/21

Purpose:	To note the reduction in the revised grant funding award for the Local Transport Network Fund 2020/21 (LTNF) monies and seek approval for expenditure on the associated projects in 2020/21. To comply with Financial Procedure Rule No. 7 (Capital Programming and Appraisals): to commit and authorise schemes in the Capital Programme.
Policy Framework:	Local Transport Plan 2015 – 2020
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	That the LTNF scheme, together with the financial implications, are approved.
Report Author:	Chloe Lewis
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Rhian Millar

1.0 Introduction / Background

- 1.1 A funding bid for the Local Transport Network Fund (LTNF) was originally submitted to the Welsh Government on 13th February 2020 in accordance with guidance from the Welsh Government. The funding bid was ultimately approved under delegated decision by the Leader as Chair of the External Funding Panel and the Cabinet Member for Environment and Infrastructure Management, and the Council was successful in securing £400,000 for the development and delivery of the scheme.

- 1.2 The guidance stated that there was a total funding pot of £4 million for the Local Transport Network Fund in 2020/21. This funding is available to all Welsh Local Authorities. The Welsh Government elected not to set a maximum value for each scheme, but rather elected to set a banded scoring criteria, with higher values attracting a lower point allocation. Whilst match funding is not a requirement of the funding bids, it was made clear that those schemes that benefited from match funding would be more likely to receive an allocation.
- 1.3 The City & County of Swansea submitted bids totalling £400,000, and the Welsh Government ultimately awarded funding amounting to £400,000 for FY2020/21.
- 1.4 The original award of funding was approved by Cabinet on 16th July 2020, however due to an early report of underspend on the project, a revised allocation was subsequently issued by the Welsh Government.
- 1.5 The revised allocation reduces the allocation for the South West Wales – Bus Pilot Corridor from £400,000 to £160,000.
- 1.6 This is a Transport for Wales (TfW) pilot project. Progress on a number of work streams has not progressed as quickly as programmed, resulting in forecast underspend for 2020/21. The project has however already secured further funding to continue development work in 2021/22.

2.0 Submitted Bids

2.1 A total of £400,000 was originally bid for by the City & County of Swansea, and the Welsh Government subsequently allocated £400,000 for the delivery of the LTNF in 2020/21. This has now been revised as shown below. The bid, the original successful funding allocation and the revised successful funding are shown in the tables below.

2.2 Table One – Summary of Original Allocation for LTNF 2020/21

Fund		Total Bid (£k)	Match funding (£k)	Total project cost (£k)
LTNF	South West Wales Metro Bus Pilot Corridor	400	0	400
Total		400	0	400

Table Two – Summary of Revised Allocation for LTNF 2020/21

Fund		Total Bid (£k)	Match funding (£k)	Total project cost (£k)
LTNF	South West Wales Metro Bus Pilot Corridor	160	0	160
Total		160	0	160

3.1 Details of Schemes- LTNF

3.2 **South West Wales Metro | Bus Pilot Corridor** – The Welsh Government has revised the allocation to £160k to continue the excellent work that began in 2019/20 with Transport for Wales (TfW) and First Cymru Buses to improve bus corridors on some of the busiest routes around Swansea.

3.3 Funding has been allocated to support the development of the following projects:

- Public Transport Hubs – *studies to establish site selection, information provision and customer experience in:*
 - *Morrison (& Swansea Enterprise Park) Bus Interchange*
 - *Mumbles Bus Interchange*
- Bus Corridor Infrastructure Assessment – *studies to establish a package of improvements required to establish bus improvement measures from Mumbles to Swansea Valley*

4.0 Equality and Engagement Implications

4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

4.2 Our Equality Impact Assessment process ensures that we have paid to regard to the above.

4.3 An Equality Impact Assessment Screening Form has been completed. The outcome of the Assessment is that full Equality Impact Assessments will be required if these schemes are progressed.

4.4 All schemes will be designed in accordance with the national design guidance and will be compliant with the Equality Act 2010.

5.0 Financial Implications

- 5.1 The schemes described in this report, rely upon on the Local Transport Network Fund to provide grant funding to secure their delivery.
- 5.2 The schemes are 100% reliant upon grant to secure their delivery.
- 5.3 Claims are to be made to the Welsh Government on a quarterly basis. The grant must be claimed in full by 31 March 2021 otherwise it will be lost.
- 5.4 Any revenue costs arising from capital schemes will be met by existing revenue budgets.

6.0 Staffing / IT Implications

- 6.1 There are none.

7.0 Legal / Procurement Implications

- 7.1 When delivering Transport Schemes, compliance will be required with the relevant Highways and Transport Act measure and guidelines.
- 7.2 It will be necessary to ensure that all terms and conditions attached to external grant funding are complied with and that the Council's Financial Procedure Rules Regarding Grant Applications and Acceptances are followed.
- 7.3 Land agreements whether by purchase or lease should be in place prior to the commencement of scheme construction and delivery.
- 7.4 Planning Consent may be required for the South West Wales Metro | Bus Pilot Corridor. The vast majority of this scheme involves studies which may change the highway network and as such would fall under permitted development and would not therefore require a planning application. The scheme may however require planning applications where bus shelters are installed at new sites, particularly those that will host advertising panels. Planning Permission will therefore be sought as appropriate.
- 7.5 Separate legal advice will need to be sought regarding any contract and procurement issues relevant to the schemes.

Background Papers: Local Transport Network Fund Bid Documents

Appendices:

- Appendix A – South West Wales Metro | Bus Pilot Corridor Financial Summary
- Appendix B - EIA

**APPENDIX A – SOUTH WEST WALES METRO | BUS PILOT CORRIDOR
FINANCIAL SUMMARY**

Portfolio: PLACE
Service : HIGHWAYS
LTNF – SOUTH WEST WALES METRO | BUS
Scheme : PILOT CORRIDOR

<u>1. CAPITAL COSTS</u>	2020/21 £'000				TOTAL £'000
<u>Expenditure</u>					
Business Case, Strategy & Surveys	160				160
EXPENDITURE	160				160
<u>Financing</u>					
LTNF grant	160				160
FINANCING	160				160

<u>2. REVENUE COSTS</u>	2020/21 £'000				FULL YEAR £'000
<u>Service Controlled - Expenditure</u>					
Employees)				0
Maintenance) To be met from existing budgets				0
Equipment)				0
Administration)				0
NET EXPENDITURE	0	0	0	0	0

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact your directorate support officer or the Access to Services team (see guidance for details).

Section 1

Which service area and directorate are you from?

Service Area: Highways & Transportation

Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

(b) Please name and describe below

To confirm the bid for Local Transport Fund (LTF) and Local Transport Network Fund (LTNF) monies and seek approval for expenditure on the schemes in 2020/21.

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...?

Because they need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an internal basis i.e. Staff
<input checked="" type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (L)

Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability →	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Q4 HAVE YOU / WILL YOU UNDERTAKE ANY PUBLIC CONSULTATION AND ENGAGEMENT RELATING TO THE INITIATIVE?

YES NO (If NO, you need to consider whether you should be undertaking consultation and engagement – please see the guidance)

If yes, please provide details below

The design and development of the schemes will be subject to public consultation, with particular attention afforded to the disability and access groups to ensure that the needs of those represented by these groups are accounted for and accommodated.

These transport infrastructure projects will all serve to improve public amenity, connectivity and access and will be the subject of consultation as appropriate. Close consultation with local disability and access groups will be undertaken to ensure accessibility for all.

Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?

High visibility <input checked="" type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility <input type="checkbox"/> (L)
--	---	--

(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL’S REPUTATION?
(Consider the following impacts – legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/> (H)	Medium risk <input checked="" type="checkbox"/> (M)	Low risk <input type="checkbox"/> (L)
---	--	--

Q6 Will this initiative have an impact (however minor) on any other Council service?

Yes No

If yes, please provide details below

The scheme will result in additional assets to maintain (by the Highways Maintenance Team)

Q7 HOW DID YOU SCORE?

Please tick the relevant box

**MOSTLY H and/or M → HIGH PRIORITY → EIA to be completed
Please go to Section 2**

**MOSTLY L → LOW PRIORITY / NOT RELEVANT → Do not complete EIA
Please go to Q8 followed by Section 2**

Q8 If you determine that this initiative is not relevant for a full EIA report, you must provide adequate explanation below. In relation to the Council’s commitment to the UNCRC, your explanation must demonstrate that the initiative is designed / planned in the best interests of children (0-18 years). For Welsh language, we must maximise positive and minimise adverse effects on the language and its use. Your explanation must also show this where appropriate.

Section 2

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

Screening completed by:
Name: Chloe Lewis
Job title: Interim Team Leader – Transport Strategy & Monitoring
Date: 25 th March 2021
Approval by Head of Service:
Name: Stuart Davies
Position: Head of Service, Highways & Transportation
Date:

Please return the completed form to accesstoservices@swansea.gov.uk



Report of the Cabinet Member for Investment, Regeneration & Tourism

Cabinet - 15 April 2021

Dylan Thomas House Scheme

Purpose:	To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise the addition of new schemes to the Capital Programme.
Policy Framework:	Swansea Bay City Region Economic Regeneration Strategy.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Cabinet: <ol style="list-style-type: none">1) Approves the delivery of the Dylan Thomas House Scheme in partnership with the University of Wales Trinity Saint David (UWTSD).2) Approves this scheme, its legal and financial implications, and the scheme to be added to the capital programme.3) Delegates authority to the Director of Place and Chief Finance Officer to release the capital outlined in the table at paragraph 5.1 and at relevant intervals, as part of the capital programme.4) Grants delegated authority to the Director of Place and the Chief Legal Officer and Monitoring Officer to enter into any legal agreements necessary to progress the scheme including an agreement with UWTSD to cover off any related commercial and grant funding compliance risks.5) Approves the grant bid to the WG Building for the Future Programme to secure £900k of funding on behalf of UWTSD in support of the proposed scheme and any further grant bids that may be available.
Report Author:	Elliott Williams
Finance Officers:	Ben Smith, Jayne James
Legal Officer:	Pamela Milford
Access to Services Officer:	Rhian Millar

1.0 Introduction

- 1.1 This report provides background information regarding the proposal to renovate and significantly enhance Dylan Thomas House (BBC Studios), one of Swansea's most historic buildings, to create much needed flexible recording studios and SME office space to accommodate new and expanding businesses, supporting the growth of the Welsh Digital Economy and Creative Industries.
- 1.2 It is proposed that the scheme is delivered by Swansea Council as freeholder of the property, on behalf of the Leaseholder University of Wales Trinity Saint David (UWTSD), to meet their aspirations and scheme specifications.

2.0 Background

- 2.1 Dylan Thomas House, also known as the BBC Building was originally built in 1899 as part of a Grand Boulevard that was to be Alexandra Road. A series of buildings were designed in a rich classical and baroque revival style, which included the adjacent Glynn Vivian Art Gallery (1887) and Central Library (1887).
- 2.2 The Dylan Thomas House building was destroyed during WWII and was later rebuilt by the BBC during the 1950s. At this time Studio 1, the historic BBC Hall, was redesigned to serve as one of the finest acoustic spaces in the UK, utilising tuneable Helmholtz Resonators. However, since that time the building itself has seen very little investment and now suffers from structural and water ingress issues, aside from the need to significantly improve the quality of the recording and studio facilities.
- 2.3 In 2009 the University of Wales Trinity Saint David entered into a 25 year lease agreement with the freeholder, Swansea Council. More recently UWTSD sought to secure grant funding from Welsh Governments Building for the Future Programme – a fund which was primarily aimed at supporting the regeneration of heritage assets for sustainable uses. The grant bid was successful and UWTSD received a grant award letter in early 2020 for £900k ERDF funding, as part of a £1.2m scheme. However, with the outbreak of the Covid-19 pandemic the University was unable to proceed with the scheme at that time.
- 2.4 In late 2020 WG approached Swansea Council, as the freeholder, to explore the option of the Council taking the scheme forward, or risk losing £900k of grant funding that the University had already secured for the building. At this point the option of a joint venture between Swansea Council and UWTSD was discussed and following further dialogue between all parties WG is content to offer an in-principle grant funding agreement to Swansea Council as the legal entity responsible for the delivery of the scheme, whilst working in conjunction with UWTSD.

3.0 Proposal

- 3.1 It is proposed that Swansea Council supports UWTSDs aspirations for Dylan Thomas House and submits a Business Plan / Grant Bid to the Building for the Future Programme on their behalf to renovate and enhance Dylan Thomas

House, with a view to creating world class recording studios and SME office space to accommodate new and expanding businesses. The Council will serve as the legal entity responsible for the delivery of the scheme, in-line with UWTSDs design brief and the agreed purposes of the WG grant. The University will be required to provide the necessary match funding to deliver the scheme. Post completion of the works the building would continue to be managed and operated by UWTSD as the leaseholder.

- 3.2 A project manager will be assigned by UWTSD who will set the design brief, manage the programme timeline, budget, risks and be responsible for scheme decision making in-line with UWTSDs project governance arrangements. However, as Swansea Council will serve as the legal entity in receipt of grant funding from WG the delivery of various aspects of the scheme will need to follow the Council's mechanisms, such as Corporate Procurement Rules, Financial Procedure Rules etc. Therefore officers within the Economic Development and External Funding Team (ED&EFT) will form part of the project team to support the compliance and procedural aspects of the scheme.
- 3.3 The Economic Development and External Funding Team will aim to secure the grant funding as part of WG's Building for the Future Programme in April 2021 and as part of the project team will procure the services of a Multi-disciplinary Design Team (MDT) specialising in heritage buildings. This MDT will undertake surveys, detailed designs, planning advice, main contractor tender support and also assist in the project management function following the appointment of the main works contractor. Project governance structures similar to those employed on other ED&EFT capital schemes will be implemented to ensure robust project and grant management is in place. Any design and technical requirements from UWTSD will also be taken into consideration as part of the design stage via the Project Manager.
- 3.4 The proposed scheme offers an exciting opportunity to regenerate and bring back into full commercial use Dylan Thomas House, one of Swansea's most historic buildings. Given the age and historic nature of Dylan Thomas House, priority is essentially to conserve and then transform the building into a vibrant and commercially focused creative hub.
- 3.5 The scheme will improve and support the growth of the Welsh Digital Economy and Creative Industries by creating much needed flexible commercial recording studios as well as new SME office space to accommodate new and expanding businesses. The studios will be an International Centre of Excellence for contemporary performance and acoustics unmatched in Wales to allow indigenous creative SMEs to expand without relocating out of the region.
- 3.6 The £1.3m project will deliver 1016m² of renovated commercially accessible space in Dylan Thomas House. Upgrades and enhancements to the internal and external fabric of the building will result in its return to full economic and sustainable use. The scheme will provide facilities for private sector SMEs in music production and associated supply chains and will accommodate 23 jobs and 6 SMEs. UWTSD will ensure that all areas of the refurbished building, including the office accommodation and the recording studios, will be marketed in a fair, open and transparent way so as not to provide an advantage to any one organisation.

3.7 Assuming the recommendation is approved, an approximate 18-month design and build programme would commence in April 2021.

4.0 Equality and Engagement Implications

4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

4.2 The EIA screening form (Appendix B) has been completed and reviewed, it was determined a full EIA was not necessary at this time as the project is still only at its initial phase. Following the appointment of the design team and once the impact of the project is understood further consultation will be developed with stakeholders, both internal and external.

4.3 Throughout the detailed design stage, the project will ensure equalities implications will be considered in all aspects of the design. The scheme will be the responsibility of UWTSD in terms of its operation therefore the EIA responsibility sits with them, however the EIA screening will be revisited if the grant application is successful.

4.4 In line with the Equality Act 2010 and Public Sector Equality Duty for Wales, the City and County of Swansea will ensure that the project adheres to the City and County of Swansea Strategic Equality Plan 2016-2020 meeting the requirements of the authority's procedures.

5.0 Financial Implications

5.1 Based on QS cost estimates drafted by cost consultants Lee Wakemans, for UWTSD the scheme is estimated to cost £1.3m. The scheme will be financed by £900k of grant funding via the Building for the Future Programme and a £400k capital contribution from UWTSD. Headline costs are outlined below:

Proposed Scheme Budget

Budget Headings	Budget
Project Management	£ 52,140
Design Team Fees	£ 136,320
Ground Floor Space	£ 185,125
First Floor Space	£ 400,800
Second Floor Space	£ 142,560
Third Floor Space	£ 84,000
External Façade	£ 126,000
External Works	£ 54,600
Contingency	£ 118,155
Total Project Cost	£ 1,299,700
<i>Financed by:</i>	
WG - ERDF Building for the Future (48.4%)	£ 630,000
WG - TMF Building for the Future (20.7%)	£ 270,000
UWTSD cash match (30.7%)	£ 399,700
Total Project Cost	£ 1,299,700

- 5.2 All resources required to deliver the scheme are incorporated in the funding table above, there will be no additional revenue funding implications. Officers will be capitalised to project manage the scheme. The building for the future programme is due to close by the 31st December 2022, but may be extended further by WG to 30th June 2023. All EU funds for all programmes must be drawn down and defrayed by 31st December 2023 at the very latest.
- 5.3 There will be no future revenue implications arising from the delivery of the scheme. Any ongoing running and maintenance costs will be the responsibility of UWTSD as part of their lease.
- 5.4 Whilst Swansea Council will serve as the legal entity delivering the scheme, it is 100% funded by third parties, WG and UWTSD, with zero cost to Swansea Council. This arrangement will ultimately rely on the Council incurring all expenditure associated with the scheme once it is live, thereby impacting the authority's Cashflow position. However, it is proposed that officers submit regular grant claims to WG/WEFO and secure the 400K of match funding from UWTSD in advance of scheme commencement.
- 5.5 The state aid conditions associated with the ERDF grant funding stipulate that the scheme should not generate a net profit during a 10-year period post completion of the scheme. If a net profit is generated a proportion of this would be clawed back by the funding body. Responsibility for the compliance and reporting will fall to UWTSD as part of the legal agreement with the Council, thereby mitigating any future clawback risk.
- 5.6 In terms of VAT accounting it is likely that the Council would need to opt to tax the site to protect the authority's partial exemption position. This would mean that the supplies of the opted space would then become standard rated and all VAT incurred in the redevelopment would be fully recoverable.

6.0 Legal Implications

- 6.1 The Council and UWTSD will need to comply with the terms and conditions attached to any grant funding utilised in conjunction with the regeneration match funding budget identified in this report.
- 6.2 A legal agreement will need to be in place between the Council and UWTSD to agree and determine the responsibilities of each party and the delivery of the scheme and the operation of the building post completion to mitigate any commercial and grant compliance risks, including any risks of clawback. The agreement will need to ensure that any cost overruns or additional match funding requirements will sit with UWTSD. Swansea Council will seek to pass on the risks relating to grant compliance through the agreement with UWTSD.
- 6.3 All contracts for works, goods and services necessary to deliver the projects must be procured in accordance with the Council's Contract Procedure Rules and the relevant EU Regulations as appropriate. The contractual liabilities/obligations of the Council and any appointed contractors will be covered by the individual contracts entered into.
- 6.4 All statutory consents required in proposals to utilise the Place Directorate match funding budget will be the responsibility of the Planning and City Regeneration Division.
- 6.5 A key condition of the grant award is that the proportion or floor areas defined in the grant bid as commercial floor space within the property must remain as commercial accommodation, providing recording studio and SME office accommodation for a period of 10 years post-closure of the Building for the Future Programme.
- 6.6 This project is fully compliant with the Well-being of Future Generations (Wales) Act 2015 and will ultimately preserve this building for future use by the citizens of Swansea. The project objectives align with the Council's obligation to act in a sustainable way demonstrating compliance with the 5 Ways of Working promoted by the Act and will make a significant contribution to the 7 well-being goals.

Background Papers: None

Appendices:

Appendix A – FPR7 Financial Implications

Appendix B – EIA screening form

FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: Investment, Regeneration & Tourism

Service : Planning & City Regeneration - Economic Development & External Funding

Scheme : WG Building for the Future Programme - Dylan Thomas House

<u>1. CAPITAL COSTS</u>	2019/20	2020/21	2021/22	2022/23	TOTAL
	£'000	£'000	£'000	£'000	£'000
<u>Expenditure</u>					
Works			740	371	1111
Env Improvements					0
Fees			126	63	189
Furniture/Fittings					0
Equipment					0
Budget Code:					
EXPENDITURE	0	0	866	434	1,300
<u>Financing</u>					
CCS funding					0
WG grant					0
WEFO grant			600	300	900
UWTSD funding			266	134	400
FINANCING	0	0	866	434	1300

<u>2. REVENUE COSTS</u>	2019/20	2020/21	2021/22	2022/23	FULL YEAR
	£'000	£'000	£'000	£'000	£'000
<u>Service Controlled - Expenditure</u>					
Employees					0
Maintenance					0
Equipment					0
Administration					0
NET EXPENDITURE	0	0	0	0	0

Equality Impact Assessment Screening Form – Appendix B

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact the Access to Services team (see guidance for details).

Section 1

Which service area and directorate are you from?

Service Area: Planning and City Regeneration

Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) Please name and describe here:

Dylan Thomas House scheme

The proposed scheme seeks to regenerate and bring back into full commercial use Dylan Thomas House, one of Swansea’s most historic buildings. Given the age and historic nature of Dylan Thomas House, priority is essentially to conserve and then transform the building into a vibrant and commercially focused creative hub.

The scheme will improve and support the growth of the Welsh Digital Economy and Creative Industries by creating much needed flexible commercial recording studios as well as new SME office space to accommodate new and expanding businesses. The studios will be an International Centre of Excellence for contemporary performance and acoustics unmatched in Wales to allow indigenous creative SMEs to expand without relocating out of the region.

The £1.3m project will deliver 1016m2 of renovated commercially accessible space in Dylan Thomas House. Upgrades and enhancements to the internal and external fabric of the building will result in its return to full economic and sustainable use. The scheme will provide facilities for private sector SMEs in music production and associated supply chains and will accommodate 23 jobs and 6 SMEs. UWTSO will ensure that all areas of the refurbished building, including the office accommodation and the recording studios, will be marketed in a fair, open and transparent way so as not to provide an advantage to any one organisation.

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (L)

(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...?

Because they need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an internal basis i.e. Staff
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

Equality Impact Assessment Screening Form – Appendix B

Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Older people (50+) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race (including refugees) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Q4 WHAT ENGAGEMENT / CONSULTATION / CO-PRODUCTIVE APPROACHES WILL YOU UNDERTAKE?

Please provide details below – either of your planned activities or your reasons for not undertaking engagement

As part of the process, the project team will also be informally liaising/keeping informed the following groups/stakeholders:

- Local Councillors
- Local Creative Industries
- UWTSD

Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?

High visibility <input type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility <input checked="" type="checkbox"/> (L)
---	---	---

(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION? (Consider the following impacts – legal, financial, political, media, public perception etc...)

High risk <input type="checkbox"/> (H)	Medium risk <input type="checkbox"/> (M)	Low risk <input checked="" type="checkbox"/> (L)
---	---	---

Q6 Will this initiative have an impact (however minor) on any other Council service?

- Yes
 No
 If yes, please provide details below

Equality Impact Assessment Screening Form – Appendix B

Q7 HOW DID YOU SCORE?

Please tick the relevant box

MOSTLY H and/or M → HIGH PRIORITY → EIA to be completed
Please go to Section 2

MOSTLY L → LOW PRIORITY / NOT RELEVANT → Do not complete EIA
Please go to Q8 followed by Section 2

Q8 If you determine that this initiative is not relevant for an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.

The EIA screening form (Appendix B) has been completed and reviewed, it was determined a full EIA was not necessary at this time as the project is still only at its initial phase. Following the appointment of the design team and once the impact of the project is understood further consultation will be developed with stakeholders, both internal and external.

Throughout the detailed design stage, the project will ensure equalities implications will be considered in all aspects of the design. The scheme will be the responsibility of UWTSD in terms of its operation therefore the EIA responsibility sits with them, however the EIA screening will be revisited if the grant application is successful.

Section 2

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

Screening completed by:
Name: Elliott Williams
Job title: External Funding Manager
Date: 08/03/21
Approval by Head of Service:
Name: Phil Holmes
Position: HOS Planning and City Regeneration
Date:

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 12.



Report of the Chief Legal Officer

Cabinet – 15 April 2021

Exclusion of the Public

Purpose:	To consider whether the Public should be excluded from the following items of business.	
Policy Framework:	None.	
Consultation:	Legal.	
Recommendation(s):	It is recommended that:	
1)	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	Item No.	Relevant Paragraphs in Schedule 12A
	13	13 & 14
	14	14
Report Author:	Democratic Services	
Finance Officer:	Not Applicable	
Legal Officer:	Tracey Meredith – Chief Legal Officer (Monitoring Officer)	

1. Introduction

- 1.1 Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.
- 1.2 Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the

item(s) of business identified in the recommendation(s) to the report on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

- 2.2 Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 2.3 The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in **Appendix A**.
- 2.4 Where paragraph 16 of the Schedule 12A applies there is no public interest test. Councillors are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

3. Financial Implications

- 3.1 There are no financial implications associated with this report.

4. Legal Implications

- 4.1 The legislative provisions are set out in the report.
- 4.2 Councillors must consider with regard to each item of business set out in paragraph 2 of this report the following matters:
 - 4.2.1 Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.
 - 4.2.2 If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test as set out in paragraph 2.2 of this report.
 - 4.2.3 If the information falls within paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test but must consider whether they wish to waive their privilege in relation to that item for any reason.

Background Papers: None.

Appendices: Appendix A – Public Interest Test.

Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
12	Information relating to a particular individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
13	Information which is likely to reveal the identity of an individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <p>a) Whilst they were mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or</p> <p>b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</p> <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

No.	Relevant Paragraphs in Schedule 12A
15	<p>Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. Their view on the public interest test was that whilst they are mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them they were satisfied that in this case disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
16	<p>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p>
	<p>No public interest test.</p>
17	<p>Information which reveals that the authority proposes:</p> <p>(a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</p> <p>(b) To make an order or direction under any enactment.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by the public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
18	<p>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

Agenda Item 13.

By virtue of paragraph(s) 13, 14 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 13, 14 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 13, 14 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

Agenda Item 14.

By virtue of paragraph(s) 14 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted

By virtue of paragraph(s) 14 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

Document is Restricted