



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Scrutiny Performance Panel – Development & Regeneration

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

On: Monday, 23 January 2023

Time: 10.00 am

Convenor: Councillor Chris Holley OBE

Membership:

Councillors: P M Black, C M J Evans, E W Fitzgerald, T J Hennegan, P R Hood-Williams, L James, D H Jenkins, M H Jones, S M Jones, J W Jones, M W Locke, H M Morris, W G Thomas, M S Tribe and T M White

Agenda

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- 1 Apologies for Absence**
- 2 Disclosure of Personal and Prejudicial Interests**
www.swansea.gov.uk/disclosuresofinterests
- 3 Prohibition of Whipped Votes and Declaration of Party Whips**
- 4 Minutes** 1 - 4
To receive the minutes of the previous meeting(s) and agree as an accurate record.
- 5 Public Questions**
Questions can be submitted in writing to Scrutiny scrutiny@swansea.gov.uk up until noon on the working day prior to the meeting. Written questions take precedence. Public may attend and ask questions in person if time allows. Questions must relate to items on the open part of the agenda and will be dealt with in a 10 minute period.
- 6 Tourism Destination Management Plan** 5 - 21
Invited to attend:
Steve Hopkins – Tourism and Marketing Manager
Stephen Crocker – Chair of Tourism Swansea Bay
- 7 Regeneration Programme / Project Monitoring Report** 22 - 25

Invited to attend:

Phil Holmes – Head of Planning and City Regeneration
Huw Mowbray - Development and Physical Regeneration Strategic
Manager

8	Letters	26 - 29
9	Work Plan 2022/23	30 - 31
10	Exclusion of the Public	32 - 35
11	Regeneration Programme / Project Monitoring Report	

Next Meeting: Monday, 20 March 2023 at 10.00 am

Huw Evans

Huw Evans
Head of Democratic Services
Monday, 16 January 2023
Contact: Scrutiny Officer

01792 636292

Agenda Item 4



City and County of Swansea

Minutes of the **Scrutiny Performance Panel – Development & Regeneration**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Monday, 14 November 2022 at 10.00 am

Present: Councillor C A Holley (Chair) Presided

Councillor(s)

P M Black
T J Hennegan
D H Jenkins
M W Locke
T M White

Councillor(s)

C M J Evans
P R Hood-Williams
M H Jones
W G Thomas

Councillor(s)

E W Fitzgerald
L James
J W Jones
M S Tribe

Officer(s)

Cllr Rob Stewart
Paul Relf
Huw Mowbray

Cabinet Minister for Economy Finance and Strategy
Economic Development and External Funding Manager
Development & Physical Regeneration Strategic
Manager
Chief Executive, Swansea BID
Scrutiny Officer

Russell Greenslade
Rachel Percival

Apologies for Absence

Councillor(s): S M Jones

8 Disclosure of Personal and Prejudicial Interests

No interests were disclosed.

9 Prohibition of Whipped Votes and Declaration of Party Whips

No declarations were made.

10 Minutes

Minutes of previous meeting were agreed.

11 Public Questions

No questions were submitted by members of the public.

12 City Centre Retail

Rob Stewart, Cabinet Minister for Economy Finance and Strategy, Paul Relf, Economic Development and External Funding Manager and Russell Greenslade, Chief Executive of Swansea BID attended to discuss City Centre Retail and the following points were made:

- Overall the City Centre is over performing despite challenges from the last few years.
- Footfall is improving but not yet back to levels seen in 2019.
- Further data analysis of footfall would be useful to drill down into more detail of reasons and spending by City Centre visitors.
- Opportunities for funding are pursued where possible however less money is available without EU funding.
- Out of town and internet shopping provide a challenge for the City Centre therefore it's important to create a mix of good quality shopping, dining, entertainment and accommodation (student and private).
- Plans for the City Centre include green infrastructure schemes like the Dragon Hotel façade.
- The Swansea Arena has contributed to the increase in visitor numbers and there are early signs of it performing well. A more in depth reflection on the Arena will be brought to the Panel once the first year of trading has been completed.
- There is a focus where possible on re developing rather than demolishing some historical buildings for instance, the Palace theatre and the Townhill Institute.
- Swansea Market remains successful with some recent refurbishments and is almost at full capacity.
- 70 new businesses have opened up in the last 18 months.
- Spending in the City Centre is positive with no negative reports from the 814 business based there.

AGREED that:

- 1) City Centre Retail will be brought back to the Panel in around 6 months time.
- 2) The Arena will be focussed on after March 2023 when 12 months of trading has been carried out.

13 Regeneration Programme / Project Monitoring Report

The latest regular monitoring report on regeneration programme / projects was presented to the Panel, for any comments / views on progress and achievements. Huw Mowbray, Development & Physical Regeneration Strategic Manager, provided relevant updates on the following:

Copr Bay:

- The Arena is open and trading well.
- Some snagging issues remain with the aim of addressing these by the end of the year.

Shaping Swansea incl Swansea Central North:

- Swansea Central North and the Civic Centre site has completed Stage one and is now moving to stage two which is the detailed design.

- Further details on funding are to follow.
- Work is progressing on the Public Sector Hub with development of detailed designs.
- Additional office space will contribute to higher footfall.

71/72 Kingsway:

- This is progressing with building reaching above ground level in the new year.
- Prospects for lettings are progressing and the building management strategy is being developed.
- Development on the Barclays building is on hold due to returned tender prices being higher than expected.

TAN15 Development and Flood Risk:

- Conversation is ongoing with Welsh Government regarding the risk for future developments caused by the wording within TAN15.
- Oystermouth Road Underpass works has been granted planning permission for filling in.

Wind Street:

- A few small snagging issues remain.

Castle Square:

- A planning decision is imminent.
- Going out to tender shortly.
- Funding from Welsh Government Transforming Towns Programme will contribute to the cost.

Community Hub (old BHS building):

- Tenders are out and Stage 4 designs completed.

Civic Centre Decant:

- New office block in St David's area (Public Sector Hub) to be completed in 2025.

Skyline:

- Progressing well with land assembly almost complete and land registrations submitted.

Pontoon @ Copperworks:

- Listed building consent has been confirmed.
- Discussions ongoing with the Badminton estate.
- Tender evaluation in progress for the supply and installation works.

Kingsway ERDF:

- Agreement required with WEFO (Welsh European Funding Office) in light of the omission of the former Barclays property redevelopment.

Powerhouse Redevelopment Hafod Copperworks:

- Shell and core works looking to complete November 2022.
- Handover to Pendryn to follow soon.

- Highways are conducting a feasibility study for relocating the park and ride.

Palace Theatre:

- Completion now expected July/August 2023.

AGREED that:

- 1) Relevant Highways officers will be contacted regarding further information on the moving on the Hafod Park and Ride.
- 2) A closed session will be held at the end of the next meeting to cover the following items –
 - Copr Bay, car park opposite Arena
 - Skyline, details of land purchases
 - Pontoon, details of land purchases

14 Letters

No comment on last meetings letter was made.

15 Work Plan 2022/23

No comments on the work plan were made.

The meeting ended at 11.36am.

Chair

Agenda Item 6



Report of the Cabinet Member for Investment, Regeneration and Tourism

**Development and Regeneration Scrutiny Performance Panel
23 January 2023**

Briefing on the Destination Management Plan

Purpose	To brief/update the Panel on the Destination Management Plan (DMP) for Swansea, in particular the plan's priorities, achievements so far and progress with delivery.
Content	The report sets out the context in which the concept of Destination Management Plans originated, an overview of the DMP 2017-2020 (including its vision, priorities, delivery structure and key achievements), the impact of the Covid-19 Pandemic on the tourism industry, the 2021-2022 Tourism Recovery Action Plan (incl. strategic priorities and key achievements during the pandemic), the Tourism Team's activity in 2022 (post-Covid recovery period), an overview of the 2022 Tourism Trade Survey findings and what is proposed for the DMP 2023-25.
Councillors are being asked to	Consider the information provided and give views
Lead Councillor	Robert Francis-Davies, Cabinet Member for Investment, Regeneration and Tourism
Lead Officer Report Author	Steve Hopkins, Tourism and Marketing Manager Tel: 01792 635208 E-mail: Steve.Hopkins1@swansea.gov.uk
Legal Officer	Debbie Smith
Finance Officer	Paul Roach
Access to Services Officer	Catherine Window

1. Background

The Development and Regeneration Scrutiny Performance Panel has requested to look at the Destination Management Plan, in particular the Plan's priorities, achievements so far and progress with delivery.

This report sets out the context in which the concept of Destination Management Plans originated, an overview of the DMP 2017-2020 (including its vision, priorities, delivery structure and key achievements), the impact of the Covid-19 Pandemic on the tourism industry, the 2021-2022 Tourism Recovery Action Plan (incl. strategic priorities and key achievements during the pandemic), the Tourism Team's activity in 2022 (post-Covid recovery period), an extract of the findings from the 2022 Tourism Trade Survey and what is proposed for the DMP 2023-25.

2. Destination Management Plan 2017-2020

2.1 Context

Welsh Government require all Local Authorities in Wales to produce a DMP setting out their priorities as a visitor destination. The plan should form part of the Council-wide strategies and regeneration plans.

DMPs highlight the importance of tourism to the local economy and can act as catalysts for unlocking Government funding schemes.

DMPs can also foster effective working relationships between public and private sectors, and address short-term and long-term issues within the destination.

Swansea Council first introduced a DMP in 2013. This Plan was approved by Cabinet and delivered over the following 4 years. The Plan was reviewed and the updated version published in 2017. It expired in 2020 just as the Covid-19 pandemic hit. Given the circumstances, it was determined that a short-term interim plan was required to support the sector through this incredibly challenging period.

This interim plan took the form of a Tourism Recovery Action Plan 2021-2022, which formed this Council's response regarding immediate priorities and actions needed to support local tourism and hospitality businesses and keep our visitors engaged. Whilst 2020 and 2021 were affected by numerous Government closures and restrictions, 2022 is widely considered as the first year of recovery when the sector was able to re-open successfully. Major events returned and we were able to resume key research, including the Visitor Survey and Tourism Trade Survey, which will be instrumental in informing the DMP 2023-2025.

However, there are many internal and external factors which impact the DMP and the way in which Swansea is managed as a visitor destination. These include the Council's Corporate Priorities, Visit Wales strategies, the ongoing city centre regeneration programme, future funding, the Wellbeing of Future Generations Act as well as our working relationship with the local tourism trade association.

2.2 Vision, priorities and delivery structure

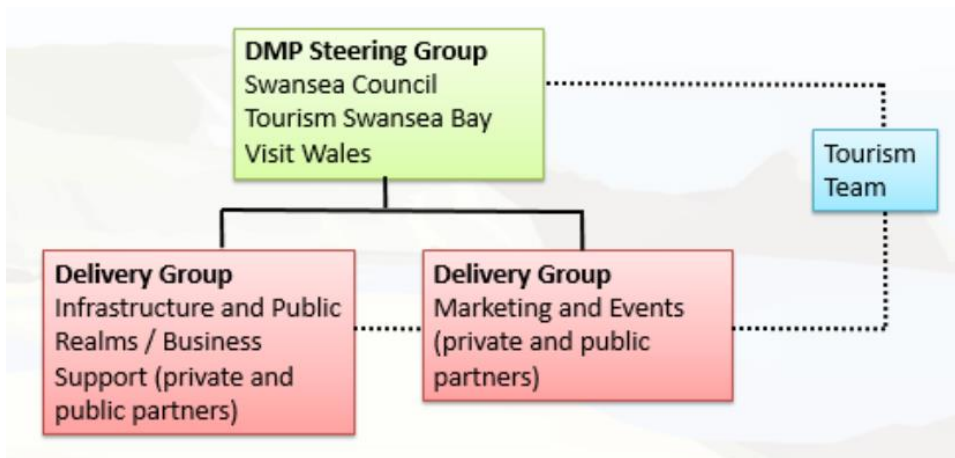
The Vision of the DMP 2017-2020 was for Swansea to be:

'A world-class tourism destination, which delivers a high-quality visitor experience in a pleasant, clean and well-maintained environment.'

Key Priorities were identified as:

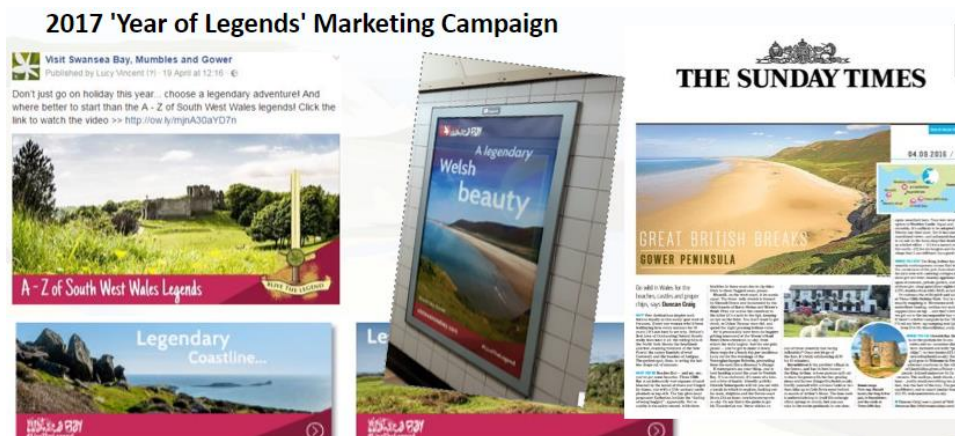
- Partnership working
- Quality
- All Year-Round Destination
- Sustainability

A clear delivery structure was put in place with a DMP Steering Group made up of representatives from Swansea Council, Tourism Swansea Bay (TSB) and Visit Wales, which set the strategic direction for the DMP. A series of Delivery Groups ensured that partners from a wide range of Council departments, businesses and organisations met on a regular basis to discuss issues and actions identified within the DMP. Some of the partners involved at the time included Economic Development, Planning, Highways/Car Parks, Countryside/AONB, National Trust, National Resources Wales, Swansea University, Business Wales as well as private tourism operators.



2.3 Key achievements during 2017-2020

- Destination Marketing over the 3 'themed years' campaigns



2018 'Year of the Sea' Marketing Campaign #SeaSwanseaBay



2019 'Year of Discovery' Marketing Campaign



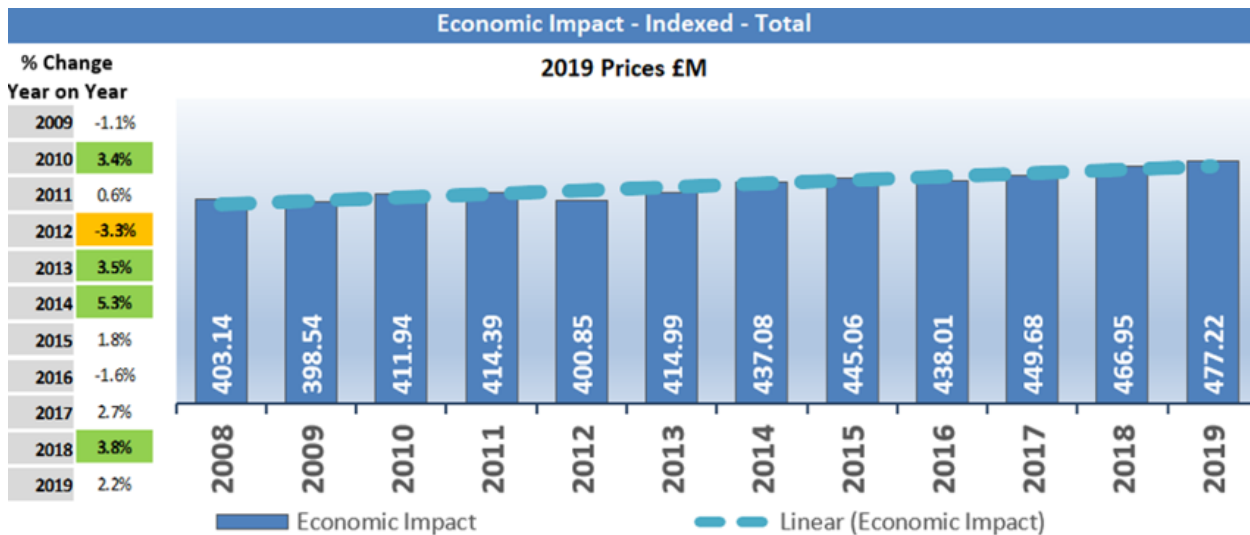
- Social media growth on Facebook, Twitter, Instagram and YouTube
- Redevelopment of visitswanseabay.com
- Network of Visitor Information Points (VIPs) following the closure of the city centre Tourist Information Centre (TIC)
- Partnership working: closer working relationship with Visit Wales, Tourism Swansea Bay and other Council departments – for example the setting up of the Beaches Management Group (BMG) and the signing of the first Memorandum of Understanding (MOU) between Swansea Council and TSB.
- General business support available to tourism operators on issues affecting them: planning, funding, business development, signage, grading, etc.
- Growing number of marketing partners promoting their business on visitswanseabay.com
- Delivery of capital projects such as the Changing Places unit and beach wheelchairs in Caswell Bay



- Successful trade engagement events such as Tourism Stakeholder Days and Swansea Bay Tourism Awards (largest in Wales)



- Helped support major capital projects, e.g. Port Eynon Feasibility Study, Hafod Copperworks, city centre regeneration and Skyline.
- 2019 STEAM (Scarborough Tourism Economic Activity Monitor) Summary: 4.8M visitors worth £477.22m to the local economy with nearly 6k jobs supported. Tourism trends show steady increase over the years.



- Visitor Survey 2019: 97% would recommend a visit. Average spend on the increase. Visitors generally positive when rating elements of their visit.

3. Covid-19 Pandemic

3.1 Impact on tourism industry

Tourism was one of the worst-affected sectors of the economy as it was one of the first to close and last to re-open. Government closures came in at the start of the

tourist season (March 2020) and a series of lockdowns and restrictions followed throughout 2020 and 2021, sometimes at very short notice and with confusing advice.

The vast majority of businesses experienced forced closures, reduced services, staff redundancies, cancellations or refunds. Partial re-opening in 2021 brought its share of uncertainty with new ways of working, enforced regulations, additional costs for Covid safety measures and recruitment challenges.

3.2 Tourism Recovery Action Plan 2021-2022

The DMP 2017-2020 expired in the midst of the Covid-19 pandemic with most of the tourism industry closed. With so much uncertainty around, it was determined that a short-term interim action plan was needed as a response to the situation in order to support the tourism sector and focus on recovery.

The Plan linked with the Council-wide Economic Recovery Plan and set out 3 strategic priorities for 2021-2022.



Priority 1: Review and Research

- Maintain up-to-date information about our visitors
- Improve market intelligence and identify new trends
- Undertake bedstock, occupancy and trade surveys
- Monitor performance and review activity as appropriate

Priority 2: Inform and Support

- Engage with a wider base of local tourism and hospitality operators
- Forge new working relationships and partnerships, and develop new marketing opportunities
- Support businesses with relevant intelligence and funding opportunities
- Encourage, support and enable the local tourism industry to adapt and diversify

Priority 3: Remind and Return

- Rebuild customer confidence with appropriate marketing messaging and campaigns
- Maintain destination awareness and sustain growth in customer engagement

- Encourage bookings and visits via online marketing campaigns
- Continue with a flexible approach to destination marketing in line with constantly evolving situation

Outcomes

- Stronger local tourism and hospitality industry
- Renewed visitor confidence and engagement
- Increased number of bookings and visits
- Recovery, growth and prosperity of and for the local economy

3.3 Key achievements during pandemic

- Hundreds of business support enquiries, including assistance with grant support, interpretation of Welsh Government guidelines and guidance on safe re-opening
- Weekly tourism trade e-newsletters (98k views since launch in March 2020)
- Visit Swansea Bay Partner Package costs refunded for 2020, followed by free entry level packages in 2021 and 2022
- Online tourism engagements events including two well-attended Tourism Stakeholder Events
- Bedstock Survey completed (2021) - a snapshot of visitor accommodation and bedspaces available across the City and County of Swansea in terms of serviced, non-serviced and caravan & camping.
- Tourism Support Fund: following a successful application to the Council's Economic Recovery Fund (ERF), a pilot project was administered by the Tourism Team offering up to 100% funded grant for small accommodation operators in rural / semi-rural parts of Swansea to improve their offer / Visit Wales grading. Maximum grant of £8,000 per project. Launched in Oct 2021, the scheme was fully subscribed within a few weeks. 8 projects were supported successfully across the destination, leading to several 4-star gradings and a Gold Award from Visit Wales as well as accessibility improvements.
- The work of the Beaches Management Group (BMG) led to the retention of 3 Blue Flag Awards, the establishment of a Beach Charter at Caswell, a no smoking voluntary ban at 3 key beaches (first in Wales), extended RNLI lifeguard season, new water safety messages along the Prom, additional BBQ bins at key locations, partnership working with the Public Toilet Strategy Group and the installation of another two Changing Places units at Knab Rock and Rhossili in 2023 (partly-funded by Visit Wales).
- Destination Marketing: a series of campaigns to keep our visitors engaged throughout the pandemic at a time when they could not visit, e.g. 'Visit Swansea Bay. Later.', 'What's on your Wishlist' and as the sector partially re-opened with the 'Welcome Back' and 'Happy Place' campaigns.

- Online events: 'Wales Airshow #AtHome - A Digital Celebration' (04 July 2020) and 'Swansea Virtual Christmas Parade' (15 Nov 2020) which between them attracted over 135k views on Facebook and YouTube.

Wales Airshow #AtHome - A Digital Celebration



4. Post-Covid Recovery

4.1 Review of the 2022 destination marketing activity

2022 saw the successful re-opening of the tourism and hospitality industry with millions of visitors returning to Swansea Bay, Mumbles and Gower.

Destination marketing activity, including outdoor media and journalist visits, resumed and we were able to launch a series of campaigns targeting visitors looking to reconnect with nature and the great outdoors by focussing on the area's greatest assets, i.e. our natural environment. Some of the most successful campaigns of 2022 included Gower's Dark Skies and Spring Safaris featuring Iolo Williams. The underlying theme for each campaign was to 'Visit Responsibly'.



We successfully launched our new TikTok platform to reach out to younger audiences and produced the 2022 Day Visitor Guide – which had been put on hold from 2020. This will be our last piece of print as all visitor information is now available via the official destination website visitswanseabay.com

Major events resumed and 2022 saw one of the busiest events programmes ever for Swansea with the Wales Airshow, four live concerts in Singleton Park (Gerry Cinnamon, Nile Rodgers and CHIC, Anne-Marie and Paul Weller), World Triathlon Para Series, Swansea's first ever IronMan 70:3 (coming back in July 2023 and already sold out), Outdoor Theatre, Admiral Swansea Bay 10k and the incredibly popular Swansea Christmas Parade.

Thanks to additional Swansea Council ERF funding, we were able to open a second round of Tourism Support Fund (TSF) to aid recovery of small accommodation operators in rural areas. Launched in July 2022, the fund was fully subscribed within two weeks, and we successfully requested an extension to the scheme to support 15 projects across the destination. The completion date for this round of TSF is 3 March 2023.

4.2 Tourism research

Wales STEAM Summary

Figures released in the 2021 Wales STEAM Summary indicated that economic recovery was quicker in Swansea than the rest of South West Wales (SWW) when comparing 2021 with 2020:

- Economic impact: +107% in Swansea (average for SWW was +88%)
- Visitor Days: +113% in Swansea (average for SWW was +91%)
- Visitor Numbers: +116% in Swansea (average for SWW was +77%)

Visitor Survey and Tourism Trade Survey

With the sector fully re-opened and visitors back in the destination, we were finally able to conduct two key pieces of research:

- Visitor Survey: 1,000 face-to-face interviews conducted between April and September 2022 at 7 sampling points across the destination
- Tourism Trade Survey: 125 businesses surveyed online or via telephone interview during Nov-Dec 2022 (the largest trade survey ever conducted by us)

Whilst the findings are still being analysed and have not yet been released, early indications are that recovery in Swansea is well underway:

- 67% of businesses rated their level of business in 2022 as 'excellent' or 'good'. This goes up to 73% for the accommodation sector.
- 48% rated their 2022 performance as better than 2021. This goes up to 55% for businesses in the city centre.
- Accommodation operators are experiencing the quickest recovery with 88% 'fully' or 'nearly' back to pre-Covid levels of occupancy.
- 45% of businesses interviewed have plans to expand in the future.
- 62% feel 'very optimistic' or 'optimistic' about their long-term business prospects coming out the pandemic and moving into 2023.
- 73% of businesses feel 'very well informed' or 'fairly well informed' by Visit Swansea Bay about issues affecting them.

4.3 Future challenges and how we can help

Despite the general optimism displayed in our tourism trade survey, major challenges remain for the immediate future of the industry, including:

- Welsh Government policies, particularly for the self-catering sector, e.g. 182 day rule, statutory licensing and the proposed tourism levy.
- Planning rules and the perceived difficulties in getting developments approved
- Cost of living, rising commodity prices and squeezed margins
- Recruitment and retention of staff
- High seasonality of the destination

When asked how we can help alleviate some of these challenges, businesses highlighted the following areas of support:

- Marketing support
- Grants / funding
- Business advice
- Free marketing packages
- Liaison with other Council departments

5. Destination Management Plan 2023-25

5.1 How it will be informed

The new DMP will be informed by a review of the existing action plan and 3 key pieces of research:

- 2022 Visitor Survey – completed
- 2022 Tourism Trade Survey – completed
- Hotel Demand Study for Swansea City Centre – at tender stage

Other key elements which will influence the new DMP:

- Economic recovery – how the DMP can support the sector's recovery
- City Centre regeneration programme – strategic fit with DMP
- Major events – recognising their contribution to the tourism industry
- Funding – what support becomes available over next 3 years

5.2 Strategic priorities

Our research indicates that the four Strategic Priorities should remain as:

- Quality – improve offer
- Partnership Working – foster effective working relationships
- Seasonality – create a year-round destination
- Sustainability – preserve our natural assets and ensure economic viability

5.3 Proposed timeline

- Draft ready by end of February 2023
- Approval by DMP Steering Group in April 2023

6. Conclusions

This report highlights the context in which the DMP was established and delivered over the years, what its key achievements were and what is proposed for the next 3 years as the tourism and hospitality industry emerges from the Covid-19 pandemic.

The Council has continued to support the sector throughout the pandemic, by utilising its existing resources with an innovative and flexible approach to an unprecedented global crisis. This has succeeded in keeping the existing customer base engaged, whilst also supporting our tourism business partners and enabling them to re-open and plan for recovery.

However, there are still challenges and opportunities ahead and recent research such as the Tourism Trade Survey, Visitor Survey and Hotel Demand Study will be instrumental in informing the new DMP2023-25.

7. Legal implications

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

8. Finance Implications

There are no financial implications associated with this report.

9. Integrated Impact Assessment Implications

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.

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'.

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.

This report is a review of the Destination Management Plan (DMP) to date, its main achievements and what is proposed moving forward. The new DMP will be informed by three major pieces of research and delivered in partnership with the private sector. The DMP has low visibility to the general public and does not require engagement from protected groups. There are no environmental, political, financial or cultural risks associated with it.

The Well-being of Future Generations Act (Wales) 2015 has been fully considered in the development of the DMP, which supports its goals and objectives.

The DMP has a positive impact on the destination as a whole by improving quality and delivering a better visitor experience. This in turn supports the visitor economy and overall prosperity across the City and County of Swansea. By supporting the area's economic recovery and working closely with industry partners, the DMP also has a positive impact on the Council's reputation.

This report has been IIA screened and the outcome is that it does not require a full IIA.

Glossary of terms:

DMP – Destination Management Plan
 TSB – Tourism Swansea Bay
 TAIS – Tourism Amenity Investment Support
 STEAM - Scarborough Tourism Economic Activity Monitor
 VIP – Visitor Information Point
 TIC – Tourist Information Centre
 BMG – Beaches Management Plan
 MOU – Memorandum of Understanding
 TRAP – Tourism Recovery Action Plan
 ERF – Economic Recovery Fund
 TSF – Tourism Support Fund
 SWW – South West Wales
 IIA – Integrated Impact Assessment

Background papers: None

Appendices:

Appendix A – DMP Presentation (PDF version)

Appendix B – IIA Screening Form

Integrated Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form.

Which service area and directorate are you from?

Service Area: Cultural Services

Directorate: Place

Q1 (a) What are you screening for relevance?

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other

(b) Please name and fully describe initiative here:

The Development and Regeneration Scrutiny Performance Panel has requested an update on the Destination Management Plan (DMP), in particular the Plan's priorities, achievements so far and progress with delivery.

The report sets out the context in which the concept of Destination Management Plans originated, an overview of the DMP 2017-2020 (including its vision, priorities, delivery structure and key achievements), the impact of the Covid-19 Pandemic on the tourism industry, the 2021-2022 Tourism Recovery Action Plan (including strategic priorities and key achievements during the pandemic), the Tourism Team's activity in 2022 (post-Covid recovery period), an extract of the findings from the 2022 Tourism Trade Survey and what is proposed for the DMP 2023-25.

Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)

	High Impact		Medium Impact		Low Impact		Needs further Investigation	No Impact
	+	-	+	-	+	-		
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Integrated Impact Assessment Screening Form

Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement

This is a review of the Destination Management Plan to date, its main achievements and what we proposed moving forward. The new DMP will be informed by 3 key pieces of research:

- Visitor Survey 2022: 1,000 face-to-face interviews at 7 sampling points
- Tourism Trade Survey: 125 tourism and hospitality businesses surveyed online or via telephone
- Hotel Demand Study for the City Centre: currently at tender stage

This project has low visibility to the general public and does not require engagement from the protected groups above.

Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?
 Yes No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?
 Yes No
- c) Does the initiative apply each of the five ways of working?
 Yes No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?
 Yes No

Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

Q6 Will this initiative have an impact (however minor) on any other Council service?

Integrated Impact Assessment Screening Form

Yes No If yes, please provide details below

Q7 Will this initiative result in any changes needed to the external or internal website?

Yes No If yes, please provide details below

Q8 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?

(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)

The report highlights the positive impact the DMP has on the destination as a whole by improving quality and delivering a better visitor experience. This in turn supports the visitor economy and overall prosperity across the City and County of Swansea. By supporting the area's economic recovery and working closely with industry partners, the DMP also has a positive impact on the Council's reputation.

Outcome of Screening

Q9 Please describe the outcome of your screening using the headings below:

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

This report is a review of the Destination Management Plan (DMP) to date, its main achievements and what is proposed moving forward. The new DMP will be informed by three key pieces of research and delivered in partnership with the private sector.

The DMP has low visibility to the general public and does not require engagement from protected groups. There are no environmental, political, financial or cultural risks associated with it.

The Well-being of Future Generations Act (Wales) 2015 has been fully considered in the development of the DMP, which supports its goals and objectives.

The DMP has a positive impact on the destination as a whole by improving quality and delivering a better visitor experience. This in turn supports the visitor economy and overall prosperity across the City and County of Swansea. By supporting the area's economic recovery and working closely with industry partners, the DMP also has a positive impact on the Council's reputation.

(NB: This summary paragraph should be used in the 'Integrated Assessment Implications' section of corporate report)

Full IIA to be completed

Integrated Impact Assessment Screening Form

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

Screening completed by:
Name: Steve Hopkins
Job title: Tourism and Marketing Manager
Date: 12-01-2023
Approval by Head of Service:
Name: Tracey McNulty
Position: Head of Cultural Services
Date: 12-01-2023

Please return the completed form to accesstoservices@swansea.gov.uk

Agenda Item 7



Report of the Convener

Development and Regeneration Scrutiny Performance Panel –
23 January 2023

Regeneration Programme / Project Monitoring Report

Purpose:	The monitoring report will provide information and update on the regeneration programme and projects in Swansea.
Councillors are being asked to:	Review the departmental 'Dashboard' report and feedback any comments to the relevant Cabinet Member.
Lead Councillor:	Councillor Robert Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism
Lead Officer	Huw Mowbray, Development and Physical Regeneration Strategic Manager

1. Background

- 1.1 The Development and Regeneration Scrutiny Performance Panel meets every two months to review the 'health' of the City Centre and regeneration projects within Swansea.
- 1.2 As part of its monitoring role, a departmental 'Programme / Project Monitoring Report' is made available to the Panel for review and scrutiny. This report contains updates on the regeneration programme and various projects throughout Swansea and provides detail on key activities / stages and timelines where relevant.
- 1.3 The Panel are asked to review the report and ask any questions which they may have, in response to the information provided. The Panel may then follow up the meeting with a letter to the relevant Cabinet Member to convey its views and any recommendations.

Background Papers: None

Appendices: Regeneration Programme / Project Monitoring Report

Scrutiny Report	
Programme Board Lead	Mark Wade
Reporting Period	January 2023

Project: Copr Bay	Project Lead: Lee Richards
<ul style="list-style-type: none"> ▪ Rough sleeping and anti-social behaviour continues to be an issue in the South Car Park. Two individuals have been accommodated by the Housing team and the four remaining have also been offered alternative accommodation by the Housing team but have declined. Letters have been issued to individuals by Highways and City Centre Ranger teams. ▪ Public Realm Glass Lift now handed over and open to the Public. ▪ Works scheduled for the main spiral staircase in front of the Arena in coming weeks. 	

Project: Shaping Swansea	Project Lead: Katy Evans
<ul style="list-style-type: none"> ▪ Still awaiting outcome of LUF and TAN 15 discussions prior to entering into Stage 2. ▪ In advance of stage 2, a strategy meeting held to discuss the contractual documents, and the Council has responded to draft Heads of Terms prepared by Milligan. 	

Project: Swansea Central North	Project Lead: Emma Dakin
Stage 1 / Stage 2 <ul style="list-style-type: none"> ▪ Stage 1 Delegated report drafted. Awaiting outcome of Levelling Up Funding and TAN 15 consultation to sign off report and commence stage 2. Phase 2b Public Sector Hub A <ul style="list-style-type: none"> ▪ Rental market values and growth potential being assessed ▪ Government Property Agency engaged on hub 	

Project: Civic Centre Relocation	Project Lead: Katy Evans
Stage 1 / Stage 2 <ul style="list-style-type: none"> ▪ Stage 1 Delegated report drafted. Awaiting outcome of Levelling Up Funding and TAN 15 consultation to sign off report and commence stage 2. Swansea shortlisted by WG for Anchor site for National Contemporary Art Gallery	

Project: TAN15 Development and Flood Risk	Project Lead: Tom Evans/Gail Evans
<ul style="list-style-type: none"> • TAN 15 wording – Schedule of suggested word changes prepared in consultation with other Local Authorities and submitted jointly to Welsh Govt. • Swansea-Tawe SFCA letter to update WG on Stage 2 SFCA and reinforce call for rewording and re-consultation- Letter sent to WG Chief Planner Revised draft anticipated shortly for consultation purposes. 	

Project: Castle Square	Project Lead: Gail Evans
<ul style="list-style-type: none"> • Planning process/programme - Planning application decision anticipated Jan 2023 • Quality Audit- as highlighted during PACC consultation by Highways- QA now completed and submitted 06.10.22 . Road Safety Audit completed and issued to Highways Dec 2022 • • Tender Process- Final version of ITT documents issued for client approval. Tender to be issued Q1 2023. 	

Project: Community Hub	Project Lead: Geoff Bacon
<u>Design & Build</u>	
<ul style="list-style-type: none"> • A revised construction programme has been thoroughly reviewed by Coreus and Kier to try to rationalise some activities within the programme. Current date has extended to Sept 24, however we are hoping to bring this forward slightly following. 	

Project: Civic Centre Decant	Project Lead: Geoff Bacon
Accommodation Strategy	
<ul style="list-style-type: none"> ▪ Agile Programme ongoing, all moves from the Civic Centre to the Guildhall will be completed by Sept 23, will then look to consolidate staff left in the civic in readiness for decant. ▪ Council requirements for PSH have been sent through to Milligan. ▪ The migration of ICT services from the Civic to the Guildhall is expected to take place in September / October 2023 	

Project: Skyline	Project Lead: Lee Richards
<ul style="list-style-type: none"> • SI complete to advise design. • Skyline in Swansea W/c 6th March to start consultation • The Council must progress the Park & Ride relocation as a matter of urgency. 	

Project: Powerhouse Redevelopment Hafod Copperworks	Project Lead: Paul Relf
<p>Project anticipated to fully complete by end of February 2023.</p> <p>Licence to be prepared which will enable Penderyn to commence fit out before the works complete as the distillery fit out is critical to their operation and commercial plans and opening.</p>	

Project: Laboratory Building	Project Lead: Paul Relf
<p>Costs awaited on scaffolding options to determine which is the preferred option, i.e., continued hire or purchase.</p> <p>Linked to LUF decision expected January 2023.</p>	

Project: Palace Theatre	Project Lead: Paul Relf
<p>Current completion programme scheduled for November 2023.</p> <p>Due to delay in project, Tramshed have requested discussion for a base in Swansea as a soft landing in order to meet their business commitments until the Palace is ready. Geoff Bacon liaised with.</p>	

Agenda Item 8



To:
Cllr Rob Stewart
Cabinet Member for Economy,
Finance & Strategy

Cllr Robert Francis-Davies
Cabinet Member for Investment,
Regeneration & Tourism

Cllr David Hopkins
Cabinet Member for Corporate
Services and Performance

BY EMAIL

CC: Cabinet Members

Please ask for:
Gofynnwch am:

Direct Line:
Llinell Uniongyrochol:

e-Mail
e-Bost:

Date
Dyddiad:

Overview & Scrutiny

01792 636292

scrutiny@swansea.gov.uk

1 December 2022

Summary: This is a letter from the Development and Regeneration Scrutiny Performance Panel, following the meeting of the Panel on 14 November 2022. It covers City Centre Retail and the Regeneration Programme / Project Monitoring Report.

Dear Cllrs Stewart, Francis-Davies and Hopkins,

On the 14th November, the Panel met to consider City Centre Retail and the Regeneration Programme / Project Monitoring Report. The Panel are grateful to yourselves, Paul Relf, Economic Development and External Funding Manager, Russell Greenslade, Chief Executive of Swansea BID and Huw Mowbray, Development and Physical Regeneration Strategic Manager for their attendance and contributions.

City Centre Retail

We understand the challenges city centres have been under in the last few years and were pleased to see the increased footfall in and around Swansea city centre. We were interested to know more about the breakdown of these figures to give an indication as to what is drawing people, for instance how much footfall is attributed to

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those working or living nearby. You shared the available data but should any further data be available (for instance telling us about spending) which can be shared in a public forum, we would be interested to see it.

We were made aware how city centres function differently due to the impact of out of town and online shopping and the need for a mix of retail, accommodation, leisure and dining to create a wider experience beyond just shopping. We understand increasing the number of people who live and work in the city centre will increase retail spend and encourage investment. It is important to get the right mix of student and private accommodation.

We feel the loss of European Funding and are pleased to see you are utilising other funding opportunities where possible. The need for the Local Authority to lead the way in development was stressed to us as this generates a platform for external providers to have interest in further developments in the city.

We asked if Swansea had an increase in out of town visitors and you told us that the arena is a big draw, in fact the arena in general is over performing and we look forward to hearing more about this after March 2023 when it has reached 12 months of trading. You also told us that the Skyline development has potential to bring out of town visitors also, which will have a knock on effect on other businesses.

We were pleased to see some of the recent repurposed developments and encourage this into the mix alongside brand new developments.

Russell Greenslade shared with us that roughly 70 new businesses had opened up in the last 18 months and that city centre spend has been good, we appreciated his input and would be keen to hear from him, yourself and officers on this topic again in around 6 months' time, to assess developments in City Centre Retail.

Copr Bay

In regards to the project monitoring report were told that the Copr Bay area will complete snagging by the end of the year. We were unable to discuss issues with the car park opposite the arena and will therefore hold a closed session at the end of the next meeting to discuss this and other issues.

Swansea Central North

It is pleasing to hear that Swansea Central North is moving into stage 2 and that there is a general positivity around this development moving forward. In regards to the development of office space, we understand that there is a need and this has the potential to attract businesses to Swansea but are also aware that less office space is

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required since working from home was introduced. We will be interested to monitor the ongoing take up of office spaces.

71/72 The Kingsway

We were told that 71/72 the Kingsway will be above ground by the start of 2023 and that plans for the Barclays building are on hold due to tender prices being higher than expected.

TAN15

We were updated on TAN15 and are aware that wording needs to be changed in order to allow for future sustainable developments. We would not want developments to contribute to a flood risk but you assured us that no significant developments would occur along the river frontage and flood protection is provided in those areas.

Castle Square

We were told that Castle Square is now in planning and that it is going out to tender shortly. When we asked who was financing the scheme you told us this would come from the Welsh Government Transforming Town Programme with a top up from the Council.

City Centre Decant

You told us that the new Public Sector Hub in the St David's area being built by Urban Splash will be completed in 2025. The move of library services and archives to the Community Hub is due for completion in 2024.

Skyline

We were told that Skyline is progressing well and that a number of title issues on the land have now been resolved. We asked for further details on this and you told us that all the unregistered land is now with the land registry and any land to be purchased is with legal teams. We asked for details about the purchasing of the land which we plan to cover in the closed session in our next meeting.

Pontoon @ Copperworks

You told us that listed building consent has been approved and lease discussions with the Badminton Estate are ongoing. Again we asked for more details on costing which will be covered in the closed session of the next meeting.

Powerhouse Redevelopment Hafod Copperworks

You told us that the Powerhouse shell and core works are looking to complete in November 2022. We are really pleased with how this is developing. We had some

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concerns about the moving of the park and ride and would like to discuss the options with the highways team.

Your Response

We are interested in any thoughts you may have on the contents of this letter but, in this instance, we require no formal written response.

We intend to focus on the Swansea Bay Strategy (including Foreshore Developments) and the Tourism Destination Management Plan at the next meeting in January. We will also arrange for a closed session to enable fuller discussion of the issues arising from the regeneration programme / project monitoring report.

We will contact you, and relevant officers, in due course regarding arrangements for future meetings.

Yours sincerely,



Councillor Chris Holley
Convener, Development and Regeneration Performance Panel
✉ cllr.chris.holley@swansea.gov.uk

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Agenda Item 9



Development and Regeneration Scrutiny Performance Panel Work Plan 2022-23

Meeting 1 5 September 2022	<ul style="list-style-type: none">• Regeneration Programme / Project Monitoring Report Cllr Robert Francis-Davies – Cabinet Member for Investment, Regeneration & Tourism Phil Holmes – Head of Planning and City Regeneration Huw Mowbray - Development and Physical Regeneration Strategic Manager• Draft Panel Work Plan 2022/23
Meeting 2 14 November 2022	<ul style="list-style-type: none">• Regeneration Programme / Project Monitoring Report Cllr Robert Francis-Davies – Cabinet Member for Investment, Regeneration & Tourism Huw Mowbray - Development and Physical Regeneration Strategic Manager• Focussed Topic: City Centre Retail Councillor Rob Stewart – Cabinet Member for Economy, Finance & Strategy (Leader) Cllr Robert Francis-Davies – Cabinet Member for Investment, Regeneration & Tourism Paul Relf – Economic Development and External Funding Manager Russell Greenslade – Chief Executive, Swansea BID
Meeting 3 23 January 2023	<ul style="list-style-type: none">• Regeneration Programme / Project Monitoring Report Cllr Robert Francis-Davies – Cabinet Member for Investment, Regeneration & Tourism Phil Holmes – Head of Planning and City Regeneration Huw Mowbray - Development and Physical Regeneration Strategic Manager• Focussed Topic: Tourism Destination Management Plan Cllr Robert Francis-Davies – Cabinet Member for Investment, Regeneration & Tourism Steve Hopkins – Tourism and Marketing Manager Stephen Crocker – Chair of Tourism Swansea Bay
Meeting 4 20 March 2023	<ul style="list-style-type: none">• Regeneration Programme / Project Monitoring Report• Audit Wales Report – Town Centre Regeneration Cllr Robert Francis-Davies – Cabinet Member for Investment, Regeneration & Tourism

	Paul Relf – Economic Development and External Funding Manager
Meeting 5 15 May 2023	<ul style="list-style-type: none"> • Regeneration Programme / Project Monitoring Report • Achievement against Corporate Priorities / Objectives / Policy Commitments
Meeting 6 10 July 2023	<ul style="list-style-type: none"> • Regeneration Programme / Project Monitoring Report • Focussed Topic: Project Review - Swansea Arena

Possible other specific topics for future meetings:

Topic	Notes
Audit Wales report on Town Centre Regeneration (published Sep 2021)	for monitoring of Council response to audit recommendations
City Deal 'Swansea specific' Projects	would need to complement regional scrutiny
Rural Development Programme / Plan	from previous Panel interest
Historic / Listed Buildings	potential carry over from last year and also mentioned at this year's Work Planning Conference - looking at ones fallen into disrepair and what is happening in terms of redevelopment and restoration
New Build Housing Towers e.g., student accommodation	raised at this year's Work Planning Conference - concern about the support available in terms of health services and education given number of new high-rise dwellings that are being built around the city, for the large number of new people who would be moving into the area. What is the process, who is informed?
SA1 development & supporting infrastructure / services	an issue from Scrutiny public survey – concerns about supporting infrastructure given growth in residential development, e.g., road safety, pavements, public transport links

Agenda Item 10



**Report of the Chief Legal Officer
Development and Regeneration Performance Panel – 23 January 2022
Exclusion of the Public**

Purpose:	To consider whether the Public should be excluded from the following item of business.	
Policy Framework:	None.	
Consultation:	Legal.	
Recommendation(s):	It is recommended that:	
1)	The public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	Item No.	Relevant Paragraphs in Schedule 12A
	10	14
Report Author:	Scrutiny	
Finance Officer:	Not Applicable	
Legal Officer:	Tracey Meredith – Chief Legal Officer (Monitoring Officer)	

1. Introduction

- 1.1 Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.
- 1.2 Such a resolution is dependent on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, the Panel will be requested to exclude the public from the meeting during consideration of the

item of business identified in the recommendation to the report on the grounds that it involves the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

- 2.2 Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 2.3 The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in **Appendix A**.
- 2.4 Where paragraph 16 of the Schedule 12A applies there is no public interest test. Councillors are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

3. Financial Implications

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

4. Legal Implications

- 4.1 The legislative provisions are set out in the report.
- 4.2 Councillors must consider with regard to each item of business set out in paragraph 2 of this report the following matters:
 - 4.2.1 Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.
 - 4.2.2 If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test as set out in paragraph 2.2 of this report.
 - 4.2.3 If the information falls within paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test but must consider whether they wish to waive their privilege in relation to that item for any reason.

Background Papers: None.

Appendices: Appendix A – Public Interest Test.

Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
12	Information relating to a particular individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. His view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
13	Information which is likely to reveal the identity of an individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. His view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. His view on the public interest test was that:</p> <p>a) Whilst he was mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or</p> <p>b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts.</p> <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

No.	Relevant Paragraphs in Schedule 12A
15	<p>Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. His view on the public interest test was that whilst he is mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them he was satisfied that in this case disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
16	<p>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p>
	<p>No public interest test.</p>
17	<p>Information which reveals that the authority proposes: (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) To make an order or direction under any enactment.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. His view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by the public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
18	<p>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. His view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis he felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>