



City and County of Swansea

Minutes of the **Scrutiny Performance Panel – Service Improvement & Finance**

Committee Room 5 - Guildhall, Swansea

Monday, 24 June 2019 at 10.00 am

Present: Councillor C A Holley (Chair) Presided

Councillor(s)

P Downing
C E Lloyd
D W W Thomas

Councillor(s)

L James
I E Mann

Councillor(s)

P K Jones
B J Rowlands

Other Attendees

Councillor Clive Lloyd Cabinet Member for Business Performance and Transformation

Officer(s)

Sarah Caulkin Chief Transformation Officer
Bethan Hopkins Scrutiny Officer

Apologies for Absence

Councillor(s): P R Hood-Williams, M H Jones and J W Jones

Co-opted Member(s):

Other Attendees:

1 Disclosure of Personal and Prejudicial Interests.

- None

2 Election of Panel Convener

- Cllr Chris Holley was elected as the Panel Convener for the coming year 2019/20

3 Prohibition of Whipped Votes and Declaration of Party Whips

4 Minutes

- Approved

5 Public Questions

- None

6 Terms of Reference

- Approved

7 Wales Audit Office Report, Local Government Use of Data - Response and Action Plan

- Ensuring compliance with GDPR can be difficult but the team are doing a great job
- Sharing data between departments has been a challenge
- Legal opinions can differ on guidance even between councils but there is still work to do
- Data is not shared between departments unless people give express permission – this is being worked on by departments
- 'Data' is used to mean both numbers and information
- Corporate approach – looking at people having an account they can update
- Customers can contact Council to find out what their information is used for
- Reports are picking up social media comments to ensure the Council are focusing on issues which people are concerned about
- Technology is advancing and anonymised data can be used to develop apps to help planning and budget use
- Council has a good relationship with the Information Commissioners Office when seeking advice and guidance. Significant amount training has been delivered
- Training and development is ongoing, lessons are always being learned
- Evidence based decisions are part of the long term plans and could provide cross cutting reports in the future
- The Action Plan in response to the WAO report will come to the Panel in the next quarter
- Using information effectively should help to breakdown silos between departments
- Queries around housing and highways sharing information effectively
- Query about definitions and how Social Services manage their information
- Query about public use the Council website and how consultation is done via the website
- Query about how social media stats are monitored
- WAO may have expected to see a specific separate data strategy online however for Swansea it is within other strategies
- Looking at creating one overarching corporate strategy. The Council already has a documented Information Governance Framework.

8 End of Year Review

- Panel happy with the mix of work this year
- Want to repeat many of the same items next year (Annual Reports)
- Standing items such as Performance and Budget to stay

- Want an item looking at Planning processes (not including the Committee or applications themselves)
- Will also be receiving a range of WAO reports which are working well

9 Work Plan 2019-20

- The Panel would like an item looking at the planning function in general – not to include applications or the committee

Letter to Cabinet Member

The meeting ended at 10.50 am

Chair