



Dinas a Sir Abertawe

Hysbysiad o Gyfarfod

Fe'ch gwahoddir i gyfarfod

Pwyllgor Rhaglen Chraffu

Lleoliad: Ystafell Bwyllgor 3A, Neuadd y Ddinas, Abertawe

Dyddiad: Dydd Llun, 8 Ionawr 2018

Amser: 4.30 pm

Cadeirydd: Y Cynghorydd Mary Jones

Aelodaeth:

Cynghorwyr: S E Crouch, J P Curtice, M Durke, C R Evans, E W Fitzgerald, L S Gibbard, D W Helliwell, T J Hennegan, C A Holley, B Hopkins, P Jones, E J King, I E Mann, M Sykes, G J Tanner a/ac W G Thomas

Aelodau Cyfetholedig: D Anderson-Thomas, P M Black, P R Hood-Williams a/ac J W Jones

Agenda

Rhif y Dudalen.

- 1 Ymddiheuriadau am absenoldeb.**
- 2 Datgeliadau o fuddiannau personol a rhagfarnol.**
www.abertawe.gov.uk/DatgeliadauBuddiannau
- 3 Gwahardd pleidleisiau chwip a datgan chwipiau'r pleidiau.**
- 4 Cofnodion.** **1 - 5**
Cymeradwyo a llofnodi cofnodion y cyfarfod(ydd) blaenorol fel cofnod cywir.
- 5 Cwestiynau gan y cyhoedd.**
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
- 6 Sesiwn Holi Aelod y Cabinet: Arweinydd /Aelod y Cabinet dros Yr Economi a Strategaeth (Y Cynghorydd Rob Stewart)** **6 - 21**
- 7 Adroddiadau Cynnydd y Panel Craffu Perfformiad:** **22 - 26**
Gwasanaethau i Oedolion (Y Cynghorydd Peter Black, Cynullydd)
- 8 Aelodaeth paneli a gweithgorau craffu.** **27 - 28**

9	Adroddiadau Craffu - Adroddiad Effaith Chwarterol.	29 - 34
10	Rhaglen Waith Craffu 2017/18. Trafodaeth ar: a) Gynllun gwaith y pwyllgor. b) Cyfleoedd am graffu cyn penderfynu c) Cynnydd â phaneli craffu cyfredol a gweithgorau	35 - 60
11	Llythyrau craffu.	61 - 71
12	Cynllun Gwaith y Pwyllgor Archwilio (Er Gwybodaeth).	72 - 73
13	Dyddiad ac amser cyfarfodydd paneli/gweithgorau sydd ar ddod.	74
14	Gwahardd y cyhoedd.	75 - 78
15	Llythyrau craffu. Llythyr oddi wrth y pwyllgor at/gan Aelod y Cabinet (trafodaeth ar ddymchwel hen adeilad Oceana – 11 Medi).	79 - 83

Cyfarfod nesaf: Dydd Llun, 12 Chwefror 2018 ar 4.30 pm

Huw Evans

Huw Evans

Pennaeth Gwasanaethau Democrataidd

Dydd Mawrth, 2 Ionawr 2018

Cyswllt: Y Gwasanaethau Democrataidd Ffôn (01792) 636923

Agenda Item 4



City and County of Swansea

Minutes of the **Scrutiny Programme Committee**

Committee Room 3A - Guildhall, Swansea

Monday, 11 December 2017 at 4.30 pm

Present: Councillor M H Jones (Chair) Presided

Councillor(s)

M Durke
D W Helliwell
P Jones
W G Thomas

Councillor(s)

E W Fitzgerald
T J Hennegan
I E Mann

Councillor(s)

L S Gibbard
C A Holley
G J Tanner

Co-opted Member(s)

P M Black

Co-opted Member(s)

P R Hood-Williams

Co-opted Member(s)

J W Jones

Also Present

Councillor Will Evans
Councillor Clive Lloyd

Cabinet Member for Stronger Communities
Deputy Leader / Cabinet Member for Service
Transformation and Business Operations

Officer(s)

Sarah Caulkin
Kate Jones
Brij Madahar
Martin Nicholls
Vicky Thomas

Interim Director of Resources
Democratic Services Officer
Scrutiny Team Leader
Director of Place
Sustainable Swansea Programme Manager

Apologies for Absence

Councillor(s): B Hopkins
Co-opted Member(s): D Anderson-Thomas

69 Disclosures of Personal & Prejudicial Interest.

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

70 Prohibition of Whipped Votes and Declaration of Party Whips.

In accordance with the Local Government (Wales) Measure 2011, no declarations of Whipped Votes or Party Whips were declared.

71 Minutes.

Resolved that the Minutes of the Special Scrutiny Programme Committee held on 17 October 2017 and the Minutes of the Scrutiny Programme Committee held on 13 November 2017 be approved and signed as a correct record.

72 Public Question Time.

There were no public questions.

73 Cabinet Member Question Session: Cabinet Member for Stronger Communities (Councillor Will Evans)

Councillor Will Evans, Cabinet Member for Stronger Communities, provided a verbal address further to the written report circulated.

Questions and Discussions with the Cabinet Member focussed on the following: -

- Relationship with the Third Sector (Voluntary Sector) and their contribution to supporting portfolio priorities
- Presentations provided by the Citizens Advice Bureau on Universal Credit
- Response and publicity of the 'Together at Christmas' event being held in the Brangwyn Hall
- The end of Communities First and Transition
- Communities First Legacy Fund – What performance indicators would be in place to measure the objectives / outcomes
- Funding, sustainability and continuation of work delivered by the Faith in Families organisation
- Introduction of Communities for Work Plus Programme
- Programmes such as Workways Plus and CAMNESA that work towards increasing employability
- Identification of positive aspects of Communities First for continuation under the new programme
- Presentation on Swansea Working Approach
- Allotments and Food Access & Growing projects
- Creation of the Food Enterprise (Community Interest Company)
- Advice for local councillors on support for drug / alcohol issues

Resolved that the Chair of the Scrutiny Programme writes to the Cabinet Member, reflecting the discussion and sharing the views of the Committee, including a request for a response on: -

- 1) how the outcomes / effectiveness of the work carried out as a result of the Legacy Fund will be measured;
- 2) how much Legacy Funding would be allocated to Faith in Families and the areas where the money would be used;
- 3) Whether closure / evaluation reports on Communities First will be available to the public, and;
- 4) facilities / support available for drug / alcohol problems within wards.

74 Sustainable Swansea Programme - Commissioning Reviews: Service Areas - Post Implementation Updates

The Deputy Leader, Interim Director of Resources, Director of Place and the Sustainable Swansea Programme Manager were present for the Committee's consideration of the Report on 'Sustainable Swansea Programme – Commissioning Reviews : Service Areas – Post Implementation Reviews'.

The Deputy Leader and Sustainable Swansea Programme Manager provided a verbal address further to the report provided, which highlighted the purpose of commissioning reviews within the overall Programme, governance arrangements in place to monitor implementation and impact made, achievements, lessons learned, and the importance of providing assurance to scrutiny about progress and delivery on transformation activities.

Questions and discussions with the Deputy Leader and Officers focussed on the following: -

- Ensuring that the Commissioning Reviews provide / demonstrate value for money
- The need for Commissioning Reviews to show consideration of public views / perception about service delivery and possible changes during the review process
- Potential Scrutiny of the future decisions in respect of Culture and Leisure services
- Success of the Waste Management Commissioning Review
- Parks and Cleansing Commissioning Review – extent to which this involved consideration of 'friends of' community groups
- Work going on in exploring Partnership Working regarding the Botanical Gardens
- Decisions taken on the Archive Service as part of the Culture and Leisure review and future service delivery options
- Wales Audit Office Review of Governance
- Lessons Learnt from the Process
- Savings Achieved to Date and Projected for 2018/19 – it was noted that more detail on financial savings can be provided in future reports
- Next Steps – Reviews outstanding

Resolved that the feedback from the committee be noted and further regular updates (six-monthly) be provided to the committee on implementation of actions and achievements in relation to Commissioning Reviews.

75 Scrutiny Performance Panel Progress Reports.

Councillor Chris Holley presented a report on the progress of the Service Improvement and Finance Performance Panel. He highlighted the work undertaken by the Panel as well as achievements / impact of the Panel. He highlighted the Panel's budget and performance monitoring activities as well as carrying out pre-decision scrutiny of Commissioning Reviews. He highlighted that the Public

Protection Commissioning Review was an excellent example of an effective Commissioning Review.

The Future Work Programme was also noted, which will include looking at the Highways and Transportation Commissioning Review and Charges in relation to Highways and Waste.

A discussion ensued on the Welsh Language Standards, which the Panel looked at in October, surrounding public perception about performance as well as the capacity and most efficient way to meet the Standards e.g. utilising technology to support and develop translation.

Resolved that the update be noted.

76 Membership of Scrutiny Panels and Working Groups.

The Chair presented a report on Scrutiny Panel / Working Group membership.

Councillor Peter Jones provided an address on the proposed inquiry that will focus on Swansea's Natural Environment. He specifically highlighted the need to explore how well the Council has managed its natural environment and biodiversity under previous legislation, together with what will be needed to meet its new statutory responsibilities.

Resolved: -

- 1) Councillors Mike Durke, Oliver James, Peter Jones, Sam Pritchard and Brigitte Rowlands be added to the reconvened Tethered Horses Working Group; and
- 2) The new inquiry on Swansea's Natural Environment be convened by Councillor Peter Jones with the remaining proposed membership to be reported at the next Scrutiny Programme Committee.

77 Scrutiny Work Programme 2017/18.

The Chair updated the Committee on the Scrutiny Work Programme 2017/18. It was highlighted that the Leader would be attending the next Scrutiny Programme Committee for the Question and Answer Session, and committee members were asked to think about questions.

A working group was proposed on the Archive Service, which the chair stated will be considered at the next meeting for inclusion in the work programme.

A tentative date had been set for a Special Scrutiny Programme Committee on 26 March 2018 for Crime and Disorder Scrutiny.

The Scrutiny Team Leader advised the Committee that the Wales Audit Office (WAO) would be looking at the Scrutiny arrangements in Swansea. Wales Audit Office would be observing at least one committee meeting as well as a number of

panel meetings. They would likely be undertaking field work in February, which would involve interviews with some Officers and Members. A report would be produced by WAO at the end of the review as well as a shared learning Seminar.

Resolved that: -

- 1) the update be noted; and
- 2) a new Working Group on Archive Service be considered at the next meeting.

78 Scrutiny Letters.

The Chair presented a report on Scrutiny Letters. The Chair outlined the key points from correspondence with cabinet members, highlighted at paragraph 3.3 of the report.

Resolved that the request made by the Community Cohesion & Hate Crime Working Group for a further meeting to focus on community cohesion be agreed.

79 Audit Committee Work Plan.

The Audit Committee Workplan was noted.

80 Date and Time of Upcoming Panel / Working Group Meetings.

The dates and times of upcoming Panel / Working Group meetings were noted.

The meeting ended at 6.10 pm

Chair

Agenda Item 6



Report of the Chair

Scrutiny Programme Committee – 8 January 2018

Cabinet Member Question Session

Purpose:	To enable the Committee to question Cabinet Members on their work. The Committee's questions will broadly explore Cabinet Members' priorities, actions, achievements and impact in relation to areas of responsibility.
Content:	The following Cabinet Member will appear before the Committee to participate in a question and answer session: <ul style="list-style-type: none">• Councillor Rob Stewart, Leader / Cabinet Member for Economy & Strategy
Councillors are being asked to:	<ul style="list-style-type: none">• Question the Cabinet Member on relevant matters• Make comments and recommendations as necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Head of Legal, Democratic Services and Business Intelligence
Report Author:	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

1.1 One of the most important roles that scrutiny carries out is holding the council's cabinet to account. The cabinet is made up of the Leader and 9 additional councillors, appointed by the Leader, who are allocated specific responsibilities:

Cllr Rob Stewart	- Economy & Strategy (Leader)
Cllr Clive Lloyd	- Service Transformation & Business Operations (Deputy Leader)
Cllr Jennifer Raynor	- Children, Education & Lifelong Learning
Cllr David Hopkins	- Commercial Opportunities & Innovation

Cllr Robert Francis-Davies	- Culture, Tourism & Major Projects
Cllr Mark Thomas	- Environment Services
Cllr June Burtonshaw /	- Future Generations
Cllr Mary Sherwood	
Cllr Mark Child	- Health & Wellbeing
Cllr Andrea Lewis	- Housing, Energy & Building Services
Cllr Will Evans	- Stronger Communities

1.2 By acting as a 'critical friend' scrutiny has the opportunity to challenge the cabinet and individual cabinet members on their actions and monitor performance in relation to their areas of responsibilities.

1.3 Cabinet Member Question Sessions have become a main feature of Committee meetings. At least one cabinet member is scheduled to appear at each monthly Committee meeting, ensuring all Cabinet Members appear before the Committee over the course of a year, in order to ask questions on their work. Questions will focus on their priorities, actions, achievements and impact.

2. Cabinet Member Question Session

2.1 The following Cabinet Member will appear before the Committee:
a) Councillor Rob Stewart, Leader of the Council / Cabinet Member for Economy & Strategy

Within this cabinet portfolio, he is responsible for:

- City Deal
- City Region Joint Committee
- Strategic Partnerships
- Regional Working & Collaborations
- Finance Strategy & Budget Oversight
- Public Services Board (PSB)
- Constitutional Issue
- Planning Policy (Regional)
- Regeneration Strategy & Major Projects Lead
- City Centre Redevelopment
- 5G project (City Deal)
- Corporate Communications
- Community Leadership
- Poverty Reduction
- Lead Elements of Sustainable Swansea

As Leader of the Council, he is responsible for:

- providing political leadership to the Council
- working with officers to lead the organisation
- appointing the Cabinet

- managing and leading the work of the Cabinet and chairing meetings
- delegation of all executive functions that allow the Cabinet and Officers to make decisions and manage day-to-day delivery of Council Services, in line with the Council's overall policies and budget

3. Approach to Questions

3.1 At the Cabinet Member Question Sessions the Committee will generally ask cabinet members about:

- priorities / objectives
- specific activities and achievements, progress against policy commitments, key decisions taken, and impact / difference made
- headlines on the performance of services and the key targets monitored to measure improvement and success
- their engagement with service users / public and what influence this has had
- what they hope to achieve over the coming months and challenges (e.g. resources / budget)
- key decisions they are expecting to take to Cabinet over the next year
- interactions with scrutiny over the last year, and whether there is any specific scrutiny activity they would welcome

3.2 The Committee will also be interested in:

- Sustainability and future trends - to what extent long-term thinking is influencing work / decisions, in light of the Well-being of Future Generations Act?
- Public Services Board (PSB) – what is their relationship with the work of the PSB? how is the work of the PSB impacting on their portfolio and helping them to deliver on priorities, and making a difference?

3.3 In particular, Members of the Committee intend to ask the Cabinet Member about: corporate priorities and budget proposals.

3.4 Cabinet Members will be invited to make introductory remarks before taking questions from the Committee. The Cabinet Member has provided some 'headlines' in relation to the portfolio to help the Committee focus on priorities, actions, achievements and impact – see **Appendix 1**.

3.5 Following the session the chair will write to the Cabinet Member in order to capture the main issues discussed, views expressed by the Committee, and any actions for the Cabinet Member to consider.

- 3.6 If the Committee wishes to conduct more detailed scrutiny of any of the issues raised during this item then this should be agreed through the normal work planning process and planned for a future meeting. This will also allow proper time for preparation.

4. Previous Correspondence

- 4.1 Amongst the issues discussed during the relevant Q & A session last year (January 2017) included:

- City Deal
- Budget
- Regionalisation
- Oceana Building Demolition
- City Centre Regeneration

Relevant correspondence between the committee and cabinet member is attached, as the Committee may wish to follow up on these issues and previous discussion, as necessary.

- 4.2 Other relevant contact with scrutiny:

Public Services Board Scrutiny Panel:

The Leader is the chair of Swansea Public Services Board. He attended a Q & A with the Scrutiny Panel in February 2017 regarding his role and the effectiveness of the Public Services Board. The Panel wrote to the Leader in June reflecting on a series of meetings with PSB Core Group Members, including representatives from the ABMU Health Board, Natural Resources Wales, and the Mid & West Wales Fire Authority. The Panel also wrote to the Leader in October about the Wellbeing Assessment and Wellbeing Plan.

Service Improvement & Finance Scrutiny Panel:

The Service Improvement and Finance Performance Panel is in regular correspondence with the Leader. Over the last year the following issues have been discussed:

- Quarterly Performance & Budget Monitoring reports
- Fees & Charges
- Commercial Estates
- Corporate Plan
- Commissioning Reviews
- Welsh Language Annual Report
- Waste Management
- Reserves

The Leader is scheduled to attend the Panel's budget scrutiny meeting on 6 February to present and take questions on the draft budget.

5. Other Questions

5.1 For each Cabinet Member Q & A Session the Committee invites members of the public and other scrutiny councillors (not on the Committee) to suggest questions.

5.2 On this occasion no questions have been received.

6. Legal Implications

6.1 There are no specific legal implications raised by this report.

7. Financial Implications

7.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1: The Leader's Portfolio – Key Headlines

Appendix 2: Previous Correspondence

APPENDIX 1: The Leader's Portfolio - Key Headlines

1. Regeneration Strategy and Major Projects Lead, including City Centre redevelopment

The city centre redevelopment has taken major steps forward with significant progress on the key City deal Swansea Central and Kingsway schemes.

Swansea Central – Phase 1

Phase 1 of Swansea Central will progress to the end of Royal Institute of British Architects (RIBA) 2 Stage by the end of December, while the construction contract procurement commenced on 11th December. The arena, car parks and public realm will be completed 31st July 2020. Negotiations with Ambassador Theatre Group are at an advanced stage and they are expected to sign before Christmas. The scheme includes an Arena, south side car park with play area/parkland on top, digital square, serviced site for hotel, covered digital bridge, multi storey car park on north side incorporating residential units and A3, north side public realm, demolition and meanwhile uses.

Swansea Central – Phase 2

Work has been undertaken to consider the scope of phase 2 of Swansea Central with discussions ongoing with potential tenants for the leisure and retail opportunities, and with Swansea University regarding taking space in the development.

Kingsway – Infrastructure and Public Realm

The Kingsway's new public realm and road layout has received positive feedback during the public drop-ins held on 6th December. The enabling works contract has been awarded to the Swansea Highway Partnership, who have started on site. The main contract is out to tender and the main works will commence in mid-February 2018. Wales European Funding Office (WEFO) funding has been approved as a contribution to overall costs.

Kingsway – Property and Employment Hub

Initial designs have been prepared to RIBA stage 2. A professional team is being procured to undertake detailed design, secure planning permission and deliver on site. Discussions with potential occupiers are underway.

Castle Square

Cabinet has agreed to progress the development of Castle Square with the Council undertaking the role of developer. Funding has been identified to appoint a development manager and professional team to take forward delivery. The scheme could see new restaurant units in Castle Square and re-imagined public space.

Mariner Street

Planning consent has been secured by the developer for 750 student units and ground floor retail. It is expected site investigations will start imminently.

Hafod Morfa Copperworks

The restoration of the Powerhouse at the Hafod Morfa Copperworks will see it become the home of Penderyn's new distillery and visitor experience, with expected completion in 2020. Heritage Lottery Funding will provide their decision on the Heritage Enterprise Fund award in May 2018.

Skyline

The Skyline Board have decided to proceed with the scheme, draft Heads of Terms has been circulated to Skyline to progress the cable car and luge proposal which could see the Copperworks become a tourist and leisure hub.

Wider Regeneration and Strategic Sites

There has been good progress in bringing forward development opportunities outside of the city centre. Felindre Business Park, and Tregof residential sites located at Swansea Vale will come to the market at the beginning of 2018. Parc Tawe has witnessed a major refurbishment by Hammerson, which has provided a new café and frontage for Plantasia. A new housing development at Trawler Road and new Medical Centre in Mayhill will also be completed early in 2018.

2. City Deal Governance & Projects (including 5G)

The Swansea City & Waterfront Digital District business plan will be submitted to government at the end of December. The advertisement for the Economic Strategy Board Chair has now been published and promoted by all City Deal partners until the close of the advertising period on 15th December. The City Deal Communications and Marketing Officer post has also been advertised. An amended version of the draft Joint Committee Agreement is being prepared for consideration and a revised Implementation Plan is being prepared for submission to UK & Welsh governments for agreement. Shadow Programme Board meetings continue to take place.

The Regional Office is finalising the Swansea Bay City Deal programme business case. This is the strategic case which both UK and WG has requested outlining the overall City Deal. The Regional Office continues to meet with, and provide support to, the Project Leads in the development of their individual Full Business Cases. Two business cases are currently being appraised by the UK & Welsh Governments. A further two first draft business cases have been received for initial Regional Office feedback for the regional Digital Infrastructure project and the Life Science & Well-being Village. Mike Galvin (formerly of BT) is now leading the Regional Digital Infrastructure Project (including 5G component). A Local Full Fibre Network workshop has taken place in Cardiff with representation from the Swansea Bay region.

3. Planning Policy (regional)

The Council is working closely with WG and other Councils within the City Region to progress regional planning policy.

A National Development Framework (NDF) due for publication in September 2020 will replace the existing Wales Spatial Plan. It will set out a twenty-year spatial framework for land use in Wales and provide a context for the provision of new infrastructure and growth within the region. In April 2018, the Welsh Government will be undertaking a 12 week formal public consultation on spatial options and objectives for inclusion in the NDF.

The Planning (Wales) Act 2015 provides a legal framework for Councils to collaboratively prepare Strategic Development Plans (SDPs). This allows regional planning issues such as housing demand, strategic employment sites and supporting transport infrastructure, which cut across a number of local planning authorities, to be considered and planned for in an integrated and comprehensive way. Universal coverage of SDPs across Wales is not necessary and the Planning (Wales) Act does not specify where SDPs should be prepared to allow for future flexibility, although as one of the largest urban areas Swansea is most likely to benefit from this approach. However preparation of an SDP cannot be progressed until the Swansea Local Development Plan (LDP) has been adopted – mid/late 2018 at the earliest. The adopted Swansea LDP will also be used to inform the NDF which in turn will likely determine future infrastructure funding for the area/region.

In anticipation of the above, authorities in the City Region have already begun to work in collaboration in terms of gathering evidence on a regional basis to support the preparation of an SDP - for example a six County Housing Needs Study is currently being prepared. In addition, more collaborative regional working arrangements are being explored, with specialist planning services such as ecology, forestry, landscape and minerals already being shared between authorities or provided for one another through service level agreements. Further opportunities for collaborative working are to be considered at the next Regional Heads of Planning meeting in January 2018.

4. Finance Strategy & Budget Oversight

The Council's Statement of Accounts has been signed off and we are in receipt of audit management letters. There are no material issues/qualifications. The Annual Review of Treasury Management, the Review of Reserves and the Mid Term Budget have been reported to Council. The Draft Budget proposals were issued and considered at Cabinet 14th December and the Budget consultation process started on this date. The Budget Medium Term Financial Plan (MTFP) is being developed for February 2018. The Council have also undertaken significant lobbying as a Council and via WLGA on budget and local government settlement matters. Financial support from Welsh Government for Band B schools has recently been

successful. Development and near completion of draft of JWA for Swansea Bay City Region Deal – expected to go to Council in January

5. Public Service Board (PSB)

The Public Service Board has produced the draft Wellbeing Plan for Swansea and it is currently out for consultation and will close on the 13th of February following a 12 week period of consultation. The Board is working on completing the steps and action plan that will sit under the Wellbeing Plan. Lead organisations have been identified for each of the objectives, ensuring that delivery of the plan is shared through the partner organisations. The final version of the Plan will come for pre-decision Scrutiny and then to full Council.

A question has been raised by Cllr Peter Jones who has expressed concern that 'Working with Nature', which is a draft PSB well-being objective, is not included in the Council's Corporate Plan. He has asked whether I will be taking steps to remedy this deficiency, thus enabling the Council to meet its WFG Act obligation under the well-being goal for 'A Resilient Wales'. In terms of addressing this issue, I would like to make the following observations;

The draft PSB Well-being objectives, along with the Council's duty under the Well-being of Future Generations Act Resilience and Global Responsibility Goals, are effectively reflected in the Council's Policy Commitments Statement. In particular paragraphs 4.1, 4.24 and 4.25, which state:

4.1 Swansea Council will continue to put sustainable development at the heart of all our policies and value and seek to protect Swansea's unique natural and built environment.

4.24 We will seek to protect Swansea's natural and built environment by ensuring that any development and major event within the city complies with sustainable development principles

4.25 Working in partnership with our public and private sector partners Swansea Council will seek to develop 'Green Infrastructure' in our buildings and estates

Clearly, the finally agreed PSB Well-being Objectives will require a commitment from the Council as part of the PSB partnership to review the Corporate Plan objectives accordingly - but our existing Well-being Objectives set out in the Corporate Plan together already seek to address and improve environmental well-being.

For example, our *Improving Education & Skills* objective contains a commitment to support schools to become *Eco Schools* increasing understanding, respect and appreciation of our environment.

Our *Transforming our Economy & Infrastructure* objective contains steps to promote the green economy and renewable energy to help tackle climate change. There is a commitment to work with others to provide sustainable and low carbon transport to

reduce environmental impact and improve air quality. There is a specific action to promote biodiversity and protect Swansea's green spaces and parks. Finally, there are steps to improve bathing water quality and support recycling.

The *Tackling Poverty* objective sets out commitments to build more energy efficient housing and tackle climate change through the ARBED scheme and energy efficiency measures in social housing. There are plans to provide free or low cost environmental events, workshops, talks and training courses about wildlife and promoting environmental literacy.

This provides the opportunity to show, in line with the Acts 'integration' principle, that **all** of our well-being objectives **taken together** have a positive benefit on the environment. It helps to show that work to improve Swansea's economy, for example, at the same time can have environmental as well as economic, social and cultural benefits.

6. Sustainable Swansea Fit for the Future

We are continuing with the successful delivery of our budget and change programme – Sustainable Swansea Fit for the Future. We have completed 14 commissioning reviews and are implementing the recommendations, which are being delivered and monitored by services area. There are two remaining commissioning reviews which will be completed by the end of December 2017. In addition there are three commissioning reviews on Cross Cutting Themes – Capital, Services in the Community, Outcomes for Citizens & Integrated Transport - which are currently underway. Scoping work has been completed and options are currently being appraised. In terms of modelling "a Future Council" an Organisational Development draft strategy and plan has been completed. An Organisational Development programme is currently being scoped and developed. Workforce modernisation is currently underway which includes an Absence policy and addresses Zero hr contracts as part of our commitment to develop ethical employment practices

7. Tackling Poverty

Following consultation on the revised Poverty Strategy we intend to complete and publish by the end of December 2018, which will set out our action to empower local people, change cultures to emphasise tackling poverty is everyone's business and target resources to maximise access to opportunity and prosperity. In terms of the actions the Council can take to tackle poverty we are currently;

- helping to address the impacts of Welfare reform, such as supporting people to claim the full benefits they are entitled to so that they are able to maximise their income. Our support to maximise Welfare Benefit claim works alongside efficient processing of housing benefit and council tax reduction to maximise their income.
- working to prevent homelessness and support people to maintain their tenancies to help maintain stability and security for families, safeguard health and well-being and prevent social exclusion. Our low use of temporary accommodation particularly Bed and Breakfast by families, demonstrates our efficiency in supporting people into more permanent places to live.
- implementing the Community Cohesion Delivery Plan. The effectiveness of promoting cohesive and inclusive communities with our partners will be evidenced in good and consistent performance of local community satisfaction indicators

8. Regional Working and Collaboration

New regional working arrangements have also formed a key part of Qtr 2 activities, with the Welsh Government (WG) starting a consultation process following the Local Government Reform announcements. WG has identified those services to be delivered at regional level and the proposed governance arrangements. The Council is progressing its Co-Production Strategy with help from the Welsh Local Government Association and other partners. This will provide the opportunity for local citizens to influence how policies are written and services are developed across the whole Council.

9. Communications and Corporate Marketing

The council continues to have positive relations with the media, both locally and nationally, which has resulted in favourable coverage and helps to communicate with the public and key stakeholders. We also continue to develop our direct communications with the public and stakeholders through social media, online and the Swansea Leader to help promote our priorities and engage people to have their say. Our social media followers are at a record number and the website continues to increase in popularity. We've also delivered a number of high profile campaigns such as the Swansea Bay Tidal Lagoon and the current Budget consultation to help increase community engagement. As a result, the number of people who feel well informed about the council is 62 per cent which is among the highest on record.



CITY AND COUNTY OF SWANSEA
DINAS A SIR ABERTAWE

**To/
Councillor Rob Stewart
Leader / Cabinet Member for
Finance & Strategy**

BY EMAIL

*Please ask for:
Gofynnwch am:* **Scrutiny**
*Direct Line:
Llinell Uniongyrochol:* **01792 637257**
*e-Mail
e-Bost:* **scrutiny@swansea.gov.uk**
*Our Ref
Ein Cyf:* **SPC/2016-17/10**
*Your Ref
Eich Cyf:*
*Date
Dyddiad:* **01 February 2017**

Summary: This is a letter from the Scrutiny Programme Committee to the Leader / Cabinet Member for Finance & Strategy following the meeting of the Committee on 9 January 2017. It is about City Deal, Budget, Regionalisation, Oceana Building, and City Centre Regeneration.

Dear Councillor Stewart,

Cabinet Member Question Session – 9 January

Thank you for attending the Scrutiny Programme Committee on 9 January 2017 and answering questions on your work as Leader / Cabinet Member for Finance & Strategy.

We wanted to explore priorities, actions, achievements and impact, in relation to your areas of responsibility.

Things you highlighted to the committee included developments in relation to:

- the Swansea Bay City Deal
- the Council budget
- the Regionalisation Agenda, and
- City Centre Regeneration

These topics provided the focus for our meeting. We are writing to you to reflect on what we learnt from the discussion to share the views of the committee, and, where necessary, raise any outstanding issues / actions for your response. The main issues discussed are summarised below:

OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU

CITY AND COUNTY OF SWANSEA / DINAS A SIR ABERTAWE
GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE

City Deal

We noted progress in relation to the City Deal proposal which was now awaiting Central Government approval. You talked about the collaboration across the Swansea Bay City Region between the local authorities, health board and universities to develop innovative proposals which will turn the region into a digital hub, using technology to transform the economy, the future of energy and the delivery of health and social care.

You gave examples from the 11 individual projects across the region that together will attract investment and create a significant number of the jobs, including a digital district on the Kingsway, and a life science campus at Morriston Hospital. You stated that one of the City Deal projects related to the development of 5th Generation communication networks.

We noted that a decision from the UK government was expected in the next few weeks.

We asked about the financial contributions and commitments by partners across different sectors to the City Deal. You told us that the City Deal very much depended on real commitments and one of the strengths of the proposals were agreements with the private sector and other partners to bring businesses to the Kingsway and City Centre. You added that the plan was supported by over a hundred different organisations. We have learnt that private sector commitment amounts to £673m, compared to £360m from public sector, and £241m from Government.

We also heard about work led by Sir Terry Matthews that will focus on encouraging and helping graduates in the area to start up, develop and grow their business ideas in this region. We asked about the sort of approaches that this might involve, and the need to learn from experiences with the Technium concept for business incubation.

We also asked about comparisons with the Cardiff City Deal which was approved last year. Overall you felt that the Swansea approach was different in that proposals were more developed with clearly defined projects, and agreed investment levels and projected outcomes. Therefore you felt that Cardiff's plans and Swansea's plans were effectively at the same stage.

Budget

We were aware that public consultation on the budget was currently open and that the budget was scheduled to be agreed by Council on 23 February 2017. You highlighted a £16m budget deficit and at the same time some areas, particularly social care were in need of increased spending of approximately 4%. You told us that progress was being made, particularly with improvements and savings from Commissioning Reviews, however, this still

remained the 3rd most difficult year on record in terms of savings which had to be achieved.

We also noted that there has been an agreement to create an All Wales investment pool between the 8 regional Pension Funds to reduce administrative costs for each fund. We understood a joint committee to oversee this arrangement was being set up.

Regionalisation

You informed the committee that Councils are being asked to comment on the best regional collaborative footprint to follow in the future. We noted that the Welsh Government are looking at creating one consistent footprint, as there are already a number of different regional partnership approaches e.g. Western Bay, City Regions and Education through Regional Working using different footprints. We felt that Council discussion about the future direction was merited before any response is made.

Oceana Building

We followed up on our discussion with you in November about scrutiny of the demolition of the Oceana Building and issues relating to the asbestos survey which resulted in a significant increase in demolition costs to the Council.

You commented that the asbestos contained within Oceana was very unusual and had been used in a very unique way. You also pointed out that there was no purchase price for the building but the Authority had entered into a lease exchange agreement. You emphasised that without the acquisition of Oceana, investment on the Kingsway as part of the City Deal could not be delivered. Despite the issues, you added that the overall position was still very positive.

We asked about this project and the role of the Development Cabinet Advisory Committee in reviewing this matter. Committee Members raised questions concerning the work carried out to inspect the building for asbestos and value for money, and re-iterated the need for scrutiny.

Following discussion about scrutiny and the involvement of the Cabinet Advisory Committee please note that the Scrutiny Programme Committee wishes to examine the demolition asbestos survey / contract award in respect of the Oceana building, and requests access to all documents. We are liaising with relevant officers on this.

City Centre Regeneration

We asked about how the Kingsway will develop and the overall size of the scheme given the acquisition of land beside and behind the Oceana building. You talked about the lack of office accommodation and the creation of high quality, flexible and useable office space in the City Centre to address current deficiency. We understood that the acquisition of adjacent buildings would provide for better access routes as part of the new development.

As well as aiming to increase the number of people working in the City Centre, you also highlighted the need to increase the number living in the City Centre. This led to a discussion about student accommodation and issues that have been raised about the number of houses in multiple occupation (HMOs), and the approach to controls. We were aware that a proposed student complex on the Kingsway would soon be coming forward for planning permission. You mentioned that draft Supplementary Planning Guidance is about to be issued which will seek to introduce sensible controls. You felt that high density student developments may prevent the saturation of HMOs, but of course these were matters for the Planning Committee to determine. You were clear that there was a need to accommodate students but also a need to balance this with a desire for strong communities.

We talked about plans for the re-location of staff from the Civic Centre and for the Central Library. You told us that whilst earlier thinking had envisaged staff moving to the Oceana building, a different base would now be sought in the vicinity. We noted that the Library would move to the City Centre core but all options were open with regard to precise location. We learned with interest that a report on an accommodation strategy would be coming forward to Cabinet in February. We will be carrying out pre-decision scrutiny on this report.

We looked forward to seeing and hearing more about plans for city centre regeneration, in particular the St David's site. Members recalled many years of seeing 'artists impressions' without progress and asked about the delivery of ideas currently being publicised, such as an arena. You confirmed that the search for an arena operator was currently in progress. You mentioned some of the confirmed developments within the City Centre to demonstrate successes (e.g. Mariner Street, High Street) and plans to improve further (e.g. Wind Street, Parc Tawe, Castle Square, St David's / Civic Centre). You felt there was developer confidence in Swansea, and the success of development such as that at Oystermouth Square, Mumbles delivered a clear message for the City as a whole.

Your Response

We hope that you find the contents of this letter useful and would welcome any further comments however **we do not expect you to provide a formal response.**

We will arrange to follow up on portfolio developments and hearing about achievements and impact in due course.

Yours sincerely,

Mary Jones

COUNCILLOR MARY JONES

Chair, Scrutiny Programme Committee

✉ cllr.mary.jones@swansea.gov.uk

Agenda Item 7



Report of the Chair

Scrutiny Programme Committee – 8 January 2018

Scrutiny Performance Panel Progress Report

Purpose	The committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panel conveners will regularly provide a progress report, updating the committee on headlines from their Panel's work and impact.
Content	This report focuses on the following Performance Panel: a) Adult Services
Councillors are being asked to	<ul style="list-style-type: none">• Ensure awareness and understanding of the work of the Panel• Consider its effectiveness and impact• Consider any issues arising and action required
Lead Councillor(s)	Councillor Peter Black (convener)
Lead Officer & Report Author	Brij Madahar Tel: 01792 637257 E-mail: scrutiny@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 There are six Performance Panels established by the committee. Whilst the work of Inquiry Panels leads to the production of a final report with conclusions and recommendations for cabinet based on evidence gathered on a specific issue, the work of Performance Panels represent regular monitoring of particular services.
- 1.2 Performance Panels are expected to have on-going correspondence with relevant cabinet members in order to share views and recommendations, arising from monitoring activities, about the performance of services and service delivery.

1.3 The committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panels Conveners will therefore provide a regular progress report to the committee to enable:

- a discussion on the work of each Panel, achievements, effectiveness and impact
- the committee to consider any issues arising from Panel activities which may have an impact on the overall scrutiny work programme
- awareness amongst the committee as well as visibility across the council and public.

1.4 This report is about the following Performance Panel:

a) Adult Services

To focus the discussion a short written report has been provided by the convener of the Panel, and is **attached**. This includes a summary of Panel activities, correspondence between the Panel and Cabinet Members, proposals made and impact.

1.5 The membership of the Adult Services Performance Panel is made up of 8 councillors and 2 cooptes:

Labour Councillors: 3

Mandy Evans	Gloria Tanner
Alyson Pugh	

Liberal Democrat/Independent Councillors: 4

Peter Black (CONVENER)	Jeff Jones
Chris Holley	Susan Jones

Conservative Councillor: 1

Paxton Hood-Williams	
----------------------	--

Cooptees: 2

Tony Beddow	Katrina Guntrip
-------------	-----------------

2. Legal Implications

2.1 There are no specific legal implications raised by this report.

3. Financial Implications

3.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1 – Adult Services Performance Panel Update

Adult Services Scrutiny Performance Panel Update

1. Remit of the Panel

The overarching purpose of the panel is to: provide ongoing challenge to adult social services performance to ensure that as the service is undergoing major change performance is maintained and that further improvements are made across all areas of the service.

2. Key Activities

The Panel discussed and agreed their work plan for the year in August and is currently meeting on a monthly basis. Since then the panel has looked at the following:

- a) Overview of the priorities and challenges for this service area (August)
- b) Prevention including an update on Local Area Coordination and Supporting People (September)
- c) Performance Monitoring report (October)
- d) How the Council's policy objectives translate to Adult Services (October)
- e) Demand Management including the Deprivation of Liberty Safeguards (November)
- f) Overview of the Western Bay Programme (November)
- g) Workforce Development and Systems Support (December)

3. Achievements / Impact

We have sent three letters to the Cabinet Member for Health & Wellbeing since August in order to give our views, raise concerns and make recommendations, for example:

Positives:

- Information, Advice and Assistance Strategy – the front-door into Adult Services has been redesigned to offer advice and facilitate self-support, including a telephone service for information and signposting to appropriate services. Information on the Adult Services webpages is clear.
- Indications of a positive CSSIW inspection on compliance with the Social Services Act.
- Local Area Coordination - significant developments in terms of expansion of Local Area Coordination to a further four areas and partnership support in terms of funding.
- Adult Family Group Conferencing - this initiative has been refocussed to target referrals from GPs and Primary Care and Swansea Carers Centre has been appointed to provide the mediation function. The Panel has asked for more detail from the department on this change in approach and how it works including some scenarios to help understand it.
- Integrated Long Term Care - it is a statutory requirement for the Local Authority and Health Board to pool funds surrounding care homes on a regional basis. Integrated care could potentially lead to efficiencies.
- Residential Care - a panel has been set up for residential care admissions and this should lead to a reduction in the number of placements. It has also helped to challenge Health more in terms of funding cases and consideration of placements.

- Deprivation of Liberty Safeguards (DoLS) - a dedicated team is being created to deal with the process and will be in place in early 2018. The risks in terms of challenge to the Authority are currently acceptable. The Panel has been reassured about legal capacity to deal with this.
- Domiciliary Care - an action plan has been put in place and is being regularly monitored and performance indicators are being developed for the budget and operationally to monitor this. The department feels that the monitoring of performance will now be much clearer.

Issues / Concerns:

- Information - the visibility of Social Services information from the Council website home page
- Local Area Coordination - risk to the sustainability of the approach given time limited partnership funding for everything over six coordinators and one team manager. There is a need to develop performance data to show the contribution of Local Area Coordinators to help evaluate overall benefits. The Panel is going to monitor this going forward.
- Integrated Long Term Care - an external consultant is being used to agree each partner's financial contribution to the pooled budget. The Panel feels that partners should be able to agree this amongst themselves.
- Older People's Continuing Health Care and Mental Health and Learning Disability Continuing Healthcare - the number of people receiving this has significantly decreased over recent years. Funding is dependent on whether an individual has a primary health care need or not. If they do, the Health Authority funds it and if they do not, the Local Authority funds it. The Local Authority is challenging cases where it is clear there is a primary health need. The Panel has concerns about continuing health care and will continue to monitor the issues closely.
- Domiciliary Care - the number of care hours has increased to unprecedented levels. The department believes that delivery of approximately 67,000 hours of care is sustainable. It is currently approximately 70,000.

Action Recommended / Agreed:

- How the Council's policy commitments translate to Adult Services - The Panel felt that if 'RAG' status was going to be used then more context was needed so as to be able to assess how appropriate each status is particularly with regards to timescales and to give a sense of progress on each project. The Panel also felt that the objectives of key officers should be set out in more precise, timed terms and that any RAG status comparisons should be linked to the objectives of key officers across all departments involved. The Panel has asked for a report to be brought back in a year's time and for it to be developed in more detail and include more structure around how the objectives will be achieved including timelines. The Cabinet Member appreciates that the RAG rating needs reviewing in how it is applied to the Policy Commitments, which also need more work on structure and assessing their progress.

4. Future Work Programme

The programme for the remainder of this municipal year is as follows:

Meeting date	Item to be discussed
Meeting 6 16 Jan 2018	<ul style="list-style-type: none">• Performance Monitoring• Presentation on DEWIS System• Briefing on Social Services' Charges
Additional meeting 5 Feb 2018	<ul style="list-style-type: none">• Annual budget as it relates to adult services matters
Meeting 7 13 Feb 2018	<ul style="list-style-type: none">• Intermediate Care including DFGs• Presentation on Welsh Community Care Integration System• Deprivation of Liberty Safeguards update
Meeting 8 20 Mar 2018	<ul style="list-style-type: none">• Update on Commissioning Reviews – Domiciliary Care and Procurement• Cabinet Member presentation and Questions and Answer session
Meeting 9 17 Apr 2018	<ul style="list-style-type: none">• Performance Monitoring• Evaluate year and discuss possible topics for new municipal year

5. Action for the Scrutiny Programme Committee

None.

Agenda Item 8



Report of the Chair

Scrutiny Programme Committee – 8 January 2018

Membership of Scrutiny Panels and Working Groups

Purpose:	The Scrutiny Programme Committee is responsible for appointing members and conveners to the various scrutiny panels / working groups that are established. This report advises of relevant matters that need to be considered.
Content:	This report is provided to facilitate any changes that need to be made.
Councillors are being asked to:	agree the membership of Panels and Working Groups, and any other changes necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer & Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for appointing members and conveners to the various scrutiny panels / working groups that are established.

2. Proposed Revision to Current Scrutiny Panel / Working Group Membership

- 2.1 None.

3. Proposed Membership of New Scrutiny Inquiry

- 3.1 Expressions of interest have been sought from all non-executive councillors to participate in the next identified inquiry topic which will look at Swansea's Natural Environment. The committee agreed at the

last meeting that this inquiry will be convened by Councillor Peter Jones. Following interest received the proposed membership will be reported to the committee meeting for agreement.

- 3.2 Arrangements will be made for a first inquiry panel meeting for a briefing on the topic area, and consideration of focus for any proposed inquiry and contribution scrutiny can make to this matter. Whilst terms of reference will need to be drawn up by the Panel it is suggested this inquiry could explore how well the Council has managed its natural environment and biodiversity under previous legislation, together with what will be needed to meet its new statutory responsibilities under the relevant provisions of the Welsh Government's Well-being of Future Generations and Environment Acts.

4. Legal Implications

- 4.1 There are no specific legal implications raised by this report.

5. Financial Implications

- 5.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices: None

Agenda Item 9



Report of the Chair

Scrutiny Programme Committee – 8 January 2018

Scrutiny Dispatches – Quarterly Impact Report

Purpose	To present a draft of the quarterly report from the committee to council on the impact of scrutiny.
Content	The report appends the draft 'Scrutiny Dispatches' report, which headlines recent activities and impact for council and public awareness.
Councillors are being asked to	approve content of the draft 'Scrutiny Dispatches' for submission to Council.
Lead Councillor(s)	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer(s)	Tracey Meredith, Head of Legal, Democratic Services and Business Intelligence
Report Author	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer	Debbie Smith
Finance Officer	Paul Cridland

1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for the overall work programme, including the various informal scrutiny activities, and monitoring progress to ensure that the work is effective.
- 1.2 The committee is also concerned about improving communication and public engagement, and getting more coverage in the media so that the public are more aware of the work of scrutiny.
- 1.3 In order to provide 'headlines' from scrutiny activity and give the work of scrutiny greater visibility, both for council and public audience, a quarterly 'Scrutiny Dispatches' report is published.

2. Scrutiny Dispatches

- 2.1 The next quarterly report has been drafted for approval (***attached***). This will then be submitted to the next Council meeting (25 January) for discussion.
- 2.2 'Scrutiny Dispatches' is intended to demonstrate scrutiny achievements and outcomes. It is effectively a regular report about impact and how scrutiny is making a difference, rather than a descriptive account of scrutiny activities. The aim is to focus on and promote a small number of 'significant stories'. A chair's roundup is also featured to highlight other work.
- 2.3 As well as being a report to council the content will be shared more widely, with advice and support from the Council's Communications Team and utilising social media. This should help raise awareness of the work and impact of scrutiny, and hopefully encourage more public engagement and participation in scrutiny. It is anticipated that some of the impact stories within Scrutiny Dispatches will generate press releases.
- 2.4 In order to ensure that people are informed more generally about the work of scrutiny a monthly newsletter is also being produced. This is circulated via an email subscription, and includes details of:
 - Forthcoming panel and working group meetings
 - Topics being looked at by scrutiny
 - Progress with current activities

3. Legal Implications

- 3.1 There are no specific legal implications raised by this report.

4. Financial Implications

- 4.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1 - Scrutiny Dispatches Quarterly Report

‘How scrutiny councillors are making a difference’

Is your child school ready?

(Lead: Councillor Hazel Morris)

Scrutiny councillors have identified ways in which children’s readiness for school can be improved, following an in-depth inquiry.

The cross-party Panel published its report earlier this year. Amongst its key findings the scrutiny inquiry found that:

- There is a wealth of evidence that suggests investment in early year’s services including children’s school readiness is hugely beneficial not only to children and their families, but society as a whole. There is evidence that this investment can help to break the cycle of disadvantage in our communities by changing children’s life chances.
- There are gaps in service provision for families in Swansea – for example multi-agency support via [Flying Start](#) is only available to around one quarter of children and families in Swansea. Whilst this is focused on areas of greatest need, there are children across Swansea who could benefit from this programme.

During evidence gathering the Panel saw many examples of good practice that helps make children and parents school ready. This included a visit to St Helen’s Primary School and Flying Start where they are aspiring to be a school that is at the heart of the community, and has been praised by parents. They also visited [Stepping Stones](#) and the [Swansea Children Centre](#) where they are working to develop children’s physical and emotional school readiness and preparing children and their parents for the transition to school.

All [nine recommendations](#) made by the Panel were agreed by [Cabinet in June](#).

The Panel Convener, Councillor Hazel Morris, said:

‘An interesting finding from our inquiry was that it is not only children and parents that need to become more school ready but schools themselves need to be more ‘child ready’. We felt that there could be more robust challenge for schools on this aspect. We have asked for guidance to be drafted on what constitutes a ‘child ready’ school and for schools and governing bodies to develop a community engagement strategy which clearly identifies how they will work with parents pre-school and in the early years. The inquiry looked at the cause and effect of school readiness and tried to identify practical steps that could be taken, informed by good practice, to help our children to be prepared. We need to keep early years high on the agenda and we hope that our recommendations go some way in helping to improve school readiness in Swansea. We recognise that successful outcomes depend on effective working between the Council, Health Board and Third Sector’.

Scrutiny has contributed to this vital debate by providing:

- Evidenced proposals that will lead to improved school readiness
- The views of key stakeholders
- Good practice / research elsewhere
- Raised awareness and increased councillor understanding about issues affecting school readiness

The Panel will meet in March 2018 to follow up on the actions taken to implement the scrutiny recommendations and assess the impact made by the inquiry.

Helping to support community groups

(Lead: Councillor Terry Hennegan)

The work of scrutiny has helped to improve the support provided to community groups and volunteers to run services in their own communities.

A [scrutiny inquiry](#) was carried out last year focussing on the Council priority to build sustainable communities, and was recently [followed up](#) to look at how its recommendations have been implemented and effect this has had.

Councillor Terry Hennegan, convener of the Scrutiny Inquiry, said: 'Our work looked at how the Council is developing and promoting community action that could sustain local services, and build capacity. We were pleased to find that there is now a stronger focus on supporting volunteer participation in relation to community buildings and open spaces, with a range of guidance material available. Overall we are happy with the delivery of actions against our recommendations, including action on improving communication with community groups and establishing an annual celebration of community work.'

The monitoring of this inquiry is now complete.

Emergency planning and resilience

(Lead: Councillor Mary Jones)

Scrutiny councillors have shone a spotlight on the Council's Emergency Management service, a topic of heightened interest across the UK.

A [Scrutiny Working Group](#) asked about the arrangements and resources that are in place, the level of preparedness for emergencies, and challenges to the service.

Amongst recommendations made, the Working Group asked for consideration to be given to establishing a formal Council Committee to monitor and support emergency planning. Scrutiny Councillors were also concerned whether there was enough communication and information with local councillors to support emergency planning and response, and asked for this to be addressed.

The convener of the Working Group, Councillor Mary Jones, said: 'Following our scrutiny meeting in October we wrote a letter to the Cabinet Member for Service Transformation & Business Operations and we are pleased that his response confirms action will be taken against each of the scrutiny recommendations, including the establishment of a Members Emergency Planning Forum.'

Improving School Governance

(Lead: Councillor Fiona Gordon)

Scrutiny recommendations to improve school governance were also [followed up](#) recently.

The Inquiry Panel reconvened in September and heard about progress with the implementation of recommendations and impact of the scrutiny inquiry.

The inquiry was credited with prompting reflection on the support and training provided to school governors, and highlighting the need for closer working between governing bodies and school challenge advisors.

The monitoring on the inquiry is now complete but the Panel has written to the Cabinet Member for Children, Education & Lifelong Learning with its view on how things have changed since the scrutiny inquiry and outstanding issues that need attention.

The scrutiny annual report for 2016/17

(Lead: Councillor Mary Jones)

Our [annual report](#) of the work of scrutiny was published and presented to Council in July. It aims to highlight the work carried out by scrutiny and show how scrutiny has made a difference.

Set out as a simple scorecard, the report highlights a small number of indicators to illustrate four performance questions, informed by the results of our annual scrutiny survey and feedback from those involved:

- How much scrutiny did we do?
- How well did we do it?
- How much did scrutiny affect the business of the Council?
- What was the impact of scrutiny?

In order to support continuous improvement for the scrutiny function the report provides a reflection on what has worked well and what has not worked so well, to prompt improvement action. For example, this means doing even more to:

- Promote and raise awareness of scrutiny across the organisation and to the public
- Engage with cabinet members to ensure maximum consideration and recognition of our work
- Increase the number of non-executive councillors involved in scrutiny

Chair's Roundup::

This is my first quarterly roundup of the work of [scrutiny](#) for 2017/18, as Chair of the Scrutiny Programme Committee.

Preparing for new year of scrutiny

We welcomed new and returning [councillors](#) following May's Council elections before preparing for a new year of scrutiny. Scrutiny Induction sessions were held in early June which provided an opportunity for better understanding of the role of scrutiny and how it can make a difference. We plugged the powerful opportunities that it provides for questioning, inquiry, monitoring, and providing challenge to decision-makers. We debated approaches to questioning and discussed key components of effective scrutiny.

Choosing priorities for 2017/18

A [new work programme](#) was agreed by the committee in July with a varied selection of topics, representing both continuity and renewal to ensure that scrutiny is always looking at the right things. This was informed by our annual work planning conference, open to all non-executive councillors to make suggestions and debate priorities. This involved looking back at the previous plan, considering the Council's Corporate Priorities, and thinking about views from the public gathered from various consultations.

With guiding principles in mind (strategic and significant, focussed on issues of concern, and representing a good use of time and resources) the committee agreed to continue with previous Performance Panels to monitor key services and retain focus on social services and education, but added a sixth to focus on regular monitoring of Development & Regeneration activities, given significant plans for city centre re-development and the Swansea Bay City Region Deal.

The programme also includes two inquiry topics, Regional Working (currently in progress), and Swansea's Natural Environment. In terms of one-off Working Groups a list of issues were identified and prioritised. Upcoming topics include Roads & Footway Maintenance, Homelessness, Community Cohesion, and Renewable Energy.

Questioning Cabinet Members

[The committee](#) has continued to focus on holding cabinet members to account and each month's meeting features a Q & A session with a Cabinet Member to discuss their work. As I write we are due to meet with the Cabinet Member for Environment Services in February. Acting as a 'critical friend' we question and challenge them on their priorities, actions, achievement and impact. We invite members of the public and all scrutiny councillors to contribute ideas to ensure the committee asks the right questions. A summary of each session and views of the committee are published in the form of a letter to relevant Cabinet Members. We have recently put questions to the Leader / Cabinet Member for Economy & Strategy, and Cabinet Members for Stronger Communities, Health & Wellbeing, Children, Education & Lifelong Learning.

Challenging proposed decisions

One of the ways in which scrutiny hold the cabinet to account is to carry out pre-decision scrutiny. This means questioning Cabinet Members on proposals, taking into account strategic impact, public interest and financial implications, and presenting views and any concerns to [Cabinet](#) ahead of decisions. Amongst these are Commissioning Reviews where Cabinet is taking significant decisions about the future of our services, under the backdrop of financial pressures and sustainability. Scrutiny has already looked at the Catering, Planning & City Regeneration, and Public Protection Commissioning Reviews. Other Cabinet reports looked at have included: Castle Square Regeneration, More Homes Pilot Scheme, and Liberty Stadium Lease Arrangements.

Monitoring the Public Services Board

We have a multi-agency Scrutiny Panel which aims to find out what difference the Swansea Public Services Board (PSB) is making for citizens. The Panel recently scrutinised the Draft Wellbeing Plan which has been developed by the PSB. The Plan is subject to [public consultation](#) until 13 February and Panel Members took the opportunity to make [comments](#). The draft final Plan will be reported back to the Panel before agreement by the PSB.

Preparing for an audit of scrutiny

We have been informed that Swansea's scrutiny arrangements are going to be the subject of a [Wales Audit Office](#) (WAO) inspection. They intend to review how 'fit for the future' the Council's scrutiny function is. As well as looking at the environment scrutiny is operating in, our practice, and its effectiveness, they are particularly interested in how some of the challenges facing the Council are being considered within scrutiny activity, such as the Wellbeing of Future Generations Act (and scrutiny of the Public Services Board), financial pressures, and regionalisation. WAO intend to observe a committee meeting in the New Year and a number of Performance Panels, and will be reviewing associated documentation and information about scrutiny in Swansea. Their fieldwork will take place during February when they will hold a small number of interviews with key officers and focus groups with key councillors. They will produce a report at the end of the review (around March), and also plan to arrange a shared learning seminar around April / May informed by findings not just here but across Wales.

Making the work of scrutiny more transparent and accessible

All scrutiny agenda packs are now available on the Council's '[agenda and minutes](#)' webpage. There you can also find all scrutiny letters sent to cabinet members following meetings and responses. All scrutiny meetings are open to the public and anyone living or working in Swansea can [suggest a topic for scrutiny](#). There are also opportunities to suggest questions, and [submit views](#). If you would just like to keep an eye on what's going on we have webpages, a blog and a newsletter, you could even follow us on Twitter – links below.

Connect with Scrutiny:

Gloucester Room, Guildhall, Swansea. SA1 4PE (Tel. 01792 637732)

Web: www.swansea.gov.uk/scrutiny

Twitter: @swanseascrutiny

Email: scrutiny@swansea.gov.uk

Blog: www.swanseascrutiny.co.uk

Agenda Item 10



Report of the Chair

Scrutiny Programme Committee – 8 January 2018

Scrutiny Work Programme 2017/18

Purpose:	This report reviews progress with the agreed scrutiny work programme for 2017/18.
Content:	The work programme is described, including the plan for future committee meetings and topics that will be examined by scrutiny through various Panels and Working Groups.
Councillors are being asked to:	<ul style="list-style-type: none">• review the scrutiny work programme (including progress of current Panels and Working Groups)• consider opportunities for pre-decision scrutiny• plan for the committee meetings ahead
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Head of Legal, Democratic Services and Business Intelligence
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for developing the Council's scrutiny work programme, and managing the overall work of scrutiny to ensure that it is as effective as possible.
- 1.2 A report is provided to each meeting to enable the committee to maintain an overview of agreed scrutiny activities, monitor progress, and coordinate work as necessary.
- 1.3 The broad aim of the scrutiny function is to:
 - help improve services
 - provide an effective challenge to the executive

- engage members in the development of policies, strategies and plans
 - engage the public
- 1.4 The Scrutiny Work Programme is guided by the overriding principle that the work of scrutiny should be strategic and significant, focussed on issues of concern, and represent a good use of scrutiny time and resources.

It also needs to be:

- manageable, realistic and achievable given resources available
 - relevant to council priorities
 - adding value and having maximum impact
 - coordinated and avoid duplication
- 1.5 The work of scrutiny is undertaken primarily in three ways – through the committee itself, by establishing informal panels or via one-off working groups. Panels and Working Groups would be open to all non-executive councillors - the committee will agree membership and conveners following expressions of interest.
- 1.6 Scrutiny will regularly send letters to Cabinet Members communicating findings, views and recommendations for improvement and, where appropriate, by producing reports. Inquiry panels will produce a final report at the end of the inquiry with conclusions and recommendations for Cabinet (and other decision-makers), informed by the evidence gathered. Inquiry panels will reconvene to follow up on the implementation of agreed recommendations and the impact of their work – usually 6-12 months following cabinet decision.
- 1.7 Although much of the work of scrutiny is carried out by informal panels and working groups these meetings are accessible to the public. Agendas, reports and letters relating to all such scrutiny activities are published, in the same manner as the committee, on the Council's modern.gov online platform:
<https://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0>

2. Scrutiny Work Programme 2017/18

2.1 Overall Programme

- 2.1.1 The agreed scrutiny work programme for 2017/18 is set out in **Appendix 1**.
- 2.1.2. The following paragraphs break down the work programme by specific ways of working to provide a brief overview.

2.2 Scrutiny Programme Committee:

- 2.2.1 The committee work plan for the year ahead is attached as **Appendix 2**. This should be kept under review to ensure it represents a robust and effective plan. The plan includes a schedule of future Cabinet Member Question & Answer Sessions.
- 2.2.2 Committee members should review and confirm items for the next and future meetings giving specific consideration to who should attend so that meetings are always well planned and prepared for, e.g. information required and key questions that the committee wishes to ask.
- 2.2.3 The major item(s) scheduled for the next committee meeting on 12 February:
- Cabinet Member Question Session: Environment Services - Councillor Mark Thomas.
- 2.2.4 An extra committee meeting has been arranged for 5 March (4.30pm) for Crime & Disorder Scrutiny. This will involve the Joint Chairs of the Safer Swansea Community Safety Partnership attending to provide information and take questions on the performance of the Partnership to enable committee to explore plans / objectives, achievements, impact, and challenges.
- 2.2.5 The committee will have the opportunity to review priorities and introduce issues of concern as and when they arise, e.g. pre-decision scrutiny which may require extra meetings.
- 2.2.6 Pre-decision scrutiny – this is carried out by the committee unless delegated elsewhere. The committee is invited to consider the available information on future cabinet business and any opportunities for pre-decision scrutiny, taking into account strategic impact, public interest, and financial implications (see Forward Plan attached as **Appendix 3**). Any requests will require discussion with relevant Cabinet Member(s) to confirm timescales and window of opportunity for scrutiny involvement. Pre-decision scrutiny enables scrutiny to develop understanding about and ask questions on proposed Cabinet reports to provide ‘critical friend’ challenge and influence decision-making.
- 2.2.7 Commissioning Reviews – it has already been acknowledged that reports on various commissioning reviews that are planned over the next year are key cabinet decisions and should be subject to pre-decision scrutiny. This will be carried out via the committee or relevant Panels as appropriate. The following commissioning reviews are expected. Therefore scrutiny arrangements for these will need to be scheduled into work plans.

Commissioning Review	Cabinet Portfolio	Expected Cabinet Meeting	Scrutiny
Catering Services	Service Transformation & Business Operations	17 Aug	Committee – 14 Aug
Planning & City Regeneration	Culture, Tourism & Major Projects	17 Aug	Committee – 14 Aug
Public Protection	Environment Services	19 Oct	Service Improvement & Finance Panel – 16 Oct
Family Support (Child Disability)	Health & Wellbeing	16 Nov	Child & Family Services Panel – 14 Nov
Highways & Transportation	Environment Services	15 Mar	Service Improvement & Finance Panel - tbc
Additional Learning Needs	Children, Education & Lifelong Learning	tbc	Schools Panel - tbc

2.3 Inquiry Panels:

2.3.1 The following Inquiry Panels are active:

In Progress (yet to report):	Completed (follow up stage)
1. Regional Working (evidence gathering stage) - Expected end: Apr 2018 2. Natural Environment (expected Start - End: Jan 2018 - June 2018)	1. Tackling Poverty (1 Mar) 2. School Readiness (Mar) 3. Child & Adolescent Mental Health Services (tba)

2.4 Performance Panels:

2.4.1 The following Performance Panels meet on an ongoing basis (frequency of meetings in brackets):

1. Service Improvement & Finance (monthly) 2. Schools (monthly) 3. Adult Services (monthly)	4. Child & Family Services (every two months) 5. Public Services Board (every two months) 6. Development & Regeneration (quarterly)
---	---

2.4.2 Performance Panel conveners provide a regular update to the Committee to enable discussion on key activities and impact.

2.5 Working Groups:

2.5.1 The following Working Groups will be convened during the year ahead, with actual / projected date:

1. Emergency Planning & Resilience (11 Oct)	7. Homelessness (Apr)
2. Community Cohesion & Hate Crime (14 Nov)	8. Renewable Energy (Apr)
3. Car Park Charges (28 Nov)	9. Digital Inclusion (May)
4. Tethered Horses (31 Jan)	10. Bus Services (June onwards)
5. Roads & Footway Maintenance (31 Jan)	11. Public Conveniences (June onwards)
6. Local Flood Risk Management (20 Feb)	

2.5.2 A request was made at the last meeting for a Working Group to be established to look at the Archive Service. This would enable discussion about current service delivery, performance, and challenges. There is particular concern about accommodation issues and their effect on the service.

The Committee should confirm whether this should be included in the current work programme and when this should be planned for, taking into account already identified Working Group topics.

2.6 Progress

2.6.1 The committee is responsible for monitoring progress of work undertaken by the informal Panels and Working Groups and findings to ensure that this work is effective and has the required visibility.

2.6.2 **Appendix 4a** provides a timetable of all scrutiny activities (projected or actual where dates are known). Lead councillors and officers are also noted within.

2.6.3 **Appendix 4b** provides a snapshot of progress with all of the informal Panels and Working Groups established by the committee and their current position.

3. **Public Requests for Scrutiny / Councillor Calls for Action**

3.1 None.

4. **Financial Implications**

4.1 Any costs that arise out of work plan activities, for example expenses for witnesses or transport costs, are not envisaged to be significant and will be contained within the existing Scrutiny Budget.

5. **Legal Implications**

5.1 There are no specific legal implications raised by this report.

Background papers: None

Appendices:

Appendix 1: Agreed Scrutiny Work Programme 2017-18

Appendix 2: Scrutiny Programme Committee - Work Plan

Appendix 3: Cabinet Forward Plan 2017-18

Appendix 4a: Scrutiny Work Programme 2017-18 – Projected Timetable of Activity

Appendix 4b: Progress Report – Current Scrutiny Panels and Working Groups

APPENDIX 1 – Agreed Scrutiny Work Programme 2017/2018



Inquiry Panels:
(time-limited in-depth inquiries)

1. Regional Working
 e.g.
 - what does regional working look like at moment?
 - how well is it understood (internally and publically)?
 - lines of accountability?
 - arrangements for scrutiny?
 - what needs to be done to improve partnerships / collaboration to achieve Wellbeing of Future Generations Act outcomes?

2. Natural Environment
 e.g.
 - how well are we caring for and managing our natural environment?
 - green spaces?
 - are we maximising the value and benefits?
 - how can we meet Wellbeing of Future Generations Act responsibilities / requirements?
 - role of the council / partners in tackling the issues?
 - link with planning / other areas of Council?
 - impact of budget reductions across services?

Inquiry Follow Ups:

- School Governance
- Building Sustainable Communities
- Child & Adolescent Mental Health Services
- Tackling Poverty
- School Readiness

Performance Panels:
(on-going in-depth monitoring)

- 1. Service Improvement & Finance (monthly)**
- 2. Schools (monthly)**
- 3. Adult Services (monthly)**
- 4. Child & Family Services (4-6 meetings max)**
- 5. Public Services Board (6 meetings)**
- 6. Development & Regeneration (quarterly)**

Regional Scrutiny:

- **ERW** (*Education through Regional Working*)

Working Groups:
(one-off meetings)

- In priority order:
- 1. Emergency Planning & Resilience**
 - 2. Community Cohesion & Hate Crime**
 - 3. Homelessness**
 - 4. Car Park Charges**
 - 5. Tethered Horses**
 - 6. Roads / Footway Maintenance**
 - 7. Renewable Energy**
 - 8. Digital Inclusion**
 - 9. Bus Services**
 - 10. Public Conveniences**

NB - an annual meeting on **Local Flood Risk Management** is a standing item in the work programme

Scrutiny Programme Committee – Work Plan

Standing Agenda Items:

Scrutiny Work Programme	<ul style="list-style-type: none"> To maintain overview on scrutiny work, monitor progress, and coordinate as necessary To plan for future committee meetings including key expectations e.g. key questions to explore, witnesses / information required To review future cabinet business and consider opportunities for pre-decision scrutiny To consider any councillor / public requests for scrutiny and/or Councillor Calls for Action (CCfA)
Membership of Scrutiny Panels and Working Groups	<ul style="list-style-type: none"> To agree membership of Scrutiny Panels and Working Groups (including appointment of conveners) and subsequent changes
Scrutiny Letters	<ul style="list-style-type: none"> To review scrutiny letters and Cabinet Member responses arising from scrutiny activities
Scrutiny Dispatches (Quarterly)	<ul style="list-style-type: none"> To approve content of Dispatches prior to reporting to Council, ensuring visibility and awareness of headlines from scrutiny activities, achievements and impact (Jan; Apr; Jun)
Scrutiny Events	<ul style="list-style-type: none"> Information about upcoming and feedback from recent scrutiny events (e.g. relevant regional / national scrutiny development & improvement Issues; WLGA / CfPS network meetings)

Items for Specific Meetings:

Meeting	Reports	Purpose
10 Jul	<ul style="list-style-type: none"> Role of the Committee 	<ul style="list-style-type: none"> To ensure understanding about the role of the Scrutiny Programme Committee, and discuss effective working
	<ul style="list-style-type: none"> Scrutiny Annual Report 	<ul style="list-style-type: none"> To agree the annual report of the work of overview & scrutiny for the municipal year 2016/17, as required by the constitution
	<ul style="list-style-type: none"> Work Programme 2017-18 	<ul style="list-style-type: none"> To consider feedback from Annual Scrutiny Work Planning Conference and proposals for the work programme, including work plan for future committee meetings
14 Aug	<ul style="list-style-type: none"> Cabinet Member Question Session 	<ul style="list-style-type: none"> Question and answer session with Cabinet Member for Housing, Energy & Building Services
	<ul style="list-style-type: none"> All Council Catering Commissioning Review 	<ul style="list-style-type: none"> Pre-decision scrutiny of 17 August Cabinet report on Catering services (School meals, Commercial Catering & Social Services catering). The report will outline a range of options for future service delivery of catering and the proposed decision on way forward.
	<ul style="list-style-type: none"> Planning & City Regeneration 	<ul style="list-style-type: none"> Pre-decision scrutiny of 17 August Cabinet report on which outlines options appraisal for the Planning &

	Commissioning Review	City Regeneration Service. It provides recommendations on the most viable future service options for the Service Area.
11 Sep	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Service Transformation & Business Operations (Deputy Leader)
	<ul style="list-style-type: none"> • Annual Corporate Safeguarding Report 	<ul style="list-style-type: none"> • To consider report of the Council's Corporate Safeguarding Group. The report is cross cutting (i.e. covers safeguarding of adults and children) and is not a report on social services performance but on how the Council as whole is meeting its safeguarding responsibilities
	<ul style="list-style-type: none"> • Oceana Building Demolition 	<ul style="list-style-type: none"> • Session with the Cabinet Member for Economy & Strategy (Leader) to put questions on matters relating to the Oceana Building Demolition, further to previous discussion by the committee in March. This will be in closed session.
9 Oct	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Children, Education & Lifelong Learning
	<ul style="list-style-type: none"> • Children & Young People's Rights Scheme – Compliance and Progress 	<ul style="list-style-type: none"> • To discuss annual progress report on implementation of Children & Young People's Rights Scheme, and consider impact (scheme was agreed by Cabinet in October 2014)
13 Nov	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Health & Wellbeing
	<ul style="list-style-type: none"> • More Homes Pilot Scheme Milford Way and Parc Y Helyg Sites 	<ul style="list-style-type: none"> • Pre-decision scrutiny
11 Dec	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Stronger Communities
	<ul style="list-style-type: none"> • Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates 	<ul style="list-style-type: none"> • Update on Progress / Outcomes from Martin Nicholls, Director - Place
	<ul style="list-style-type: none"> • Progress Report – Service Improvement & Finance Performance Panel 	<ul style="list-style-type: none"> • Councillor Chris Holley, Convener, to update on headlines from the Panel's work and achievements

8 Jan	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Economy & Strategy (Leader)
	<ul style="list-style-type: none"> • Progress Report – Adult Services Performance Panel 	<ul style="list-style-type: none"> • Councillor Peter Black, Convener, to update on headlines from the Panel’s work and achievements
12 Feb	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Environment Services
	<ul style="list-style-type: none"> • Progress Report – Schools Performance Panel 	<ul style="list-style-type: none"> • Councillor Mo Sykes, Convener, to update on headlines from the Panel’s work and achievements
5 Mar (extra meeting)	<ul style="list-style-type: none"> • Crime & Disorder Scrutiny 	<ul style="list-style-type: none"> • Joint Chairs of Safer Swansea Partnership to attend to provide information and take questions on the performance of the Partnership to enable committee to explore plans / objectives, achievements, impact, challenges etc
12 Mar	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Culture, Tourism & Major Projects
	<ul style="list-style-type: none"> • Progress Report – Child & Family Services Performance Panel 	<ul style="list-style-type: none"> • Councillor Paxton Hood-Williams, Convener, to update on headlines from the Panel’s work and achievements
9 Apr	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Future Generations
	<ul style="list-style-type: none"> • Progress Report – Development & Regeneration Performance Panel 	<ul style="list-style-type: none"> • Councillor Jeff Jones, Convener, to update on headlines from the Panel’s work and achievements
14 May	<ul style="list-style-type: none"> • Cabinet Member Question Session 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Commercial Opportunities & Innovation
	<ul style="list-style-type: none"> • Progress Report – Public Services Board Performance Panel 	<ul style="list-style-type: none"> • Councillor Mary Jones, Convener, to update on headlines from the Panel’s work and achievements
	<ul style="list-style-type: none"> • Annual Work Plan Review 	<ul style="list-style-type: none"> • To reflect on the year’s work, achievements, experiences, issues, ideas for future scrutiny

To be scheduled:

<ul style="list-style-type: none"> • Scrutiny / Audit Committee Coordination 	<ul style="list-style-type: none"> • Chair of Audit Committee to attend to share work plan of Audit Committee / Annual Report 2016/17. Discussion to ensure: <ul style="list-style-type: none"> - mutual awareness and understanding of respective work plans and co-ordination
---	--

	- issues relating to work programmes can be discussed
<ul style="list-style-type: none"> • Final Inquiry Reports 	<ul style="list-style-type: none"> • To receive final reports (including conclusions and recommendations) of Inquiry Panel prior to submission to Cabinet for decision
<ul style="list-style-type: none"> • Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates 	<ul style="list-style-type: none"> • Regular Update on Progress in implementation of service changes following Commissioning Reviews / Outcomes

Appendix 3 – Cabinet Forward Plan 2017-18

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Revenue and Capital Budget Monitoring 3rd Quarter 2017/18 .	To note any significant variations from the agreed budget 2017/18 and savings plan and the actions planned to achieve a balanced budget.	Ben Smith	Cabinet Member - Economy and Strategy (Leader)	Cabinet	8 Feb 2018	Open
Swansea District Heat Network.	The report presents a summary of the outline business case for the formation of a district heat network in Swansea and seeks a decision as to whether to progress with the project, together with approval of revenue funding if the project is to proceed.	Dawn Jenkins	Cabinet Member - Housing, Energy & Building Services	Cabinet	15 Feb 2018	Open

Appendix 3 – Cabinet Forward Plan 2017-18

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Delegation of Powers to Officers of the Powers Contained in the Anti-Social Behaviour and Policing Act 2014.	To inform of changes to anti-social behaviour powers introduced by Anti-Social Behaviour and Policing Act 2014 and to formally authorise officers to exercise the powers available under the Anti-Social Behaviour, Crime and Policing Act 2014 for the purposes of tackling anti-social behaviour and low level crime across the City and County of Swansea through the use of Public Space Protection Orders (PSPO) to address ongoing and sometime urgent, anti-social behaviour and crime matters.	Jane Whitmore	Cabinet Member - Stronger Communities	Cabinet	15 Feb 2018	Open
Management of Allotments.	To gain approval from Cabinet to transfer Management of allotments to Allotment Associations	Adrian Skyrme	Cabinet Member - Health & Wellbeing, Cabinet Member - Stronger Communities, Cabinet Member - Service Transformation & Business Operations (Deputy Leader)	Cabinet	15 Feb 2018	Open

Appendix 3 – Cabinet Forward Plan 2017-18

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Quarter 3 2017/18 Performance Monitoring Report.	To report the performance indicator results and summarise the Council's performance meetings its priorities for the third quarter period October 2017 – December 2017.row	Richard Rowlands	Cabinet Member - Service Transformation & Business Operations (Deputy Leader)	Cabinet	15 Mar 2018	Open
Western Bay Regional Area Plan	Section 14A(2) of the Social Service and Wellbeing (Wales) Act 2014 requires that local authorities and Local Health Boards must jointly develop and publish an area plan for Western Bay. This plan should address the care and support needs that were highlighted in the regional population assessment. This report seeks approval of the Western Bay area plan and requests authorisation for the City and County of Swansea to submit the area plan to Welsh Government on behalf of the three local authorities and the health board in the Western Bay region.	Sara Harvey	Cabinet Member - Health & Wellbeing	Cabinet	15 Mar 2018	Open

Page 48

Appendix 3 – Cabinet Forward Plan 2017-18

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Commissioning Review Option Appraisal Report - Highways and Transportation Service.	To inform members of the findings of the Commissioning Review process in the Highways and Transportation Service; to seek approval for proposals and to progress to implementation.	Stuart Davies	Cabinet Member - Environment Services	Cabinet	15 Mar 2018	Open

Activity / Month	JUL 2017	AUG	SEP	OCT	NOV	DEC	JAN 2018	FEB	MAR	APR	MAY	JUN
Building Sustainable Communities Follow Up (Cabinet 19/1/17) Lead Scrutiny Councillor: Terry Hennegan Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member June Burtonshaw / Mary Sherwood Lead CMT: Martin Nicholls Lead Head of Service: Tracey McNulty				17								
Child & Adolescent Mental Health Services Follow Up (Cabinet decision 16/2/17) Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Child Lead CMT: Dave Howes Lead Head of Service: Julie Thomas					15							
School Readiness Follow Up (Cabinet decision 15/6/17) Lead Scrutiny Councillor: Hazel Morris Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mark Child/Jen Raynor Lead CMT: Chris Sivers Lead Head of Service: Rachel Moxey									27			
Tackling Poverty Follow Up (Cabinet decision 15/6/17) Lead Scrutiny Councillor: Sybil Crouch Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member Will Evans Lead CMT: Chris Sivers Lead Head of Service: Rachel Moxey									1			

Activity / Month	JUL 2017	AUG	SEP	OCT	NOV	DEC	JAN 2018	FEB	MAR	APR	MAY	JUN
PERFORMANCE PANELS:												
Adult Services (monthly) Lead Scrutiny Councillor: Peter Black Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member Mark Child Lead CMT: Dave Howes Lead Head of Service: Alex Williams		8	20	10	21	19	16	5* 13	20	17		
Service Improvement & Finance (monthly) Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Clive Lloyd Lead CMT: Sarah Caulkin Lead Head of Service: Ben Smith		2	6	4 16*	1	12	10	6* 7	7	4		
Schools (monthly) Lead Scrutiny Councillor: Mo Sykes Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Jennifer Raynor Lead CMT: Nick Williams Lead Head of Service: cross-cutting	6	31	21	18	16	12	18	5* 15	15	12		
Child & Family Services (bi-monthly) Lead Scrutiny Councillor: Paxton Hood-Williams Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Child Lead CMT: Dave Howes Lead Head of Service: Julie Thomas		21		30	14*	18		5* 26		30		
Public Services Board (bi-monthly) Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Rob Stewart Lead CMT: Chris Sivers Lead Head of Service: cross-cutting		30		25		13		14		11		

Activity / Month	JUL 2017	AUG	SEP	OCT	NOV	DEC	JAN 2018	FEB	MAR	APR	MAY	JUN
Development & Regeneration (quarterly) Lead Scrutiny Councillor: Jeff Jones Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Rob Stewart / Robert Francis-Davies Lead CMT: Martin Nicholls Lead Head of Service: Phil Holmes			7			11		8		5		
WORKING GROUPS:												
Emergency Planning & Resilience Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Clive Lloyd Lead CMT: Martin Nicholls Lead Head of Service: Martin Nicholls				11								
Community Cohesion & Hate Crime Lead Scrutiny Councillor: Elliot King Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Will Evans Lead CMT: Chris Sivers Lead Head of Service: Rachel Moxey					14							
Car Park Charges Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mark Thomas Lead Director: Martin Nicholls Lead Head of Service: Stuart Davies					28							
Tethered Horses *NEW* Lead Scrutiny Councillor: Jeff Jones Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Mark Thomas Lead Director: Martin Nicholls Lead Head of Service: Lee Morgan							31					

Activity / Month	JUL 2017	AUG	SEP	OCT	NOV	DEC	JAN 2018	FEB	MAR	APR	MAY	JUN
Bus Services (dependent on delivery of above / if time allows) Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: tbc Lead Cabinet Member: Mark Thomas Lead Director: Martin Nicholls Lead Head of Service: Stuart Davies												
Public Conveniences (dependent on delivery of above / if time allows) Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: tbc Lead Cabinet Member: Mark Thomas Lead Director: Martin Nicholls Lead Head of Service: Chris Howell												
REGIONAL SCRUTINY:												
ERW (Education through Regional Working) Lead Scrutiny Councillor: Mary Jones / Mo Sykes Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Jennifer Raynor Lead Director: Nick Williams Lead Head of Service: Helen Morgan-Rees Regional Lead: Betsan O'Connor			29						9			

* denotes extra meeting

Progress Report – Current Scrutiny Panels and Working Groups

1. Inquiry Panels:

a) Regional Working (convener: Cllr Lyndon Jones)

Key Question: How can the Council, with its partners, develop and improve regional working for the benefit of Swansea and its residents?

Progress Bar:

Planning	Evidence Gathering	Draft Final Report

The panel will in late January speak to the Director of Social Services and the respective Chief Officers about the regional working picture in Social Services and Education. The Panel will then meet with some of the people from the different partnerships including for example Western Bay, ERW and City Deal on the 2nd and 16th February.

Projected End Date: April 2018

NB - An inquiry into the Swansea's Natural Environment is anticipated to commence in early 2018.

2. Follow Up on Completed Inquiries:

Follow-ups of inquiries will consider both the implementation of scrutiny recommendations and wider impact / difference made. Inquiry Panels are reconvened between 6-12 months after cabinet decision on Inquiry reports.

Inquiry	Cabinet Decision	Recommendations			Follow Up Panel Meeting
		Agreed	Partly	Rejected	
School Governance	16 Jun 2016	6	2	4	25 Sep 2017 (complete)
		Response to other 4 recommendations: Action already in place			
Building Sustainable Communities	19 Jan 2017	10	0	0	17 Oct 2017 (complete)
Child & Adolescent Mental Health Services	16 Feb 2017	13	1	1	15 Nov 2017 (further follow up tba in 9-12 months)
Tackling Poverty	15 Jun 2017	12	1	2	1 Mar 2018
School Readiness	15 Jun 2017	9	0	0	27 Mar 2018

3. Performance Panels:

a) Service Improvement & Finance (convener: Cllr Chris Holley)

The meeting on 12 December focussed on the Annual Review of Performance and Quarter 2 Budget Monitoring. The next meeting on 10 January will look at the budget proposals that are being consulted on by Cabinet and also include focus on the Corporate Complaints Annual Report.

b) Schools Performance (convener: Cllr Mo Sykes)

The Panel on 12 December looked at educational performance and support for Looked After Children and discussed how schools are spending their Pupil Deprivation Grant to support vulnerable pupils across schools in Swansea.

At their next meeting on the 18 January the panel will look at the Annual Education Performance Data and school categorisation. On the 5 February Councillors will meet with Cabinet Member for Children, Education and Lifelong Learning to discuss the education aspects of the annual budget.

c) Public Services Board (convener: Cllr Mary Jones)

The meeting on 13 December focussed on the Draft Well Being Plan. The Plan is subject to public consultation until 13 February 2018. The draft final Plan will be reported back to the Panel before agreement. The next meeting on 14 February will focus on the Early Years work stream and achievements.

d) Child & Family Services (convener: Cllr Paxton Hood-Williams)

The Panel met on 18 December and received an update on Advocacy. The Panel will meet again on 5 February to consider the budget proposals in relation to Child and Family Services before they go to Cabinet.

e) Adult Services (convener: Cllr Peter Black)

A progress report appears separately in the agenda as Item No. 8.

f) Development & Regeneration (convener: Cllr Jeff Jones)

The panel met on 11 December and questioned Ben Smith, Martin Nicholls and Huw Mowbray around the strategic aims and progress in relation to development and regeneration activities. There is an extra meeting on 5 February to review the draft Council Budget.

4. Regional Scrutiny:

a) Education Through Regional Working

A regional scrutiny councillors group has been set up in order to coordinate scrutiny work and ensure a consistent approach across the six councils participating in ERW. At present this involves two meetings per year. Swansea is represented by the Chair of the Scrutiny Programme Committee and Convener of the Schools Performance Panel.

The Group met on 29 September 2017 and was hosted by Powys Council. The group discussed the ERW Business Plan, Performance Management and met a representative of Estyn to look at the new inspection regime for local authorities, ERW and individual schools. The next meeting will take place on 9 March 2018 and will be hosted by Carmarthen.

Swansea's Scrutiny Team is providing the support for this group as the Council's contribution to ERW.

5. Working Groups:

A number of topics have been identified which will be dealt with through one-off Working Groups.

a) Community Cohesion & Hate Crime (convener: Cllr Elliot King)

This Working Group met on 14 November which enabled information and discussion / questions about the council's work and effectiveness to support and promote community cohesion and tackle hate crime, and consider the current situation. The Working Group will meet again around May 2018 to focus on Community Cohesion, as there was concern about the lack of an overarching direction, or strategy, for this aspect.

b) Car Park Charges (convener: Cllr Will Thomas)

The Working Group met on 28 November and discussed a range of issues relating to car parks and charging. e.g. effect of winter charges, effect of charges on tourism and city centre footfall. As well as speaking to the relevant Cabinet Member and officers, the Panel was able to hear views from a number of members of the public about matters relating to foreshore car parks. The Panel has written to the Cabinet Member for Environment Services with its views and suggested improvement actions.

c) **Tethered Horses** (convener: Cllr Jeff Jones)

The committee has agreed to revisit concerns / issues regarding Tethered Horses. Working Group meetings were originally held in the first quarter of 2016, resulting in a number of recommendations addressing the issue of whether the council should introduce a ban on the tethering of horses.

A further one-off Working Group meeting has been arranged for 31 January which will enable councillors to get a position statement on the current situation, find out how things have changed / improved since the scrutiny in 2016, and identify any issues outstanding.

d) **Roads & Footway Maintenance** (convener: Cllr Sam Pritchard)

This is an area of public concern and will enable scrutiny councillors to ask about the situation in Swansea and work / measures to tackle problems, with reference to:

- Service practices and procedures (e.g. dealing with pot holes)
- Use of resources / impact of budget cuts
- Quality and effectiveness of maintenance and repair
- Efforts to minimise disruption to major access roads
- Challenges / improvement issues.

The Working Group meeting will take place on 31 January at 4.00pm.

e) **Local Flood Risk Management** (convener: Cllr Susan Jones)

This is an annual recurring item in the work programme.

The working group will meet on 20 February to receive an annual update to monitor progress on the delivery of the Flood Risk Management Plan. The Cabinet Member for Environment Services will attend to update the group.

Further Working Groups to be convened, in the order of priority shown (membership / conveners to be appointed in due course):

1. Homelessness

This will enable information and discussion / questions on the draft Homelessness Strategy, and performance of relevant services.

2. Renewable Energy

This will enable information and discussion / questions on the Council's aims and objectives, development projects / initiatives, and progress in the promotion and use of renewable energy, and benefits. This topic is relevant to the aims of the Wellbeing of Future Generations Act and sustainable development.

3. Digital Inclusion

This will enable councillors to follow up on the Working Group meeting held in March 2017. At that meeting the Working Group detailed a number of issues to be considered as part of a review of the digital inclusion strategy. Councillors will be able to consider how well prepared both the Council itself and the public is to use digital technology.

4. Bus Services

This will enable information and discussion / questions about the relationship between the Council and service providers e.g. progress with the agreement of a Quality Bus Contract, and consider current service issues.

5. Public Conveniences

This will enable information and discussion / questions on public convenience provision / access in Swansea, and relevant concerns.

Agenda Item 11



Report of the Chair

Scrutiny Programme Committee – 8 December 2018

Scrutiny Letters

Purpose:	To ensure the committee is aware of the scrutiny letters produced following various scrutiny activities, and to track responses to date.
Content:	The report includes a log of scrutiny letters produced this year, and provides a copy of correspondence between scrutiny and cabinet members where discussion is required.
Councillors are being asked to:	<ul style="list-style-type: none">• Review the scrutiny letters and responses• Make comments, observations and recommendations as necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Head of Legal, Democratic Services and Business Intelligence
Report Author:	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The production of scrutiny letters has become an established part of the way scrutiny operates in Swansea. Letters from the chair (or conveners) allow scrutiny to communicate directly and quickly with relevant cabinet members.
- 1.2 These letters are used to convey views and conclusions about particular issues discussed and provide the opportunity to raise concerns, ask for further information, and make recommendations. This enables scrutiny to engage with Cabinet Members on a regular and structured basis.

2. Reporting of Letters

- 2.1 All scrutiny letters, whether they are written by the Scrutiny Programme Committee or conveners of panels / working groups, are published to ensure visibility, of the outcomes from meetings, across the council and public.
- 2.2 The Scrutiny Programme Committee agenda also includes a copy of letters to/from Cabinet Members where specific discussion is required, e.g. letters relating to the Committee, Working Groups, and Inquiry Panel follow ups. Letters are included when cabinet member responses that were awaited are received or where a scrutiny letter did not require a response.
- 2.3 Where requested Cabinet Members are expected to respond in writing to scrutiny letters within 21 calendar days. The response should indicate what action (if any) they intend to take as a result of the views and recommendations made.
- 2.4 Letters relating to the work of Performance Panels are part of an ongoing dialogue with Cabinet Members and are therefore reported back and monitored by each Panel. The exception to this is the Public Services Board Scrutiny Performance Panel, whose letters will also be reported as this committee is the designated committee for scrutinising Swansea Public Services Board (for the purposes of the Well-being of Future Generations (Wales) Act 2015). However all Performance Panel conveners will provide a progress report to the committee, including summary of correspondence with Cabinet Members and outcomes.

3. Letters Log

- 3.1 This report contains a log of scrutiny letters produced to enable the committee to maintain an overview of letters activity over the year – see **Appendix 1**. The letters log also shows the average time taken by Cabinet Members to respond to scrutiny letters, and the percentage of letters responded to within timescale.
- 3.2 The following letter(s) are also attached for discussion see **Appendix 2**:

	Activity	Meeting Date	Correspondence
a	Committee (Liberty Stadium Pre-Decision)	13 Nov	Letter to / from Leader & Cabinet Member for Service Transformation & Business Operations (Deputy Leader)

3.3 Key Points:

- 3.3.1 Liberty Stadium – Following the cabinet decision on 16 November terms are to be finalised regarding the lease. The cabinet member is arranging for a separate reply to address the committee’s query about issues regarding the floor and steelwork, which is subject of a legal dispute and cannot be disclosed to the public.

4. Legal Implications

- 4.1 There are no legal implications.

5. Financial Implications

- 5.1 There are no financial implications.

Background Papers: None

Appendices:

Appendix 1: Scrutiny Letters Log

Appendix 2: Correspondence between scrutiny and cabinet members

Scrutiny Letters Log (25 May 2017 - 24 May 2018)

Ave. Response Time (days): 18

(target within 21 days)

% responses within target:

77

No.	Committee / Panel / Working Group	Meeting Date	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received	Days Taken	Reported to SPC (if applicable)
1	Public Services Board Performance Panel	12-Apr	Q & A sessions with PSB Core Group Members	Economy & Strategy (Leader)	09-Jun	29-Jun	20	
2	Adult Services Panel	13-Jun	Pre-decision scrutiny of Adult Services Commissioning Reviews Consultation Outcome	Health & Wellbeing	14-Jun	05-Jul	21	n/a
3	Committee	14-Aug	Pre-decision scrutiny of Catering Commissioning Review	Service Transformation & Business Operations (Deputy Leader)	16-Aug	12-Sep	27	09-Oct
4	Committee	14-Aug	Pre-decision scrutiny of Planning & City Regeneration Commissioning Review	Joint Culture, Tourism & Major Projects and Commercial Opportunities & Innovation	16-Aug	04-Sep	19	09-Oct
5	Committee	14-Aug	Cabinet Member Q & A	Housing, Energy & Building Services	13-Sep	22-Sep	9	09-Oct
6	Child & Family Services Performance Panel	21-Aug	Performance Report July 2017	Health & Wellbeing	13-Sep	26-Sep	13	n/a

7	Adult Services Panel	20-Sep	Access to Social Services pages from Council website	Service Transformation & Business Operations (Deputy Leader)	28-Sep	20-Oct	22	n/a
8	Committee	11-Sep	Cabinet Member Q & A	Service Transformation & Business Operations (Deputy Leader)	29-Sep	20-Oct	21	13-Nov
9	Adult Services Panel	20-Sep	Adult Services approach to Prevention	Health & Wellbeing	02-Oct	n/a	n/a	n/a
10	Schools Performance Panel	21-Sep	EOTAS Update	Children, Education & Lifelong Learning	03-Oct	n/a	n/a	n/a
11	Service Improvement & Finance Performance Panel	06-Sep	Corporate Plan and Commissioning Reviews	Economy & Strategy (Leader)	09-Oct	n/a	n/a	n/a
12*	School Governance Inquiry	25-Sep	Impact Follow up report	Children, Education & Lifelong Learning	12-Oct	31-Oct	19	13-Nov
13	Service Improvement & Finance Performance Panel	16-Oct	Pre-decision scrutiny of Public Protection Commissioning Review	Environment Services	17-Oct	n/a	n/a	n/a
14	Public Services Board Performance Panel	30-Aug	Wellbeing Assessment and Wellbeing Plan	Economy & Strategy (Leader)	17-Oct	01-Nov	15	
15	Committee	17-Oct	Pre-decision scrutiny of Castle Square Regeneration	Culture, Tourism & Major Projects	18-Oct	09-Nov	22	11-Dec

16	Working Group	11-Oct	Emergency Planning & Resilience	Service Transformation & Business Operations (Deputy Leader)	19-Oct	08-Nov	20	11-Dec
17	Adult Services Panel	10-Oct	Performance Monitoring Report and Policy Commitments	Health & Wellbeing	25-Oct	26-Oct	1	n/a
18	Service Improvement & Finance Performance Panel	04-Oct	Welsh Language Annual Report, Q1 Performance Monitoring, Local Government Performance Bulletin	Economy & Strategy (Leader)	25-Oct	n/a	n/a	n/a
19	Building Sustainable Communities Inquiry Panel	17-Oct	Inquiry Follow Up	Future Generations	07-Nov	n/a	n/a	11-Dec
20	Committee	11-Sep	Oceana Building Demolition (Confidential)	Economy & Strategy (Leader)	09-Nov	14-Dec	35	08-Jan
21	Committee	09-Oct	Cabinet Member Q & A	Children, Education & Lifelong Learning	09-Nov	29-Nov	20	11-Dec
22	Schools Performance Panel	18-Oct	21st Century Schools and School Improvement Service	Children, Education & Lifelong Learning	09-Nov	04-Dec	25	n/a
23	Service Improvement & Finance Performance Panel	01-Nov	Waste, mid-year budget statement, Reserves	Economy & Strategy (Leader)	14-Nov	22-Nov	8	n/a
24	Child & Family Services Performance Panel	14-Nov	Additional Needs Commissioning Review	Health & Wellbeing	14-Nov	04-Dec	20	n/a
25	Committee	13-Nov	Pre-decision Scrutiny - More Homes Pilot Scheme	Housing, Energy & Building Services	15-Nov	22-Nov	7	11-Dec

26	Committee	13-Nov	Pre-decision Scrutiny - Liberty Stadium	Joint Leader and Service Transformation & Business Operations (Deputy Leader)	15-Nov	06-Dec	21	08-Jan
27	Child & Family Services Performance Panel	30-Oct	Performance Report September 2017, Western Bay Adoption Service	Health & Wellbeing	21-Nov	01-Dec	10	n/a
28*	CAMHS Inquiry Panel	15-Nov	Follow up to CAMHS Inquiry	Health & Wellbeing	27-Nov	n/a	n/a	11-Dec
29	Schools Performance Panel	16-Nov	Olchfa and Parklands collaboration on New Curriculum	Children, Education & Lifelong Learning	29-Nov	19-Dec	20	n/a
30	Working Group	14-Nov	Community Cohesion and Hate Crime	Stronger Communities	30-Nov	n/a	n/a	11-Dec
31	Committee	13-Nov	Cabinet Member Q & A	Health & Wellbeing	01-Dec			
32	Adult Services Panel	21-Nov	Demand Management, Western Bay Programme	Health & Wellbeing	06-Dec	n/a	n/a	n/a
33	Working Group	28-Nov	Car Park Charges	Environment Services	19-Dec			
34								
35								
36								
37								
38								
39								
40								
41								
42								
43								

**To/
Councillor Rob Stewart, Cabinet
Member for Economy & Strategy
(Leader)**

**Councillor Clive Lloyd, Cabinet
Member for Service Transformation
& Business Operations**

BY EMAIL

*Please ask for:
Gofynnwch am:*

*Direct Line:
Linell Uniongyrochol:*

*e-Mail
e-Bost:*

*Our Ref
Ein Cyf:*

*Your Ref
Eich Cyf:*

*Date
Dyddiad:*

Scrutiny

01792 637257

scrutiny@swansea.gov.uk

SPC/2017-18/9

15 November 2017

cc: Cabinet Members

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Members for Economy & Strategy (Leader) and Service Transformation & Business Operations following the meeting of the Committee on 13 November 2017. It is about a proposed cabinet decision on the Liberty Stadium.

Dear Councillor,

Pre-decision Scrutiny of Cabinet Report: Liberty Stadium

The Scrutiny Programme Committee met on 13 November to consider the report that you are presenting to Cabinet on 16 November, and give a view on the proposed decision.

We thank you and relevant officers for attending our meeting to present the report and answer our questions. Your report concerned commercial negotiations between Swansea City Football Club and the Council on existing lease arrangements. We noted the proposal to revise the existing headlease and benefits to the Council, including the sum of £300,000 per annum rent that will be payable to the Council.

OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU
SWANSEA COUNCIL / CYNGOR ABERTAWE
GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE
www.swansea.gov.uk / www.abertawe.gov.uk

Overall the Committee welcomed the agreement with the Football Club that will see not only a guaranteed cash income to the Council but a percentage of any naming rights deal, and community benefit (3G pitches). We recognised that without a new deal the current arrangement, which requires no rental payment, could continue for the remainder of the original lease – 38 years. Given the unprecedented success of the Football Club over the period since the original lease was signed in 2005 we agreed that it was right to revise the terms.

We asked about the benefits that the Football Club will realise from the agreement and implications on the Council's role and responsibilities. We were satisfied that the proposed terms represented a fair deal for both parties. We also recognised that there are economic benefits to the city from having a Premier League football team, therefore development on and off the field was in everyone's interest.

We understand there will be a legal process to conclude the agreement, and that the Director of Place, in consultation with the Cabinet Member for Service Transformation & Business Operations will be authorised to finalise terms.

There was particular concern about what will happen to the stadium sinking fund. We would expect the Football Club to continue to pay, independently valued, reasonable sums into a 'sinking fund', with its responsibility for the management, maintenance and repair of the stadium. We were told that:

- the 'sinking fund' for the stadium is in place and is the responsibility of SSMC (Swansea Stadium Management Company) to ensure there is sufficient monies to fulfil its repair and maintenance obligations.
- the new lease will not change this and the annual inspection of the stadium by the Council will continue after the changes to the lease are made and will ensure these obligations are fulfilled.

The Committee noted that there are items currently under dispute, specifically the paintwork related to the structural steelwork and concourse flooring issues, and as such we were advised that these could not be discussed in open forum. We were interested in what bearing this had on the negotiations and would like to be informed of the final resolution of this matter.

Finally, I am unable to attend the cabinet meeting on Thursday to feedback the committee's views as contained in this letter. However, the vice-chair, Councillor Terry Hennegan will attend in my absence.

Your Response

We would be grateful for a written response to this letter so that the Committee is informed of the decision taken by Cabinet and its consideration of the views expressed by the Committee, whether accepted or rejected.

It would be helpful to receive your reply to this letter by 6 December. We will then include both letters in the agenda of the next available committee meeting.

Yours sincerely,

Mary Jones

COUNCILLOR MARY JONES

Chair, Scrutiny Programme Committee

✉ cllr.mary.jones@swansea.gov.uk

Councillor Mary Jones
Chair – Scrutiny Programme
Committee

Please ask for: Councillor Clive Lloyd
Direct Line: 01792 63 6141
E-Mail: cllr.clive.lloyd@swansea.gov.uk
Our Ref: CL/KH
Your Ref:
Date: 6 December 2017

Dear Councillor Jones

Pre-decision Scrutiny of cabinet Report : Liberty Stadium

Thank you for your letter dated 15th November and the attendance of the Vice chair at Cabinet on the 16th November

I am pleased scrutiny recognise the deal secures best value for the council and that this is to the benefit to all parties involved including the council and its residents.

As a result of the decision of cabinet to proceed we will now seek to finalise terms as soon as is practical.

In relation to the matter of the floor and steelwork I will arrange for a separate reply which due to the sensitive nature of the legal dispute could not be placed in the public domain

In the meantime can I thank scrutiny for their input and support with this matter.

Yours sincerely



COUNCILLOR CLIVE LLOYD
DEPUTY LEADER & CABINET MEMBER FOR SERVICE TRANSFORMATION &
BUSINESS OPERATIONS

Agenda Item 12

AUDIT COMMITTEE WORKPLAN 2017/18 (For Information)

Date of Meeting	Reports
20 June 2017	Election of Chair and Vice Chair Audit Committee Initial Training Audit Committee Training Programme Wales Audit Office Update Report WAO Financial Resilience Final Report Internal Audit Monitoring Report Quarter 4 2016/17 Final Audit Committee Annual Report 2016/17 Audit Committee Performance Review 2016/17 - Action Plan Audit Committee Action Tracker Report
11 July 2017 – Special	Financial Management & Accounting Training Draft Statement of Accounts 2016/17 Draft Annual Governance Statement 2016/17 Risk Management Policy and Framework - Update Audit Committee Action Tracker Report
8 August 2017	Internal Audit Training Governance Training Wales Audit Office Update Report Internal Audit Annual Report 2016/17 Corporate Fraud Annual Report 2016/17 Internal Audit Monitoring Report Quarter 1 2017/18 Audit Committee Action Tracker Report
26 September 2017 - Special	External Audit Training Wales Audit Office ISA 260 Report 2016/17 – City and County of Swansea Wales Audit Office ISA 260 Report 2016/17 – Pension Fund Annual Report of School Audits 2016/17 Chief Education Officer Response to Annual Report of School Audits 2016/17 Audit Committee Action Tracker Report
9 November 2017 <i>(note changed from 10 October 2017)</i>	Counter Fraud Training Chair of Scrutiny Programme Committee Corporate Governance Review - Progress Update Risk Management Half-Yearly Review 2017/18 Risk/Performance/Governance Update Wales Audit Office Update Report Audit Committee Performance Review Action Plan 2016/17 - Update Audit Committee Action Tracker Report

Date of Meeting	Reports
12 December 2017	Wales Audit Office – Annual Audit Letter 2016/17 Wales Audit Office Update Report Internal Audit Monitoring Report Quarter 2 2017/18 Recommendations Tracker Report 2016/17 Review of Reserves Report Treasury Management & Budgetary Control Update Audit Committee Performance Review Action Plan 2016/17 – Update on Proposals Audit Committee Action Tracker Report
13 February 2018	Wales Audit Office Update Report Wales Audit Office Grants Report 2016/17 Internal Audit Monitoring Report Quarter 3 2016/17 Internal Audit Annual Plan Methodology 2018/19 Procurement Update Audit Committee Action Tracker Report
10 April 2018	Wales Audit Office Annual Plan 2018 Audit Committee Review of Performance 2017/18 Wales Audit Office Update Report Risk/Performance/Governance Update Internal Audit Charter 2018/19 Internal Audit Annual Plan 2018/19 Corporate Fraud Annual Plan 2018/19 Draft Audit Committee Annual Report 2017/18 Audit Committee Action Tracker Report

*Note: Agenda items in **Bold** are standard agenda items that occur at set times throughout the financial year.*

Agenda Item 13

Date and Time of Upcoming Panel / Working Group Meetings.

- a) 10 January at 10.30am – Service Improvement & Finance Performance Panel (Committee Room 5, Guildhall)
- b) 16 January at 3.30pm – Adult Services Performance Panel (Committee Room 5)
- c) 18 January at 4.00pm – Schools Performance Panel (Committee Room 4)
- d) 26 January at 10.30am – Regional Working Inquiry Panel (Committee Room 4, Guildhall)
- e) 31 January at 10.00am – Tethered Horses Working Group (Committee Room 5, Guildhall)
- f) 31 January at 4.00pm – Roads & Footway Maintenance Working Group (Committee Room 5, Guildhall)
- g) 2 February at 10.30am – Regional Working Inquiry Panel (Councillor Meeting Room, Guildhall)
- h) 5 February at 10.00am – Extra Adult Services Performance Panel (budget) (Committee Room 5)
- i) 5 February at 12.00pm – Extra Development & Regeneration Performance Panel (budget) (Committee Room 3C)
- j) 5 February at 4.00pm – Extra Schools Performance Panel (budget) (Committee Room 5)
- k) 5 February at 2.00pm – Extra Child & Family Services Performance Panel (budget) (Committee Room 5)
- l) 6 February at 10.30am – Extra Service Improvement & Finance Performance Panel (budget) (Committee Room 5)
- m) 7 February at 10.30am – Service Improvement & Finance Performance Panel (Committee Room 5)
- n) 8 February at 10.00am – Development & Regeneration Performance Panel (Committee Room 5)

Agenda Item 14



Report of the Head of Legal, Democratic Services & Business intelligence

Scrutiny Programme Committee – 8 January 2018

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
	15	14 & 16
Report Author:	Democratic Services	
Finance Officer:	Not Applicable	
Legal Officer:	Tracey Meredith –Head of Legal, Democratic Services & Business Intelligence (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 dependant 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 Committee 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>

Agenda Item 15

Yn rhinwedd paragraff(au) 14, 16 Atodlen 12A
o Ddeddf Llywodraeth Leol 1972
fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at
Wybodaeth) (Amrywiad) (Cymru) 2007.

Document is Restricted

Yn rhinwedd paragraff(au) 14, 16 Atodlen 12A
o Ddeddf Llywodraeth Leol 1972
fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at
Wybodaeth) (Amrywiad) (Cymru) 2007.

Document is Restricted

Yn rhinwedd paragraff(au) 14, 16 Atodlen 12A
o Ddeddf Llywodraeth Leol 1972
fel y'i diwygiwyd gan Orchymyn Llywodraeth Leol (Mynediad at
Wybodaeth) (Amrywiad) (Cymru) 2007.

Document is Restricted