



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Scrutiny Programme Committee

**At:** Remotely via Microsoft Teams

**On:** Tuesday, 14 September 2021

**Time:** 4.00 pm

**Chair:** Councillor Peter Black CBE

#### Membership:

Councillors: C Anderson, E W Fitzgerald, D W Helliwell, T J Hennegan, P K Jones, H Lawson, W G Lewis, C E Lloyd, S Pritchard, G J Tanner, W G Thomas and T M White

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

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

**Watch Online:** <https://bit.ly/3mA5ljp>

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**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.

### Agenda

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| <b>1 Apologies for Absence.</b>   |          |
| <b>2 Disclosures of Personal &amp; Prejudicial Interest.</b><br><a href="http://www.swansea.gov.uk/disclosuresofinterests">www.swansea.gov.uk/disclosuresofinterests</a>  |          |
| <b>3 Prohibition of Whipped Votes and Declaration of Party Whips.</b>   |          |
| <b>4 Minutes.</b><br>To approve and sign the Minutes of the previous meeting(s) as a correct record.  | 1 - 5    |
| <b>5 Public Question Time.</b><br>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. |          |

|           |  |                  |
|-----------|--|------------------|
| <b>6</b>  | <b>Scrutiny of Cabinet Member Portfolio Responsibilities.</b>  | <b>6 - 69</b>    |
|           | Discussion on:   |                  |
|           | a) Litter & Community Cleansing (Cabinet Member for Environment Enhancement & Infrastructure Management – Councillor Mark Thomas).                   |                  |
|           | b) Energy Policy, incl. Generation, Supply & District Heating (Cabinet Member for Climate Change & Service Transformation – Councillor Andrea Lewis) |                  |
| <b>7</b>  | <b>Scrutiny Performance Panel Progress Report: Adult Services (Councillor Sue Jones, Convener).</b>  | <b>70 - 75</b>   |
| <b>8</b>  | <b>Scrutiny Dispatches - Impact Report.</b>  | <b>76 - 82</b>   |
| <b>9</b>  | <b>Membership of Scrutiny Panels and Working Groups.</b>   | <b>83 - 85</b>   |
| <b>10</b> | <b>Scrutiny Work Programme.</b>  | <b>86 - 113</b>  |
|           | Discussion on:   |                  |
|           | a) Committee Work Plan.  |                  |
|           | b) Opportunities for Pre-Decision Scrutiny.  |                  |
|           | c) Progress with Scrutiny Panels and Working Groups.   |                  |
| <b>11</b> | <b>Scrutiny Letters.</b>   | <b>114 - 130</b> |
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**Next Meeting:** Tuesday, 19 October 2021 at 4.00 pm

*Huw Evans*

**Huw Evans**  
**Head of Democratic Services**  
**Tuesday, 7 September 2021**

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

# Agenda Item 4



City and County of Swansea

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

Remotely via Microsoft Teams

Tuesday, 17 August 2021 at 4.00 pm

**Present:** Councillor P M Black (Chair) Presided

**Councillor(s)**

C Anderson  
T J Hennegan  
W G Lewis  
G J Tanner

**Councillor(s)**

E W Fitzgerald  
P K Jones  
C E Lloyd  
W G Thomas

**Councillor(s)**

D W Helliwell  
H Lawson  
S Pritchard

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

D Anderson-Thomas      A Roberts

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

S M Jones      L R Jones      J W Jones

**Others Present:**

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

**Officer(s)**

|                 |   |
|-----------------|---|
| Steve Hopkins   | Tourism and Marketing Manager                           |
| Clare James     | Economic Development Manager                            |
| Frances Jenkins | Strategic Manager -Tourism, Marketing and Events        |
| Kate Jones      | Democratic Services Officer                             |
| Brij Madahar    | Scrutiny Team Leader                                    |
| Huw Mowbray     | Development and Physical Regeneration Strategic Manager |
| Debbie Smith    | Deputy Chief Legal Officer                              |
| Sue Woodward    | Inward Investment Officer                               |

**Apologies for Absence**

Councillor(s): T M White

Councillor Co-opted Members: C A Holley and P R Hood-Williams

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## 26 Disclosures of Personal & Prejudicial Interest.

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

Councillor Wendy Fitzgerald – Minute No. 30 – owns a holiday let - Personal

Councillor Clive Lloyd – Minute Nos. 30, 31 & 32 – Councillor Clive Lloyd declared a personal and prejudicial interest and withdrew from the meeting for the items.

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

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

**28 Minutes.**

**Resolved** that the Minutes of the Scrutiny Programme Committee held on the 13 July 2021 be approved and signed as a correct record.

**29 Public Question Time.**

There were no public questions.

**30 Scrutiny of Cabinet Member Portfolio Responsibilities: Cabinet Member for Investment, Regeneration & Tourism (Councillor Robert Francis-Davies).**

The Cabinet Member for Investment, Regeneration & Tourism and Officers were present for consideration of the report on Tourism and the report on Business & City Promotion.

**Tourism**

The Tourism and Marketing Manager provided a verbal address further to the written report circulated and specifically highlighting the following: -

- The value of tourism to the local economy
- The impact of Covid-19 on the tourism industry
- Strategic Priority 1: Review and Research – Maintaining information on visitors, identifying market trends and undertaking bed stock, occupancy and trade surveys
- Strategic Priority 2: Inform and Support – supporting businesses through the pandemic with grant and advice on legislation and guidance
- Strategic Priority 3: Remind and Return - Marketing campaigns had to centre around what was on offer once open
- Good engagement on social media
- The event sector had only recently re-opened and that was an important part of Swansea's offer
- Destination Management Plan
- Difficulties of different rules between England and Wales
- Interest from new businesses and operators
- Key focus on making the season last longer
- New marketing campaign for this year – 'Happy Place'
- Successful applications for funds from the Economic Recovery Fund
- Tourism Recovery Plan
- PR Coverage

Questions and Discussions focussed on the following: -

- The Tourism Recovery Plan
- Deadline and target audience when marketing Swansea as a tourist destination  
Increase in staycations and benefits to Swansea
- Recommendations arising from the previous Tourism Scrutiny Working Group which were not accepted by Cabinet, and potential to revisit – particularly on the promotion of eco-tourism with environmental organisations
- Relationship with Gower Commoners Safety Action Group
- Promotion of the railway station at Gowerton especially from an eco-tourism perspective as well as the possibility of a bike hire at the station to promote access to Penclawdd / North Gower
- Virtual Tourism – Possibility of QR codes at destinations which could provide information / history for that destination
- Promotion / Marketing for the local market – ‘Door Step Detectives’
- Accessible maps of footpaths for people to enjoy a green holiday
- Importance of the look and feel of Swansea to tourists, e.g. cleanliness and necessary improvements to public toilets
- The Red Lady of Paviland and its significance to the area
- Celtic Wave Project – Swansea was identified as possible port – restrictions on size of vessels that can come into the port.
- Tourism Tax – idea mooted by the Welsh Government

### **Business & City Promotion**

Questions and Discussions focussed on the following: -

- Accessibility of advice and support for businesses. Noted an increase in information on social media. Noted that the new Council website was due to launch tomorrow which would have relevant and improved information for businesses
- Progress of Parc Felindre site in attracting new businesses – told that the last 18 months had been difficult but the economy was improving as well as interest with 3 live discussions currently ongoing
- Effect of pandemic on the city centre and recovery plans – noted a ‘City Centre Repurposing Strategy’ report was scheduled to go to Cabinet in September
- The development of the Arena and regeneration agenda provided an improved view of Swansea
- Occupation of empty units in the Quadrant including Debenhams – work was ongoing with the owners of the Quadrant and new lettings were due to come on board
- All the Arena units were under offer with good quality local businesses and the Arena was expected to generate 200 plus events per year from around year 3 onwards
- Promotion of local food – Gower salt marsh lamb
- Importance of a mixed use city centre
- Student accommodation, the Kingsway development and increased footfall in the city centre

- Promotion of local food – e.g. on the back of recent protected status given to Gower Salt Marsh Lamb

The Chair thanked the Cabinet Member and Officers.

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

**31 Scrutiny Performance Panel Progress Report: Service Improvement & Finance (Councillor Chris Holley, Convener).**

Councillor Jeff Jones presented the Service Improvement & Finance Performance Panel Update Report, on behalf of the Convener.

Further to the written report provided, he specifically highlighted: -

- Quarter 3 Budget Monitoring 2020/21
- Loss of income resulting from the pandemic - £2.2 million had been met by the Welsh Government
- Swansea Council had high levels of borrowing
- General Fund Expenditure of £150 Million - some had been met by the Welsh Government
- £50 Million in Reserves – mainly grants and parallel funding
- Capital financing costs were down – mainly due to some projects not being progressed
- Council tax deficit of £2.5 Million which had been met by Welsh Government
- Corporate Complaints Annual Report
- Progress in meeting the Welsh Housing Quality Standard
- Performance in relation to Welsh Language Standards

The Chair thanked Councillor Jeff Jones for the update.

**Resolved** that the update be noted.

**32 Scrutiny Annual Report 2020/21.**

The Chair presented the Scrutiny Annual Report 2020/21.

**Resolved** that the Scrutiny Annual Report 2020/21 proceed to Council.

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

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

**Resolved** that Councillor Joe Hale be added to the Natural Environment Scrutiny Performance Panel.

**34 Scrutiny Work Programme.**

The Chair presented a report on the Scrutiny Work Programme.

He referred to the decision to wind down the ERW (Education Through Regional Working) regional consortium and establish a new South West Wales Education Partnership. A legal agreement between the 3 Councils involved in the new partnership will confirm the terms of the partnership and governance arrangements, including scrutiny arrangements.

The Committee noted a public request for scrutiny and were informed that the Service Improvement and Finance Performance Panel would be looking at Planning Services at a Panel meeting in November.

The next Scrutiny Programme Committee was schedule for 14<sup>th</sup> September 2021. The main items scheduled were discussions on the Cabinet Member Portfolio Responsibilities listed below: -

1. Litter and Community Cleansing with the Cabinet Member for Environment, Enhancement & Infrastructure Management
2. Energy Policy (Incl. Generation, Supply & District Heating) with the Cabinet Member for Climate Change & Service Transformation

**Resolved** that the report be noted.

**35 Scrutiny Letters.**

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

It included correspondence relating to the recent meeting of the ERW Scrutiny Councillor Working Group for Committee awareness.

**Resolved** that the scrutiny letters log be noted.

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

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

The meeting ended at 5.55 pm

**Chair**

# Agenda Item 6



## Report of the Chair

Scrutiny Programme Committee – 14 September 2021

### Scrutiny of Cabinet Member Portfolio Responsibilities

|  |  |
|--|--|
| <b>Purpose:</b>                        | To enable the Committee to question Cabinet Members on their work. The Committee's questions will broadly explore Cabinet Members' priorities, actions, achievements and impact in relation to specific areas of responsibility.   |
| <b>Content:</b>                        | <p>The following Cabinet Members will appear before the Committee:</p> <ul style="list-style-type: none"><li>a) Councillor Mark Thomas, Cabinet Member for Environment Enhancement &amp; Infrastructure Management</li><li>b) Councillor Andrea Lewis, Cabinet Member for Climate Change &amp; Service Transformation</li></ul> <p>The specific areas of responsibility being discussed are:</p> <ul style="list-style-type: none"><li>a) Litter &amp; Community Cleansing</li><li>b) Energy Policy, incl. Generation, Supply &amp; District Heating</li></ul> |
| <b>Councillors are being asked to:</b> | <ul style="list-style-type: none"><li>• Question the relevant Cabinet Member on the specific portfolio responsibilities</li><li>• Make comments and recommendations as necessary</li></ul>   |
| <b>Lead Councillor:</b>                | Councillor Peter Black, Chair of the Scrutiny Programme Committee  |
| <b>Lead Officer:</b>                   | Tracey Meredith, Chief Legal Officer   |
| <b>Report Author:</b>                  | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>  |
| <b>Legal Officer:</b>                  | Debbie Smith   |
| <b>Finance Officer:</b>                | Paul Cridland  |



## 1. Introduction

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

1.2 There are 10 Cabinet portfolios:

|    | <b>Cabinet Portfolio</b>  | <b>Cabinet Member</b>                   |
|----|---|---|
| 1  | Economy, Finance & Strategy<br>(Leader of the Council)              | Cllr Rob Stewart                        |
| 2  | Delivery & Operations<br>(Joint Deputy Leader)                      | Cllr David Hopkins                      |
| 3  | Climate Change & Service<br>Transformation<br>(Joint Deputy Leader) | Cllr Andrea Lewis                       |
| 4  | Adult Social Care &<br>Community Health Services                    | Cllr Mark Child                         |
| 5  | Business Improvement &<br>Performance                               | Cllr Andrew Stevens                     |
| 6  | Children Services   | Cllr Elliott King                       |
| 7  | Education Improvement,<br>Learning & Skills                         | Cllr Robert Smith                       |
| 8  | Environment Enhancement &<br>Infrastructure Management              | Cllr Mark Thomas                        |
| 9  | Investment, Regeneration &<br>Tourism                               | Cllr Robert Francis-Davies              |
| 10 | Supporting Communities  | Cllr Alyson Pugh<br>Cllr Louise Gibbard |

### NOTE:

- All Cabinet Members have responsibility for Poverty Reduction
- Supporting Communities Portfolios operate under a job share system with two named Councillors sharing the responsibility, rotated on a regular basis; however, formally they remain as one cabinet portfolio.
- Detailed Cabinet Portfolio Responsibility listing is **attached** to this report.

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

1.4 The Committee has moved away from general Cabinet Member Question Sessions, looking at overall responsibilities, in favour of focusing on specific areas of interest / concern, taking into account any gaps in the overall scrutiny work programme and ensuring good coverage of scrutiny across all cabinet portfolios.

1.5 The Committee should be mindful to avoid duplication of any issue(s) which are being examined elsewhere in the scrutiny work programme e.g. within Performance Panels.

## **2. Discussion on Cabinet Member Portfolio Responsibilities**

2.1 The following Cabinet Member(s) will appear before the Committee:

- a) Councillor Mark Thomas, Cabinet Member for Environment Enhancement & Infrastructure Management
- b) Councillor Andrea Lewis, Cabinet Member for Climate Change & Service Transformation

2.2 The respective Cabinet portfolio responsibilities that the Committee will focus on are:

- a) Litter & Community Cleansing
- b) Energy Policy, incl. Generation, Supply & District Heating

2.3 The Cabinet Members, will attend, along with lead officers who can assist the Committee, to report on aims / objectives, plans, and the delivery of work related to these portfolio objectives. Cabinet Members will be invited to make introductory remarks before taking questions from the Committee.

2.4 Each Cabinet Member has provided a report on the portfolio responsibilities under discussion to help the Committee focus the discussion and questions - see **Appendix 1 and Appendix 2**.

## **3. Approach to Questions**

3.1 The session should provide Committee members with a greater understanding of what these specific responsibilities entail, resources, priorities / objectives / commitments, key activities / headlines / achievements, performance measures, and overall assessment of service health (including, for example, how we compare with others, challenges / risks) and improvement / impact / difference made. This will give the Committee the chance to ask focused questions and provide challenge on actions and performance in relation to these areas of responsibility, as well as future thinking.

3.2 In terms of themes that cut across all cabinet portfolios, the Committee can ask Cabinet Members about:

- Well-being of Future Generations Act – impact on their work / decisions e.g. what they are doing to achieve the well-being goals and ways of working, e.g. focus on long-term thinking, collaboration / involvement etc. (including regional / collaborative working, service user / public engagement)
- Links to Poverty Reduction

- Reducing inequalities, including socio-economic disadvantage
  - Links to the Council's Recovery and Transformation Plan
  - Links to the Public Services Board (PSB)
- 3.3 The Committee has also invited members of the public and other scrutiny councillors (not on the Committee) to suggest questions that the Committee should ask. It is up to the Committee how to deal with any suggested questions within the session.
- 3.4 Following each session the Chair will write to Cabinet Members in order to capture the main issues discussed, views expressed by the Committee, and any actions for them to consider.
- 3.5 If the Committee wishes to conduct more detailed scrutiny of any of the issues raised during the session then this should be agreed through the normal work planning process and planned for a future meeting. This will also allow proper time for preparation.
- 3.6 The Committee should note that Councillor Mark Thomas has already been engaged in scrutiny, or is planned, of the following:
- Air Quality & Pollution (Natural Environment Performance Panel)
  - Local Flood Risk Management (Natural Environment Performance Panel)
  - Green Space Management (incl. grass cutting, weed spraying) (Natural Environment Performance Panel)
  - Ash Dieback (Natural Environment Performance Panel)
  - Waste Management & Recycling (Service Improvement & Finance Performance Panel)
  - Transport / City Centre Travel Plan (Development & Regeneration Performance Panel)
  - Active Travel (Scrutiny Programme Committee)
  - Bus Services (Working Group)
  - Highways & Engineering and Infrastructure Repairs & Maintenance (Scrutiny Programme Committee)
- 3.7 The Committee should note that Councillor Andrea Lewis has already been engaged in scrutiny, or is planned, of the following:
- Housing Commissioning Review (Scrutiny Programme Committee)
  - Homelessness Strategy Progress (Scrutiny Programme Committee)
  - Welsh Housing Quality Standard (Service Improvement & Finance Performance Panel)
  - Climate Change Action Plan (Natural Environment Performance Panel)
  - Workforce (Working Group)
  - Public Services Board (Scrutiny Programme Committee)

#### **4. Next Session**

- 4.1 The next scheduled Scrutiny of Cabinet Member Portfolio Responsibilities, on 16 November, is with the Cabinet Members for Supporting Communities, Councillor Alyson Pugh / Councillor Louise Gibbard focusing on the delivery of the Council's Tackling Poverty Corporate Priority and poverty reduction in communities.

#### **5. Legal Implications**

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

#### **6. Financial Implications**

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

**Background Papers:** None

#### **Appendices:**

- Appendix 1: Cabinet Member Report – Litter & Community Cleansing  
Appendix 2: Cabinet Member Report – Energy Strategy  
Appendix 3: Cabinet Portfolio Responsibility Listing



## Report of the Cabinet Member for Environment Enhancement and Infrastructure Management

Scrutiny Programme Committee – 14 September 2021

### Litter and Community Cleansing

|                                       |   |
|---------------------------------------|---|
| <b>Purpose</b>                        | To provide a briefing to the Scrutiny Programme Committee relating to Litter and Community Cleansing.   |
| <b>Content</b>                        | This report sets out the functions, standards and operational activities of the Cleansing Section within Waste, Parks and Cleansing.                                  |
| <b>Councillors are being asked to</b> | Consider the report and to: <ul style="list-style-type: none"> <li>• Give their views; and</li> <li>• Make recommendations to Cabinet Member as necessary.</li> </ul> |
| <b>Lead Councillor(s)</b>             | Councillor Mark Thomas, Cabinet Member for Environment Enhancement and Infrastructure Management  |
| <b>Lead Officer(s)</b>                | Chris Howell, Head of Waste Management, Parks and Cleansing   |
| <b>Report Author</b>                  | Stuart Willingale, Team Leader (Cleansing Strategy)   |
| <b>Legal Officer</b>                  | Debbie Smith  |
| <b>Finance Officer</b>                | Paul Cridland   |

#### 1. General Description

- 1.1 The responsibility to remove litter, detritus and fly tipping from most public areas, including the adopted highway (i.e. carriageways, footways and verges maintained at public expense), green spaces and Council-owned beaches, rests with the Cleansing Service within Waste, Parks and Cleansing. The adopted highway covers approximately 1100km of carriageway and 1500km of footway/footpaths.

The Housing Department and schools are responsible for the maintenance and removal of litter on land they own and to which the public have access. Litter on private land and non-adopted land is the responsibility of the occupier(s) and/or the owner(s).

Litter is a daily problem that is tackled through the activities of the Cleansing Service and, to a much lesser degree, by volunteers that generally work in conjunction with Keep Wales Tidy with support provided by the Local Authority (i.e. to remove and dispose of any waste collected)

## 2. Why We Do This

2.1 There are a number of statutory instruments relating directly to the control of litter. These include:

- **The Environmental Protection Act 1990.** This places a duty on Local Authorities (and other relevant bodies) to ensure that land for which they are responsible is kept clean and free from litter so far as is practicable. It also provides for Authorised Officers of the Council to issue fixed penalty notices on anyone who commits an offence by dropping litter in a public place.

The Act does not provide a comprehensive definition of what constitutes litter, but cleansing contracts commonly assume the inclusion of materials connected to eating, drinking and smoking. A broad definition of litter and management guidance is provided in the Welsh Government's Code of Practice on Litter and Refuse 2007 (CoPLAR):

*'Litter is most commonly assumed to include materials, often associated with smoking, eating and drinking, that are improperly discarded and left by members of the public or are spilt during business operations as well as waste management operations.'*

- **The Clean Neighbourhoods and Environment Act 2005.** This extended the offence of littering to specifically include the dropping of discarded cigarette ends, cigars, chewing gum and other similar products.
- **Dogs (Fouling of Land) Act 1996 (as amended).** This makes it an offence for anyone in control of a dog who fails to pick up waste after his or her dog (subject to certain exemptions).
- **Code of Practice on Litter and Refuse 2007 (CoPLAR).** The CoPLAR guidance summarises the expectations on organisations who have a responsibility to manage litter, as well as outlining the required standards and practical approaches to management. The guide recognises that a range of factors contribute to the accumulation of litter. Generally, the levels of pedestrian and vehicular use are

key contributing factors, and those areas or with the greatest intensity of use will require most frequent and greatest intensities of management to ensure that such locations are clean and free from litter.

2.2 Four of the six Council corporate priorities are of relevance. They also contribute to the national **Well-Being of Future Generations (Wales) Act 2015**.

- **Safeguarding people from harm** – To ensure all public areas are safe and kept clean/free from litter to prevent physical/biological harm;
- **Transforming our Economy and Infrastructure** – To help ensure Swansea maintains a clean and attractive environment thus encouraging and sustaining the local economy;
- **Maintaining and enhancing Swansea’s natural resources and biodiversity** – Tackling and reducing litter has a direct impact on the enhancement and growth of plant and animal species;
- **Transformation and future council development** - Sustainable Cleansing services that are fit for the future through continual service improvement.

2.3 The main consequences of the Council failing to fulfil its statutory duties are:

- Damage to property and/or injury to people/animals;
- Claims for personal and/or property injury/loss;
- Negative impact on the health and safety and quality of life for residents;
- Detrimental effect on the reputation, future prosperity and investment for Swansea.

The functions and activities of the Cleansing service have a direct impact on the quality of life, perceptions of Swansea and the local areas where people live. These have both social and economic consequences.

### 3. **Management and Support**

3.1 The Cleansing Service mainly consists of Cleansing Operatives that are public facing operational staff. They are supported and directed by a small group of Managers (Group Leader, Team Leaders and Operational Area Managers), Working Supervisors

and Administration staff.

The service can be broken down into the following teams:

### 3.2 **Cleansing Operations**

This area consists of a Team Leader, 3 x Operational Area Managers (that have overall responsibility for three defined geographical areas in Swansea – North, West and Central), Working Supervisors and Cleansing Operatives.

The team is responsible for cleansing public areas (adopted highways, beaches etc.) of litter, waste and other general detritus including leaves. Cleansing Operatives also empty litter and dog bins on a proactive and reactive basis and cleanse the majority of public conveniences. The team use Mechanical Brush Vehicles (MBVs) to sweep the carriageways and footways. Currently the team has 3 large (LGV) MBVs and 8 compact MBVs. Temporary seasonal workers support the team during the summer months to help cope with the increase in demand/footfall in prestige areas e.g. beaches, Mumbles etc.

### 3.3 **Cleansing Strategy**

This area consists of a Team Leader, an Operational Area Manager (NEAT, Fly Tipping and Projects), Working Supervisors, Cleansing Operatives and a graffiti removal service. It also has a small permanent Project Team.

The fly tipping teams are responsible for the removal of fly tipping from the adopted highway and searching the waste for evidence. Any evidence retrieved is passed to the Environmental Enforcement Team for further action.

The area also considers medium and long-term issues and supports Cleansing Operations on a daily basis. The graffiti removal service routinely deals with the removal of graffiti (tags) and fly posters from public areas. It also provides a service to private individuals to remove graffiti from private premises. Cleansing Strategy also facilitates project work (usually via external/internal funding) and supports Welsh Government funded schemes such as Caru Cymru.

The Neighbourhood Environmental Action Team (NEAT) supports Social Services Clients (Service Users) in various project works (access/litter clearance work etc.). At the start of the lockdown Social Services withdrew the NEATs and the Cleansing Service is waiting for them to resume once it is completely safe to do so.



### 4. Stakeholders

4.1 Cleansing works closely with both internal service areas and external partners. The following lists some of the main stakeholders (the list is not exhaustive):

- Elected Members (Councillors)
- Public
- Parks
- Waste Management; Waste Collection; Waste Enforcement
- Housing
- Corporate Property (Estates)
- Highways and Transportation
- Cultural Services
- City Centre Management Team
- Pollution Control and Private Sector Housing
- Community Safety
- Emergency Services
- Natural Resources Wales
- Welsh Government
- Community Councils
- Business Improvement District (BID) and City Centre Traders
- Keep Wales Tidy (KWT)
- Volunteer Groups and Individuals

### 5. Finance

5.1 The Cleansing section receives an annual budget of ~£4.8 million to deliver the service. There are income targets for a limited number of Service Level Agreements and receives additional funds for ad-hoc requests for the service (e.g. the use of MBVs to sweep litter and general detritus from defined areas such as car parks).

5.2 This year 2021/22 Cleansing received some extra funding to:

- Continue with targeted project work by creating a new Cleansing Traineeship;
- Create a new Rapid Response Bin Team (RRBT) and explore technological service improvements;
- Dedicated Cleansing Team to target hedge bottoms or similar where litter and general detritus becomes trapped;

## 6. Current Performance and Trends

- 6.1 The Department's Flare (Civica) database shows the number of service requests received during the last three financial years. These figures include those service requests reported to the Council's Contact centre either by phone, via the website, email or otherwise (e.g. personal visit). Service requests reported predominantly relate to litter and waste related matters such as litter on the highway, sharps/syringes, fly tipping, dog fouling, bins etc.

| Year    | Total No. of Service Requests | % within Target Response Time |
|---------|-------------------------------|-------------------------------|
| 2018/19 | 9259                          | 94                            |
| 2019/20 | 8906                          | 94                            |
| 2020/21 | 9309                          | 66**                          |

\*\* The reduction in target response time during 2020/21 can largely be attributed to the introduction of the Covid-19 lockdown in which significant changes were imposed on the Cleansing Service. Non-essential cleansing work stopped and many Cleansing Operatives assigned to different roles to support other services. There were also restrictions to the maximum number of staff that could operate safely within Council vehicles. Additionally, back office support staff were adjusting to new ways of working (e.g. from home etc.) and accessing the systems.

Many of the service requests received related to the emptying of bins and whilst there was no response indicated on some, it is reasonable to assume that they were responded to within target given that we had Cleansing Teams emptying bins continually during the first lockdown it being considered an essential service.

It is interesting to note that the number of service requests received during 2020/21 was similar to previous years and was, in fact, slightly higher during the pandemic.

## 6.2 The Local Environmental Audit and Management System (LEAMS)

LEAMS validation surveys provide a 'snapshot' of litter and other local environmental quality issues across Wales and allows KWT to track trends over time and highlight the areas that are in the most need for intervention. Each Local Authority in Wales inspects its own area and records their results. KWT independently carry out the same process for all the LA areas in Wales.

During the survey the quality of the local environment is measured by recording the:

- Street cleanliness grade based on how much litter and dog fouling is present;
- Types and sources of litter present; and
- Amount of graffiti, vandalism, fly-posting, dog fouling, weeds, detritus and chewing gum staining visible.

Independent national figures are then calculated by KWT based on:

- A Cleanliness Indicator; and
- The average percentage of streets reaching an acceptable standard of cleanliness.

Following the pandemic, the latest results produced are for 2018/19. The table below shows the results for Swansea Council and those of comparable Welsh Local Authorities in terms of population, geographical area and density.

| Local Authority    | Cleanliness Indicator Score | % of Streets Graded B* and above |
|--------------------|-----------------------------|----------------------------------|
| Cardiff            | 67.3                        | 96                               |
| Neath Port Talbot  | 65.9                        | 93.8                             |
| Newport            | 64                          | 89.6                             |
| Merthyr Tydfil     | 66.3                        | 95.5                             |
| Rhondda Cynon Taff | 66.7                        | 97.6                             |
| <b>Swansea</b>     | <b>67.1</b>                 | <b>96.4</b>                      |

(\* Grade B is defined as ‘Predominantly free of litter and refuse apart from some small items’)

KWT did not conduct any surveys in 2020 due to the pandemic.

## 7. Notable Management Practices/Achievements

There have been some notable changes within the service. Continual Service Improvement demands that the service is subject to constant review in order to maximise efficiency and ensure that best practise is utilised where practicable. These included:

- **Cleansing Restructure** – this has created two distinct Cleansing service areas (**Cleansing Operations** and **Cleansing Strategy**) and introduced an extra tier of supervision (Working Supervisor). Early indications are that this has greatly improved the ability of Cleansing Operatives, Managers and Working Supervisors to focus more effectively on their individual work areas, delegating where necessary, for the betterment of the Team and

service area as a whole. Notably, the process was cost-neutral;

- Provision of dedicated fly tipping teams to respond more effectively to reports of larger incidents and target known hotspots including measures to design out recurrence where appropriate/practicable. All fly tipped material is separated into recyclable (e.g. wood, metal, glass etc.) and non-recyclable waste. This has reduced the amount of waste going to landfill and contributed to an increase in recycling targets;
- Introduction of litter picking in two bags to separate recyclables (plastics/glass/metal cans and tins) on the go. This has reduced the amount of waste going to landfill and contributed to an increase in recycling targets;
- Participation in Wales' first recycling on the go initiative in partnership with Hubbub to increase awareness and encourage personal responsibility to recycle within in the City Centre (Swansea in the Loop campaign with reskinning of existing litter bins to facilitate recycling);
- Facilitating volunteer litter picks where appropriate in partnership with Keep Wales Tidy *et al* – establishment of litter picking hubs at Council-owned libraries and other premises where individuals and groups can sign out litter picking equipment. Volunteers are advised to recycle using the two-bag system as above. The collection of the waste/recyclables is arranged with Cleansing (*note: This arrangement was stopped during most of 2020 and some of 2021 due to the pandemic. It is slowly returning back to normal*);
- Recruitment of Project Teams since September 2020: Deep clean in areas of leaf fall, supported by MBVs during autumn by brushing out from corners, behind utility boxes, between parked cars etc. Clearance of fly tipping from land of unknown ownership if visible from prominent public areas, remove detritus (soil/leaves) build up at pedestrian islands, crossing points, bus shelters etc., removal of excessive weed growth which won't break down after spraying and periodic City Centre deep cleans. (*note: The Project Teams will generally seek to avoid pulling up live weeds to prevent damage to the highway. Weed removal is generally limited to those areas which have previously had spray treatment and larger weeds where treatment has shown to be ineffectual*);

- Investment in resource to address trapped litter in hedgerows to encourage nesting and support wildlife habitat protection in targeted areas;
- Resource redeployment and shift pattern changes to accommodate increased footfall and tackle litter on beaches. Handing out of bags to the public and engaging to encourage litter removal and recycling;
- Lead on the *'Don't be a Tosser'* litter campaign designed to educate and encourage the public to dispose of their litter/waste responsibly;
- Bin your Gum campaign in partnership with Swansea BID to encourage the public to bin their chewing gum responsibly;
- Removing/relocating litter bins which are continually abused/misused by individuals filling them with household waste resulting in bins overflowing and the potential for litter on the highway etc. Introduction of reduced aperture bins to prevent abuse/misuse by household waste (*note: Ward Members will be advised/informed prior to any bins being removed/relocated in their area*);
- Replacing dog waste bins with litter bins as smaller capacity dog bins often overflow. Consider removal of dog bins if sited adjacent or in close proximity to a litter bin but ensuring bespoke bilingual stickers are applied to litter bins to show they can accommodate dog waste. Replacing with a litter bin also has the benefit for those dog owners that currently have an aversion to lifting the lid on the dog bins and simply leave the bag on top (*note: Ward Members will be advised/informed prior to any bins being replaced in their area*);
- Provision of additional temporary litter bins and BBQ bins (with signage *'Please dispose of your BBQ responsibly'*) in high footfall/beach locations during high season;
- Provision of a dedicated Rapid Response Bin Team (RRBT) to respond quickly to reports of overflowing bins negating the need to redirect crews working in other areas. They will also ensure existing bins are functional, fit for purpose and repair or renew and clean them where required and as resources allow;
- Consideration is being given to install sensors in remote, outlying litterbins (initially) as a trial. The sensors will send a signal indicating when a bin is full and requires emptying;

- In-house Enforcement training for Managers and Working Supervisors allowing them to become authorised to issue Fixed Penalty Notices to anyone they witness dropping litter or failing to pick up their dog's waste;
- Centralisation of all Cleansing service requests received (phone/email/web form) to ensure that the enquiries are logged with the correct information and assigned to the most appropriate Officer/Team to action;
- Support and contribution to national litter campaigns run by external partners such as Keep Wales Tidy (e.g. KWT Spring Clean and autumnal Beach Clean), Surfers Against Sewage etc;
- Trial use of Electric Leaf Blowers within the City Centre core area to help minimise noise disturbance to local residents early in the morning. The service has since purchased additional equipment following positive feedback from the trial;
- Use of trained Cleansing Operatives to undertake focused weed spraying in the City Centre to assist Highways;
- Commissioning of two 'Hako' MBV vehicles that, in addition to their sweeping capabilities, also have the capacity to scrub and clean paving slabs in pedestrianised areas without damaging or undermining the paviers, and remove weeds where necessary;
- Development of a Cleansing Traineeship Programme in which 10 trainees spent time in all areas of Waste Management during their training period. This was supported by the Trainees completing a WAMITAB (waste and recycling) qualification in association with Gower College.

### **8. Work During the Pandemic**

During the pandemic, the Cleansing service faced some difficult challenges. However, through careful and considered management, following national and local legislation/guidance, the service and statutory requirements were maintained throughout in order to keep the staff and public safe. The following lists some of the main achievements:

- Staff levels of approximately 40% (minimum) were maintained throughout;
- The service continued to carry out its statutory duties as

appropriate and tackle a range of issues throughout the pandemic e.g. responding to anti-social behavioural problems such as the litter/waste left at Langland Beach;

- Responding to operational restrictions and continual change in a positive and pragmatic way (e.g. no. of staff allowed in a vehicle) by continually reviewing and updating departmental and site-specific Risk Assessments, altering work schedules and allowing Cleansing Operatives to start their rounds from home where appropriate to do so;
- Assisting other Departments in fulfilling their statutory duties or otherwise e.g. Cleansing Operatives routinely assisted the Waste Collection crews to continue with their operations to minimise the potential for waste to accumulate in the streets;
- Daily meetings on Teams by the Senior Cleansing Leadership Team to discuss ongoing issues/updates regarding the pandemic and cascade information and instruction to the Cleansing Operatives/Teams;

### **9. Future Challenges & Opportunities**

9.1 The main challenges for the service in relation to this report are:

- The need to ensure continuity of service against a backdrop of potential future resource pressures;
- Increasing demand and expectations from stakeholders;
- Growing responsibility and expectation for non-adopted council assets as part of an Council asset management approach to responsibility;
- Increasing challenges due to climate change (e.g. incidents of flash flooding and the need to minimise the amount of leaf litter and general detritus on the adopted highway so far as possible);
- Consideration is being given to Cleansing Operatives routinely clearing the top of surface water road gullies as part of their weekly/bi-weekly cleansing schedule.

### **10. Risks**

10.1 The main risks to the Cleansing service:

- Covid-19 is still with us and likely to become endemic within the population. Continued restrictions and limitations in Council vehicular use;
- Whilst some additional funding has recently been provided and is to be welcomed, there is currently a national

shortage of qualified drivers and labour to enable delivery on some of the aspirations;

- With the rapid changes in new infrastructure and development occurring within the City Centre, Mumbles etc. Cleansing expectations could outstrip that which can reasonably be delivered. As more residents and visitors are attracted to these areas it will inevitably have a direct impact on Cleansing as the service will be required to maintain the public realm in these locations to an acceptable standard;
- Medium-term budget pressures may result in significant implications for the service once the effects of the Covid-19 pandemic start to be realised. This will not be confined to Swansea Council but will be country wide the likelihood being that it will become harder to secure resources and manage expectations.

### **11. Assessment**

- 11.1 The Cleansing service delivers a frontline service critical in keeping the streets and open spaces clean and free from litter/waste so far as is practicable. The work the service carries out on a daily basis plays a crucial role in contributing to people's overall health and general well-being, attracting investment, creation of jobs and economic prosperity.

The service is committed to Continual Service Improvement and strives to follow good practice where possible. It participates in national inspection surveys (LEAMS etc.) and scores very highly when assessed with comparable Local Authorities in Wales.

Cleansing regularly receives positive feedback from the public and is generally well-received and supported by Ward Members that understand and appreciate the importance of the work we do.

### **12. Legal Implications**

- 12.1 There are no legal implications associated with this report other than those set out in paragraph 2.1 above.

### **13. Financial Implications**

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

### **14. Integrated Assessment Implications**

- 14.1 This is a status report and therefore an assessment is not required.





## Report of the Cabinet Member for Climate Change and Service Transformation

Scrutiny Programme Committee – 14 September 2021

### Energy Strategy

|  |  |
|--|--|
| <b>Purpose:</b>                        | This report is in response to a call from Scrutiny Programme Committee to explore responsibilities and issues in relation to the Energy Strategy, included within the Climate Change and Service Transformation Portfolio. |
| <b>Policy Framework:</b>               | Carbon Management Plan, Asset Management Plan.   |
| <b>Content:</b>                        | Cllr Andrea Lewis (Deputy Leader) and Cabinet Member for Climate Change and Service Transformation will provide a detailed overview of the Energy Strategy.  |
| <b>Councillors are being asked to:</b> | <ul style="list-style-type: none"> <li>• Question the Cabinet Member on the specific portfolio responsibilities.</li> <li>• Make comments and recommendations as necessary.</li> </ul>                                     |
| <b>Lead Councillor:</b>                | Councillor Andrea Lewis.   |
| <b>Lead Officer:</b>                   | Geoff Bacon, Head of Property Services.  |
| <b>Report Author:</b>                  | Antony Moss, Energy Manager.   |
| <b>Finance Officer:</b>                | Paul Cridland.   |
| <b>Legal Officer:</b>                  | Debbie Smith   |

#### 1. Introduction

- 1.1 Swansea Council recognise and understand the importance of effective energy and carbon management and the implications and risks of climate change, rising energy costs and the preservation of finite energy sources. The preservation of our natural environment on a regional and national level and safeguarding of the wellbeing of our communities for current and future generations is a vital aim of the Authority.

1.2 It is within this context that the Energy and Carbon Management Strategic plan was developed. The Council has pledged to “*Act in Response to the Climate Emergency*” within the Corporate Plan 2020-23, aiming for net carbon neutrality by 2030. It is proposed that the strategic priorities would be underpinned by three key principles:

- Raising awareness with all stakeholders and partners.
- Reducing our impact on Climate Change.
- Improved Resilience, ensuring we have robust plans in place to prepare for the impacts and minimise risks to our communities.

## 2. Background

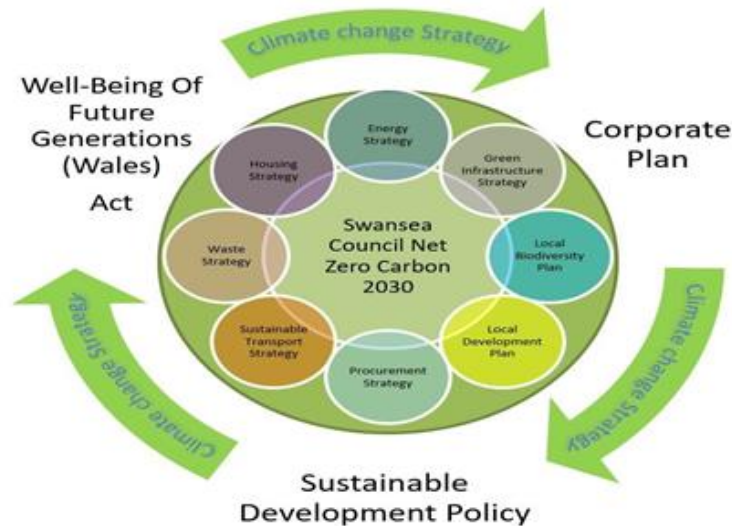
- 2.1 This Energy and Carbon Management Plan will build on those existing energy saving initiatives and strategies developed from the last Energy Strategy Paper which from a 2009/10 baseline (42,532 t/CO<sub>2</sub>); reported during 2019/20 carbon emissions of 18,757 t/CO<sub>2</sub> – which yielded a 54% reduction in carbon emissions of 23,154 t/CO<sub>2</sub> over its 10 year lifetime.
- 2.2 In May 2019, the UK became the first major economy in the world to pass a net zero carbon emissions target into law. This target will require the UK to bring all greenhouse gas emissions to net zero by 2050, compared with the previous target of at least 80% reduction from 1990 levels. The UK’s 2050 net zero target is one of the most ambitious in the world and was recommended by the Committee on Climate Change (CCC).
- 2.3 Globally, the UN has put in place a 2030 framework to drive forward sustainable development and climate change through the UN Sustainable Development Goals and the Paris Agreement, which commits to keeping global temperature rise this century well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C.
- 2.4 Prosperity for All: A Low Carbon Wales’ sets out the Welsh Government’s approach to cut carbon emissions and increase efficiency in a way that maximises wider benefits for Wales, ensuring a fairer and healthier society. It sets out 100 policies and proposals that directly reduce emissions and support the growth of the low carbon economy.
- 2.5 In June 2019, Swansea Council members declared a ‘Notice of Motion’ Climate Change Emergency and calling on Westminster to provide the powers and resources necessary to achieve the target for Swansea Council to strive towards becoming net carbon neutral by 2030; and the City and County of Swansea as a whole by 2050.

## 3. Governance Structure and Strategy - Climate Change Group

- 3.1 Actions from the Policy Development Committee (PDC) meeting held on 25<sup>th</sup> February 2021 have been implemented with the compilation of a ‘Climate Change Strategy’ into eight key policies resulting in the formation of the ‘Climate Change Group’, governance structure as illustrated below –

Energy Strategy; Green Infrastructure Strategy; Local Biodiversity Plan; Local Development Plan; Procurement Strategy; Sustainable Transport Strategy; Waste Strategy and Housing Strategy.

- 3.2 The 'Energy Strategy' provides a strategic approach encompassing Swansea Council property portfolio and Street lighting as detailed in the Energy and Carbon Management Plan.



- 3.3 This work will be underpinned by the Well-being of Future Generations Act goals and ways of working, the Corporate Plan Priorities, and the Sustainable Development Policy actions.

- The Well-being of Future Generations Act (Wales) 2015 This legislation places a duty on the Council to carry out sustainable development improving social, economic, environmental, and cultural well-being. It sets out the sustainable development principle's five ways of working and seven national well-being goals.
- Sustainable Development Policy- This sets out how the Council can ensure it meets present needs while ensuring future generations can meet their needs too. It guides services and decision makers in applying the five ways of working and maximising their contribution to Swansea's well-being.
- Corporate Plan- This details how the Council will improve well-being in practice. It lays out priorities for action in six well-being objectives and the steps to achieve them in line with the sustainable development principle.

- 3.4 In addition, there will be continued commitment to engage with local people and businesses to help them be smarter and better prepared for the impacts of climate change which will be enhanced by the introduction of the Climate Change Charter.

#### **4. Energy and Carbon Management Plan**

4.1 On 19th November 2020, the Energy and Carbon Management Plan was approved by Cabinet (encompassing Swansea Council property portfolio and street lighting); a copy of this Plan with the supporting Action Plan are attached under Appendix A and Appendix B. It provides a co-ordinated approach which will identify and analyse energy and carbon emissions from the delivery of the Authority's operational service deliveries and will

- Provide an overarching programme that will align and integrate all legislations and policies that relate to energy, carbon management and climate change
- Clearly define Swansea Council strategic ambition and intent for addressing energy and carbon management
- Quantify the Authority's baseline carbon emissions from its service property activities.
- Identify and evaluate energy saving projects towards reducing energy costs
- Adapt to the new Welsh Government Public Sector Net Zero Carbon Reporting requirements,
- Adapt a low carbon / renewable technology way of working, reducing the dependency on conventional energy supplies.

4.2 The Energy and Carbon Management Plan and Action Plan are dynamic and live documents, they will be modified as and when necessary and reviewed annually through the Council Annual Review of Performance Report section on corporate objective – "Maintaining and enhancing Swansea's natural resources and biodiversity".

#### **5. Key Headline Projects / Carbon Emission Achievements**

5.1 Swansea Council have achieved a great deal over several years to mitigate the impacts of Climate Change such as:

- Swansea Council procures its energy using Crown Commercial Services Framework Agreements, via the National Procurement Service (NPS), for its energy supplies. All electricity procured via the NPS framework is from 100% renewable energy sources; 41% sourced from Wales (Apr 20 – Mar 21); Gas – Total Gas and Power (TGP) procured as new gas supplier (from Apr 21), registered interest in purchasing 'Green Gas'- dependant on viability and cost impact.
- Refit Low Carbon Programme - Swansea Council is participating in the Welsh Government supported Re:fit Low Carbon Programme to implement energy efficiency saving opportunities in non-domestic buildings. A £1.3 million interest free loan has been secured from Welsh Government Wales Funding Programme (Salix) to deliver a Re:fit Cymru (Energy Efficiency) Phase 1 project comprising over 18 buildings which is projected to save an estimated 400 tCO<sub>2</sub>e every year. Quantifying the energy savings delivered by the Energy

Conservation Measures (ECMs) will be validated using the Measurement and Verification (M&V) process.

- Carbon Reduction Retrofit (phase 2): Working towards developing a business case to implement Energy Conservation Measures for Education Services - Schools.
- Swansea Council with the support of Welsh Government Energy Services are progressing towards the development of a 3MW Ground Mounted Solar PV farm located on a capped waste land filled area. It is predicted over the asset lifespan (35 years) that 101,302,731 kWh of renewable energy will be generated equating 28,454 t/CO<sub>2</sub>. Part of this capital expenditure cost could be recovered as it would create revenue for the Authority, in the form of either Power Purchase Agreements (PPA) or private wire connection. There is the potential opportunity of extending the Solar PV site in future years as current additional waste land is capped.
- Public Sector Hub: Cabinet are considering moving from the Civic Centre to a new public sector hub in the heart of the city centre as part of Swansea Bay Central Phase 2, the £1bn project to revitalise the St David's area of the city centre. This is an opportunity for the Authority to show its commitment towards meeting its net zero carbon aspirations by 2030 incorporating renewable technologies into the design specifications.
- Progressing work towards a world-leading Swansea Bay Tidal Lagoon, estimated electricity generation of 504,854 MWh, equating to carbon emission savings of 94,913 mT CO<sub>2</sub>e.

## 6. Community Energy

6.1 Community energy covers aspects of collective action to reduce, purchase, manage and generate energy. Community energy projects have an emphasis on local engagement, local leadership and control and the local community benefiting collectively from the outcomes.

### 6.2 Homes as Power Stations

6.2.1 Since the first development at Colliers Way, the More Homes development team in partnership with Corporate Building Services (CBS) have developed the Swansea Standard which has incorporated Homes as Power Stations (HAPS) owing to Welsh Government (WG) Innovative Housing Programme (IHP) funding enabling Swansea Council to build exemplar homes combining the latest innovative renewable technologies such as Solar PV, Tesla Batteries, Mechanical Ventilation Heat Recovery (MVHR) and Ground Source Heat Pump (GSHP).

6.2.2 With a building fabric first approach integrating the Swansea Standard; Swansea Council has been able to build homes that are super energy efficient; achieving the EPC rating of A and which are almost self-efficient in producing their own energy to decrease energy demand and tackle fuel poverty - typically generating around 60% - 80% of the energy consumed.

6.2.3 The HAPS properties are being monitored in collaboration with Welsh School of Architecture (WSA) at Cardiff University. The research team will work in collaboration with industry, government, academia and the public on built environment projects and evaluate renewable energy supply, energy storage and energy demand reduction technologies to create a low carbon-built environment that is both replicable and affordable.

6.2.4 The HAPS developments have now been completed at The Parc Yr Helyg development in Birchgrove (September 2020) and Phase 2 of the Colliers Way, Penplas development (April 2021). The Hill View Crescent/Beacons View Road HAPS development is scheduled to be completed by early 2022. The latest HAPS standard development is due to start in West Cross.

6.2.5 In addition, Swansea Council have retrofitted to HAPS standard several bungalows at Ffordd Ellen, Craig Cefn Parc which are also being monitored by WSA.

### 6.3 District Heating System

6.3.1 The latest consultant study from 2018 showed that there is an opportunity for Swansea Council to deliver a viable city centre District Heating System network, but this would not be without cost or risk. The options for delivery include a wholly Swansea Council owned and operated model through a Special Purpose Vehicle (SPV), or a joint venture partnership with the private sector to reduce the risk (and return). Assumptions were made that certain city centre buildings would connect to the network and the construction cost of £11.5m (excluding inflation and fees but including contingency at 30%) could attract a return of 8.2% over a 20-year period. The risks revolve around lower than forecasted energy demand, lower heat payments/tariffs, lower additional revenues and higher capital and operating costs, all of which would affect the Internal Rate Return (IRR) negatively. Since the biggest of these risks is demand, it should be noted that 55% of the energy demand came from three of our development sites (Copr Bay Phase 1, Sailbridge, Civic Centre), to date only Copr Bay has been developed, the other two are yet to come online.

6.3.2 The timescales of the District Heating System network proposal and the Copr Bay development weren't aligned with one another sufficiently enough for the heat network to be included within the Copr Bay scheme. Consideration was given to installing ductwork across Oystermouth Road during the Copr Bay construction which could be used in the future for district network pipework. Unfortunately, the nature of the road construction, location of existing underground services, and the additional complexities due to trench sizes and logistic issues with highway closures and noise considerations, there was no benefit in installing the ductwork during the Copr bay construction. That does not preclude the development from connecting to a heat network in the future, however. The heating solutions installed in Copr Bay could connect to such a heat network if one was established.

### 6.4 Solar PV Schemes - Swansea Community Energy & Enterprise Scheme (SCEES) and Egni/AWEL Co-Operative

6.4.1 These are schemes exploring how local people in some of Swansea's most economically deprived areas can benefit from community renewable energy projects. They have installed Solar PV systems on a number of Swansea schools with a total estimated renewable generation of electricity amounting to 946,211 kWh/year, (assuming 85% Solar PV generation used by schools, this equates to 804,279kWh/yr at electricity corporate rates (£0.13/kWh), estimated financial savings of £104K).

6.4.2 As part of the Egni Co-operative's Solar PV proposal offer to Swansea Council, they have partnered with charity 'Energy Sparks' to provide educational and energy data visualisation programmes to several Swansea schools. Working in collaboration with Education Services and School ECO Clubs, Energy Sparks will provide access to their online energy analysis software to monitor the schools smart meter data to identify energy and financial savings, along with carbon emission reductions. The software will also show the Solar PV data generation from the Egni Co-op PV System. The programme is supported with an extensive list of built-in energy related activities and lesson plans categorised by education level (key stage); subject (Science) and topic (Climate Change).

### 7. Swansea City Deal

7.1 The Swansea Bay City Deal is a £1.3bn investment in 9 major projects across the Swansea Bay City Region – which is made up of Carmarthenshire, Neath Port Talbot, Pembrokeshire and Swansea together with the Abertawe Bro Morgannwg and Hywel Dda University Health Boards, Swansea University, the University of Wales Trinity Saint David, and private sector partners. The City Deal is being funded, subject to the approval of project business cases, by the UK Government, the Welsh Government, the public sector, and the private sector. Over the next 15 years, the City Deal will boost the regional economy by £1.8bn and generate almost 10,000 new, high-quality jobs. The new Swansea arena is part of the council's £135m Swansea Central Phase One transformation scheme which includes almost 1,000 parking spaces. The arena's external skin will be covered in tens of thousands of LED lights. It is due to open in 2021/22.

7.2 In addition, Swansea Council have been in collaboration with Welsh Government and Swansea Bay City Region partners to 'draft' a Regional Energy Strategy plan for South West Wales which will be completed towards by the end of 2021.

### 8. Emissions Reporting Measures

8.1 Welsh Government have recently released their Public Sector Net Zero Carbon Reporting Guide (Jul 21) which is based on the common principles used to support the GHG (greenhouse gas) Protocol series of standards

for GHG reporting, which has been implemented in the Energy and Carbon Management Plan.

- 8.2 The publication is currently under review / consultation with the other Local Authorities in Wales prior to its proposed implementation of Oct 21. The 'Climate Change Group' are collating data for their respective emissions categories (energy, travel, waste, supply chain (procurement) and land use) for Financial Year 2019/20 (new base year) and Financial Year 2020/21 for submission to the Welsh Government Energy team; thereafter, annual reporting cycle in June.

### 9. Key Future Challenges

- 9.1 The Energy and Carbon Management Action Plan provides a breakdown of future projects set in terms of Short-term (0 -3 years); Medium-term (4 - 7 years) and long-term (7 – 10 years). However, there are some key short-term challenges which need to be prioritised:

**Strategic Plan towards Decarbonisation of Buildings:** Work has already started in collaboration with Welsh Government Energy Services - Regional Energy Planning (REP) and the South-West Wales regions developing a 'draft' Regional Energy Strategy that is "owned" by the South West Wales Region. This would build on past work undertaken for the regions in the report "Swansea Bay City Region: A Renewable Energy Future, Energy system vision for 2035 (IWA, 2018)". In addition to this work, Welsh Government are funding a 'Local Area Energy Plan (LAEP)' pilot scheme across two Local Authorities (Newport and Conwy), with technical consultancy from ARUP with the aim to develop local area energy plans. A decision to rollout this programme across Wales over the next few years is currently under consultation.

Whilst these proactive approaches are identifying the best opportunities for low carbon projects, along with providing strategic direction at regional/local levels, Swansea Council need to implement a costed decarbonisation strategic plan of its buildings (moving towards renewable sources for electricity and heating), identifying the funding gap and implementing long term investment planning and /or be prepared to submit low carbon projects when finding opportunities become available. This should include ensuring all new buildings are designed and funded to net zero carbon standards.

The Strategic Plan should be developed into an agreed framework with Cabinet support, Building Maintenance Service and Financial Services towards setting the direction and ambition for Swansea Council decarbonisation of its buildings by 2030.

**Energy Budget Allocation:** Investments in energy efficiency can significantly reduce costs and provide operational benefits. There is a cost-effective maintenance budget investing in energy efficient equipment using less energy and reducing our carbon emissions which will in turn assist in maintaining a sustainable asset portfolio in line with the overarching asset management plan. However, there is a requirement to



allocate an energy budget to invest in feasibility studies of new energy saving initiatives, undertaking technical audit appraisals; currently there is a challenging reliance on trying to secure funding from other budgets. All funding requests will be supported with a business case and financial appraisal.

**Renewable Energy Opportunities:** Identify and implement opportunities to promote the development of renewable and alternative energy generated on council owned properties (new and refurbishments) and land (car parks, waste land) and the wider community of Swansea. Potential income generation opportunities through selling surplus renewable energy to the Grid (Power Purchase Agreements) or private wire agreements.

### 10. Risks

- 10.1 Climate Change is seen as one of the world's greatest threats. The Intergovernmental Panel on Climate Change (IPCC) report released on 9<sup>th</sup> August 2021 provides a detailed assessment of Climate Change on our society and ecosystems.
- 10.2 Investment: Funding to invest in decarbonisation of our buildings is a major risk to meeting the aspirational commitment of becoming a net zero carbon emissions Authority. This will require significant financing; choosing to prioritise this investment would inevitably mean delaying or removing other capital schemes under consideration if funding is sought internally or seeking external loans /grants as they become available. For example, currently Energy Conservation Measures in non-domestic buildings have been financed using interest-free funding secured from Salix / Wales Funding Programme, however, where the payback period cannot be achieved there will be a need to supplement this funding to enable further decarbonisation measures with higher payback periods to be delivered.
- 10.3 Resource: Given the aspirations of the council to achieve its net zero target by 2030, there is an ongoing requirement to effectively resource all aspect of the climate change plan, including energy management. To this end, the council will shortly be appointing a temporary project manager for Strategic Climate Change and a new regionally funded temporary post from Earth (Economic Acceleration & Regeneration Through Innovation Project), specifically related to energy management. However there will be a need to review the ongoing requirements to enable the council to deliver its climate and nature ambitions for Swansea through to 2050.

### 11. Summary / Assessment

- 11.1 Swansea Council has been committed to reducing its carbon emissions over several years through various energy saving initiatives and investment in energy saving technologies and embracing renewable technologies, along with supporting Community Energy schemes; Against a Welsh Government 2009/10 baseline of 42,532 t/CO<sub>2</sub>, it has reduced its carbon emissions by 2019/20 to 18,757 t/CO<sub>2</sub>, a reduction of 23,775 t/CO<sub>2</sub>,

- 11.2 The Authority are already planning positively towards facilitating renewable and low carbon energy development opportunities (such as Tir John Solar PV Farm) which will also support Welsh Government Legislations and aspirations for 70% of energy consumed in Wales to be from renewable energy generated in Wales by 2030.
- 11.3 The 'Homes as Power Stations' pioneering project integrating energy efficiency design and renewable technologies into the development of new build homes and retrofit programmes is positively reflecting the aim to tackle fuel poverty while helping residents save money on their energy bills.
- 11.4 However, the risks identified in Section 10 need to be addressed if Swansea Council is to fully achieve becoming a net zero carbon emissions organisation by 2030, and the City and County of Swansea as a whole by 2050.

### **12. Integrated Assessment Implications**

- 12.1 This is a status report and therefore an assessment is not required.

### **13. Financial Implications**

- 13.1 There are no financial implications associated with this report other than the financial risk identified in Section 10. Any future decisions involving financial implications would be subject to separate reports at that time

### **14. Legal Implications**

- 14.1 There are no legal implications associated with this report other than those set out in the body of the report.

### **Background Papers**

- Appendix A Energy and Carbon Management Plan  
Appendix B Energy and Carbon Management Action Plan

**Swansea Council**  
**Energy and Carbon Management Plan**  
**Framework 2020 to 2030**



**1 Version Control**

| VERSION CONTROL |        |             |                    |            |
|-----------------|--------|-------------|--------------------|------------|
| Version         | Status | Author      | Notes              | Issue Date |
| 1               | DRAFT  | Antony Moss | First Draft Issue  | May 2020   |
| 2               | DRAFT  | Antony Moss | Second Draft Issue | Nov 2020   |
|                 |        |             |                    |            |
|                 |        |             |                    |            |

## 2 Foreword

Swansea Council recognise and understand the importance of effective energy and carbon management and the implications and risks of climate change, rising energy costs and the preservation of finite energy sources. The preservation of our natural environment on a regional and national level and safeguarding of the wellbeing of our communities for current and future generations is a vital aim of the Authority.

It is within this context that the Energy and Carbon Management Strategic plan was developed. The council has pledged to “*Act in Response to the Climate Emergency*” within the Corporate Plan 2020-23, aiming for net carbon neutrality by 2030. It is proposed that the strategic priorities would be underpinned by three key principles:

- Raising awareness with all stakeholders and partners.
- Reducing our impact on Climate Change.
- Improved Resilience, ensuring we have robust plans in place to prepare for the impacts and minimise risks to our communities.

This Energy and Carbon Management Plan provides a co-ordinated approach which will identify and analyse energy and carbon emissions from the delivery of the Authority’s operational service deliveries and will

- Provide an overarching programme that will align and integrate all legislations and policies that relate to energy, carbon management and climate change
- Clearly define Swansea Council strategic ambition and intent for addressing energy and carbon management
- Quantify the Authority’s baseline carbon emissions from its service property activities.
- Identify and evaluate energy saving projects towards reducing energy costs
- Adaptable to the new Welsh Government Net Zero Carbon Reporting requirements,
- Adapt a low carbon / renewable technology way of working, reducing the dependency on conventional energy supplies.

In addition, there is a continued commitment to engage with local people and businesses and help them be smarter and better prepared for the impacts of climate change which will be enhanced by the introduction of the ‘Climate Change Charter’

The Energy and Carbon Management plan is a dynamic and live document and it will be modified as and when necessary and reviewed annually through the Council Annual Review of Performance Report section on corporate objective – “Maintaining and enhancing Swansea’s natural resources and biodiversity”.

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### **3 Introduction: Swansea Council**

Swansea Council is an Authority with a mixture of urban and rural communities. Situated in the middle of the South Wales coast, Swansea is the second largest city in Wales and the regional centre of South West Wales. Swansea's two neighbouring local authorities are Carmarthenshire to the west and Neath Port Talbot to the east.

The latest official estimate of the population of the Swansea Council stands at 246,500 (mid-2018, Office for National Statistics / ONS). Swansea has the second highest population of the 22 Welsh local authorities, representing almost 8% of the total population of Wales (3,138,600).

Swansea Council, which has a land area of around 380 square kilometres, can be broadly divided into four geographic areas: the open moorlands of the Lliw Uplands in the north; the rural Gower Peninsula in the west, containing the UK's first Area of Outstanding Natural Beauty; the suburban area stretching from the edge of Swansea towards settlements in the west and around the M4 corridor; and the coastal strip around Swansea Bay, which includes the city centre and adjacent district centres such as Uplands, Sketty and Mumbles.

The Authority delivers a number of key services throughout the geographical area of the City and County and they consist of: Provision of Social Care, Provision and management of Public Parks, Library Services, Education provision, Street Lighting, Regeneration, Highways Management, Promotion of Tourism. The authority also works in partnership with other external bodies to deliver services.

In the provision and management of the aforementioned service areas the Authority employs approximately 11,000 employees who manage and occupy circa 800 service based operational sites (with utilities), the total energy expenditure (gas and electricity) of the Authority in 2019/20 was £6 million.

## 4 Background

In May 19, the UK became the first major economy in the world to pass a net zero carbon emissions target into law. This target will require the UK to bring all greenhouse gas emissions to net zero by 2050, compared with the previous target of at least 80% reduction from 1990 levels. The UK's 2050 net zero target is one of the most ambitious in the world and was recommended by the Committee on Climate Change (CCC).

Globally, the UN has put in place a 2030 framework to drive forward sustainable development and climate change through the UN Sustainable Development Goals and the Paris Agreement, which commits to keeping global temperature rise this century well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C.

In June 2019, Swansea Council members declared a ' Notice of Motion' Climate Change Emergency and calling on Westminster to provide the powers and resources necessary to achieve the target for Swansea to strive towards becoming net carbon neutral by 2030 – see Appendix A for full text.

Subsequently, the Policy Development Committee (PDC) meeting held in Feb 20 recommended to review all current strategies and action plans to be aligned into eight key policies – Energy Strategy; Green Infrastructure Strategy; Local Biodiversity Plan; Local Development Plan; Procurement Strategy; Sustainable Transport Strategy; Waste Strategy and Housing Strategy within the scope of the Climate Change Charter Action Plan.

This Energy and Carbon Management Plan will build on those existing energy saving initiatives and strategies developed from the last Energy Strategy Paper (2016), but focusing exclusively on the many aspects of energy efficiency across the Authorities owned buildings, looking at the building fabric, the building services and the management of the building (including renewable technology options). To ensure that the Plan reaches its full potential within the Authority, the establishment of the 'Climate Change Programme Board' to bring together the governance of the other eight key carbon related strategies under one co-ordinated programme and meeting the aspirations of becoming a net zero carbon emissions Authority by 2030 is essential.

The Plan supports the Authority's 'Outcome Agreements' with a particular effect on the Sustainable theme of 'Growth & Sustainable Jobs', the outcome of which is creating a sustainable low carbon economy with a commitment to 'reduce Swansea's impact on climate change through reducing carbon emissions'.

Implementation of the Plan will assist the Authority to reduce its energy usage, associated costs and carbon emissions, improving the built environment and ensuring a consistent and standard method for considering implementation of renewable technology systems across the authority's assets. As part of this strategy the Authority will also explore any commercial opportunities available as well as building on the success of the Swansea Community Energy Enterprise Scheme (SCEES) and EGNi community initiatives and large infrastructure projects such as implementation of the Swansea Bay City Deal, implementation of Refit: Low Carbon Project (Phase 1), develop long-term retrofit Phase 2 and Phase 3 projects (including evaluating decarbonisation of the heat network), and potential development of 3MW Solar PV farm.



## 5 Strategic Aims

### 5.1 Vision

Swansea Council has adopted a series of core values for carbon management. These include a statement of concern for sustainability and the relationship with the environment. It is also a very important element in achieving the well-being of future generations in Wales. In order to achieve Swansea's vision 'to create a safer, greener, smarter, fairer, healthier and richer Swansea', we must act now to mitigate risks associated with the supply, affordability and carbon impact of energy consumption.

- The legislative focus on Energy and Climate Change has increased significantly over the last few years - energy efficiency standards e.g. BREEAM; Energy Efficiency in Buildings Regulations.
- Deliver against Welsh Government carbon emissions targets.
- Investing in renewable technology way of working, preservation of finite energy resources.
- Reducing the dependency on conventional energy supplies.
- Investment in Energy Conservation Measures (ECMs) such as LED lighting,
- Review innovative energy generation and saving initiatives, which can create economic benefit, including employment and inward investment in Swansea, building on world class projects like the potential Tidal Lagoon.
- Reduction of energy, fuel and water costs and those of our communities.

### 5.2 Aim

Swansea Council will contribute towards a sustainable low carbon economy by delivering an Energy and Carbon Management strategy that delivers real benefits to society, the economy and the environment and sets out our wider and long term aims for energy across Swansea the place, as well as the council within the context of national and international developments.

### 5.3 Objectives

- Objective 1: To reduce energy consumption and improve the energy efficiency of Swans Council's public buildings.
- Objective 2: To invest in renewable technologies that will benefit Swansea Council and the wider community
- Objective 3: To secure or facilitate community access to affordable low carbon/renewable energy and fuel poverty
- Objective 4: Explore and maximise commercial opportunities to benefit community wellbeing and/or financial gain
- Objective 5: Ensure Energy Strategy and action plan are delivered in line with current legislation.

Through implementation of this Energy and Carbon Management Plan Swansea Council will mitigate the:

- Effects of Climate change by reducing their carbon emissions
- Risks associated with energy security by sourcing low carbon/renewable energy sources
- Risks associated with increased energy costs

### 5.4 Legislative Drivers and Standards

- Welsh Legislation

In Wales we are already delivering on our international commitments through the Environment (Wales) Act and the Well-being of Future Generations Act 2015. The goals in the Well-being of Future Generations Act provide a shared national vision for all public bodies and, along with the Sustainable Development Principle it provides a clear framework for public sector decision-making.

The Environment (Wales) Act 2016 sets a target for Welsh Government to reduce greenhouse gas emissions by at least 80% (on 1990 levels) by 2050. Welsh Government declared a climate emergency on 29th April 2019 and, as a response, accepted the recommendations from the UK Committee on Climate Change for emission reduction of 95% by 2050 with ambition to be net zero by 2030.

Prosperity for All: A Low Carbon Wales' (March 2019) sets out the Welsh Government's approach to cut carbon emissions and increase efficiency in a way that maximises wider benefits for Wales, ensuring a fairer and healthier society. It sets out 100 policies and proposals that directly reduce emissions and support the growth of the low carbon economy

Welsh Government has an ambition for a net carbon neutral public sector by 2030, and will be supporting the public sector to baseline, monitor and report progress towards carbon neutrality (Policy 20, 'Prosperity for All: A Low Carbon Wales') with Net Zero Carbon Reporting Guide to be published in Apr 20.

- Energy Performance of Building Regulations

To ensure that Swansea Council are compliant with the Energy Performance of Buildings Regulations which requires buildings occupied by a public authority and which is frequently visited by the public, with a floor area of 250m<sup>2</sup> or above to have a valid Display Energy Certificate to be publicly displayed. A Display Energy Certificate must be accompanied by a valid Advisory Report which contains recommendations for improved energy efficiency and energy performance of the building.

- BREEAM

BREEAM is a sustainability assessment method for planning projects, infrastructure and buildings. It recognises and reflects the value in higher performing assets across the built environment lifecycle, from new construction to in-use and refurbishment. BREEAM does this through third party certification of the assessment of an asset's environmental, social and economic sustainability performance, using standards developed by BRE. This means BREEAM rated developments are more sustainable environments that enhance the well-being of the people who live and work in them and help protect natural resources.

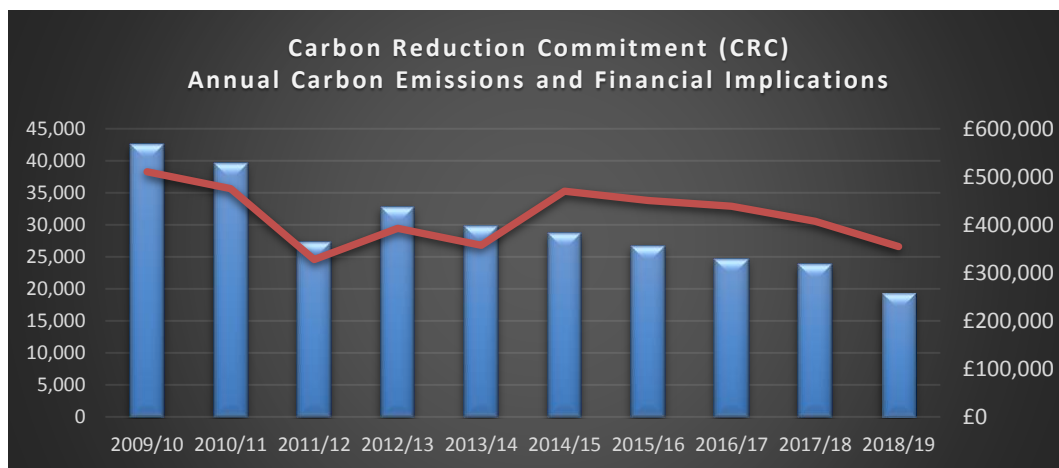
## 5.5 Financial Drivers

Under the current financial climate and the consequential budget limitations experienced by public sector organisations there has never been no greater need for the implementation of energy and carbon management and the potential financial efficiency savings that can be achieved from its effective delivery.

Energy markets over the past decade have been volatile due to the World's dependency on this resource and various factors affecting supply. Therefore the future price risk of utilities and security of supply are enough of a driver on its own to increase the priority of energy and carbon efficiency.

Since 2010, the Authority has been a participant under the mandatory UK-wide Carbon Reduction Commitment (CRC) Energy Efficiency Scheme. Consequently, it has been required to purchase non-refundable allowances for each qualifying tonne of carbon arising from its electricity and gas consumption.

The Authority reported to the Environment Agency during 2018/19 carbon emissions of 19,378 t/CO<sub>2</sub>, purchasing £354,617 of carbon allowances. Whilst the Council's emissions have continued to reduce, the cost level of 'tax' levied for each tonne of carbon emitted increases annually to further incentivise carbon reduction – see table below. The CRC Energy Efficiency Scheme was abolished following the 2018/19 compliance year, however this cost will not disappear as the Climate Change Levy will be raised to compensate. Welsh Government is to consult on options for a successor to the CRC Scheme (Policy 19, 'Prosperity for All: A Low Carbon Wales').

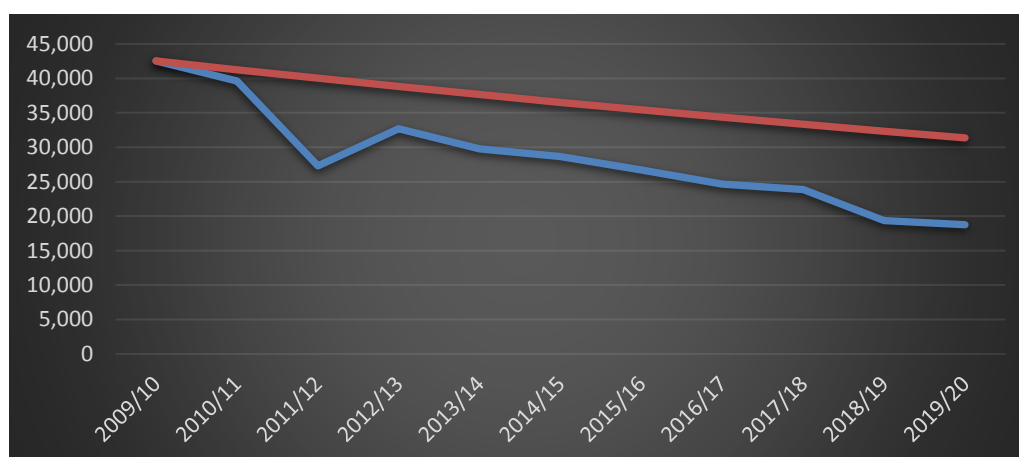


Source: Carbon Emissions Reported to the Environment Agency

## 5.6 Carbon Reduction Target

Swansea Council is committed to reducing its carbon emissions by 30% by 2020 on a 2009/10 baseline (42,532 t/CO<sub>2</sub>) which equates to Welsh Government 3% per year reduction target from the base year until 2019/20. The Council is exceeding in meeting this target, achieving a 55.9% reduction in 2019/20 (18,757 t/CO<sub>2</sub>) against the 2009/10 carbon baseline.

This target is reported in the annual Corporate Performance Report EEF002 - Measurement of carbon reduction across all CCS public building portfolio.



## 6 Embedding Energy and Carbon Management within the Authority

In moving towards a net zero carbon Authority will require the need for whole holistic approach. Key areas that Swansea Council will require to commit to deliver directly include aligning its governance, infrastructure, strategies and policies to ensure that the organisation rises to the challenge of the climate emergency.

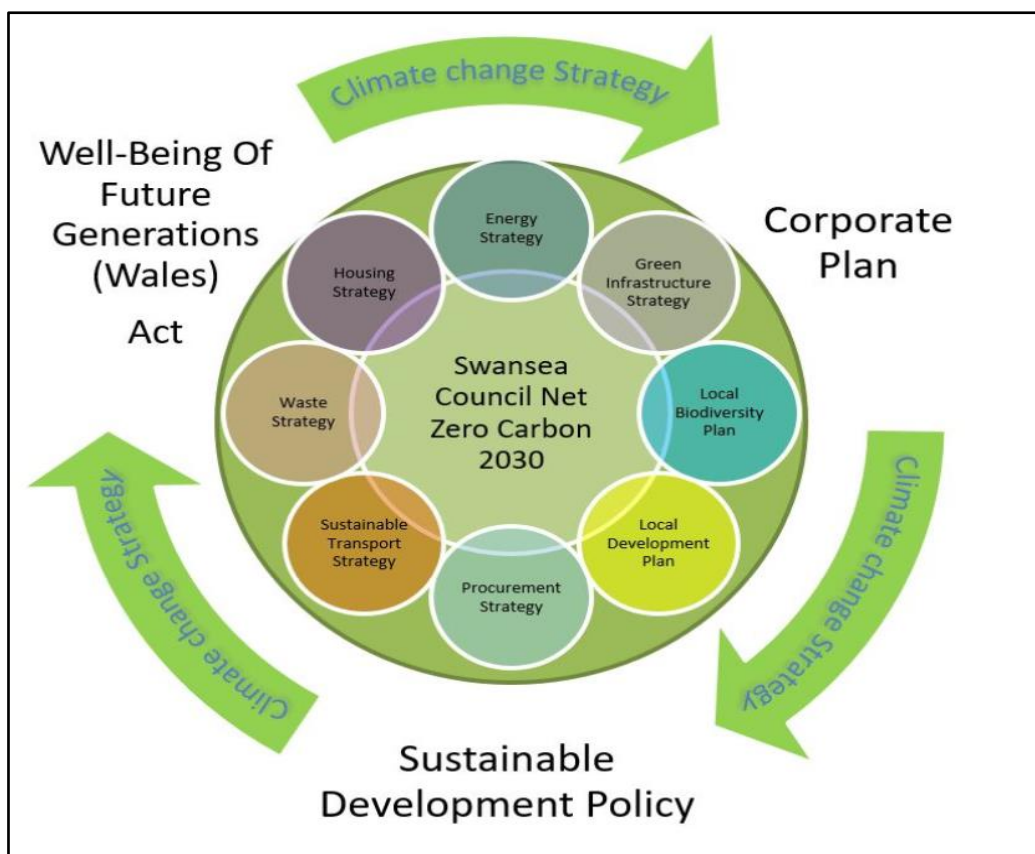
### 6.1 Governance Structures, Roles and Responsibilities

The Policy Development Committee (PDC) meeting held in Feb 20 recommended the establishment of a 'Climate Change Programme Board' to review all current strategies and action plans with a carbon emissions reporting obligation and aligning governance structures, roles and responsibilities under eight key policies, as illustrated below: – Energy Strategy; Green Infrastructure Strategy; Local Biodiversity Plan; Local Development Plan; Procurement Strategy; Sustainable Transport Strategy; Waste Strategy and Housing Strategy.

In addition, there will be continued commitment to engage with local people and businesses and help them be smarter and better prepared for the impacts of climate change will be enhanced by the introduction of the Climate Change Charter.

This Energy and Carbon Management Plan is one of the eight key policies as illustrated below. Roles and Responsibilities for each of the other key policies will need to be issued ensuring consistent approach and measurement of our carbon footprint is achieved.

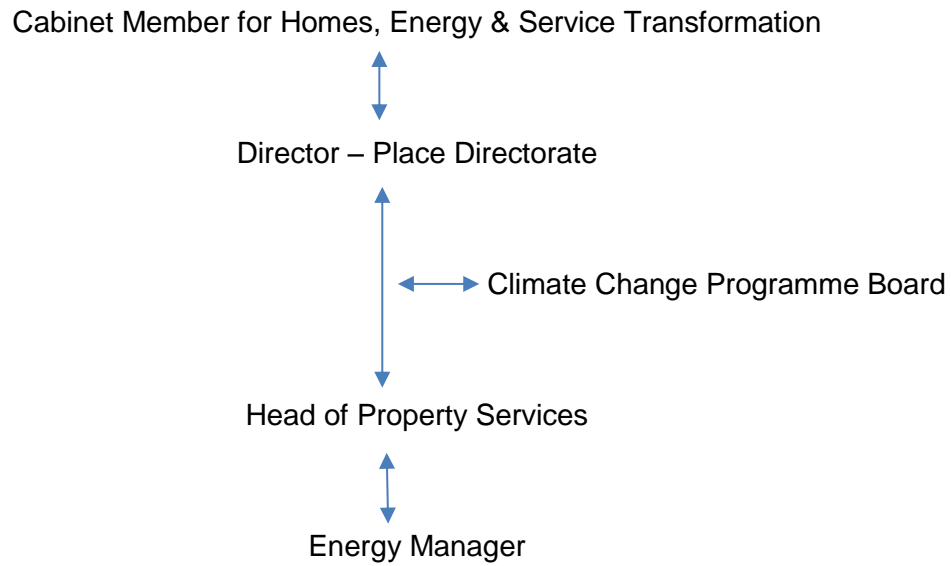
- Energy Strategy: Energy Manager
- Green Infrastructure Strategy: Sustainable Policy Officer
- Local Biodiversity Plan: Strategic Planning and Natural Environment Manager
- Local Development Plan: Head of Planning
- Procurement Strategy: Head of Service
- Sustainable Transport Strategy: Team Leader – Transport Strategy and Monitoring
- Waste Strategy: Head of Service
- Housing Strategy: More Homes Development Manager



This work will be underpinned by the Well-being of Future Generations Act goals and ways of working, the Corporate Plan Priorities and the Sustainable Development Policy actions.

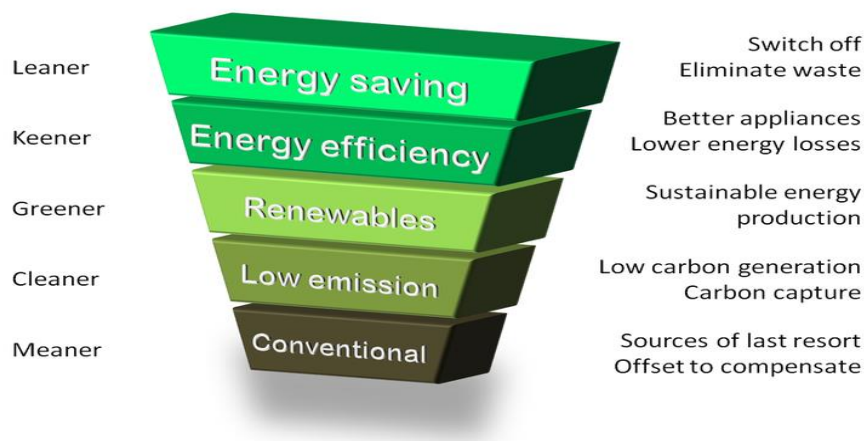
- The Well-being of Future Generations Act (Wales) 2015 This legislation places a duty on the Council to carry out sustainable development improving social, economic, environmental and cultural well-being. It sets out the sustainable development principle's five ways of working and seven national well-being goals.
- Sustainable Development Policy- This sets out how the Council can ensure it meets present needs while ensuring future generations can meet their needs too. It guides services and decision makers in applying the five ways of working and maximising their contribution to Swansea's well-being.
- Corporate Plan- This details how the Council will improve well-being in practice. It lays out priorities for action in six well-being objectives and the steps to achieve them in line with the sustainable development principle.

## 6.1.2 Energy Management Structure

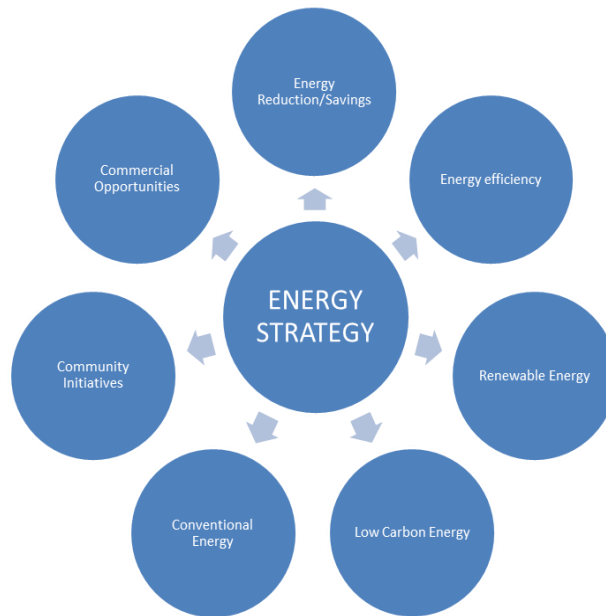


## 6.2 Energy Hierarchy

Swansea Council's Energy and Carbon Management Strategy is based on the Energy Hierarchy shown below. It shows that reducing energy demand and increasing energy efficiency are the best starting points (Fabric First approach). Energy efficiency actions reduce energy demand and enable us to use energy wisely. Maximising energy savings and energy efficiency will be essential to the feasibility of increasing reliance on low carbon sources of energy.



The key elements that the Strategy will therefore focus on are illustrated below:



### 6.3 Achievements in Reducing Carbon Emissions

Adhering to this hierarchy a wide range of sustainability initiatives have been developed in recent years to improve the environmental impact and limit its impact on climate change through good housekeeping techniques; investment in energy saving technologies; ensure efficient use of assets such as buildings; and embrace renewable technologies. This has shaped some of the authority's achievements to date.

- Since 2010 Swansea Council has been a participant under the mandatory UK-wide Carbon Reduction Commitment (CRC) Energy Efficiency Scheme reporting a carbon reduction of 23,154 t/CO<sub>2</sub> to the Administrator of the Scheme, Environment Agency, along with financial saving on purchase of carbon allowances of £155,676 (2018/19).
- Swansea Council procures its energy using Crown Commercial Services Framework Agreements, via the National Procurement Service (NPS), for the vast majority of supplies. All electricity procured via the NPS framework is from 100% renewable energy sources; 41% sourced from Wales (Apr 20 – Mar 21); Gas – Total Gas and Power (TGP) procured as new gas supplier (Apr 21 – Mar 22); Green Gas tariffs - dependant on viability and cost impact; pricing option available with TGP later in the year.
- Refit Low Carbon Programme - Swansea Council is participating in the Welsh Government supported Re:fit Low Carbon Programme in order to implement energy efficiency saving opportunities in non-domestic buildings. A £1.3 million interest free loan has been secured from Welsh Government Wales Funding Programme (Salix) to deliver a Re:fit Cymru (Energy Efficiency) Phase 1 project comprising over 18 buildings which is projected to save an estimated 400 tCO<sub>2</sub>e every year. Quantifying the energy savings delivered by the Energy Conservation Measures (ECMs) will be validated using the Measurement and Verification (M&V) process.
- Solar Farm Projects - Collaborating with Welsh Government Energy Services on model size scenarios and financial appraisal assumptions towards the development of a 3MW Ground Mounted Solar PV farm. The projected finance model is currently being evaluated, it is predicted over the asset lifespan (35 years; assuming no downtime) that 101,302,731 kWh of renewable energy will be generated or 3,189,600 kWh/year (projected as the electricity generated by a PV module decreases over time), equating to 688 t/CO<sub>2</sub> year. This represents 3.6% renewable generation against 2019/20 carbon emissions of 18,757 t/CO<sub>2</sub>.

- Progressing work towards a world-leading Swansea Bay Tidal Lagoon, estimated electricity generation of 504,854 MWh, equating to carbon emission savings of 94,913 mT CO<sub>2</sub>e.
- Supporting community owned renewable energy schemes to deliver clean energy and benefit local schools and communities, like:



a. Swansea Community Energy Enterprise Scheme (SCEES), During 2019/20, the SCEES Solar PV project (covering 11 schools and 1 care home) generated 135t/CO<sub>2</sub>

b. Egni Co-op, Swansea Council have been working in collaboration with Egni Co-op and have recently (Sept 20) successfully installed 220kW of rooftop

Solar PV on three comprehensive schools Pentrehafod, Gowerton and Pontardulais.

- Additional Solar PV installations generated 50 t/CO<sub>2</sub> from Swansea Council properties such as Guildhall and Schools.

#### 6.4 Capital Maintenance Budget

Energy maintenance budget allocation has been 'ring-fenced' to invest in energy saving initiatives, replacement of mechanical and electrical equipment selected as a result of nearing the end of their life expectancy; statutory compliance and business continuity concerns. This will ensure energy efficient equipment is being installed reducing our carbon emissions which will in turn assist in maintaining a sustainable asset portfolio in line with the overarching asset management plan.

- The Energy Technology List (ETL), is a government list of energy efficient technologies, plant and machinery. The Energy Technology List, managed on behalf of Department for Business, Energy & Industrial Strategy (BEIS) by the Carbon Trust and their ETL team.

Current Listed products - the energy performance of ETL listed products in each technology category and find details of the manufacturers and suppliers who have listed the products.

<https://www.gov.uk/guidance/energy-technology-list>

- Endotherm - Heating additive designed to increase the efficiency of wet central heating systems; potential 15% savings on heating costs. Business case submitted to Building Services for funding approval to undertake trial and monitor performance of financial and carbon savings. Potential rollout dependant on results and funding approval.

<https://www.endotherm.co.uk/>

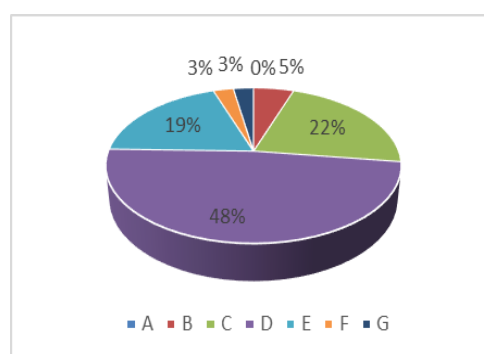


## 6.5 Display Energy Certificates and Advisory Reports

To ensure that Swansea Council are compliant with the Energy Performance of Buildings Regulations which requires buildings occupied by a public authority and which is frequently visited by the public, with a floor area of 250m<sup>2</sup> or above to have a valid Display Energy Certificate to be publicly displayed. A Display Energy Certificate (DEC) must be accompanied by a valid Advisory Report (AR) which contains recommendations for improved energy efficiency and energy performance of the building.

DECs provide an energy rating of the building from A to G, where A is very efficient and G is the least efficient and are based on the actual amount of metered energy used by the building over the last 12 months within the validity period of the DEC. The table and pie chart below illustrates the energy ratings across Corporate Buildings and Schools during 2019/20.

| Energy Rating | Comprehensive Schools | Primary and Infant Schools | Corporate Buildings | Total DECS |
|---------------|-----------------------|----------------------------|---------------------|------------|
| A             | 0                     | 0                          | 0                   | 0          |
| B             | 1                     | 3                          | 2                   | 6          |
| C             | 1                     | 22                         | 2                   | 25         |
| D             | 9                     | 40                         | 6                   | 55         |
| E             | 5                     | 15                         | 2                   | 22         |
| F             | 1                     | 1                          | 1                   | 3          |
| G             | 0                     | 1                          | 2                   | 3          |
| <b>Total</b>  | <b>17</b>             | <b>82</b>                  | <b>15</b>           | <b>114</b> |



The information contained in the Display Energy Certificates and Advisory Reports will be used to prioritise Capital Maintenance Funding towards improving the energy efficiency of the building, well-being of occupants and financial return on investment.

Guidance about the regulations for Display Energy Certificates of public buildings:  
<https://www.gov.uk/government/publications/display-energy-certificates-and-advisory-reports-for-public-buildings>

## 6.6 Renewable Energy

Swansea Council are already planning positively towards facilitating renewable and low carbon energy development opportunities which will also support Welsh Government Legislations and aspirations for 70% of energy consumed in Wales to be from renewable energy generated in Wales by 2030.

Renewable energy sources can offer a wide range of additional benefits including lower energy bills, energy price stability, security of energy, 'green' credentials, and the possibility of selling electricity back to the grid at a premium.



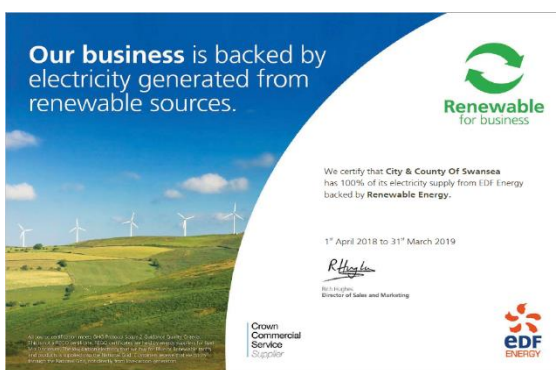
Solar PV modules installed on the Guildhall

A number of renewable projects have already been installed which include:

- Solar PV Systems at: YGG Llwynderw, St Thomas, Burlais and Gowerton Primary Schools and Penyrheol, Cefn Hengoed and Murrison Comprehensive Schools
- Solar Thermal Systems: at Penyrheol Comprehensive School, Sketty and St Thomas Primary schools.

- A 45KW Solar PV array on the refurbished Guildhall roof.

### 6.6.1 Renewable Energy Procurement



All electricity for Swansea Council properties are procured via the National Procurement Service framework and is from 100% renewable energy sources; 41% sourced from Wales.

The option to purchase Green Gas will be available with the new gas supplier Total Gas and Power from Apr 21 – this will be dependent on viability and cost impact.

### 6.6.2 Renewable Energy Opportunities

It is the intention of Swansea Council to promote the development of renewable and alternative energy generated on council owned properties (new and refurbishments) and land (car parks, waste land) and the wider community of Swansea. Examples of renewable and alternative energy include solar; wind; biomass; and geothermal; current renewable energy projects include.

- Swansea Council with the support of Welsh Government Energy Services have carried out model financial scenarios towards the development of a 3MW Ground Mounted Solar PV farm located on a capped waste land filled area. It is predicted over the asset lifespan (35 years) that 101,302,731 kWh of renewable energy will be generated equating 28,454 t/CO<sub>2</sub>. Part of this capital expenditure cost could be recovered as it would create revenue for the Authority, mainly in the form of Power Purchase Agreements (PPA) and Smart Export Guarantee payments for exporting electricity to the grid. There is the potential opportunity of extending the Solar PV site in future years as current additional waste land is capped
- Carbon Reduction Retrofit Project (Phase 1): Solar PV installations of 14.85kw (Swansea Market); 23.22kw (Glynn Vivian Art Gallery); 100.17kw (guildhall); 29.97kw (Quadrant bus station); 29.97kw (building services depot). The project also includes the installation of Energy Conservation Measures (ECMs) including LED lighting and controls, building insulation.

- Carbon Reduction Retrofit: Potential to develop long-term retrofit Phase 2 and Phase 3 projects (including evaluating decarbonisation of the heat network)
- Public Sector Hub: Cabinet are considering moving from the Civic Centre to a new public sector hub in the heart of the city centre as part of Swansea Bay Central Phase 2, the £1bn project to revitalise the St David's area of the city centre. This is an opportunity for the Authority to show its commitment towards meeting its net zero carbon aspirations by 2030 incorporating renewable technologies into the design specifications.

## 6.7 Community Energy

Community energy covers aspects of collective action to reduce, purchase, manage and generate energy. Community energy projects have an emphasis on local engagement, local leadership and control and the local community benefiting collectively from the outcomes. There are financial incentive schemes from the Government to generate low-carbon electricity using small-scale systems and installing renewable heat technologies that are currently still open to Community groups.

Community-led action can often tackle challenging issues around energy, with community groups well placed to understand their local areas and to bring people together with common purpose. There are at least 5000 community groups in the UK undertaking energy initiatives – further advice and support can be found at the following Government web link:

<https://www.gov.uk/guidance/community-energy>

Swansea Council have been exploring options to promote community energy schemes which not only reduce carbon emissions but create a platform for local social and economic benefit.

- Swansea Community Energy and Enterprise Scheme (SCEES):  
This is a scheme exploring how local people in some of Swansea's most economically deprived areas can benefit from community renewable energy projects. They have installed solar PV on a number of schools and a care home which will lead to a reduction in carbon emissions. Surplus profits will be allocated to a community benefit fund to support the local community to develop skills, enterprise, economic growth and job creation. The scheme is aligned to the corporate plan objectives, notably tackling poverty, building sustainable communities and safeguarding vulnerable people.

A total of 360kW of solar PV has been installed on nine schools and one care home in and around areas of Swansea.

<https://gov.wales/sites/default/files/inline-documents/2019-09/swansea-community-energy-and-enterprise-scheme.pdf>

- Egni Co-Op  
Is a community organisation which funds and manages PV installations in Wales. It was set up by Awel Aman Tawe (AAT), a community energy charity. A total of 220kW of rooftop Solar PV on three comprehensive schools Pentrehafod, Gowerton and Pontardulais was successfully installed in Sept 20.

<http://awel.coop/>

## 6.8 The Swansea Bay City Deal

The Swansea Bay City Deal is a £1.3bn investment in 11 major projects across the Swansea Bay City Region – which is made up of Carmarthenshire, Neath Port Talbot, Pembrokeshire and Swansea together with the Abertawe Bro Morgannwg and Hywel Dda University Health Boards, Swansea University, the University of Wales Trinity Saint David, and private sector partners. The City Deal is being funded, subject to the approval of project business cases, by the UK Government, the Welsh Government, the public sector and the private sector. Over the next 15 years, the City Deal will boost the regional economy by £1.8bn and generate

almost 10,000 new, high-quality jobs. The new Swansea arena is part of the council's £135m Swansea Central Phase One transformation scheme which includes almost 1,000 parking spaces. The arena's external skin will be covered in tens of thousands of LED lights. It is due to open in 2021.

## 7 Emissions Baseline

### 7.1 Measurement

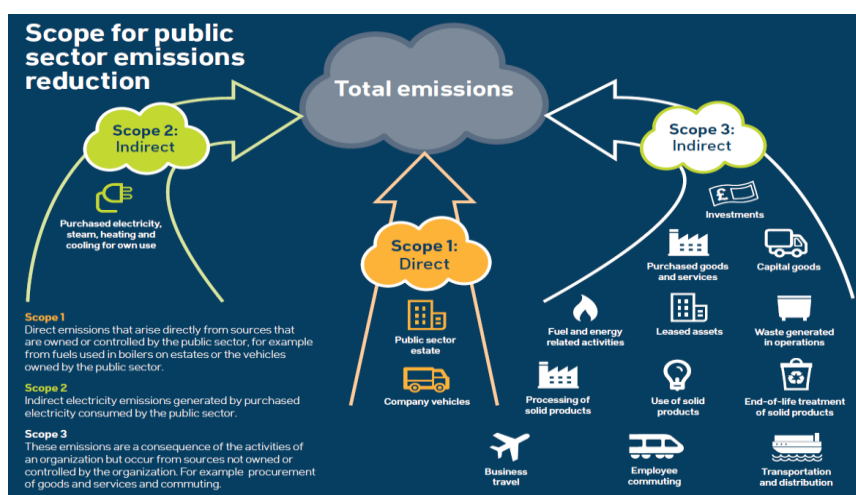
Measuring our performance is essential; we cannot manage something we cannot measure. It is important to define our methodology and scope for calculating our carbon footprint, to ensure consistent measurement. Our approach to measuring is based on the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard (GHG Protocol).

Throughout this Plan, carbon is expressed in terms of Carbon Dioxide Equivalent (CO<sub>2</sub>(e)). This is calculated from metered energy consumption using conversion factors published by DECC (or using other recognised conversion factors where there are no appropriate factors provided by DECC).

*Welsh Government are developing a Welsh Public Sector Net Zero Carbon Reporting Guide to be published in Apr 20 which will provide greater clarity on reporting requirements.*

The Authority contributes to climate change directly, such as emissions from its owned buildings (inclusive of schools); and indirectly, through emissions associated its demand for goods and services. These emissions are categorised as 'scopes' in the Greenhouse Gas Protocol (GHG Protocol), which are defined as follows:

- Scope 1 covers direct emissions from Council owned properties
- Scope 2 covers indirect emissions emissions linked to purchased electricity and heat
- Scope 3 All other indirect emissions which are a consequence of the activities of the organisation, but occur from sources not owned or controlled by the organisation. Water emissions from Council owned properties are also reportable.



Overview of Greenhouse Gas Protocol scope and emissions across the value chain. Source: **GHG Protocol**.

### 7.2 Scope 1 Emissions

Direct emissions from Swansea Council owned properties

The energy management team operate Team SIGMA Monitoring and Targeting software system (M&Ts) that provides the tools to analyse consumption data and assist to manage activities at scale. This supports the energy and carbon management Plan enabling access to

timely, relevant information on energy use, indicators for action needed and energy reports to support accountability. Consumption data is imported through EDI billing from our energy suppliers, supported with a rollout programme of upgrading to Automatic Meter Reader (AMR) / Smart metering to capture Half Hour (HH) data.

The table below shows a breakdown of energy consumption, cost and carbon emissions from operational service areas:

a. Operational Service Areas

The consumption and financial data has come from the Team Sigma M&Ts imported from energy suppliers EDI billing; the carbon emissions data uses the UK Department for Business, Energy and Industrial Strategy (BEIS) conversion factors.

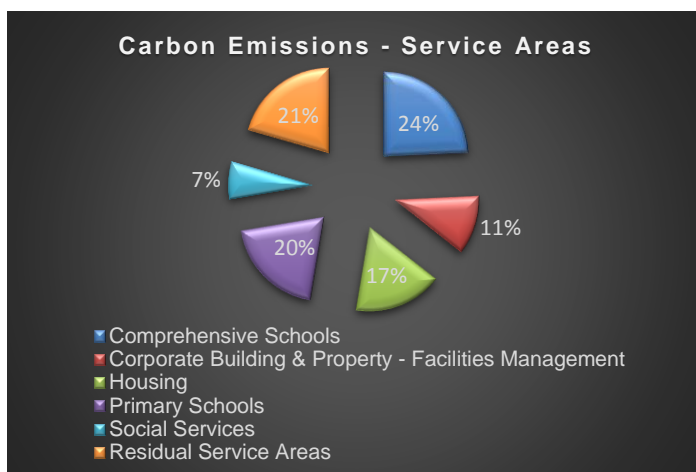
The consumption and financial data has come from the Team Sigma M&Ts imported from energy suppliers EDI billing.

|                    | 2019 / 20         |                   |                   |             | 2018 / 19         |                   |                   |             |
|--------------------|-------------------|-------------------|-------------------|-------------|-------------------|-------------------|-------------------|-------------|
|                    | kWh               | £                 | t/CO <sub>2</sub> | Percentage  | kWh               | £                 | t/CO <sub>2</sub> | Percentage  |
| <b>Electricity</b> | 25,435,260        | £4,022,117        | 6,997             | 37.31%      | 29,198,101        | £4,073,676        | 8,900             | 45.46%      |
| <b>Gas</b>         | 64,081,124        | £2,073,459        | 11,760            | 62.69%      | 58,140,862        | £1,669,385        | 10,676            | 54.54%      |
| <b>Total</b>       | <b>89,516,384</b> | <b>£6,095,576</b> | <b>18,757</b>     | <b>100%</b> | <b>87,338,963</b> | <b>£5,743,061</b> | <b>19,576</b>     | <b>100%</b> |

Note: The continuing decarbonisation of the electricity distribution network (National Grid) will help in the reduction of carbon emissions from the Council's consumption of electricity. The performance data quoted in this document uses UK emission conversion factors issued by the Department for Business, Energy and Industrial Strategy (BEIS) where appropriate. These emission conversion factors are published annually at: <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

The pie chart below illustrates the percentage split of the Service Areas with the highest carbon emissions during 2019/20 (electricity and gas). A comprehensive breakdown of all Service Areas is at Appendix B.

| Service Areas   | t/CO <sub>2</sub> | Percentage  |
|---|-------------------|-------------|
| Comprehensive Schools                                 | 4,552             | 24%         |
| Corporate Building & Property - Facilities Management | 2,126             | 11%         |
| sing  | 3,195             | 17%         |
| Primary Schools                                       | 3,702             | 20%         |
| Social Services                                       | 1,325             | 7%          |
| Residual Service Areas                                | 3,857             | 21%         |
| <b>Total</b>  | <b>18,757</b>     | <b>100%</b> |



### 7.3 Scope 2 Emissions

Indirect emissions linked to purchased electricity and heat:

- Swansea Council procures its energy using Crown Commercial Services Framework Agreements, via the National Procurement Service (NPS), for the vast majority of supplies.
- All electricity procured via the NPS framework is from 100% renewable energy sources; 41% sourced from Wales.
- Gas –Green Gas tariffs - dependant on viability and cost impact; pricing option will be available from our gas supplier later in the year.

## 7.4 Scope 3 Emissions

This covers carbon emissions not controlled or owned by the authority and only has powers of influence/ support / engagement to seek the necessary changes and can be divided into the following elements:

1. The authority's own work and the wider economy, for example engaging with procurement covering environmental impacts as part of contract of services; housing (i.e. sustainability); collaborating with Welsh Government / working with other public sector organisations (Swansea University / Health Service).
2. The second element of this strategy is to work with everyone else to achieve a significant Swansea change area wide, for example engaging with Low Carbon Swansea Bay & Swansea Environmental Forum / Community Enterprises / private sector.
3. Introduce emissions reporting requirements into major contracts.
4. Reporting of water emissions from supply and treatment should be reported for water. Further information is available from the following web site:  
<https://discoverwater.co.uk/energy-emissions>

Broadening the range of the Scope 3 emission sources will be a challenge, primarily because of the difficulties in gathering reliable data. However, we recognise that increasing the number of Scope 3 emission sources included within our reporting is necessary to better understand and reduce the impacts of our operations as well as those of our supply chain. This will require the assistance of external energy consultants to support this study.

## 8 Energy and Carbon Management Action Plan (2020 – 2030)

Swansea Council have adopted proactive programmes to reduce its carbon emissions over a number of years; renewable projects that have been implemented and agreed to proceed (paras 6.6 and 6.7) represent circa 10% renewable generation of our property portfolio carbon footprint.

Implementation of the Energy and Carbon Management Action Plan will assist the Authority to significantly move forwards towards reducing its carbon emissions by 2030 from across its property portfolio, in addition to improving the built environment and ensuring a consistent and standard method for considering implementation of renewable technology systems across the authority's assets. However, this will require commitment and support of Cabinet Members in order to assist the prioritisation and allocation of funds to invest in renewable projects; Heads of Services and Officers in its delivery.

The Energy and Carbon Management Action Plan aligns its carbon emissions actions with the widely used international reporting tool, the Greenhouse Gases (GHG) Protocol which categories Greenhouse gas emissions into the three Scopes.

Under the following section headings are a suite of measures identified towards Swansea Council reducing its carbon emissions. Some of the measures have already been implemented and are delivering financial and environmental benefits whilst others are new and will require rolling out in phases across the Authority:

- Scope 1
  - Energy Strategy and Management Actions
  - Energy Trend Analysis
  - Renewable Technology
  - Energy projects / Technical Actions
  - Energy Awareness Programmes

## Procurement of Energy

Scope 2 Energy Procurement – see Para 6.3

Scope 3 Wider Swansea Area – See para 6.4.

Water emissions - consumption from supply and treatment is reportable for water. Further information available from:

<https://discoverwater.co.uk/energy-emissions>

It is proposed that the Action Plan be rolling in nature, with formal annual reviews. At this stage, the targets have been set in terms of Short (0 -3 years); Medium term (4 -7 years) and long term (7 – 10 years).

This will be a dynamic and live document, objectives modified as and when necessary and reviewed annually through the Council Annual Review of Performance Report and Annual Corporate plan; published annually.

## 9 Carbon Emissions Reduction and Carbon Budget Projection

Long term investment planning for a renewable future addressing the challenges of Welsh Government commitments and the Authorities 'Climate Emergency' motion is a key strategic requirement towards implementing the Energy and Carbon Management Plan.

Reporting of all carbon emissions which fall within each of the three scopes will be the responsibility of the 'Climate Change Programme Board' implementing governance structures, roles and responsibilities under eight key policies - Energy Strategy; Green Infrastructure Strategy; Local Biodiversity Plan; Local Development Plan; Procurement Strategy; Sustainable Transport Strategy; Waste Strategy and Housing Strategy.

### 9.1 Carbon Emissions Reduction Projection

The tables below shows the projection of carbon emissions covering Scope 1 direct emissions from Swansea Council owned properties (table 1) towards the Authority becoming net zero carbon by 2030 profiling- :

Table 1: This table illustrates that between 2016/17 and 2019/2020 significant progress has been made towards reducing Swansea Council carbon emissions. The static projected carbon emissions for the following 10 years (2020/21 onwards) shows that no additional renewable projects are currently being planned to be implemented (beyond the renewable energy opportunities under section 6.7.2).

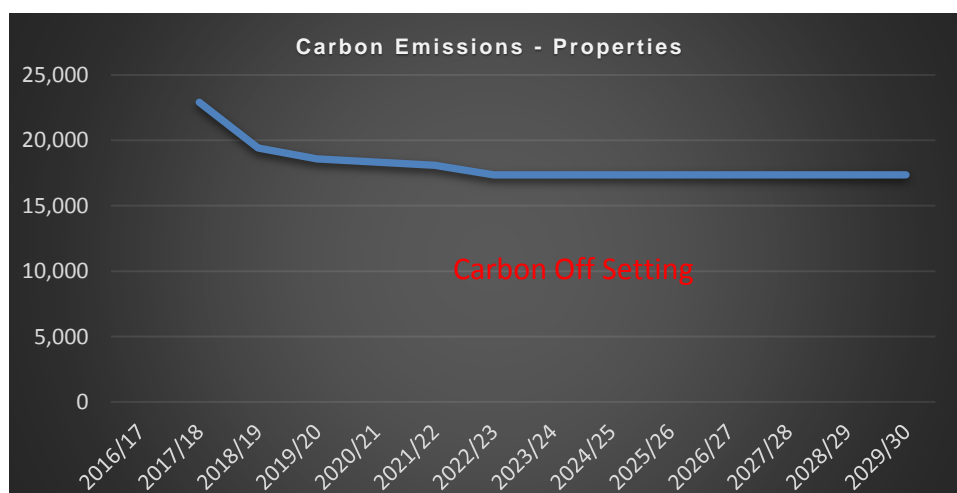
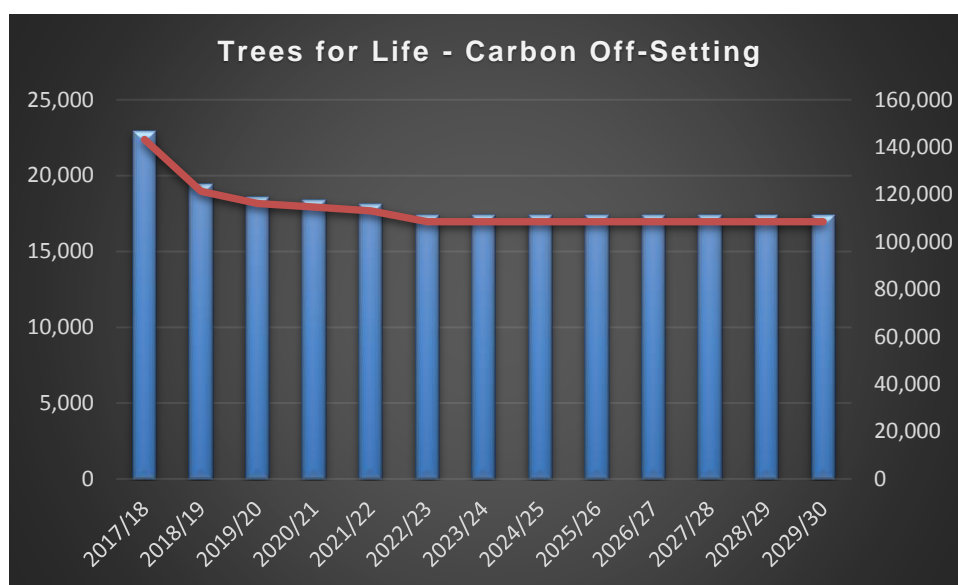


Table 1 – Swansea Council Owned Properties

## 9.2 Carbon Off Setting

Whilst Swansea Council is committed to significantly further reduce its carbon emissions, it recognises that however carbon efficient its Services become it will inevitably still have a residual carbon footprint. This residual carbon footprint can be reduced by implementing the energy hierarchy principles; generation of renewable energy and through carbon offsetting working with the new Biodiversity and Green Infrastructure team. An example of this strategy is the Swansea Central Phase One scheme working alongside the Swansea Trees group and The Woodland Trust to deliver significantly more trees than currently at the site and a much greater biodiversity mix once the scheme is complete.

Trees for Life calculates that six trees offsets a t/CO<sub>2</sub>. As a guide, the table below illustrates the number of trees required to Carbon offset the Councils carbon emissions:



## 9.3 Carbon Budget Projection

Although Swansea Council has been reducing its carbon emissions over a number of years, Welsh Government ambition for a net carbon neutral public sector by 2030 will require a significant financial investment in renewable energy technologies and/or carbon off setting if we are to fully achieve becoming a net zero carbon emissions Authority.

The following budget projection comes with a caveat caution as each renewable project will require an individual financial assessment of current CAPEX costs and potential revenues (supported with a business case) when considering any new investment; for example decarbonisation of the heat network compared with Solar PV will have higher CAPEX costs and payback periods to be delivered

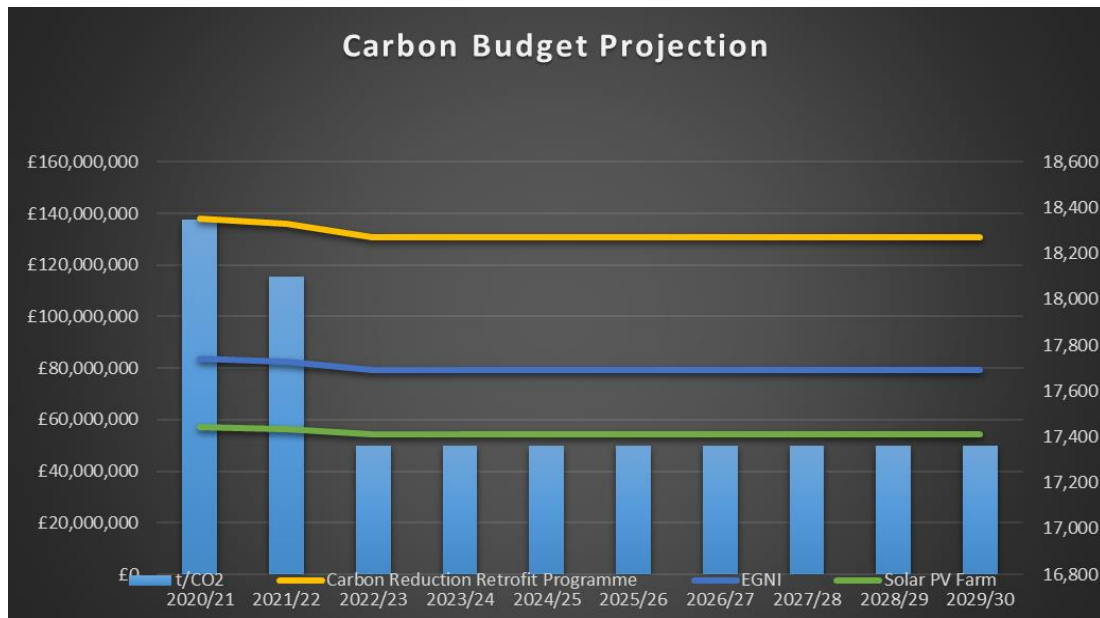
On the assumption that Swansea Council intended to install Solar PV towards reducing its carbon emissions within GHG Scope 1 (Authority owned properties), analysis of the financial appraisals for three current Solar PV projects has been undertaken calculating the average £-t/CO<sub>2</sub> for each project as illustrated in the table below:

1. Carbon Reduction Retrofit Programme –The Service Provider are installing Solar PV systems across five sites ranging between 100.17kWp and 14.85kWp
2. EGNi Community Scheme – Installing Solar PV systems across 15 schools ranging between 185kWp and 30kWp.
3. A 3MW Solar PV farm



| Project                             | kWh Savings | t/CO <sub>2</sub> Savings | CAPEX      | £:t/CO <sub>2</sub> |
|-------------------------------------|-------------|---------------------------|------------|---------------------|
| Carbon Reduction Retrofit Programme | 161,202     | 37                        | £280,157   | £7,522              |
| EGNI                                | 893,250     | 206                       | £941,048   | £4,560              |
| Solar PV Farm                       | 3,189,600   | 737                       | £2,300,000 | £3,121              |

The illustration below shows the potential Carbon Budget Projection of capital investment required for each project towards Swansea Council becoming net carbon emissions Authority



## 10 Funding Opportunities

Saving energy reduces carbon emissions; energy costs and releases funds for further investment opportunities in energy efficiency measures or for other purposes. Energy efficiency should be taken seriously if we are to meet legislative drivers, carbon targets and reducing the effect caused by the sensitivity in energy prices. All submitted energy projects seeking funding approval will be supported with a business case and financial appraisal.

### 10.1 Internal Funding

- Internal Funding - Projects funded by borrowing from Public Works Loan Board (PWLB) or 'top slicing' existing core budget Service Area allocations with the support of Head of Services. Any schemes which use PWLB funding will need to demonstrate commercial viability and a capital repayment period in line with CCS' MRP of up to 40 years.
- Capital Maintenance Budget – Energy maintenance budget allocation has been 'ring-fenced' to invest in energy saving initiatives, replacement of mechanical and electrical equipment selected as a result of nearing the end of their life expectancy; statutory compliance and business continuity concerns. This will ensure energy efficient equipment is being installed using with less energy and reducing our carbon emissions which will in turn assist in maintaining a sustainable asset portfolio in line with the overarching asset management plan.

The Energy Technology List (ETL), is a government list of energy efficient technologies, plant and machinery. The Energy Technology List, managed on behalf of Department for Business, Energy & Industrial Strategy (BEIS) by the

Carbon Trust and their ETL team. Current Listed products - you can view the energy performance of ETL listed products in each technology category and find details of the manufacturers and suppliers who have listed the products. <https://www.gov.uk/guidance/energy-technology-list>

## 10.2 External Funding

- The Wales Funding Programme and the Welsh Energy Loan Fund

Salix Finance Ltd, a not-for-profit organisation funded by the Department for Energy and Climate Change, the Department for Education, the Welsh Government, the Scottish Government and Higher Education Funding Council for England, removes this barrier by making this capital accessible to the public sector. Upfront capital is a common barrier for public sector organisations seeking solutions that cut their energy consumption. Salix enables public sector organisations across England, Scotland, Wales and Northern Ireland to take a lead in tackling climate change by increasing their energy efficiency. Salix provides 100% interest-free capital for the public sector to reduce their energy costs by enabling the installation of modern, energy efficient <https://www.salixfinance.co.uk/>

## 11 Income Generation

There are Government incentive schemes to support the investment in renewable energy technologies which include:

### 11.1 Power Purchase Agreement

A power purchase agreement (PPA) is a contractual agreement between energy buyers and sellers. They come together and agree to buy and sell an amount of energy which is or will be generated by a renewable asset (for example, Solar PV farm). PPAs are usually signed for a long-term period between 10-20 years.

### 11.2 Smart Export Guarantee

Smart Export Guarantee (used to be known as 'feed-in tariff' (FIT) are payments from your energy supplier if you generate your own electricity, for example with solar panels or a wind turbine.

Installing new Small Scale Low Carbon Generation may apply for the Smart Export Guarantee (SEG) instead. This new scheme has been developed following a Government consultation which took in to account the views of members of the public, energy suppliers, NGOs and other key stakeholders. It will be available to technologies up to a capacity of 5MW, including:

- solar photovoltaic
- hydro
- micro-combined heat and power (with an electrical capacity of 50kW or less)
- onshore wind
- anaerobic digestion

Further details are available from the following web portal: <https://www.simpleenergyadvice.org.uk/pages/smart-export-guarantee>

### 11.3 Renewable Heat Incentive (RHI)

The Renewable Heat Incentive has two schemes - Domestic and Non-Domestic. They have separate tariffs, joining conditions, rules and application processes. OFGEM administer both. You can only apply to one the schemes:

### 11.3.1 Renewable Heat Incentives (RHI) – Non Domestic

The non-domestic Renewable Heat Incentive (RHI) helps businesses, public sector and non-profit organisations meet the cost of installing renewable heat technologies.

Types of heating you can claim for:

- biomass
- heat pumps (ground source, water source and air source)
- deep geothermal
- solar thermal collectors
- biomethane and biogas
- combined heat and power (CHP) systems

Payments are made over 20 years and are based on the heat output of your system. The money is paid through the Non-domestic Renewable Heat Incentive (RHI) scheme. You can apply if your equipment was installed in England, Scotland or Wales on or after 15 July 2009.

Further details are available from the following web portal:  
<https://www.gov.uk/non-domestic-renewable-heat-incentive>

### 11.3.2 Renewable Heat Incentives (RHI) – Domestic

The Domestic Renewable Heat Incentive (Domestic RHI) is a government financial incentive to promote the use of renewable heat. Switching to heating systems that use eligible energy sources can help the UK reduce its carbon emissions and meet its renewable energy targets. You can claim quarterly payments for seven years for the amount of clean, green renewable heat it's estimated their system produces. The money is paid through the Domestic RHI scheme

You can claim for:

- biomass boilers
- solar water heating
- certain heat pumps

Further details are available from the following web portal:  
<https://www.gov.uk/domestic-renewable-heat-incentive>

## 12 Support and Partnerships

The list below are key organisations that Swansea Council have approached for guidance and advice; there are other organisations that can provide similar support.

### Western Power Distribution

Western Power Distribution (WPD) have released their The Energy Data Hub to enable easy access to all of the existing data that they currently share with the industry, regulator and the customer:

- System and Network Data: Information and data related to our networks assets and system operation
- Costs and Charging: Data relating to connection and use of system charges

- Low Carbon Technologies: The amount of low carbon technologies connecting to WPD network is growing. This section contains more information on how we are enabling this
- Strategic Information: Find out what WPD are doing to build a smarter system and are investing to meet the future needs of our customers.  
[www.westernpower.co.uk/our-network/energy-data-hub](http://www.westernpower.co.uk/our-network/energy-data-hub)

## Energy Technology List

The Energy Technology List (ETL) - Government list of energy efficient technologies plant and machinery. In order for a product to be listed, it must meet the ETL's robust energy saving criteria - typically set at the top 25% of products in the market. The ETL features products such as boilers, electric motors, air conditioning and refrigeration equipment. The list functions as an easy-to-use procurement tool for energy managers, procurement professionals, facilities managers and a wide variety of other professions and organisations. The ETL gives the added reassurance to purchasers of measured and verified energy performance. The ETL is managed on behalf of Department for Business, Energy & Industrial Strategy (BEIS) by the Carbon Trust and ETL team.

<https://www.gov.uk/guidance/energy-technology-list>

## Association for Public Service Excellence (APSE)

APSE (Association for Public Service Excellence) is a not for profit local government body working with over 300 councils throughout the UK. Promoting excellence in public services, APSE is the foremost specialist in local authority front line services, hosting a network for front line service providers in areas such as energy, waste and refuse collection, parks and environmental services, leisure, school meals, cleaning, housing and building maintenance.

[APSEInfoServices@apse.org.uk](mailto:APSEInfoServices@apse.org.uk)

## Welsh Government Energy Service Framework

Brings together the support services Welsh Government provided as Green Growth Wales and the Local Energy Service. The service provides a single point of contact for public sector organisations to provide the technical, commercial and project management support needed to deliver energy and resource efficiency and renewable energy projects. The Wales Funding Programme and the Welsh Energy Loan Fund together provide loans, including low or interest-free loans, to support installations

[Charlotte.Norton@energyservice.wales](mailto:Charlotte.Norton@energyservice.wales)

<http://www.government-online.net/welsh-government-energy-service-framework/>

## Carbon Trust – Public Sector

The Public Sector Network is an innovative, sustainability-focused platform to support knowledge sharing and collaboration. The network delivers easily accessible information and engaging content across a range of topics, contributing to the wider green agenda and supporting the public sector in the reduction of its carbon footprint.

<https://www.carbontrust.com/what-we-do/strategy-and-advice/public-sector-sustainability>

## Welsh Government National Procurement Service

The National Procurement Service promotes Welsh public sector procurement collaboration to deliver a good deal for Wales. They offer a number of collaborative procurement frameworks for a range of goods and services. Under the Utilities category framework; support is available from your energy supplier

|              |                 |  |
|--------------|-----------------|--|
| Electricity: | EDF Energy -    | <a href="mailto:Nick.Mullett@edfenergy.com">Nick.Mullett@edfenergy.com</a>               |
| Gas:         | Corona Energy - | <a href="mailto:debbie.ridgway@coronaenergy.co.uk">debbie.ridgway@coronaenergy.co.uk</a> |
| Water:       | Welsh Water -   | <a href="mailto:Amy.Steed@dwcymru.com">Amy.Steed@dwcymru.com</a>                         |

## **SIGMA Monitoring and Targeting**

SIGMA Monitoring and Targeting software system provides the tools to analyse consumption data and manage Monitoring and Targeting (M&T) activities at scale

Kim Gower

Customer Success Trainer

01908 690018 Ext 209

07462 137992

[kgower@teamenergy.com](mailto:kgower@teamenergy.com)

## **Zero Carbon Places**

Zero Carbon Places is a network of local authorities with the principal aim of working together to achieve their carbon targets, free to join.

<https://www.zerocarbonplaces.org/>

## **Consortium of Local Authorities in Wales (CLAW)**

CLAW is the Consortium of Local Authorities in Wales that supports the professional and technical interests of property management in local government in Wales. CLAW was formed in 1962 and now works with representatives from the elected members and officials of all Welsh local authorities together with a number of associate member organisations for the promotion of excellence in the management of property assets.

[Bethan.LloydDavies@ceredigion.gov.uk](mailto:Bethan.LloydDavies@ceredigion.gov.uk)

## **Welsh Government NEST Scheme**

Energy Saving Trust delivers the marketing, customer engagement and telephone advice service for the Welsh Government's Nest scheme which aims to combat fuel poverty in Wales.

The Nest scheme offers a range of advice and support on energy efficiency, money management, energy tariffs and benefit entitlement checks to households across Wales. The scheme also offers householders in receipt of a means tested benefit and living in the most energy inefficient homes a range of improvement measures to help heat their homes more efficiently and save them money on their energy bills.

<https://nest.gov.wales/en/>

## **Local Partnership Support**

Low Carbon Swansea Bay & Swansea Environmental Forum

Low Carbon Swansea Bay (originally Low Carbon Swansea) was set up in 2011 by Swansea Environmental Forum to help reduce Swansea's carbon footprint. It's overarching purpose is to develop a co-ordinated, integrated and sustainable approach to reducing carbon emissions across all sectors in Swansea and south-west Wales. It's more specific aims are:

- To develop and champion a coordinated approach to carbon reduction.
- To ensure that reductions are measurable and meet or exceed national targets.
- To maximise opportunities for carbon reduction projects in the region to access resources and share good practice

Low Carbon Swansea [lcs@environmentcentre.org.uk](mailto:lcs@environmentcentre.org.uk)

## **Swansea Bay City Deal**

The Swansea Bay City Deal is a £1.3bn investment in 11 major projects across the Swansea Bay City Region – which is made up of Carmarthenshire, Neath Port Talbot, Pembrokeshire and Swansea together with the Abertawe Bro Morgannwg and Hywel Dda University Health Boards, Swansea University, the University of Wales Trinity Saint David, and private sector partners. The City Deal is being funded, subject to the approval of project business cases, by the UK Government, the Welsh Government, the public sector and the private sector.

Georgia Mostyn  
Development Manager  
[Georgia.Mostyn@energyservice.wales](mailto:Georgia.Mostyn@energyservice.wales)

Appendix A - Energy and Carbon Management Strategy

### **13 Appendix A - Notice of Motion – Climate Emergency**

The Meeting of the Council of the City and County of Swansea held on Thursday 27<sup>th</sup> June 2019 unanimously approved that the Notice of Motion – Climate Emergency be supported:

....This Council therefore declares climate emergency, and calls upon the government of the United Kingdom to do the same. We commit to:

- Call upon the UK and Welsh Governments to provide us with the necessary powers and resources to ensure Swansea becomes carbon neutral by 2030.
- Publicise climate emergency and promote a greater awareness of the truth of climate change amongst the local population.
- Work with relevant experts in research and development to:
  - a. Review our current strategies and action plans for addressing climate change.
  - b. Identify any further policy changes or actions which we could undertake, within the scope of our powers and resources, to meet the challenge of climate emergency.
  - c. Seek the help of local partners such as Swansea University and other research bodies to, within one year, produce a report to share with the community, explaining work already underway and achievements already made, as well as targets for the future.
- Update on further work undertaken by the Council in this area on an annual basis through the Council Annual Review of Performance Report section on corporate objective - *Maintaining and enhancing Swansea's natural resources and biodiversity*.

The full text can be found on the Council's website.

<https://democracy.swansea.gov.uk/documents/g8473/Public%20reports%20pack%20Thursday%2027-Jun-2019%2017.00%20Council.pdf?T=10&LLL=0>

**14 Appendix B – Scope 1: Carbon Emissions 2019/20**


| Financial Year - 2019 / 2020   | Gas               | Electricity       | Total             | Percentage  |
|--|-------------------|-------------------|-------------------|-------------|
| Services / Units   | t/CO <sub>2</sub> | t/CO <sub>2</sub> | t/CO <sub>2</sub> | %           |
| Burials & Cremation Division   | 147               | 63                | 210               | 1%          |
| Car Parks & Park and Ride  | 0                 | 204               | 204               | 1%          |
| City Centre Management<br>(Swansea Market; Big Screen; feeder pillars)   | 0                 | 81                | 81                | 0%          |
| Community Buildings  | 215               | 92                | 306               | 2%          |
| Comprehensive Schools  | 2950              | 1602              | 4552              | 24%         |
| Corporate Building & Property – Estate<br>(Workshops / Depots)   | 0                 | 15                | 15                | 0%          |
| Corporate Building & Property - Facilities Management<br>(Civic Centre, Guildhall)   | 981               | 1145              | 2126              | 11%         |
| Culture & Tourism<br>(Grand Theatre)   | 211               | 150               | 361               | 2%          |
| Economic Regen & Planning (Bishop Woods Visitors<br>Centre)  | 0                 | 3                 | 3                 | 0%          |
| Education Otherwise than at School<br>(Mynyddbach Site; Brondeg House)   | 156               | 67                | 223               | 1%          |
| Highways & Transportation<br>(Environment Eng & Transport Depot; CTU /<br>Pipehouse Wharf Depot; Quadrant Bus Interchange)     | 244               | 248               | 492               | 3%          |
| Housing<br>(District Housing Offices; Sheltered Housing)   | 2662              | 534               | 3195              | 17%         |
| Indoor Leisure<br>(Pentrehafod Sports Centre)  | 250               | 8                 | 259               | 1%          |
| Libraries  | 59                | 75                | 134               | 1%          |
| Life Long Learning<br>(Bryn House Community Learning Centre)   | 2                 | 3                 | 6                 | 0%          |
| Municipal Waste Sites  | 0                 | 150               | 150               | 1%          |
| Museum Services<br>(Swansea Museum; Glynn Vivian Art Gallery)  | 159               | 185               | 344               | 2%          |
| Nursery Schools<br>(Sea View Flying Start)   | 0                 | 3                 | 3                 | 0%          |
| Other<br>(Phoenix Centre; temp supply at Parc y Helig)   | 0                 | 9                 | 9                 | 0%          |
| Out of School Activities<br>(Borfa House Activity Centre; Rhossili Outdoor Pursuit<br>Centre)                                  | 0                 | 14                | 14                | 0%          |
| Outdoor Leisure<br>(Blackpill Lido; Park Cwmdonkin; Park Pontlliw<br>Pavilion; Parc y Werin; Park Coedbach; Bowls<br>Pavilion) | 4                 | 56                | 59                | 0%          |
| Parks  | 295               | 165               | 460               | 2%          |
| Pollution Control<br>(Equipment and Air Monitoring)  | 0                 | 20                | 20                | 0%          |
| Poverty and Prevention<br>(Action Resource Centre; Topic House; Communities<br>First-East Cluster)                             | 27                | 6                 | 32                | 0%          |
| Primary Schools  | 2257              | 1445              | 3702              | 20%         |
| Pumping Station<br>(Swansea Vale; George Bros Yard; Wychtree<br>Roundabout)  | 0                 | 6                 | 6                 | 0%          |
| Social Services<br>(HFA and Day / Residential Centres)   | 932               | 394               | 1325              | 7%          |
| Special Schools<br>(Ysgol Penybryn; Ysgol Crug Glas)   | 181               | 51                | 232               | 1%          |
| Swansea Marina   | 0                 | 121               | 121               | 1%          |
| Waste Management<br>(Public Convenience)   | 0                 | 33                | 33                | 0%          |
| Youth Services<br>(Youth Centre Gorseinon; Youth Centre Stadwen;<br>Youth Centre Blaenymaes; Dynevor Information<br>Centre)    | 30                | 53                | 83                | 0%          |
| <b>TOTAL</b>   | <b>11,760</b>     | <b>6,997</b>      | <b>18,757</b>     | <b>100%</b> |








## APPENDIX B - Swansea Council: The Energy and Carbon Management Strategy Action Plan (2020 – 2030)

The Energy and Carbon Management Strategy Action Plan aligns its carbon emissions actions with the widely used international reporting tool, the Greenhouse Gases (GHG) Protocol which categories Greenhouse gas emissions into three Scopes

| Scope 1 – Direct Emissions: Non-Domestic Buildings |   |   |                        |  |  |                             |                            |
|--|---|---|------------------------|--|--|-----------------------------|----------------------------|
| Energy Strategy and Management Actions             |   |   |                        |  |  |                             |                            |
| No.  | Projects  | Action Required /Benefit of Objective   | Lead Officer           |  | Short Term<br>0 to 3 years                               | Medium Term<br>4 to 7 years | Long Term<br>8 to 10 years |
|  | Energy and Carbon Management Plan   | Plan being updated, reflecting climate change declaration   | Energy Manager         |  |  | Annual Review               | Annual Review              |
|  | ISO 50001 / Carbon Trust Accreditation  | Provides a recognised and accredited energy management framework of requirements  | Energy Manager         |  |  | Annual Review               | Annual Review              |
|  | Publish performance reports on progress towards becoming a net zero carbon local authority by 2030              | Waiting for Welsh Government to publish their Net Zero Carbon Reporting framework   | Energy Manager         |  |  | Annual Reporting            | Annual Reporting           |
|  | Develop appropriate target for renewable energy generation /off setting as part of annual review of action plan | New buildings / Refurbishment programmes opportunities for installing renewable technologies / identify off setting opportunities | Energy Manager         |  |  | Continuing                  | Continuing                 |
|  | Energy management   | Maintain CPD / complete related courses / attend energy events / support CLAW etc.  | Energy Team            |  |  | Continuing                  | Continuing                 |
|  | Implement meeting with Building Maintenance Services  | To discuss implementation of Capital Maintenance energy efficiency schemes / capital maintenance budget                           | Energy Manager         |  |  | Monthly Review              | Monthly Review             |
|  | Energy Purchase Analysis  | Electricity and Gas EDI bills are imported into Team Sigma M&T system for data validation (consumption / cost).prior to payment   | Energy Management Team |  |  | Monthly Review              | Monthly Review             |
|  | Imbedding Sustainability within the Procurement Process   | Include the Sustainable Procurement Assessment Framework (SPAF) in the procurement process.                                       | Energy Manager         |  | Included in the renewal of DEC/AR procurement assessment |                             |                            |



|  |  |   |                        |  |   |  |  |
|--|--|---|------------------------|--|---|--|--|
|  | Sigma Monitoring and Targeting Software system | Level 1 training to enable database set up; data analysis and reporting | Energy Management Team |  | Level 1 training completed 27 Feb 20  |  |  |
|  | British Gas                                    | Resolve issues of outstanding bills to release rebate value of £35k     | Energy Management Team |  |  |  |  |

| <b>Scope 1 – Direct Emissions: Non-Domestic Buildings</b> |  |  |                        |  |   |  |                            |
|---|--|--|------------------------|--|---|--|----------------------------|
| <b>Energy Trend Analysis</b>                              |  |  |                        |  |   |  |                            |
| No.   | Projects   | Action Required /Benefit of Objective  | Lead Officer           |  | Short Term<br>0 to 2 years  | Medium Term<br>3 to 7 years              | Long Term<br>7 to 10 years |
|   | Phase 1 Refit Project - Measurement and Verification (M&V) | M&V plans being compiled by the Service Provider, to be reviewed by WG Energy Services to measure and verify savings | Energy Manager         |  |    | Annual Reporting (end of payback period) |                            |
|   | SIGMA Monitoring and Targeting software system             | Utilise the software modules (ie. energy reports) to support energy and cost reduction initiatives                   | Energy Management Team |  |    | Annual Reporting                         | Annual Reporting           |
|   | SIGMA Monitoring and Targeting software system             | Budget Monitoring  | Energy Management Team |  |    | Annual Review                            | Annual Review              |
|   | SIGMA Monitoring and Targeting software system             | Import HH data from electricity and gas meters   | Energy Management Team |  |    | Monthly Import                           | Monthly Import             |
|   | Review Display Energy Certificates and Advisory Reports    | Set up a database to categorise buildings energy performance ratings to identify poor performing buildings.          | Energy Management Team |  |  | Annual Review                            | Annual Review              |
|   | Fuel Sources   | Collate consumption data from all fuel sources for data reporting accuracy   | Energy Management Team |  |  | Monthly Collation                        | Monthly Collation          |
|   | Swansea Council – Solar PV modules                         | Corporate building (Guildhall) and Schools x 4   | Energy Manager         |  |  | Annual Review                            | Annual Review              |

|  |                               |  |                |  |  |                |                |
|--|-------------------------------|--|----------------|--|--|----------------|----------------|
|  | EGNI Co-op – Solar PV modules | Orsis Energize software to download generation from solar PV | Energy Manager |  |  | Monthly Review | Monthly Review |
|--|-------------------------------|--|----------------|--|--|----------------|----------------|




**Scope 1 – Direct Emissions: Non-Domestic Buildings**



**Energy Projects**

| No. | Projects  | Action Required /Benefit of Objective  | Lead Officer           |  | Short Term<br>0 to 2 years | Medium Term<br>3 to 7 years | Long Term<br>7 to 10 years |
|-----|---|--|------------------------|--|----------------------------|-----------------------------|----------------------------|
|     | Phase 1 Refit Project – Provide project management support towards its delivery   | IGP in place identifying all sites for Energy Conservation Measures (ECMs) / cost and carbon reduction savings   | Energy Manager         |  | Project Implementation<br> | Measurement & Verification  | Measurement & Verification |
|     | Develop Phase 2 Refit: ECM projects (potential Phase 3)   | Potential Services – Education; Housing; Community Care homes; decarbonisation of heat network   | Energy Manager         |  | Project Audits<br>         | Project Implementation      | Measurement & Verification |
|     | Solar PV Farm – Working with Welsh Government Energy Services.  | Collaborating with Welsh Government Energy Services on model size scenarios and financial appraisal assumptions towards the development of a Ground Mounted Solar PV farm  | Energy Manager         |  | Project Implementation<br> | Project Implementation      | Measurement & Verification |
|     | Endotherm - Heating additive designed to increase the efficiency of wet central heating systems; potential 15% savings on heating costs | Business case submitted to Head of Building Services for funding approval to undertake trial and monitor performance of financial and carbon savings. Potential rollout dependant on results and funding approval. | Energy Manager         |  |                            |                             |                            |
|     | Install Automatic energy metering (AMR) / smart meters across Corporate Premises  | AMR framework contracts established by the Government Procurement Service.– accurate and timely energy data for energy analysis and billing  | Energy Management Team |  | Project Implementation<br> | Installation as Required    | Installation as Required   |
|     | Water Emissions – Scope 3 Reportable  | Water information cleansing to be completed, data not being captured by SIGMA for emissions reporting; bill validation and water management (leakage)  | Energy Management Team |  |                            |                             |                            |

|  |   |   |                        |  |  |  |  |
|--|---|---|------------------------|--|--|--|--|
|  | Work with Welsh Water installing telemetry metering | To monitor nightlines, identify leakage and submit non return claims to Welsh Water. Project rollout dependent on funding approval. | Energy Management Team |  |  |  |  |
|  | EGNI – Solar PV for Schools                         | Business Case submitted to Education to Install circa 0.8 MW of solar PV on 15 schools  | Energy Manager         |  | Not approved due to installation timescales – EGNI to resubmit offer |  |  |

| <b>Scope 1 – Direct Emissions: Non-Domestic Buildings</b> |   |  |                        |  |                            |                             |                            |
|---|---|--|------------------------|--|----------------------------|-----------------------------|----------------------------|
| <b>Energy Awareness Programmes</b>                        |   |  |                        |  |                            |                             |                            |
| No.   | Projects  | Action Required /Benefit of Objective  | Lead Officer           |  | Short Term<br>0 to 2 years | Medium Term<br>3 to 7 years | Long Term<br>7 to 10 years |
|   | Develop and Implement staff awareness programmes                      | New behaviour programme / publicity required to be developed   | Energy Management Team |  |                            | Continuing                  | Continuing                 |
|   | Energy Champions  | Appoint energy champions to advocate energy efficiency throughout the Authority and encourage their co-workers to adopt 'cleaner' practices in both the workplace and their everyday lives.    | Energy Manager         |  |                            | Continuing                  | Continuing                 |
|   | Publish success stories of best practice Energy Conservation Measures | Publish success stories via staff intranet   | Energy Manager         |  |                            | Continuing                  | Continuing                 |
|   | Sigma Energy Viewer   | Supports the delivery of the energy and carbon management strategy through data dashboards that enable users to monitor, engage and share their energy information across their entire estate. | Energy Manager         |  |                            | Continuing                  | Continuing                 |
|   | Low Carbon Schools Programme  | Engaging with head teachers, ECO Clubs, premise managers on energy saving initiatives  | Energy Manager         |  |                            | Continuing                  | Continuing                 |
|   | Support carbon awareness campaigns                                    | Earth Hour   | Energy Management Team |  |                            | Continuing                  | Continuing                 |

| <b>Scope 1 – Direct Emissions: Non-Domestic Buildings</b> |   |   |                |  |   |                             |                            |
|---|---|---|----------------|--|---|-----------------------------|----------------------------|
| <b>Energy Procurement</b>                                 |   |   |                |  |   |                             |                            |
| No.   | Projects  | Action Required /Benefit of Objective   | Lead Officer   |  | Short Term<br>0 to 3 years  | Medium Term<br>4 to 7 years | Long Term<br>8 to 10 years |
|   | Energy Contracts & Tariff Selection/Analysis                                  | Undertake an energy procurement review with potential savings typically >5% improvement on traditional buying consortium's offers | Energy Manager |  |  | Annual Review               | Annual Review              |
|   | Maximum Import Capacity (MIC)   | Review with electricity energy supplier MIC reduction across 18 MPANS with potential savings of £25k                              | Energy Manager |  |  | Annual Review               | Annual Review              |
|   | Display Energy Certificates and Advisory Reports – Renew Procurement Contract | Current procurement contract expires 31 Mar 20 (compliant with Energy Performance of Buildings Regulations).                      | Energy Manager |  |  | Annual Requirement          | Annual Requirement         |

| <b>Scope 2 – In Direct Emissions: Procurement of Energy</b> |   |   |                |  |   |                             |                            |
|---|---|---|----------------|--|---|-----------------------------|----------------------------|
| <b>Procurement of Energy</b>                                |   |   |                |  |   |                             |                            |
| No.   | Projects  | Action Required /Benefit of Objective   | Lead Officer   |  | Short Term<br>0 to 3 years  | Medium Term<br>4 to 7 years | Long Term<br>8 to 10 years |
|   | Electricity - Energy Purchase Renewable Sources | Electricity is 100% renewable sourced via Crown Procurement Service             | Energy Manager |  |   | Contract Renewal            | Contract Renewal           |
|   | Gas - Energy Purchase Renewable Sources         | Green Gas - investigate viability and cost impact via Crown Procurement Service | Energy Manager |  |  | Contract Renewal            | Contract Renewal           |

**Scope 3** This covers carbon emissions not controlled or owned by the authority and only has powers of influence/ support / engagement to seek the necessary changes and needs to be divided into two elements:

- a. The authority’s own work and the wider economy, for example engaging with procurement covering environmental impacts as part of contract of services; housing (i.e. sustainability); collaborating with Welsh Government / working with other public sector organisations (Swansea University / Health Service).
- b. The second element of this strategy is to work with everyone else to achieve a significant Swansea change area wide, for example engaging with Low Carbon Swansea Bay & Swansea Environmental Forum / Community Enterprises / private sector

This engagement will be enhanced by the introduction of the Climate Change Charter.

| <b>Scope 3 – Indirect Emissions</b> |   |   |   |  |                                    |                                     |                                    |
|-------------------------------------|---|---|---|--|------------------------------------|-------------------------------------|------------------------------------|
| <b>Indirect Emissions</b>           |   |   |   |  |                                    |                                     |                                    |
| <b>No.</b>                          | <b>Projects</b>   | <b>Action Required /Benefit of Objective</b>  | <b>Lead Officer</b>                                     |  | <b>Short Term<br/>0 to 3 years</b> | <b>Medium Term<br/>4 to 7 years</b> | <b>Long Term<br/>8 to 10 years</b> |
|                                     | Collaborate with Welsh Government and other Public Bodies to introduce carbon reporting as part of the ambition to achieve a carbon neutral Welsh public sector by 2030 | Engage with local people and businesses and help them be smarter and better prepared for the impacts of climate change, this will be enhanced by the introduction of the Climate Change Charter | Biodiversity and Corporate Climate Change Working Group |  | ●                                  | →                                   | →                                  |
|                                     | Collaborate with Welsh Government and Swansea Bay City Region partners to establish a Regional Energy Plan for South West Wales   | engage with local people and businesses and help them be smarter and better prepared for the impacts of climate change, this will be enhanced by the introduction of the Climate Change Charter | Biodiversity and Corporate Climate Change Working Group |  | ●                                  | →                                   | →                                  |
|                                     | Swansea Community Energy & Enterprise Scheme (SCEES) – Solar PV Generation  | Solar PV modules installed on 14 schools and 1 residential residence. Carbon savings claimed.   | Energy Manager  |  | ●                                  | Annual Review                       | Annual Review                      |
|                                     | EGNI Co-op (Community scheme) – Solar PV for Schools  | Solar PV modules installed on three comprehensive schools.  | Energy Manager  |  | ●                                  | Monthly Review                      | Monthly Review                     |

## Appendix 3 - CABINET PORTFOLIOS (as at 20 May)

| <b>Economy, Finance &amp; Strategy (Leader)<br/>(Cllr Rob Stewart)</b>   | <b>Adult Social Care &amp; Community Health Services<br/>(Cllr Mark Child)</b>  | <b>Supporting Communities<br/>(Cllr Alyson Pugh; Cllr Louise Gibbard)</b>   | <b>Business Improvement &amp; Performance (Cllr Andrew Stevens)</b>  | <b>Children Services<br/>(Cllr Elliot King)</b>   |
|--|---|---|--|---|
| <ul style="list-style-type: none"> <li>• Brexit &amp; New Economic Relationships</li> <li>• Capital Programme Delivery</li> <li>• City Centre Redevelopment</li> <li>• City Deal Delivery</li> <li>• Communications</li> <li>• Community Leadership</li> <li>• Constitutional Changes</li> <li>• Emergency Planning</li> <li>• Finance Strategy, Budget &amp; Saving Delivery</li> <li>• Financial Services</li> <li>• Future Digital Networks (City Deal)</li> <li>• Legal Services</li> <li>• Local &amp; Regional Investment Strategy</li> <li>• Planning Policy (Regional)</li> <li>• Poverty Reduction</li> <li>• Public Services Board (PSB)</li> <li>• Recovery Plan Lead</li> <li>• Regeneration Strategy &amp; Major Projects</li> <li>• Regional Working Lead (All Bodies)</li> <li>• Strategic Partnerships</li> <li>• Swansea Bay City Region Joint Committee - Chair</li> <li>• Welsh Local Government Association (WLGA) – Deputy Leader</li> <li>• WLGA Lead on Europe, Brexit, Economy &amp; Energy</li> <li>• WLGA representative to LGA</li> </ul> | <ul style="list-style-type: none"> <li>• Activities to Promote Independence &amp; Ageing Well</li> <li>• Adult Social Services Modernisation</li> <li>• Assessment / Care Management</li> <li>• COVID-19 Response – Adult Social Care</li> <li>• Elderly Care</li> <li>• Healthy City Partnership</li> <li>• Integration of Health &amp; Social Care</li> <li>• Joint Equipment</li> <li>• Learning Disability</li> <li>• Local Area Coordination Lead</li> <li>• Mental Health</li> <li>• Physical &amp; Sensory Impairments</li> <li>• Poverty Reduction</li> <li>• Recovery Plan – Adult Services Lead</li> <li>• Safeguarding</li> <li>• Strategic Health &amp; Social Care Collaboration Opportunities</li> <li>• Supporting People</li> <li>• Wellbeing</li> <li>• West Glamorgan Regional Partnership Board (RPB) – Leader’s Representative</li> </ul> | <p>Cllr Alyson Pugh (leading on):</p> <ul style="list-style-type: none"> <li>• 3<sup>rd</sup> Sector Homeless Support</li> <li>• 3rd Sector Services</li> <li>• Community Cohesion</li> <li>• Community Safety</li> <li>• Community Safety – Board Representative</li> <li>• Community Support for Refugees &amp; Asylum Seekers</li> <li>• Employability</li> <li>• Financial Inclusion</li> <li>• Food Poverty Reduction</li> <li>• Lifelong Learning</li> <li>• Neighbourhood Working</li> <li>• NEETs (Not in Education, Employment or Training) 19-25</li> <li>• Poverty Reduction in Communities</li> <li>• Recovery Plan – Community Support Services Lead</li> <li>• Safer Swansea Partnership Representative</li> <li>• Services for Vulnerable People in Communities during COVID-19</li> <li>• Substance Misuse</li> <li>• Support for Veterans</li> <li>• Swansea Working</li> <li>• Welfare Reform &amp; Rights</li> </ul> <p>Cllr Louise Gibbard (leading on):</p> <ul style="list-style-type: none"> <li>• Access to Services</li> <li>• Community Centres</li> <li>• Community Groups, Engagement &amp; Development</li> <li>• Community Growing (inc. Allotments)</li> <li>• Community Support Services</li> <li>• Co-production</li> <li>• Councillor Champions – Coordination, Liaison &amp; Networking</li> <li>• Diversity</li> <li>• Equalities</li> <li>• Future Generations Compliance</li> <li>• Human Rights City</li> <li>• LAC Services in Communities</li> <li>• Poverty Reduction in Communities</li> <li>• Preventing Violence against Women, Domestic Abuse &amp; Sexual Violence</li> <li>• Recovery Plan – Community Support Services Lead</li> </ul> | <ul style="list-style-type: none"> <li>• Agile Working</li> <li>• Business &amp; Service Improvement</li> <li>• Community Digital Connectivity (inc. free WiFi)</li> <li>• Community Hubs, Service Protection</li> <li>• Contact Centre</li> <li>• Corporate Building Rationalisation</li> <li>• Corporate Delivery of Priorities</li> <li>• Corporate ICT and Digital Delivery of Services</li> <li>• Councillors Community Budget Scheme Delivery</li> <li>• Councillors ICT Services Lead</li> <li>• Crowd Funding &amp; New Community Funding Models</li> <li>• Digital Inclusion</li> <li>• Information &amp; Business Change (inc. Better ICT)</li> <li>• Localised Services and Opportunity for New Business Models</li> <li>• Performance Management &amp; Improvement</li> <li>• Poverty Reduction</li> <li>• Recovery Plan – Digital Services Transformation Lead</li> <li>• Risk &amp; Resilience Management</li> <li>• Rural Economy Lead</li> </ul> | <ul style="list-style-type: none"> <li>• Apprenticeships Support</li> <li>• Best Start in Life</li> <li>• CAMHS (Child &amp; Adolescent Mental Health Services)</li> <li>• Child &amp; Family Services</li> <li>• Children &amp; Young People (CYP) Chair</li> <li>• Continuum of Care</li> <li>• Corporate Parenting Lead</li> <li>• Families First</li> <li>• Flying Start</li> <li>• NEETS Reduction Support (Not in Education, Employment or Training)</li> <li>• Opportunities for Young People</li> <li>• Play Opportunities</li> <li>• Poverty Reduction</li> <li>• Promoting Youth Inclusion &amp; Youth Citzenships</li> <li>• Readiness for Work (Support)</li> <li>• Recovery Plan – Children Services Lead</li> <li>• Regional Adoption Service</li> <li>• Safe Looking After Children (LAC) Reduction Strategy</li> <li>• Safeguarding</li> <li>• UNCRC (United Nations Convention on the Rights of the Child)</li> <li>• YOS (Youth Offending Service)</li> <li>• Youth Services</li> </ul> |

## Appendix 3 - CABINET PORTFOLIOS (as at 20 May)

| <b>Delivery &amp; Operations<br/>(Joint Deputy Leader)<br/>(Cllr David Hopkins)</b>  | <b>Education Improvement,<br/>Learning &amp; Skills<br/>(Cllr Robert Smith)</b>  | <b>Environment<br/>Enhancement &amp;<br/>Infrastructure Management<br/>(Cllr Mark Thomas)</b>  | <b>Climate Change &amp; Service<br/>Transformation (Joint<br/>Deputy Leader)<br/>(Cllr Andrea Lewis)</b>  | <b>Investment, Regeneration<br/>&amp; Tourism<br/>(Cllr Robert Francis-<br/>Davies)</b>   |
|--|--|--|---|---|
| <ul style="list-style-type: none"> <li>• Building Control</li> <li>• Cemeteries, Crematoriums, Births, Deaths &amp; Marriages</li> <li>• City Profile</li> <li>• Collaboration Opportunities</li> <li>• Commercial Services, Procurement &amp; Frameworks</li> <li>• Councillor Champions – Overall Responsibility</li> <li>• Corporate Delivery of Priorities</li> <li>• Councillor Development</li> <li>• Democratic Services</li> <li>• Environmental Health incl. COVID-19 Regulation Enforcement</li> <li>• Health &amp; Safety Policy</li> <li>• Houses in Multiple Occupation</li> <li>• Human Resources</li> <li>• Landlord Licensing</li> <li>• Licensing Policy</li> <li>• Mayoral &amp; Civic Functions</li> <li>• Outside Bodies (Participation Oversight)</li> <li>• Petitions</li> <li>• Planning Policy</li> <li>• Poverty Reduction</li> <li>• Public Protection</li> <li>• Recovery Plan – Policy Change Lead</li> <li>• Scrutiny Services</li> <li>• Strategic Estates &amp; Property Management</li> <li>• Statutory Nuisance Matters (inc. Noise, Pests, Overgrown Gardens)</li> <li>• Sustainable Development (incl. Biodiversity) Lead</li> <li>• Trade Union Engagement (JCC Lead Member)</li> <li>• Trading Standards</li> </ul> | <ul style="list-style-type: none"> <li>• 21st Century Schools Programme (inc. School Building Upgrades)</li> <li>• Apprenticeships Lead</li> <li>• Catchment Review</li> <li>• City of Learning - Member of UNESCO COL Steering Group (United Nations Educational, Scientific and Cultural Organization Commonwealth of Learning)</li> <li>• Children &amp; Young People Board Member</li> <li>• Education Regional Working (ERW) - Leader's Representative</li> <li>• Education Services from 3 to 19</li> <li>• Further Education</li> <li>• Future Schools Estate Scoping &amp; Delivery</li> <li>• Inclusion &amp; Learner Support</li> <li>• NEETS Prevention (Not in Education, Employment or Training) Lead</li> <li>• Quality in Education (QEd) Programme</li> <li>• Readiness for Work Lead</li> <li>• Recovery Plan – Schools &amp; Education Lead</li> <li>• Regional Workforce Planning &amp; Skills Development</li> <li>• School Improvement</li> <li>• Schools Estate Planning &amp; Resources Planning</li> <li>• Schools' Organisation &amp; Performance</li> <li>• Skills &amp; Talent Project (City Deal)</li> </ul> | <ul style="list-style-type: none"> <li>• Air Quality &amp; Pollution Incidents</li> <li>• Coastal Defence</li> <li>• Community Caretakers (Non Housing Revenue Account - HRA)</li> <li>• Cycleways</li> <li>• Estates Maintenance Management (Non HRA)</li> <li>• Fleet Renewal &amp; Maintenance</li> <li>• Fly Tipping Task Force</li> <li>• Grass Cutting Services</li> <li>• Highways &amp; Engineering</li> <li>• Infrastructure Repairs &amp; Maintenance</li> <li>• Litter &amp; Community Cleansing</li> <li>• Marina, Foreshore &amp; Beach Maintenance</li> <li>• Parking Policy, Control &amp; Enforcement</li> <li>• Parks Maintenance</li> <li>• Pothole Task Force</li> <li>• Poverty Reduction</li> <li>• Recovery Plan – Place Based Service Lead</li> <li>• Regional Collaborations for Transport, Highways &amp; Waste</li> <li>• Regional Transport Policy (Lead Member of Joint Transport Authority)</li> <li>• Streetscene</li> <li>• Transport Services</li> <li>• Waste Management &amp; Recycling</li> </ul> | <ul style="list-style-type: none"> <li>• Agile Rollout Programme - Lead</li> <li>• Building Services</li> <li>• Cooperative Housing</li> <li>• Council House Management</li> <li>• Council House Repairs</li> <li>• COVID-19 Response on Housing &amp; Homelessness</li> <li>• COVID-19 Recovery Plan – Strategic Service Transformation Lead</li> <li>• Energy Policy (inc. Generation, Supply &amp; District Heating)</li> <li>• Green Energy Infrastructure</li> <li>• Green Fleet Transport &amp; Green Vehicle Adoption</li> <li>• Homes as Power Stations (City Deal)</li> <li>• Homelessness Lead &amp; Supporting People</li> <li>• Housing Adaptions &amp; Renewal Schemes</li> <li>• Housing Policy, Affordable Housing &amp; Housing Options, Tenancy Support (Housing Support Grant)</li> <li>• More Homes Delivery</li> <li>• Organisational Development</li> <li>• Poverty Reduction</li> <li>• Public Services Board – Leader's Representative</li> <li>• Safer Swansea – Partnership Lead</li> <li>• Sheltered Housing</li> <li>• Tenancy Enforcement</li> <li>• Welsh Housing Quality Standard (WHQS) Programme Lead</li> <li>• Western Gateway – Leader's Representative</li> </ul> | <ul style="list-style-type: none"> <li>• Business &amp; City Promotion</li> <li>• City Centre Management (inc. Swansea Market)</li> <li>• City Projects and Major Development Opportunities (Shaping Swansea)</li> <li>• City Waterfront &amp; Marina Promotion</li> <li>• Creative City</li> <li>• Culture, the Arts &amp; Galleries</li> <li>• Events and Attractions</li> <li>• Healthy Night Life / Purple Flag</li> <li>• Heritage Protection &amp; Restoration</li> <li>• Inward Investment Opportunities</li> <li>• Libraries</li> <li>• New Local &amp; Regional Business Opportunities</li> <li>• Parks &amp; Play Development</li> <li>• Parks, Beaches and Foreshore Events &amp; Promotion</li> <li>• Play &amp; Sports Facilities</li> <li>• Poverty Reduction</li> <li>• Recovery Plan – Tourism Economy Lead</li> <li>• River Corridor Development</li> <li>• Science City</li> <li>• Suburban Centres &amp; Community Regeneration Initiatives</li> <li>• Tourism, Destination Management, and Marketing</li> <li>• Universities Collaboration (Development)</li> </ul> |

# Agenda Item 7



## Report of the Chair

Scrutiny Programme Committee – 14 September 2021

### Scrutiny Performance Panel Progress Report

|   |   |
|---|---|
| <b>Purpose</b>                          | The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panel conveners will regularly provide a progress report, updating the Committee on headlines from their Panel's work and impact. |
| <b>Content</b>                          | This report focuses on the following Performance Panel:<br>a) Adult Services  |
| <b>Councillors are being asked to</b>   | <ul style="list-style-type: none"><li>• Ensure awareness and understanding of the work of the Panel</li><li>• Consider its effectiveness and impact</li><li>• Consider any issues arising and action required</li></ul>                     |
| <b>Lead Councillor(s)</b>               | Councillor Sue Jones (Panel convener)   |
| <b>Lead Officer &amp; Report Author</b> | Liz Jordan<br>Tel: 01792 637314<br>E-mail: <a href="mailto:scrutiny@swansea.gov.uk">scrutiny@swansea.gov.uk</a>   |
| <b>Legal Officer:</b>                   | Debbie Smith  |
| <b>Finance Officer:</b>                 | Paul Cridland   |

#### 1. Introduction

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



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

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

1.4 This report is about the following Performance Panel:

- a) Adult Services – this is an update on work carried out since March 2021.

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

1.5 The Adult Services Panel involves the following members:

**Labour Councillors: 6**

|                |                |
|----------------|----------------|
| Mandy Evans    | Yvonne Jardine |
| Joe Hale       | Hazel Morris   |
| Erika Kirchner | Gloria Tanner  |

**Liberal Democrat/Independent Councillors: 3**

|              |                               |
|--------------|-------------------------------|
| Chris Holley | <b>Susan Jones (CONVENER)</b> |
| Jeff Jones   |                               |

**Conservative Councillors: 1**

|                      |  |
|----------------------|--|
| Paxton Hood-Williams |  |
|----------------------|--|

**Co-opted Members: 1**

|             |  |
|-------------|--|
| Tony Beddow |  |
|-------------|--|

**2. Legal Implications**

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

**3. Financial Implications**

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

**Background Papers: None**

**Appendices:**

Appendix 1 – Scrutiny Performance Panel – SPC Update

## **Adult Services Scrutiny Performance Panel Update**

### **1. Remit of the Panel**

The overarching purpose of the Panel is to provide ongoing challenge to performance in Adult Social Services to ensure that as the Service is undergoing major change, performance is maintained and that further improvements are made across all areas of the Service.

### **2. Key Activities**

For three months from December 2020 to February 2021, joint panel meetings were held between the Adult Services Panel and Child and Family Services Panel due to the ongoing crisis with the Covid-19 pandemic and resulting increase in workload. The situation was reviewed in February 2021 with separate meetings reconvening in March 2021, still on a remote basis.

Since the last update to the SPC in March 2021, the Panel has looked at the following:

- a) Update on West Glamorgan Transformation Programme (including update on actions following WAO Report on Integrated Care Fund) (March)
- b) Performance Monitoring (April)
- c) Update on how Council's policy commitments translate to Adult Services (April)
- d) Update on Adult Services Transformation Programme (June)
- e) Briefing on Annual Review of Charges (Social Services) 2020/21 (June)
- f) Actions from WAO report 'Front door to Adult Social Care' (June)
- g) Performance Monitoring (July)
- h) Initial feedback from CIW Assurance Visit (July)
- i) Feedback on Inspection of Domiciliary Care Services (July)
- j) Review of the year and draft work programme (July).

### **3. Achievements / Impact**

We have sent 4 letters to the Cabinet Member for Adult Social Care and Community Health Services since March 2021 in order to give our views, raise concerns and make recommendations, for example:

Positives:

- Performance Monitoring – Panel pleased to hear that there is an active group looking at support for carers, an action plan is being put in place and the department will be proactively identifying carers. The priorities will be recognizing support to enable individuals to continue to care; support to live alongside their caring responsibilities; and information, advice and guidance to ensure appropriate support for carers. It is a whole service responsibility for carers. It was suggested it might be useful for the Panel to look at Carers in more depth at a future meeting and this was added to the work programme.
- Performance Monitoring - Panel heard that Care Home data is much improved, that the position is more stable and that a number of vacancies across the provision are currently being advertised. This is good news.
- Update on Wales Audit Office Report on Integrated Care Fund and Action Plan – Panel pleased to hear that all recommendations from the WAO Report have been dealt with through the Action Plan.

- Adult Services Transformation Programme - Panel asked about domiciliary care in rural areas, the problems associated with this and development of social enterprises. Officers confirmed the re-commissioning of domiciliary care in 2019/20 improved expansion and coverage in rural areas. Use of the in-house reablement service and in-house long-term care service improved coverage in rural areas to deal with this issue. Also a number of new providers have been taken on during lockdown and this has improved coverage even in rural areas. Alongside this, department is trying to support development of appropriate social enterprise models or other approaches.
- Adult Services Transformation Programme - Panel queried if in addition to hospital to home discharge schemes there is scope for proactive inter agency assessments of people still living at home, that might prevent the use of emergency admission hospital facilities in the first place and supply residents with the services they might get after a period of care in hospital. Officers gave reassurance that a lot of the Directorate's work has a multi-disciplinary team focus in the community, for example, the front door to Social Services and the mental health single point of access. Also for residential the Authority offers some step up provision from the community and is considering doing more assessments within The Authority's residential settings around peoples' most appropriate at home package of support. Officers also confirmed that in terms of regional work streams, working alongside this is the 'Home First' and 'Keep me at home' programmes, which are working towards the same outcome, to prevent people going into hospital at all, or if they have to, making sure they can return home as quickly as possible and be re-abled to remain at home.
- Actions from the Wales Audit Office (WAO) Report 'Front Door to Adult Social Care' - Panel heard that work around all areas highlighted to the Panel in March 2020 have progressed significantly or been completed. In addition, further development of preventative services and access to the Service's own 'front door' have been expanded in response to the Covid pandemic and this has presented further opportunities for change and improvement particularly in respect of the Services carer's information, access and support.
- Feedback on Domiciliary Care Inspection - Officers confirmed that the final report has just been published on the Domiciliary Care Inspection that took place on 24 May 2021. Inspectors had confirmed Swansea Domiciliary Care Services inspection is the most complex service that they inspect. Under areas for improvement, there were no areas for significant improvement. There were three areas where action is needed to improve and these will be followed up in the next inspection. Officers stated that none of the issues were unexpected and the Directorate was aware of them before the inspection. There was excellent positive feedback from staff in respect of support and training and feedback from individuals using the services was excellent.

#### Issues / Concerns:

- Performance Monitoring – Panel concerned that for Carers Assessments, not seeing much difference in terms of statistics but heard the department is more focussed in this area and work will develop in the coming year.
- Performance Monitoring - Panel queried the current provision for day services and how this compares with two years ago. Informed that in terms of residential, it is very much what the whole market looks like; the Authority has vacancies but so does everyone else. For day services, Panel heard that emergency provision is still being offered, that the same service is being provided but numbers are limited due to social distancing; at 30% capacity. Panel noted that generally, less people come in to the service now and there is some concern about this. Panel heard that some of the preventative work has really increased and there are many more complex cases. Panel feel it is important to look at occupancy levels in Domiciliary Care and Residential Care and safeguarding; agreed a snapshot every six months would be good.

- Performance Monitoring - Panel wanted to know what factors will influence the Integrated Care Fund and uncertainty about funding and when. Panel was informed that the Authority wants an understanding of what new scheme or arrangement might be put in place to support regional working, as early this year as possible, to plan ongoing programmes for next year. The Director told the Panel he believes the Welsh Government has a good understanding about all of the different work Local Authorities and the Health Board have been doing that cannot be absorbed within core funding.
- Performance Monitoring - Panel felt the community Mental Health Team will come under more and more pressure in coming months, noted that most of the performance data is 'out of synch' due to Covid etc and queried when the Panel will have more accurate figures on the Mental Health Team. Also queried how the public could be reassured that both Health and Social Services are on top of the problem. Officers confirmed the inaccuracies are due to the new system and they are working on the performance data. Panel informed that it will improve and it will see a much better position when it looks at performance data next.
- Update on how Council's Policy Commitments translate to Adult Services - Panel queried how secure the Authority is about funding for LACs from housing associations etc; if there is any way they can be tied in for longer; and if there is any other external funding we can get to fund LACs. Officers confirmed that funding has been received from numerous sources this year – RSLs, University, Health - and that they are looking this year at how they can diversify funding streams. Panel heard that an evaluation is being undertaken with Swansea University to identify the financial and social impact of local area coordination. Officers agreed to keep the Panel updated on funding for LACs.
- Adult Services Transformation Programme - Panel asked if there was any data available on how many referrals have been prevented by anticipatory care and were informed that this is difficult to answer as anything preventative, by definition, does not touch the Service's formal recording system. Panel heard that there are figures on sign posting but in terms of outcomes there is work to be done in terms of understanding this better.

#### Action Recommended / Agreed:

- Performance Monitoring - Officers stated work around Mental Health Teams is very much in partnership with the Health Board and Third Sector organisations. It is driven by plans around the Mental Health and Wellbeing Board and it is a regional approach. Panel informed that more information on activities can be provided at a future meeting and that a public single point of access will be launched in the coming months. Panel felt that all Members should be sent information on the single access point, given an idea of what is available now, who they can contact and what projects are currently running. Cabinet Member commented that this was a very good point about all Members having a reminder about the single point of access contact point and how to refer people to it and reminded the Panel that Members would not be able to refer individuals to specific projects themselves; it would have to be through assessment by a professional. This action was agreed.

#### 4. Future Work Programme

The programme for the remainder of this municipal year is as follows:

| <b>Meeting date</b> | <b>Item to be discussed</b>   |
|---------------------|---|
| 20 October 2021     | <ul style="list-style-type: none"><li>• <b>Social Services Budget Monitoring</b></li><li>• <b>CIW Assurance Visit Full Report</b></li><li>• <b>Workforce Support Programme - Support for Health and Social Care Staff</b></li></ul> |
| 30 November 2021    | <ul style="list-style-type: none"><li>• <b>Performance Monitoring</b></li><li>• <b>Options Appraisal for Assistive Technology and Community Alarms</b></li><li>• <b>Commissioning Reviews Progress Update</b></li></ul>             |
| 12 January 2022     | <ul style="list-style-type: none"><li>• <b>Update on how Council's policy commitments translate to Adult Services</b></li><li>• <b>Local Area Coordination Update</b></li></ul>   |
| February 2022       | <ul style="list-style-type: none"><li>• <b>Draft Budget Proposals for Adult Services</b></li></ul>  |
| 02 March 2022       | <ul style="list-style-type: none"><li>• <b>Performance Monitoring</b></li><li>• <b>Update on West Glamorgan Transformation Programme</b></li></ul>  |

#### 5. Action for the Scrutiny Programme Committee

None.

# Agenda Item 8



## Report of the Chair

Scrutiny Programme Committee – 14 September 2021

### Scrutiny Dispatches – Impact Report

|                                       |   |
|---------------------------------------|---|
| <b>Purpose</b>                        | To present a draft of the regular report from the Committee to Council on the impact of scrutiny.   |
| <b>Content</b>                        | The report appends the draft 'Scrutiny Dispatches' report, which headlines scrutiny activities and impact for council and public awareness.     |
| <b>Councillors are being asked to</b> | Approve content of the draft 'Scrutiny Dispatches' for submission to Council / inclusion in the Scrutiny Annual Report.                         |
| <b>Lead Councillor(s)</b>             | Councillor Peter Black, Chair of the Scrutiny Programme Committee   |
| <b>Lead Officer(s)</b>                | Tracey Meredith, Chief Legal Officer  |
| <b>Report Author</b>                  | Brij Madahar, Scrutiny Coordinator<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a> |
| <b>Legal Officer:</b>                 | Debbie Smith  |
| <b>Finance Officer:</b>               | Paul Cridland   |
| <b>Access to Services Officer:</b>    | Rhian Millar  |

#### 1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for the overall work programme, including the various informal scrutiny activities, and monitoring progress to ensure that the work is effective.
- 1.2 The Committee is also concerned about improving communication and public engagement, and getting more coverage in the media so that the public are more aware of the work of scrutiny.
- 1.3 In order to provide 'headlines' from scrutiny activity and give the work of scrutiny greater visibility, both for council and public audience, a 'Scrutiny Dispatches' report is published.

## **2. Scrutiny Dispatches**

- 2.1 The next report has been drafted for approval (***attached***). This can then be submitted to the next available Council meeting for discussion (7 October).
- 2.2 'Scrutiny Dispatches' is intended to demonstrate scrutiny achievements and outcomes. It is effectively a regular report about impact and how scrutiny is making a difference, rather than a descriptive account of the scrutiny work programme and activities. The aim is to focus on and promote a small number of 'significant stories'. A chair's roundup is also featured to highlight other work.
- 2.3 This issue reflects on the first part of the 2021/22 municipal year, and features scrutiny of:
- Bus Services
  - Tourism and Business / City Promotion
  - Natural Environment
  - Procurement

The chair's roundup talks about progress with the Scrutiny Work Programme, the Annual Report for 2020/21, praise for our Scrutiny arrangements from internal audit, the Committee work plan, and regional Education Scrutiny.

- 2.4 As well as being a report to council the content will be shared more widely, with advice and support from the Council's Communications Team and utilising social media. This should help raise awareness of the work and impact of scrutiny, and hopefully encourage more public engagement and participation in scrutiny. It is anticipated that some of the impact stories within Scrutiny Dispatches will generate press releases. Scrutiny Dispatches will also form part of the Scrutiny Annual Report.
- 2.5 In order to ensure that people are informed more generally about the work of scrutiny a monthly newsletter is also being produced. This is circulated via an email subscription (sign up via [www.swansea.gov.uk/scrutiny](http://www.swansea.gov.uk/scrutiny)), and includes details of:
- Topics being looked at by scrutiny
  - Progress with current activities
  - Forthcoming panel and working group meetings

## **3. Legal Implications**

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

#### **4. Financial Implications**

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

#### **5. Integrated Assessment Implications**

5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, 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 Acts.
- 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.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

5.1.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

5.1.2 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

5.2 There are no impact assessment implications associated with this report.

**Background Papers:** None

**Appendices:**

**Appendix 1 - Scrutiny Dispatches Impact Report**



# Scrutiny Dispatches

City & County of Swansea – 2021/2022 (No.1)

## ‘How scrutiny councillors are making a difference’

### Focussing on the importance of efficient bus services in Swansea

The Bus Services Working Group met to look at bus network coverage and levels of service, community transport provision and integration with other forms of transport. Representatives of First Cymru and Cardiff Bus were invited to participate.

(Lead: Councillor Lyndon Jones)

Scrutiny Working Groups are one-off meetings where scrutiny councillors focus on one particular item and produce a letter with comments and recommendations to the relevant Cabinet Member.

The Bus Services Working Group met early in July with Councillor Mark Thomas, Cabinet Member for Environment Enhancement and Infrastructure Management

The Working Group talked about the importance of getting a regular bus service to all areas in Swansea to tackle residents’ isolation and to start to shift away from car use to using public transport. People who have given up driving need to be able to access public transport otherwise they become prisoners in their own home. Funding for active travel has been used to make it easier for people to cycle or walk, but not everyone is able to do this and accessibility has to be the main point for the elderly.

The Working Group emphasised the importance of bus companies and public transport more generally contributing to carbon emission reduction.

The Working Group recommended that regular meetings are held between Members and First Cymru to raise and discuss issues and felt it was very important for the Authority and bus companies to listen to people who currently do not use buses in Swansea, as well as people who do, to help shape current and future bus services.

The importance of joining up bus and rail times so services are more co-ordinated and the introduction of cross ticketing between bus and rail were also issues emphasised by the Working Group.

A follow up meeting of the Working Group is anticipated in around six months to see what changes / improvements have been made, as it is vitally important to see positive changes taking place that will benefit Swansea residents.

## Holding Cabinet Members to account

The Scrutiny Programme Committee continues to hold cabinet members to account through regular question sessions. Acting as a 'critical friend' Scrutiny Councillors explore Cabinet Members' priorities, actions, achievements and impact in relation to specific areas of responsibility. The Committee recently met with Councillor Robert Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism.

*(Lead: Councillor Peter Black)*

The Committee questioned the Cabinet Member on specific areas of his portfolio responsibilities, namely Tourism, Destination Management & Marketing and Business & City Promotion. The Panel heard about the value of tourism to the local economy and the impact of Covid-19 on the tourism industry.

Committee Members were informed of strategic priorities outlined in The Tourism Recovery Action Plan (TRAP), developed as part of the recovery strategy for the Tourism Sector and forms an integral part of Swansea Council's wider Economic Recovery. The vision of TRAP is to '*Create a world class tourism destination, which delivers a high-quality visitor experience in a pleasant, clean and well-maintained environment.*'

The Committee also discussed the specific effect of the pandemic on the city centre and recovery plans. Committee Members discussed the large number of empty units in the Quadrant and heard that work is ongoing with the owners of the Quadrant and new lettings were due to come on board. Committee Members heard that a 'City Centre Repurposing Strategy' report is scheduled to go to Cabinet in September.

## Continuing to monitor council performance in relation to the natural environment

The Natural Environment Performance Panel has continued to examine performance indicators on issues relating to the natural environment including climate change, air quality and Ash Dieback disease affecting local trees.

*(Lead: Councillor Peter Jones)*

The Panel recently considered progress on the Council's response to Ash Dieback and future aims. Ash Dieback is a disease that affects Ash Trees and causes trees to become brittle over time with branches breaking away from the main body of the tree. If they are not dealt with, trees are at risk of collapsing, presenting an immediate danger to the surrounding area. The Council have surveyed all trees on council land and categorised trees in four categories with category three and four being at highest risk. Hundreds of trees that cause a risk to the public such as on highways, parks and cemeteries have been felled and removed.

The Panel questioned Councillor Mark Thomas, Cabinet Member for Environment Enhancement & Infrastructure Management on what the council is doing in terms of re-planting and which trees are being re-planted. Panel Members heard that should a single ash tree be removed within a cluster or woodland, then nature is allowed to take its course and no replanting would be carried out. To offset the removal of trees the Council has a replacement programme in place where trees that are planted will be of a natural native and mixed species to ensure that any other future diseases that may naturally come along, only affect individual trees within a cluster.

Panel Members queried if there is currently any engagement ongoing to inform members of the public why trees are being felled. Officers explained that notice boards are used where large tree felling operations are carried out. Panel Members felt that permanent signage maybe more suitable so that information is also available post the felling operations. Panel Members put forward ideas to get members of the public engaged more and recommend that information on large felling operations should be circulated with all Councillors for awareness.

## Commencing of Procurement Scrutiny Inquiry

The Procurement Scrutiny Inquiry has commenced and is currently in the evidence gathering stage. The key question of the Inquiry is: 'What is Swansea Council doing to ensure it procures locally, ethically and greenly while being cost effective and transparent in its practices?'

*(Lead: Councillor Chris Holley)*

The inquiry is looking at procurement in relation to the provision of council functions. It will consider what the Council does well and what can be improved in this area. This will include:

1. Legislation/policy including national, local and European influences on our procurement practice
2. Positive social/local procurement
3. Environmentally and ethical procurement practices
4. Equalities Duty
5. Systems/processes and consistency of approach
6. Joint procurement activities and working with others
7. Measuring success

Panel Members met the Council's Chief Auditor to answer a set of key questions on how procurement is audited internally. To understand what the departmental perspectives are on procurement activities the Panel have already met with the Director of the Place Directorate and are due to meet with Social Services and Education services.

The Panel recognise the importance of ensuring probity, transparency and value for money in its procurement practices. They are keen to look at how we embed social value and sustainability in what we do.



### Chair's Round up

This is my first roundup of the work of scrutiny for 2021/22, as Chair of the Scrutiny Programme Committee.

*Councillor Peter Black*

### Scrutiny Work Programme

The work of scrutiny continues in accordance with the Work Programme agreed in November 2020, which will take us up to the end of this Council Term. We are making progress on scrutiny priorities. The in-depth inquiry focusing on Procurement, which originally started before the pandemic, re-convened in June 2021 and will report around March 2022. Continuing from the previous municipal year, our six Performance Panels are meeting on a regular basis and we are working through a list of one-off Working Groups. I am grateful to the conveners for their leadership in delivering scrutiny activities and councillors across all parties coming together to participate in this important work. We continue of course to ensure the work programme, and demands of scrutiny, remain flexible whilst still in the midst of the pandemic.

### Looking back at 2020/21

Our Annual Report for 2020/21 is out. We have reflected on what was a relatively short municipal year, affected by the pandemic, but it nevertheless shows a good level of scrutiny. Councillors have worked hard in both supporting and challenging the organisation, contributing to better services, policies, decisions, and a better Swansea. I presented the report to Council on 2 September.

## **Praise for our Scrutiny arrangements**

I am pleased to report that an internal audit of scrutiny was carried out earlier this year, the outcome of which is a high level of assurance and no recommendations, with no key issues / risks found. The audit looked at the role of Scrutiny, its work programme and reporting lines, the relationship between the scrutiny and audit committees, scrutiny of partnership arrangements, coverage of corporate risks in the risk register, examination and follow-up of external reviews, and compliance with the Wales Audit Office discussion paper - Six Themes to Make Scrutiny Fit for the Future. The outcome was reported to the Governance & Audit Committee in June. Credit to all involved!

## **Committee Work Plan**

As well as monitoring the delivery of the work programme, the Committee has a varied work plan looking at a broad range of service / policy matters, targeting specific issues of concern and focused on addressing any gaps in the overall scrutiny work programme. The Committee will call in Cabinet Members as and when required to account for delivery of objectives, performance, and service improvement. We have already questioned Cllr. Mark Thomas, Cabinet Member for Environment Enhancement & Infrastructure Management, on the Council's work and his responsibilities relating to Highways & Engineering, Infrastructure Repairs & Maintenance, and Litter & Community Cleansing. Similarly, the Committee has met with Cllr. Robert Francis-Davies on Tourism, Destination Management & Marketing, and Business & City Promotion, and Cllr. Andrea Lewis on Energy Policy (including Generation, Supply & District Heating).

We invite the public and all scrutiny councillors to contribute ideas to ensure the Committee asks the right questions. We publish a summary of each scrutiny session and views of scrutiny in a letter to relevant Cabinet Members, ensuring a clear and ongoing conversation between scrutiny and the executive to have an influence.

Future Committee meetings will include looking at: Recovery & Transformation Plan Progress, Annual Corporate Safeguarding Report, Delivery of Corporate Priority – Tackling Poverty, Scrutiny of Public Services Board, Parking Policy, Control & Enforcement, Q & A with the Leader of the Council, Crime & Disorder, and Children & Young People's Rights Scheme Annual Progress Report.

## **Regional Education Scrutiny**

With the winding down of the Education Through Regional Working (ERW) regional school improvement consortium and establishment of a new South West Wales Education Partnership consisting of Swansea Council, Carmarthenshire Council and Pembrokeshire Council, new scrutiny arrangements are to be developed. Those involved in the scrutiny of ERW, which has seen an informal regional Scrutiny Councillor Group operating since 2016, have been able to feed their views into the process as the new Partnership is developed. We await the legal agreement between the Councils will confirm the terms of the partnership and governance arrangements, for details on future scrutiny.

## **Making the work of scrutiny transparent and accessible**

Scrutiny agenda packs are available on the Council's 'agenda and minutes' webpage. There you can also find scrutiny letters sent to Cabinet Members following meetings and responses. Our meetings are open to the public and anyone living or working in Swansea can suggest a topic for scrutiny. There are also opportunities for anyone to suggest questions, and submit views. To keep an eye on what is going see the links below, subscribe to our newsletter, or even follow us on Twitter.

Connect with Scrutiny:

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

Twitter: @swanseascrutiny

Email: [scrutiny@swansea.gov.uk](mailto:scrutiny@swansea.gov.uk)

Blog: [www.swanseascrutiny.co.uk](http://www.swanseascrutiny.co.uk)

# Agenda Item 9



## Report of the Chair

Scrutiny Programme Committee – 14 September 2021

### Membership of Scrutiny Panels and Working Groups

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

#### 1. Introduction

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

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

2.1 Healthy City Scrutiny Working Group

2.2 The Committee originally appointed the members and convener of this Working Group in December 2020. Having dealt with a number of other Working Groups identified in the agreed Scrutiny Work Programme arrangements are now being made for the Healthy City Working Group

to meet. The appointed convener, Cllr Mary Jones, has indicated some difficulties in undertaking this role and her availability due to possible Lord Mayoral engagements. Fresh expressions of interest from non-executive councillors were invited to participate in this scrutiny.

- 2.3 As a result of this revised membership is shown below, for agreement – additional members shown in bold:

**Healthy City Scrutiny Working Group (19)**

**Labour Councillors: 10**

|                       |                                   |
|-----------------------|-----------------------------------|
| <b>Cyril Anderson</b> | <b>Peter Jones</b>                |
| <b>Ryland Doyle</b>   | <b>Hannah Lawson</b>              |
| Joe Hale              | <b>Wendy Lewis</b>                |
| Terry Hennegan        | Hazel Morris                      |
| Yvonne Jardine        | <b>Jennifer Raynor (CONVENER)</b> |

**Liberal Democrat/Independent Councillors: 5**

|                        |                        |
|------------------------|------------------------|
| <b>Kevin Griffiths</b> | <b>Cheryl Philpott</b> |
| Mary Jones             | <b>Mike Day</b>        |
| <b>Sue Jones</b>       |                        |

**Conservative Councillors: 3**

|              |                   |
|--------------|-------------------|
| Lyndon Jones | Linda Tyler-Lloyd |
| Will Thomas  |                   |

**Uplands Councillors: 1**

|                   |  |
|-------------------|--|
| <b>Irene Mann</b> |  |
|-------------------|--|

**3. Guiding Principles**

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

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

- A minimum of three members should be present at all Panel / Working Group meetings.

#### **4. Legal Implications**

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

#### **5. Financial Implications**

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

**Background Papers:** None

**Appendices:** None

# Agenda Item 10



## Report of the Chair

Scrutiny Programme Committee – 14 September 2021

### Scrutiny Work Programme

|                                       |   |
|---------------------------------------|---|
| <b>Purpose</b>                        | This report presents the agreed Scrutiny Work Programme for 2020/22, which the Committee is responsible for monitoring.   |
| <b>Content</b>                        | The agreed work programme is attached, which shows the topics that will be examined by scrutiny through various Panels and Working Groups. A plan for future Committee meetings is also attached. Progress against the agreed work programme is shown.    |
| <b>Councillors are being asked to</b> | <ul style="list-style-type: none"><li>• plan for the Committee meetings ahead</li><li>• consider opportunities for Pre-decision Scrutiny</li><li>• review the Scrutiny Work Programme (including progress of current Panels and Working Groups)</li></ul> |
| <b>Lead Councillor</b>                | Councillor Peter Black, Chair of the Scrutiny Programme Committee   |
| <b>Lead Officer</b>                   | Tracey Meredith, Chief Legal Officer  |
| <b>Report Author</b>                  | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>   |
| <b>Legal Officer:</b>                 | Debbie Smith  |
| <b>Finance Officer:</b>               | Paul Cridland   |

#### 1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for developing the Council's scrutiny work programme, and managing the overall work of scrutiny to ensure that it is as effective as possible.
- 1.2 A report is provided to each meeting to enable the Committee to maintain an overview of agreed scrutiny activities, monitor progress, and coordinate work as necessary.
- 1.3 The broad aim of the scrutiny function is to engage non-executive councillors in activities to:



- provide an effective challenge to the executive
- help improve services, policies, and performance
- engage the public in its work

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

It also needs to be:

- manageable, realistic and achievable given resources available to support activities
- relevant to Council priorities
- adding value and having maximum impact
- coordinated and avoids duplication

1.5 The work of scrutiny is undertaken primarily in three ways – through the Committee itself, by establishing informal Panels (for in-depth activities) or via one-off Working Groups. Panels and Working Groups would be open to all non-executive councillors - the Committee will determine membership and conveners following expressions of interest.

1.6 Scrutiny will regularly send letters to Cabinet Members communicating findings, views and recommendations for improvement and, where appropriate, by producing reports. Inquiry panels will always produce a final report at the end of the inquiry with conclusions and recommendations for Cabinet (and other decision-makers), informed by the evidence gathered. Inquiry panels will reconvene to follow up on the implementation of agreed recommendations and the impact of their work – usually 6-12 months following cabinet decision.

1.7 Although much of the work of scrutiny is carried out by informal Panels and Working Groups these meetings are accessible to the public. Agendas, reports and letters relating to all such scrutiny activities are published, in the same manner as the committee, on the Council's modern.gov online platform:

<https://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0>

## **2. Scrutiny Work Programme 2020/22**

2.1.1 The agreed Scrutiny Work Programme for 2020/22 is set out in **Appendix 1**.

2.1.2. The following paragraphs break down the work programme by specific ways of working to provide a brief overview.

## 2.2 Scrutiny Programme Committee:

- 2.2.1 The Committee's own work plan is attached as **Appendix 2**. This should be kept under review to ensure it represents a robust, manageable, and effective plan. As well as keeping an oversight on all scrutiny activities, the Committee plan covers a broad range of policy and service topics and aims to ensure coverage of scrutiny across all cabinet portfolios and address any gaps in the overall work programme. The Committee is also the designated Council Committee for scrutiny of the Public Services Board, and Crime & Disorder Scrutiny.
- 2.2.2 Committee members should review and confirm items for the next and future meetings giving specific consideration to who should attend so that meetings are always well planned and prepared for, e.g. information required and key questions that the Committee wishes to ask.
- 2.2.3 The main item(s) scheduled for the next Committee meeting on 19 October are:
- Recovery & Transformation Plan Progress Update
  - Annual Corporate Safeguarding Report

There will also be an opportunity for discussion with the Chair of Governance & Audit Committee to support the development of a strong Audit / Scrutiny relationship, in terms of mutual awareness / understanding of each other's work, co-ordination and avoidance of duplication in work plans, and referral of issues.

- 2.2.4 The Committee will have the opportunity to review scrutiny priorities and introduce issues of concern as and when they arise, e.g. pre-decision scrutiny or call-in, which may require extra meetings.
- 2.2.5 Pre-decision Scrutiny – this is carried out by the Committee unless delegated elsewhere. The Committee is invited to consider the available information on future Cabinet business and any opportunities for pre-decision scrutiny, taking into account strategic impact, public interest, and financial implications (see Cabinet Forward Plan attached as **Appendix 3**). Any requests will require discussion with relevant Cabinet Member(s) to confirm timescales and window of opportunity for scrutiny involvement. Pre-decision scrutiny enables scrutiny to develop understanding about and ask questions on proposed Cabinet reports to provide 'critical friend' challenge and influence decision-making. The future Cabinet report on 'Business Case for the Relocation of the Civic Centre' has already been identified for pre-decision scrutiny and will be scheduled for Committee discussion in accordance with Cabinet decision-making timetable.

### 2.3 Inquiry Panels:

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

| <b>In Progress</b>                         | <b>Completed (follow up stage)</b>   |
|--|--|
| 1. <b>Procurement</b> (evidence gathering) | 1. <b>Equalities</b> (followed up 28 Jan & further follow up tba Nov 2021) |

### 2.4 Performance Panels:

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

| <b>Performance Panel</b>                                    | <b>Convener</b>            |
|---|----------------------------|
| 1. <b>Service Improvement &amp; Finance</b> (monthly)       | Cllr. Chris Holley         |
| 2. <b>Education</b> (monthly)                               | Cllr. Lyndon Jones         |
| 3. <b>Adult Services</b> (every six weeks)                  | Cllr. Susan Jones          |
| 4. <b>Child &amp; Family Services</b> (every six weeks)     | Cllr. Paxton Hood-Williams |
| 5. <b>Development &amp; Regeneration</b> (every two months) | Cllr. Jeff Jones           |
| 6. <b>Natural Environment</b> (every two months)            | Cllr. Peter Jones          |

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

### 2.5 Working Groups:

- 2.5.1 The following Working Groups are in the work programme. Dates of meetings already held, or planned for the year ahead:

|   |                                       |
|---|---------------------------------------|
| 1. <b>Workforce (29 March 2021, further meeting tba Nov 2021)</b> | 3. <b>Bus Services (7 July 2021)</b>  |
| 2. <b>Digital Inclusion (11 May 2021)</b>                         | 4. <b>Healthy City (tbc Oct 2021)</b> |

- 2.5.2 Additional Working Groups may be arranged, as time and resources allow, with reference to the identified reserve list of topics:

- Road Safety
- Active Travel
- Accessibility for the Disabled / Elderly

## 2.6 Regional Scrutiny:

2.6.1 **Education Through Regional Working** – Detail on scrutiny arrangements in light of the development of a new South West Wales Education Partnership, are awaited. This will replace the ERW Scrutiny Councillor Group, which has met informally since 2016 to provide challenge to the regional school improvement consortium, and help to coordinate scrutiny work across the region and ensure a consistent approach. The new Education Partnership will consist of Swansea Council, Carmarthenshire Council and Pembrokeshire Council. A legal agreement between the Councils will confirm the terms of the partnership and governance arrangements, including scrutiny arrangements. There will be a period of transition between the winding down of ERW and commencement of the new Partnership, however a Shadow South West Wales Education Partnership Joint Committee has already been established in the interim.

2.6.2 **Swansea Bay City Region City Deal** – Swansea Scrutiny is also involved in the Swansea Bay City Region Joint Scrutiny Committee established during 2018/19. This formal arrangement involves three Councillor representatives from each of the four Councils involved in the City Deal, meeting to scrutinise the work of the Joint Committee responsible for delivering the City Deal programme. Swansea's Councillor representatives, appointed by Council, are: Jan Curtice, Phil Downing & Jeff Jones. As per Joint Agreement, the Joint Scrutiny Committee is serviced by Neath Port Talbot Council. Although originally scheduled to meet quarterly meetings, additional meetings are being arranged as required.

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

3.1 The Committee is responsible for monitoring progress against the agreed work programme and this includes work undertaken by the informal Panels and Working Groups and findings, to ensure that this work is effective and has the required visibility.

3.2 **Appendix 4a** provides a timetable of all scrutiny activities (projected or actual where dates are known). Lead councillors and officers are also noted within.

3.3 **Appendix 4b** provides a snapshot of progress with all of the Panels and Working Groups established by the Committee and their current position.

3.4 Although a work programme has been agreed, with activities identified to take things up to the end of the current Council term (May 2022), the work programme is kept under constant review by the Committee, with changes made as necessary. The Committee will always retain the flexibility to adapt and re-prioritise the work of scrutiny, to ensure the continued relevance of the programme.

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

4.1 None.

#### **5. Financial Implications**

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

#### **6. Legal Implications**

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

**Background papers:** None

#### **Appendices:**

Appendix 1: Agreed Scrutiny Work Programme 2020/22

Appendix 2: Scrutiny Programme Committee Work Plan 2021/22

Appendix 3: Cabinet Forward Plan

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

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

## Appendix 1 – Agreed Scrutiny Work Programme 2020/22

| <b>New Inquiry Panel</b><br>(time-limited in-depth scrutiny – six months)  | <b>New Working Groups</b><br>(light-touch scrutiny / one-off meetings)  | <b>Performance Panels</b><br>(ongoing in-depth performance / financial monitoring & challenge)  | <b>Issues for Scrutiny Programme Committee</b><br>(Overall work programme management; discussion of broad range of policy and service issues)   |
|--|---|---|---|
| <p><b>1. Procurement</b><br/>(previous Terms of Reference / Key Question to be reviewed / updated - What is the Council doing to ensure it procures locally, ethically, and greenly while being cost effective and transparent in its practices?)</p> <p><b>2. Anti-Social Behaviour</b><br/>(Terms of Reference to be agreed by Panel but would focus on how we can reduce anti-social behaviour in our communities, look at factors behind rising anti-social behaviour; inter-agency working, the role of elected members, reporting, etc.)</p> <p>Follow Up of Previous Inquiries:</p> <p><b>1. Equalities</b></p> | <p><b>1. Workforce</b><br/>(how the Council supports health &amp; well-being of staff; issues around home working; staff sickness; staff turnover; use of agency staff, pressures, etc.)</p> <p><b>2. Digital Inclusion</b><br/>(follow up on previous discussion around digital transformation, the Council's digital inclusion strategy, and how well prepared both the Council and the public is to use and communicate / engage via digital technology to avoid exclusion / poor access, etc.)</p> <p><b>3. Bus Services</b><br/>(discussion about bus network coverage and levels of service; community transport provision; integration with other forms of transport, etc.)</p> <p><b>4. Healthy City</b><br/>(exploration of activities, promotion, particularly physical activities, including provision of outdoor sport and activities and opportunities for young people, etc.)</p> | <p><b>1. Service Improvement &amp; Finance</b> (monthly)</p> <p><b>2. Education</b> (monthly)</p> <p><b>3. Adult Services</b> (every 6 weeks)</p> <p><b>4. Child &amp; Family Services</b> (every 6 weeks)</p> <p><b>5. Development &amp; Regeneration</b> (every two months)</p> <p><b>6. Natural Environment</b> (every two months)</p> <p>Specific issues to cover within wider work plans:</p> <ul style="list-style-type: none"> <li>• <b>Service Improvement &amp; Finance:</b> <ul style="list-style-type: none"> <li>- Corporate Plan – Review / Progress</li> <li>- Council Byelaws</li> <li>- Budget Scrutiny</li> <li>- Performance Management</li> <li>- Waste Management &amp; Recycling – incl. questioning on fly-tipping experiences &amp; council activity</li> <li>- Welsh Housing Quality Standard</li> </ul> </li> <li>• <b>Education:</b> <ul style="list-style-type: none"> <li>- 21<sup>st</sup> Century Schools</li> <li>- Additional Learning Needs</li> <li>- Children Educated at Home</li> <li>- Delivery of Corporate Priorities</li> <li>- Remodelled Education Other Than at School Provision</li> </ul> </li> <li>• <b>Adult Services:</b> <ul style="list-style-type: none"> <li>- COVID-19 and Community Mental Health</li> <li>- Delivery of Corporate Priorities</li> <li>- Domestic Abuse</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• <b>COVID-19 Council response and Recovery Plan / Transformation</b></li> <li>• <b>Brexit Preparedness</b></li> <li>• Specific reports:                         <ul style="list-style-type: none"> <li>- <b>Children &amp; Young People's Rights Scheme</b></li> <li>- <b>Corporate Safeguarding</b></li> <li>- <b>Delivery of Corporate Priority – Tackling Poverty Homelessness Strategy – progress</b> (incl. discussion on Young People's Supported Housing Provision)</li> </ul> </li> <li>• Leader Q &amp; A Session(s):                         <ul style="list-style-type: none"> <li>- <b>Brexit</b></li> <li>- <b>Partnership Working</b></li> <li>- <b>Great Western Gateway</b></li> </ul> </li> <li>• Other Cabinet Member Q &amp; As (issues to pick up):                         <ul style="list-style-type: none"> <li>- tbc</li> </ul> </li> <li>• <b>Public Services Board</b></li> <li>• <b>Crime &amp; Disorder (Community Safety)Scrutiny:</b> <ul style="list-style-type: none"> <li>- Incl. Community Cohesion / Hate Crime</li> </ul> </li> <li>• <b>Wales Audit Office Reports</b></li> <li>• Follow Up on Previous Working Groups:                         <ul style="list-style-type: none"> <li>- <b>Tourism</b></li> </ul> </li> </ul> |

## Appendix 1 – Agreed Scrutiny Work Programme 2020/22

|   |   |  |  |
|---|---|--|--|
|   | <p>Reserve List:</p> <ul style="list-style-type: none"> <li>• <b>Road Safety</b><br/>(hot spots; work to improve safety; preventative measures; speed controls; safety of cycling routes; partnership working, etc.)</li> <li>• <b>Active Travel</b><br/>(are we meeting obligations of Welsh Government Active Travel Act; encouragement of cycling / walking; particular focus on cycling given experience during pandemic – are we making the most of opportunities to embed increased cycling, etc.)</li> <li>• <b>Accessibility for the Disabled / Elderly</b><br/>(to look into concerns around mobility around city centre and access, e.g. and whether there is sufficient curb dropping to help mobility scooters, and other facilities to improve access and wellbeing, etc.).</li> </ul> | <ul style="list-style-type: none"> <li>• <b>Child &amp; Family Services:</b> <ul style="list-style-type: none"> <li>- Delivery of Corporate Priorities</li> <li>- Forced Marriages – Safeguarding issues</li> </ul> </li> <li>• <b>Development &amp; Regeneration:</b> <ul style="list-style-type: none"> <li>- City Deal and effects of COVID-19</li> <li>- Delivery of Corporate Priorities</li> <li>- Economic Regeneration Strategy</li> <li>- Foreshore Developments</li> <li>- Historic / Listed Buildings</li> </ul> </li> <li>• <b>Natural Environment:</b> <ul style="list-style-type: none"> <li>- Climate Change</li> <li>- Delivery of Corporate Priorities</li> <li>- Environment Bill 2020 Implications</li> <li>- Nature Conservation – regular monitoring of activity and performance</li> </ul> </li> </ul> |  |
| <p><b>Regional Scrutiny</b></p> <ul style="list-style-type: none"> <li>• <b>ERW</b> (Education through Regional Working)<br/>Specific issues to pick up:<br/>ERW Replacement organisation – post April 2021</li> <li>• <b>City Deal</b> (Swansea Bay City Region Joint Scrutiny Committee)</li> </ul> |   |  |  |

## Appendix 2

### Scrutiny Programme Committee – Work Plan 2021/22

| ACTIVITY  | 15 Jun 2021                       | 13 Jul 2021  | 17 Aug 2021   | 14 Sep 2021   | 19 Oct 2021  | 16 Nov 2021                                       |
|---|-----------------------------------|--|---|---|--|---|
| <b>Scrutiny Work Programme</b>                                      |                                   |  |   |   | Audit / Scrutiny Relationship – Discussion w/ Chair of Governance & Audit Committee  |   |
| <b>Cabinet Member Q &amp; A Sessions</b>                            |                                   |  |   |   |  |   |
| <b>Specific Cabinet Member / Officer Reports</b>                    | Scrutiny of Public Services Board | <ul style="list-style-type: none"> <li>Highways and Engineering</li> <li>Infrastructure Repairs and Maintenance</li> </ul> | <ul style="list-style-type: none"> <li>Tourism, Destination Management, and Marketing</li> <li>Business and City Promotion</li> </ul> | <ul style="list-style-type: none"> <li>Energy Policy (incl. Generation, Supply &amp; District Heating)</li> <li>Litter and Community Cleansing</li> </ul> | <ul style="list-style-type: none"> <li>Recovery &amp; Transformation Plan Progress Update</li> <li>Annual Corporate Safeguarding Report</li> </ul> | Delivery of Corporate Priority – Tackling Poverty |
| <b>Scrutiny Performance Panel Progress Reports</b>                  |                                   | Education  | Service Improvement & Finance   | Adult Services  | Child & Family Services  | Development & Regeneration                        |
| <b>Pre-decision Scrutiny</b>  |                                   |  |   |   |  |   |
| <b>Final Scrutiny Inquiry Reports / Follow Up on Scrutiny Recs.</b> |                                   |  | Follow Up on Tourism Working Group recommendations  |   |  |   |
| <b>Scrutiny Reports to Council</b>                                  | Scrutiny Dispatches Impact Report |  | Draft Scrutiny Annual Report 2020/21  | Scrutiny Dispatches Impact Report   |  |   |



| <b>ACTIVITY</b>   | <b>14 Dec 2021</b>  | <b>18 Jan 2022</b>  | <b>15 Feb 2022</b>   | <b>15 Mar 2022</b>   | <b>19 Apr 2022</b><br>(to be cancelled) |  |
|---|---|---|--|--|---|--|
| <b>Scrutiny Work Programme</b>                                      |   |   |  | Work Programme Review  |   |  |
| <b>Cabinet Member Q &amp; A Sessions</b>                            |   | Leader / Economy, Finance & Strategy (including focus on Brexit effects / response) |  |  |   |  |
| <b>Specific Cabinet Member / Officer Reports</b>                    | <ul style="list-style-type: none"> <li>Scrutiny of Public Services Board, incl. Annual Report</li> <li>Parking Policy, Control &amp; Enforcement</li> </ul> |   | <ul style="list-style-type: none"> <li>COVID / Recovery &amp; Transformation Plan Progress Update</li> <li>Crime &amp; Disorder Scrutiny - Safer Swansea Community Safety Partnership</li> </ul> | Children & Young People's Rights Scheme Annual Progress Report |   |  |
| <b>Scrutiny Performance Panel Progress Reports</b>                  | Natural Environment   | Education   | Service Improvement & Finance  |  |   |  |
| <b>Pre-decision Scrutiny</b>  |   |   |  |  |   |  |
| <b>Final Scrutiny Inquiry Reports / Follow Up on Scrutiny Recs.</b> |   |   |  | Procurement Inquiry Final Report                               |   |  |
| <b>Scrutiny Reports to Council</b>                                  | Scrutiny Dispatches Impact Report   |   |  | Scrutiny Dispatches Impact Report                              |   |  |

\* denotes extra meeting

To be scheduled:

- Pre-decision Scrutiny of Cabinet Report - Business Case for Relocation of Civic Centre
- Follow Up on Completed Working Group recommendations (Workforce; Digital Inclusion)

Work Plan remains flexible and subject to change to accommodate requests for pre-decision scrutiny and any urgent issues arising during the year to ensure each meeting is manageable.

## Appendix 3 – Cabinet Forward Plan 2021 – 2022

| Report Title  | Report Summary  | Report Author    | Portfolio   | Decision to be taken by | Date of Expected Decision | Exempt Details |
|---|---|------------------|---|-------------------------|---------------------------|----------------|
| <b>Local Authority Governor Appointments.</b>           | To approve the nominations submitted to fill Local Authority Governor vacancies in School Governing Bodies  | Gemma Wynne      | Cabinet Member - Education Improvement, Learning & Skills | Cabinet                 | 16 Sep 2020               | Open           |
| <b>Annual Equality Review 2020/21.</b>                  | To publish the Council's Annual Equality Review for 2020/21 in line with the Public Sector Equality Duty and reporting regulations for Wales  | Richard Rowlands | Cabinet Member - Business Improvement & Performance       | Cabinet                 | 16 Sep 2021               | Open           |
| <b>Increased Planned Places at Ysgol Pen-y-Bryn.</b>    | Cabinet need to consider objections raised during the statutory notice period and determine the outcome of the proposal to increase the planned places at Ysgol Pen-y-bryn special school, to meet increasing demand. | Kelly Small      | Cabinet Member - Education Improvement, Learning & Skills | Cabinet                 | 16 Sep 2021               | Open           |
| <b>Quarter 1 2021/22 Performance Monitoring Report.</b> | To report the performance indicator results and summarise the Council's performance meetings its priorities for the first quarter period April 2021 – June 2021.  | Richard Rowlands | Cabinet Member - Business Improvement & Performance       | Cabinet                 | 16 Sep 2021               | Open           |

## Appendix 3 – Cabinet Forward Plan 2021 – 2022

| Report Title  | Report Summary  | Report Author | Portfolio   | Decision to be taken by | Date of Expected Decision | Exempt Details |
|---|---|---------------|---|-------------------------|---------------------------|----------------|
| <b>Revenue and Capital Budget Monitoring 1st Quarter 2021/22.</b>                           | To note any significant variations from the agreed budget 2021/22 and savings plan and the actions planned to achieve a balanced budget.  | Ben Smith     | Cabinet Member - Economy, Finance and Strategy (Leader) | Cabinet                 | 16 Sep 2021               | Open           |
| <b>Review of the Gambling Policy.</b>   | The report sets out the legislative requirements in respect of producing, publishing and reviewing the Council's Gambling Policy. Provides information on when the Gambling Policy was last reviewed, details of the basis for the current review of the policy, the results of the consultation undertaken and the proposed changes to the policy. | Lynda Anthony | Cabinet Member - Delivery & Operations (Deputy Leader)  | Cabinet                 | 16 Sep 2021               | Open           |
| <b>Swansea Bay City Deal - Life Sciences, Well-being and Sports Campuses Business Case.</b> | To outline the business case and any implications for the Local authority and approve the onward submission to the regional Joint committee and UK and Welsh Governments.   | Geoff Bacon   | Cabinet Member - Economy, Finance and Strategy (Leader) | Cabinet                 | 16 Sep 2021               | Open           |

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## Appendix 3 – Cabinet Forward Plan 2021 – 2022

| Report Title   | Report Summary   | Report Author       | Portfolio  | Decision to be taken by | Date of Expected Decision | Exempt Details |
|--|--|---------------------|--|-------------------------|---------------------------|----------------|
| <p><b>Welsh in Education Strategic Plan 2022-2032.</b></p> | <p>This report seeks Cabinet approval to consult on Swansea’s Welsh in Education Strategic Plan (2022-2032). The plan sets out proposals on how Swansea Council will carry out its education functions to:</p> <ul style="list-style-type: none"> <li>i. Improve the planning of the provision of education through the medium of Welsh; and</li> <li>ii. Improve the standards of Welsh-medium education and of the teaching of Welsh in its area;</li> </ul> | <p>Rhodri Jones</p> | <p>Cabinet Member - Education Improvement, Learning &amp; Skills</p> | <p>Cabinet</p>          | <p>16 Sep 2021</p>        | <p>Open</p>    |

### Appendix 3 – Cabinet Forward Plan 2021 – 2022

| Report Title  | Report Summary  | Report Author     | Portfolio  | Decision to be taken by | Date of Expected Decision | Exempt Details      |
|---|---|-------------------|--|-------------------------|---------------------------|---------------------|
| <p><b>Swansea City Centre Repurposing Strategy.</b></p> | <p>This report presents the Swansea City Centre Repurposing and Intervention Strategy, which provides analysis of the current retail and leisure outlook, and a masterplan strategy focusing upon consolidation and, where required, repurposing of retail for other beneficial uses. This report seeks authorisation to pursue the strategy in accordance with the accompanying action plan in order to identify appropriate delivery options, funding sources and commence consultation on the proposed interventions</p> | <p>Emma Dakin</p> | <p>Cabinet Member - Investment, Regeneration &amp; Tourism</p> | <p>Cabinet</p>          | <p>16 Sep 2021</p>        | <p>Fully exempt</p> |

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## Appendix 3 – Cabinet Forward Plan 2021 – 2022

| Report Title                                 | Report Summary  | Report Author    | Portfolio  | Decision to be taken by | Date of Expected Decision | Exempt Details |
|--|---|------------------|--|-------------------------|---------------------------|----------------|
| <b>Annual Review of Performance 2020/21.</b> | To report the Council's compliance with its statutory obligations to make arrangements to secure continuous improvement as set out under Part 1 of the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015. | Richard Rowlands | Cabinet Member - Business Improvement & Performance                      | Cabinet                 | 21 Oct 2021               | Open           |
| <b>Climate Change – Progress Update.</b>     | Following Cabinet approval of the 'Climate Emergency Declaration – Policy Review and Proposed Action' report in November 2020, this second report seeks further approval of the success to date and recommended approach moving forward.                | Rachel Lewis     | Cabinet Member - Climate Change & Service Transformation (Deputy Leader) | Cabinet                 | 21 Oct 2021               | Open           |
| <b>Copr Bay Car Parking Charges.</b>         | To seek approval of City Centre Car Parking Charges for the new Copr Bay North and South Multi Storey Car Parks.  | Gavin Newman     | Cabinet Member - Environment Enhancement & Infrastructure Management     | Cabinet                 | 21 Oct 2021               | Open           |

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## Appendix 3 – Cabinet Forward Plan 2021 – 2022

| Report Title   | Report Summary  | Report Author               | Portfolio  | Decision to be taken by | Date of Expected Decision | Exempt Details |
|--|---|-----------------------------|--|-------------------------|---------------------------|----------------|
| <b>Revised Policies and Procedures for Outdoor Hospitality.</b>                        | This report advises as to actions taken during the pandemic to support the hospitality trade and which elements will continue as future policies and procedures.  | Geoff Bacon                 | Cabinet Member - Delivery & Operations (Deputy Leader)   | Cabinet                 | 21 Oct 2021               | Open           |
| <b>Disposal of Highway Land at Mumbles.</b>  | The report updates members on progress to date and the necessity to adopt a revised approach in respect of the potential disposal of the land identified  | David Turner                | Cabinet Member - Delivery & Operations (Deputy Leader)   | Cabinet                 | 21 Oct 2021               | Fully exempt   |
| <b>FPR7 Report - Hafod Copperworks Powerhouse Redevelopment Project Update Report.</b> | To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise the addition of schemes to the Capital Programme.   | Richard Horlock             | Cabinet Member - Business Improvement & Performance, Cabinet Member - Investment, Regeneration & Tourism                         | Cabinet                 | 21 Oct 2021               | Fully exempt   |
| <b>Proposed Appropriation of General Fund Sites by Housing Revenue Account.</b>        | To consider the potential appropriation of identified General Fund residential development sites to the Housing Revenue Account in order to support affordable housing provision via the More Homes initiative. | Carol Morgan, Stuart Ramsey | Cabinet Member - Climate Change & Service Transformation (Deputy Leader), Cabinet Member - Delivery & Operations (Deputy Leader) | Cabinet                 | 21 Oct 2021               | Fully exempt   |



## Appendix 3 – Cabinet Forward Plan 2021 – 2022

| Report Title  | Report Summary  | Report Author    | Portfolio   | Decision to be taken by | Date of Expected Decision | Exempt Details |
|---|---|------------------|---|-------------------------|---------------------------|----------------|
| <b>Update Management Report on Swansea Airport.</b>               | Update management report at Swansea Airport, including works carried out to date, findings of CAA audit and recommendations for estate management activities.         | Geoff Bacon      | Cabinet Member - Delivery & Operations (Deputy Leader)  | Cabinet                 | 21 Oct 2021               | Fully exempt   |
| <b>Quarter 2 2020/21 Performance Monitoring Report.</b>           | To report the performance indicator results and summarise the Council's performance meetings its priorities for the second quarter period July 2020 – September 2020. | Richard Rowlands | Cabinet Member - Business Improvement & Performance     | Cabinet                 | 16 Dec 2021               | Open           |
| <b>Revenue and Capital Budget Monitoring 2nd Quarter 2021/22.</b> | To note any significant variations from the agreed budget 2021/22 and the actions planned to achieve a balanced budget.   | Ben Smith        | Cabinet Member - Economy, Finance and Strategy (Leader) | Cabinet                 | 16 Dec 2021               | Open           |

## Scrutiny Work Programme 2021-22 – Projected Timetable of Activity (actual dates shown)

| Activity / Month   | MAY<br>2021           | JUN      | JUL                | AUG | SEP      | OCT | NOV      | DEC                   | JAN  | FEB | MAR     | APR                      |  |
|--|-----------------------|----------|--------------------|-----|----------|-----|----------|-----------------------|------|-----|---------|--------------------------|--|
| <b>SCRUTINY PROGRAMME COMMITTEE</b><br>Lead Scrutiny Councillor: Peter Black<br>Lead Scrutiny Officer: Brij Madahar<br>Lead Cabinet Member: cross-cutting<br>Lead CMT: cross-cutting<br>Lead Head of Service: cross-cutting  | 18<br>2020/21<br>year | 15       | 13                 | 17  | 14       | 19  | 16       | 14                    | 18   | 15  | 15      | 19<br>to be<br>cancelled |  |
| <b>INQUIRY PANELS:</b>   |                       | Planning | Evidence Gathering |     |          |     |          | Findings/Final Report |      | SPC | Cabinet |                          |  |
| <b>Procurement</b><br>Lead Scrutiny Councillor: Chris Holley<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead Cabinet Member: David Hopkins<br>Lead CMT: Adam Hill<br>Lead Head of Service: Chris Williams   |                       | 24       | 27                 | 16  | 13<br>27 | 20  | 10<br>24 |                       | 31** | 21  | 15      | 21                       |  |
| <b>Equalities Follow Up</b><br>(Cabinet decision: 21 November 2019)<br>First follow up - 28 Jan 2021<br>Lead Scrutiny Councillor: Lyndon Jones<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead Cabinet Member: Alyson Pugh / Louise Gibbard<br>Lead CMT: Adam Hill / Sarah Lackenby<br>Lead Head of Service: Lee Wenham |                       |          |                    |     |          |     | 2        |                       |      |     |         |                          |  |

## Appendix 4a

| Activity / Month   | MAY<br>2021                                       | JUN           | JUL | AUG | SEP     | OCT | NOV | DEC | JAN | FEB                      | MAR | APR |
|--|---|---------------|-----|-----|---------|-----|-----|-----|-----|--------------------------|-----|-----|
| <b>PERFORMANCE PANELS:</b>   |   |               |     |     |         |     |     |     |     |                          |     |     |
| <b>Service Improvement &amp; Finance</b> (monthly)<br>Lead Scrutiny Councillor: Chris Holley<br>Lead Scrutiny Officer: Emily Davies<br>Lead Cabinet Member: Rob Stewart / Andrew Stevens<br>Lead CMT: Adam Hill / Ben Smith<br>Lead Head of Service: cross-cutting | 10<br>&<br>17*<br><small>2020/21<br/>year</small> | 11<br>&<br>23 |     |     | 20      | 19  | 16  | 15  | 18  | 15                       | 22  |     |
| <b>Education</b> (monthly)<br>Lead Scrutiny Councillor: Lyndon Jones<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead Cabinet Member: Robert Smith<br>Lead CMT: Helen Morgan-Rees<br>Lead Head of Service: cross-cutting   | 13<br><small>2020/21<br/>year</small>             | 24            | 15  |     | 1<br>30 | 21  | 18  | 9   | 20  | 17<br>Budget<br>date TBC | 24  |     |
| <b>Adult Services</b> (every 6 weeks)<br>Lead Scrutiny Councillor: Sue Jones<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member: Mark Child<br>Lead CMT: Dave Howes<br>Lead Head of Service: Amy Hawkins / Helen St John                                  |   | 2             | 14  |     |         | 20  | 30  |     | 12  | Budget<br>date TBC       | 2   |     |
| <b>Child &amp; Family Services</b> (every 6 weeks)<br>Lead Scrutiny Councillor: Paxton Hood-Williams<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member: Elliot King<br>Lead CMT: Dave Howes<br>Lead Head of Service: Julie Davies                        | 25  | 22            |     | 11  | 21      |     | 3   | 13  | 25  | Budget<br>date TBC       | 9   |     |



| Activity / Month  | MAY<br>2021 | JUN | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR |
|---|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>Topic 3 – Bus Services</b><br>Lead Scrutiny Councillor: Lyndon Jones<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member: Mark Thomas<br>Lead CMT: Martin Nicholls<br>Lead Head of Service: Stuart Davies  |             |     | 7   |     |     |     |     |     |     |     |     |     |
| <b>Topic 4 – Healthy City</b><br>Lead Scrutiny Councillor: Mary Jones<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member: Mark Child / Robert Francis-Davies<br>Lead CMT: Martin Nicholls / Dave Howes<br>Lead Head of Service: Tracey McNulty   |             |     |     |     |     |     |     |     |     |     |     |     |
| <b>REGIONAL SCRUTINY:</b>   |             |     |     |     |     |     |     |     |     |     |     |     |
| <b>ERW - Education through Regional Working</b><br>(quarterly)<br>Lead Scrutiny Councillors: Lyndon Jones / Peter Black<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead ERW: Ian Altman / Greg Morgan / Gareth Morgans<br>Lead Cabinet Member: Jennifer Raynor<br>Lead CMT: Helen Morgan-Rees<br>Regional Lead: Phil Roberts (Lead Director for ERW) |             | 28  |     |     |     |     |     |     |     |     |     |     |

Appendix 4a

| Activity / Month  | MAY<br>2021 | JUN | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR |
|---|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>Swansea Bay City Region Joint Scrutiny Committee</b> (every 2 months)<br>Lead Scrutiny Councillor: Rob James (Carmarthenshire Council)<br>Swansea Scrutiny Councillors: Jan Curtice / Phil Downing / Jeff Jones<br>Lead Scrutiny Officer: Stacy Curran, Neath Port Talbot Council<br>Lead Cabinet Member: Rob Stewart<br>Lead CMT: Phil Roberts / Martin Nicholls<br>Lead Head of Service: Phil Holmes |             |     | 20  |     | 27  |     | 29  |     | 11  |     | 8   |     |

\* denotes extra meeting

\*\* not public

15  
9  
108

Information correct as of 07/09/21 13:46

## Progress Report – Current Scrutiny Panels and Working Groups

### 1. Inquiry Panels:

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

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

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

Progress Bar:

| Planning |  |  |  | Evidence Gathering |  |  |  | Draft Final Report |  |  |  |
|----------|--|--|--|--------------------|--|--|--|--------------------|--|--|--|
|          |  |  |  |                    |  |  |  |                    |  |  |  |

On the 16 August the Panel met to discuss Procurement in the Place Directorate. The Panel will continue their meetings with individual Council Departments with Social Services on the 13 September and Education and the Corporate Centre on the 27 September.

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

### 2. Follow Up on Completed Inquiries:

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

| Inquiry    | Cabinet Decision | Recommendations |        |          | Follow Up Panel Meeting                         |
|------------|------------------|-----------------|--------|----------|---|
|            |                  | Agreed          | Partly | Rejected |   |
| Equalities | 21 Nov 2019      | 18              | 0      | 0        | 28 Jan 2021<br>Further follow up:<br>2 Nov 2021 |

### 3. Performance Panels:

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

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

This Panel meets every month. The Panel last met on 23 June to discuss the Welsh Language Standards Annual Report. At this meeting, the Panel also received an overview regarding current Byelaws and the process involved in revocation.

The Panel are next due to meet on 20 September to discuss the Quarter 1 Budget Monitoring Report 2021/22 and to receive an update regarding Peer Review & Self-Assessment (Local Government and Elections (Wales) Act 2021).

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

This Panel meets every month. Estyn is coming to the next Panel meeting on the 1 September to discuss the new Estyn Regime and Thematic Reviews. The Panel will also be updated on the current position with the Education Covid Recovery Plan and the New Regional Education Partnership as the new school year begins.

On the 30 September the Panel will look at how we are improving schools in Swansea by speaking to the lead School Improvement Adviser/s.

c) **Adult Services** (convener: Cllr Susan Jones)

This Panel meets every 6 weeks. A progress report appears separately under Agenda Item 7.

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

This Panel meets every 6 weeks. The Panel last met on 11 August and discussed the latest Performance Monitoring report, received a briefing on the CIW Assurance Visit final report in relation to Child and Family Services and was briefed on the outcomes from the Ty Nant CIW inspection.

At its next meeting on 21 September the Panel will discuss progress on the Child and Family Improvement Programme, receive an update on the Corporate Parenting Board and an update on Child Disability Services.



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

This Panel meets every two months. The Panel met on 1 July to discuss the monitoring Dashboard Report and updates across all major projects.

At the next meeting on 7 September, the Panel will receive a presentation from Swansea University in relation to their involvement with the City Deal investment projects.

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

This Panel meets every two months. The Panel last met on 26 August to discuss Council Management of Ash Dieback. The Panel heard about current strategies and approaches to the management of this disease, relating to council-owned land.

The Panel will next meet on 6 October to receive updates regarding Local Flood Risk Management and Water Pollution policies.

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

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

a) **Education Through Regional Working**

The Scrutiny Councillor Group met for the last time in its current form on the 28 June 2021. They met with the Lead Director and the ERW Chief Officers to discuss ERW and the move to the new Education Regional Partnership. They also discussed progress with the Business Plan and how they would like to see Scrutiny operate under the new Partnership.

The new South West Wales Education Partnership will commence shortly, and will include Swansea, Carmarthenshire and Pembrokeshire. The Governance Structure for the new body is currently being finalised and will go to each of the three Councils for discussion in autumn. The new scrutiny arrangement will form part of this Governance Structure.

b) **Swansea Bay City Region City**

The Joint Scrutiny Committee continues to monitor the City Deal programme. The Committee met on 20 July and considered the Swansea Bay City Deal Annual Report. There was also specific discussion on: Skills & Talent Business Case, Swansea Bay City Deal Change Control Procedure, Benefits Realisation - Benefits Profiles, as well as overall programme and financial monitoring. The next meeting is planned for 27 September with focus on: Pentre Awel Project, Digital Infrastructure.

## 5. Working Groups:

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

### a) **Workforce** (convener: Cllr Cyril Anderson)

This Working Group met on 29 March 2021 and asked about the impact of the pandemic on the health and wellbeing of staff; how the Council is supporting this; issues around home working; staff sickness; staff turnover; use of agency staff and pressures. A range of information was considered by the Working Group, with input from relevant Cabinet Member(s) and officer(s). A letter with the Working Group's conclusions and recommendations was sent to the relevant Cabinet Members and this letter together with the Cabinet Members response was reported to the Committee in June.

With the Committee's agreement, the Working Group will meet again in the next six months in order to revisit the topic and consider the latest position, information and experience including the results of the further staff survey that will be carried out by the Council in the coming months.

### b) **Digital Inclusion** (convener: Cllr Lesley Walton)

This Working Group met on the 11 May where they congratulated officers for the good work done so far in relation this, especially through the difficult Covid period. Overall the Working Group were of the view that the Council is on the right track with its Digital Inclusion Strategy and do recognise that the Council is keen to make the right improvements moving forward. The Digital Inclusion Framework/Strategy and the Council Website is currently being reviewed and members of the Working Group asked to be included in this process. The letter from the Working Group to the Cabinet Member for Business Improvement & Performance was reported to the Committee in June.

The Working Group felt that further oversight of work on Digital Inclusion is necessary as things develop, perhaps annually, whether through Working Group or other method of scrutiny. This will be factored into future work planning discussion.

c) **Bus Services** (convener: Cllr Lyndon Jones)

This Working Group met on 7 July when a range of information was considered, including bus network coverage and levels of service, community transport provision and integration with other forms of transport. Relevant Cabinet Member and officers participated in the meeting together with representatives of First Cymru and Cardiff Bus.

A letter with the Working Group's conclusions and recommendations was sent to the relevant Cabinet Member and this letter together with the Cabinet Members response appears within the Committee agenda under Item 11 – Scrutiny Letters.

d) **Healthy City** (convener: Cllr TBC)

This will enable information, questions and discussion on Swansea as a healthy city, exploring in particular the provision, and promotion of, outdoor sport and activities and opportunities for young people, etc.

Reserve Working Group List:

- Road Safety
- Active Travel
- Accessibility for the Disabled / Elderly

# Agenda Item 11



## Report of the Chair

Scrutiny Programme Committee – 14 September 2021

### Scrutiny Letters

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

#### 1. Introduction

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

## 2. Reporting of Letters

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

## 3. Letters Log

- 3.1 This report contains a log of scrutiny letters produced to enable the Committee to maintain an overview of letters activity over the current municipal year – see **Appendix 1**. The letters log will show the average time taken by Cabinet Members to respond to scrutiny letters, and the percentage of letters responded to within timescale.
- 3.2 The following letter(s), not already reported to the Committee, are **attached** for discussion:

|   | <b>Activity</b>            | <b>Meeting Date</b> | <b>Correspondence</b>   |
|---|----------------------------|---------------------|---|
| a | Bus Services Working Group | 7 Jul               | Letter to / from Cabinet Member for Environment Enhancement & Infrastructure Management |

### 3.3 Scrutiny Working Group – Bus Services (convener: Cllr Lyndon Jones)

#### 3.3.1 A summary of the main outcome from the meeting and agreed action follows:

The Bus Services Working Group met to look at bus network coverage and levels of service, community transport provision and integration with other forms of transport. Representatives of First Cymru and Cardiff Bus were invited to participate.

The Working Group felt there needs to be a regular bus services to all areas of Swansea to reduce isolation and start a shift away from car use to using public transport. It emphasised the importance of bus companies and public transport more generally contributing to carbon emission reduction.

The Working Group recommended that regular meetings are held between Members and First Cymru to raise and discuss issues and felt it was very important for the Authority and bus companies to listen to people who currently do not use buses in Swansea, as well as people who do, to help shape current and future bus services.

The importance of joining up bus and rail times so services are more coordinated and the introduction of cross ticketing between bus and rail were also issues emphasised by the Working Group.

The Committee should note that the Working Group recommends to the Scrutiny Programme Committee that a follow up meeting is held in six months, to see what changes / improvements have been made, as it is vitally important that to see positive changes taking place to benefit Swansea residents. **The Committee's agreement is sought.**

#### **4. Legal Implications**

4.1 There are no legal implications.

#### **5. Financial Implications**

5.1 There are no financial implications.

**Background Papers:** None

#### **Appendices:**

Appendix 1: Scrutiny Letters Log – 2021-22

Appendix 2: Scrutiny Letters and Responses

## Scrutiny Letters Log (2021-2022)

Ave. Response Time (days):

17 (target within 21 days)

% responses within target:

67

| No. | Committee / Panel / Working Group               | Meeting Date | Main Issue(s)   | Cabinet Portfolio                             | Letter Sent | Response Received | Days Taken |
|-----|---|--------------|---|---|-------------|-------------------|------------|
| 1   | Working Group                                   | 11-May       | Digital Inclusion   | Business Improvement & Performance            | 26-May      | n/a               | n/a        |
| 2   | Service Improvement & Finance Performance Panel | 10-May       | Welsh Housing Quality Standard Annual Report                                    | Climate Change & Service Transformation       | 26-May      | n/a               | n/a        |
| 3   | Education Performance Panel                     | 13-May       | New Curriculum and progress with ALN reform                                     | Education Improvement, Learning & Skills      | 26-May      | n/a               | n/a        |
| 4   | Child & Family Services Performance Panel       | 25-May       | Update on CAMHS; Youth Offending Service  | Adult Social Care & Community Health Services | 14-Jun      | n/a               | n/a        |
| 5   | Natural Environment Performance Panel           | 19-May       | Climate Change Action Plan  | Climate Change & Service Transformation       | 16-Jun      | n/a               | n/a        |
| 6   | Adult Services Performance Panel                | 02-Jun       | Transformation Programme; WAO Report actions; Review of Social Services Charges | Adult Social Care & Community Health Services | 23-Jun      | 16-Jul            | 23         |
| 7   | Service Improvement & Finance Performance Panel | 11-Jun       | Revenue Outturn, HRA Outturn and Capital Outturn and Financing 20-21            | Economy, Finance & Strategy (Leader)          | 30-Jun      | n/a               | n/a        |
| 8   | Child & Family Services Performance Panel       | 22-Jun       | Regional Adoption Service, Initial feedback from CIW Assurance Visit            | Children Services                             | 01-Jul      | n/a               | n/a        |
| 9   | Committee                                       | 15-Jun       | Public Services Board   | Chair of Public Services Board                | 16-Jul      | n/a               | n/a        |

|    |   |        |  |   |        |           |     |
|----|---|--------|--|---|--------|-----------|-----|
| 10 | Service Improvement & Finance Performance Panel | 23-Jun | Welsh Language Annual Report   | Education Improvement, Learning & Skills            | 22-Jul | n/a       | n/a |
| 11 | Natural Environment Performance Panel           | 29-Jun | Air Quality  | Environment Enhancement & Infrastructure Management | 22-Jul | n/a       | n/a |
| 12 | ERW Scrutiny Councillor Group                   | 28-Jun | Education Partnership moving forward                                     | Chair of ERW Joint Committee                        | 20-Jul | 28-Jul    | n/a |
| 13 | Education Performance Panel                     | 15-Jul | Delegated spend and the Behaviour Strategy and new Education Partnership | Education Improvement, Learning & Skills            | 02-Aug | 23-Aug-21 | 21  |
| 14 | Working Group                                   | 07-Jul | Bus Services   | Environment Enhancement & Infrastructure Management | 09-Aug | 17-Aug    | 8   |
| 15 | Adult Services Performance Panel                | 14-Jul | Performance Monitoring; Initial feedback CIW Assurance Visit             | Adult Social Care & Community Health Services       | 09-Aug |           |     |
| 16 | Development & Regeneration Performance Panel    | 01-Jul | Project update report  | Investment, Regeneration & Tourism                  | 18-Aug |           |     |
| 17 | Committee                                       | 13-Jul | Highways & Engineering and Infrastructure Repairs & Maintenance          | Environment Enhancement & Infrastructure Management | 19-Aug |           |     |
| 18 | Child & Family Services Performance Panel       | 11-Aug | Performance monitoring; CIW Assurance Visit; Ty Nant CIW Inspection      | Children Services                                   | 25-Aug | n/a       | n/a |
| 19 |   |        |  |   |        |           |     |
| 20 |   |        |  |   |        |           |     |
| 21 |   |        |  |   |        |           |     |
| 22 |   |        |  |   |        |           |     |





**To:**

**Councillor Mark Thomas  
Cabinet Member for Environment  
Enhancement and Infrastructure  
Management**

**BY EMAIL**

CC Cabinet Members

*Please ask for:  
Gofynnwch am:*

Scrutiny

*Scrutiny Office  
Line:  
Llinell  
Uniongyrchol:*

01792 637314

*e-Mail  
e-Bost:*

[scrutiny@swansea.gov.uk](mailto:scrutiny@swansea.gov.uk)

*Date  
Dyddiad:*

09 August 2021

**Summary:** This is a letter from the Bus Services Working Group to the Cabinet Member for Environment Enhancement and Infrastructure Management following the meeting of the Working Group on 07 July 2021. It is about bus services in Swansea.

Dear Cllr Thomas

The Bus Services Scrutiny Working Group met on 07 July 2021 to look at bus network coverage and levels of service, community transport provision and integration with other forms of transport etc.

This letter provides you with feedback from that meeting.

We would like to thank you, Stuart Davies and Cath Swain for attending to present the report and answer questions. We appreciate your engagement and input.

We would also like to thank Jane Reakes-Davies of First Cymru, Cllr Christopher Lay and Cllr Gavin Hill-John of Cardiff Bus for taking the time to attend the meeting and present to the Group. We are very grateful for their engagement and input.

### **Public Question Time**

The following questions were received from members of the public:

QUESTION 1:

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**

**SWANSEA COUNCIL / CYNGOR ABERTAWE**

**GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE**

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

In the 2011 Census, Swansea had the lowest proportion of short journeys made by public transport in the whole of the UK. We have a bus network that does little more than take people to a shopping mall that has increasingly few shops, which less and less want to go to. It costs £2 to park in the city centre all day yet costs £5 for 1 person to go there by bus. It costs £4 to park in Mumbles for 3 hrs, yet costs £5 for 1 person to go there by bus.

Most of the city does not have direct bus services to the train station or the Liberty Stadium on match days. We need direct bus services that link different parts of the city. We need to move away from the idea that all buses must go to the Quadrant.

Every year since 1978, the Netherlands has carried out a nation travel survey. Citizens are asked to record each journey they take, and this information is used to help ensure viable alternatives to travelling by car are provided.

Rather than focusing on the experience of bus users, the Council should switch its focus to the vast majority who are not bus users, and determine what changes are required for more people to choose public transport. We need the Council to conduct a study to assess what services residents actually need, and to commit to providing competitive alternatives to car travel, whilst setting out targets to increase the number of people using buses (and active travel) and targets to reduce the number of car journeys on our roads.

RESPONSE -

Cabinet Member:

*“Bus services into city centre run on a commercial basis. They are not there just to take people into the shops. They are also used for getting to work etc.*

*The comparison of parking charges is a bit unfair as the prices quoted are because of offers on at the moment with car parking. This is a temporary measure to aid recovery. It is the same for the offer in Mumbles; it is a temporary measure. Therefore, it is not a true comparison to compare with bus journeys.*

*Buses to the Liberty Stadium – bus companies run buses predominantly where demand is as they are a commercial operation.*

*With regards the nationwide survey carried out in the Netherlands, I am not saying this is something we cannot or should not do. The current journeys carried out would give us a road map of the type of journeys that people want to make.*

*Focussing on bus users, we have probably got the most funding of any local authority in Wales, to improve and increase our active travel routes throughout and across Swansea for that very purpose. We need to make a modal shift from total reliance on cars into other forms of transport – active travel and bus services are included in that. It is something we intend to do despite opposition in some quarters. It will future proof us. In order to get people out of cars we need to find the alternative to that.*

*Eighty percent of bus services in Swansea are run by commercial companies. We as an Authority have continued to maintain a subsidy for bus services to subsidise routes that are not viable on a commercial basis.”*

*Managing Director, First Cymru:*

*“The cost in the illustration is not correct. Many incentives are provided. This is the worst case scenario.*

*Many services go across the City. For example, Service 25 Blaen Y Maes – City, stops at the train station and the Kingsway. Some stops can get congested so we cannot for example, run all buses through the train station.*

*It would be interesting to understand the concern more from the person who asked the question for specifics about where they are travelling from.*

*In terms of commuters, we carry a lot of retail workers as well as people in the caring industry. One main service is from Singleton Hospital to Morriston Hospital. There are a number of services that do not directly go into the Quadrant for shopping purposes.*

*We have very sophisticated software that shows the use of bus stops across the City. Happy to share with the working group more information about where people are travelling in the City, which may help you on that position.*

*Swansea is one of the most congested cities I have seen in Wales. Given the Welsh Government’s agenda on climate change, we do all need to take responsibility for trying to move people into public transport.*

*The one challenge we have as an industry, is that it has diminished. The number of people who are now travelling by bus has reduced dramatically. Every decade we see a diminishing market, particularly amongst the younger generation many of whom have their own vehicles.*

*To deal with the climate change agenda a modal shift is required. We do all we can to contribute by improving our vehicles, getting the most efficient vehicles and using technology on our vehicles to improve the climate agenda, but there is a huge risk in Wales as we haven’t had investment like other places. We need to move forward more progressively in my opinion.”*

*Head of Highways and Transportation:*

*“There is a lot of ongoing work as an Authority and regionally looking at the Metro with Welsh Government and Transport for Wales, and there is a strong commitment in terms of modal shift to high quality public transport. There is a lot of development going on to see how we can get proper integration between modes of transport, ticketing etc.*

*We work with First Cymru to look at challenges on the network on a regular basis.*

*In terms of active travel, the Authority has got an extremely strong commitment. It is important that everyone gets behind that sort of move. For example, the Pentre Road Bridge and Gowerton, we are trying to provide a safe place for everyone to use but*

*have had resistance to this. We need to change hearts and minds to get support behind schemes.”*

QUESTION 2: (this question was raised by 4 members of the public)

Re Bishopston Bus Service. No14: Pennard to Swansea

This is our ONLY bus with direct link to Swansea.

It is important that it is regular and if late it does not miss coming through Bishopston and Murton. (I was waiting in Bishopston recently No bus appeared, but my friend was able to pick the bus up on the Mayals which was on time. Obviously driver decided NOT to take in the Bishopston loop).

We should have an hourly service which takes in the hospital on all journeys, is reliable and is as punctual as possible.

RESPONSE –

Managing Director, First Cymru:

*“We have had a lot of feedback on this route. The basics that should be expected are that it should be on time and would not be expected to miss bits of routes out. Be interesting to have the full details on this question (regarding the bus missing out Bishopston) to fully investigate this concern.*

*It is one of the services that is not covering its costs of drivers’ time let alone cost of vehicle, fuel and maintenance. That is not even looking at the potential for profit. We either need to look at increasing patronage of the vehicle or look at how we can offer this service in a different way. There are many examples of us being innovative. We would like to look at this service in a little more detail and look at whether the service bus in its current guise is the best solution. We are committed to work with the Local Authority to look at alternative solutions to that particular proposition and see if we can improve the offering for the customer that meets the demand and cost implications to the company.”*

Working Group Convener:

*“Happy to meet with First Cymru about this outside of the meeting.”*

Cabinet Member:

*“This is a commercial route so it is not directly to do with us but we will try to meet with First Cymru and try to find a way forward.”*

Councillor for Pennard:

*“If there are any meetings about Number 14 can I be included.”*

*“Many people are giving up using the bus because the timetable is confusing. So whatever we use needs to be regular.”*

Managing Director, First Cymru:

*“We are currently carrying about 130 passengers per day on this service. Over the last 18 months the service has not been regular due to Covid.*

*We are determined we will improve communication to customers when we come out of this. Growing customer numbers on all our services is important to me.”*

Following Public Question time, Jane Reakes-Davies presented an overview of First Cymru to the Working Group. Following this Cllr Christopher Lay and Cllr Gavin Hill-John similarly presented an overview of Cardiff Bus including Who they were, How it works, challenges, benefits and the future.

As the Cabinet Member, you presented the Bus Services Report and confirmed that the Local Authority is able to consider taking on a route through a subsidised method if a commercial operator is unable to. The Local Authority also supports community transport through subsidised methods. You also confirmed that currently the Local Authority is unable to run its own bus services.

Members of the Working Group raised a number of questions that First Cymru, Cardiff Bus, yourself and officers responded too.

The following main issues were discussed:

We stated the importance of getting a regular bus service to all areas to tackle residents' isolation. People who have given up driving need to be able to access public transport otherwise they become prisoners in their own home.

We felt funding for active travel has been used to make it easier for people to cycle or walk, but not everyone is able to do this and that accessibility has to be the main point, for the elderly etc.

We felt strongly that buses are an important service and that if we are going to have a modal change, public transport has to be the backbone of what we are going to do.

We felt that more dialogue is needed between councillors and bus companies, particularly First Cymru, to discuss where changes can be made for the benefit of residents of Swansea and also help bus companies to increase passenger numbers.

We also felt that there is a need ask why people are not catching buses and why numbers are diminishing and equally and importantly there is a need to listen to local knowledge. We gave the example that if we are looking to support Council policy we should be looking to support local shopping district centres, for example in Sketty, the Service 29 bus does not go through the local shopping centre. Jane Reakes-Davies of First Cymru confirmed she is keen to talk to relevant councillors and officers about some services, particularly Service 14 and 29 and about growing patronage.

The Chairman of Cardiff Bus, Cllr Christopher Lay stated that we need to publicise to our customers what we are doing right with public transport in Swansea, for example, how quickly you can get into the City Centre by bus in peak times compared to a car.

You agreed that we do not publicise the benefits of taking the bus often enough and added that we also need to change the perceptions of the public.

We queried how First Cymru works out its price when tendering to the Council for open tender subsidised routes. First Cymru confirmed that when submitting a tender to the Local Authority they look at the cost of that particular service, based on the driver, the vehicle, number of driving hours, fuel and maintenance costs etc.

We queried how Cardiff Bus set their fares. It was confirmed that it is done on a commercial basis. They still have to be in the black and have to charge fairly. They look at their competitor's prices and look at their own internal costs and come up with a price. They are the dominant operator in Cardiff but not the only operator. They have a number of competitors who tend to operate on the more profitable routes and Cardiff Bus compares its prices to them.

We raised the issue of air quality. We were pleased to hear that First Cymru is committed to becoming a clean air operator by 2035 and to cease all diesel forms from 2025. We were also impressed to hear that Cardiff Bus has made a significant investment in electric buses and would like to see this in Swansea as soon as possible. First Cymru stated that some electric vehicles, in other parts of Wales, had been funded by a Department of Transport fund for areas defined as clean air zones (including Cardiff). However, there are not any of these areas within First Cymru's operating area, which means they have not been able to bid for such vehicles. Officers stated with regard to the Metro, the Authority is working closely with the Welsh Government and Transport for Wales to secure funding for a number of improvements, and that low emission vehicles (whether electric or hydrogen) is very high on the agenda.

We stated that in some places, like Exeter, buses switch off engines when stopping at red traffic lights until lights go green. We queried with First Cymru if this is something they have thought about and are prepared to introduce, as from an emissions point of view it would be a tremendous step in the right direction. First Cymru stated they have a number of vehicles that have stop-start technology, which reduces idling. In terms of switching engines off, they stated they would need to speak to engineering colleagues outside of the meeting, as it takes some time for buses to re-start, and would then provide members with a full response.

We asked First Cymru for examples of ticket incentives that they offer. First Cymru responded that for daily tickets, for example, if you buy five tickets in advance you get discount via a mobile app. They do not currently have off peak offers. We felt incentives should be available via other means not just via the app. First Cymru stated they are open minded to looking at ticketing offers.

We raised the issue of cross-ticketing and queried why tickets cannot be accepted by all operators. First Cymru responded that this is high up the agenda for Welsh Government and Transport for Wales. They stated that there are currently no clear systems that all operators use. Currently all ticket machines are very different so it is not possible to split out the revenue. We heard Transport for Wales are keen to

improve the offering for all bus companies to have consistent ticket machines and be able to have multi-operator and integrated transport ticketing between bus and rail. First Cymru believe this is something that will be introduced as part of bus reform.

We asked First Cymru if they will consider doing circular routes in Swansea. First Cymru responded saying they are keen to understand more about this and it would need to be discussed outside of the meeting. They stated they are happy to hear representations and look at how they can build this into the network if it will deliver an improved patronage.

We queried the difference in journey cost, for the same length of journey, in Cardiff and Swansea. We were informed this is difficult to answer as all areas offer different incentives. However, in terms of the daily ticketing offer, it is 60p cheaper in Swansea than Cardiff.

We felt there are a number of areas where the bus services provided can be maximised, for example patronage. We felt we had made such suggestions to First Cymru in the past but that nothing had been done about it. We also felt that there is no joined up thinking between bus and train times and asked if the Authority can examine where services can be coordinated, for example, transport hubs and cross-ticketing for rail-bus. First Cymru stated that this is a frustration of theirs and that they have worked with train companies to align services but then timetables have changed. They informed the Group that they have 60 buses that go past the main train station in High Street every hour and that many of the smaller stations do not have the infrastructure to turn buses safely. They added that where they had seen transport hubs introduced, for example Port Talbot it had not attracted the volume of people to board or alight the bus that they expected. You added that the Authority has received funding from the Welsh Government for feasibility studies to look at hubs in Pontarddulais and Gowerton to make it more accessible for buses to get down to the station.

First Cymru added that Transport for Wales is committed to having this integrated travel system and First Cymru will do everything it can to work with them on this agenda going forward. You and the Vice Chair of Cardiff Bus agreed that a holistic approach across Wales with Transport for Wales is the way forward and you are hopeful for change. Officers stated that integration is the cornerstone of what the Metro is trying to achieve, to have bikes and walking routes etc at the hubs and all these things will be progressed by the Metro.

Cllr Gavin Hill-John of Cardiff Bus suggested to us that if we really want to see a change to bus services in Swansea, we really need to encourage the Authority to work with First Cymru to move buses around the City as easily as possible and improve the infrastructure, as to grow patronage there is a need to increase reliability. Officers stated that Swansea does have a lane bus system, which is there to give priority through junctions at congestion hot spots and that a lot of money is being invested to improve reliability.

Working Group Members then discussed progress and made the following conclusions and recommendations:

1. We would like to give our thanks to all bus drivers and personnel who have carried on working through the pandemic carrying key workers to their jobs. They have played a vital role.
2. We wish to emphasise the importance of bus companies and public transport more generally contributing to carbon emission reduction. We are expecting our bus companies to move quickly and radically away from fossil fuels. We were told First Cymru would be a clean air operator by 2035. Can they try and move quicker and deliver this by 2030, so they are making a contribution in line with Swansea Council's commitment to being net zero by 2030.
3. We feel that there needs to be a regular bus services to all areas of Swansea. This is particularly important to reduce isolation and start a shift away from car use to using public transport.
4. We recommend that regular meetings are held between Members and First Cymru to raise and discuss issues such as changes to routes, timetables, increasing patronage etc and would ask that this is arranged.
5. If there is going to be a modal change, we feel elected Members need to be involved in discussions on how the Authority is going to do this. We would like your assurance on this.
6. We feel it is very important for the Authority and bus companies to listen to people who currently do not use buses in Swansea, as well as people who do, to help shape current and future bus services.
7. We would like to see bus companies offering more incentives for regular travel and offering incentives in a number of forms not just via mobile apps.
8. We feel that there is no joining up between bus and rail times, and ask that the Authority examine where services can be co-ordinated. We were pleased to hear that two feasibility studies are taking place to look at transport hubs in two areas of Swansea but a lot more needs to be done.
9. We wish to emphasise the importance of cross ticketing being introduced between bus operators and bus and rail for the convenience of the residents of Swansea and to increase patronage. We would like assurance that the Authority is doing all it can to move the travel reform agenda forward with the Welsh Government and Transport for Wales as quickly as possible.
10. We agree with the suggestion by Cardiff Bus that the Authority and First Cymru work together to move buses around the City as easily as possible, to help improve reliability. As there are only a few ways in and out of Swansea,



congestion points are always going to be an issue. We feel to help overcome this that bus lanes will need to be improved.

11. We are concerned that a scrutiny committee produced a report around 2012/13 which went into many of the same problems and came up with the same conclusions as this Working Group but sadly no action was taken. We hope that the Authority will now listen to our concerns and work towards achieving solutions.

12. We will be recommending to the Scrutiny Programme Committee that a follow up meeting of this Working Group is held in six months, to see what changes/improvements have been made and following it decide if the Working Group need to meet again six months after that. We believe that it is vitally important that we see positive changes taking place to benefit Swansea residents.

### **Your Response**

We hope you find this letter useful and informative. We are interested in hearing your thoughts about the issues raised and would ask that you respond to the points in our conclusions by 30 August 2021.

Yours sincerely

**COUNCILLOR LYNDON JONES**  
**CONVENER, BUS SERVICES SCRUTINY WORKING GROUP**  
**[CLLR.LYNDON.JONES@SWANSEA.GOV.UK](mailto:CLLR.LYNDON.JONES@SWANSEA.GOV.UK)**

Cllr. Jones,  
Convener of the Bus Services Scrutiny  
Working Group

(By email)

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*Our Ref:* MT/JG  
*Your Ref:*  
*Date:* 17 August 2021

Dear Cllr Jones,

**Re: - Convener's letter to Cabinet Member - Scrutiny Working Group Bus Services  
7 July 2021.**

Thank you for your feedback from the Bus Services Scrutiny Working Group on 7 July 2021. I note your recommendations and conclusions and would provide the following comments in response to the points raised.

1. Thank you for recognising the efforts of drivers and personnel, with which we agree and we will be sure to pass that on.

2. First Cymru outlined their intention to be a clean air operator by 2035. The Welsh Government has a target of 2050 for net zero carbon emissions and in the New Wales Transport Strategy ( 2021) they set out their plans to achieve this which include reducing the need to travel by encouraging home working and the provision of local services, making public transport more attractive and promoting active travel. They also intend to roll out the technology and infrastructure to deliver ultra-low emission buses and to work with bus providers to help deliver these priorities.

As part of First Group, First Cymru's move to low emission vehicles will be part of a wider programme which will be determined by priority decisions made by the Group. However, the Welsh Government has indicated that it intends to work with the bus groups to encourage investment in their Welsh services, with longer-term funding horizons.

Swansea Council submitted a bid to the Welsh Government this year for Local Transport Funding to investigate the possibility of improving a strategic bus corridor as part of the S W Wales Metro programme. This bid was successful and feasibility studies are underway which include the possibility of introducing alternative fuelled vehicles as part of this scheme in conjunction with First Cymru.

The Council is also working with Transport for Wales and the Welsh Government on a scheme which could see the introduction of hydrogen buses on a network of key services in the Swansea Bay area.

3. The current legislation under which bus services operate puts the primary decisions on when and where bus services are provided with the commercial bus companies. Their decisions are primarily based on how profitable they feel the services will be. The Council's role is to identify where there are gaps in the services provided commercially and if it is felt that there is a social need for a service, then it can fund something to meet that need.

Swansea Council funds numerous bus and community transport services and has shown continued commitment to supporting public transport by maintaining its own revenue support of bus routes at £1.1 million over several years, in addition to the £0.5 million contribution from the Welsh Government in Bus Services Support Grant. Due to budget pressures, a number of other local authorities have reduced or removed their revenue support as it is not a statutory duty for Councils to fund these services.

4. The Council has signed a Quality Partnership Agreement with First Cymru which sets out the actions that both parties propose to improve bus services and make them more attractive and reliable in the Swansea area.

The Quality Partnership Board meets quarterly and comprises of Senior Officers from the Council and First Cymru together with the Cabinet Member and other Councillors who have a specific interest in public transport. The QPB considers bus service matters at a strategic level and receives regular updates from Transport for Wales on changes proposed to the national and regional bus service network.

Where bus companies propose significant changes to services locally, officers from the Transport Team ensure that the local ward Councillors are made aware of these. Regular Public Transport Bulletins have been produced throughout the period of the Covid 19 Pandemic and issued electronically to all Councillors to ensure that all are informed of the frequent, short notice changes that have been taking place to bus services in the past year.

5. / 6. / 7. The current legislation puts the Council in a position where it reacts to changes and decisions about bus services that are made by commercial operators and severely restricts the control that the Council has over bus services in the area. The Welsh Government has recognised this and alongside the new Wales Transport Strategy (2021) is intending to bring forward legislation which will give the public sector more control over local bus services. In future it is intended that much of the strategic transport planning of bus services will be undertaken through CJsCs who will prepare Regional Transport plans. In the meantime Council officers are working with Transport for Wales to develop Regional Bus Networks which will form the basis of the bus services that the Welsh Government will recognise and support in future.

8. Where bus services are funded by the Council, we try wherever possible to provide connections with rail and other bus services. In some cases this is not possible where bus routes are for multiple purposes, for example carry school / college pupils and commuters, and therefore need to arrive at these points at fixed times which may not fit with train times. Train operators set their timetables up well in advance but do not consult with commercial bus operators as a part of this process. The integration of bus

and rail services is one of the aspects that TfW and Welsh Government are looking at as part of the Bus Service Reform and Metro development process.

9. The Welsh Government is keen to develop an all Wales ticketing scheme for bus services which will make it easier and more attractive for customers. Transport for Wales and local authorities are looking at possible ways that this can be taken forward so that interchange between services becomes easier and tickets are accepted across the Country by multiple operators.

Locally operators have their own ticket schemes and promotions but there is no ticket inter availability between different bus companies.

10. The Council has been successful in obtaining funding for bus priority improvements on key corridors in the past and constructed a number of bus lanes. Bus priority is also provided at traffic signals. More recently the Council is implementing Latebus technology at busy signalised road junctions which detects whether a bus service is running late and if it is, gives it priority. If the bus is on time, no adjustment is necessary. This avoids the expense of building dedicated bus lanes and provides a more efficient use of road space.

11. The scrutiny report you refer to was presented to Cabinet on November 12th 2013 and put forward 13 recommendations. Having reviewed the report and Action Plan, I do not accept that no action was taken then, and indeed I believe that all of those recommendations which we could influence were positively addressed, and solutions were achieved.

12. I note that a follow up meeting of the Working Group is proposed in 6 months' time and I will be happy to provide an update as and when required.

Yours sincerely



**Y Cynghorydd / Councillor Mark Thomas**  
**Aelod Y Cabinet Dros Gwella'r Amgylchedd a Rheoli Isadeiledd/**  
**Cabinet Member for Environment Enhancement & Infrastructure Management**

# Agenda Item 12



## Scrutiny Programme Committee – 14 September 2021

### **Date and Time of Upcoming Scrutiny Panel Meetings**

#### **14 September – 19 October**

- a) 20 September at 2.00pm – Service Improvement & Finance Performance Panel
- b) 21 September at 4.00pm – Child & Family Services Performance Panel
- c) 27 September at 10.00am – Procurement Inquiry Panel
- d) 27 September at 11.00am – Swansea Bay City Region City Deal Joint Scrutiny Committee
- e) 30 September at 4.00pm – Education Performance Panel
- f) 6 October at 10.00am – Natural Environment Performance Panel

Meetings will be held remotely via MS Teams