

CITY AND COUNTY OF SWANSEA

NOTICE OF MEETING

You are invited to attend a Meeting of the

DEVELOPMENT CABINET ADVISORY COMMITTEE

At: Room 235, Guildhall (Councillors Meeting Room) - Guildhall

On: Wednesday, 12 April 2017

Time: 10.00 am

Chair: Councillor Philip Downing

Membership:

Councillors: C Anderson, C R Doyle, M B Lewis, R D Lewis, P Lloyd, P M Matthews, P B Smith, C Thomas and T M White

AGENDA

Page No.

- 1 Apologies for Absence.
- 2 Disclosures of Personal and Prejudicial Interests.
www.swansea.gov.uk/disclosuresofinterests
- 3 Minutes. 1 - 2
To approve and sign the minutes of the previous meeting(s) as a correct record.
- 4 Pedestrianisation of Wind Street - Next Steps. (Verbal Update)
- 5 Site Visit to The Re-Use Shop - Update. (Verbal)
- 6 Chair's Update. (Verbal)
- 7 Development Cabinet Advisory Committee Work Plan & Actions 3 - 8
2016-2017.



Huw Evans
Head of Democratic Services
Wednesday, 5 April 2017

Contact: Democratic Services - (01792) 636923

CITY AND COUNTY OF SWANSEA

MINUTES OF THE DEVELOPMENT CABINET ADVISORY COMMITTEE

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON
WEDNESDAY, 15 MARCH 2017 AT 3.00 PM

PRESENT: Councillor P Downing (Chair) Presided

Councillor(s)

C Anderson
P M Matthews

Councillor(s)

C R Doyle
P B Smith

Councillor(s)

P Lloyd

Officer(s)

Geoff Bacon

Corporate Strategic Manager - Corporate Building &
Property Services

Allison Lowe

Democratic Services Officer

Apologies for Absence

Councillor(s): M B Lewis, C Thomas and T M White

64 **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

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

65 **MINUTES.**

RESOLVED that the minutes of the Development Cabinet Advisory Committee held on 15 February 2017 be approved and signed as a correct record.

66 **ACQUISITION OF LAND AND PROPERTY - HYPOTHETICAL SCENARIO.**

The Corporate Strategic Manager – Corporate Building & Property Services provided the Committee with a hypothetical scenario in relation to how the Council acquires land and property.

Councillors asked various questions, which the Officer responded to accordingly.

The Committee **agreed** that the Policy in relation to Acquisition of Land and Property was robust, however they raised questions in relation to the Council's Policy in respect of the sale of land / buildings.

RESOLVED that:

- 1) The report be noted;
- 2) The Committee receive a further report in relation to the Sale of Land / Buildings.

67 **PEDESTRIANISATION OF WIND STREET - NEXT STEPS (VERBAL UPDATE).**

The Chair, on behalf of the Group Leader Traffic & Highway Network Management provided a verbal update in relation to the Pedestrianisation of Wind Street.

He reported that a request had been sent to Cardiff Council to request access to key officers to seek clarification on issues such as extent of consultation, disabled access and times of permissible deliveries / access arrangements. A response was awaited.

The Committee were disappointed with the lack of progress and requested that the Cabinet Member and Group Leader Traffic & Highway Network Management attend the next meeting to provide further details.

RESOLVED that the Cabinet Member for Environment & Transportation and the Group Leader Traffic & Highway Network Management provide an update at the next meeting.

68 **CHAIR'S UPDATE (VERBAL).**

There were no updates to report.

69 **WORKPLAN.**

RESOLVED that:

- 1) The work plan be noted;
- 2) Development CAC Work Plan & Actions 2016-2017 be added to the agenda for the next meeting;
- 3) A site visit to the Re-Use Shop be arranged for w/c 27 March 2017.

The meeting ended at 3.22 pm

CHAIR

Report of the Chair

Development Cabinet Advisory Committee – 12 April 2017

DEVELOPMENT CABINET ADVISORY COMMITTEE WORK PLAN & ACTIONS 2016-2017

Date	Subject Area	Lead Officers	Action
15 June 2016	Pedestrianisation of Wind Street	Stuart Davies / Mark Thomas	<p>The Committee discussed the various considerations and agreed that the most appropriate way to progress the scheme would be on a phased approach using an Experimental Traffic Order for a trial period of up to 18 months, with interested parties being consulted, within which time comments and suggestions are gathered, recorded and then considered, prior to formally finalising the scheme (sealing) with the arrangement becoming permanent.</p> <p>RESOLVED that the report be noted.</p>
15 June 2016	Fly Tipping Policy	Ian Whettleton / Frances Williams	<p>RESOLVED that a draft Fly Tipping Policy be presented to the Development Cabinet Advisory Committee on 20 July 2016.</p>
15 June 2016	Waste Management – Re-Use shop	Keith Coxon	<p>RESOLVED that an update on the Re-Use Shop be presented to the Development Cabinet Advisory Committee on 19 October 2016.</p>
6 July 2016 (Special)	Open Spaces Strategy	Andrew McTaggart Mark Russ Ian Beynon Jackie Rees-Thomas	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1) The report be noted; 2) The report, Equality Impact Assessment and proposed areas for consultation be reported to the Development Cabinet Advisory Committee scheduled for 17 August 2016.
20 July 2016	Draft Fly Tipping Policy	Ian Whettleton / Frances Williams	<p>RESOLVED that the following information be provided for the next meeting:</p> <ol style="list-style-type: none"> 1) A list of how many cases had been received and how many prosecutions had taken place; 2) A sample of 5-6 different cases outlining how they had been dealt with.

20 July 2016	Tree Policy	Martin Bignell	<p>RESOLVED that the Tree Services Unit Manager provide the following information for the meeting scheduled for 21 September 2016:</p> <ol style="list-style-type: none"> 1) A formal introduction to the strategy be drafted; 2) A list of Trees with Tree Preservation Orders (TPO's) on Council land be provided; 3) The methodology for trees having TPO's made on them be provided and included in the Tree Policy.
17 August 2016	Open Spaces Strategy	Andrew McTaggart Mark Russ Ian Beynon Jackie Rees-Thomas / Stephen Cable	<p>RESOLVED that the final Strategy document be forwarded to the Cabinet Member for Wellbeing and Healthy City for his consideration.</p>
17 August 2016	Review of Fly Tipping	Ian Whettleton / Frances Williams	<p>RESOLVED that the information be noted and the officers provide a breakdown of the monthly service request figures by the next meeting.</p>
21 September 2016	Swansea Market (Provision of a Public Toilet)	Lisa Wells	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1) Preliminary options to install toilet facilities in the Market over the short term are discounted; 2) The statistics in relation to footfall data across the UK be provided for the next meeting; 3) Information regarding the public conveniences that are available in the City Centre and across Swansea be updated on the Council website; 4) The Master Plan be presented and discussed at the next Development Cabinet Advisory Committee.
21 September 2016	Pedestrianisation of Wind Street	Lisa Wells	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1) The verbal update is noted; 2) A full analysis of the results be reported to the next meeting.
21 September 2016	Tree Policy	Martin Bignell	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1) The next meeting focus on the aims of the policy in more detail and they be expanded on;

			2) A list of which departments have trees on their land also be provided for the next meeting.
21 September 2016	Review of Fly Tipping	Ian Whettleton / Frances Williams	RESOLVED that: 1) The statistics be noted; 2) The Chair to report back to the Cabinet Member for Environment & Transportation.
19 October 2016	Guidance for Works on the Highway and the Adoption of new Infrastructure	Mark Thomas	RESOLVED that: 1) The report and guidance document be noted and referred to the Cabinet Member for Environment and Transportation; 2) The names of the un-adopted sites be publicised in an appropriate forum.
19 October 2016	Tree Policy	Martin Bignell	RESOLVED that: 1) The “Aims” section be approved; 2) The text highlighted in points 5(2) – 5(5) be confirmed; 3) The Committee focus on the Draft Document from point 5(6) Stump Grinding at the next meeting; 4) The Officer to provide examples of the various complaints in relation to trees received and how they were dealt with at the next meeting.
16 November 2016	Tree Policy	Martin Bignell / Alan Webster	RESOLVED that the update be noted.
16 November 2016	Oceana	Huw Mowbray	RESOLVED that: 1. The update be noted; 2. A Task & Finish Group be set up and; 3. Technical officers be invited to future meetings; 4. The following documents be provided: ➤ Asbestos reports (External & CCS); ➤ Audit Report on the project; ➤ FPR7; ➤ Health & Safety survey; ➤ Relevant Cabinet Reports; 5. Legal advice be sought in relation to public / closed sessions for the Task & Finish Group meetings.

21 December 2016	Pedestrianisation of Wind Street	Lisa Wells / Mark Thomas	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The results of the consultation exercise as indicative of overall support for pedestrianisation among the immediate residents and business community be noted; 2. The requirement to undertake a scoping and feasibility work and wider consultation to pedestrianise Wind Street according to several options be noted; 3. How the project may be funded and resourced in the context of the wider master-plan for the City Centre and competing priorities for funding be considered; 4. A detailed Equality Impact Assessment (EIA) will be required to identify specific equalities issues associated with this project be noted.
21 December 2016	Oceana	Legal Advice	<p>RESOLVED that the CAC initially focuses its work on the Council's policy and practice on land acquisition. How the Council conducts due diligence and how the Council's interests are protected.</p>
21 December 2016	Tree Policy	Martin Bignell / Alan Webster	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1) The Introduction, Contents page, Public Information and Customer Advice be presented to the next meeting; 2) Information regarding Council owned houses and Tenancy Agreements be presented to the next meeting.
18 January 2017	Swansea Market	Lisa Wells	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1) The update be noted; 2) The Chair liaise with the relevant Cabinet Member regarding the budget situation and way forward.
18 January 2017	Tree Policy	Martin Bignell	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1) The updated Tree Policy be noted; 2) The amendments to the Policy be made and presented to the next meeting.

15 February 2017	Council's policy and practice on land acquisition. (How the Council conducts due diligence and how the Council's interests are protected).	Geoff Bacon	RESOLVED that 1) The report be noted; 2) The Development Cabinet Advisory Committee agreed that the Policy was both fit for purpose and robust.
15 February 2017	Tree Policy	Martin Bignell	RESOLVED that the report be forwarded to the relevant Cabinet Member for onward submission to Corporate Briefing and/or Cabinet. The document would also be circulated for public Consultation.
15 March 2017	Update on Pedestrianisation of Wind Street	Mark Thomas / Lisa Wells	RESOLVED that the Cabinet Member for Environment & Transportation and the Group Leader Traffic & Highway Network Management provide an update at the next meeting.
15 March 2017	Acquisition of Land and Property – Hypothetical Scenario	Geoff Bacon	RESOLVED that: 1) The report be noted; 2) The Committee receive a further report in relation to the Sale of Land / Buildings.
03 April 2017	Site visit to Re-Use shop	Development CAC members	
12 April 2017	Update on Pedestrianisation of Wind Street	Councillor David Hopkins / Mark Thomas	
12 April 2017	Site Visit to The Re-Use Shop - Update. (Verbal)	Keith Coxon / Thomas Williams	

Work to be carried over to 2017-2018 Municipal Year:

TBC	Site visit to Cardiff – Pedestrianised Streets.	Development CAC Members	Awaiting response from Cardiff Council
TBC	Regional District Shopping Centres (2 nd site visit to Morriston)	Development CAC Members	
TBC	Regional District Shopping Centres (site visit to Mumbles)	Development CAC Members	
TBC	Civic Amenity Sites		
TBC	Council Policy on the sale of land / property	Geoff Bacon	