



**Dinas a Sir Abertawe**

**Hysbysiad o Gyfarfod**

Fe'ch gwahoddir i gyfarfod

## **Pwyllgor Rhaglen Chraffu**

**Lleoliad:** Siambr y Cyngor - Neuadd y Ddinas, Abertawe

**Dyddiad:** Dydd Llun, 12 Mawrth 2018

**Amser:** 4.30 pm

**Cadeirydd:** Y Cynghorydd Mary Jones

**Aelodaeth:**

Cynghorwyr: S E Crouch, 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, W G Lewis, I E Mann, M Sykes, G J Tanner and W G Thomas

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

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### **Agenda**

**Rhif y Dudalen.**

- 1 Ymddiheuriadau am absenoldeb.**
- 2 Datgeliadau o fuddiannau personol a rhagfarnol.**  
[www.abertawe.gov.uk/DatgeliadauBuddiannau](http://www.abertawe.gov.uk/DatgeliadauBuddiannau)
- 3 Gwahardd pleidleisiau chwip a datgan chwipiau'r pleidiau.**
- 4 Cofnodion.** **1 - 6**  
Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod blaenorol.
- 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: Aelod y Cabinet dros Ddiwylliant, Twristiaeth a Phrosiectau Mawr (y Cynghorydd Robert Francis-Davies)** **7 - 50**
- 7 Adroddiadau Cynnydd y Panel Craffu Perfformiad.** **51 - 54**  
Gwasanaethau Plant a Theuluoedd (y Cynghorydd Paxton Hood-Williams, Cynullydd).

<b>8</b>	<b>Aelodaeth Paneli a Gweithgorau Craffu.</b>	<b>55 - 56</b>
<b>9</b>	<b>Rhaglen Waith Craffu 2017/18.</b> Trafodaeth ar y canlynol: a) Cynllun gwaith y pwyllgor b) Cyfleoedd am graffu cyn penderfynu c) Cynnydd gyda Phaneli a Gweithgorau Craffu.	<b>57 - 87</b>
<b>10</b>	<b>Llythyrau craffu.</b>	<b>88 - 123</b>
<b>11</b>	<b>Cynllun Gwaith y Pwyllgor Archwilio (Er Gwybodaeth).</b>	<b>124 - 125</b>
<b>12</b>	<b>Dyddiad ac amser cyfarfodydd paneli/gweithgorau sydd ar ddod.</b>	<b>126</b>

**Cyfarfod nesaf:** Dydd Llun, 9 Ebrill 2018 ar 4.30 pm

*Huw Evans*

**Huw Evans**

**Pennaeth Gwasanaethau Democrataidd**

**Dydd Llun, 5 Mawrth 2018**

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**Cyswllt: Y Gwasanaethau Democrataidd Ffôn (01792) 636923**



City and County of Swansea

## Minutes of the **Scrutiny Programme Committee**

Council Chamber - Guildhall, Swansea

Monday, 12 February 2018 at 4.30 pm

**Present:** Councillor M H Jones (Chair) Presided

**Councillor(s)**

M Durke  
L S Gibbard  
C A Holley  
E J King

**Councillor(s)**

C R Evans  
D W Helliwell  
B Hopkins  
W G Lewis

**Councillor(s)**

E W Fitzgerald  
T J Hennegan  
P K Jones  
W G Thomas

**Co-opted Member(s)**

D Anderson-Thomas  
J W Jones

**Co-opted Member(s)**

P M Black

**Co-opted Member(s)**

P R Hood Williams

**Officer(s)**

Kate Jones  
Brij Madahar  
Stephanie Williams

Democratic Services Officer  
Scrutiny Team Leader  
Principal Lawyer

**Apologies for Absence**

Councillor(s): S E Crouch, I E Mann, M Sykes and G J Tanner

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**95 Disclosures of Personal & Prejudicial Interest.**

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

**96 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.

**97 Minutes.**

**Resolved** that the Minutes of the Scrutiny Programme Committee held on 8 January 2018 be approved and signed as a correct record.

**98 Public Question Time.**

There were no public questions.

**99 Cabinet Member Question Session: Cabinet Member for Environment Services (Councillor Mark Thomas)**

The Cabinet Member for Environment Services provided a verbal address further to the written report circulated.

The Cabinet Member highlighted the vast expanse of his portfolio. He noted that such areas were very important to the public and often the area's which were most frequently asked about. It was becoming more and more challenging to meet expectations, particularly given budget cuts.

The Cabinet Member specifically highlighted the following: -

**Highways and Transportation**

- The estimated backlog of highway maintenance was estimated at around £130 Million
- There had been a drop in the position of the Authority from Second to Fourth place out of 22 Councils from last year to this year for the conditions of the principle roads. The main reason for the drop was increased investment into Cycleways and Footways, which resulted in less funding available for Roads.
- Despite the pressures, the Service had received a number of Awards and that was a credit to the staff.
- It was hoped that additional funding would be secured this year.

**Waste, Parks and Cleansing**

- Waste, Parks and Cleansing had recently merged as one area, which allowed for greater movement of staff to critical areas when necessary
- Waste Management had seen significant budget cuts, but were still meeting targets
- There was a reduction in performance in respect of the recycling and composting rate. This was due to change in the restrictions on wood recycling imposed by National Resources Wales (NRW) which would affect all Authorities
- A proportion of the fleet was in the process of being replaced providing a more reliable fleet
- The service had made some key achievements particularly in respect of fly tipping

**Public Protection**

- Building control was run in competition with the private sector. There were high levels of service delivery and the service had met all its key targets
- Trading Standards had met all key targets and had been increasing awareness of scams
- Food and Safety had provided a good service in times of budget and staff cuts
- Registration and Bereavement had highly trained staff in respect of bereavement.

**Pollution, Pest and Animal Control**

- Greater awareness was needed of the services offered in relation to pest control
- Response times to complaints were very good

- The need to provide a more sustainable service going forward which would also meet the needs of the public.

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

- Fly tipping - difficulties with private land as well as safety issues in some locations
- Rules at Civic Amenity Sites e.g. Vehicle entry, and whether there was an impact on fly tipping
- Possibility of cameras at known fly tipping sites.
- Suitability of the use of Glyphosphate for weed control – the Cabinet Member discussed balancing the reports of carcinogenic properties with EU Guidance as well as the lack of alternatives
- What measures would be taken to deal with areas of high air pollution now they can be identified
- Looking at the ways which potholes were being repaired as there were a significant number of potholes being repaired then re-emerging soon after
- Frequency that dog bins are emptied – the Cabinet Member stated a review had been undertaken to identify areas of higher and lower usage
- Food safety and food hygiene standards
- Issues with Car Park Machines at Langland and Caswell with large periods where the machines in disrepair, and the need to put pressure on the contractors who provide the machines to resolve the problems identified.

**Resolved** that the Chair of the Scrutiny Programme Committee write to the Cabinet Member, reflecting the discussion and sharing the views of the Committee.

## **100 Pre-decision Scrutiny: Transfer of Management of Allotments to Management Associations**

The Cabinet Member for Future Generations and the Interim Head of Property Services were present for the Committee's consideration of the Cabinet Report on 'Transfer of Management of Allotments from City and County of Swansea to Management Associations'.

The Cabinet Member highlighted some key elements of the report. Swansea Council had 16 allotment sites, which provided 307 plots. Paragraph 3 of the Cabinet Report set out the proposed options and Option 2 set out at Paragraph 3.2 was the preferred option.

The Committee asked questions of the Cabinet Member and Interim Head of Property Services which focussed on the following: -

- Private Management
- Responsibility for Insurance
- Vetch Field – Intention for usage after current lease
- Position should Allotments Associations wind-up
- Constitution of Allotments Associations
- Charges for the plots under the management of the Allotment Associations

- Extent of current waiting list for allotments
- Site Surveys and extent of work required before handing the sites to the Allotment Associations
- Requirement for oversight on fair allocation of plots
- Estimated costs saving of proceedings with Option 2

**Resolved that: -**

- 1) the Chair of the Scrutiny Programme Committee writes to the Cabinet Member outlining the views of the Committee, for Cabinet's consideration; and
- 2) the Cabinet Member provides current waiting list figures for allotments as well as estimated costs savings of proceeding with option 2; and
- 3) the Council's Community Asset Transfer Policy be circulated to all Councillors.

**101 Scrutiny Performance Panel Progress Reports:**

In the absence of the Convener of the Panel, Councillor Mo Sykes, the Schools Scrutiny Performance Panel Update was noted.

**102 Membership of Scrutiny Panels and Working Groups.**

The Chair presented a report on the Membership of Scrutiny Panels and Working Groups.

The Scrutiny Team Leader reported updates further to the written report circulated including the fact that Councillor Sam Pritchard has volunteered to act as Convener of the Renewable Energy Working Group.

**Resolved that: -**

- 1) Councillor Steve Gallagher, Peter Jones, Irene Mann, Sam Pritchard and Brigitte Rowlands be added to the Local Flood Risk Management Working Group;
- 2) Councillor Peter Jones replace Councillor Susan Jones as Convener of the Local Flood Risk Management Working Group;
- 3) Councillors Oliver James and Andrew Stevens be removed from the Development & Regeneration Performance Panel;
- 4) Councillor Oliver James be removed from the Regional Working Inquiry Panel;
- 5) Councillor Lesley Walton be added to the Natural Environment Inquiry Panel; and
- 6) The Membership of the New Working Groups be approved as follows: -

**Renewable Energy Working Group (11)**

**Labour Councillors: 4**

Louise Gibbard	<b>Sam Pritchard (Convener)</b>
Peter Jones	Lesley Walton

**Liberal Democrat/Independent Councillors: 4**

Mike Day	Kevin Griffiths
Wendy Fitzgerald	Mary Jones

**Conservative Councillors: 2**

David Helliwell	Brigitte Rowlands
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**Uplands Councillors: 1**

Irene Mann	
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**Homelessness Working Group (16)**

**Labour Councillors: 13**

Mandy Evans	Erika Kirchner
Louise Gibbard	Alyson Pugh
Joe Hale	Sam Pritchard
Terry Hennegan	Mo Sykes
Oliver James	Gloria Tanner
Yvonne Jardine	Mike White
Elliot King	

**Liberal Democrat/Independent Councillors: 1**

<b>Peter Black (Convener)</b>	
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**Conservative Councillor: 2**

Lyndon Jones	Linda Tyler-Lloyd
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**103 Scrutiny Work Programme 2017/18.**

The Chair updated the Committee on progress with the Scrutiny Work Programme 2017/18. It was highlighted that the next meeting was a special Scrutiny Programme Committee on 5 March 2018 for Crime and Disorder Scrutiny, to focus on the work of Safer Swansea Partnership.

**Resolved** that Scrutiny Work Programme 2017/18 be noted.

**104 Scrutiny Letters.**

The Chair presented a report on Scrutiny Letters. Correspondence from the Cabinet Member for Health & Wellbeing relating to the Committee's Q & A session in November, and the Cabinet Member for Environment relating to the Car Park Charges Working Group, were included.

Some key points were highlighted in section 3.3 of the report. Following the Q & A with Councillor Mark Child. It was highlighted that the Committee needed to consider the dissemination of information on Local Area Coordination, specifically what would be satisfactory to address the Committee's desire for regular feedback on Local Area

Coordination? It was suggested that this fits in and should feed into the work of the Adult Services Performance Panel which could schedule a recurring item into its work plan to look at the approach and effectiveness.

With regard to individual Councillors, they were encouraged to establish a good working relationship with their Local Area Coordinator, and establish if necessary some form of regular informal contact.

**Resolved** that: -

- 1) the contents of the report be noted; and
- 2) the issue of Local Area Coordination be picked up by the Adult Services Performance Panel.

**105 Audit Committee Work Plan (For Information).**

The Audit Committee Workplan was noted. The Chair also reported that a new Chair of Audit Committee would be confirmed at Council on 1 March 2018, and would be invited to a future meeting of the Scrutiny Programme Committee to help develop the relationship between audit and scrutiny.

**106 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 5.55 pm

**Chair**





## Report of the Chair

### Scrutiny Programme Committee – 12 March 2018

### Cabinet Member Question Session

<b>Purpose:</b>	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.
<b>Content:</b>	The following Cabinet Member will appear before the Committee to participate in a question and answer session: <ul style="list-style-type: none"><li>• Councillor Robert Francis-Davies, Cabinet Member for Culture, Tourism &amp; Major Projects</li></ul>
<b>Councillors are being asked to:</b>	<ul style="list-style-type: none"><li>• Question the Cabinet Member on relevant matters</li><li>• Make comments and recommendations as necessary</li></ul>
<b>Lead Councillor:</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer:</b>	Tracey Meredith, Head of Legal, Democratic Services and Business Intelligence
<b>Report Author:</b>	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Stephanie Williams
<b>Finance Officer:</b>	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 Robert Francis-Davies, Cabinet Member for Culture, Tourism & Major Projects

Within this cabinet portfolio, he is responsible for:

- City of Culture Bid (and subsequent delivery)
- Heritage incl. River Corridor Development
- Science City
- Universities
- Creative City
- Tourism & Destination Marketing
- The Arts & Galleries
- Sports Facilities
- Parks Beaches & Foreshore
- City Waterfront & Marina
- Healthy Cities/Greener Cities
- Healthy Night Life/Purple Flag
- Healthy City Partnership
- Libraries
- City Centre Management, Projects & Developments (City Deal & City of Culture)
- Mayoral & Civic Functions
- Events
- Poverty Reduction
- Lead Elements of Sustainable Swansea

### 3. Approach to Questions

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

- relevant priorities / objectives, notable activities and achievements, improvement / impact made, and service user / public engagement.
- what they hope to achieve over the coming months and challenges, including any key decisions they plan take to Cabinet over the next year.
- reflections on their engagement with scrutiny and whether there is any issue relevant to their portfolio that they would suggest for scrutiny, not otherwise covered in the work programme – to ensure scrutiny activity is aligned to priorities and focussed on the right things.

3.2 In terms of themes that cut across all cabinet portfolios, the Committee is interested in asking Cabinet Members about:

- impact of Well-being of Future Generations Act – impact on their work / decisions e.g. whether there is a greater focus on long-term thinking, collaboration / involvement etc
- Public Services Board (PSB) – their relationship with the work of the PSB; how the PSB impacts on their portfolio and how it is making a difference etc

3.3 Amongst other things the following will be raised with the Cabinet Member: the Dylan Thomas Heritage – the cultural, tourism and economic benefits this could bring to Swansea.

3.4 Cabinet Members will be invited to make introductory remarks before taking questions from the Committee. The Cabinet Member has provided a report on '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 (October 2016) included:

- City Centre
- Civic Centre
- City Region City Deal
- Suburban Centres
- Culture (Arts)
- Universities,

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 since October 2016:

Service Improvement & Finance Scrutiny Panel:

- Libraries - The Panel annually look at the Welsh Public Library Standards and did so recently on 7 February 2018.

Committee Pre-Decision Scrutiny – Castle Square:

The Committee has been keeping a close watch on the proposed regeneration / development of Castle Square and has carried out pre-decision scrutiny on the reports that he had presented to Cabinet. This happened in March and October 2017. It has been agreed that any future reports will also be subject to pre-decision scrutiny.

Development & Regeneration Performance Panel:

The Committee has established a Panel to focus on quarterly monitoring of Development & Regeneration plans and activities. This is also relevant to the Leader's cabinet portfolio. The Panel has met on two occasions (September and December 2017) although has not yet met with Councillor Francis-Davies or written to him, but will do in due course.

The Cabinet Member will also be engaged in the following planned / future activities:

- Development & Regeneration Performance Panel (ongoing)
- Archive Service Working Group

## **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:** Cabinet Portfolio – Key Headlines

**Appendix 2:** Previous Correspondence



**Report of the Cabinet Member for Culture, Tourism & Major Projects**

**Scrutiny Programme Committee – 12 March 2018**

**Key Headlines for the Culture, Tourism & Major Projects Portfolio**

**Purpose:** This report outlines notable activities and achievements in terms of delivering the key priorities within the Culture, Tourism and Major Projects portfolio within Swansea Council. It also describes some of the improvements made and the impact of these activities in terms of delivering key priorities within this portfolio. The report also seeks to identify anticipated achievements in the near future, key challenges and key decisions which are anticipated for Cabinet over the next 12 months.

**Report Author:** Joanne Portwood

**Finance Officer:** Jayne James

**Legal Officer:** Stephanie Williams

**Access to Services Officer:** Sherill Hopkins

**For Information**

**1. The Portfolio for Culture, Tourism and Major Projects**

The key responsibilities within the portfolio for Culture, Tourism and Major Projects are as follows;

- the City of Culture bid (and subsequent delivery),
- Heritage (including the River Corridor development),
- Science City,
- Universities,
- Creative City,
- Tourism & Destination Marketing,
- the Arts & Galleries,

- Sports facilities,
  - Parks beaches and foreshore,
  - the City Waterfront & Marina,
  - Greener Cities,
  - Healthy Night Life / Purple Flag,
  - Libraries,
  - City Centre Management, Projects & Developments (City of Culture),
  - Mayoral & Civic Function,
  - Events.
- 1.1 In addition, the Portfolio also includes a joint responsibility for delivering cross cutting priorities related to Poverty Reduction and Sustainable Swansea.

## **2 City of Culture**

- 2.1 The Council undertook its diagnostics for culture with European partners and the United Cities and Local Government as part of its status within the European Cohort for Culture in Sustainable Cities. This set the scene for the Council leading on developing a city wide strategy for culture, which established the platform to bid for UK City of Culture 2021. Swansea was 1 of only 5 cities within the UK to make the shortlist and although it was not successful in securing the designation, the process helped accelerate significant partnership working and generated wide ranging impacts, including high profile, community pride, ambition and commitment. Thousands of people across Swansea were engaged with the campaign and partners remain committed to delivering a legacy programme.
- 2.2 The Council and the Welsh Government have had several meetings to develop the legacy of this process. Reflecting upon the process, a key lesson learnt was the need to build upon the skills, capacity and leadership in the wider community and to develop partnerships and programmes to achieve this, whilst raising the status of Wales in the UK. Welsh Government have recognised Swansea's unique position and existing strengths and assets and is keen to support a collaborative strategy with regional and national impact. A paper will be submitted to Cabinet Members and Welsh Government in the next couple of months, with a wider stakeholder discussion in April prior to a possible Cabinet to deliver the ambition in the next few years.

## **3. Heritage (including the River Corridor development)**

- 3.1 Work continues at the Hafod Copperworks to accommodate the Council's private sector investor Penderyn and to secure funding through 'Enterprise' funds in order to restore the heritage site and buildings, with visitor facilities. The Council are in the process of applying for Great Places funding (Heritage Lottery Funding) to undertake a community project across the Council wards of Landore

## APPENDIX 1

and Morriston, linking the industrial heritage of the Lower Swansea Valley. The Dylan Thomas Exhibition has also been shortlisted for 'best family experience' and the exhibition programmes across the Museums Service continue to knit the heritage assets, history and interpretation with our current plans for regeneration.

- 3.2 The next steps will be determined in part by the results of the Great Places funding application, which will be announced in March 2018. The next round of Blue Plaque assessments will include further installations in the city centre and in Mynyddbach. An exhibition, learning and outreach programme celebrating the centenary of votes for women and the suffragette movement is underway and funds have been awarded by Museums Archives and Libraries in Welsh Government (MALD) to deliver these. The Council are also planning to submit an application for the next round funding application to the Heritage Transformation Fund for Swansea Museum to improve the front of house and visitor experience, as well as improve exhibition space.
- 3.3 Skyline is an exciting new project for Swansea - featuring a luge down Kilvey Hill - and will be accessed by way of a cable car from part of the Hafod site. The next steps will include agreeing Heads of Terms with Penderyn and to undertake a masterplan of the wider Hafod site in order to accommodate Skyline's requirements and to identify future development opportunities. This will include the existing Park and Ride, servicing and providing infrastructure to the wider site in accordance with the masterplan, on the basis of further Council funding offset as far as possible by grants, rather than site disposals as envisaged prior to Skyline's interest. Heads of Terms agreed with Skyline will be outlined to Cabinet for decision on 15<sup>th</sup> March in 2018.
- 3.4 The designs for the restoration of the canteen/powerhouse/Penderyn visitor centre are at RIBA Stage 3. Stage 2 of HLF application is due for submission before end of May 2018. The next steps are to Secure Stage 2 HLF Approval, Planning and LBC, complete designs to RIBA Stage 4, and commence the procurement of main works.
- 3.5 Around £100k of Cadw grants have been secured to undertake repairs to Musgrave Engine House (a Scheduled Ancient Monument) and work is due to start on site by beginning of March 2018. The next steps are to secure further Cadw support for holding repairs to remaining buildings (roofing/rainwater goods etc), explore and secure infrastructure funding from TRI and refresh the Masterplan for wider site.



### 4. Science City

- 4.1 The City Deal has been signed by both the UK and Welsh Governments, which will now enable the delivery of 11 transformational projects across the region. Some of these projects will facilitate and promote the development of Science, in particular the Health and Wellbeing Campus and Village Network. This will support the growth of the life science sector and healthcare innovation. Life science/health innovation hubs and satellite sites will be created across the region, in hospital and primary care settings. This will strengthen the region's capacity to commercialise research and attract additional inward investment, and further increase the export of high value services and goods, such as medical devices.
- 4.2 The next stage of delivering the City Deal will be the approval of the 5 case business models for the projects based in Swansea, enabling the project delivery to commence.
- 4.3 The British Science Festival was delivered by Swansea University in 2016 and supported by Swansea Council. This has evolved into an annual event working with the Council's galleries, museums and events. In terms of future activity, the Council plans to continue supporting the Science Festival as an annual event and plans to collaborate with Oriel Science to submit a funding application in order to establish a science facility in the Museum.

### 5. Universities

- 5.1 Both Universities are committed to supporting the Council's cultural strategy and subsequently work from the City of Culture bid; co-owning strategic priorities for culture in the local area. A strategic working group /board has been established to maintain communications around key projects in the city.
- 5.2 The next steps will include the delivery of a shared strategy for culture, in particular developing skills and education pathways into the creative and cultural industries and supporting economic growth for creative industries. In addition, it is anticipated that future activity will include the Council, both Universities and its partners in agreeing a vision and strategy for the future of an International Sports Village incorporating Wales National Pool Swansea.
- 5.3 Both Universities are also committed to ensuring that there is a joined up approach to property developments in the city. There are ongoing discussions between the Council and both Universities to ensure that there is a coherent strategy. For example, the Council is working with UWTSU as part of the City Deal to deliver Box City at SA1, alongside the Councils Digital Square and Digital Village projects. In addition, Swansea Council and Swansea University are planning to develop and sign as Legal Memorandum of Understanding.

### **6. Creative City**

- 6.1 The City Deal has been signed by both Governments which will now enable the delivery of 11 transformational projects across the region. Whilst there is a specific creative digital cluster project being delivered in Carmarthen, the regional Digital infrastructure project will help underpin and enable the improvements in GVA and productivity in the wider creative industries sector and other sectors alike. This investment will focus on delivering hyper connectivity with the aim of achieving 100% coverage and access to next generation broadband services. Creating 5G test beds and expanded the provision of 4G and WiFi capabilities. It is envisaged that this will support the creation of new creative industries start-ups and the growth of existing businesses. The next stage will be the approval of the 5 case business model, allowing the project delivery to commence.
- 6.2 The Council's work on the strategy for culture – subsequently the city of culture bid – took huge leaps forward during 2017. The Council are now working with cross sector and community partners to assess what a creative city actually looks like; in terms of the public realm; creative industries, digital connectivity, community access and arts events. The Council's future's activities in relation to developing its strategy for culture will include; hosting a seminar on the legacy of the city of culture bid with the Welsh Government and bodies such as HLF, continuing consultation on the priorities for culture and agreeing a work programme, delivering new arts based commissions in and around the city centre with a new public arts programme to be developed and establishing a digital platform for promoting the city as a creative hub.

### **7. Tourism & Destination Marketing**

- 7.1 The Council's Tourism & Destination Marketing team enjoyed another successful year. Figures for 2016 revealed there were 4.6m visitors contributing £400m to the local economy, supporting 5,600 jobs. The successful media coverage for our Year of Legends campaign and hosting vloggers, bloggers and travel journalists placed an estimated growth of circa 800k extra visitors and around £8m added spend into the local economy. The Council also hosted another well attended Tourism Stakeholder Conference for our partners and a successful water sports operators workshop in advance of the Year of the Sea activity.
- 7.2 The next steps are delivering the Year of the Sea campaign and launching the next phase of the Destination Management Plan 2018 – 2021. The Council's Tourism and Marketing team are also developing the strands for cultural tourism and the city centre as a destination. Future plans also include agreeing a Memorandum of Understanding (MOU) between the Council and Tourism Swansea Bay (the trade representative body) in order to establish individual and collaborative

roles and responsibilities. It is anticipated that the Enjoy Campaign will develop a strong visual and creative campaign to celebrate 2018 as being one of the best years for events in the city, giving many more reasons to visit than ever before.

### **8. The Arts & Galleries**

- 8.1 The impact of the City of Culture campaign was significant for the profile of Council run arts and galleries, as well as the independent sector – such as Elysium and Galerie Simpson in the High St. A focus on building capacity in the arts development capabilities of Cultural Services has yielded significant benefits, including a successful application to the Welsh Government for a two year post to deliver the 'Fusion programme' which is focused on tackling poverty through culture and several small commissions are underway working with the most disadvantaged. The Council has also submitted an application to develop a Great Places bid to the Heritage Lottery Fund aiming to promote a three year programme of heritage activators for Morriston. A new Music Forum has also been established to promote live music in the city and this will be a key partner in delivering work for 2018. The Council's work in partnership with the Universities for arts and cultural activity has included a focus on skills, community work and opening up Apprenticeship opportunities in the creative and cultural sector.
- 8.2 The Commissioning Review and subsequent procurement exercise evidenced that Galleries, museums and arts should remain with the Council and new business plans are underway – funded by Arts Council for the Glynn Vivian. A new public art programme around SA1 is being formulated. Swansea Grand Theatre hosted a number of West End touring productions alongside its youth and community productions, comedy nights and touring theatre and the Brangwyn hosted a number of high quality one nighters from Katherine Jenkins and youth orchestras, to male voice choirs and George Ezra.
- 8.3 Other notable activities include the agreement of new business plans for Council venues, the establishment of a network for visual arts and the review and development of a website for Glynn Vivian live, alongside a proposal for a cross arts platform promoting Swansea. Future plans include delivering the Music Academy learning programme alongside the Biggest Weekend, agreeing a strategy for the public arts funding for SA1, hosting a seminar for the arts sector to better understand the prospects of the City Deal and City Centre regeneration for them, supporting the delivery of Now the Hero at the Brangwyn, as part of the national 14-18NOW programme, commemorating the centenary and end of WWI and developing the collaborative arts programming for the Brangwyn and Grand Theatre.

### 9. Sports facilities

- 9.1 The first phase of 3G facilities at Penyrheol and Morryston has already provided a significant benefit to the local sporting community and significantly enhanced the current facility infrastructure. Both sites are at capacity. The Council wants to deliver the second phase as soon as possible to satisfy community expectations, political commitments and latent demand. The second phase of development will focus on three sites; Cefn Hengoed Comprehensive School/Community Leisure Centre; Pentrehafod Comprehensive School/Community Sports Centre; YGG Bryntawe/Penlan Community Leisure Centre. The selection of these sites was based on the following set of criteria; *Inclusion* – Local census, Communities First and school sports survey information was used to establish geographical as well as demographic areas of need, *Centres of population/latent demand* – This is particularly but not exclusively in relation to the local club infrastructure and the lack of access to appropriate all weather playing and training facilities, *Physical nature of site* - e.g. flat surface, existing utilities which could significantly reduce construction costs, *Current and potential management arrangements*- sites which have, or could easily be incorporated into existing management infrastructures, with little or no additional costs; *Timescale for delivery* – based on their readiness and ability to progress with approvals and construction as quickly as practicable.
- 9.2 Work is also underway to establish operational arrangements for the Wales National Pool Swansea that are reflective of the current pressures on all partners and which will be sustainable long term once the current lease expires. Discussions continue with the Universities over their current and proposed sports facilities, community access and ability to meet the demands for residents, students, access levels and progression. All this is underpinned by an extensive sport and physical development programme and Exercise Referral scheme, delivered by the service in schools, parks, leisure centres, community centres and residential areas to support both physical and mental health and wellbeing in the community. The commissioning review and procurement exercise revealed there is a prospect for a third party to successfully run Council owned venues and the Council will continue to explore this option through a formal process, alongside assessing our own operational capacity within the financial constraints of the authority.
- 9.3 Future activities will also focus on delivering Phase 2 of the Council's strategy, which will include agreeing the opportunities for rollout pending clarity on the mechanism for drawing funding from the agreements with Swansea City AFC for the Liberty stadium, agreeing a masterplan with the Universities and national governing bodies for sports facilities across the city and progressing the possible procurement of a third party to the final stage prior to any Cabinet decision on the preferred option.

### **10. Parks beaches and foreshore**

- 10.1 Fourteen of the city's parks achieved green flag and community green flag award status; 5 blue flags were achieved for 4 beaches and Swansea Marina. The Council are close to establishing a Friends group for nearly every park and play area in the city, with circa 26 up and running and part of a wider forum support network, working with the Council to sustain services. Clyne Gardens won the best leisure and tourism attraction award at the Swansea Life Awards; A successful operator was secured for the Foot Golf attraction at Ashleigh Road;
- 10.2 Future activities will include a procurement exercise to assess the potential for contracting services on the foreshore and continuing to sustain the Friends forum.
- 10.3 The service also led on the production of an Open Space strategy for the Council, which sets out a strategic vision and a series of aims and objectives for all types of open space in its ownership or management and signifies the Council's commitment to maintaining, protecting and enhancing Council owned and managed open space. The strategy is currently out for public consultation. Once completed the strategy will be considered by Council and a detailed Action Plan produced

### **11. City Waterfront & Marina**

- 11.1 The Council has an ambitious vision to link the city to the sea and are currently working up a scheme to re-locate the Councils existing offices which would provide the opportunity to re-develop the waterfront. Current proposals for this scheme include residential and commercial uses as well as a green area fronting Oystermouth Road and a green link to Swansea Central. Work is underway to explore funding sources for development activities which would link the Swansea Central/Arena development to the sea by way of a bridge over the Marina

### **12. Healthy Night Life / Purple Flag**

- 12.1 Swansea's Evening and Night Time Economy has had another exciting and development orientated year which is marked by multiple highlights including the following; Parc Tawe Regeneration, new openings in Parc Tawe and the city centre e.g Turtle Bay, Juniper Place, Denny's, Cocina, Taco Box and The Meatery & Martini Co, a pilot of the pedestrianisation of Wind Street, Swansea and the Big Weekend (the third annual Purple Flag Weekend now known as the Swansea Big Weekend). The Council have also supported Swansea's Evening and Night Time Economy by supporting the "Do Not Go Gentle Festival" (music, comedy and performance) and enabling a vacant property to run a Street Friday event in the early evening. The Council are exploring the feasibility of providing an indoor park and yoga to enhance Swansea's Evening and Night Time offer.

## APPENDIX 1

- 12.2. Statistics gathered in relation to Swansea's ENTE show that overall crime has been reduced by nearly 10% since 2014 and that violent crime has fallen by over 17%. Significant reductions have also been reported in terms of anti-social behaviour. The Medical Help Point located on the Strand in the city centre, has helped over 3,700 patients since the scheme was introduced in 2014. It has been estimated that this has led to an 80% reduction in ambulances attending the ENTE in Swansea, representing a saving of £650,000 per annum.
- 12.3 Swansea has been selected by the Home Office as part of a Local Authority Action Area initiative, to trial the application of a Safe Places Information Point. As a result, local partners including South Wales Police, Swansea Council, Swansea Street Pastors and BID have been working together to offer a safe zone whereby low grade potential vulnerability can be tackled thus preventing it from escalating. The Safe Places scheme has been operational on key seasonal dates such as Halloween, the fresher's period and at Xmas and will also be operational during the forthcoming Six-Nations Rugby season.
- 12.4 In January 2018, the Council and BID launched their version of the ATCM Have a Heart Give Smart Diverted Giving Scheme working with various homeless charities across the area. The scheme which is being trailed in the City Centre, has a particular focus on the ENTE whereby multiple ENTE venues are involved in advertising posters and displaying receptacles within their premises. The aim of the scheme is to provide an alternative and legitimate method of giving to those who are homeless via a designated route to prevent the misuse of funds being given directly. The scheme, which is part of a wider holistic strategy regarding the treatment of begging in the City Centre will be reviewed over subsequent months.
- 12.5 The appointment of a Twilight Operative by Swansea BID in March 2017, with funding support from the Council and the Police Crime Commissioner, has seen more businesses than ever engaged in ENTE events and activities. This is notable in regards to the recruitment of 28 premises who are participating in the implementation of a Best Bar None scheme in Swansea City Centre. The former Pub & Club watch has been reinvigorated in recent times as a Hospitality Forum. Several meetings have taken place in recent months and a programme of meetings going forward has been agreed.
- 12.6 As part of an ongoing programme of upgrading the lighting infrastructure across the City Centre, over Xmas new colour change technology has been installed to Swansea's historic Castle which is located centrally within the ENTE district. This is in addition to the purchase of a state of the art projector which is being used to project images and safety messages onto key buildings. The recent introduction of a 24 hour Uni-Bus Service between the Swansea University campuses and the City Centre has seen an uptake of ENTE bus services operating across the area by over 16%. Within the year a

37% increase to 150,000 has been seen in the number of people safely assisted into taxis by the BID Taxi Marshalls who operate on key evenings.

- 12.7 In June 2017 Swansea City Centre officially retained its status as Wales' only Purple Flag area with the independent assessors complimenting the team for the strength of its partnership and recognising best practice in terms of both the Help Point and Drop Off 'meet and greet' service. At the end of January 2018, an interim renewal bid was made to ATCM reflecting some of the developments outlined above, the results of which will be announced in May 2018.
- 12.8 Other future activities will focus on the development of the ENTE strategy and implementation and the development of a clearer brand identity and marketing of the existing offer mainly on Wind Street. In addition it is planned to present a feasibility study on the pedestrianisation of Wind Street to Cabinet, with a view to agreeing the next steps.

### **13. Libraries**

- 13.1 This has been a challenging year for Libraries including the reconciliation of the outcomes of the commissioning review, which resulted in Cabinet agreeing to retain budgets and reject possible closures; Significant savings were achieved through reducing the book fund, recruitment freeze and reducing opening hours – but this had to be done within the constraints of the statutory framework in which the service is delivered. The service has continued to provide extensive community services including delivering a major part of the Council's digital inclusion programme; providing homework clubs; advice and support on accessing online services and services across schools, care homes, home deliveries and the prison; The 19<sup>th</sup> summer reading challenge saw 1,534 children and young people completed the whole challenge, supported by 19 volunteers who worked 433 hours with us during the summer holidays. 6,040 children took part in events in our libraries over the summer – taking home nearly 80,000 stock issues. Welsh Government undertook its final assessment of our performance within the present framework and we responded to their consultation on the new framework which will be launched this year. Several libraries celebrated their 10<sup>th</sup> anniversaries with a community celebration and we re-opened Townhill library following a short closure for refurbishment, funded by a grant from MALD.

14. **City Centre Management, Projects & Developments (City of Culture)**
- 14.1 Figures show that last year, up until the end of December 2017, the City Centre Rangers dealt with over 21,000 separate incidents covering a wide range of issues from customer and business queries to anti-social behaviour. This figure is particularly positive given that the team of 4 have been reduced to 3 for much of the period as a result of long-term sickness. Occupancy for the Market currently stands at 94% although there is a perception that vacancy levels maybe higher as leases still apply to units that appear to be vacant. In comparison to similar markets across the UK, Swansea Market continues to perform strongly. A declining picture of footfall across the Markets sector is reflected in the footfall performance of Swansea Market which is exacerbated by declining footfall in the City Centre. Reports shows that footfall is down year on year by 3.9% from 2016. A multi-media marketing programme has been delivered to raise the profile of the Market and help address some of the performance issues reported above. Among the activities undertaken has been a video and radio campaign which focuses on the heritage and tradition of the Market. Measures to promote the Market among students continue to be effective including engagement at Fresher's events. Enhanced decoration of the shop-floor and marketing of the Market over Xmas has also been undertaken in response to trader's feedback.
- 14.2 Plans for the future include a restructuring of City Centre Management offer to enable greater support to be given to the development and delivery of operational projects and support for the Ranger Service. Addressing the declining occupancy and footfall trends for the Market in the years ahead with be a key challenge. The delivery of the City Centre Regeneration programme will be critical to this as will accessing resources to develop and deliver the Market's Masterplan Plan, particularly now that the provision of a sink fund has been rejected.
- 14.3 Around £4.5m of ERDF has been secured to develop the Kingsway infrastructure and the procurement of works underway. In terms of the ERDF Building for the Future funding a number of projects are being developed including; Orchard House (Kingsway), Kings Building (Kingsway), the Palace Theatre, the Albert Hall and Dylan Thomas House (BBC). Further expressions of interest are being submitted for other problem buildings to bring them back into economic use.
- 14.4 In terms of delivering the Welsh Government's Targeted Regeneration & Investment Programme (TRIP) – Swansea is leading the development of regional regeneration plan that will steer the spending of the funding (£27m allocated to South West Wales region). Target areas are initially City Centre to enable continuation of successful property enhancement and homes above shops schemes, but widening to Tawe corridor and Morrison to tie in with conservation



area review, Hafod Copperworks/White Rock and potential World Heritage Status for this zone.

- 14.5 Work has started on Stage 3 Design for Phase 1 of the Swansea Central scheme. Landscape Architects are ensuring as much greening as possible is incorporated in the design. ATG have been signed as the Arena Operator. Developers have been invited to submit bids for the hotel and residential elements. A two stage contractor procurement exercise is under way. With regard to Phase 2, an updated delivery plan is being prepared taking into account the latest retail and leisure trends along with occupier requirements. Demolition on the north site as part of Phase 1 will allow temporary greening and meanwhile uses in the short term. New residential development is under way at the Vetch to relocate the existing residents of Llys Dewi Sant. Preliminary works to Kingsway Infrastructure have commenced, and the main contract will start on 9<sup>th</sup> March for new road layout and linear park. Interviews have been held with potential consultants to manage the final design and delivery of the Kingsway Office/Tech Hub. Cabinet have authorised Officers to procure a Development Manager and professional team to deliver selective development of Castle Square. The Council is relocating the National Rail Car Park to High Street to allow the Mariner street student accommodation development to proceed.
- 14.6 Next steps include enabling works to start on site at Swansea Central. Phase 1 will commence in summer of 2018, following appointment of contractors. A planning application for Kingsway Office/Tech Hub should be submitted towards the end of 2018. Following the appointment of a Development Manager a scheme will be worked up for Castle Square. Mariner Street development should commence before the end of 2018.
- 14.7 Infrastructure works are complete at Felindre and agents have been appointed to start marketing individual sites. A marketing strategy is being prepared for Swansea Vale with a view to disposals commencing this summer.

### 15. **Mayoral & Civic Function**

- 15.1 In the civic year to date (17/18) the civic office has arranged 300 functions in which the Lord Mayor/Deputy Lord Mayor have represented the City & County of Swansea. These include hosting overseas delegations from China, Mannheim and New Zealand. As part of these engagements, 30 visits have been made to the Mansion House which includes UK Consuls, visiting overseas delegations, lifeboat crew, WI groups and schools. There is civic representation at each of the citizenship ceremonies which allows the civic office holder to engage with new citizens. The Lord Mayor has also undertaken 3 civic visits abroad to represent Swansea's interests in Cork, Mannheim

and Nantong. The civic office has also been privy to hosting HM Queen's Honours by way of facilitating medal presentations for BEM recipients and organisations who have been awarded the QAVS. The civic office continues to support the Armed Forces Community Covenant and the relationship with armed forces continues to flourish. Attendance at all Armistice Day and Remembrance events continue to be a focal point in the civic calendar as well as attending Cross of Peace ceremony, VE Day Parade, Annual Merchant Navy Remembrance events, Battle of Britain Parade as well as participating in Armed Forces Day and other armed forces and cadet events throughout the year. The civic office has welcomed parades by the Welsh Guards and Royal Welsh as recipients of Honorary Freedom of the City & County of Swansea as well as the reformation of 108 Squadron (Militia) REME. Community engagement remains a key focus as many visits to schools are made as well as community centres, voluntary groups and community focal points.

### 16. Events

- 16.1 Another fantastic period for the Council's Events programme. Since the last Scrutiny update we have secured the Air show as an annual event, continuing to expand on its growth opportunities. The Air show also won best event at the Swansea Life Awards as well as at Swansea Bay Tourism Awards, along with the Proms in the Park; Major Concerts in Singleton Park and the Liberty Stadium; new Festivals and city centre events; the introduction of a new community event in Castle Square and the reintroduction of a new improved Christmas Parade are just some of the highlights that took place alongside the Council's established programme of sporting, community and seasonal activities. Once again, the team hosted a successful 7 week run of Waterfront Winterland. Part of the service transformation resulting from the commissioning review was that the Events Team took on the management of event lettings – resulting in a consistent pricing schedule and more streamlined process. It's worth noting that the success of all the events is also in-part due to the excellent work of the marketing team and the creative and innovative integrated marketing activity it delivers.
- 16.2 Future plans include delivering a new St. David's celebration event with an arts parade; Growing the diversity of community participation and events across the city with the cultural sector; Hosting and delivering the Biggest Weekend in partnership with BBC Radio 1; Finalising the event plan for the summer and autumn season including Man Engine, the Wales Airshow, Swansea Bay 10K, supporting the event logistics of the cultural event Now the Hero (part of the national 14-18NOW programme commemorating the centenary and end of WWI), events in the City Centre and High St. , Clean Air Roadshow will return to Castle Square to build on the events success and further enhance our vision for a greener Swansea

### **17 Equality Implications.**

- 17.1 While there are no direct equality or engagement implications associated with this report, any individual projects of work undertaken within this portfolio are subject to the corporate Equality Impact Assessment process in their own right.

### **18. Legal Implications**

- 18.1 There are no legal implications

### **19. Financial Implications**

- 19.1 The financial implications of individual Capital schemes will be reported separately with FPR7 reports as schemes are developed



## **City Centre**

### St. David's

We noted that an outline planning application is being prepared for submission in March 2017. The committee acknowledged that the development process was unavoidably lengthy. You felt that people needed to be patient about progress, given the various stages that have to be followed, but you stated that you were trying to move things on as quickly as possible, as this was a priority area.

### The Kingsway

We noted the plan to transform the Oceana site (demolition scheduled for completion end March 2017) into a mixed use office development focussed on Tech Businesses. You told us that several properties have been acquired in and around the site to create a critical mass for future development.

We raised with you the importance of developing the skills base locally so that we have the people who can benefit from this development (and other innovation projects), and ensure take up of space. You stated that discussions were being held with the Universities on a range of matters, including issues around developing the skill base.

The committee recognised that this was a significant development and many other improvements hinged on its delivery, such as public transport, including the connectivity between Orchard Street and The Kingsway.

The committee looks forward to more information as things progress.

### Housing

The need for more housing for families in the City Centre was raised, given the vision of the city as a place to live and work.

We noted the growth in student population and need for good quality accommodation. You felt that increasing the number of HMO properties was not the best way forward given the impact on certain communities; therefore the city centre needed to provide a balance of different types of accommodation, including residential units and purpose built student accommodation.

You felt that the Civic Centre site had the potential to deliver an increase in residential housing which would be within walking distance to retail and leisure sites.

## **Civic Centre**

We asked about the marketing of this site and progress. Committee Members noted that it had been lauded as the most valuable piece of real estate in

Wales, and queried whether it has failed to attract the interest perhaps anticipated, given that Council was now acting as developer for the site.

You explained that the priority was to develop St David's and The Kingsway first, which will provide alternate accommodation for council staff so that the Civic Centre site can be cleared, and with the City Centre developing hopefully it will increase the value of the land as the Civic Centre site. We felt that the demolition of the site (and associated cost) may be a significant issue.

You explained that it was becoming the norm for Councils to act as (or partner with) developers and invest in development, and pointed out that there could be financial benefits to the Council from more direct involvement in the development process, given the current cost of borrowing.

We heard that discussions were ongoing with Swansea University regarding the potential for a 'hydro hub' that could include a public aquarium and research centre. You stated that the site would not be developed without getting the best return and value for Swansea, and were confident about prospects.

### **City Region / City Deal**

We asked about progress with the City Deal proposal. You stated that the City Region innovation proposal was positively received by UK and Welsh Government. Dubbed 'The Internet Coast', we understood that the key project centred on developing world-leading digital telecommunications capacity in Swansea Bay to transform economic activity and performance in the area. You also talked about the importance of a strong City Centre to the success of the region.

We were interested in the work of the Swansea Bay City Region Board, chaired by Sir Terry Matthews, and would like to see the publication of minutes to ensure transparency in this work. You accepted that minutes should be made available, and the importance of good governance and accountability for such bodies.

We were interested in work to attract inward investment generally. As you know this was the subject of a scrutiny inquiry a few years ago. You highlighted that a Regional Marketing Suite had now been established at the new University bay campus, as an innovative approach to promote the region on an international platform, providing interactive information to potential investors. You added that on-line tools were being developed as well. We noted your strong recommendation for committee members to visit the Suite.

We asked whether the absence of a ferry link with Ireland has had a negative impact on investment and Swansea's economy. You did not think that this put Swansea at any major disadvantage and there were better links elsewhere in

South West Wales. We accepted that whilst a direct link from Swansea might be desirable, it very much depended on its commercial viability.

### **Suburban Centres**

We asked whether there were any plans to introduce chargeable parking areas in suburban centres, as a means to raise funds, and ensure a turnover of shoppers and visitors. This is something which has been mentioned in previous years.

You told us that did not feel that charging would strengthen the suburban shopping centre, and saw no great value in doing so. Whilst a turnover may be desirable to enable as many people to find parking, you did not want to deter people from visiting suburban centres. As an aside you felt that the idea of free parking in the city centre around the late afternoon / early evening could encourage more people to visit, e.g. families after school.

### **Culture (Arts)**

You highlighted that Swansea was a pilot city participating in the 'Agenda 21 for culture' programme; a programme adopted by the United Cities and Local Governments which is for cities aiming to evaluate, design and implement cultural policies contributing to sustainable development. We understood that it was an important reference point to developing a strategic culture / arts policy for Swansea.

We noted the long-awaited re-opening of the Glynn Vivian Art Gallery and asked about plans in place to celebrate and promote this event.

We also talked about learning points from the 2017 City of Culture bid a few years ago.

### **Support for NEETS**

We invite all scrutiny councillors to suggest questions to the committee for every Cabinet Member Q & A session. One of these was about the support for those not in education, employment or training (NEETS). You were asked, on behalf of Councillor Mike Day, to update the committee on the current performance and the measures that are in place to ensure that young people are given life chances that might be denied them if they are NEET. You were also asked about what assurances you can give that the Council will continue to allocate resources to ensure the figures move down further.

You talked about the joint working with other Cabinet Members, including Cabinet Member for Education – who is the main Cabinet lead for NEETS. You referred to various projects and schemes to help NEETS, and spoke about the way outcomes are being tracked. You undertook to provide a full response to the question in writing.

## **Enterprise Education**

Another question received by the committee (also from Councillor Mike Day) wanted to know about the development of enterprise education. Councillor Day pointed out that Swansea has been recognised as a leader in the field of enterprise education and the encouragement to young people to set up businesses. We asked how important you believed it was to have effective actions to promote enterprise education and support new businesses, especially those set up by young people. We also wanted to know what actions the Council is currently taking to ensure enterprise education is supported; also, what assurances you could give that every effort will be made to ensure resources continue at the current level at least for the next 5 years, if not increased? Finally, we wanted you to tell us what applications for funding would the Council be making to support its actions in enterprise education and business start-ups?

Whilst you recognised the importance of this work you did not think anyone could provide guarantees about resources for the next 5 years. The committee was happy to receive a written response for a full answer to these questions.

## **Universities**

You told us that the relationship between the council and the two universities was very good and that a Memorandum of Understanding had recently been signed. We would like to see a copy of the Memorandum of Understanding.

## **European and External Funding**

We noted that a number of programmes and projects are either already in receipt of European funding or looking to secure such funding, and we asked about the impact of the EU referendum result on our ability to deliver improvements not only in the City Centre but across Swansea. You told us that the future impact was not quantifiable at this stage and it remained to be seen whether Swansea would benefit or not; but you would continue to chase any available funding whilst it was available.

## **Tree Preservation**

We wanted to follow up on the recent Scrutiny Working Group that looked at the issue of tree preservation. Thank you for providing us with a written progress report.

We had invited the convener of the Working Group, Councillor David Cole, to attend and raise any issues with you and the committee on actions taken, in response to recommendations made to you by the Working Group. Councillor Cole was happy with and encouraged by progress that has been made, and praised the efforts of the Council's Landscape Team. We welcomed the



development of a Tree Policy, which will amongst other things cover the replanting of trees on Council land.

You welcomed this piece of scrutiny and assured the committee that the findings have been considered fully. We noted there were some recommendations still in progress, and amongst these you confirmed that the implications of placing Tree Preservation Orders on Council land prior to sale was being discussed. There was concern amongst councillors that many trees have been lost through sale of council land because of the failure to protect trees.

## **Planning**

We will follow up the work of the Planning Scrutiny Working Group which was meeting in October. We have discussed planning matter with you previously, however, Scrutiny Councillors wanted to opportunity to raise questions and discuss some outstanding issues relation to the planning process, including Section 106 agreements, and the call in-process.

You reported significant progress in the Local Development Plan (LDP) preparation. We noted that consultation responses are being assessed and a further report setting out any revisions to the Deposit LDP will be made in early 2017.

## **Your Response**

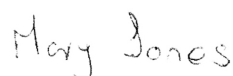
In your response we would appreciate your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to our request for you to provide:

- access to minutes of the Swansea Bay City Region Board;
- a full response to the questions on support for NEETS and Enterprise Education; and
- a copy of the Memorandum of Understanding with the Universities.

Please provide your response by 15 November. We will then include both letters in the agenda of the next available committee meeting.

We look forward to meeting you again to follow up on portfolio developments and hearing about achievements and impact.

Yours sincerely,



### **COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

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**CITY AND COUNTY OF SWANSEA**  
**DINAS A SIR ABERTAWE**

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RFD/JW

02 December 2016

**To receive this information in alternative format, please contact the above.  
I dderbyn yr wybodaeth hon mewn fformat arall, cysylltwch â'r person uchod.**

Dear Councillor Jones

**CABINET MEMBER QUESTION SESSION – 10 OCTOBER 2016**

Thank you for the opportunity to respond to Members' Questions at your Scrutiny Programme Committee meeting on 10 October, and for your letter of 25 October requesting a written response as a full answer to the question from Councillor Mike Day on Enterprise Education that I addressed at the meeting. Firstly, may I apologise for the delay in responding.

If I may address each element of Councillor Day's question in turn: -

**Swansea has been recognised as a leader in the field of enterprise education and the encouragement to young people to set up businesses. How important do you believe it is to have effective actions to promote enterprise education and support new businesses, especially those set up by young people?**

It is very important to promote enterprise education to raise young people's skills and aspirations as well as to encourage self-employment as a work option.

Welsh Government is the lead organisation for policy, strategy and funding of business support in Wales, and it contracts with a number of organisations across Wales to deliver support. Business start-up support in Swansea is funded by Welsh Government, and has contracted with Business in Focus to provide this service.

**COUNCILLOR/Y CYNGHORYDD  
ROBERT FRANCIS-DAVIES  
CABINET MEMBER FOR ENTERPRISE, DEVELOPMENT & REGENERATION /  
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**CITY AND COUNTY OF SWANSEA**  
**DINAS A SIR ABERTAWE**

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In relation to Enterprise Education, the Welsh Government has developed a Youth Entrepreneurship Strategy and Action Plan: -

- Promoting the value of entrepreneurship to create opportunities and develop young people;
- Providing young people with entrepreneurial learning opportunities; and
- Supporting young people to create and grow businesses and the Council endeavours to support these priorities in Swansea.

**What action is the Council currently taking to ensure enterprise education is supported and what assurances can you give that every effort will be made to ensure resources continue at the current level at least for the next 5 years, if not increased?**

The Council provides the following support:-

- **Building Enterprise Education in Swansea (BEES) Group.**  
The Swansea 2020 Economic Regeneration Strategy identified the need to co-ordinate and develop Enterprise Education in Swansea, and in 2007 the Swansea Economic Regeneration Partnership (or SERP) initiated the BEES Group to undertake this work. Since 2007, the Council has continued to provide Officer and other support to the Group (through Economic Development), which includes representation from our two universities, Gower College, Careers Wales, WJEC, primary and secondary schools and other business and educational establishments. The BEES Group meets as a forum and works in partnership to deliver and develop enterprise education initiatives across Swansea. The constituent organisations lead on delivery and resourcing of ideas exchanged and developed by the Group. We appreciate Councillor Day's valuable work in Chairing the BEES Group as well as the participation of all the Group's member organisations that together progress its important work with commitment and enthusiasm.

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- The Council's City Centre Management team has supported enterprise work by hosting an event with schools in the casual trading area of the indoor market;
- The Council has provided Websites for business support: -
  - "Inform Swansea" website which is an information source for local people including skills and employment information for young people and businesses support information.
  - "itslocalswansea" on line business directory which all local businesses can add their details to for free and also use to source goods and services from Swansea businesses.
- Funding:-
  - The Council does not routinely fund the BEES Group although it has provided funding (£70K per annum) since 2013/14 for two Enterprise Officers based at Gower College Swansea, and the funding is reviewed annually. The Enterprise Officers work with primary and secondary schools to embed enterprise culture within the school curriculum and to develop pupil's entrepreneurial awareness and skills, as well as providing practical information and support for those seeking to start up a business.
  - The Council has provided a £500 voucher in sponsorship of a Swansea business start-up weekend event. (Nov 2015).

In the present economic climate it is difficult to guarantee resources can be continued into the future. However there are no current plans to cut existing support to the BEES group and we would welcome the Group's thoughts on how this support could be improved.

With Welsh Government having a lead role in providing business and enterprise education support we would expect it to maintain and improve support for these areas in future years.

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**What applications for funding will the Council be making to support its actions in enterprise education and business start ups?**

CCS has secured additional funding from UK Steel to offer a start-up grant of up to £500 to businesses and start up entrepreneurs, as is particularly keen to target tech businesses. Swansea University and UWTSD have been approached to help identify suitable candidates.

**Swansea City Region Board**

All approved minutes of the Swansea Bay City Region Board can be found published on the Swansea Bay City Region website.

**NEETS Provision in Swansea**

There are 6 key features to the NEET work in Swansea, overseen by Chris Siver's and the NEET Board:

1. Identifying young people most at risk of engagement
2. Better brokerage and co-ordination of support
3. Stronger tracking and transitions of young people through the system
4. Ensuring provision meets the needs of young people
5. Strengthening employability skills and opportunities for employment
6. Greater accountability for better outcomes for young people

There are also two offers to young people that are under 'ongoing' development.

- The first is the allocation of single point of contact (a lead worker) to the most at-risk young people to help ensure that support is delivered in a joined up and coordinated way and that works to meet their needs.

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- The second is the development of a proactive and positive Youth Guarantee that will help to ensure that every young person has access to a suitable place in learning post-16.

The council has invested in a new NEETS provision in the May of this year which is supporting those NEET young people who are identified as being most vulnerable and the services that already support them. This new team is located in Info-nation on the Kingsway and is currently part of a wider transformation, bringing together a wider range of Post 16 providers to be co-located together in Info-nation. The service will work with a network of lead workers from multiple organisations and sectors to ensure that those furthest away from achieving EET Status receive the appropriate support and options for their development.

The mapping of all of these services can be seen in Appendix .11 which maps and gives an overview of all provision for NEET young people in Swansea.

In addition, the existing provision is bolstered by a number of European funded projects. There are EU funded (ESF) projects currently active and a further project in development which have been led by the European and External Funding Team, and scoped in collaboration with pivotal departments and within the Authority (Education, Poverty and Prevention), Secondary Schools, Careers Wales, Gower College to develop targeted interventions , which through their project durations will endeavour to prevent NEET status, support NEETs into becoming employable by offering life skills and qualifications and maintaining sustained employment. The programmes depict that participants will endeavour to be identified and supported at some stage prior to becoming 25 years old. Workways + have been included to demonstrate the support available following 25 years plus.

- Cynnydd – 11 to 24 years, who are at the very greatest risk of becoming NEET, 1170 participants – this is a preventative project - duration March 2016 to February 2019 – £3.5m, 70% ESF grant funded, 30% staff in kind match funded. Targets/Outputs are to gain accredited qualifications and to reduce the risk of becoming NEET. This is a regional project led by Pembrokeshire County Council.

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- Cam Nesa – 16 to 24 year olds, who are of NEET status. This project is currently under development and not an active project as a final business plan is being issued to WEFO in the Autumn. Current scope of the project is to focus on Tier 2 NEETs, offering a flexible approach depending on the individuals needs by facilitating access to paid work experience, enterprise, skills development, support prior to and during work experiences, and targeted counselling services. Anticipated start date Spring 2017, project duration 3 years. Budget and participant allocation to be determined. It is to be advised if community first areas will be included in this project, as there may be duplication with Communities for Work project. Target/Outputs will be entering employment on leaving – 28%.
- Communities for Work – 16 to 24 year olds, who are of NEET status. Tier 3 NEETs with some tier 2 overlap. Project funded until March 2018. As well as focussing on 16-24 year olds the project is aimed at those aged 25 and over who are economically inactive or long term unemployed. The project is focussed on the 5 communities 1st clusters in Swansea and can only benefit those individuals who reside in the 5 clusters. The project has been operational since April 2016. In terms of staffing resource there are 5 youth mentors, 5 adult mentors and 5 triage officers. For 16-24 year olds the project has a target to engage with 96 NEETs, to realise 24 job entries, gain 24 NEET qualifications and for 12 NEETs to participate in education or training upon leaving.
- Workways + - 25 years plus, economically inactive.

The performance of the NEET agenda is robustly monitored. Please see the attached performance overviews in Appendices 1.2 & 1.3 which give the NEET Tracking data and trends for both the 16 to 18 and 18 to 24 age groups respectively. Please note that data for the 16 to 18 group is tracked using the Welsh Governments 5 Tier Model which is part of the Engagement and Progression Framework. Both sets of data indicate that overall there has been a positive trend over the past 3 years.

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As requested, I have enclosed a copy of the Memorandum of Understanding with the Universities for your information.

I hope this addresses the questions fully, but please do contact me again should you require further information or clarification.

Yours sincerely

**COUNCILLOR ROBERT FRANCIS-DAVIES**  
**CABINET MEMBER FOR ENTERPRISE, DEVELOPMENT & REGENERATION**

Enc.

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## Memorandum of Co-operation between City & County of Swansea and Swansea University

### **Preamble**

Whereas Swansea University enjoys the privilege of a Royal Charter and acts for the benefit of its members as well as discharging public duties, the Council of the City & County of Swansea is a principal Council as defined by section 20 Local Government Act 1972, ('the Council'), the purpose of this Memorandum is to identify areas of activity for the benefit of the University and the Council with particular reference to:

- identifying, strengthening and promoting common purposes working with other organisations to promote health, wellbeing and citizenship within the Swansea Bay City Region;
- to develop and enhance opportunities for creating a prosperous Swansea Bay City Region with particular reference to:
  - o economic development;
  - o skills and the labour market;
  - o promotion of knowledge economy;
  - o innovation and knowledge transfer;
  - o sport, culture and heritage.

To these ends the Council and the University have entered into the following agreement:

### **Article 1 Economic Development**

The partners will support co-operation between companies and institutions to develop initiatives designed to benefit economic development within the Swansea Bay City Region. The regeneration of the City Centre and the development of the Bay Campus are of strategic importance to both organisations. Collaboration and a joint approach to optimising the use of European funding is a key priority.

### **Article 2 Education, Skills & the Labour Market**

The partners will co-operate to promote the development and deployment of a skilled workforce in key sectors to achieve greater levels of productivity.

### **Article 3 Enterprise and Innovation**

The partners will foster the development of a knowledge based economy, widening the opportunities for research & development, leading to new product and process innovations within Swansea Bay firms and organisations.

### **Article 4 Sustainable Development**

The partners will seek to make sustainable development their central organising principle and to promote and innovate in the production of renewable energy

### **Article 5 Wales City of Culture & Heritage**

The partners will encourage collaboration on key opportunities in relation to Sport, Culture & Heritage which raise the Swansea Bay profile, nationally and globally, to new and existing audiences.

**Regulations Governing Co-operation**

The University and the Council will be responsible for monitoring the implementation of this agreement on co-operation and to initiate and develop new projects with a common interest.

Within this framework of this agreement, it will be possible for the Council and the University to enter into agreements with legal effect and with reference to the Preamble involving third parties.

This agreement on Co-operation will come into effect after approval by the Council and the University.

Signed on behalf of the City & County of Swansea

.....

Date : 20<sup>th</sup> May 2015

Councillor Rob Stewart  
Leader

Signed on behalf of Swansea University

.....

Date : 20<sup>th</sup> May 2015

Professor Richard B Davies  
Vice Chancellor

## **City and County of Swansea/Swansea University Pledge Specific Areas for co-operation**

### **Economic Development**

- Working collaboratively in the City Region with a global perspective.
- Developing overseas links in conjunction with Swansea University's strategic partnerships including Texas, Grenoble and Wuhan, China.
- Building on Swansea University's research strength as a UK top 26 University to promote and secure inward investment opportunities.
- Maximising the development opportunities associated with the Singleton and Bay campuses with associated public infrastructure.
- Working collaboratively to regenerate the City Region with particular reference to developing a shared vision and action plan for Swansea City Centre.
- Promoting the knowledge economy and in particular exploiting the opportunities associated with the scale of the world class research of Swansea University in life sciences, advanced engineering and ICT.

### **Education, Skills & the Labour Market**

- Promote Swansea Bay City Region as the pilot UK UNESCO Learning City, on a theme of developing entrepreneurial skills and attitudes
- Working regionally with the RLP to improve the quality of labour supply through the development of the Regional Employment and Skills Plan
- Developing the skills to support identified key Knowledge economy sectors and delivering these in conjunction with the College University Skills Partnership, in response to the needs of identified companies with growth potential
- Improving productivity through high level skills development in STEM subjects developing skills pathways from entry level, through Work Based Learning, Foundation and Part Time Degrees and CPD to PhD, delivering through the College University Skills Partnership
- Promoting collaboration with Swansea City FC and the Ospreys over the Capital City of Sport initiative including identifying major sporting events that can be hosted arising out of such collaboration.
- Developing further strategic partnerships and dialogue with national sport bodies including Sport Wales.
- Readdressing the Management issues of Wales National Pool and promoting the delivery of the Welsh Varsity when the event is staged in Swansea.
- Promoting the Healthy City/University ideal and its development across the region.

## **Enterprise and Innovation**

- Supporting the infrastructure to progress peer reviewed world class research with scale to improve productivity and promote new business starts.
- Grow the knowledge economy through the provision of sector leading R&D intellectual property and specialist equipment.
- Business networking and supply chain development including facilitating growth in opportunities through the exchange of partnerships with client organisations in the private and public sector.
- Building on existing industrial partnerships and developing new ones
- Improving the quality of leadership and management in business through LEAD and Leading Growth.
- Developing leadership and entrepreneurial skills and attitudes for leaders in the public sector through the UNESCO Entrepreneurial Learning City initiative
- Based on Swansea University's scale and research credentials to work in partnership to promote the development of an entrepreneurial culture in the region.
- The organisations will explore opportunities to collaborate on the development and provision of business and support services, including ICT, human resources, finance, legal and administration, where there is mutual benefit from cost savings through economies of scale, sharing expertise and knowledge and increasing resilience.

## **Sustainable Development**

- Promoting research and technology to create sustainable jobs through acting entrepreneurially, supporting growth in key sectors with supply chains supported by skills pathways, developed by the College University Skills Partnership.
- To support the development of the renewable energy sector through the provision of skills development to support expansion and supply chain development.
- To protect and promote the environment to improve the student and visitor experience and enhance the quality of life for all.
- To collaborate on developing wireless and data IT connectivity within the City Bay region including extending the Wireless network Eduroam to local authority buildings, LC2 and 360 (Sports and Leisure).

### **Wales City of Culture and Heritage**

- Promoting Swansea as Wales City of Culture and an international destination.
- Preserving and celebrating the best of Swansea's industrial heritage including working jointly on the World Heritage application for Hafod Copperworks.
- Promoting the UNESCO Swansea Bay Learning City Region, rooted in history, language, culture and developing skills for regeneration of communities.
- Developing the sporting infrastructure and promoting physical activity to the benefit of the community and to students.
- Engaging disadvantaged communities in their own regeneration.
- Collaboration with the Swans and Ospreys over the City of Sport and further developments at the Ashleigh Road Sports Village.

# DEVELOPING THE PLEDGE BETWEEN UNIVERSITY OF WALES TRINITY SAINT DAVID: SWANSEA AND CITY AND COUNTY OF SWANSEA

January 2015

## 1. Introduction

The University of Wales Trinity Saint David (UWTSD) Group aims to establish a new educational 'system' of universities and colleges committed to educating students of all ages and backgrounds, and to stimulate economic development in the Swansea Bay City Region, across Wales and beyond. To this end, the university seeks to build positive relationships with the local authorities where the university has campuses or substantial activity. It proposes to develop in partnership with such authorities a **joint pledge** to strengthen partnership working in areas of joint interest.

Swansea Council has a policy commitment to working in partnership with both the regional universities and is seeking to establish a strategic alliance for mutual benefit. Swansea Council is committed to working closely with the city's two universities, local colleges, the Welsh Government and other partners to develop a 'Creative City Region' strategy and build Swansea as a science, technology and creative capital, developing a dynamic knowledge-based economy and increasing science-based employment, education and training.

## 2. The Pledge

The idea of the pledge is to ensure that the partnership between the university and the individual local authority contains specific actions which will benefit both partners jointly and where each partner can be held accountable to the other. The pledge will be underpinned by an agreed framework to ensure implementation of agreed actions. Costs will be negotiated between partners on individual projects

The framework to underpin the pledge contains the following:

- The authority for the delivery of the pledge will be the joint responsibility of the offices of the Chief Executive/Leader of City and County of Swansea (CCS) and the Vice-Chancellor/Chair of Governors of the University of Wales Trinity Saint David.
- Each office will designate a senior member of staff to take responsibility for delivery. The responsible staff member will report bi-annually to the Chief Executive/Vice Chancellor on progress
- Each partner will be responsible for monitoring the implementation of this agreement on co-operation and to initiate and develop new projects with a common interest.

- Within this framework of this agreement, it will be possible for departments of each organisation to enter into more specific agreements including secondments.
- Progress on the pledge will be reported jointly annually to the University Council and to the CCS Cabinet.
- The detailed areas of co-operation are attached in Schedule 1 appended to this Pledge. This will be reviewed annually.

### **3. City and County of Swansea's priorities**

In taking forward its work the Council works to the following key priorities:

- Anti-poverty
- Safeguarding
- Pupil Attainment
- The City Centre and the economy
- Building sustainable communities

### **4. Swansea Local Service Board (LSB) population outcomes**

The LSB vision for Swansea is that it will be a desirable place to live, work and visit that:

- capitalises on the distinctive relationship between its vibrant urban areas and outstanding rural and coastal environments.
- has sustainable, distinct communities, in both urban and rural locations, that benefit from sufficient good quality accommodation, supporting infrastructure, community facilities and opportunities for recreation.
- supports a competitive and prosperous economy that acts as a focal point for the wider Swansea Bay City Region.
- is a thriving city centre destination that offers excellent shopping facilities and supporting leisure and business opportunities, capitalising on its proximity to the waterfront.
- celebrates and conserves its unique natural heritage and cultural and historic environments.

The University is an active partner in the City's Local Service Board and shares the desired population outcomes for Swansea.

- Children have a good start in life
- People learn successfully
- Young people and adults have good jobs
- People have a decent standard of living
- People are healthy safe and independent
- People have good places to live and work

## **5. UWTSO's Strategic Agenda**

The University's strategic plan 2014-2017 highlights 7 key planning themes representing the core values of the university.

- **COLLABORATION** through the establishment of a range of strategic relationships at regional, national and international level. Such networks will have the potential to inspire our learners, staff and partners to create exciting new learning futures.
- **INCLUSIVITY** through putting learners first and championing lifelong learning without barriers; and supporting students from all backgrounds and at all stages of their education.
- **EMPLOYABILITY AND CREATIVITY** by harnessing the entrepreneurial, research, creative and enterprising skills of our learners, we can offer educational programmes that allow our students to have the best opportunities to gain employment and develop their transferable skills.
- **SUSTAINABLE DEVELOPMENT** through a system-based approach to delivering meaningful and relevant educational pathways we will promote learning and social responsibility that supports "development that meets the needs of the present without compromising the ability of future generations to meet their own needs." (Brundtland Commission, 1987).
- **WALES AND ITS DISTINCTIVENESS** through celebrating the distinctive linguistic and cultural assets and heritage of Wales.
- **THE CONCEPT OF GLOBAL CITIZENSHIP** through the development of further multi-national activities and opportunities for our learners, staff and partners.
- **RESEARCH AND ITS IMPACT ON POLICY** by ensuring that our research activity and outcomes influence the evidence base of policies developed in Wales and beyond.

## **6. Taking the pledge forward**

The pledge does not represent all the collaborative activity between the Council and the University. It reflects a small number of key areas which are priorities for both the council and the university identified in accord with both the university's strategic plan and the council's desired outcomes. The pledge itself only includes those areas which are capable of being progressed within the first year of the agreement.

## **7. Agreement of Co-operation between City & County of Swansea and University of Wales: Trinity Saint David, Swansea**

The organisations will:

- Collaborate to strengthen partnership working in areas of joint interest
- Develop and enhance opportunities for creating a prosperous Swansea Bay City Region
- Collaborate in the areas of Sustainable Development, Economic Development; Skills & the Labour Market; Knowledge Economy, Innovation & Knowledge Transfer; Sport, Culture & Heritage

The partners have entered into the following agreement

**Article 1 Economic Development, the City Region and Swansea City Centre**

**The partners will support co-operation between companies and institutions to develop initiatives designed to benefit economic development within the Swansea Bay City Region. The regeneration of the City Centre and SA1 is of fundamental strategic importance to both organisations. The promotion of Swansea as a cultural destination is a key priority.**

**Article 2 Skills & the Labour Market**

**The partners will co-operate to promote the development and deployment of a skilled workforce in key sectors to achieve greater levels of productivity.**

**Article 3 Enterprise and the Innovation Quarter**

**The partners will foster the development of a knowledge based economy, widening the opportunities for research & development, leading to new product and process innovations within Swansea Bay firms and organisations.**

**Article 4 Sustainable Development**

**The partners will commit to providing strong community leadership for sustainable development in Swansea and the broader City Region**



## Schedule 1: 2014 - 2015

### **Article 1 Economic Development, the City Region and Swansea City Centre**

**The partners will support co-operation between companies and institutions to develop initiatives designed to benefit economic development within the Swansea Bay City Region. The regeneration of the City Centre and SA1 is of fundamental strategic importance to both organisations. The promotion of Swansea as a cultural destination is a key priority.**

#### **Proposals**

- **The University is a core member of the Swansea Economic Regeneration Partnership, the Knowledge Economy and Innovation Programme Board and a key partner in the Swansea Business Improvement District and will continue its proactive involvement in these groups.**
- **The City Council and the University will work together to progress the redevelopment of Swansea City Centre** through the implementation of the City Centre Strategic Framework and action plans. This will build upon the significant achievements over the past few years including the Sony Centre, Alex and the Creative Bubble. Areas of mutual interest will focus around the Alexandra Street corridor, the Albert Hall and the emerging Kingsway Innovation Zone.
- **The University and the Council will collaborate on a joint approach to focus on connectivity for capital funding for SA1**

### **Article 2 Skills & the Labour Market**

**The partners will co-operate to promote the development and deployment of a skilled workforce in key sectors to achieve greater levels of productivity.**

#### **Proposals**

- **UWTSD will work with Swansea officers to provide accreditation for projects developed as part of the school to school support model and support roll out of the model to other LAs in the Swansea Bay City Region through the RLP before sharing it with other regions in Wales.**
- **UWTSD undertakes to reserve a place for the City & County of Swansea to have educational representation within the governance arrangements for SA1 Waterfront Innovation Quarter to maximise collaborative opportunities**
- **UWTSD and the CCS will look to develop a specific project through the UW/UWTSD Centre for Equity in Education focusing on raising children's achievement in the designated Community First wards and St Thomas**
- **UWTSD will develop a Creative Industries Student Placement Initiative (CISPI) through its Creative Industries Research and Innovation Centre (CIRIC). CIRIC is a**

Knowledge Transfer Centre for projects that support the creative industries in Wales. CISPI will maximise the benefits, networks and links derived from CIRIC's community activities and European-funded projects with local companies who are interested in recruiting student interns.

- UWTSD will take the lead on the **Adjacent Educational Project** on behalf of the Swansea Bay Studios, based on a former industrial site on the edge of the city. Adjacent Productions are responsible for the American television series 'Da Vinci's Demon's', which is currently filming its third series. Following a successful relationship between the University and the Studios during the recording of the first two series, a University research student has been seconded to the role of Education Liaison Officer at the Studios but will remain an employee of the University. The educational project will: create links between the local community, commercial and educational establishments, and the Studios; provide tours and educational workshops for educational establishments in the locality; ensure that local Further Education and Higher Education institutions are able to take full advantage of the jobs and opportunities that arise at the Studios; raise awareness of career/job opportunities within the film industry, with particular reference to training pathways in the Swansea Bay City Region.
- The University will work with the Council's 'Beyond Bricks and Mortar' initiative to **champion the use of Social Benefit Clauses in public sector contracts** and improve people's employability by maximising the impact of the SA1 Waterfront innovation Quarter regeneration programmes offering and facilitating training and work placements by placing trainees and apprentices with developers and contractors.
- The University and the Council will work together to expand The Swansea Apprenticeship Programme into a wider '**Vocational Education and Training Programme**', e.g. New Skills for New Jobs programme for Swansea.
- If the **Tidal Lagoon project** proceeds, the University will work with CCS and other partners to ensure that Swansea becomes the global lead for innovation and skills development around tidal lagoon technology.

### **Article 3 Enterprise and the Waterfront Innovation Quarter**

**The partners will foster the development of a knowledge based economy, widening the opportunities for research & development, leading to new product and process innovations within Swansea Bay firms and organisations.**

#### **Proposals**

- The University and the Council will work jointly with other partners including the Welsh Government and Swansea Bay City Region Board to maximize the regeneration opportunities from the major transformative project bid led by UWTSD supported the Knowledge Economy and Innovation Group to develop a **Waterfront Innovation Quarter in SA1** linked to the city centre, to

- Define Swansea as an innovation city
  - Establish a range of impact hubs in identified priority areas which will deliver clear economic and commercial benefits
  - Build an integrated innovation and enterprise ecosystem which caters for knowledge transfer collaboration between industry and academia
  - Drive social, cultural and economic development by providing companies with access to advice and support allied to a world class technological capacity and know how.
  - To create a critical mass of expertise that can act as a magnet for attracting new companies, partnerships and investment.
  - To bring worldwide best practice to Wales and show the best of Welsh creativity and innovation.
  - To drive the regeneration of the City and region.
- The University's Creative Industries Research and Innovation Centre will support the development of **new IP project proposals from Welsh media companies** (TV, film and new media) that are located in the Swansea Bay City Region. The Knowledge Transfer Centre, known as Moving Image Wales, will provide a consultancy service and access to its high-spec facilities, as well as staff and industry expertise, to assist in media proposal development and Research and Development activities (such as Pilots/Tasters for platforms including television, feature films, internet concepts and cross-platform content). This is particularly important opportunity in light of the relocation of the S4C HQ to within the SBCR.
  - Working with the City and County of Swansea Business Support Unit, the University is **developing proposals for the creation of business units at the vacant High Street Arcade** premises in the city centre. The units will offer a base from which the University's graduate start-up businesses can grow. In recent years, Swansea Metropolitan has, according to the Higher Education Business and Community Interaction Survey, produced significantly more successful businesses than most Welsh Higher Education institutions. The development of a new facility for graduate businesses will allow the University, through its Centre for Creative Entrepreneurship, to further progress its promotion of enterprise and entrepreneurship within the University and the Swansea Bay City Region.
  - **The University's Institute for Sustainable Design (ISD)** will continue to bring cutting-edge research, development and innovation to the Region's energy, engineering, life sciences and creative industry sectors. ISD is a European-funded project with collaboration between academia and industry. Following the University's refurbishment of the former Swansea Central Library, ISD has now moved into a new facility on Alexandra Road creating a vibrant design exchange.

#### **Article 4 Sustainable Development**

**The partners will commit to providing strong community leadership for sustainable development in Swansea and the broader City Region**

##### **Proposals:**

- The partners commit to developing a sustainability pledge to take forward sustainability objectives of benefit to both organisations in light of the Wellbeing of Future Generations Bill including the provision for students to gain work-based experience in the council in sustainable development and related fields
  
- The University and Council will work together to support the development of Swansea as a low carbon region and will
  - investigate the opportunity to develop a route map to energy self-sufficiency for Swansea to maximise the benefit for the City Region area
  - work jointly to consider the development of a Community Energy & Enterprise Scheme where local people benefit from renewable energy produced locally through locally based social enterprises.
  - aim to develop skills and capacity in the local communities to manage such schemes where appropriate



## Report of the Chair

Scrutiny Programme Committee – 12 March 2018

### Scrutiny Performance Panel Progress Report

<b>Purpose</b>	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.
<b>Content</b>	This report focuses on the following Performance Panel: a) Child & Family Services
<b>Councillors are being asked to</b>	<ul style="list-style-type: none"><li>• Ensure awareness and understanding of the work of the Panel</li><li>• Consider its effectiveness and impact</li><li>• Consider any issues arising and action required</li></ul>
<b>Lead Councillor(s)</b>	Councillor Paxton Hood-Williams (convener)
<b>Lead Officer &amp; Report Author</b>	Liz Jordan Tel: 01792 637314 E-mail: <a href="mailto:scrutiny@swansea.gov.uk">scrutiny@swansea.gov.uk</a>
<b>Legal Officer:</b>	Stephanie Williams
<b>Finance Officer:</b>	Paul Cridland

#### 1. Introduction

- 1.1 There are six Performance Panels which have been 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) Child & Family 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 Child & Family Services Performance Panel is made up of 10 councillors:

**Labour Councillors: 6**

Cyril Anderson	Peter Jones
Mike Durke	Alyson Pugh
Yvonne Jardine	Des Thomas

**Liberal Democrat/Independent Councillors: 2**

Kevin Griffiths	Susan Jones
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**Conservative Councillors: 1**

<b>Paxton Hood-Williams (CONVENER)</b>	
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**Uplnads Councillors: 1**

Irene Mann	
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**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 – Scrutiny Performance Panel Update**

## **Child and Family Services Scrutiny Performance Panel Update**

### **1. Remit of the Panel**

The overarching purpose of the panel is to: provide ongoing challenge to child and family 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 bi-monthly basis. Since then the panel has looked at the following:

- a) Overview of the priorities and challenges for this service area (August)
- b) Performance Monitoring report including adoption and the Youth Offending Service and the Leaving Care System (October)
- c) Pre-decision Scrutiny: Family Support Services Commissioning Review – Focusing on Children with Additional Needs and Disabilities (November)
- d) Advocacy update (December)
- e) Draft budget proposals for Child and Family Services (February)

### **3. Achievements / Impact**

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

Positives:

- Overview of Child and Family Services - the number of children experiencing care is safely reducing.
- Performance Monitoring - department is improving communications with its staff and a wellbeing strategy is going to be developed.
- Performance monitoring - reduction in costs for management and senior staff of approximately £200,000 within the department.

Issues / Concerns:

- Front door - figures for assessments completed in 42 days and for assessments completed in 10 days continue to be well below target. Panel supports department's approach to remedying this by developing an assessment dashboard and providing written guidance and training workshops on assessment triggers. However the Panel feels a fully functioning front door is an essential part of the service and expects proper attention to be paid to this issue over the coming months to ensure it improves.
- Western Bay Regional Adoption Service - regionalisation of the service continues to be challenging but is a statutory requirement. Discussions are taking place about what will happen going forward with changes to the makeup of the region.
- The importance of Life-Story work for Looked After Children when determining the suitability of adopters.

Action Recommended / Agreed:

- Child Protection - a number of the indicators around child protection are significantly lower than the target. This is partly due to recording error however figures still lower than department would like. Suggested that implementation of the system that has been developed to improve performance in this area is undertaken at the earliest possible opportunity.

The Cabinet Member responded that the Department has seen an unprecedented high level of child protection activity over recent months which has impacted on some performance figures but not on the ability of the department to work with parents and partners to achieve safety for children. Often the number of exceptions is very small but this does result in figures being skewed. He accepted that there is room for improvement and the action plan to improve performance in this crucial area is being progressed. This includes addressing concerns recording accurate data capture.

- Western Bay Regional Adoption Service - there needs to be a drive to increase adopters especially for sibling groups and older children, nationally as well as regionally. Suggested that the service uses similar mechanisms to what Foster Swansea used, as this has been successful.

The Cabinet Member responded that placing children with complex needs and sibling groups is an ongoing issue not only within Western Bay but nationally. This is despite the work of the National Adoption Service in raising awareness and the profile of adoption. There is a two year recruitment strategy in place in Western Bay and the National Adoption Service is monitoring performance in this area.

- The Panel has asked that the life journey materials for Looked After Children be regularly updated and recorded.
- Leaving Care System - Bays + appears to be working effectively and are to be congratulated on how much they have developed in the last few years in terms of confidentiality. However more information is needed on outcomes in this area.

The Cabinet Member agreed information on measuring actual outcomes for children is essential moving forward. It is important we understand how services are making a difference to improving children's lives. This is not an easy task, however a distance travelled tool is being developed to measure outcomes across the continuum of need, including Bays +. This will be a focus of work in the New Year.

#### 4. Future Work Programme

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

Meeting date	Item to be discussed
<b>Meeting 4</b> 26 Feb 2018	<ul style="list-style-type: none"> <li>• Performance Monitoring</li> <li>• Prevention and Early Intervention</li> </ul>
<b>Meeting 5</b> 30 Apr 2018	<ul style="list-style-type: none"> <li>• Performance Monitoring</li> <li>• Evaluate year and discuss possible topics for new municipal year</li> </ul>

#### 5. Action for the Scrutiny Programme Committee

None.





## Report of the Chair

Scrutiny Programme Committee – 12 March 2018

### Membership of Scrutiny Panels and Working Groups

<b>Purpose:</b>	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.
<b>Content:</b>	This report is provided to facilitate any changes that need to be made.
<b>Councillors are being asked to:</b>	agree the membership of Panels and Working Groups, and any other changes necessary
<b>Lead Councillor:</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer &amp; Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Stephanie Williams
<b>Finance Officer:</b>	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 Development & Regeneration Performance Panel:

**Remove** Councillors Cyril Anderson and Will Thomas.

Following these changes, the revised membership of the Working Group will be 9:

**Labour Councillors: 3**

Terry Hennegan	Mike White
Gloria Tanner	

**Liberal Democrat/Independent Councillors: 4**

Wendy Fitzgerald	<b>Jeff Jones (CONVENER)</b>
Chris Holley	Mary Jones

**Conservative Councillor: 2**

Steve Gallagher	David Helliwell
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## 2.2 Local Flood Risk Management Working Group:

**Remove** Councillor Wendy Fitzgerald

Following these changes, the revised membership of the Working Group will be 10:

**Labour Councillors: 4**

<b>Peter Jones (CONVENER)</b>	Sam Pritchard
Paul Lloyd	Des Thomas

**Liberal Democrat/Independent Councillors: 3**

Susan Jones	Gordon Walker
Cheryl Philpott	

**Conservative Councillor: 2**

Steve Gallagher	Brigitte Rowlands
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**Uplands Councillor: 1**

Irene Mann	
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## 2.3 Key considerations for the Committee:

- It is necessary for more than one political group to be represented on each panel / working group.
- These bodies also need to be of a manageable size in terms of team working and effective questioning.
- A minimum of 3 members should be present at all meetings.

**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:** None



## Report of the Chair

Scrutiny Programme Committee – 12 March 2018

### Scrutiny Work Programme 2017/18

<b>Purpose:</b>	This report reviews progress with the agreed scrutiny work programme for 2017/18.
<b>Content:</b>	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.
<b>Councillors are being asked to:</b>	<ul style="list-style-type: none"><li>• review the scrutiny work programme (including progress of current Panels and Working Groups)</li><li>• consider opportunities for pre-decision scrutiny</li><li>• plan for the committee meetings ahead</li></ul>
<b>Lead Councillor:</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer:</b>	Tracey Meredith, Head of Legal, Democratic Services and Business Intelligence
<b>Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Stephanie Williams
<b>Finance Officer:</b>	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 9 April:

- Cabinet Member Question Session: Future Generations - Councillor June Burtonshaw / Mary Sherwood.

2.2.4 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.

2.2.5 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.

2.2.6 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.

<b>Commissioning Review</b>	<b>Cabinet Portfolio</b>	<b>Expected Cabinet Meeting</b>	<b>Scrutiny</b>
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 Feb	Service Improvement & Finance Panel – 14 Feb
Additional Learning Needs	Children, Education & Lifelong Learning	tbc	Schools Panel - tbc

### 2.3 Inquiry Panels:

#### 2.3.1 The following Inquiry Panels are active:

<b>In Progress (yet to report):</b>	<b>Completed (follow up stage)</b>
1. Regional Working (evidence gathering stage) - Expected end: Apr 2018 2. Natural Environment (expected Start - End: Mar 2018 - August 2018)	1. School Readiness (27 Mar) 2. Tackling Poverty (tba) 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)
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#### 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) 2. Community Cohesion & Hate Crime (14 Nov) 3. Car Park Charges (28 Nov) 4. Tethered Horses (31 Jan) 5. Roads & Footway Maintenance (31 Jan) 6. Local Flood Risk Management (20 Feb)	7. Renewable Energy (26 Mar) 8. Homelessness (Apr) 9. Digital Inclusion (May) 10. Bus Services (June onwards) 11. Public Conveniences (June onwards) 12. Archive Service (June onwards)
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## 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

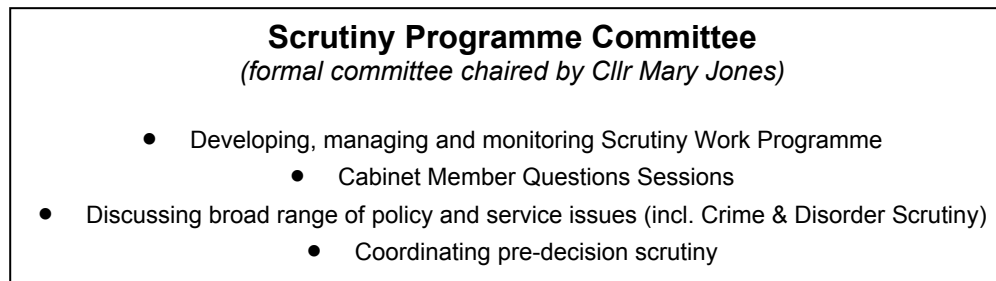
**Appendix 2:** Scrutiny Programme Committee - Work Plan

**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**

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

**2. Natural Environment**

e.g. exploring 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.

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

### Items for Specific Meetings:

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

	Commissioning Review	City Regeneration Service. It provides recommendations on the most viable future service options for the Service Area.
<b>11 Sep</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Service Transformation &amp; Business Operations (Deputy Leader)</li> </ul>
	<ul style="list-style-type: none"> <li>• Annual Corporate Safeguarding Report</li> </ul>	<ul style="list-style-type: none"> <li>• 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</li> </ul>
	<ul style="list-style-type: none"> <li>• Oceana Building Demolition</li> </ul>	<ul style="list-style-type: none"> <li>• Session with the Cabinet Member for Economy &amp; 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.</li> </ul>
<b>9 Oct</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Children, Education &amp; Lifelong Learning</li> </ul>
	<ul style="list-style-type: none"> <li>• Children &amp; Young People's Rights Scheme – Compliance and Progress</li> </ul>	<ul style="list-style-type: none"> <li>• To discuss annual progress report on implementation of Children &amp; Young People's Rights Scheme, and consider impact (scheme was agreed by Cabinet in October 2014)</li> </ul>
<b>13 Nov</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Health &amp; Wellbeing</li> </ul>
	<ul style="list-style-type: none"> <li>• More Homes Pilot Scheme Milford Way and Parc Y Helyg Sites</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-decision scrutiny</li> </ul>
<b>11 Dec</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Stronger Communities</li> </ul>
	<ul style="list-style-type: none"> <li>• Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates</li> </ul>	<ul style="list-style-type: none"> <li>• Update on Progress / Outcomes from Martin Nicholls, Director - Place</li> </ul>
	<ul style="list-style-type: none"> <li>• Progress Report – Service Improvement &amp; Finance Performance Panel</li> </ul>	<ul style="list-style-type: none"> <li>• Councillor Chris Holley, Convener, to update on headlines from the Panel's work and achievements</li> </ul>

<b>8 Jan</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Economy &amp; Strategy (Leader)</li> </ul>
	<ul style="list-style-type: none"> <li>• Progress Report – Adult Services Performance Panel</li> </ul>	<ul style="list-style-type: none"> <li>• Councillor Peter Black, Convener, to update on headlines from the Panel’s work and achievements</li> </ul>
<b>12 Feb</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Environment Services</li> </ul>
	<ul style="list-style-type: none"> <li>• Transfer of Management of Allotments from City &amp; County of Swansea to Management Associations</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-decision scrutiny</li> </ul>
	<ul style="list-style-type: none"> <li>• Progress Report – Schools Performance Panel</li> </ul>	<ul style="list-style-type: none"> <li>• Councillor Mo Sykes, Convener, to update on headlines from the Panel’s work and achievements</li> </ul>
<b>5 Mar</b> (extra meeting)	<ul style="list-style-type: none"> <li>• Crime &amp; Disorder Scrutiny</li> </ul>	<ul style="list-style-type: none"> <li>• 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</li> </ul>
<b>12 Mar</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Culture, Tourism &amp; Major Projects</li> </ul>
	<ul style="list-style-type: none"> <li>• Progress Report – Child &amp; Family Services Performance Panel</li> </ul>	<ul style="list-style-type: none"> <li>• Councillor Paxton Hood-Williams, Convener, to update on headlines from the Panel’s work and achievements</li> </ul>
<b>9 Apr</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Future Generations</li> </ul>
	<ul style="list-style-type: none"> <li>• Progress Report – Development &amp; Regeneration Performance Panel</li> </ul>	<ul style="list-style-type: none"> <li>• Councillor Jeff Jones, Convener, to update on headlines from the Panel’s work and achievements</li> </ul>
<b>14 May</b>	<ul style="list-style-type: none"> <li>• Cabinet Member Question Session</li> </ul>	<ul style="list-style-type: none"> <li>• Question and answer session with Cabinet Member for Commercial Opportunities &amp; Innovation</li> </ul>
	<ul style="list-style-type: none"> <li>• Progress Report – Public Services Board Performance Panel</li> </ul>	<ul style="list-style-type: none"> <li>• Councillor Mary Jones, Convener, to update on headlines from the Panel’s work and achievements</li> </ul>
	<ul style="list-style-type: none"> <li>• Annual Work Plan Review</li> </ul>	<ul style="list-style-type: none"> <li>• To reflect on the year’s work, achievements, experiences, issues, ideas for future scrutiny</li> </ul>

To be scheduled:

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

### 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
<b>The Kingsway Infrastructure Project.</b>	To award the main works contract for The Kingsway Infrastructure Project following a tender exercise compliant with Council's Contract Procedure Rules, and to provide an update on the financial provisions of the scheme in compliance with Council's Finance Procedure Rules, further to Cabinet reports on the 16/03/17 and 19/11/17 respectively.	Gareth Hughes	Cabinet Member - Culture, Tourism & Major Projects, Cabinet Member - Economy and Strategy (Leader), Cabinet Member - Environment Services	Cabinet	15 Mar 2018	Open
<b>A Prevention Strategy for Swansea 2017 - 2020.</b>	The Prevention Strategy and associated Delivery Plan to be approved, following consultation.	Amy Hawkins	Cabinet Member - Health & Wellbeing	Cabinet	15 Mar 2018	Open

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### 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
<p><b>Anti-Social Behaviour, Crime and Policing Act 2014.</b></p>	<p>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.</p>	<p>Jane Whitmore</p>	<p>Cabinet Member - Stronger Communities</p>	<p>Cabinet</p>	<p>15 Mar 2018</p>	<p>Open</p>
<p><b>Quarter 3 2017/18 Performance Monitoring Report.</b></p>	<p>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</p>	<p>Richard Rowlands</p>	<p>Cabinet Member - Service Transformation &amp; Business Operations (Deputy Leader)</p>	<p>Cabinet</p>	<p>15 Mar 2018</p>	<p>Open</p>

### 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
<p><b>Western Bay Regional Area Plan</b></p>	<p>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.</p> <p>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.</p>	<p>Sara Harvey</p>	<p>Cabinet Member - Health &amp; Wellbeing</p>	<p>Cabinet</p>	<p>15 Mar 2018</p>	<p>Open</p>
<p><b>Disabled Facilities &amp; Improvement Grant Programme 2018/19.</b></p>	<p>To provide details of Disabled Facilities &amp; Improvement Grant Programme and to seek approval to include schemes in the 2018/19 Capital Programme.</p>	<p>Darren Williams</p>	<p>Cabinet Member - Housing, Energy &amp; Building Services</p>	<p>Cabinet</p>	<p>15 Mar 2018</p>	<p>Open</p>

### 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
<b>Building Capital Maintenance Programme 2018/19.</b>	This report sets out the way in which the Capital Maintenance resources for 2018/19 will be deployed.	Andrew Shaw	Cabinet Member - Housing, Energy & Building Services	Cabinet	15 Mar 2018	Open
<b>FPR7 Capital Allocation to Highway Infrastructure Assets 2018-19.</b>	To confirm the Capital work programmes for highway infrastructure assets.	Bob Fenwick	Cabinet Member - Environment Services	Cabinet	15 Mar 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
<p><b>Disposal of Surplus Land at Olchfa Comprehensive School.</b></p>	<p>At its meeting on the 16/06/2016, Cabinet resolved to declare the land indicated at the Olchfa comprehensive school site as surplus; subject to the provision of an artificial games surface.</p> <p>The Council then had to undertake a consultation in accordance with The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.</p> <p>The responses/objections to the consultation process for the proposed disposal have been received; Cabinet now has to consider those responses to inform the decision as to whether or not to proceed with the disposal</p>	<p>Nicola Jones</p>	<p>Cabinet Member - Children, Education &amp; Life Long Learning</p>	<p>Cabinet</p>	<p>15 Mar 2018</p>	<p>Fully exempt</p>

### 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
<b>Welsh Community Care Information System (WCCIS).</b>	To present the business case for implementing the Welsh Community Care Information System within Swansea Social Services. Providing an overview of the reasons and drivers for the project along with the benefits and financial impact.	Kathryn Phillips	Cabinet Member - Health & Wellbeing, Cabinet Member - Service Transformation & Business Operations (Deputy Leader)	Cabinet	15 Mar 2018	Fully exempt
<b>Progress on Regeneration Projects and FPR7 Funding Requirements.</b>	This report provides an update on the main regeneration projects, decisions required on key issues to move forward and outlines the funding requirements in line with FPR7 guidelines.	Huw Mowbray	Cabinet Member - Culture, Tourism & Major Projects	Cabinet	15 Mar 2018	Fully exempt

## 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
<p><b>Poverty Reduction Policy Development &amp; Delivery Committee's Exploration of the Childcare Offer for 3 and 4 Year Olds.</b></p>	<p>The childcare offer provides working parents with 30 hours of government-funded childcare and early education for 3 and 4 year olds for 48 weeks of the year.</p> <p>Swansea was selected as 1 of 7 Local Authorities to work with the Welsh Government to pilot the new Childcare offer from September 2017 prior to full national rollout in September 2020.</p> <p>The purpose of the Report is to consider the scheme from the perspective of Poverty.</p>	<p>Sian Bingham</p>	<p>Cabinet Member - Health &amp; Wellbeing, Cabinet Member - Children, Education &amp; Life Long Learning</p>	<p>Cabinet</p>	<p>15 Mar 2018</p>	<p>Open</p>

### 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
<b>Adult Services Review of Commissioning Strategies for Learning Disabilities, Physical Disabilities and Mental Health.</b>	The report provides an update on the approach to the Commissioning Review on accommodation and day related support for people with a Learning Disability, Physical Disability and Mental Health Concern. It provides final versions of the up-to-date Commissioning Strategies which have been amended to take account of the public consultation.	Alex Williams	Cabinet Member - Health & Wellbeing	Cabinet	19 Apr 2018	Open
<b>Outcome of Residential Care and Day Services for Older People Commissioning Reviews.</b>	The report provides an outline of the preferred options for the Residential Care and Day Services for Older People Commissioning Reviews, with a view to proceeding to public consultation on the preferred options.	Alex Williams	Cabinet Member - Health & Wellbeing	Cabinet	19 Apr 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
<b>Swansea District Heat Network.</b>	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	19 Apr 2018	Open
<b>More Homes Parc Y Helyg Site Options Appraisal.</b>	To provide and seek approval on the recommendations and associated financial implications for the second More Homes scheme at Parc Y Helyg.	Nigel Williams	Cabinet Member - Housing, Energy & Building Services	Cabinet	19 Apr 2018	Open





Activity / Month	JUL 2017	AUG	SEP	OCT	NOV	DEC	JAN 2018	FEB	MAR	APR	MAY	JUN
<b>PERFORMANCE PANELS:</b>												
<b>Adult Services</b> (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	13	20	17		
<b>Service Improvement &amp; Finance</b> (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	7 12* 14*	28			
<b>Schools</b> (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	13* 15	15	12		
<b>Child &amp; Family Services</b> (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		12* 26		30		
<b>Public Services Board</b> (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			29	11		



<b>Activity / Month</b>	<b>JUL 2017</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN 2018</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>
<b>Development &amp; Regeneration</b> (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				5		
<b>WORKING GROUPS:</b>												
<b>Emergency Planning &amp; Resilience</b> 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								
<b>Community Cohesion &amp; Hate Crime</b> 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							
<b>Car Park Charges</b> Lead Scrutiny Councillor: Will Thomas Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mark Thomas Lead Director: Martin Nicholls Lead Head of Service: Stuart Davies					28							
<b>Tethered Horses</b> 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
<b>Bus Services</b> (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												
<b>Public Conveniences</b> (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												
<b>Archive Service</b> (dependent on delivery of above / if time allows) Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: tbc Lead Cabinet Member: Robert Francis-Davies Lead Director: Martin Nicholls Lead Head of Service: Tracey McNulty												
<b>REGIONAL SCRUTINY:</b>												
<b>ERW (Education through Regional Working)</b> 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

Information correct as of 05/03/18 15:21

**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 has met with representatives from across different Council partnerships including for example Western Bay, ERW and City Deal on in February. The panel will now start to draw their inquiry to a close by reviewing the evidence they have gathered and discussing conclusions and possible recommendations at their meeting on the 15 March.

Projected End Date: April 2018

b) **Natural Environment** (convener: Cllr Peter Jones)

Key Question: to be agreed

Progress Bar:

Planning				Evidence Gathering				Draft Report		Final	

The panel will meet for the first time on 26 March to have a presentation which outlines how the Council currently meets its commitments in relation to the Natural Environment under the Well-being of Future Generations Act. A further meeting in April will entail an overall briefing for relevant background information and to discuss how current services meet requirements under the Act. This will provide the starting point for the Panel to decide the direction and content of the inquiry.

Projected End Date: tbc

## 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)
School Readiness	15 Jun 2017	9	0	0	27 Mar 2018
Tackling Poverty	15 Jun 2017	12	1	2	tba

## 3. Performance Panels:

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

The last meeting on 14 February incorporated the Annual Budget Scrutiny and the Highways and Transportation Commissioning Review. Cllr Rob Stewart, Cllr Clive Lloyd and Finance Lead Ben Smith attended to advise and answer questions on the budget. Cllr Mark Thomas, Stuart Davies and Phil John attended from the Highways and Transportation Department to assist with scrutiny of the commissioning review. Feedback on both items was presented to Cabinet on 15 February and letters will follow.

### b) Schools Performance (convener: Cllr Mo Sykes)

The Panel in February met with the Headteacher and Chair of Governors from Morrision Primary School to discuss their current performance and prospects for improvement. They will at their meeting on 15 March meet with Headteacher and Chair of Governors from Bishop Vaughan Catholic Secondary School.

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

The next meeting will look at the Early Years Work Stream including a presentation from Sian Bingham, Early Years and Family Support Manager. There will also be a discussion around the Wellbeing of Future Generations Act and how the Panel can and do use it to inform and develop their scrutiny work.

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

A progress report appears separately in the agenda as Item No. 7.

e) **Adult Services** (convener: Cllr Peter Black)

The Panel met on 13 February to discuss Intermediate Care, and received a presentation on the Welsh Community Care Information System. At this meeting the Panel also considered budget proposals in relation to Adult Services before going to Cabinet. The Panel will meet again on 20 March to hold a question and answer session with the Cabinet Member for Health & Well-being and to consider the Adult Services Complaints Annual Report 2016/17.

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

The Panel will formally meet again in April. In the meantime, there was an informal briefing on work being undertaken around business cases linked with the City Deal. This should help inform the Panel of work taking place which underpins the development and regeneration projects and create a wider understanding of the current picture.

#### 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 9 March 2018 and was hosted by Carmarthenshire Council. The group discussed the Annual verified data for the region, the impact of the work of ERW, the effects of poverty in rural wales, the recently established ERW programme board and they met with Kirsty Williams the Cabinet, the Welsh Government Cabinet Secretary for Education about the future of regional working in this area. The next meeting will take place in September 2018 and will be hosted by Neath Port Talbot.

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

The committee 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 took place on 31 January to 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. The Cabinet Member for Environment provided a written report and attended with relevant officer(s). The RSPCA and FOSH (Friends of Swansea Horses) also attended to provide an external perspective on developments.

Correspondence with the Cabinet Member has now been responded to by Councillor Mark Thomas and is included within the agenda papers for awareness and discussion (item 10 – Scrutiny Letters).

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

This is an area of public concern and enabled 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 took place on 31 January and a letter has been sent to the Cabinet Member with the views and recommendations of the Working Group.

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

This is an annual recurring item in the work programme. The working group met 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 attended to update the group.

f) **Renewable Energy** (convener: Cllr Sam Pritchard)

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. This meeting has been arranged for 26 March.

g) **Homelessness** (convener: Cllr Peter Black)

This will enable information, questions and discussion on activities to manage homelessness, the current position, performance of relevant services, and challenges and will also enable opportunity to influence the draft Homelessness Strategy. This meeting is anticipated to take place before the end of April.

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

1. **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 Council's digital inclusion strategy. Councillors will be able to consider how well prepared both the Council itself and the public is to use and communicate via digital technology.

2. **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.

3. **Public Conveniences**

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



**4. 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.



## Report of the Chair

Scrutiny Programme Committee – 12 March 2018

### Scrutiny Letters

<b>Purpose:</b>	To ensure the committee is aware of the scrutiny letters produced following various scrutiny activities, and to track responses to date.
<b>Content:</b>	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.
<b>Councillors are being asked to:</b>	<ul style="list-style-type: none"><li>• Review the scrutiny letters and responses</li><li>• Make comments, observations and recommendations as necessary</li></ul>
<b>Lead Councillor:</b>	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
<b>Lead Officer:</b>	Tracey Meredith, Head of Legal, Democratic Services and Business Intelligence
<b>Report Author:</b>	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>
<b>Legal Officer:</b>	Stephanie Williams
<b>Finance Officer:</b>	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**:

	<b>Activity</b>	<b>Meeting Date</b>	<b>Correspondence</b>
a	Committee (Cabinet Member Q & A)	11 Dec	Letter to / from Cabinet Member for Stronger Communities
b	Committee (Cabinet Member Q & A)	8 Jan	Letter to / from Leader / Cabinet Member for Economy & Strategy
c	Tethered Horses Working Group	31 Jan	Letter to / from Cabinet Member for Environment Services

d	Committee (Allotments pre- decision scrutiny)	12 Feb	Letter to / from Cabinet Member for Future Generations
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### 3.3 Points to highlight:

3.3.1 Tethered Horses Working Group – The Cabinet Member has accepted all of the recommendations made by the Working Group. The outcome of the Working Group has been positive and constructive. The ideas and suggestions from the original Working Group in 2016 have resulted in a framework for dealing with Tethered Horses in a partnership approach with the RSPCA and the Hillside Animal Sanctuary. Friends of Swansea Horses (FOSH) have now disbanded as they feel their aims have been achieved, which is excellent news. There has been a huge reduction in numbers of Tethered Horses, the relationship between the Council, RSPCA and Hillside remains strong and effective and there are clear procedures for dealing with tethered horses in Swansea. This has been recognised as an example of successful partnership working.

#### 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: 79

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	23-Jan	53	12-Feb
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	11-Jan	23	12-Feb
34	Service Improvement & Finance Performance Panel	12-Dec	Annual Review of Performance and Q2 Budget Monitoring	Economy & Strategy (Leader)	09-Jan	25-Jan	16	n/a
35	Public Services Board Performance Panel	13-Dec	Draft Well-being Plan	Economy & Strategy (Leader)	09-Jan	25-Jan	16	
36	Child & Family Services Performance Panel	18-Dec	Advocacy	Health & Wellbeing	10-Jan	29-Jan	19	n/a
37	Adult Services Panel	19-Dec	Workforce Development and Systems Support	Health & Wellbeing	15-Jan	n/a	n/a	n/a



38	Committee	11-Dec	Cabinet Member Q & A	Stronger Communities	19-Jan	08-Feb	20	12-Mar
39	Adult Services Panel	16-Jan	Social Services Charges and Performance Monitoring	Health & Wellbeing	29-Jan	13-Feb	15	n/a
40	Committee	08-Jan	Cabinet Member Q & A	Economy & Strategy (Leader)	31-Jan	21-Feb	21	12-Mar
41	Schools Performance Panel	18-Jan	Annual Review of Education Performance and Estyn report progress update	Children, Education & Lifelong Learning	01-Feb	14-Feb	13	n/a
42	Committee	12-Feb	Pre-decision Scrutiny - Transfer of Management of Allotments	Future Generations	14-Feb	26-Feb	12	12-Mar
43	Tethered Horses Working Group	31-Jan	Tethered Horses	Environment Services	13-Feb	18-Feb	5	12-Mar
44	Working Group	31-Jan	Roads and Footway Maintenance	Environment Services	20-Feb			
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**To/  
Councillor Will Evans  
Cabinet Member for Stronger  
Communities**

**BY EMAIL**

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SPC/2017-18/11

19 January 2018

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member for Stronger Communities following the meeting of the Committee on 11 December 2017. It is about the Relationship with the Third Sector, Communities First, Food Access/Growing, Drugs/Alcohol, and the 'Together at Christmas' Event.

Dear Councillor Evans,

### **Cabinet Member Question Session – 11 December**

Thank you for attending the Scrutiny Programme Committee on 11 December 2017 and answering questions on your work as Cabinet Member for Stronger Communities.

Thank you for providing a written paper, giving headlines from the cabinet portfolio, in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievements in relation to your areas of responsibility.

We noted that there have been some portfolio changes since May, with responsibility for homelessness and digital inclusion moving out, and you taking on responsibility for community safety, domestic abuse, drugs & alcohol and the Families First Programme. You were still the lead on the Council's Poverty Reduction Strategy, one of the Council's five corporate priorities.

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

### **Relationship with the Third Sector**

We asked you to talk about your relationship and work with the Third Sector (Voluntary Sector), in particular the contribution and involvement of the sector in helping to support and achieve portfolio priorities and objectives, for example in tackling poverty.

You spoke of a long and productive history of partnership working between the Council and Third Sector (otherwise referred to as the 'Compact'), and funding provided by the Council to Third Sector groups to support their activities.

You called the contribution made by the Third Sector valuable, referring, amongst others, to work of organisations such as the Swansea Citizens Advice (an essential partner for independent advice and information, including Welfare Reform), and those involved in dealing with safeguarding and domestic abuse.

The collaboration with SCVS - Swansea Council for Voluntary Service (the umbrella organisation for the third sector in Swansea) on a wide range of services was also mentioned. You stated that SCVS delivered a significant amount of training to volunteers and coordinated volunteers across Swansea, and was working with the Council to administer the award of Change Fund Small Grants to voluntary and community groups.

We recognised the sheer scale of the contribution made by the Third Sector but noted that funding was currently being reviewed. We noted that it is planned to move to a commissioned funding programme, with an approach to co-produce contract specifications based on need and awarded to the successful Third Sector applicants, measured against specific service delivery arrangements and outcomes.

Although we recognised the financial pressures on the council, which will impact on money available in the future to grant fund external organisations, there was some concern raised about the need for swift decisions to ensure that organisations such as the Swansea Environmental Forum can forward plan and deliver its work over the longer term. We understand that in December an extension of funding was granted by the External Funding Panel for six months to allow for continuity whilst the commissioning process is progressed. It was brought to your attention however that Swansea Environment Centre, jointly with the Environmental Forum, is in receipt of grants from Natural Resources Wales which will finish on 31 March - any new

grants, if awarded, will only apply from 1 July, leaving a three-month funding gap which may have significant consequences.

### **Communities First**

We discussed the end of the Communities First Programme, transition / phase out arrangements, and the early introduction of a new 'Communities for Work Plus' Programme.

We raised some queries about your report to Cabinet on the allocation of Welsh Government Legacy Fund (Cabinet meeting - 14 December) which we understand is to maintain the most effective aspects of the Communities First Programme to support the development of resilient communities. The Committee noted that a significant share of this funding would go to the continuation of support of the activities of the 'Faith in Families' organisation, which focusses on supporting children, young people and parents.

We noted the rationale for use of the Legacy Fund:

- To tackle child poverty and mitigate the impact of adverse childhood experiences through the continuation of existing Communities First Third Party Funding arrangements.
- To support the development of Stronger Communities through the most effective interventions with a focus on employment within the context of early intervention and prevention.

What concerned the Committee, however, was whether there were indicators / measures in place to assess and evaluate performance against these objectives, and expected outcomes - to know that we will obtain good value for money from the funding pot of just over £0.5m. You undertook to write to us about what the money is going to be spent on (e.g. which specific projects) and performance measures and monitoring arrangements.

We understood that the new Communities for Work Plus programme was focussed on simplifying and increasing access to employability provision in Swansea, and will work alongside other employability provision delivered by the Council.

We read in your report that there will be closure reports and external evaluation of Communities First carried out and submitted to the Welsh Government. We asked whether these reports would be accessible to the public. You agreed to clarify with us the reporting process and availability.

### **Food Access/Growing**

We talked about the importance of food growing in addressing poverty and improving health and wellbeing, and the need for greater opportunities to access this, e.g. allotments.

You explained that responsibility for allotments was now in the Future Generations cabinet portfolio, but told us that consideration was currently being given to the transfer of management to Allotment Associations, as part of a wider approach to looking for community asset transfer opportunities.

We were interested in developments regarding the creation of a Food Enterprise Community Interest Company, and asked about steps to encourage people to grow food, and food access and growing projects. You confirmed that food and growing responsibilities, and staffing had been transferred to the Food Enterprise. We heard that you were pleased with progress being made by the Food Enterprise and had confidence in its success. You told us that it will help raise awareness, signpost people and be able to attract funding streams to develop grow local schemes.

### **Drugs/Alcohol**

We asked about your responsibilities in relation to drugs and alcohol, and advice for local councillors on support for drug and alcohol issues within their communities. You talked about service provision to deal with drug and alcohol addiction and agreed to provide us with more information in writing that will help local councillors be able to signpost more effectively when faced with issues within their wards.

### **'Together at Christmas' Event**

We were pleased to see that arrangements had been made for another 'Together at Christmas' event at the Brangwyn Hall, to provide homeless, vulnerable and isolated people in Swansea with a Christmas dinner as well as free services, information and support. You told us that around 300 people were expected.

Some committee members queried whether there was enough information available, particularly for councillors to be able spread the message to relevant organisations and individuals. We would welcome a leaflet, for councillors to circulate, to raise awareness of future events to ensure as many people as possible benefit.

### **Your Response**

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to our request for you to address:

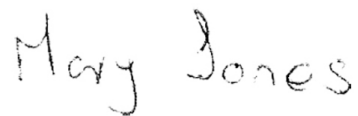
- how the outcomes and effectiveness of the work carried out as a result of the Legacy Fund will be measured and monitored;
- how much Legacy Funding would be allocated to 'Faith in Families' and the projects where the money would be used;

- whether closure / evaluation reports on Communities First will be available to the public, and;
- facilities / support available for drug and alcohol problems within wards.

Please provide your response by 9 February. We will then include both letters in the agenda of the next available Committee meeting.

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

Yours sincerely,

A handwritten signature in black ink that reads "Mary Jones". The letters are cursive and slightly slanted to the right.

**COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

✉ [cllr.mary.jones@swansea.gov.uk](mailto:cllr.mary.jones@swansea.gov.uk)

**Councillor Mary Jones**  
**Chair**  
**Scrutiny Programme Committee**

**BY EMAIL**

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*Our Ref:* WE/KH  
*Your Ref:*  
*Date:* 8<sup>th</sup> February 2018

Dear Councillor Mary Jones

### **Cabinet Member Question Session – 11<sup>th</sup> December**

Thank you for your letter dated 19<sup>th</sup> January 2018. This response provides further information as specifically requested.

*How the outcomes and effectiveness of the work carried out as a result of the Legacy Fund will be measured and monitored*

Swansea's Legacy Fund Plan was submitted to Welsh Government for approval on the 26<sup>th</sup> January 2018. Details remain subject to change pending approval.

Performance measures and targets have been set within the Legacy Fund Delivery Plan and are based on previous reporting and focussed on measuring what matters. Well-being and Prosperity outcomes will be measured including; individuals feeling less isolated, individuals feeling positive about their health and wellbeing, parents being able to access employment or training due to afterschool and holiday childcare provision, individuals accessing employment skills training, number of qualifications achieved and numbers securing employment.

Third Party Organisations delivering Legacy Fund projects will have service level agreements (SLA) in place, that outline the monitoring, performance and reporting requirements.

How successfully the Legacy Fund Projects integrate with, and support, the effective delivery of the Communities for Work and Communities for Work Plus programmes will be measured by monitoring the number of referrals between the programmes and via narrative feedback.

Monitoring and measuring performance will be completed on the performance measures, targets and the Welsh Government outcomes. This will include site visits, quality checks on activity and the involvement of the local community. Monitoring information will include numerical data, narrative of activity and individual case studies.

Monitoring reports will be submitted to Welsh Government as set out in the Legacy Fund guidance.

*How much Legacy Funding would be allocated to 'Faith in Families' and the projects where the money would be used;*

The allocation of the Legacy Funding to Faith in Families and other projects are listed below. Faith in Families have been allocated 44% of the Legacy Funding.

<b>Project</b>	<b>Total Allocation (Staff &amp; Delivery)</b>
Faith in Families; Healthy Attitudes Project After School and Holiday Club Project Parenting Support (High Scope Play Group) Improving Adult Life Skills and Opportunities	£235,637
Bonymaen Kids Play Initiative Homework Club	£27,819
Financial Inclusion Project	£60,126
Welfare Benefits Project	£60,126
Employment Skills Project	£34,621
Digital Inclusion Project	£55,126
Swansea Working Coordination	£43,642
Management & Premises	£19,970
<b>Total</b>	<b>£537,067</b>

*Whether closure / evaluation reports on Communities First will be available to the public;*

Various evaluations of Communities First have taken place throughout the life-course of the programme both nationally and locally. These evaluations have generally informed programme changes based on evidence and stakeholder consultation.

The Welsh Government do not have current plans to publish an evaluation of the Communities First programme at this time, the last published Welsh Government evaluation was published in February 2015: <http://gov.wales/statistics-and-research/evaluation-communities-first/?lang=en>

Swansea plans to undertake an evaluation with people who have engaged with Communities First to produce a brief evaluation on how Communities First in Swansea has most effectively supported people. Once completed this will be publically available.

*Facilities / support available for drug and alcohol problems within wards;*

Young people under 18 affected by drugs or alcohol should be signposted to The Place / InfoNation, 47 The Kingsway, Swansea, SA1 5HG. Telephone 01792 472002.

This information is available at [www.swansea.gov.uk/alcoholanddrugs](http://www.swansea.gov.uk/alcoholanddrugs)  
Adults over 18 affected by drugs or alcohol should be signposted to Abertawe Alcohol and Drug Assessment Service (AADAS), 42 St James Crescent, Uplands, Swansea, SA2 9OP. Telephone 01792 530719.

Both The Place / InfoNation, and AADAS welcome drop-ins.



'Day and Night' Wales Drug and Alcohol Helpline is a point of contact for anyone in Wales wanting further information or help relating to drugs and or alcohol. The helpline is open 24hrs a day, 365 days of the year. Telephone 0808 808 2234.

Yours sincerely

A handwritten signature in black ink that reads "W. Evans". The signature is written in a cursive style with a large initial 'W' and a distinct 'E'.

**COUNCILLOR WILLIAM EVANS  
CABINET MEMBER FOR STRONGER COMMUNITIES**

**To/  
Councillor Rob Stewart  
Leader of the Council / Cabinet  
Member for Economy & Strategy**

**BY EMAIL**

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Llinell Uniongyrochol:*

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SPC/2017-18/12

31 January 2018

Summary: This is a letter from the Scrutiny Programme Committee to the Leader / Cabinet Member for Economy & Strategy following the meeting of the Committee on 8 January 2018. It is about the Budget, Regeneration & Major Projects, City Deal, Corporate Priorities, Tidal Lagoon, and the External Funding Panel.

Dear Councillor Stewart,

### **Cabinet Member Question Session – 8 January**

Thank you for attending the Scrutiny Programme Committee on 8 January 2018 and answering questions on your work as Leader / Cabinet Member for Economy & Strategy.

We appreciate you providing a written paper, giving headlines from your portfolio, in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievements in relation to your wide-ranging areas of responsibility.

We are writing to you to reflect on what we learnt from the discussion, 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**  
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## **Budget**

We referred to the budget and acknowledged existing arrangements in place to question budget proposals, led by the Service Improvement & Finance Scrutiny Performance Panel. You will have been invited to appear before the Panel on 14 February. Therefore we avoided direct questions about the budget at our Committee meeting. However, you highlighted the significant financial pressures facing the authority and the funding gap. We noted your concern about the impact of continued austerity and the lack of protection for local authority education and social services by government, unlike for health.

## **Regeneration & Major Projects**

You took the opportunity to highlight progress on a range of developments, particularly work in the city centre (Swansea Central, Kingsway, Castle Square, Mariner Street, Hafod Morfa Copperworks, Skyline)

### Swansea Central

We noted the current position with regard to the scheme, which includes development of an arena, car park, hotel, and residential units. You confirmed that the authority was currently inviting tenders for the construction contract, with the projected completion by July 2020 of the arena, car parks and public realm.

With regard to the arena we asked about the negotiations with the expected operator, Ambassador Theatre Group, which we understood were at an advanced stage, and the availability of a business plan for the arena. You clarified that the Council was engaging with the Ambassador Theatre Group at the design stage, and that the business plan for the operation of the arena would follow agreement. You said you would confirm the timing of this.

We discussed the need for Swansea to compete with other cities, and the economic benefits of having a large multi-functional arena, as a heartbeat, that could provide a regular flow of people to visit, stay, and shop in the city centre, whether to attend concerts, shows, or conferences.

We did express some concern however at the current level of hotel capacity to accommodate additional visitors. You explained the Council had limited powers to develop hotel accommodation but were confident that the arena will drive investment in hotels, restaurants and shops in the area. You were satisfied that current provision would not jeopardise the launch of the arena, and as construction of the arena progressed you would anticipate interest from hotel developers.

We were also concerned about the competitiveness of the arena with others, particularly given Cardiff's plans for an arena. You told us that Cardiff's plans appeared to be aiming at a different market.

### Hafod Morfa Copperworks

You reported on the restoration of the Powerhouse at the Hafod Morfa Copperworks which will see it become the home of Penderyn's new distillery and visitor experience, with expected completion in 2020. We asked about possible impact on the warehouse which houses the Swansea Museum Collections Centre, and the Park & Ride car park.

### Wider Regeneration and Strategic Sites

Amongst wider regeneration activities you reported that there has been good progress in bringing forward development opportunities outside of the city centre. You referred to Felindre Business Park, and Tregof residential sites located at Swansea Vale and stated that these will come to the market at the beginning of 2018. We asked about the effect of future development opportunities on current parking on the site at Felindre. You stated that there will be liaison with the DVLA and ABMU Health Board, whose staff currently utilise the temporary car park to address any impact.

### **City Deal**

We heard that it is envisaged that a Joint Committee Agreement will be signed in the early part of 2018. We are interested in the governance structure and arrangements for scrutiny, and look forward to seeing this. We have noted that a report on this is currently listed for 26 April Council meeting.

We asked about the funding arrangements for the City Deal. We understood that funding will be over a 15 year period and each of the individual City Deal 11 projects will be subject of a detailed business case which will need to be submitted to UK and Welsh Governments for agreement, which will then enable release of relevant funds. You stated, however, that all four councils are progressing work ahead of funding in order to move forward quickly in delivery of projects. This meant Councils will potentially need to utilise capital borrowing to invest and deliver, however you stated that this did not add any additional pressure on the council budget as the income generated from the projects would cover the cost of the additional borrowing. We noted that some regeneration projects are part-funded by the City Deal.

We talked about comparisons between the Swansea Bay City Region City Deal and the Cardiff Capital Region City Deal. You highlighted that, despite the Cardiff City Deal having been approved much earlier than Swansea, our plans were further developed with clearly defined projects, and therefore more ready for the allocation of funding.

We asked about the sign off process for each of the business cases and whether Council would have a role. You confirmed to the Committee that once the business cases were agreed in principle by both governments they would be reported to Council for approval, as the Council will need to approve whether to proceed with the relevant projects and commit to the necessary expenditure and investment.

We touched on the funding and governance of cross cutting projects such as the Skills & Talent Initiative and involvement of colleges / universities and industry. We noted this cross cutting project is being led by Carmarthenshire Council, and the submission was awaiting approval by government. You stated that this project would be delivered through the existing Regional Learning & Skills Partnership which is made up of private and public sector members.

### **Corporate Priorities**

You were alerted to a specific question that was going to be raised about alignment between Public Services Board (PSB) well-being objectives and the Council's Corporate Plan / Priorities. Some concern was brought to your attention that 'Working with Nature', which is a draft PSB objective, is not included in the Corporate Plan and should be, given the Council's obligation under the Well-being of Future Generations Act.

We noted that you took the opportunity to address this question in your written paper to the Committee. You pointed out that:

- 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.
- the finally agreed PSB Wellbeing Objectives will require a commitment from the Council and to review the Corporate Plan objectives accordingly - however the existing Well-being Objectives set out in the Corporate Plan together already seek to address and improve environmental well-being.

The Committee recognised the view that the natural environment and biodiversity may not have in the past featured as a specific priorities and that a clear 'well-being' objective, to mirror the PSB, would be positive step. It will be important that Council has the opportunity to review the Corporate Plan.

We touched on the work of the PSB generally. Our PSB Scrutiny Performance Panel recently discussed the PSB's draft Well-being Plan which is currently subject of public consultation. You remarked that you felt the Public Services Board was working well and recognised the challenges ahead. We want to see that the PSB and specific partners have clear / identifiable actions in delivering the objectives.

### **Tidal Lagoon**

We recognised the efforts that have been made to promote the Swansea Bay Tidal Lagoon project and put pressure on decision-makers. We acknowledged that a decision is still awaited from the UK Government. We discussed some of the myths around the project including issues regarding the strike price and how it compares to other energy schemes. You stated that a lack of decision

is frustrating given the clear evidence that the project would be more competitive than off-shore wind and nuclear plants. We noted it has been one year since the publication of the Charles Hendry review report which backed the Swansea Bay Tidal Lagoon and urged government approval.

### **External Funding Panel**

We took the opportunity to share our support for the application for funding by Hillside Animal Sanctuary, which was being considered by the External Funding Panel. As chair of the External Funding Panel we asked you to consider the work of the Sanctuary in helping the Council to manage issues related to the tethering of horses. You will be aware that a Scrutiny Working Group looked at the issue of tethered horses in 2016 – and is being followed up on 31 January. We understood that the Panel has difficult decisions to make given the available pot of funding, but highlighted the impact of their activities which results in savings to the council relating to horse management and welfare problems.

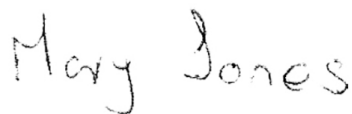
### **Your Response**

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to our request for you to provide more information about the arena and likely development of a business plan.

Please provide your response by 21 February. We will then include both letters in the agenda of the next available Committee meeting.

We will arrange to follow up on portfolio developments and invite you to a future committee meeting in due course.

Yours sincerely,



**COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

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**Councillor Mary Jones**  
**Chair – Scrutiny Programme**  
**Committee**

**BY EMAIL**

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*Our Ref:* RS/KH  
*Your Ref:*  
*Date:* 21<sup>st</sup> February 2018

Dear Councillor

## **CABINET MEMBER QUESTION SESSION – 8 JANUARY**

Thank you for your letter dated 31<sup>st</sup> January 2018 in which you raised a number of questions and queries on behalf of members of the Scrutiny Programme Committee. I have addressed the issues you raised in this letter.

### **Budget**

Indeed I remain utterly concerned at the Westminster Government's continued insistence on austerity for austerity sake, starving public services of the funding they need to meet demands, service expectations and pay and price pressures completely outside of this Council's control.

The position has unfortunately been compounded as a result of, albeit, entirely justifiable, in my view, proposed pay increases for local government and teaching staff who have borne an unfair brunt of that austerity to date, for which not one penny of funding has been provided by government.

Unfortunately that austerity has also forced Welsh Government to make choices and cut a number of specific grants in education and to a lesser extent waste. Furthermore due to a less than transparent process that has resulted in wholly regrettable, and I'm afraid entirely foreseeable, consequences for service users if we simply continued to perpetuate the specific grant "pass the parcel" and "cut the service" process .

You will see in the proposals Cabinet makes to Council on the final budget recommendations that notwithstanding these clear choices made by others, I remain entirely determined to prioritise education provision , schools in particular, along with social services and equally will not stand by but will intervene with resolute action and resources, we can frankly barely afford to muster, to protect the most disadvantaged and vulnerable groups we provide services to, until a full and open consultation and impact assessment of the consequences of others actions are at least completed and where possible and affordable we mitigate those risks and make alternative provision .

### **Swansea Central**

Regarding your query concerning the Arena and its business plan. I am pleased to report that ATG (Ambassador Theatre Group) which operates over 50 venues worldwide from Piccadilly London to Broadway New York, has now signed a 30 year lease and secured its long-term commitment to Swansea. ATG has produced a business plan which will accommodate major theatrical productions, concerts, international conferences and exhibitions that will firmly put Swansea on the national live entertainment circuit and act as a catalyst for future investment of retail, leisure and residential development in the city centre. This announcement will also help reinforce the existing interest generated for a hotel adjacent to the Arena venue and we are now even more confident it will help secure an operator. We cannot underestimate the importance of the City Deal and ATG as a major anchor tenant to Swansea and the confidence and interest it will generate and I am pleased to report that Initial Construction interest for the project has been excellent.”

### **Corporate Priorities**

The Act does not require public bodies to have a specific objective for each aspect of well-being but it does require us to show how we are contributing to each aspect, including environmental well-being, through the steps that we are taking to meet our well-being objectives, which is the approach we have taken in the Corporate Plan.

The PSB will be working over the next 18 months to identify specific steps to implement the Boards well-being objectives and to review its governance arrangements in order to help support delivery.

Yours sincerely



**COUNCILLOR ROB STEWART  
LEADER & CABINET MEMBER FOR ECONOMY & STRATEGY**





**To/  
Councillor Mark Thomas  
Cabinet Member for Environment  
Services**

*Please ask for:  
Gofynnwch am:*

*Direct Line:  
Llinell Uniongyrochol:*

*e-Mail  
e-Bost:*

*Our Ref  
Ein Cyf:*

*Your Ref  
Eich Cyf:*

*Date  
Dyddiad:*

Overview & Scrutiny

01792 636292

scrutiny@swansea.gov.uk

**BY EMAIL**

13<sup>th</sup> February 2018

**Summary:** This is a letter from the Tethered Horses Working Group to the Cabinet Member for Environment Services following the meeting of the Panel on 31<sup>st</sup> January 2018.

Dear Councillor Thomas,

On 31<sup>st</sup> January 2018, the Tethered Horses Working Group met to consider the progress which had been made since April 2016 when the initial Working Group took place. We wanted to meet so we could be updated with any new and relevant information.

The purpose of the meeting was to have feedback on the current situation regarding the tethering of horses in Swansea and what has happened since the last time the Working Group convened. The original Working Group was very popular and received interest from public and various agencies. We wanted to hear what progress had been made since the initial recommendations.

To accompany your update, invited to speak were members of staff from Trading Standards and Pollution Control – Peter Richards and Simon Clark, Dave Grimsell from Friends of Swansea Horses and Romain DeKerckhove and Neill Manley from the RSPCA. All invitees were involved in the initial Working Group or had current working knowledge of the situation. We were most grateful to receive the updates.

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**SWANSEA COUNCIL / CYNGOR ABERTAWE**

**GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE**

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I dderbyn yr wybodaeth hon mewn fformat arall neu yn Gymraeg, cysylltwch â'r person uchod  
To receive this information in alternative format, or in Welsh please contact the above

We heard that the situation has improved dramatically. Only around 16 horses are now tethered in Swansea and there are no welfare issues in relation to them.

We heard that within the last year, no horses have had to be euthanised and the procedure for dealing with horses is to establish ownership and ask to the owner to care appropriately for them, or to move the horse to the Hillside Animal Sanctuary in Norwich.

We heard that the progress in this area has very much been a group effort and the organisations have worked together to achieve this impressive outcome.

Following on from this discussion with you, we have a number of observations and recommendations we would like to share with you.

1. It was suggested within the meeting that there needs to be more education available relating to horses and their welfare. Schools and colleges could offer Equine Studies as an option or community venues could look at delivering it. It was also suggested that information could be made available via relevant organisations such as the Community Farm in Fforestfach. Perhaps they could be in a position to offer training.

2. The Swansea Equine Forum which is a working group consisting of relevant organisations e.g. Swansea Council, RSPCA, FOSH, Pettifor Trust should continue to have our attendance and support so we can contribute and keep track of any changes in the current tethered horses situation.

3. We must not be complacent. It was mentioned in the meeting that the sale prices of horses is currently very low, this may be why fewer horses are being kept. When this market picks up and the selling of horses becomes more financially beneficial, we may see an increase in horses being tethered. As a result, we would like to see the current level of resources and contribution both in staff and effort maintained.

4. We would like to express our gratitude to the Hillside Animal Sanctuary for the substantial work they have done. They have taken numerous horses from Swansea and being an end of life charity means the horses will stay there indefinitely. This support has been invaluable.

5. We would also like to thank Friends of Swansea Horses for their continued contribution to this cause and the information they have provided over the last two years which has helped inform the work. We wish the members the very best in their endeavours.

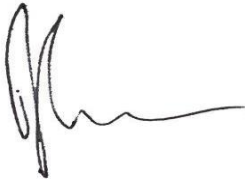
6. We are aware that there is an individual member of the public who continues to tether horses in spite of the efforts of those involved. Swansea Council and the RSPCA are aware of the situation but could not discuss it further due to data protection issues; however they assured the Panel that the situation was in hand. We would like to be assured that this will be dealt with.

7. Due to the vast improvement in the tethered horse situation in Swansea and the success of the partnership working, we hope positive media coverage highlights what has been achieved and also gives a spotlight to the organisations involved and their efforts to help tackle the problem.

This working group now concludes our scrutiny of tethered horses.

I would be grateful if you could reply to this letter by 6<sup>th</sup> March 2018.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Jones', with a long horizontal flourish extending to the right.

**Councillor Jeff Jones**  
**Convener, Tethered Horses Working Group**  
✉ [cllr.jeff.jones@swansea.gov.uk](mailto:cllr.jeff.jones@swansea.gov.uk)

Councillor Jeff Jones  
Convener  
Tethered Horses Working Group

*Please ask for:* Councillor Mark Thomas  
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*E-Mail:* [cllr.mark.thomas@swansea.gov.uk](mailto:cllr.mark.thomas@swansea.gov.uk)  
*Our Ref:* MT/JW  
*Your Ref:*  
*Date:* 15 February 2018

**BY EMAIL**

Dear Jeff

### **TETHERED HORSES WORKING GROUP**

Can I thank you and other members of the Tethered Horses Working Group for your letter dated the 13<sup>th</sup> February 2018.

I share your views that significant improvement has taken place since April 2016. Not only have the numbers of tethered horses reduced, but of the remaining ones, there are no welfare issues. This was not achieved without the help of our partners, all named in the report.

You have made a number of observations and recommendations that I would like to respond to.

1. It was suggested within the meeting that there needs to be more education available relating to horses and their welfare. Schools and colleges could offer Equine Studies as an option or community venues could look at delivering it. It was also suggested that information could be made available via relevant organisations such as the Community Farm in Fforestfach. Perhaps they could be in a position to offer training.

**Response:** I will explore the option of our Trading Standards Officers going into selected schools in known hotspot areas to talk to the children.

2. The Swansea Equine Forum which is a working group consisting of relevant organisations e.g. Swansea Council, RSPCA, FOSH, Pettifor Trust should continue to have our attendance and support so we can contribute and keep track of any changes in the current tethered horses situation.

**Response:** We will still be definitely maintaining the Swansea Enquire Forum.

3. We must not be complacent. It was mentioned in the meeting that the sale prices of horses is currently very low, this may be why fewer horses are being kept. When this market picks up and the selling of horses becomes more financially beneficial, we may see an increase in horses being tethered. As a result, we would like to see the current level of resources and contribution both in staff and effort maintained.

**Response:** We will not allow complacency to creep in, and will continue to resource and monitor the situation.

4. We would like to express our gratitude to the Hillside Animal Sanctuary for the substantial work they have done. They have taken numerous horses from Swansea and being an end of life charity means the horses will stay there indefinitely. This support has been invaluable.

**Response:** We are also grateful to the Hillside Animal Sanctuary. We were very pleased to see that through the External Funding Panel, they were awarded grant funding of £17,000 in recognition of the invaluable service they have provided in Swansea.

5. We would also like to thank Friends of Swansea Horses for their continued contribution to this cause and the information they have provided over the last two years which has helped inform the work. We wish the members the very best in their endeavours.

**Response:** I will repeat my thanks to FOSHH, for all their contribution to this cause. Initially I was disappointed when they announced that they were disbanding. However on reflection, that is a positive reflection on the success achieved.

6. We are aware that there is an individual member of the public who continues to tether horses in spite of the efforts of those involved. Swansea Council and the RSPCA are aware of the situation but could not discuss it further due to data protection issues; however they assured the Panel that the situation was in hand. We would like to be assured that this will be dealt with.

**Response:** We are continually monitoring the situation as are the RSPCA.

7. Due to the vast improvement in the tethered horse situation in Swansea and the success of the partnership working, we hope positive media coverage highlights what has been achieved and also gives a spotlight to the organisations involved and their efforts to help tackle the problem.

**Response:** We will look to highlight this in the media, not only to illustrate the success of collaborative working, but to help prevent any increase in the future.

Lastly, can I thank the working group members for taking up this cause, which has in no small way lead to the successful outcome.

Yours sincerely



**COUNCILLOR MARK THOMAS  
CABINET MEMBER FOR ENVIRONMENT SERVICES**

**To/  
Councillor June Burtonshaw  
Cabinet Member for Future  
Generations**

**BY EMAIL**

cc: Cabinet Members

*Please ask for:  
Gofynnwch am:*

*Direct Line:  
Linell Uniongyrochol:*

*e-Mail  
e-Bost:*

*Our Ref  
Ein Cyf:*

*Your Ref  
Eich Cyf:*

*Date  
Dyddiad:*

Scrutiny

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SPC/2017-18/13

14 February 2018

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member for Future Generations following the meeting of the Committee on 12 February 2018. It is about the Transfer of Management of Allotments.

Dear Councillor Burtonshaw,

**Pre-decision Scrutiny of Cabinet Report:  
Transfer of Management of Allotments from the City and County of  
Swansea to Management Associations**

The Scrutiny Programme Committee met on 12 February to consider the report that you are presenting to Cabinet on 15 February, and give a view on the proposed decision.

Thank you for attending our meeting to present the report and explain the rationale behind the decision, and answer our questions. Your report recommends the transfer of existing Allotment sites to Member Allotment Associations with total management responsibility – identified as Option 2 in the report. We understood that this was consistent with the aims of the Sustainable Swansea Programme and Community Asset Transfer Policy – a decision that would remove any subsidy of the service and ongoing costs to the Council, and ensure greater ownership and control of allotment sites for the plot holders via associations. Following consultation with representatives from all the allotment sites you told us that there is broad acceptance and enthusiasm about this proposal.

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During the discussion we established from you that:

- There is no intention to put allotments into private management.
- Allotment Associations would take over the total running of allotment sites including the setting of rent levels to plot holders, and responsibility for insurance and maintenance.
- Allotment Associations would be recommended to be affiliated to a recognised national body, e.g. National Allotment Society.
- Site surveys will be carried out by the Council to highlight areas of concern on each site so that they can be considered / addressed prior to transfer of total management responsibility, e.g. knotweed, hedges / tree maintenance and boundary issues. You stated that the intention was to resolve issues prior to transfer.
- The Council will respond, in accordance with the Allotments Act, if there is any increase in demand for allotments and would work with Allotment Associations if there is interest in further plots. However, we queried whether there was in fact already a waiting list for allotments, and you undertook to find out and write to us with information about the waiting list and the areas concerned.
- The Vetch was a Community Growing Scheme, and not classified as an Allotment Site.

### **Our Views**

Whilst the Committee is supportive of Option 2 a number of issues were raised about future control which Committee Members felt Cabinet should be clear about before proceeding. The Committee was concerned about who or what would regulate the activities of any Allotment Associations to ensure that they conduct themselves in an open, transparent, fair and reasonable manner. We would be concerned if anybody felt in the future that they were excluded from plot holding without good reason or other bad practice was evident. We would expect that each association has a clear constitution. Similarly, what would happen if an Allotment Association fails? What process would then follow? Would the National Body (if affiliated) step in? Would Council take back control? Cabinet needs to be clear about what role or powers the Council will have in any of this.

The contents of this letter will be verbally presented to the Cabinet meeting on Thursday.

### **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.

In your reply we would be grateful if you could address the issues raised about future control and also provide information about waiting lists.



It would be helpful to receive your reply to this letter by 7 March. 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](mailto:cllr.mary.jones@swansea.gov.uk)

Councillor Mary Jones  
Chair, Scrutiny Programme Committee  
City and County of Swansea

*Please ask for* Councillor June Burtonshaw  
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*E-Mail:* [cllr.june.burtonshaw@swansea.gov.uk](mailto:cllr.june.burtonshaw@swansea.gov.uk)  
*Our Ref:* JEB/JW  
*Your Ref:*  
*Date:* 26 February 2018

Dear Councillor Jones

**PRE-DECISION SCRUTINY OF CABINET REPORT: TRANSFER OF MANAGEMENT OF ALLOTMENTS FROM THE CITY AND COUNTY OF SWANSEA TO MANAGEMENT ASSOCIATIONS**

Further to your letter dated 14 February 2018 I will address the issues raised below;

The Committee was concerned about who or what would regulate the activities of Allotment Associations.

To clarify, it is not just a recommendation for Allotment Associations to be members of the National Allotment Society (or similar regulatory / advisory body if approved by the Council) but a requirement of the lease agreement.

Therefore, all Associations MUST be members of the Society and will be bound to follow and abide by their recommended best practices which ensure beneficial and correct behaviour. If it is found that the Societies recommendations are not being followed then ultimately the Council could forfeit any lease and take back the land.

If an Association were to fail then then again control of the land would come back to the Council and the site would possibly close. However, there are numerous options available before closure would be considered, such as other Associations within Swansea being approached to take over from the failing Association, people on the waiting lists being offered plots on the basis that they would have to become involved in running the Association or the opportunity to form an Association being offered to Community Groups, Community Councils, Schools etc.

With regard to waiting lists there are currently 273 people waiting for the 5 Council Managed sites. The Council website has information on all 16 sites and an online application form for the Council Managed Sites.

**Page 2**

The current self-managed sites administer their own waiting lists and the current list for the council managed sites will be passed over to the newly formed Associations to control. The Council webpage will still provide information on Allotments within the County but will redirect applicants to the individual Associations.

As an example of the standard to which Associations will be regulated they will have to follow the National Allotment Societies Waiting List Policy which is enclosed.

Yours sincerely



**COUNCILLOR JUNE BURTONSHAW  
CABINET MEMBER FOR FUTURE GENERATIONS**



# The National Allotment Society

National Society of Allotment and Leisure Gardeners Ltd

## NAS Policy 102. Waiting lists

1. The Society recognises waiting lists as evidence that there is an insufficient supply of allotments in the relevant locality, and believes that allotment providers should make every effort to address the shortfall, in accordance with the statutory duty to provide allotments where there is a demand for them.

2. Fair and efficient management of waiting lists is an important part of supporting the right to cultivate an allotment garden. Lists should be maintained using procedures that are transparent and not open to abuse.

3. The Society upholds the traditional practice of offering vacant plots to persons on any waiting list in the strict time order in which their name was entered on the list, as the fairest method of allocating plots until such time as the supply of plots is brought into line with the demand for them. Exceptions to this practice accepted by the Society include:

(i) Where the circumstances of a current tenant in good standing are such that they would be willing to surrender their tenancy voluntarily, to enable the first person on the waiting list to start gardening immediately, in return for the promise of priority on the waiting list should their circumstances change for the better.

(ii) Where existing tenants on other sites under the jurisdiction of the allotment authority are required to relocate as a consequence of a site closure undertaken in full compliance with the law.

(iii) Where the circumstances of the person entitled to be offered the next available plot are such that the provider is willing to exercise discretion, in a transparent and fair manner and in accordance with its own rules, and offer the plot instead to the next person on the waiting list.

4. The Society accepts that providers may wish to prioritise waiting lists according to residential location, whether defined by distance from a site or local authority boundaries, and/or on ground of special needs. The Society encourages providers to be open about their prioritisation rules, and sensitive to exceptional circumstances affecting particular applicants. The Society believes, however, that it is unfair to apply new systems of prioritisation retrospectively to current waiting lists, and both unacceptable and potentially unlawful to use any such prioritisation to apply pressure on existing tenants in good standing to surrender their plots, unless the possibility of such changes taking place in the future was made clear when waiting lists were joined or tenancies accepted.

5. The Society believes that the provider's procedures for notifying prospective tenants of a vacancy should be fair and transparent. The Society also recognises the need for a speedy process if plots are not to become derelict while vacant, and the right of people on a waiting list to know where they stand on the list at any particular time. For these reasons, the Society welcomes measures to ensure the ongoing accuracy of any waiting list.

6. The Society opposes the closure of waiting lists, irrespective of their length, because waiting lists are an important measure of the unsatisfied demand for plots, and thus of the need to expand supply if the allotment provider is to fulfill its statutory duty to provide a sufficient number of allotments.

7. The Society encourages allotment providers with vacant plots and no waiting list to make their surplus plots available to persons resident in other areas, provided that new tenants accepted on this basis are in good standing, and are explicitly advised on the consequences should a waiting list subsequently be opened.

### Audit Committee Workplan 2017/18

Date of Meeting	Reports
20 June 2017	<b>Election of Chair and Vice Chair</b> Audit Committee Initial Training <b>Audit Committee Training Programme</b> Wales Audit Office Update Report WAO Financial Resilience Final Report <b>Internal Audit Monitoring Report Quarter 4 2016/17</b> <b>Final Audit Committee Annual Report 2016/17</b> Audit Committee Performance Review 2016/17 - Action Plan Audit Committee Action Tracker Report
11 July 2017 – Special	Financial Management & Accounting Training <b>Draft Statement of Accounts 2016/17</b> <b>Draft Annual Governance Statement 2016/17</b> Risk Management Policy and Framework - Update Audit Committee Action Tracker Report
8 August 2017	Internal Audit Training Governance Training Wales Audit Office Update Report <b>Internal Audit Annual Report 2016/17</b> <b>Corporate Fraud Annual Report 2016/17</b> <b>Internal Audit Monitoring Report Quarter 1 2017/18</b> Audit Committee Action Tracker Report
26 September 2017 - Special	External Audit Training <b>Wales Audit Office ISA 260 Report 2016/17 – City and County of Swansea</b> <b>Wales Audit Office ISA 260 Report 2016/17 – Pension Fund</b> <b>Annual Report of School Audits 2016/17</b> <b>Chief Education Officer Response to Annual Report of School Audits 2016/17</b> Audit Committee Action Tracker Report
9 November 2017 <i>(note changed from 10 October 2017)</i>	Counter Fraud Training <b>Chair of Scrutiny Programme Committee</b> 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	<p><b>Wales Audit Office – Annual Audit Letter 2016/17</b>  Wales Audit Office Update Report  <b>Internal Audit Monitoring Report Quarter 2 2017/18</b>  <b>Recommendations Tracker Report 2016/17</b>  Review of Reserves Report  Treasury Management &amp; Budgetary Control Update  Audit Committee Performance Review Action Plan  2016/17 – Update on Proposals  Audit Committee Action Tracker Report</p>
8 March 2018 (note changed from 13 February 2018)	<p>Wales Audit Office Update Report  <b>Wales Audit Office Grants Report 2016/17</b>  <b>Wales Audit Office Annual Audit Plan 2017/18 CCS &amp; Pension Fund</b>  Overview of the Status of Risk Q3 2017/18 &amp; Update on Risk Register  <b>Internal Audit Annual Plan Methodology 2018/19</b>  <b>Internal Audit Monitoring Report Quarter 3 2017/18</b>  Audit Committee Action Tracker Report</p>
10 April 2018	<p><b>Election of Chair &amp; Vice Chair</b>  Policy Development &amp; Delivery Committee Update - Leader  Wales Audit Office Update Report  Risk/Performance/Governance Update  <b>Internal Audit Charter 2018/19</b>  <b>Internal Audit Annual Plan 2018/19</b>  <b>Corporate Fraud Annual Plan 2018/19</b>  <b>Audit Committee Review of Performance 2017/18 (deferred to June 2018 meeting)</b>  <b>Draft Audit Committee Annual Report 2017/18 (deferred to July 2018 meeting)</b>  Audit Committee Action Tracker Report</p>

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

## **Date and Time of Upcoming Panel / Working Group Meetings**

- a) 15 March at 11.00am – Regional Working Inquiry Panel (Councillor Meeting Room 325, Guildhall)
- b) 15 March at 4.00pm – Schools Performance Panel (Committee Room 5, Guildhall)
- c) 20 March at 3.30pm – Adult Services Performance Panel (Committee Room 5, Guildhall)
- d) 26 March at 10.30am – Natural Environment Inquiry (Committee Room 3B, Guildhall)
- e) 26 March at 3.30pm – Renewable Energy Working Group (Committee Room 5, Guildhall)
- f) 27 March at 4.30pm – Readiness for School Inquiry Follow Up (Chamber Meeting Room, Civic Centre)
- g) 28 March at 10.30am – Service Improvement and Finance Performance Panel (Committee Room 5, Guildhall)
- h) 29 March at 11.00am – Public Services Board Performance Panel (Committee Room 5, Guildhall)
- i) 5 April at 10.00am – Development and Regeneration Performance Panel (Committee Room 5, Guildhall)