



City and County of Swansea

Minutes of the Swansea Bay City Region Joint Committee

Multi-Location Meeting - Gloucester Room, Guildhall / MS Teams

Thursday, 28 July 2022 at 10.30 am

Present: Councillor Rob Stewart (Swansea Council) Presided

Councillors:

Steve Hunt Neath Port Talbot County Borough Council
Paul Miller Pembrokeshire Council

Officers:

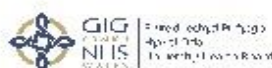
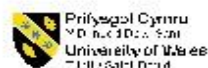
Richard Arnold Finance Manager (Swansea Bay City Region)
Jason Blewitt Audit Wales
William Bramble Chief Executive (Pembrokeshire Council)
Steve Edwards Commercial Director (Port of Milford Haven)
Randal Hemmingway Head of Financial Services (Carmarthenshire Council)
Karen Jones Chief Executive (Neath Port Talbot Council)
Steven Jones Director of Development (Pembrokeshire Council)
Tracey Meredith Joint Committee Monitoring Officer (Swansea Council)
Helen Morgan Economic Development Manager (Carmarthenshire Council)
Martin Nicholls Interim Chief Executive (Swansea Council)
Phil Ryder Swansea Bay City Deal Programme Office
Samantha Woon Democratic Services Officer (Swansea Council)

Apologies for Absence:

Councillor(s) Darren Price (Pembrokeshire Council)
Maria Battle (Hywel Dda University Health Board) and Medwin Hughes (University of Wales Trinity St Davids)
Jon Haswell (S151 Officer (Pembrokeshire Council)), Chris Moore (Joint S151 Officer (Carmarthenshire Council)) and Wendy Walters (Swansea Bay University Health Board)

13 Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct, no interests were declared.



14 Minutes.

Resolved that the Minutes of the Swansea Bay City Region Joint Committee held on 23 June 2022 be approved and signed as a correct record.

15 Announcement(s) of the Chair.

None.

16 Public Questions

None.

17 Pembroke Dock Marine Update. (For Information)

Steve Edwards (Commercial Director, Port of Milford Haven) presented a 'for information' report to inform the Joint Committee of the progress made and status of the SBCD Pembroke Dock Marine Programme.

He detailed the activities completed, activities planned, risks and issues.

18 Swansea Bay City Deal Quarterly Portfolio Monitoring.

Phil Ryder (Swansea Bay City Region Portfolio Management Office Manager) presented an update of the Swansea Bay City Deal (SBCD) Quarterly Monitoring Report for the SBCD Portfolio and its constituent programmes / projects.

He specifically provided updates and progress relating to:

- Annex A: Dashboard Quarterly Monitoring.
 - Programme/Project RAG Status.
 - Portfolio Delivery Timetable.
 - Portfolio Risk Register.
 - Issues Log.
 - Covid Impact Assessment.
 - Benefits Realisation.
 - Financial Management.
 - Change Management
 - Assurance & Audit Reviews.
 - Communications & Engagement.
 - Procurement Pipeline Summary.
- Annex B: SBCD Quarterly Monitoring Report (made up of 2 levels with several components).
 - Portfolio –
 - Communications & Marketing.

- Programmes/Project –
 - Scorecard with status summary.
 - Previous quarter achievements and current quarter planned activities.
- Annex C: Portfolio Risk Register – Red and New Risks
 - The SBCD Portfolio risk register captures and monitors key portfolio level risks to the delivery of the City Deal and achievement of its aims and objectives.
- Annex D: Portfolio Issues Log – Red and New Issues
 - The SBCD Portfolio issues log captures and monitors key portfolio level issues to the delivery of the City Deal and achievement of its aims and objectives. RAG status now added to the Issues Log to show level of severity.
- Annex E: Benefits Realisation
 - The SBCD Benefits Register captures the annualisation of Portfolio benefits for Investment, GVA and Jobs that will be delivered up to 2032/33. Currently awaiting Supporting Innovation & Low Carbon Growth, Bay Technology Centre FTE's.
- Annex F: Portfolio Assurance
 - The SBCD has undertaken a portfolio and 3 project/programme Gateway reviews over the last 12 months. Gateway Review Delivery Confidence Assessment (DCA) Ratings for each programme/project are shown alongside the scheduled date for the next review.
- Annex G: Construction Impact Summary
 - The purpose of the combined risk/issues assessment and impact assessment is to highlight and quantify the specific risks/issues currently being experienced throughout the construction industry. SBCD Programme Board and Joint Committee have requested that all programmes and projects assess their current status and ongoing monitoring with regards the potential impact these construction challenges will have on the successful delivery of the portfolio and the constituent programmes and projects.

Resolved that the Quarterly Monitoring Report for the SBCD Portfolio and its constituent programmes/projects be noted.

19 **Audit Wales Report.**

Jason Blewitt (Audit Wales) presented a summary of the findings from the Audit of Account Report – Swansea Bay City Deal Joint Committee.

Resolved that the Joint Committee receive the Audit Wales Audit of the 2021/2022 Statement of Accounts report for the Swansea Bay City Deal Joint Committee.

20 Statement of Accounts 2021/22.

Richard Arnold (Finance Manager, SBCD) presented a report which sought approval for the SBCD Programme's Annual Statement of Accounts for the 2021/2022 financial year.

Resolved that the Joint Committee approves the 2021/2022 post audited SBCD Statement of Accounts.

21 Letter of Representation.

Richard Arnold (Finance Manager, SBCD) presented a report which sought formal acknowledgement of the SBCD Section 151 Officer's Letter of Representation to Audit Wales.

Resolved that the Letter or Representation from the SBCD Section 151 Officer and the Chair of the Joint Committee to Audit Wales be acknowledged.

22 Swansea Bay City Deal Financial Monitoring 2022/23 - Provisional Outturn Position Quarter 1.

Richard Arnold (Finance Manager, SBCD) presented an update on the latest financial position of the Swansea Bay City Region.

Resolved that the Joint Committee review and approve the financial monitoring update report.

23 Swansea Bay City Deal Annual Report 2021-2022.

Phil Ryder (Swansea Bay City Region Portfolio Management Office Manager) presented a report which sought approval from the Joint Committee on the final draft of the Annual Report attached at Appendix A.

Resolved that the Joint Committee approves the final draft of the Annual Report attached at Appendix A.

The meeting ended at 11.32 am

Chair