



City and County of Swansea

**Minutes of the Swansea Bay
City Region Joint Committee**

Lord Mayors Reception Room,
Guildhall, Swansea, SA1 4PE

Tuesday, 30 July 2019 at 2.00 pm

Present: Councillor Rob Stewart (Swansea Council) Presided

Councillors:

Emlyn Dole Carmarthenshire Council
Rob Jones Neath Port Talbot Council
Paul Miller Pembrokeshire Council

Co-opted Non-Voting Representatives:

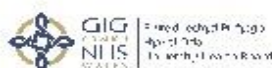
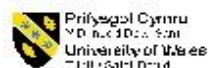
Jane Davidson Reserve Member (University of Wales Trinity S Davids)
Edward Tomp Chair of Economic Strategy Board
Emma Woollett Swansea Bay University Health Board

Officers:

Richard Arnold Swansea City Region Finance Manager (Swansea Bay City Region)
Huw Evans Head of Democratic Services (Swansea Council)
Steven Jones Director of Development (Pembrokeshire Council)
Rebecca Llewellyn Performance, Governance and Policy Officer (Carmarthenshire County Council)
Chris Moore Joint Committee S151 Officer (Carmarthenshire Council)
Martin Nicholls Director of Place (Swansea Council)
Rhian Phillips Economic Development Area Manager (Carmarthenshire County Council)
Steve Phillips Chief Executive (Neath Port Talbot Council)
Debbie Smith Deputy Monitoring Officer (Swansea Council)
Wendy Walters Chief Executive (Carmarthenshire Council)

Apologies for Absence:

Councillor(s) David Simpson (Pembrokeshire Council)
Judith Hardisty (Hywel Dda University Health Board) and Medwin Hughes (University of Wales Trinity Saint David)
Tracey Meredith (Joint Committee Monitoring Officer (Swansea Council)),
Helen Morgan (Economic Development Manager (Carmarthenshire Council)),
Phil Roberts (Chief Executive (Swansea Council)) and Ian Westley (Chief Executive (Pembrokeshire Council))



1 Declarations of Personal and / or Prejudicial Interests.

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

2 Minutes.

Resolved that the Minutes of the Joint Committee meeting held on 28 May 2019 be signed and approved as a correct record subject to the following amendments:

- 1) In the list of those present:
 - a) Delete the words "Reserve Member" alongside the Councillor names of E Dole, D Simpson & R Jones;
 - b) Add "Steven Jones, Director of Development (Pembrokeshire Council) to the list of those present.
- 2) Minute 1 "Apologies for Absence". Amend the reference to "Phil Roberts (Swansea University)" to read "Phil Roberts (Swansea Council)";
- 3) Minute 8 "Swansea Bay Tidal Lagoon – Energy Island Strategic Options Review". Amend the reference to "Paul Marshall" and "Mr Marshall" to read "Paul Marsh" and "Mr Marsh".

3 Announcement(s) of the Chair.

The Chair stated that a period of 10 Minutes Public Question Time, would be added to each future agenda of the Swansea Bay City Region Joint Committee.

4 Swansea Bay City Deal Projects Update.

The Chair welcomed the announcement from the UK Government that the sum of £36 million would be released in two chunks of £18 million subject to the region's acceptance and fulfilment of appropriate terms and conditions. The first tranche of money being specifically for Yr Egin, Swansea Waterfront and Digital District Business Cases, with the second tranche being made available pending implementation of review recommendations. He stated that it was hoped that the full £36 million would be accessed prior to Christmas 2019.

Each Partner provided an update relating to their Swansea Bay City Deal Projects.

Swansea

Swansea Central project – Enabling works were underway in the area adjacent to the LC. These would lead to the main works for the Arena. Cost certainty was expected by end of August 2019 with a full financial implications report being submitted to Cabinet in due course.

Neath Port Talbot

A revised business case was in place comprising 4 parts. A number of the projects had been re-worked; however the Steel Science project remained unchanged. The Centre of Excellence in Next Generation Services project had changed and would now work on a de-carbonisation theme. Subject to a positive decision by Cabinet on 31 July 2019, the projects would be presented to the Economic Strategy Board in September 2019.

Pembrokeshire

Cabinet had recently considered their Pembroke Dock Marine project. The draft business case would now be considered by both Governments. It was noted that continued delays in project approval presented an increasing threat to the European funding associated with the project and that Pembrokeshire Council and Milford Haven Port Authority were meeting both Governments over forthcoming weeks to try and resolve the funding issues currently preventing project approval.

Carmarthenshire

The Life Science and Well-Being Campus and Village projects were currently in the process of being rebranded with the stakeholders being consulted. A Further Education Medical Partner was being sought. The stop order for planning on the site had been lifted. A business case update for the project would be presented to the Economic Strategy Board in September 2019.

The Chair confirmed that the next tranche of projects coming forward for approval before Christmas were:

- Llanelli Life Science & Well-Being Village;
- New Neath Port Talbot Business Case;
- Pembroke Dock Marine;
- Homes as Power Stations.

Resolved that the updates be noted.

5 Project Lead Updates. (Verbal)

Verbal updates were provided in relation to the Skills & Talent Initiative project and the Digital Infrastructure project.

The Chair asked the Regional Office to ensure that all new Neath Port Talbot Business Cases were submitted informally to the Welsh and UK Government in order to ensure compliance with the Swansea Bay City Region governance arrangements of the current model and the forthcoming arrangements.

Resolved that:

- 1) The updates be noted;
- 2) The Regional Office informally submit the new Neath Port Talbot Business Case to the Welsh and UK Government.

6 Update from the Chair of the Economic Strategy Board - Swansea Bay City Region. (Verbal - Edward Tomp)

Ed Tomp, Chair of the Swansea Bay City Region Economic Strategy Board provided an update on the work of the Economic Strategy Board.

He stated that the following projects had either been considered or would be considered at the September 2019 Board Meeting:

- Digital Infrastructure;
- Homes as Power Stations;
- Life Science and Well-Being Village;
- Pembroke Dock Marine;
- Skills & Talent Initiative.

He also asked if the Economic Strategy Board could have a role in advising the Swansea Bay City Region Joint Appointments Committee with the appointment of the Programme Director.

The Chair of the Joint Committee stated that a representative or representatives of the Economic Strategy Board could not have a vote; however he was willing to see how an advisory role would work, subject to the other Leaders of the Councils agreeing. The other Leaders of the Councils indicated their support.

Resolved that:

- 1) The update be noted;
- 2) The Chair of the Joint Committee liaise with the Joint Committee Monitoring Officer and Carmarthenshire Council about the possibility of allowing a representative or representatives of the Economic Strategy Board to have a non-voting, advisory role in the appointment of the Programme Director.

7 Recruitment of Specialist Advisors to the Economic Strategy Board.

The Regional Office submitted a report which sought approval for the Joint Committee to commence recruitment of Specialist Advisors to the Economic Strategy Board (ESB) in accordance with the procedure outlined within the report.

Resolved that the Joint Committee commence recruitment of Specialist Advisors to the Economic Strategy Board (ESB) in accordance with the procedure outlined within the report.

8 Project Issue Log and Programme Risk Register.

The Regional Office submitted a report which sought consideration of the current Project Issue Log and Programme Risk Register.

Resolved that the Project Issue Log and Programme Risk Register be noted.

9 Amendments to Joint Committee Agreement.

The Deputy Monitoring Officer submitted a report which sought agreement on amendments to the Joint Committee Agreement prior to endorsement by each of the four constituent Councils.

The Chair proposed further amendments in relation to:

- a) Schedule 1 "Terms of Reference of the Joint Committee", specifically Paragraph 5 "Voting" and Paragraph 8 "Quorum";
- b) Recommendation 2 within the report, in order to remove the need for sign off of the amended Joint Committee Agreement from the Welsh and UK Governments. He stated that this was in line with discussions with the relevant Ministers.

These additional amendments were discussed and supported.

Resolved that:

- 1) The amendments to the Joint Committee Agreement as set out in Appendix 2 of the report be agreed subject to the following amendments:
 - a) Schedule 1 "Terms of Reference of the Joint Committee", Paragraph 5 "Voting". Add a Paragraph 5.2 to read:

"The Joint Committee is not permitted to vote on the approval of a business case or any other matter relating to a project if the member representative of a Council involved in that project is not present at the meeting."
 - b) Schedule 1 "Terms of Reference of the Joint Committee", Paragraph 8 "Quorum. Amend Paragraph 8.1 to read:

"The quorum for a meeting of the Joint Committee shall be one representative from three of the four Councils."
- 2) The amended Joint Committee Agreement be forwarded to the Welsh and UK Government for information;
- 3) Each constituent Authority submits a report to their Council seeking agreement of the amendments to the Joint Committee Agreement;
- 4) The Monitoring Officer be authorised to liaise with her counterparts in each constituent Council to make further minor amendments to the Joint Committee Agreement.

10 Recruitment of Programme Director.

The Regional Office submitted a report which sought to approve commencement of recruitment for a Programme Director at the salary scale detailed within the report and Appendix A of the report.

Resolved that:

- 1) The salary of Programme Director be approved at a Head of Service scale (£88,478 - £94,373);
- 2) The Job Description as outlined in the report and immediate commencement of recruitment for a Programme Director with a closing date in mid-September 2019 be approved.

11 Re-Modelled Budget.

The Section 151 Officer submitted a report which outlined a remodelled interim budget and funding options in respect of the administration support function for the Swansea Bay City Deal Programme.

Resolved that:

- 1) The interim budget be noted highlighting the various funding options;
- 2) The Option 1 "Agreed Funding" model be approved as an interim budget and funding for the Joint Committee, Accountable Body and Regional Office (PMO) for 2019-2020.

12 Future Meeting(s)

The Chair asked that the Joint Committee scheduled for 27 August 2019 be cancelled and if possible a date be arranged for early September 2019.

The future dates of the Joint Committee (All commence at 2.00 p.m.) being:

24 September 2019	26 November 2019	28 January 2020
29 October 2019	20 December 2019	25 February 2020

The meeting ended at 2.37 pm

Chair