



City and County of Swansea

Minutes of the Council

Council Chamber - Guildhall, Swansea

Thursday, 24 May 2018 at 4.00 pm

Present:

Councillor(s)

C Anderson
P M Black
J E Burtonshaw
M C Child
J P Curtice
N J Davies
A M Day
P Downing
C R Doyle
M Durke
V M Evans
C R Evans
W Evans
E W Fitzgerald
R Francis-Davies
S J Gallagher
L S Gibbard
K M Griffiths
J A Hale
D W Helliwell

Councillor(s)

T J Hennegan
C A Holley
P R Hood-Williams
B Hopkins
D H Hopkins
O G James
L James
M H Jones
P K Jones
L R Jones
J W Jones
E J King
E T Kirchner
M A Langstone
M B Lewis
R D Lewis
W G Lewis
A S Lewis
C E Lloyd
P Lloyd

Councillor(s)

P M Matthews
P N May
H M Morris
S Pritchard
A Pugh
J A Raynor
C Richards
B J Rowlands
M Sherwood
P B Smith
R V Smith
A H Stevens
R C Stewart
M Sykes
G J Tanner
M Thomas
L V Walton
T M White

Apologies for Absence

Councillor(s): Y V Jardine, S M Jones, I E Mann, C L Philpott, K M Roberts, D G Sullivan, L G Thomas, W G Thomas and L J Tyler-Lloyd

1. Election of Presiding Member for 2018-2019 Municipal Year.

A nomination was received for Councillor D W W Thomas. The nomination was proposed and seconded.

Resolved that Councillor D W W Thomas be appointed Presiding Member for the Municipal Year 2018-2019.

Councillor D W W Thomas (Presiding Member) Presiding

2. Election of Deputy Presiding Member for 2018-2019 Municipal Year.

A nomination was received for Councillor J P Curtice. The nomination was proposed and seconded.

Resolved that Councillor J P Curtice be appointed Deputy Presiding Member for the Municipal Year 2018-2019.

3. Disclosures of Personal and Prejudicial Interests.

The Head of Legal, Democratic Services & Business Intelligence gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda.

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

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

- (1) Councillors C Anderson, P M Black, J E Burtonshaw, M C Child, J P Curtice, N J Davies, A M Day, P Downing, C R Doyle, M Durke, C R Evans, V M Evans, W Evans, E W Fitzgerald, R Francis-Davies, S J Gallagher, L S Gibbard, K M Griffiths, J A Hale, D W Helliwell, T J Hennegan, C A Holley, P R Hood-Williams, B Hopkins, D H Hopkins, O G James, L James, J W Jones, L R Jones, M H Jones, P K Jones, S M Jones, E J King, E T Kirchner, M A Langstone, A S Lewis, M G Lewis, R D Lewis, W G Lewis, C E Lloyd, P Lloyd, P M Matthews, P N May, H M Morris, S Pritchard, A Pugh, J A Raynor, C Richards, B J Rowlands, M Sherwood, P B Smith, R V Smith, A H Stevens, R C Stewart, M Sykes, G J Tanner, D W W Thomas, M Thomas, L V Walton & T M White declared a Personal Interest in Minute 7 "Constitutional Matters 2018-2019.";

4. Minutes.

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

- 1) Ordinary Meeting of Council held on 26 April 2018.

5. Announcements of the Presiding Member/Head of Paid Service.

1) Awards

The Presiding Member announced that following the All Wales Continuous Improvement Community's (AWCIC) Annual Awards Ceremony held on 22 May in Margam Orangery, not only did the Western Bay Commissioning for Complex Needs Programme win the award for the category of 'Achieving a Common Purpose', but the Western Bay Programme as a whole took the prize for 'Best Local Government Initiative'.

This is a real achievement for the partnership, and a testament to the hard work and dedication of colleagues from all partner organisations. He congratulated everyone involved.

2) **Amendments / Correction to the Council Summons**

a) **Item 8 “Constitutional Matters 2018-2019”**

The Presiding Member outlined the following amendments to the report:

- 1) Please amend the figures referred to on Page 11, Paragraph 4.2. Each of the figures shown in the paragraph are £200 below what they should be. Amended versions had been previously circulated.

Remuneration of Civic Heads and Deputy Civic Heads (Inclusive of Basic Salaries)		
	Civic Heads	Deputy Civic Heads
Level 1	£24,300	£18,300
Level 2	£21,800	£16,300
Level 3	£19,300	£14,300

- 2) Page 19 – Amend Safeguarding PDC to People PDC and amend Council diary accordingly.
- 3) Page 20 – Swansea Student Liaison Forum – add Landore Ward.
- 4) Council Diary – Page 42 (September) – Move Audit Committee from Thursday 13 to Tuesday 11.
- 5) Amended/Updated Lists of Committee Memberships, Outside Bodies and Member Champions have all been distributed in the Chamber and will be appended in the minutes.
One further amendment to the Committee lists (page 4) - JCC – delete G J Tanner – add D H Hopkins.

6. **Names of Councillors that the Leader of the Council has chosen to be Members of the Cabinet.**

The Leader of the Council outlined to Council the names of those Councillors that he had chosen to be members of the Cabinet. He also outlined their Cabinet Portfolios:

Cabinet Portfolio	Councillors
Economy & Strategy	Rob C Stewart
Business Transformation & Performance	Clive E Lloyd
Care, Health & Ageing Well	Mark C Child
Homes & Energy	Andrea S Lewis
Education Improvement, Learning & Skills	Jen A Raynor
Investment, Regeneration & Tourism	Robert Francis-Davies

Minutes of the Council (24.05.2018)
Cont'd

Delivery	David H Hopkins
Environment & Infrastructure Management	Mark Thomas
Better Communities	June E Burtonshaw (Place) Mary Sherwood (People)
Children Services	Elliott J King (Early Years) Will Evans (Young People)

7. Constitutional Matters 2018-2019.

The Monitoring Officer presented a report which informed Council of necessary Constitutional matters that needed to be attended to at the Annual Meeting of Council. Such matters would in turn enable the efficient and lawful operation of Council.

The Monitoring Officer reminded Councillors of the amendments made to the report as previously outlined by the Presiding Member in his announcements.

Resolved that:

1) The Council Bodies and the Number of Seats allocated to them as listed below be appointed for the Municipal Year 2018-2019:

Council Body (Committees)	Seats
Council	72
Cabinet	10
Appeals & Awards	7
Appointments	13
Audit	13
Chief Exec Appraisal & Remuneration	9
Chief Officers Disciplinary	13
Chief Officers Disciplinary Appeals	13
Democratic Services	13
Family Absence Complaints	-
Economy & Infrastructure Policy Development	12
Education & Skills Policy Development	12
People Policy Development	12
Poverty Reduction Policy Development	12
Transformation & Future Council Policy Development	12
JCC	7
General Licensing	12
General Licensing Sub	3
Statutory Licensing	12
Statutory Licensing Sub	3

Minutes of the Council (24.05.2018)
Cont'd

Pension Fund	6
Planning	12
Scrutiny Programme	13
Standards	9
West Glamorgan Archives	5
Panels, Forums, Groups etc.	
Admissions Panel	6
Armed Forces Community Covenant Signatories Panel	1
Challenge Panel	13
Community / Town Councils Forum	12
Corporate Parenting Board	9
Constitution Working Group	9
Development Advisory Group (DAG)	3
External Funding Panel	10
Gower AONB Partnership Group	6
Sustainable Development Fund Panel	2
Sustainable Development Fund Appeal Panel	1
Local Pension Board	1
Social Services Rota Visits Group	14
Standards Cttee Vacancy Panel	3
Swansea Student Liaison Forum (SSLF)	23
Trustees Panel	17

- 2) The “**Leader and Deputy Leader of the Council**” be paid a **Band 1, Group A, Senior Salary**:
 - a) Leader of the Council (£53,300);
 - b) Deputy Leader of the Council (£37,300).

- 3) The “**Executive Members**” be paid a **Band 2, Group A, Senior Salary** (£32,300):
 - a) Cabinet Members **x 8**.

- 4) The “**Committee Chairs**” be paid a **Band 3, Group A, Senior Salary** (£22,300):
 - a) Chair of General Licensing Committee;
 - b) Chair of Planning Committee;
 - c) Chair of Economy & Infrastructure Policy Development Committee ;
 - d) Chair of Education & Skills Policy Development Committee ;
 - e) Chair of People Policy Development Committee ;
 - f) Chair of Poverty Reduction Policy Development Committee ;

Minutes of the Council (24.05.2018)
Cont'd

- g) Chair of Transformation & Future Policy Development Committee ;
 - h) Chair of Scrutiny Programme Committee.
- 5) The Independent Remuneration Panel for Wales (IRP) determination that the “**Leader of the Largest Opposition Political Group**” must be paid a **Band 4, Senior Salary** (subject to the 10% rule) (£22,300) be noted;
 - 6) The following positions be paid a **Level 1, Civic Salary** (subject to them not already being in receipt of a Senior Salary):
 - a) Lord Mayor (£24,300);
 - b) Deputy Lord Mayor (£18,300).
 - 7) A **Presiding Member** and **Deputy Presiding Member** be re-established and that they Chair Council Meetings. These posts will not receive a Senior Salary;
 - 8) The Committees listed in **Appendix C** of the report be exempted by Council from the Local Government (Committees and Political Groups) Regulations 1990 for the Municipal Year 2018-2019 in order to allow greater representation from the Opposition Political Groups;
 - 9) Councillors be allocated to serve on Council Bodies in line with the nominations received from the Political Groups as outlined in **Appendix 1** to these minutes;
 - 10) The Leader of the Council’ decision to allocate Councillors to sit on Outside Bodies be noted as outlined in **Appendix 2** to these minutes;
 - 11) The adoption of the Council Constitution which may be viewed at www.swansea.gov.uk/constitution be reaffirmed;
 - 12) Councillor Peter M Black be re-elected as Chair of the Democratic Services Committee;
 - 13) Those Co-opted Members eligible for Co-opted Member payments be paid a maximum of 20 full days per Municipal Year;
 - 14) Sections A and D of the Councillors Handbook which may be viewed at www.swansea.gov.uk/CllrsHandbook be reaffirmed;
 - 15) That Sections B and C of the Councillors Handbook as recommended by the Democratic Services Committee held on 16 April 2018 and outlined in **Appendix F** of the report be adopted;
 - 16) The list of Member Champion Areas and responsible Councillors outlined in Appendix 3 to these minutes below be noted:
 - 17) The Councillor Mileage Distances 2017-2022 be noted.

- 18) The Council Bodies Diary 2018-2019 as listed in **Appendix I** of the report be confirmed and adopted;
- 19) Any consequential amendments to the Council Constitution and / or Councillors as a result of this report be carried out.

8. General Data Protection Regulations (GDPR) – Data Protection Policy.

The Cabinet Member for Service Transformation & Business Operations presented a report which sought agreement to adopt the Council's revised Data Protection Policy.

Resolved that the revised Data Protection Policy be adopted.

9. Policy Development and Delivery Committees Annual Report 2017/2018.

The Deputy Leader and Chair's of the five PDDC's presented a report which outlined the work of the PDDC's during the Municipal Year 2017-2018.

Resolved that:

- 1) PDC Work Plans be established at the beginning of the Municipal Year through a meeting of Chairs of Policy Development Committees, Cabinet Members and Directors;
- 2) PDC Work Plans be concise and deliverable, are aligned to the Council's budget and Corporate priorities, do not duplicate the work of Scrutiny and are properly resourced;
- 3) Items in PDC Work Plans be clearly scoped and clear timescales and intended outputs be established at the beginning;
- 4) A standard (but flexible) approach to working and developing policy across the PDCs be established, giving consideration to the five ways of working set out by the Well-being of Future Generations Act 2015.

10. Common Seal.

Resolved that the Common Seal be affixed to any document necessary to carry into effect any resolution passed or confirmed at meetings during the previous municipal year.

The meeting ended at 4.43 pm

Chair