



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Scrutiny Programme Committee

At: Council Chamber - Guildhall, Swansea

On: Monday, 11 March 2019

Time: 4.30 pm

Chair: Councillor Mary Jones

Membership:

Councillors: C Anderson, M Durke, E W Fitzgerald, L S Gibbard, D W Helliwell, T J Hennegan, P K Jones, E T Kirchner, W G Lewis, S Pritchard, G J Tanner and W G Thomas

Statutory Co-opted Members: D Anderson-Thomas, J Meredith and A Roberts

Councillor Co-opted Members: P M Black, C A Holley, P R Hood-Williams, J W Jones and M Sykes

Agenda

Page No.

- 1 **Apologies for Absence.**
- 2 **Disclosures of Personal & Prejudicial Interest.**
www.swansea.gov.uk/disclosuresofinterests
- 3 **Prohibition of Whipped Votes and Declaration of Party Whips.**
- 4 **Minutes.** 1 - 4
To approve and sign the Minutes of the previous meeting(s) as a correct record.
- 5 **Public Question Time.**
Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt with in a 10 minute period.
- 6 **Call-In of Cabinet Decision on 21 February 2019 - Item 9 - 21st Century Schools Programme - New Build for Gorseinon Primary School (Report of the Cabinet Member for Education Improvement, Learning and Skills).** 5 - 41

Cabinet Resolved as follows:

The Capital Project as detailed together with the financial implications set out in Appendix A of the report be approved, subject to entering into a contract with the Welsh Government.

- a. Scrutiny Officer to explain the Call-in process to Members.
- b. Chair to explain the reasons for calling-in the Cabinet decision.
- c. Councillor J A Raynor, Cabinet Member for Education Improvement, Learning and Skills, will be in attendance and may wish to make a statement.
- d. Louise Herbert-Evans, Head of Capital Planning, to present the response to the reasons for calling in the decision, supported by Nigel Hawkins, Project and Procurement Officer.
- e. Questions from Members of the Committee.

Way Forward

The Scrutiny Programme Committee shall consider the decision and:

- If satisfied with the explanation, it will so indicate to enable the decision to be implemented;
- If 'no longer concerned', but not minded to indicate that it is 'satisfied with the explanation', it is in order for the Committee to resolve that 'the explanation be accepted but not endorsed by the Committee' to enable the decision to be implemented;
- If still concerned about the decision, then it may refer it back to Cabinet or the relevant decision maker/body for reconsideration, setting out in writing the nature of its concerns. The Cabinet, decision maker/body shall then reconsider its decision before making a final decision.

7	Scrutiny Performance Panel Progress Report. Schools (Councillor Mo Sykes, Convener)	42 - 46
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9	Scrutiny Work Programme 2018/19. Discussion on: a) Committee Work Plan. b) Opportunities for Pre-Decision Scrutiny. c) Progress with Scrutiny Panels and Working Groups.	50 - 79
10	Scrutiny Letters.	80 - 105
11	Audit Committee Work Plan (For Information).	106 - 107

Next Meeting: Monday, 8 April 2019 at 4.30 pm



Huw Evans

Head of Democratic Services

Tuesday, 5 March 2019

Contact: Democratic Services - Tel (01792) 636923

Agenda Item 4



City and County of Swansea

Minutes of the **Scrutiny Programme Committee**

Council Chamber - Guildhall, Swansea

Monday, 11 February 2019 at 4.30 pm

Present: M H Jones (Chair) Presided

Councillor(s)

M Durke
D W Helliwell
E T Kirchner
G J Tanner

Councillor(s)

E W Fitzgerald
T J Hennegan
W G Lewis
W G Thomas

Councillor(s)

L S Gibbard
P K Jones
S Pritchard

Statutory Co-opted Member(s)

D Anderson-Thomas A Roberts

Councillor Co-opted Member(s)

P M Black P R Hood-Williams
C A Holley J W Jones

Officer(s)

Allison Lowe Democratic Services Officer
Brij Madahar Scrutiny Team Leader
Debbie Smith Deputy Chief Legal Officer

Apologies for Absence

Councillor(s): C Anderson

108 Disclosures of Personal & Prejudicial Interest.

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

109 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.

110 Minutes.

Resolved that the Minutes of the Scrutiny Programme Committee held on 14 January 2019 be approved and signed as a correct record.

111 Public Question Time.

There were no public questions.

112 Cabinet Member Question Session: Cabinet Member for Environment & Infrastructure Management (Councillor Mark Thomas).

The Cabinet Member for Environment & Infrastructure Management presented a report on the key headlines of his portfolio.

Questions and discussions with the Cabinet Member focussed on the following:

Dog Fouling

- There had been staffing issues over the Christmas period which affected dog fouling bin collections as household waste collections had been prioritised over this period. Lessons had been learnt and it was anticipated that the situation would not be repeated next Christmas;
- The collection process for dog fouling bins;

Litter & Fly Tipping

- The cost of clearing regular fly tipping 'hot spots' and whether an amnesty type scheme could make a difference;

Environmental Health

- The increase in the number of rats reported last year was linked to the unusually warm weather rather than any underlying issues. It was reiterated that Swansea Council was still one of the few Authorities that did not charge for this service;
- There would be no change to food safety checks and procedures in schools following Brexit;
- Whether all privacy issues in relation to data collection had been considered in relation to the potential collaborative study with Swansea University & Vortex Internet of Things that would look at collecting real-time localised City Centre based air quality, traffic and parking data, etc;

Highways & Infrastructure

- Policy / process for dropped kerbs - due to the ageing population, it was highlighted that more dropped kerbs were required for the elderly, particularly in the Castle ward. In addition, consideration should be given to this at the planning application stage for new builds;

Poverty Reduction

- This was a cross-cutting consideration for all Cabinet Portfolios to have regard to;

Burials & Cremations

- The numerous options available to the various ethnic minorities were discussed;

Countryside Access

- Whether any additional grants / funding could be explored in order to assist the very small team;

Marina, Foreshore and Beach Maintenance

- The reason for the sand loss movement issues at Knab Rock was queried;

Nuclear Waste Disposal

- The authority would be considering its full response to consultation in due course.

A question had also been received from a member of the public in relation to the scale of the University expansion and its impact on local communities and families from HMOs. The Cabinet Member noted the concerns and stated that his portfolio responsibilities in respect of HMOs were limited to enforcement around environmental issues such as waste, noise, and safety and non-compliance with licensing conditions by landlords / tenants, however other Cabinet Members would be in a better position to comment on the issues(s) raised.

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

113 Final Scrutiny Inquiry Report: Natural Environment.

Councillor Peter Jones, Convener presented the final report of the scrutiny inquiry into the Natural Environment.

He thanked the Cabinet Member for Environment & Infrastructure Management for his support to this topic and for the invaluable assistance and input from Bethan Hopkins, Scrutiny Officer in supporting the inquiry.

There was some discussion around the balance between economic regeneration and the environment and conflict that can exist between development and environmental protection.

There was some discussion around the balance between economic regeneration and the environment and conflict that can exist between development and environmental protection.

The Chair commended the comprehensive report and praised the Inquiry Panel for their work.

Resolved that the report be agreed for submission to Cabinet.

114 Scrutiny Performance Panel Progress Report.

Convener Peter Black provided an update report on the Adult Services Performance Panel.

He referred in particular to concerns around Long Term Domiciliary Care, Western Bay Health & Social Care Programme, and Delayed Transfers of Care. He stated that a meeting with the ABMU Health Board would be taking place on 26 March, re-arranged from January, to discuss changes to the health board regional footprint and vision for the future.

Resolved that the update be **noted**.

115 Membership of Scrutiny Panels and Working Groups.

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

Resolved that:

- 1) Equalities Inquiry Panel – remove Councillor L V Walton;
- 2) Tourism Working Group – add Councillors C Anderson & R D Lewis;
- 3) Anti-Social Behaviour Working Group – add Councillor C Anderson, remove Councillor E W Fitzgerald;
- 4) Development & Regeneration Performance Panel – remove Councillor G J Tanner.

116 Scrutiny Dispatches - Quarterly Impact Report.

The Chair presented a report on 'Scrutiny Dispatches – Quarterly Impact Report'.

Resolved that the content of the draft Scrutiny Dispatches be agreed and presented to Council.

117 Scrutiny Work Programme 2018/19.

The Chair presented the Scrutiny Work Programme for 2018/19.

The Cabinet Member Question Session for the next Scrutiny Programme Committee would be with the Cabinet Member for Investment, Regeneration & Tourism, , and the Chair asked Committee Members to give thought to questions.

The Chair also informed the Committee that the annual Crime & Disorder scrutiny session was likely to be added to the already scheduled 8 April Committee meeting. She added that the work of the Safer Swansea Partnership was relevant to the Cabinet Member Q & A session planned for that meeting.

118 Scrutiny Letters.

The Chair presented the Scrutiny Letters Log. The correspondence related to the attendance of the Cabinet Members for Children Services at the November 2018 meeting.

The log and letters were noted.

119 Audit Committee Work Plan (For Information).

The Work Plan for the Audit Committee was provided for information.

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

The dates and times of upcoming Panel / Working Group meetings were provided for information.

The meeting ended at 5.50 pm

Chair

Agenda Item 6



Report of the Chair of the Scrutiny Programme Committee

Scrutiny Programme Committee – 11 March 2019

Scrutiny Programme Committee Call In – 21st Century Schools Programme, New Build for Gorseinon Primary School

Purpose:	To consider the 21 st Century Schools Programme, New Build for Gorseinon Primary School decision in line with the Swansea Council Call In procedure.
Content:	Original Cabinet decision and information on the Call In procedure including background, the role of Scrutiny and next steps.
Councillors are being asked to:	Consider the information provided in line with the Call In procedure.
Lead Councillor:	Councillor Mary Jones, Chair of Scrutiny Programme Committee
Lead Officer & Report Author:	Bethan Hopkins Tel: 01792 636292 E-mail: bethan.hopkins@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Ben Smith

1. Call In Procedure Background

- 1.1 As laid out in the Council Constitution Part 4.4 paragraph 18, where a decision is made by Cabinet, the minutes of the decision shall be published electronically and made available at the Guildhall within 2 clear working days of the decision being made by the Head of Democratic Services.
- 1.2 The Chair and Vice Chair of the Scrutiny Programme Committee shall also be sent electronic copies of the minutes of all such decisions. The minutes shall:
 - i) Bear the date on which they are published; and
 - ii) Specify that the decision will come into force and may then be implemented on the expiry of 3 clear working days (the Call In period) after the publication of the decision, unless called in pursuant to these Procedure Rules.

- 1.3 The Chair and / or Vice Chair of the Scrutiny Programme Committee or any 4 Councillors may Call In a decision by giving notice and stating the reason(s) for a Call In, in writing (preferably via e-mail) to the Head of Democratic Services within the Call In period. The Head of Democratic Services will then notify the decision taker of the Call In via e-mail.
- 1.4 The Head of Democratic Services upon consultation with the Monitoring Officer and Presiding Member may rule that a Call In is not valid if:
- a) It is not made by 23.59 on the 3rd clear working day of the publication of the decision;
 - b) The decision is exempt from Call In on account of urgency provisions as set out below and also where:
 - i) The decision being called in is the same, or broadly the same, as a previous Call In within the last six months;
 - ii) The decision has been subject to pre-decision scrutiny and there is no material change in relevant information/evidence;
 - iii) The Call In does not specify precisely which aspects of the decision is to be challenged or provides too little information.

2. Decision subject to Call In

- 2.1 At Cabinet on 21st February 2019 the Cabinet Member for Education Improvement, Learning & Skills submitted a report which sought confirmation to commit to the Capital Programme of the project for the new build for Gorseinon Primary School subject to entering into a contract with Welsh Government, in accordance with Financial Procedure Rule 7.
- 2.2 It was resolved that The Capital Project be approved, subject to entering into a contract with the Welsh Government.
- 2.3 The Chair of the Scrutiny Programme Committee requested a Call In on this item on 26th February 2019 and this was subsequently agreed as valid.

3. Reason(s) for Call In

- 3.1 The reasons given for Calling In the decision are as follows;

I would like to call in Agenda Item 9 Cabinet 21st February 2019 for the following reasons

- i) *It goes against the Corporate Plan Objective 5 approved by Council 25th October 2018 Maintaining and enhancing Swansea's Natural Resources and Biodiversity.*

To quote a few sentences from this Well-being Objective

"Swansea's unique variety of habitats and species and wonderful range of PARKS and green spaces needs to be maintained, enhanced and sustainably managed for the benefit of everyone now and into the future"

"Reducing inequalities in health and well-being by maintaining and enhancing a high quality and accessible natural environment across the whole county and encouraging greater use of public access land such as PARKS etc".

This objective clearly states that we need to protect parks, green spaces and to reduce our carbon footprint Building a school in this location is going against this objective as it will add to pollution which already exists there and it will be depriving residents of part of their park and green space. The Corporate Plan was not agreed until after the school was first proposed for this site. The whole of Objective 5 can be used to support this "Call In". I have only quoted a small section of it.

On page 88 of the Cabinet report 21st February 2019 a number of Corporate Priorities are listed but this one is missing. Is this an error or is it because it goes against the adopted Corporate Plan. A Corporate Priority 5 is shown in the table but it is actually Priority 6 that was agreed by Council on the 25th October 2018.

- ii) *There is a question of the increase of the tender price namely £792,926.00. The Education Cabinet Member quoted the increase was down to the Building Cost Index (BCI) of 15.579% whereas the Procurement Manager and Head of Finance confirmed that the Tender Price Index (TPI) was the standard regulated statistic. I am questioning the retender price because of the financial difference*

4. Role of the Scrutiny Programme Committee

- 4.1 Councillor Jennifer Raynor, Cabinet Member for Education Improvement, Learning & Skills and relevant officers have been invited to respond to the Call In and answer Committee members' questions.
- 4.2 The Scrutiny Programme Committee shall consider the reasons for the Call In and the decision and:
- i) If satisfied with the explanation it will so indicate to enable the decision to be implemented;
 - ii) If 'no longer concerned', but not minded to indicate that it is 'satisfied with the explanation', it is in order for the Committee to resolve that 'the explanation be accepted but not endorsed by the Committee';
 - iii) If still concerned about the decision, then it may refer it back to Cabinet or the relevant decision maker / body for reconsideration, setting out in writing the nature of its concerns. The Cabinet, decision maker / body shall then reconsider its decision before making a final decision.

5. Next Steps

5.1 The Scrutiny Programme Committee is recommended to:

- Consider the Cabinet decision dated 21 February 2019 in accordance with the Call In procedure;
- Consider whether to refer the matter back to Cabinet or whether to forward any written comments or observations to Cabinet;

6. Legal implications

6.1 The Scrutiny Programme Committee is being asked to consider and review the Cabinet decision and as such there are no direct legal implications.

7. Finance (if required)

7.1 The Scrutiny Programme Committee is being asked to consider and review the Cabinet decision and as such there are no additional direct financial implications beyond those set out in the Cabinet report seeking that original decision.

Background papers:

None

Appendices:

Appendix 1: Cabinet Report - 21 February 2019

Appendix 2: Cabinet decision minute – 21 February 2019

Appendix 3: Call In Procedure and Flow Chart



Report of the Cabinet Member for Education Improvement, Learning and Skills

Cabinet – 21 February 2019

21st Century Schools Programme - New Build For Gorseinon Primary School

Purpose:	<ul style="list-style-type: none">• To confirm the commitment to the Capital Programme of the project for the new build for Gorseinon Primary School subject to entering into a contract with Welsh Government, in accordance with Financial Procedure Rule 7.
Policy Framework:	<ul style="list-style-type: none">• The Revenue and Capital Budget as reported to and approved by Council on the 6 March 2018• QEd Programme and Strategic Outline Programme for Band B of the 21st Century Schools Programme• Corporate Priority 1 - Safeguarding people from harm• Corporate Priority 2 - Improving Education and Skills• Corporate Priority 3 – Transforming our Economy and Infrastructure• Corporate Priority 4 – Tackling Poverty• Corporate Priority 5 - Transformation and Future Council development• One Swansea Plan• Asset Management Plan 2014-17• Financial Procedure Rule 7.
Consultation:	Access to Services, Finance, Legal, Procurement, Corporate Building Services.
Recommendation(s):	It is recommended that: 1) The capital project as detailed together with the financial implications set out in Appendix 1 is approved, subject to entering into a contract with the Welsh Government.

Report Author:	Louise Herbert-Evans
Finance Officer:	Ben Smith
Legal Officer:	Debbie Smith
Access to Services Officer:	Catherine Window

1. Introduction and background

- 1.1 The budget book for 2018/19– 2024/25 includes in Band A £6.642m and Band B £500k for a new build for Gorseinon Primary School.
- 1.2 The project has been subject to the successful approval of a Business Case by Welsh Government (WG) and obtained planning approval in December 2015, application number 2015/2074.
- 1.3 The site on which it is proposed to construct the new school build is contained within Parc y Werin in Gorseinon, which was the subject of a Village Green application (VGA) in November 2015.
- 1.4 Consequently, the project was put on hold pending the outcome of that application. The VGA inquiry was held on the 14-16 February 2017.
- 1.5 The application to register Parc y Werin, Gorseinon as a Village Green was recommended for refusal by the Independent Inspector. The Inspector's report was considered by Swansea Council's Planning Committee on the 6 June 2017, when in accordance with the Inspector's recommendation, the application to register the land known as Parc y Werin as a Village Green was refused. The Planning Committee resolved that; the application for Village Green status at Parc y Werin be refused, and 'that no part of the land of the application site be added to the Register of Town or Village Greens under section 15 of the Commons Act 2006.'
- 1.6 Cabinet again considered this matter on the 19 October 2017, and resolved that;
- a) The land currently held by the Council as housing and leisure land identified at Appendix A in the report is no longer required for the purpose for which it is currently appropriated;
 - b) The land at Parc y Werin, Gorseinon identified on the plan at Appendix A of the report be appropriated for the purposes of education under section 122 Local Government Act 1972, namely the construction of a new primary school building;
 - c) The capital scheme as detailed together with the financial implications set out in Appendix C of the report be approved, subject to entering into a contract with the WG;

- d) The area of land being approximately 3.212 acres, which is proposed to incorporate an all-weather pitch and Multi Use Games Area (MUGA) and is shown on the plan attached at Appendix B of the report, will form part of the new school grounds and as such will remain under the control of the school, but the (all-weather pitch and MUGA shall be made available for community use when they are not required to be used by the school, the details of which shall be set out in a community use agreement;
 - e) The Head of Legal, Democratic Services and Business Intelligence be authorised to enter into any necessary documentation required to achieve the scheme.
- 1.7 A subsequent VGA application was made on the 3 November 2017 under schedule 2 paragraph 3 of the Commons Act 2006. An application was submitted to correct non-Registration or mistaken registration of the land at Parc Y Werin as a village Green. In November 2018 the Planning Inspector's decision was received stating that "no part of the land should be registered as a village green".
- 1.8 This has however resulted in a further delay to the commencement of the project and an increase in costs, and so this is now being brought back to Cabinet for further consideration.
- 1.9 The delay and increase in costs of the project has also required a change request to the Council's Strategic Outline Programme (SOP). This has been submitted to WG, and we are awaiting confirmation.

2. Description of Scheme

- 2.1 Gorseinon Infant School and Gorseinon Junior School were amalgamated in September 2012. The new school is now called Gorseinon Primary School and now operates out of two sites, with the aspiration to move the new primary school from its existing sites.
- 2.2 The walking route used by the school between the infant site and junior site, is along the B4240 and then the B4296, which also then has to be crossed.
- 2.3 The only 'green' areas within the primary school are to be found at the junior site, which has drainage issues due to the geography and geology of the site and so can only be used during the driest months. In addition, even though the green area is within the curtilage of the school grounds, the public are accessing the school playing field off an adjacent public footpath via a 'kissing gate' situated on the boundary of the school site. As the green area is accessible to the public it has to be risk assessed prior to every use by the school.
- 2.4 Whilst the school are making use of the resources available to them as reported by Estyn in 2014, there is no appropriate transition from indoor

to outdoor learning environments, or immediate access to suitable habitat and grassed areas.

- 2.5 The most recent building condition survey report for the school, categorises the infant site as a C and the junior site as a C-, which means that the schools condition is poor with major defects. The condition of the school has continued to deteriorate despite efforts to undertake essential repairs.
- 2.6 The Business Case included appraisals of the shortlisted options;
Option 5 - Extension and remodelling/refurbishment on Junior site
Option 8 - New build at Junior site for single new build
Option 9 - New Build at Parc y Werin which was the preferred way forward based on the outcome of the economic appraisals.
- 2.7 The Full Business Case, which included actual tender costs for Option 9, was approved by WG in January 2016.
- 2.8 The proposed capacity of the new build is 1.5 form entry (315 pupils) plus nursery, with hall, corridor and ancillary spaces designed to accommodate a 2 form (420 pupils) plus nursery entry school. It has been designed and set out in such a way that further classrooms can be added within the curtilage of the proposed school grounds to accommodate 2 form entry. This future proofed building would then be able to meet future demand arising from possible new developments in the locality.
- 2.9 The proposed new build for Gorseinon Primary School represents a land take of 3.212 acres from Parc y Werin currently incorporating two mini pitches, car park and a modestly equipped playground.
- 2.10 The proposals include for the relocation and upgrade of the playground, a modest allowance for the enhancement of the remaining facilities and/or other facilities in the locality and the provision for the school of an all-weather mini pitch and Multi-Use Games Area (MUGA). It is proposed to work with the school and community to design and establish a means by which these facilities can be shared between the school and the community, and establish a community use agreement.
- 2.11 The proposed site can accommodate the guidelines for external areas contained in Building Bulletin (BB) 99 with the exception of the full pitch requirement, however this can be fulfilled by the school utilising free of charge the retained facilities at Parc y Werin.
- 2.12 The other facilities, which would still be accessible to the community include:
 - Full size grass sports pitch.
 - Upgraded and re-sited playground.
 - Two bowling greens and pavilion.
 - Outdoor fitness equipment

- 2.12 Delivery of a purpose built primary school on the proposed site will offer opportunities to engage the community in a range of activities by enhancing amenities and facilities in the area. The proposal seeks to develop community engagement within the new school building and its school community, where this is demonstrated to be sustainable.
- 2.13 The proposals include for a 'zoned' area within the school building which incorporates the hall and a community room; these will be capable of being available for community use subject to booking with the school. It will also provide opportunities to provide family learning and after school clubs.

3. Objectives of the Scheme

- 3.1 The construction of a new Gorseinon Primary School will provide:
- Pupils and staff with a safe, sound and fit for purpose school environment
 - An appropriate environment that facilitates an improvement in attainment levels across the whole age range of Gorseinon Primary School
 - Greater operational efficiencies
 - Community usage of school facilities

4. Financial Implications

Capital

- 4.1 The WG announced its support in principle for an agreed programme of school building improvements that commenced in early 2012. This programme – termed Band A of the 21st Century Schools Programme - entails the WG providing a 50% contribution in relation to projects costing £51.31 million. The Council is providing the remaining 50% contribution.
- 4.2 The Capital Budget and Programme report presented to Council on the 10th February 2015 included a budget for Gorseinon of £6.320m.
- 4.3 This was then revised in the Capital Budget and Programme report presented to Council on the 9 February 2017 to £6.080million following receipt of tenders.
- 4.4 Following the delay due to the VGA in 2015, it was then anticipated that subject to Cabinet approvals, that the contractor would start on site in January 2018, and officers engaged in discussions with the successful contractor to agree the increase in cost applicable to the delayed start should the project proceed.
- 4.5 The successful contractor subsequently revised its costs due to the two year delay in start date and presented a revised cost submission which resulted in a revised project cost of £6,450,424.

- 4.6 As a consequence of the further delay, the successful contractor has again been requested to revise its cost submission and has retendered the sub-contract packages to obtain an updated tender sum, which resulted in a cost submission for the sum of £5,882,375.15.
- 4.7 Based on the information provided, current forecasts, analysis against the WG cost standard and the proposed site start date, officers have assessed the requested increase to be reasonable and justifiable.
- 4.8 The cost plan has been updated incorporating this uplifted tender sum, which has resulted in a project cost of £6,882,392. It has been possible to reduce some of the provisional sums in the cost plan so that some of the increased tender cost can be absorbed within the overall project cost.

The revised cost plan is below;

Actual Cost based on tender of 1 February 2019

Build Cost	£5,882,375.15
CBPS Fees	£240,000.00
Education Fees	£130,000.00
Digital Learning	£40,000.00
Decant	£120,000.00
Additional Traffic Measures	£300,000.00
	<u>£6,712,375.15</u>
O.B. @ 1.788%	<u>£120,017.27</u>
Community facilities enhancement	<u>£50,000.00</u>
	<u>£6,882,392.42</u>

- 4.9 A change request to the Strategic Outline Programme (SOP) has been submitted to WG and we are awaiting confirmation. Until the Council receives the revised offer of the grant from WG, the successful contractor will not receive confirmation to proceed with the project. Details of the revised estimated cost and funding are set out in Appendix 1. This assumes that the WG will fund 50% of the programme. The funding profile maybe subject to change in relation to the offsite highway works which are costed at £300k. There is a risk that the Council will be required to fund 100% of this cost in which case the Council would be required to fund an additional £150k.
- 4.10 The increase in cost of the project can be funded in part from savings made through unspent optimism bias on other now completed Band A projects, but will require an overall increase in the Band A programme envelope of £197,218 from £51.310m to £51.507m. This will however result in a saving against the Band B programme envelope, which included a sum of £500k for Gorseinon and will be reduced accordingly by £197,218, the balance of the £500k being reassigned to English-medium secondary projects.

- 4.11 The sum of £500k included in Band B was specifically included to recognise any increased costs and slippage, and is therefore sufficient for this purpose. The WG have advised that the funding is all incorporated in Band A, and this does not therefore result in a change to the total of the two programme envelopes, although the value transferred to Band A of £197,218 will not of course benefit from the increased intervention rates that have now been applied to Band B.

Revenue

- 4.12 The school's operational revenue costs will continue to be appropriately funded by way of budget share of the total schools delegated budget provided in 2018-19 budget and future years as set out in the medium term financial plan.
- 4.13 All schools are funded on a consistent and transparent basis and the new build on a single site will mean that the school no longer requires split site funding (which is provided to reflect the additional costs incurred when a school operates across more than one site).

5. Legal and contract procurement implications

- 5.1 The original contract award was approved by Cabinet on 16 July 2015 and the successful contractor has subsequently undertaken pre construction works in order to develop the project. The contractual position between the Council and the contractor has been regulated to date through Letters of Intent to protect the Council's position.
- 5.2 Future contractual liabilities/obligations will be covered by appropriate contract documentation to be prepared and approved by the Chief Legal Officer. The Council's Contract Procedure Rules require increases in the original contract value to be reported and monitored.

6. Property Implications

- 6.1 It is proposed that a further report is brought to Cabinet to consider the future of the existing sites following vacation by the school.

7. Equality and Engagement Implications

- 7.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.

- 7.2 Our Equality Impact Assessment (EIA) process ensures that we have paid due regard to the above.
- 7.3 A full Equality Impact Assessment has been undertaken and updated in January 2019. (Appendix 2) It shows that this project will have a positive impact on;
- 7.4 *Age* – Gorseinon Primary School is a school for pupils aged 3-11 years. This project will have a very positive impact on the Education of all 3-11 year olds who attend the school in the future
- 7.5 *Disability* – The design, delivery and implementation of this project has taken full consideration of the social model of disability, which recognises that people are disabled by the barriers of society (e.g. physical, environmental, organisational, and attitudinal, communication, etc.) rather than by any physical condition. The design of the new buildings and the running of the school in the future will ensure that ALL the pupils and staff can make the most of their new environment.
- 7.8 *Welsh* – All public signage within the school will be bilingual.
- 7.9 As part of this process we have also considered the Well-being of Future Generations Act. The Act ensures that public bodies think more about the long term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach.
- 7.10 The 21st Century Schools Programme is based upon a consistent and objective assessment of each sector and school catchment, reviewing current pupil numbers and capacities with projected future demand for places and also the number of pupils nearest to each school. This has demonstrated that there is a continued and sustained need for primary provision to serve pupils in this locality.
- 7.11 All projects have a communication plan, which is reviewed regularly. This includes the engagement strategy; in this case there has been extensive engagement with the other stakeholders including the wider community, and Cultural Services.
- 7.12 The school (governors, head, staff, pupils, parents) have been fully engaged since project inception, and this will continue throughout the lifecycle of the project to ensure that the views of stakeholders are fully taken into account.
- 7.13 This project is a good example of where the Council is seeking to incorporate the flexible and multiple use of assets. The site on which the new school is proposed to be built is within Parc y Werin. The construction of the school at this location would enhance and complement the existing uses at Parc y Werin; the full size grass sports pitch, two bowling greens and pavilion, and outdoor fitness equipment would be retained and the playground re-sited and upgraded. The

'zoned' area within the new school building will incorporate the hall and a community room; and these will be capable of being available for community use subject to booking with the school. It will also provide opportunities to provide family learning and after school clubs. The new all-weather pitch and MUGA will be made available for community use when they are not required to be used by the school.

- 7.14 It is hoped that the mixed use of Parc Y Werin and its enhanced facilities will encourage greater usage and participation in healthy activities, as well as a wider range of opportunities for wider community use.
- 7.15 The new building will improve accessibility, safeguarding and security, improve energy efficiency, reducing CO2 emissions and enhance the learning environment for the benefit of the school and wider community.
- 7.16 The project will also be subject to community benefits targets, which will include;
- STEM Engagement target of 100 hours per million investment.
 - Provide opportunities for NEETs and Long Term unemployed (benchmark of one FTE per million per construction project)
 - Jobs created (52 weeks per million investment on each construction project)
 - 25 person training weeks provided per million investment
 - 1 apprentice per million investment per construction project.
 - 85% of waste diverted from landfill
 - Max 10 tonnes waste per million

Background Papers:

- 2015/2074 Land at Parc y Werin, Gorseinon, Swansea SA4 4UX - Report to Planning Committee 8 December 2015, and associated documents
- Report to Cabinet 16 July 2015 Cabinet - 21st Century Schools Programme – Gorseinon Primary School
- Capital Budget and Programme 2016/17 - 2020/2021 approved by Council 23 February 2017
- Report to Cabinet 19 October 2017 Cabinet - 21st Century Schools Programme – Gorseinon Primary School

Appendices:

- Appendix 1 Financial Implications
- Appendix 2 Equality Impact Assessment

FINANCIAL IMPLICATIONS : SUMMARY

Portfolio: EDUCATION

Service: PRIMARY SCHOOLS

Scheme: Gorseinon Primary

<u>1.1. CAPITAL COSTS</u>	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2022/23	TOTAL
	£	£	£	£	£	£	£	£	£
<u>Expenditure</u>									
	51,306	332,143	10,713	29,794	1,000	4,781,553	1,587,883	88,000	6,882,392
EXPENDITURE	51,306	332,143	10,713	29,794	1,000	4,781,553	1,587,883	88,000	6,882,392
<u>Financing</u>									
WG grant*		351,047	10,000			2,962,774			3,323,821
Own resources*	51,306		713	29,794	1,000	1,799,875	1,587,883	88,000	3,558,571
FINANCING	51,306	351,047	10,713	29,794	1,000	4,762,649	1,587,883	88,000	6,882,392

<u>1.2. REVENUE COSTS</u>	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2022/23	TOTAL
	£	£	£	£	£	£	£	£	£
<u>Service Controlled - Expenditure</u>									
Employees)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	-15,040	-15,040
Maintenance)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	-15,615	-15,615
Vehicle running costs)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
NET EXPENDITURE								-30,655	-30,655
<u>Financing</u>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
FINANCING	0	0	0	0	0	0	0	0	0

*The funding profile maybe subject to change in relation to the offsite highway works which are costed at £300k.

Equality Impact Assessment (EIA) Report Appendix 2

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to equality.

Please refer to the 'EIA Report Form Guidance' while completing this form. If you need further support please contact acesstoservices@swansea.gov.uk.

Where do you work?
Service Area: Planning and Resources
Directorate: Education

(a) This EIA is being completed for a:

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input checked="" type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>	Proposal <input checked="" type="checkbox"/>
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(b) Please name and describe here:

New build for Gorseinon Primary School (updated in February 2019)

Gorseinon Infant and Junior Schools amalgamated in September 2012 as one single primary school now called Gorseinon Primary.

Some of the comments received during the Statutory Consultation for the amalgamation included:

- Funding needs to be sufficient in order to allow a leadership structure which provides effective management for a multiple split site whilst not being detrimental to current TLR holders. The school would be different from others as it would be on three sites.
- The proposed Admission Number reduction from 60 to 50 for the Infant School will mean that children could be turned away in future and increase the risk of future redundancy and the likelihood of split age group classes. Flexibility on the Junior site or a new demountable to replace that removed previously could increase the Admission Number back up to 60. Nearby schools are either full or near capacity and new houses are being built in the area.
- Both the Infant and Junior Schools are due inspections in the next year and the new Primary would be inspected within 2 years. This proposal will lead to increased stress/workload for staff. The proposal could lead to disruption for children and affect the high standards at the schools.
- A new single site build is crucial to the long term development of the new primary school and governors would expect the Authority to demonstrate that plans for a single site are part of a long term plan, even if a date is unclear. The infant building is categorised as D and the nursery as C and this needs addressing now.
- Teacher workload should not be affected in any detrimental way due to there not being adequate leadership/leadership time in any of the school bases.
- Not opposed to the amalgamation. Uniting the schools would enable the already good transition links to further develop. Staff, other than possibly leadership or TLRs, should not be subjected to applying for their own jobs or being interviewed unless unavoidable - staff should be slotted in wherever possible.

The Consultation Paper for the amalgamation said that if the two schools were to be amalgamated, there would be a single school with an age range of 3 - 11 years. Therefore, a child entering the nursery would continue in the school until they were 11 years old (year 6) and ready to move on to a secondary school, with one head-teacher, one group of staff and one

budget. There would also be a single governing body, and the existing buildings would be used to form the Primary School.

Gorseinon Primary school is located across three school sites including a separate Nursery site.

The School currently provides full time education for pupils between the ages of 3 and 11 and also has a Nursery provision.

The proposed scheme aims to fulfil that aim to co-locate pupils on one site, providing a 1.5 Form entry 315 pupil plus nursery School future proofed to 2 form entry.

The proposed site is on an area of Parc Y Werin; the land take will be 3.24 acres, and will take up an area currently used as a training pitch and a playground.

Gorseinon has a shortage of formal play areas according to the open space audit. However the existing playground is of poor quality, so its relocation and new equipment would enhance existing provision and help to mitigate at least the poor quality of provision.

The development will result in the main sports pitch at Parc Y Werin being retained.

Consideration is being given to a number of sites within the Gorseinon area that may have potential for enhanced sports facilities to ensure that the needs of local sports clubs within the area continue to be met.

Consideration is also being given to the possibility of facilitating shared use of the School's mini pitch and MUGA so as to maximise community usage.

The new school will be situated in an area with a number of existing community facilities, which will still be accessible to the community:

- The grass sports pitch.
- Upgraded and re-sited playground.
- Bowling green and pavilion.
- Health care.

The new school will also include a community room that the school will be able to let out for community use.

(c) It was initially screened for relevance to Equality and Diversity on: 17/11/2014

(d) It was found to be relevant to...

Children/young people (0-18).....	<input checked="" type="checkbox"/>	Sexual orientation.....	<input type="checkbox"/>
Older people (50+).....	<input checked="" type="checkbox"/>	Gender reassignment.....	<input type="checkbox"/>
Any other age group	<input checked="" type="checkbox"/>	Welsh language.....	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Poverty/social exclusion	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	Carers (including young carers).....	<input type="checkbox"/>
Asylum seekers.....	<input type="checkbox"/>	Community cohesion	<input checked="" type="checkbox"/>
Gypsies & Travellers.....	<input type="checkbox"/>	Marriage & civil partnership	<input type="checkbox"/>
Religion or (non-)belief.....	<input type="checkbox"/>	Pregnancy and maternity.....	<input type="checkbox"/>
Sex.....	<input type="checkbox"/>		

(e) Lead Officer

Name: Louise Herbert-Evans

Job title: Programme Manager

Date: 04/03/2015

(f) Approved by Head of Service

Name: Brian Roles

Date: 05/03/2015

Section 1 – Aims (See guidance):

Briefly describe the aims of the initiative:

What are the aims?

The project aims to satisfy the aspirations of the Quality in Education (QEd) programme to;

- Raise standards of achievement and attainment for all children and young people.
- Improve the quality of the learning environment.
- Make the best use of human, physical and financial resources.

With the specific aims;

- To deliver the local authorities policy for an all through primary school.
- To provide an appropriate environment that facilitates an improvement in attainment levels across the whole age range at Gorseinon Primary School
- Achieve greater operational efficiencies.
- To more appropriately meet the needs of pupils, staff and parents with specific accessibility or disability issues.

The project aims are to build a 1.5 form entry primary school within the Gorseinon Primary School catchment area, that will provide 315 full time KS1 and KS 2 pupil places, plus Nursery, but also future proofed to 2 form entry.

Who has responsibility?

The project is being developed by Swansea Council. If it proceeds it will be funded by a 50% grant from Welsh Government and 50% from City and County of Swansea. The 50% grant funding is subject to Welsh Government approval of the Business Case, and formal contract with Welsh Government. It is proposed to tender the scheme on the basis of a design and build contract.

City and County of Swansea has overall responsibility.

Who are the stakeholders?

Each stakeholder group requires a specific method of communication to promote key messages during the project. A broad approach for communications methods is outlined below. It draws on corporate methods of communicating to staff in general as well as some established meeting structures within the project.

Audience	Methods
Parents	Letter, local media, twitter, Facebook, CCS website
Governors	Face to face briefing, letter
Head and Management Team	Face to face briefing
Pupils	Face to face school visits, letter, twitter, Facebook, other social networking
CMT	Face to face briefing, newsletter, email
Cabinet	Face to face briefing, newsletter, email
Group Leaders	Face to face briefing, newsletter, email
Ward Members	Email, phone call, Face to Face
Trade Unions	Face to face briefing, email
Evening Post	Face to face briefing, press release
WG	Letter, local media, email
AMs	letter, email
MPs	letter, email
School staff	Face to face, letter, Newsletter, local media, twitter, Facebook, CCS website
Swansea Bay Radio,	Press release

Wave/Swansea Sound, BBC, ITV, Western Mail, TES,	
Education SMT/DMT	email, newsletter, face to face
Catering and cleaning staff	letter, face to face
Community groups and Elba Users	Letter and liaison with Regeneration, CCS website
All Council staff	Staffnet
Swansea residents	Local media, CCS website, twitter, facebook
Local businesses	Local media, CCS website
Bus operators	Email from Education/Transport
Taxi operators	Email from Education/Transport

Section 2 - Information about Service Users (See guidance):

Please tick which areas you have information on, in terms of service users:

- | | | | |
|-----------------------------------|-------------------------------------|--------------------------------------|-------------------------------------|
| Children/young people (0-18)..... | <input checked="" type="checkbox"/> | Sexual orientation..... | <input type="checkbox"/> |
| Older people (50+)..... | <input checked="" type="checkbox"/> | Gender reassignment..... | <input type="checkbox"/> |
| Any other age group | <input checked="" type="checkbox"/> | Welsh language..... | <input checked="" type="checkbox"/> |
| Disability | <input checked="" type="checkbox"/> | Poverty/social exclusion | <input checked="" type="checkbox"/> |
| Race (including refugees) | <input checked="" type="checkbox"/> | Carers (including young carers)..... | <input type="checkbox"/> |
| Asylum seekers..... | <input checked="" type="checkbox"/> | Community cohesion | <input checked="" type="checkbox"/> |
| Gypsies & Travellers..... | <input checked="" type="checkbox"/> | Marriage & civil partnership | <input type="checkbox"/> |
| Religion or (non-)belief..... | <input type="checkbox"/> | Pregnancy and maternity..... | <input type="checkbox"/> |
| Sex..... | <input checked="" type="checkbox"/> | | |

Please provide a snapshot of the information you hold in relation to the protected groups above:

Research & Information Unit, City and County of Swansea, reported in January 2019

Gorseinon has;

- 20th largest ward population in Swansea, but 12th highest population density (2017)
- Lower proportions aged 16-24 and 65+ than the Swansea average
- Higher percentages of people aged 0-15 and 25-44
- Birth and death rates (2017) slightly above Swansea averages
- Higher proportions of one-pensioner households, people born in Wales and able to speak Welsh

In Mid-2017 estimates, ONS:-

- Population of Gorseinon as 4600 spread over 226 hectares.
- The gender split of Gorseinon was 51.1% Female (2364 people) and 48.9% Male (2,266 people).
- Children and young people aged 0-24 years represent 29.7% of the population, (1376 people).
- 2.6% of the total population of Gorseinon ward (110 people) came from an ethnic minority background.
- 12.8% (529 people) of the ward population were Welsh speakers

A school survey is carried out annually and the following data are headlines from January 2018 PLASC:

	2015-2016	2016-2017	2017-2018
Percentage of total pupils on roll living in areas classed in Welsh Index of Multiple Deprivation (WIMD) as being in the most deprived 30% of all areas	10.4	9.8	13.1
Percentage claiming Free School Meals	29.3%	28.8%	24.7%
Percentage with Special Educational Needs (SEN)	20.1%	24.4%	27.0%

	Stage A-C	Stage A-D	Stage A-E
Percentage with English as an Additional Language (EAL)	2.7%	4.8%	5.8%

Ethnic Background	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Non White British	21.9%	5.7%	8.8%	6.3%	11.1%	13.9%	11.9%

The Authority's Leisure Department manages the bookings of the pitches at Parc Y Werin

Any actions required, e.g. to fill information gaps?

Section 3 - Impact on Protected Characteristics (See guidance):

Please consider the possible impact on the different protected characteristics.

	Positive	Negative	Neutral	Needs further investigation
Children/young people (0-18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Thinking about your answers above, please explain in detail why this is the case.

Children/Young People (0-18) – Gorseinon Primary School is a 3-11 school. This project will have a very positive impact on the Education of all 3-11 year olds who attend the school in the future. In addition the project will have a very positive impact on all staff at the school, providing them with a modern school to carry out their work. The loss of part of Parc Y Werin and reduced pitch area but enhanced play area, investment in other provision within the locality and on school site MUGA and all weather proposed could be made available for community letting or use subject to approval by the school will mitigate this loss.

Older people (50+) / Any other age group – The staff, parents, carers and wider school community will benefit greatly from improved facilities to deliver education to all pupils and increase the opportunities for the wider school community to have access to the facilities.

Disability – The design, delivery and implementation of this project has taken full consideration of the social model of disability, which recognises that people are disabled by the barriers of society (e.g. physical, environmental, organisational, and attitudinal, communication, etc.) rather than by any physical condition. The design of the new buildings and the running of the school in the future will ensure that ALL the pupils and staff can make the most of their new environment.

Welsh – All public signage within the school will be bilingual.

Poverty/Social Exclusion – these brand new facilities would be providing the children and the community with this improved facility and could give access to courses for adults and access to additional extra-curricular activities.

Community Cohesion - It is possible that the improved facilities will provide increased opportunities for the community to make the most of the school's facilities. If the proposal goes ahead the school will work with the community to ensure that the school continues with its inclusive ethos that brings the community together for the benefit of all.

Section 4 - Engagement:

Please consider all of your engagement activities here, e.g. participation, consultation, involvement, co-productive approaches, etc.

What engagement has been undertaken to support your view? How did you ensure this was accessible to all?

The school community and the local community were provided with information leaflets to share information about the proposal. Community engagement sessions were held at Canolfan Gorseinon and pupils will be surveyed with regard to their travel to and from School to inform a Travel Plan.

Press Releases, a leaflet drop, Community Engagement Sessions, displays at the School sites and at Gorseinon Library informing the community and stakeholders about the proposals and inviting questions have been undertaken.

Presentations were given to the staff and Governors in February 2015.
A public meeting was held in September 2015.

Formal consultation occurred in relation to the Notice of the Intention to use an area of Open Space for the proposed development, and also through the Planning Application process. Consultation Period was the 23 May 2015 to 20 June 2015 for the Public Open Space notice. No objections were received and the application was approved by Cabinet.

Planning permission for the school on Parc y Werin in the heart of the community was granted in December, 2015.

The site on which it is proposed to construct the new school build is contained within Parc y Werin in Gorseinon. It was the subject of a Village Green application (VGA) in November 2015.

Consequently, the scheme was put on hold pending the outcome of that application. The VGA inquiry was held on the 14-16 February 2017.

The application to register Parc y Werin, Gorseinon as a Village Green was recommended for refusal by the Independent Inspector. The Inspector's report was considered by Swansea Council's Planning Committee on the 6 June 2017, when in accordance with the Inspector's recommendation, the application to register the land known as Parc y Werin as a Village Green was refused. The Planning Committee resolved that; the application for Village Green status at Parc y Werin be refused, and 'that no part of the land of the application site be added to the Register of Town or Village Greens under section 15 of the Commons Act 2006.'

The Council also had to make a decision as to whether the land on which it is proposed to build the school should be appropriated for that purpose and is no longer required for the purpose for which it was held immediately before such appropriation in order to satisfy the provisions contained within Section 122 (1) of the Local Government Act 1972 (as amended).

To enable this, the Council published a notice of the intended appropriation of the said land at Parc y Werin in The South Wales Evening Post on the 23 and 30 May 2015, and again on 30 June 2017 with an extended deadline for objections until 4 August 2017, and then on 16 August and 23 August for 2 consecutive weeks with a deadline for objections of the 7 September 2017.

A report was taken to Cabinet on the 19 October 2017 to consider the objections received, where it was resolved that

- The land currently held by the Council as housing and leisure land identified at Appendix A in the report is no longer required for the purpose for which it is currently appropriated;

- The land at Parc y Werin, Gorseinon identified on the plan at Appendix A of the report be appropriated for the purposes of education under section 122 Local Government Act 1972, namely the construction of a new primary school building;
- The capital scheme as detailed together with the financial implications set out in Appendix C of the report be approved, subject to entering into a contract with the WG;
- The area of land being approximately 3.212 acres, which is proposed to incorporate an all-weather pitch and Multi Use Games Area (MUGA) and is shown on the plan attached at Appendix B of the report, will form part of the new school grounds and as such will remain under the control of the school, but the (all-weather pitch and MUGA shall be made available for community use when they are not required to be used by the school, the details of which shall be set out in a community use agreement;
- The Head of Legal, Democratic Services and Business Intelligence be authorised to enter into any necessary documentation required to achieve the scheme.

A subsequent VGA application was made on the 3 November 2017 under schedule 2 paragraph 3 of the Commons Act 2006. An application was submitted to correct non-Registration or mistaken registration of the land at Parc Y Werin as a village Green. In November 2018 the Planning Inspector's decision was received stating that "no part of the land should be registered as a village green".

Ongoing stakeholder engagement will occur throughout the lifecycle of the project, and will include the stakeholder groups detailed above.

What did your engagement activities tell you? What feedback have you received?

All responses were recorded on a spreadsheet and analysed as below

A total of 228 pieces of correspondence (Emails and letters) were received as a result of the notice of the 30 June 2017. A further 510 (Emails and letters) were received as a result of the notice of the 16 August and 23 August 2017.

POS closing date 4 August

A total of 154 letters of objection were received from 92 different addresses. Of the 154 letters received 111 were in the form of a signed copy of one of 2 standard letters having identical content.

In total, 74 emailed items of correspondence were received one of which was in three parts. 17 emails were in the form of two standard pieces of correspondence having identical content.

There were 5 people who submitted more than one emailed objection.

A total of 8 people sent in both an email and a written letter of objection and of those 3 were the same letter submitted through both mediums.

POS closing date 7 September

Of the 510 pieces of correspondence received (Email and letters), a total of 500 letters of objection were received from 371 different addresses. Of the 500 letters received 495 were in the form of a signed copy of one of 2 standard letters having identical content.

Of the 10 emails received two were from people who had also sent an email in answer to the 4 August POS deadline.

A report was compiled to go to Cabinet in October 2017 setting out the points of objection, each issue was addressed in consideration of existing, previously published information including the planning application report, original options appraisals for the project and incorporating information provided by the subject matter experts / relevant service areas within the Council as appropriate.

A full bundle of the objection letters received was made available to Cabinet, together with the redacted bundle of objection letters being made available to the public upon appointment.

How have you changed your initiative as a result?

There have been no major changes to the proposals following the consultation.

Any actions required (e.g. further engagement activities, mitigation to address any adverse impact, etc.):

- Continue to involve key stakeholders as the project develops
- Continue to consider the impact of placing the school on its new site on the surrounding area and the traffic/transport issues

Section 5 – Other impacts:

Please consider how the initiative might address the following issues - see the specific Section 5 Guidance

Foster good relations between different groups	Advance equality of opportunity between different groups
Elimination of discrimination, harassment and victimisation	Reduction of social exclusion and poverty

Please explain any possible impact on each of the above.

Impact on...
Foster good relations between different groups
<p>Press Releases, leaflet drop, Community Information Sessions, displays at the School sites, and at Gorseinon Library, informing the community and stakeholders about the proposals, inviting people to comment on the proposals. The feedback received is now being considered and it may be possible to incorporate some of the points made in the proposals.</p> <p>The development will result in the loss of a grassed training area. However, the existing play ground will be relocated and upgraded, and the new equipment will be chosen to cater for existing demand based on local surveys.</p> <p>It is also planned to design the site in such a way so as to facilitate shared use of the School's mini pitch and MUGA so as to maximise community usage.</p> <p>On completion of the new build, the community may (subject to booking arrangements with the School and fees) have access to the following:</p> <ul style="list-style-type: none"> ● A community meeting room ● Hall ● Improved outdoor Leisure facilities

Traffic is always a major concern for new developments. However, it is not expected that the proposals will increase traffic only move it, and possibly reduce it as parents will only need to travel to one site rather than up to three sites using the current provision. The catchment map suggests that more pupils are clustered around the proposed site, and also travel between the infants and juniors will be negated, so this may even reduce traffic. This will be studied in more detail in the Traffic Assessment. The School Travel Plan will also focus on actions to encourage walking to school, car sharing etc.

Advance equality of opportunity between different groups

Access for all pupils/teachers to a high quality learning environment.
Increased opportunities for community use
High end improvements in ICT devices and infrastructure that will enable mobile learning and thereby create extensive potential for equality of use for all site users

Elimination of discrimination, harassment and victimisation

Secure by design – reducing the number of secluded settings within the school site that would allow opportunities for bullying etc.

Inclusion of an internal and external CCTV system that will allow for “real time” monitoring of potential trouble hotspots

Reduction of social exclusion and poverty

- Modern learning environment encourages attendance and this leads to better outcomes for individual pupils and gives every child/young person a better start in life.
- Improve attainment and pupil wellbeing;
- Raising Standards and pupil wellbeing
- Increased community engagement
- Improved “all round” learner experience

What work have you already done to improve any of the above?

1. Proposed upgrade resiting and upgrade of playground.
2. Provisional sum allowed for in the cost estimate to improve pitch facilities elsewhere in the locality to ensure that the needs of local sports clubs continue to be met.
3. Design to include Community Room and Hall, which will provide potential for community usage.
4. Design to include an on school site MUGA and all weather proposed which will provide potential for community usage.
5. Ongoing stakeholder and community engagement.

Is the initiative likely to impact on Community Cohesion? Please provide details.

Yes. The school already has a positive impact on its community via community facilities. The improvements proposed will provide an opportunity for the school to build on this through greater use of its facilities by the community.

How does the initiative support Welsh speakers and encourage use of Welsh?

Although the school is an English Medium school all public signage will be bilingual and the school will continue to promote the national curriculum inc. the teaching of Welsh.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

- Ongoing stakeholder and community engagement.

Section 6 - United Nations Convention on the Rights of the Child (UNCRC):

Many initiatives have an indirect impact on children and you need to consider whether the impact is positive or negative in relation to both children's rights and their best interests. Please read the UNCRC guidance before completing this section.

Will the initiative have any impact (direct or indirect) on children and young people (think about this age group holistically e.g. disabled children, those living in poverty or from BME communities)? If not, please briefly explain your answer here and proceed to Section 7.

The initiative will have a direct impact on children and young people.

All initiatives must be designed / planned in the best interests of children and young people.

Best interests of the child (Article 3): The best interests of children must be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers.

Please explain how you meet this requirement:

The initiative is designed in the best interest of children as stated in guiding principal Article 3. *Best interests of the child (Article 3): The best interests of children must be the primary concern in making decisions that may affect them. All adults should do what is best for children. When adults make decisions, they should think about how their decisions will affect children. This particularly applies to budget, policy and law makers.*

The initiative is planned to improve pupils' school environment thus giving them the best opportunity of achieving to their full potential. The proposal relates to the following articles:

Article 3 - All organisations concerned with children should work towards what is best for each child.

Article 12 - Respect for the views of the child

Article 18 - Both parents share responsibility for bringing up their children. We should help parents by providing services to support them.

Article 28 - Children have a right to an education. Discipline in schools should respect children's human dignity.

Article 29 - Education should develop each child's personality and talents to the full.

Article 30 - Children have a right to learn and use the language and customs of their families.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

Section 7 - Monitoring arrangements:

Please explain the monitoring arrangements for this initiative:

Monitoring arrangements: All projects within the Quality in Education (QEd) Programme have a clear monitoring process in place. Regular progress meetings will be held with the school and the contractors, a formal Project Board will be held monthly to discuss key issues and make key decisions. Any issues can then be escalated to the QEd Programme Board with the Strategic Programme Board (Corporate) having an

overarching view of all Swansea Council projects.

Actions:

Monitor EIA monthly at the Project Board and Programme Board by exception as required

Section 8 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to the guidance for further information on this section).

- Outcome 1: Continue the initiative – no concern
- Outcome 2: Adjust the initiative – low level of concern
- Outcome 3: Justify the initiative – moderate level of concern
- Outcome 4: Stop and refer the initiative – high level of concern.

For outcome 3, please provide the justification below:

For outcome 4, detail the next steps / areas of concern below and refer to your Head of Service / Director for further advice:

Section 9 - Publication arrangements:

On completion, please follow this 3-step procedure:

1. Send this EIA report and action plan to the Access to Services Team for feedback and approval – acesstoservices@swansea.gov.uk
2. Make any necessary amendments/additions.
3. Provide the final version of this report to the team for publication, including email approval of the EIA from your Head of Service. The EIA will be published on the Council’s website - this is a legal requirement.

EIA Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
Ongoing stakeholder and community engagement.	Project Manager	Commenced	Stakeholders up to date with proposals and progress.	
Identify community users of the Parc y Werin site and add them to the stakeholder list	Project Manager	January/February 2015	Users identified and communicated with	Completed
Submission of Planning Application	Technical Project Manager	October 2015	Determination of planning application.	Completed
Notice and consideration of responses of appropriation land of an area of open space under Sub-section 122(2A) of the Local Government Act 1972	Project Manager	May/June 2015	Consideration of any objections received by Cabinet.	Completed, no objections received and approved by Cabinet.
Monitor EIA monthly at the Project Board and Programme Board by exception as required.	Project Manager	Monthly	Updates reported and signed off.	
Consider the impact of placing the school on its new site on the surrounding area and the traffic/transport issues	Project Manager	Ongoing	Impact assessed and mitigation put in place	Traffic assessment carried out and was submitted as part of the planning application
Notice and consideration of responses of appropriation land of an area of open space under Sub-section	Project Manager	August 2017	Consideration of any objections received by Cabinet.	Completed October 2017. Approved by Cabinet.

122(2A) of the Local Government Act 1972				

*** Please remember to be 'SMART' when completing your action plan (Specific, Measurable, Attainable, Relevant, Timely).**



City and County of Swansea

Minutes of the **Cabinet**

Council Chamber, Guildhall, Swansea

Thursday, 21 February 2019 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

M C Child
E J King
J A Raynor

Councillor(s)

R Francis-Davies
A S Lewis
M Thomas

Councillor(s)

D H Hopkins
C E Lloyd

Apologies for Absence

Councillor(s): J E Burtonshaw

Also Present: Councillor J P Curtice, W Evans & M Sherwood

155. Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interests were declared:

- 1) Councillor C E Lloyd declared a Personal Interest in Minute 161 “Local Authority Governor Appointments”;
- 2) Councillor J A Raynor declared a Personal & Prejudicial Interest in Minute 161 “Local Authority Governor Appointments” and stated that she had dispensation from the Standards Committee to Stay, Speak but Not Vote on matters relating to the Appointment of Local Authority Governors;
- 3) Huw Evans and Deb Smith declared a Personal Interest in Minute 165 “National Joint Council for Local Government Services Pay Award for 2019-2020”

156. Minutes.

Resolved that the Minutes of the meeting(s) listed below be approved and signed as a correct record:

- 1) Cabinet held on 17 January 2019.

157. Announcements of the Leader of the Council.

1) Webcasting of Council Meeting

The Leader of the Council stated that as part of the ongoing works to enable Webcasting of Council, Cabinet, Planning Committee and the Scrutiny Programme Committee; this Meeting is being recorded for Webcasting purposes. The meeting will not be streamed live as we are still in the testing period; however it will be recorded. If the trial is successful, the meeting will be published online.

2) Amendments / Corrections to the Cabinet Agenda

a) Item 9 "21st Century Schools Programme - New Build for Gorseinon Primary School"

The Leader of the Council stated that there was a typographical error on Page 90, Paragraph 2.2. He asked that the reference to the "B4240" be amended to read "A4240".

158. Public Question Time.

A number of questions were asked relating to Minute 162 "21st Century Schools Programme - New Build for Gorseinon Primary School".

The Education Improvement, Learning Skills Cabinet Member responded.

159. Councillors' Question Time.

No questions were asked.

160. FPR5 - Project Extension of European Social Funded Cynnydd Project.

The Cabinet Member for Education Improvement, Learning & Skills submitted a report which complied with Financial Procedure Rule 5 "Budgetary Control" to monitor and control budgets effectively.

Resolved that:

- 1) The additional European Social Fund (ESF) to extend the Cynnydd Project up to December 2022 (Phase 2) be accepted.

161. Local Authority Governor Appointments.

The Local Authority Governors Appointment Group submitted a report, which sought approval of the nominations submitted to fill Local Authority (LA) Governor vacancies on School Governing Bodies.

Resolved that:

- 1) The following nominations recommended by the Chief Education Officer in conjunction with the Cabinet Member for Education Improvement, Learning & Skills be approved:

1)	Oystermouth Primary School	Helen Landers
2)	Pennard Primary School	Eleanor Treen
3)	St Thomas Primary School	Rev Steven Bunting
4)	Talycopa Primary School	Cllr Alyson Pugh
5)	Tre Uchaf Primary School	Rachel Rees
6)	YGG Gellionnen	Helen Jones
	YGG Tan y Lan	Gareth Huxtable
	Ysgol Gyfun Bryntawe	David Williams

162. 21st Century Schools Programme - New Build for Gorseinon Primary School.

The Cabinet Member for Education Improvement, Learning & Skills submitted a report which sought confirmation to commit to the Capital Programme of the project for the new build for Gorseinon Primary School subject to entering into a contract with Welsh Government, in accordance with Financial Procedure Rule 7.

Resolved that:

- 1) The Capital Project as detailed together with the financial implications set out in Appendix A of the report be approved, subject to entering into a contract with the Welsh Government.

Note: The Meeting was adjourned for 5 minutes during this item, following a repeated outburst from the public gallery.

163. FPR7 - The Welsh Government Targeted Regeneration and Investment Programme 2018-21.

The Cabinet Member for Investment, Regeneration & Tourism submitted a report which complied with Financial Procedure Rule 7 "Capital Programming & Appraisals) to commit and authorise the addition of new schemes to the Capital Programme.

Resolved that:

- 1) The proposed Property Enhancement Development Grant (PEDG), Sustainable Living Grant (SLG) and Strategic Projects under the Welsh Government Targeted Regeneration and Investment (TRI) Programme and associated financial implications be approved and the schemes added to the Capital Programme.

Note: Councillor R C Stewart withdrew from the Meeting following this item and Councillor C E Lloyd took the Chair.

Councillor C E Lloyd (Presided)

164. Development Programme Housing Revenue Account - Part 1.

The Cabinet Member for Homes & Energy submitted a report which outlined the emerging Development Programme for new council homes funded by the Housing Revenue Account (HRA). The Development Programme sets out the schemes that will be delivered by the Council, and the opportunities for additional funding from Welsh Government to support the schemes.

Resolved that:

- 1) The Housing Revenue Account (HRA) Development Programme be agreed;
- 2) The schemes within the Development Programme be approved via the annual Housing Revenue Account (HRA) Capital Budget reporting process.

165. National Joint Council for Local Government Services Pay Award for 2019/20.

The Strategic Human Resources & Organisational Development Manager submitted a report which advised on the National Joint Council (NJC) Pay Award for the pay year 2019-2020 and sought approval to enable implementation of the NJC Pay Award.

Resolved that:

- 1) The National Joint Council (NJC) proposed Pay Award be agreed and implemented.

The meeting ended at 10.50 am

Chair

Call In Procedure – Relevant Dates	
Minutes Published:	05 March 2019
Call In Period Expires (3 Clear Working Days after Publication):	23.59 on 26 February 2019
Decision Comes into force:	27 February 2019

Call In Procedure

1. Executive Decisions

- 1.1 Where a decision is made by Cabinet, the minutes of the decision shall be published electronically and made available at the Guildhall within 2 clear working days of the decision being made by the Head of Democratic Services.
- 1.2 The Chair and Vice Chair of the Scrutiny Programme Committee shall also be sent electronic copies of the minutes of all such decisions.
- 1.3 The minutes shall:
 - i) Bear the date on which they are published; and
 - ii) Specify that the decision will come into force and may then be implemented on the expiry of 3 clear working days (the Call In period) after the publication of the decision, unless called in pursuant to these Procedure Rules.

2. How to Call In an Executive Decision?

- 2.1 The Chair and / or Vice Chair of the Scrutiny Programme Committee or any 4 Councillors may Call In a decision by giving notice and stating the reason(s) for a Call In, in writing (preferably via e-mail) to the Head of Democratic Services within the Call In period. The Head of Democratic Services will then notify the decision taker of the Call In via e-mail.

3. Validity of Call In

- 3.1 The Head of Democratic Services upon consultation with the Monitoring Officer and Presiding Member may rule that a Call In is not valid if:
 - a) It is not made by midnight on the 3rd clear working day of the publication of the decision;
 - b) The decision is exempt from Call In on account of urgency provisions as set out below and also where:
 - i) The decision being called in is the same, or broadly the same, as a previous Call In within the last six months;
 - ii) The decision has been subject to pre-decision scrutiny and there is no material change in relevant information/evidence;
 - iii) The Call In does not specify precisely which aspects of the decision is to be challenged or provides too little information.

4. Role of the Scrutiny Programme Committee

4.1 The Head of Democratic Services shall call a meeting of the Scrutiny Programme Committee on such date as s/he may determine, where possible after consultation with the Chair of the Scrutiny Programme Committee, and in any case within 7 clear working days of the decision to Call In.

Note: For the purpose of this paragraph, the last working day before Christmas and the working days between Christmas and the New Year shall not be counted as working days.

4.2 At its meeting, the Scrutiny Programme Committee will consider the called in decision.

4.3 The Scrutiny Programme Committee shall consider the reasons for the Call In and the decision and:

- i) If satisfied with the explanation it will so indicate to enable the decision to be implemented;
- ii) If 'no longer concerned', but not minded to indicate that it is 'satisfied with the explanation', it is in order for the Committee to resolve that 'the explanation be accepted but not endorsed by the Committee';
- iii) If still concerned about the decision, then it may refer it back to Cabinet or the relevant decision maker / body for reconsideration, setting out in writing the nature of its concerns. The Cabinet, decision maker / body shall then reconsider its decision before making a final decision.

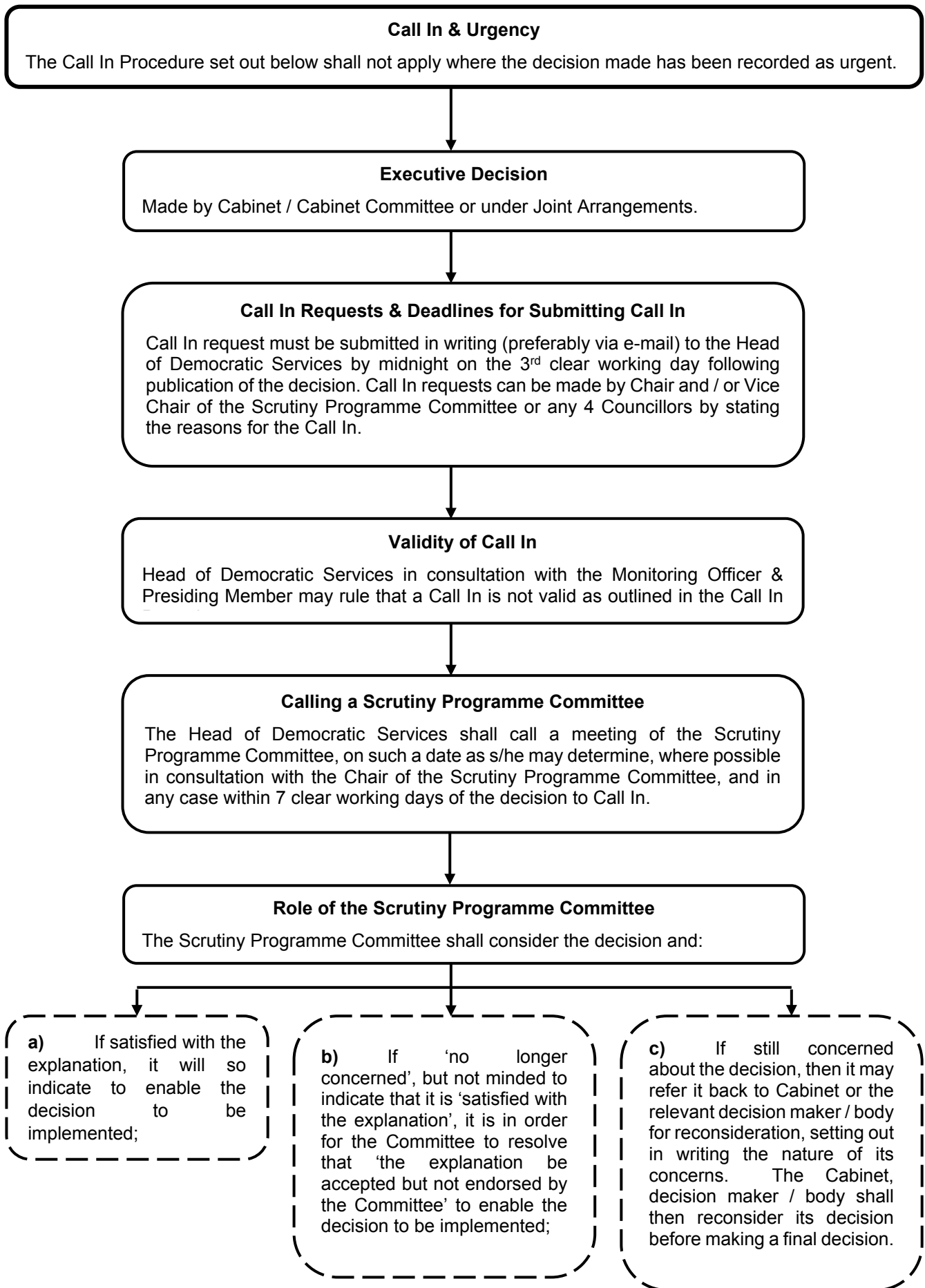
5. Call In and Urgency

5.1 The Call In procedure set out above shall not apply where the decision being taken is urgent. A decision will be urgent if either the Head of Paid Service, the Section 151 Officer or the Monitoring Officer certifies that any delay likely to be caused by the Call In procedure could seriously prejudice the Council or the public interest including failure to comply with statutory requirements;

5.2 The record of the decision, and notice by which it is made public, shall state whether the decision is an urgent one, and therefore not subject to Call In.

5.3 The operation of the provisions relating to Call In and urgency shall be monitored annually and a report submitted to Council with proposals for review if necessary.

Call In Procedure Flowchart



Agenda Item 7



Report of the Chair

Scrutiny Programme Committee – 11 March 2019

Scrutiny Performance Panel Progress Report

Purpose	The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panel conveners will regularly provide a progress report, updating the Committee on headlines from their Panel's work and impact.
Content	This report focuses on the following Performance Panel: a) Schools
Councillors are being asked to	<ul style="list-style-type: none">• Ensure awareness and understanding of the work of the Panel• Consider its effectiveness and impact• Consider any issues arising and action required
Lead Councillor(s)	Councillor Mo Sykes (convener)
Lead Officer & Report Author	Michelle Roberts Tel: 01792 637256 E-mail: scrutiny@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	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, and challenge, to 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) Schools

To focus the discussion a short written report has been provided by the convener of the Panel, and is **attached**. This updates on work since the previous progress report was provided to the Committee in October 2018. This includes a summary of Panel activities, correspondence between the Panel and relevant Cabinet Members, proposals made and impact.

1.5 The membership of this Performance Panel (18) is as follows:

Labour Councillors: 7

Cyril Anderson	Beverley Hopkins
Mike Durke	Hazel Morris
Fiona Gordon	Mo Sykes (CONVENER)
Louise Gibbard	

Liberal Democrat/Independent Councillors: 3

Mike Day	Susan Jones
Lynda James	

Conservative Councillor: 5

Steve Gallagher	Myles Langstone
David Helliwell	Lynda Tyler-Lloyd
Lyndon Jones	

Statutory Cooptees: 3

David Anderson-Thomas	Parent Governor Representative
John Meredith	Church Representative
Alexander Roberts	Parent Governor Representative

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

Schools Scrutiny Performance Panel – SPC Update

1. Remit of the Panel

The overarching purpose of the panel is to: provide ongoing challenge to schools performance to ensure that *pupils in Swansea are receiving high quality education; and the authority is meeting its objectives in relation to improving school standards and pupil attainment.*

2. Key Activities

The Panel is currently meeting on a monthly basis and the work completed since October 2018 includes:

- a) In October we made a visit to Ysgol Crug Glas Special School (see more detail below)
- b) In November we followed up on progress with the Education Other Than at School changes to service and accommodation and also discussed the new wellbeing and behaviour strategy.
- c) In December we looked at the Annual updates on the School Improvement Services the ERW Business Plan and the pupil development grant spend.
- d) We also had an extra meeting in December to carry out pre-decision on the Small Schools Review and the School Organisation linked to the Welsh Education Plan.
- e) In January we discussed the Annual Education Performance Data including the verified data and school categorisation.
- f) In February we met twice, firstly to look at the education aspects of the Annual Budget proposal and secondly we took a visit to Morryston Primary School to see progress previously identified further embedded
- g) Over this period the Panel has also kept up to date with individual school Estyn Inspections published and any advisory/practice documents.

3. Achievements / Impact

We have sent 5 letters to the Cabinet Member for Education Improvement, Learning and Skills since October 2018 Which give our views, raise concerns and make recommendations. These include for example:

Positives:

- When we visited Ysgol Crug Glas Special School we were pleased to hear about the positive comments from Estyn when they revisited in April 18, especially that *the current leadership team is very effective in driving forward school improvement. Also that since the core inspections, senior leaders have placed appropriate emphasis on improving the way that teachers plan to develop pupil skills progressively. Teaching has a strong focus on developing pupil skills at a pace and level that is adapted well to their individual needs and abilities.*
- We looked at Education Other than at School Services progress and heard that a key factor in the success of the overhaul of the current provision is the support provided to schools to enable earlier identification of needs in relation to pupils with social, emotional and behavioural difficulties (SEBD), and importantly the greater capacity and support to manage the needs within the schools setting. We were particularly pleased to hear that the Halfway House has resulted in the highest number of pupils being re-integrated back to mainstream provision in many years. With 19 pupils being supported back into their mainstream school.
- We understand that the new professional standards for teaching and leadership came into force in September 2018. We were pleased to hear these are ambitious and link closely with curriculum reform and that performance management within schools is aligned with the new leadership standards. We agreed that the current and future work of the Education Improvement Service must be underpinned by these standards, curriculum reform and the Education Directorates five top priorities.

Issues / Concerns:

- At Ysgol Crug Glas Special School we heard that the school is doing its best to be creative in its activities but is restricted by a number of barriers including: the premises, finance, staffing level and resource. It was explained that some of these may be addressed by the possible Federation with Penybryn School which is being considered. Also that this, in the longer term, may include seeking Band B funding for new build facility.
- When we discussed the ERW Business Plan, we heard that during the academic year 2017-2018, engagement with the Education through Regional Working (ERW) central team had reached a hiatus. The planned service review and reform of ERW has not taken place and as a result the collaboration and service delivery has fragmented in comparison to previous years. We are pleased to hear that a plan will be discussed, to move ERW forward and resolve a number of important issues, at ERW Joint Committee in February.
- When we looked at the Pupil Development Grant spend we were concerned to hear that some schools may not be following the guidance or using the toolkit available. We were pleased to hear that the Education Improvement Service has been working with schools around this and signposting them to advice about how best to spend the grant. We were also encouraged to hear that the PDG grant spend is monitored and unpicked to see what has been most effective. We agreed that it is important to identify and build on strengths.
- When we looked at the annual budget, as it relates to education matters, we were particularly concerned about the impact of the cost of the increase in teachers pensions not being covered (at present) by the UK Government. The panel wanted to emphasise the importance of Cabinet doing everything possible to ensure that schools are not disadvantaged by this substantial amount.

Action Recommended / Agreed:

- After our visit to Ysgol Crug Glas Special School the Cabinet Member was asked in the convener's letter to look at utilising expertise at the school, in particular in meeting the educational needs of children with ADHD/Autistic spectrum, to inform practice in mainstream schools. The Cabinet Member response included: *We are happy to work with the school to identify how they can contribute to course development and delivery to support children with ADHD and ASD accessing mainstream and specialist teaching facility placements.*
- The idea of a 360 degree review of ERW was suggested where stakeholders could give full feedback from all angles. It was also felt that the voice of the child must be included in any reviewing of education related activity. The Cabinet Member response said: *The opportunity for stakeholder opinion to be formally captured will be fed back to the interim Managing Director of ERW. Useful surveys have been conducted in the past and I am aware of a current survey to capture the views of headteachers on the value for money provided by the funding stream for curriculum reform.*
- We carried out pre-decision scrutiny on the school closures at Felindre Welsh Primary School and Craig Cefn Parc Primary School, we concluded that: *We reluctantly accept the proposals to Cabinet that were contained in the report, agreeing that the proper process has been followed, the Equalities Impact Assessment has assessed the impact of the proposals, that there has been a high level of consultation and all alternatives to closure have been explored.*

4. Schools Scrutiny Performance Panel Future Work Programme 2018/2019

Date	Items to be discussed
Meeting 13 21 Mar 19	School 3 – Burlais Primary School Amber: Speak to Head and Chair of Governors of a School including preparation session with the challenge advisor
Meeting 14 2 May 19	Joint meeting with Child and Family Services Scrutiny Panel to look at support for and outcomes/performance of Looked After Children

Agenda Item 8



Report of the Chair

Scrutiny Programme Committee – 11 March 2019

Membership of Scrutiny Panels and Working Groups

Purpose:	The Scrutiny Programme Committee is responsible for appointing members and conveners to the various scrutiny panels / working groups that are established. This report advises of relevant matters that need to be considered.
Content:	This report is provided to facilitate any changes that need to be made.
Councillors are being asked to:	<ul style="list-style-type: none">• agree the membership of Panels and Working Groups, and any other changes necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer & Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 In accordance with Council report 18 October 2012, when current scrutiny arrangements were agreed, 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 Scrutiny Performance Panel.

ADD Councillors Joe Hale and Lynda James

Following this change the revised membership of this Panel will be 14:

Labour Councillors: 4

Joe Hale	Peter Jones
Terry Hennegan	Mike White

Liberal Democrat/Independent Councillors: 7

Peter Black	Jeff Jones (CONVENER)
Wendy Fitzgerald	Mary Jones
Chris Holley	Susan Jones
Lynda James	

Conservative Councillor: 3

Steve Gallagher	Paxton Hood-Williams
David Helliwell	

2.2 Digital Inclusion Working Group.

REMOVE Councillor Peter Black

Following this change the revised membership of this Panel will be 7:

Labour Councillors: 4

Louise Gibbard	Andrew Stevens
Hazel Morris	Lesley Walton (CONVENER)

Liberal Democrat/Independent Councillors: 2

Chris Holley	Jeff Jones
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Conservative Councillor: 1

David Helliwell	
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3. Guiding Principles

3.1 When determining membership / conveners or agreeing any changes there are some 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.
- Good scrutiny practice places emphasis on respect for minority party wishes around both chairing of such bodies and the work programme.
- Being fair and balanced in the appointment of conveners, when there is interest from more than one councillor, e.g. giving opportunity to those who have not acted as convener previously
- A minimum of three members should be present at all meetings.

4. Legal Implications

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

5. Financial Implications

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

Background Papers: None

Appendices: None

Agenda Item 9



Report of the Chair

Scrutiny Programme Committee – 11 March 2019

Scrutiny Work Programme 2018/19

Purpose:	This reports on progress with the agreed Scrutiny Work Programme for 2018/19 and information about current scrutiny activities which the Committee is responsible for monitoring.
Content:	The agreed work programme is attached, which includes the topics that will be examined by scrutiny through various Panels and Working Groups. The plan for future committee meetings is also attached.
Councillors are being asked to:	<ul style="list-style-type: none">• plan for the committee meetings ahead• consider opportunities for pre-decision scrutiny• review the scrutiny work programme (including progress of current Panels and Working Groups)
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Chief Legal Officer
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for 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 always 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 2018/19

- 2.1.1 The agreed Scrutiny Work Programme for 2018/19 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 main item(s) scheduled for the next Committee meeting on 8 April are:

- Cabinet Member Question Session: Cabinet Members for Better Communities - Councillors June Burtonshaw & Mary Sherwood
- Crime & Disorder Scrutiny – annual session for information / questions on the performance of the Safer Swansea Partnership to enable committee to explore plans / objectives, achievements, impact, challenges.

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 Cabinet 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 about the various commissioning reviews / new cross-cutting reviews that are planned over the next year are key cabinet decisions and should be subject to scrutiny. There is a general agreement that all these Reviews will undergo pre-decision scrutiny. This will be carried out via the Committee or relevant Panels as appropriate. Any outstanding reviews and the new cross-cutting reviews will be on the scrutiny radar during the year ahead and scheduled into work plans.

2.3 Inquiry Panels:

2.3.1 The first task of an Inquiry Panel will be to have a briefing on the issue and then determine the key question and terms of reference for the

inquiry. Once the planning stage is complete, the inquiry will be evidence gathering, with the last stage being to develop the final report.

In Progress (yet to report):	Completed (follow up stage)
1. Natural Environment (final report stage; reporting to Cabinet 21 March) 2. Equalities (evidence gathering stage; expected end: May 2019)	1. Regional Working (May 2019)

2.4 Performance Panels:

2.4.1 The following Performance Panels, which enables regular and structured monitoring of performance within these key areas, meet on an ongoing basis until otherwise agreed by the Committee (frequency of meetings in brackets):

Performance Panel	Convener
1. Service Improvement & Finance (monthly)	Cllr. Chris Holley
2. Schools (monthly)	Cllr. Mo Sykes (NB Cllr Lyndon Jones acting as informal vice-convener)
3. Adult Services (monthly)	Cllr. Peter Black
4. Child & Family Services (every two months)	Cllr. Paxton Hood-Williams
5. Development & Regeneration (every two months)	Cllr. Jeff Jones
6. Public Services Board (multi-agency) (quarterly)	Cllr. Mary Jones

2.4.2 Performance Panel conveners are scheduled to 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, in priority groups as shown and projected timetable:

First six months	Second six months
1. Air & Noise Pollution (Nov) COMPLETED	5. Tourism (11 Apr)
2. Welfare Reform (14 Jan)	6. Anti-Social Behaviour (Apr)
3. Residents Parking (tbc)	7. Digital Inclusion (May)
4. Environmental Enforcement (5 Feb)	8. Archive Service (tbc)

NOTE:

- The Homelessness Working Group and Community Cohesion & Hate Crime Working Group met in June to complete their work – both activities carried over from the previous municipal year.
- An annual meeting on **Local Flood Risk Management** is a standing item in the work programme and will meet on 14 March 2019. At the request of the Working Group, an extra meeting, agreed by the Committee, already took place on 8 October 2018.

2.6 Regional Scrutiny:

2.6.1 **Education Through Regional Working** - Swansea scrutiny is involved in a regional scrutiny arrangement with the six councils participating in the 'Education Through Regional Working' (ERW) school improvement consortium. A Scrutiny Councillor Group has meeting bi-annually since 2016 in order to coordinate scrutiny work across the region and ensure a consistent approach. The Swansea Scrutiny Team is providing support for this group as the Council's contribution to ERW. Swansea is represented by the chair of the Scrutiny Programme Committee and convener of the Schools Performance Panel.

2.6.2 **Swansea Bay City Region** – A Joint Scrutiny Committee was established earlier this year, which involves three councillor representatives from each of the four Councils involved in the City Deal meeting to scrutinise the work of the Joint Committee responsible for delivering the City Deal Programme. Swansea's Councillor Representatives are: Jan Curtice, Phil Downing & Jeff Jones.

3. Monitoring the Work Programme

3.1 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.

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

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

4. Public Requests for Scrutiny / Councillor Calls for Action

4.1 None.

5. Financial Implications

- 5.1 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.

6. Legal Implications

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

Background papers: None

Appendices:

Appendix 1: Agreed Scrutiny Work Programme 2018-19

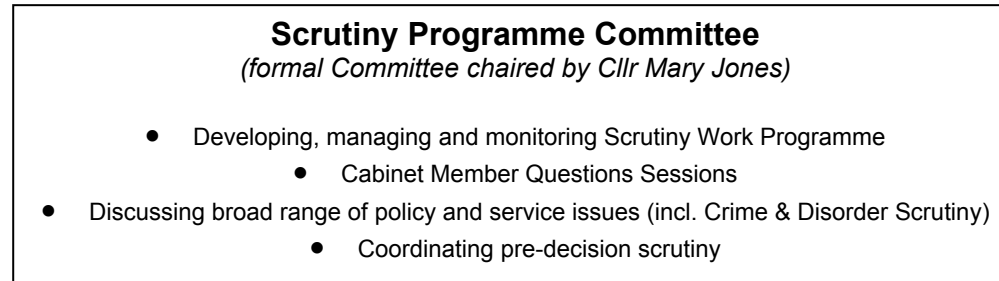
Appendix 2: Scrutiny Programme Committee - Work Plan 2018-19

Appendix 3: Cabinet Forward Plan

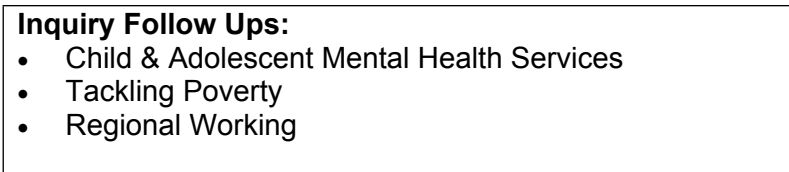
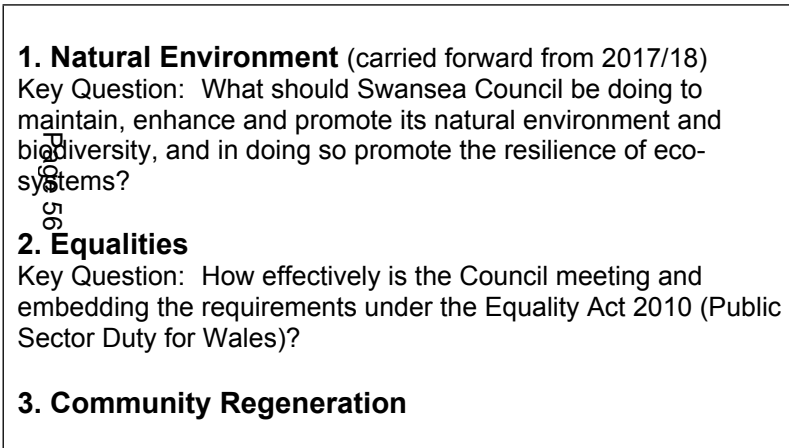
Appendix 4a: Scrutiny Work Programme – Projected Timetable of Activity

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

Appendix 1: Agreed Scrutiny Work Programme 2018/19



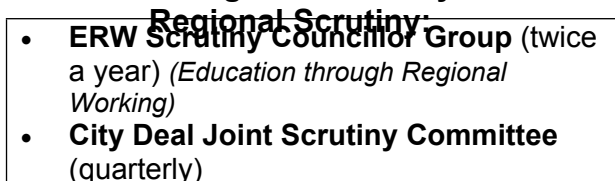
Inquiry Panels:
(time-limited in-depth inquiries)



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



Regional Scrutiny:



Working Groups:
(light touch / one-off meetings)



Issues referred to Performance Panels as part of their monitoring activities:

Adult Services:

- **Safeguarding - Modern Slavery / Human Trafficking** - (is there a problem in Swansea? what is happening to prevent?)

Child & Family Services:

- **Safeguarding - Child Sexual Exploitation** (is there a problem in Swansea? what is happening to prevent?)

Development & Regeneration:

- **City Centre** Re-development
- **Skyline** Development (ask about consultation with local community)
- **Local Manufacturing**

Schools:

- **Pupil Development Grant**
- **Special Education Needs** (concern about increase in no. of cases going to tribunal)
- **School Transport**
- **Free School Meals / LAC** attainment

Service Improvement & Finance:

- **Planning Enforcement** (discuss as part of annual performance report incl. around developer commitments)
- **Waste** (ask about waste treatment as part of annual performance report)
- **Welsh Housing Quality Standard** (annual position statement about progress in delivering WHQS by 2020/21 target)

Scrutiny Programme Committee – Work Plan 2018/19

Standing / Recurring Agenda Items:

Role of the Committee	<ul style="list-style-type: none"> To ensure understanding about the role of the Scrutiny Programme Committee, and discuss effective working
Scrutiny Work Programme	<ul style="list-style-type: none"> To consider feedback from Annual Scrutiny Work Planning Conference and proposals for the work programme, including work plan for future committee meetings To maintain overview on scrutiny work, monitor progress, and coordinate as necessary To receive progress reports from Conveners of Performance Panels on headlines from the Panel's work and achievements To plan for future committee meetings including key expectations e.g. key questions to explore, witnesses / information required To review future cabinet business and consider opportunities for pre-decision scrutiny To consider any councillor / public requests for scrutiny and/or Councillor Calls for Action (CCfA)
Membership of Scrutiny Panels and Working Groups	<ul style="list-style-type: none"> To agree membership of Scrutiny Panels and Working Groups (including appointment of conveners) and subsequent changes
Scrutiny Letters	<ul style="list-style-type: none"> To review scrutiny letters and Cabinet Member responses arising from scrutiny activities
Scrutiny Dispatches (Quarterly)	<ul style="list-style-type: none"> To approve content of Dispatches prior to reporting to Council, ensuring visibility and awareness of headlines from scrutiny activities, achievements and impact
Scrutiny Annual Report	<ul style="list-style-type: none"> To agree the annual report of the work of overview & scrutiny for the previous municipal year, as required by the Council Constitution
Final Scrutiny Inquiry Reports	<ul style="list-style-type: none"> To receive final reports (including conclusions and recommendations) of Inquiry Panel prior to submission to Cabinet for decision
Scrutiny Events	<ul style="list-style-type: none"> Information about upcoming and feedback from recent scrutiny events (e.g. relevant regional / national scrutiny development & improvement Issues; WLGA / CfPS network meetings)
Annual Work Plan Review	<ul style="list-style-type: none"> To reflect on the year's work, achievements, experiences, issues, ideas for future scrutiny

ACTIVITY	11 June 2018	19 June 2018*	9 July 2018	20 July 2018*	13 August 2018	10 September 2018
Scrutiny Work Programme			<ul style="list-style-type: none"> • Role of the Committee • Draft Work Programme for Agreement • Scrutiny Improvement & Development Objectives 			Wales Audit Office Report – Overview & Scrutiny: Fit for the Future?
Cabinet Member Question & Answer Sessions					Homes & Energy	Business Transformation & Performance (Deputy Leader)
Other Cabinet Member / Officer Reports				Swansea Bay City Deal Joint Scrutiny Committee		
Scrutiny Performance Panel Progress Reports					Service Improvement & Finance	Adult Services
Pre-decision Scrutiny		More Homes Parc Yr Helyg Site Options Appraisal				
Final Scrutiny Inquiry Reports	Regional Working					
Scrutiny Reports to Council						

ACTIVITY	1 October 2018*	8 October 2018	12 November 2018	10 December 2018	14 January 2019	11 February 2019
Scrutiny Work Programme			Wales Audit Office Reports to Scrutiny		Scrutiny Improvement Action Plan (Wales Audit Office Report – Overview & Scrutiny: Fit for the Future? & Improvement Objectives)	
Cabinet Member Question & Answer Sessions		Education Improvement, Learning & Skills	Children Services (Early Years and Young People)	Care, Health & Ageing Well	Economy & Strategy (Leader)	Environment & Infrastructure Management
Other Cabinet Member / Officer Reports	Consultation on Draft Homelessness Strategy and Action Plan 2018-2022	Annual Corporate Safeguarding Report	Children & Young People's Rights Scheme – Compliance and Progress	Sustainable Swansea: Commissioning Reviews - Annual Update 2018		
Scrutiny Performance Panel Progress Reports		Schools	Child & Family Services	Development & Regeneration	Service Improvement & Finance	Adult Services
Pre-decision Scrutiny			Homelessness Strategy & Action Plan 2018-2022			
Final Scrutiny Inquiry Reports						Natural Environment
Scrutiny Reports to Council		Scrutiny Annual Report 2017/18	Scrutiny Dispatches Impact Report			Scrutiny Dispatches Impact Report

ACTIVITY	11 March 2019	8 April 2019	13 May 2018			
Scrutiny Work Programme			Annual Work Programme Review			
Cabinet Member Question & Answer Sessions		Better Communities (People and Place)	Delivery			
Other Cabinet Member / Officer Reports	Call-In of Cabinet Decision on 21 February 2019 – Item 9 – 21 st Century Schools Programme – New Build for Gorseinon Primary School (Report of the Cabinet Member for Education Improvement, Learning and Skills).	Crime & Disorder Scrutiny – Safer Swansea Partnership				
Scrutiny Performance Panel Progress Reports	Schools	Public Services Board				
Pre-decision Scrutiny						
Final Scrutiny Inquiry Reports			Equalities			

Scrutiny Reports to Council			Scrutiny Dispatches Impact Report			
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* denotes extra meeting

To Be Arranged:

Scrutiny / Audit Committee Coordination	<ul style="list-style-type: none"> • Chair of Audit Committee to attend to share work plan of Audit Committee / Annual Report. Discussion to ensure: <ul style="list-style-type: none"> - mutual awareness and understanding of respective work plans and co-ordination - issues relating to work programmes can be discussed
Wales Audit Office Reports	<ul style="list-style-type: none"> • Corporate Safeguarding Arrangements

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Specific Recurring Reports to Committee:

Annual Corporate Safeguarding Report	<ul style="list-style-type: none"> • To consider report of the Council's Corporate Safeguarding Group. The report is cross cutting (i.e. covers safeguarding of adults and children) and is not a report on social services performance but on how the Council as whole is meeting its safeguarding responsibilities.
Children & Young People's Rights Scheme – Compliance and Progress	<ul style="list-style-type: none"> • To discuss annual progress report on implementation of Children & Young People's Rights Scheme, and consider impact (scheme was agreed by Cabinet in October 2014).
Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates	<ul style="list-style-type: none"> • Regular update on progress in implementation of service changes following Commissioning Reviews / outcomes.

Crime & Disorder Scrutiny	<ul style="list-style-type: none">• Joint Chairs of Safer Swansea Partnership to attend to provide information and take questions on the performance of the Partnership to enable committee to explore plans / objectives, achievements, impact, challenges etc
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Appendix 3 – Cabinet Forward Plan 2018-19

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<p>First Stage (Construction) Contract Award and Associated Capital Programme Authorisation for the Remodelling and Refurbishment Project at Bishopston Comprehensive School.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 64</p>	<p>This project is part of Band B of the 21st Century Schools Programme and if approved will be jointly funded by Welsh Government and Swansea Council.</p> <p>The project is subject to business case approvals by Welsh Government and also planning application approval.</p> <p>The remodelling and refurbishment of the existing premises is planned to address condition and suitability issues. The programme of works will be phased as appropriate to prioritise the areas of greatest need. The proposal will upgrade school facilities but will not increase the pupil capacity which currently stands at 1094, and will also involve the removal of the existing sub-standard demountable buildings.</p>	Sarah Rees	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	21 Mar 2019	Open

Appendix 3 – Cabinet Forward Plan 2018-19

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Building Capital Maintenance Programme 2019/20.	To comply with Financial Procedure Rule 7 (Capital Programming and Appraisals) to commit and authorise schemes as per the Capital Programme.	Nigel Williams	Cabinet Member - Homes & Energy	Cabinet	21 Mar 2019	Open
Quarter 3 2018/19 Performance Monitoring Report.	To report the performance indicator results and summarise the Council's performance meetings its priorities for the third quarter period October 2018 – December 2018.ro	Richard Rowlands	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	21 Mar 2019	Open
Business Rates – Temporary Rate Relief Scheme (Wales) 2019/20.	This report provides details of a temporary business rate relief scheme and a recommendation on whether to accept grant funding from Welsh Government to support the expenditure incurred in providing relief under the scheme, under Section 47 of the Local Government Finance Act 1988.	Julian Morgans	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	21 Mar 2019	Open

Appendix 3 – Cabinet Forward Plan 2018-19

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
School Organisation Linked to the Welsh Education Strategic Plan - Including Proposed Closure of YGG Felindre and Enhanced Size and Relocation of Ygg Tan-y-lan and YGG Tirdeunaw.	1. The report will consider any objections received during the statutory notice period and will determine if: Close YGG Felindre on 31 August 2019; and Relocate and enlarge YGG Tan-y-lan Relocate and enlarge YGG Tirdeunaw	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	21 Mar 2019	Open
Scrutiny Inquiry into the Natural Environment.	This report presents the findings, conclusions and recommendations resulting from the Panel's Inquiry into the Natural Environment. The Cabinet is required to consider the recommendations and agree action.	Bethan Hopkins	Peter K Jones	Cabinet	21 Mar 2019	Open
Small School Review - Proposal to Close Craigcefnparc Primary School.	The report will consider any objections received during the statutory notice period and will determine if Craigcefnparc Primary School should close on 31 August 2019.	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	21 Mar 2019	Open

Appendix 3 – Cabinet Forward Plan 2018-19

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
FPR7 - Capital Allocation to Highway Infrastructure Assets 2019-20.	To confirm the Capital work programmes for highway infrastructure assets.	Bob Fenwick	Cabinet Member - Environment & Infrastructure Management	Cabinet	21 Mar 2019	Open
Disabled Facilities & Improvement Grant Programme 2019/20.	To provide details of Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2019/20 Capital Programme.	Darren Williams	Cabinet Member - Homes & Energy	Cabinet	21 Mar 2019	Open
Council Property Development: Phase 2 General Fund.	Update outlining progress with Council Pilot Direct Development Project.	Martin Nicholls	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	18 Apr 2019	Open
Establishment of a Wholly Owned Energy Services Company Update.	To provide an update on the feasibility study into the establishment of a wholly owned energy services company	Martin Nicholls	Cabinet Member - Homes & Energy	Cabinet	18 Apr 2019	Open
Disposal of Highway Land at Mumbles, Swansea.	The report deals with an application to acquire from the Council an area of temporarily closed highway at a value that reflects a restricted use.	David Turner	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	18 Apr 2019	Fully exempt

Appendix 3 – Cabinet Forward Plan 2018-19

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<p>Reducing Infant Class Sizes – Capital Programme To Fund The Development Of Four Internal Re-Modelling / Extension Schemes To Reduce Infant Class Sizes.</p>	<p>The Welsh Government invited authorities to apply for a Reducing Infant Class Sizes grant in May 2017.</p> <p>The Council submitted a grant application on 31 July 2017 for revenue and capital funding. Revenue funding to support additional teaching staff and capital funding to undertake internal remodelling / new build construction at the four schools prioritised on the basis of the grant criteria, being where there are classes of 29 or over and, where schools demonstrate at least one or a combination of the following:</p> <ul style="list-style-type: none"> • Significant levels of free school meals; • Below average outcomes and where a school is judged to be red or amber; • Significant levels of special educational and additional learning needs; • Significant levels of where Welsh/English is not the first language. <p>The purpose of the grant</p>	<p>Louise Herbert-Evans</p>	<p>Cabinet Member - Education Improvement, Learning & Skills</p>	<p>Cabinet</p>	<p>16 May 2019</p>	<p>Open</p>

Scrutiny Work Programme 2018-19 – Projected Timetable of Activity (actual dates shown)

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
SCRUTINY PROGRAMME COMMITTEE Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Brij Madahar Lead Cabinet Member: cross-cutting Lead CMT: cross-cutting Lead Head of Service: cross-cutting	11 19*	9 20*	13	10	1* 8	12	10	14	11	11	8	13
INQUIRY PANELS:	Evidence Gathering				Findings			Final Report				
Natural Environment Lead Scrutiny Councillor: Peter Jones Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Phil Holmes	18	26	29	21	4			23				
					Planning	Evidence Gathering					Findings/Final Report	
Equalities Lead Scrutiny Councillor: Louise Gibbard Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mary Sherwood Lead CMT: Sarah Caulkin Lead Head of Service: Tracey Meredith					11 24	8		15 18 21 23 31	13 20	11 13 22 27	11	Date TBA
Tackling Poverty Follow Up (COMPLETE) (Cabinet decision 15/6/17) Lead Scrutiny Councillor: Sybil Crouch Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member Mary Sherwood Lead CMT: Dave Howes Lead Head of Service: Rachel Moxey					15							

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
Child & Adolescent Mental Health Services Follow Up (COMPLETE) (Cabinet decision 16/2/17) Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Child Lead CMT: Dave Howes Lead Head of Service: Julie Thomas						21						
Regional Working Follow Up (Cabinet decision 16/8/18) Lead Scrutiny Councillor: Lyndon Jones Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Rob Stewart Lead CMT: Phil Roberts Lead Head of Service: cross-cutting												
PERFORMANCE PANELS:												
Adult Services (monthly) Lead Scrutiny Councillor: Peter Black Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member Mark Child Lead CMT: Dave Howes Lead Head of Service: Deb Reed (interim)	19	17	21	17* 25	23	20	11	15	11* 19	19 26*	16	
Service Improvement & Finance (monthly) Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Rob Stewart / Clive Lloyd Lead CMT: Sarah Caulkin / Ben Smith	5 19*	10	14	11 27	29	13	11	15	12*	6 20	9	13

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
REGIONAL SCRUTINY:												
ERW - Education through Regional Working (bi-annual) Lead Scrutiny Councillor: Mary Jones / Mo Sykes Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Jennifer Raynor Lead CMT: Nick Williams Lead Head of Service: Helen Morgan-Rees Regional Lead: Geraint Rees				10				10*		25		
Swansea Bay City Region Joint Scrutiny Committee (quarterly) Lead Scrutiny Councillor: Arwyn Woolcock (Neath Port Talbot) Swansea Scrutiny Councillors: Jan Curtice / Phil Downing / Jeff Jones Lead Scrutiny Officer: Jason Davies, Neath Port Talbot Council Lead Cabinet Member: Rob Stewart Lead CMT: Phil Roberts / Martin Nicholls Lead Head of Service: Phil Holmes						20		31*		1		16

* denotes extra meeting

Information correct as of 05/03/19 09:00

Progress Report – Current Scrutiny Panels and Working Groups

1. Inquiry Panels:

These will undertake in-depth inquiries into specific and significant areas of concern on a task and finish basis, and will be expected to take around six months to complete to enable wide-ranging evidence gathering, and production of a final report with conclusions and recommendations for Cabinet (and other decision-makers).

a) Natural Environment (convener: Cllr Peter Jones)

Key Question: What should Swansea Council be doing to maintain, enhance and promote its natural environment and biodiversity, and in doing so promote the resilience of eco-systems?

Progress Bar:

Planning				Evidence Gathering				Draft Final Report			

The final report was presented to the Scrutiny Programme Committee on 11 February and approved for submission to cabinet for decision. The report will be presented to cabinet meeting on 21 March. A decision on the inquiry recommendations can then be expected within two months.

b) Equalities (convener: Cllr Louise Gibbard)

Key Question: How effectively is the Council meeting and embedding the requirements under the Equality Act 2010 (Public Sector Duty for Wales)?

Progress Bar:

Planning				Evidence Gathering				Draft Final Report			

The inquiry’s evidence gathering is moving at a pace, with discussion being had with a wide variety of people including 50+ Network, young people, LGBT Forum, Disability Liaison Group, carers, BME Forum and veterans group. The Panel will meet in March with the Equality and Human Rights Commission to discuss their role. A staff survey will also take place in March. Councillors are aiming to complete the inquiry evidence gathering aspect by the end of March, with conclusions being discussed at their meeting in April.

Projected End Date: May 2019

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	
Tackling Poverty	15 Jun 2017	12	1	2	15 Oct 2018 COMPLETE
Child & Adolescent Mental Health Services	16 Feb 2017	13	1	1	(i) 15 Nov 2017 (ii) 21 Nov 2018 COMPLETE
Regional Working	16 Aug 2018	11	0	0	June 2019

3. Performance Panels:

Performance Panels enable regular and structured in-depth monitoring of performance and challenge within these key areas:

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

The Panel recently scrutinised the Annual Budget for 2019/20. Each performance panel was given the opportunity to undertake scrutiny on the budget in relation to issues which impact the work they look at. Each Panel then submit their comments to the Service Improvement and Finance Panel where the Leader and Chief Finance Officer answered questions. Feedback was given at Cabinet on 14 February by Panel Convener Cllr Chris Holley. The next meeting will be looking at Community Groups and Centres and the Annual Corporate Complaints Report 2017/18.

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

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

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

The meeting on 6 February had a Q&A with the statutory member for Swansea Council. The Deputy Leader, Cllr. Clive Lloyd, attended to answer questions. The meeting then focused on the Live Well, Age Well objective. The Cabinet Member, Cllr. Mark Child, attended with officers to update the Panel on progress and future work. There was also the standing governance update item. The next meeting on 3 April will have a Q&A from the statutory member for ABMU and an update on the Early Years objective from the relevant leads. It will also have the governance update. There are plans to request the governance

update to come the scrutiny for feedback before it is officially signed off.

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

The Panel met on 25 February and received a presentation to update on the impact of Prevention and Early Intervention on Child and Family Service; discuss Safeguarding in relation to Child Sexual Exploitation and receive an update on Child Disability. The next meeting on 29 April will discuss Performance Monitoring and receive a report on the Looked After Children Audit.

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

The Panel met on 19 February and discussed the Adult Services Complaints Annual Report 2017-18, received an update on how the Council's policy commitments translate to adult services and looked at the latest Performance Monitoring reports. The next meeting on 19 March will discuss Safeguarding arrangements including a briefing on Modern Slavery/Human Trafficking and receive an update on the Commissioning Review – Domiciliary Care and Procurement.

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

The Panel met on 11 February to discuss the budget and how it impacts the work they scrutinise. The next meeting on 19 March will have the usual dashboard report and an in depth look at Swansea Central Phase 1 (The Arena).

4. **Regional Scrutiny:**

This is collaborative scrutiny with other Local Authorities for topics / issues of shared interest or concern, and models of regional working.

a) **Education Through Regional Working**

A regional scrutiny councillors group meets 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 ERW scrutiny councillor group had an extra meeting in January 2019 to look at progress being made with the ERW Reform Programme. They met with the Chair of the ERW Joint Committee, Cllr Ellen ap Gwynn, and the Lead Director, Phil Roberts, to discuss concerns they had about timeliness of progress being made.

The Scrutiny Councillor Group will next meet on 25 March 2019 to look at:

- Update on progress with reform programme

- ERW budget and budget allocations
- School categorisation and supporting data
- On the Money, targeted funding to improve education outcomes

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

b) **Swansea Bay City Region**

The Committee, which will scrutinise the work of the Joint Committee responsible for delivering the City Deal Programme, is serviced by Neath Port Talbot Council. Swansea Councillor representatives are: Jan Curtice, Phil Downing & Jeff Jones.

The next scheduled meetings of the Joint Scrutiny Committee are being held on 1 March 2019 and 16 May 2019, with meetings rotated around the four authorities. The meeting in March will enable the Committee to learn more about the City Deal Programme and regional projects.

5. **Working Groups:**

A number of topics have been identified which will be dealt with through one-off Working Groups. These enable a 'light-touch' approach to specific topics of concern and will be planned as a one-off meeting primarily involving discussion with relevant cabinet member(s) / officer(s) (and any other persons called) to gather information, ask questions, and raise any concerns.

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

This is an annual recurring item in the work programme. The next meeting will be held on 14 March to monitor progress on the delivery of the Flood Risk Management Plan.

b) **Residents Parking** (convener: Cllr Peter May)

This meeting was scheduled for 8 November but has been delayed due to resource issues within the department, to allow time for information required to be provided. The focus is on concerns that have been raised about the new electronic permit issuing process and will enable relevant information to be discussed and questions to be asked.

c) **Welfare Reform** (convener: Cllr Louise Gibbard)

A meeting of the Working Group was held on 14 January 2019 which enabled information, questions and discussion on the impact of welfare reform in Swansea, e.g. Universal Credit, and work / measures in place to support citizens and mitigate problems. The Citizens Advice Bureau participated in this Working Group. A letter has been sent to the

Cabinet Member for Better Communities (People) with the views and recommendations of the Working Group.

d) **Environmental Enforcement** (convener: Cllr Jeff Jones)

A meeting of the Working Group was held on 5 February and enabled information, questions and discussion about what is being done in relation to the enforcement / prevention of environmental issues such as fly tipping, dog fouling, litter, pavement parking and branches and undergrowth overhanging public footpaths and highways etc., concerns about which seem to be regularly raised by the public. A letter will now be sent to the Cabinet Member for Environment and Infrastructure Management with the views and recommendations of the Working Group.

e) **Tourism** (convener: Cllr Peter Jones)

A meeting of the Working Group will be held on 11 April. An informal meeting of Working Group members only will be held on 26 February to discuss what issues should be considered at the meeting on 11 April.

f) **Anti-Social Behaviour** (convener: Cllr Terry Hennegan)

A meeting of the Working Group will be held on 15 April. This will enable information, questions and discussion on current approaches to tackle anti-social behaviour in our communities and their effectiveness.

g) **Digital Inclusion** (convener: Cllr Lesley Walton)

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 / engage via digital technology.

Further Working Groups to be convened (membership / convener to be appointed in due course):

- **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.

Agenda Item 10



Report of the Chair

Scrutiny Programme Committee – 11 March 2019

Scrutiny Letters

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

1. Introduction

- 1.1 The 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 **attached** for discussion:

	Activity	Meeting Date	Correspondence
a	Cabinet Member Q & A Session	10 Dec	Letter to / from Cabinet Member for Care, Health & Ageing Well
b	Cabinet Member Q & A Session	14 Jan	Letter to Leader / Cabinet Member for Economy & Strategy
c	Welfare Reform Working Group	14 Jan	Letter to / from Cabinet Member for Better Communities (People)

3.3 Key Points:

3.3.1 Welfare Reform Working Group - The Working Group met on 14 January to look at the impacts of Welfare Reform in Swansea and works / measures in place to support citizens and mitigate problems. It also received evidence from Citizen's Advice Swansea Neath Port Talbot in respect of Universal Credit (UC) queries handled by them during the 12 months since the roll out of UC in Swansea.

As a result of this scrutiny the Cabinet Member (CM) confirms the action(s) that will be taken including the following:

- A conversation will be had with local DWP partners about the process they follow in discussing advances. It is important that people requesting advance payments fully understand the implications and are fully supported to make an informed decision
- Although a landlord would be in breach of the Rent Smart regulations by failing to register, there is no legislation that would prevent them from creating a liability for rent. The CM will discuss this with the relevant Welsh Government Minister and inform Scrutiny of their response
- CM suggests Scrutiny should look at the commitment of Social Workers to exploring the financial well-being of the people they work with and seeking early help from Welfare Rights where necessary. The CM has discussed this with relevant Cabinet colleagues who are welcoming of it. The CM would therefore like Scrutiny to progress this suggestion
- Welfare Rights Team have met with Child and Family Services to look at setting up a procedure when applications for emergency payments have been made where there are benefit issues, which should identify benefit problems at the earliest opportunity. For Housing, Cllr Andrea Lewis is currently exploring having a Welfare Rights resource within the Rents Team. Cllr Lewis welcomes the idea of Scrutiny examining how well Housing officers are working with Welfare Rights and others in Poverty and Prevention. There are not enough Welfare Rights Officers to station them throughout the organisation. CM suggests Scrutiny could take an interest in how well all service delivery departments are owning the commitment to "tackling poverty being everybody's business".
- Welfare Rights Team has ideas about quick reference resources which councillors could use when supporting someone with money worries. These will be rolled out as soon as resources allow.
- Welfare Rights Team are developing an online Benefits Awareness course and will recommend it becomes mandatory for all staff in the Authority.

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 2018 - 23 May 2019)

Ave. Response Time (days): 18 (target within 21 days) % responses within target: 76

No.	Committee / Panel / Working Group	Meeting Date	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received	Days Taken	Reported to SPC (if applicable)
1	Development & Regeneration Performance Panel	15-May	End of year round up - Engagement with Scrutiny and Costs	Economy & Strategy (Leader)	29-May	09-Jul	27	n/a
2	Service Improvement & Finance Performance Panel	07-Feb	Libraries	Investment, Regeneration & Tourism	30-May	26-Jun	21	n/a
3	Committee	14-May	Cabinet Member Q & A	Delivery	04-Jun	25-Jun	21	09-Jul
4	Adult Services Performance Panel	16-May	Performance monitoring and budget outputs	Care, Health & Ageing Well	07-Jun	15-Jun	8	n/a
5*	Committee	19-Jun	Pre-decision scrutiny - More Homes Parc Yr Helyg Site Options Appraisal	Homes & Energy	20-Jun	05-Jul	n/a	09-Jul
6	Schools Performance Panel	07-Jun	Science in Schools	Education Improvement, Learning & Skills	21-Jun	03-Jul	12	n/a
7	Service Improvement & Finance Performance Panel	19-Jun	Pre-decision scrutiny - Cultural Services Commissioning Review	Investment, Regeneration & Tourism	27-Jun	n/a	n/a	n/a

8*	Working Group	20-Jun	Community Cohesion	Better Communities - People	02-Jul	12-Oct	n/a	12-Nov
9	Working Group	12-Jun	Homelessness	Homes & Energy	05-Jul	26-Jul	21	13-Aug
10	Child & Family Services Performance Panel	25-Jun	Impact of Prevention and Early Intervention on CFS	Children's Services - Early Years	12-Jul	n/a	n/a	n/a
11	Schools Performance Panel	18-Jul	Pre-decision scrutiny - changes to EMAU Service	Education Improvement, Learning & Skills	19-Jul	n/a	n/a	n/a
12	Schools Performance Panel	12-Jul	Visit and meeting at Gowerton Primary School re: Foundation Phase	Education Improvement, Learning & Skills	20-Jul	26-Jul	6	n/a
13	Development & Regeneration Performance Panel	19-Jul	City Deal financial implications	Economy & Strategy (Leader)	14-Aug	21-Aug	n/a	n/a
14	Public Services Board Performance Panel	18-Jul	Governance of PSB	Economy & Strategy (Leader)	15-Aug	28-Aug	13	
15	Service Improvement & Finance Performance Panel	14-Aug	End of Year Performance Monitoring Report	Economy & Strategy (Leader)	23-Aug	n/a	n/a	n/a
16	Adult Services Performance Panel	21-Aug	Performance monitoring	Care, Health & Ageing Well	11-Sep	n/a	n/a	n/a
17	Committee	13-Aug	Cabinet Member Q & A	Homes & Energy	11-Sep	01-Oct	20	08-Oct

18	Adult Services Performance Panel	17-Sep	Pre-decision on outcomes of residential care and day services commissioning reviews	Care, Health & Ageing Well	19-Sep	21-Sep	2	n/a
19	Service Improvement & Finance Performance Panel	11-Sep	Recycling and Landfill Annual Report	Environment & Infrastructure Management	19-Sep	09-Oct	20	n/a
20	Child & Family Services Performance Panel	28-Aug	Update on adoption service and advocacy and Bright Spots Survey	Children's Services - Early Years	20-Sep	n/a	n/a	n/a
21	Adult Services Performance Panel	25-Sep	Update on Western Bay programme and the Supporting People Programme grant	Care, Health & Ageing Well	09-Oct	26-Oct	17	n/a
22	Adult Services Performance Panel	25-Sep	Letter to Western Bay re update on Western Bay Programme	Care, Health & Ageing Well	10-Oct	22-Nov	n/a	n/a
23	Service Improvement & Finance Performance Panel	27-Sep	Equalities Review Report	Better Communities - People	16-Oct	26-Oct	10	n/a
24	Committee	10-Sep	Cabinet Member Q & A	Business Transformation & Performance (Deputy Leader)	16-Oct	07-Nov	22	10-Dec
25	Tackling Poverty Inquiry Panel	15-Oct	Tackling Poverty follow up	Better Communities - People	24-Oct	n/a	n/a	12-Nov
26	Working Group	08-Oct	Local Flood Risk Management - update on progress since last meeting	Environment & Infrastructure Management	30-Oct	16-Nov	17	10-Dec

27	Schools Performance Panel	17-Oct	Ysgol Crug Glas School	Education Improvement, Learning & Skills	31-Oct	27-Nov	27	n/a
28	Committee	08-Oct	Cabinet Member Q & A	Education Improvement, Learning & Skills	09-Nov	27-Nov	18	10-Dec
29	Development & Regeneration Performance Panel	07-Nov	Regeneration Updates	Economy & Strategy (Leader)	13-Nov	03-Dec	20	n/a
30	Service Improvement & Finance Performance Panel	29-Oct	Finance Reports	Economy & Strategy (Leader)	13-Nov	21-Dec	38	n/a
31	Committee	12-Nov	Pre-decision Scrutiny - Homelessness Strategy & Action Plan 2018-2022	Homes & Energy	14-Nov	n/a	n/a	10-Dec
32	Child & Family Services Performance Panel	29-Oct	Youth Offending Service; Performance Monitoring and Feedback on Inspection reports	Children's Services - Early Years	19-Nov	n/a	n/a	n/a
33	Working Group	06-Nov	Air & Noise Pollution	Environment & Infrastructure Management	19-Nov	28-Nov	9	10-Dec
34	Public Services Board Performance Panel	03-Oct	Meeting with Future Generations Commissioner	Chair of Public Services Board	29-Nov	n/a	n/a	
35	Development & Regeneration Performance Panel	28-Nov	Pre-Decision Swansea Central Update and FPR7	Economy & Strategy (Leader)	29-Nov	04-Jan	36	n/a

36	Adult Services Performance Panel	20-Nov	Performance Monitoring, review of charges, WAO report on accommodation for additional needs / learning disabilities	Care, Health & Ageing Well	04-Dec	25-Jan	n/a	n/a
37	CAMHS Inquiry Panel	21-Nov	2nd follow up on the CAMHS Inquiry	Children's Services - Early Years	05-Dec	02-Jan	n/a	14-Jan
38	Committee	12-Nov	Cabinet Member Q & A	Children Services	06-Dec	14-Jan	n/a	11-Feb
39	Schools Performance Panel	19-Nov	EOTAS and the Behaviour Plan	Education Improvement, Learning & Skills	10-Dec	n/a	n/a	n/a
40	Service Improvement & Finance Performance Panel	13-Nov	Reserves/Mid Year Budget/Annual Review of Performance	Economy & Strategy (Leader)	14-Dec	07-Jan	n/a	n/a
41	Schools Performance Panel	17-Dec	Pre-decision scrutiny on school closures	Education Improvement, Learning & Skills	19-Dec	n/a	n/a	n/a
42	Schools Performance Panel	11-Dec	Education Improvement Service and Pupil Development Grant	Education Improvement, Learning & Skills	03-Jan	11-Jan	8	n/a
43	Adult Services Performance Panel	11-Dec	Social care practice framework	Care, Health & Ageing Well	08-Jan	n/a	n/a	n/a
44	Public Services Board Performance Panel	05-Dec	Working with Nature and Governance	Business Transformation & Performance (Deputy Leader)	11-Jan	n/a	n/a	
45	Committee	10-Dec	Cabinet Member Q & A	Care, Health & Ageing Well	17-Jan	06-Feb	20	11-Mar

46	Child & Family Services Performance Panel	18-Dec	Corporate Parenting Board and Performance Monitoring	Children Services	21-Jan	n/a	n/a	n/a
47	Schools Performance Panel	17-Jan	Annual Education Performance Data	Education Improvement, Learning & Skills	28-Jan	n/a	n/a	n/a
48	Service Improvement & Finance Performance Panel	15-Jan	Q2 Performance Monitoring Report and Draft Budget Proposals	Economy & Strategy (Leader)	31-Jan			
49	Working Group	14-Jan	Welfare Reform	Better Communities - People	05-Feb	18-Feb	13	11-Mar
50	Development & Regeneration Performance Panel	09-Jan	Dashboard and Planning and Student Accommodation	Economy & Strategy (Leader)	06-Feb			
51	Committee	14-Jan	Cabinet Member Q & A	Economy & Strategy (Leader)	08-Feb	n/a	n/a	11-Feb
52	Service Improvement & Finance Performance Panel	11-Dec	Q2 Budget Monitoring, Well-being Objective Annual Report and Planning Annual Report	Economy & Strategy (Leader)	14-Jan	12-Feb	29	n/a
53	Working Group	05-Feb	Environmental Enforcement	Environment & Infrastructure Management	21-Feb			
54	Public Services Board Performance Panel	06-Feb	Live Well, Age Well	Business Transformation & Performance (Deputy Leader)	01-Mar	na		
55								
56								
57								
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**To/
Councillor Mark Child
Cabinet Member for Care, Health &
Ageing Well**

BY EMAIL

cc Cabinet Members

*Please ask for:
Gofynnwch am:*

*Direct Line:
Linell Uniongyrochol:*

*e-Mail
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*Our Ref
Ein Cyf:*

*Your Ref
Eich Cyf:*

*Date
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Scrutiny

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SPC/2018-19/8

17 January 2019

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 10 December 2018. It is about Western Bay Health & Social Care Programme, the Public Services Board, Funding for Health & Social Care, and Local Area Coordination.

Dear Councillor Child,

Cabinet Member Question Session – 10 December

Thank you for attending the Scrutiny Programme Committee on 10 December 2018 and answering questions on your work as Cabinet Member for Care, Health & Ageing Well.

We appreciate you providing a written paper in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievement in relation to your areas of responsibility.

You highlighted key priorities within your portfolio, referring to the importance of prevention and early intervention, modernisation and integrated working, as well as dealing with the pressures arising from austerity and increasing demand for the service. You reported that whilst progress is constantly being made in efficiency, prevention and reablement, the savings made by achieving these improvements lags behind the impact of increasing pressures.

OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU
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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 acknowledged that Adult Services is the focus of one of our Scrutiny Performance Panels and therefore your work is subject to close scrutiny. We are aware of your ongoing engagement with that Panel. As such we focussed on a small number of issues at the Committee.

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:

Western Bay Health & Social Care Programme

Questions had been received by the Committee in advance of the meeting from a member of the public in relation to the Western Bay regional Health & Social Care Programme. You are the Council's lead councillor and member of the Programme's Board. We noted from your written paper the various work being carried out, including specific projects to improve integration between health and social care, and multi-agency working. We also noted that the Programme will work with partners to ensure that services are not affected as a result of the boundary change for the Partnership with Bridgend County Borough Council moving to the Cwm Taf Partnership.

The questions from the member of public focussed on the availability of the minutes and agendas for the Western Bay Regional Partnership Board as well as knowledge, accessibility and transparency of the work being undertaken and allowing for greater public engagement. You undertook to provide a written response to the questions received, and we are happy to see that you have already done so.

Relationship with the Public Services Board

On the subject of multi-agency working we asked you about your role and involvement in the work of the Swansea Public Service Board (PSB) and whether it is adding value to areas of your cabinet portfolio. We heard that you sit on Swansea PSB's Partnership Group. You reported that closer links are currently being forged between the PSB and Western Bay, and that current governance reviews of both Western Bay and Swansea PSB will explore the relationship further.

You explained how the work within your portfolio was critical to the delivery of the PSB's Well-being Plan. In particular, the 'Live Well, Age Well' objective takes a whole life approach to ageing well and aims to help people to plan and live well in order to age well, and the 'Stronger Communities' objective is supported by approaches such as Local Area Coordination.

You told us that:

- Ageing Well takes a partnership approach across all its work.
- The Making Every Contact Count pilot has been developed and delivered by public and voluntary sector partners in Swansea. You felt that credit for progress can be attributed to the PSB.
- All public services in Swansea have been promoting the Dementia Friends approach and working towards being dementia friendly.

You felt that greater collaboration between public service partners, backed by the Well-being of Future Generations Act, was a help to tackling the issues under your responsibility as well as wider well-being goals, and commented positively about the engagement of partners to the priorities. However, you acknowledged some difficulties for partners where there are differences in regional footprints, and ideally the same regional footprints for public services would be more effective to improving integrated working.

Funding for Health & Social Care

We discussed the Welsh Government's funding of Social Services and the Health Service and whether there was a fair balance / distribution of funding between the two.

You stated that whilst seamless working between health and social care was a Welsh Government objective, the balance of funding has not been right in recent years. The cuts in funding for councils, in real terms, have put pressure on the social services budget, whilst health services have seen an increase in funding. We heard that considerable pressure has been put on Welsh Government by local government to redress the balance. We noted that Welsh Government have acknowledged this and that you were positive about the situation improving.

One particular concern that the Committee had was about resources to promote and support independent living. Your paper stated that Welsh Government will implement a super grant in 2019/20 which will bring several grants together and enable increased flexibility. We wanted to know whether you were satisfied about the resources available to support independent living. You highlighted that success in supporting people should in the long-term mean reduced need for resources.

Local Area Coordination

Following up on previous discussion with you we discussed progress with Local Area Coordination.

It was disappointing that the Mid & West Wales Fire & Rescue Service have withdrawn a secondment for the Local Area Coordinator, which covered Gowerton, Loughor and Penllergaer areas, a year early. However, you stated

that it remains the ambition to expand Local Area Coordination provision to all in Swansea. You reported that this approach was expanding, with funding in place for Coordinators secured from sources including Pobl and ABMU Health Board, using Welsh Government's Transformation Fund. We heard that this investment has enabled two new posts in the Llansamlet and Blaenymaes / Portmead areas and a new recruitment process had been used for their appointment. We asked about the involvement of local councillors in this process.

With regard to the loss of the Local Area Coordinator in the north west of Swansea you expressed regret at the situation particularly at the timing because of the amount of effort it takes to develop local knowledge and build up relationships. You assured the Committee that this gap will be filled as soon as funding is secured.

We asked you about the benefits, effectiveness and value for money of the Local Area Coordination approach. Whilst not a panacea for everything, you talked about support for Local Area Coordination from partners and the wider benefits to increasing independence and community resilience, and reducing demand for services. You welcomed councillors contacting you about the scope of Local Area Coordination should they have ideas about possible ways in which Local Area Coordinators could help local communities.

We noted that ongoing work includes the development of a performance framework to demonstrate return on investment from Local Area Coordination. You also reported that it was hoped a pilot area, focusing on Blaenymaes, will ensure effective performance and reporting mechanisms are developed. You referred to positive reviews of Local Area Coordination in Swansea, as well as powerful individual stories showing how this approach is making a difference. We heard that other Councils have begun to express interest in the work going on in Swansea. You also referred to the examples in other areas of the UK providing good evidence of what is considered a proven method of return on social investment.

We asked you to share with us the evidence which shows the impact / outcomes of Local Area Coordination specifically for Swansea, and financial impact in terms of reducing demand / costs for Social Services.

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 copy of evidence / links to studies regarding the effectiveness of Local Area Coordination.

Please provide the response to this and any other comments about our letter by 7 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,

Mary Jones

COUNCILLOR MARY JONES

Chair, Scrutiny Programme Committee

✉ cllr.mary.jones@swansea.gov.uk

Councillor Mary Jones
Chair – Scrutiny Programme Committee

BY MAIL

Please ask for: Councillor Mark Child
Direct Line: 01792 63 7441
E-Mail: cllr.mark.child@swansea.gov.uk
Our Ref: MC/KH
Your Ref:
Date: 6 February 2019

Dear Councillor Jones

Thank you for your letter dated 17 January 2019 relating to the Scrutiny Programme Committee held on the 10 December 2018. I respond as follows:

Local Area Coordination

Background

The Swansea Local Area Coordination team was established in June 2015 with three co-ordinators and has developed to a team of eleven, the most recent growth being in the last year when the team grew from 5 to 11. Eight of the Coordinators are funded through Adult Services, one by Swansea University, one through the Cwm Tawe GP cluster transformation bid, and one by Pobl Housing.

The co-ordinators use a strength based preventative approach to work with individuals and communities in specific population areas where they can know the community and can become known.

The Local Area Coordination approach is not a service, and cannot be measured in terms of predetermined service outputs. Each person the coordinator works with is different, is facing different challenges and has different concepts of the 'good life' they would like to achieve. The Co-ordinator walks alongside the person, encouraging and enabling them to use their own strengths and abilities to become more confident, connected and healthy.

There are several ways in which the effectiveness of the Local Area Coordination team can be evidenced; Academic Evaluation, Database reports, and stories from individuals.

Academic Evaluation

A formative academic evaluation was carried out by the Institute of Life Sciences at Swansea University, and published in 2016.

The evaluation indicated that:

In line with findings from previous studies, Local Area Coordination is tackling a broad range of social and personal issues.

The cost per supported individual was on average £980, though trending to circa £600 per individual as set-up costs are absorbed into portfolios reaching steady state.

There are high levels of complexity within the portfolio, with positive outcomes as outlined above, indicating that Coordinators are adding value across a range of public service pressures.

Local Area Coordination implementation involved costs of circa £400k (in Swansea and NPT) with benefits in the range of £800k-£1.2m. This represents a benefit/cost ratio of between 2:1 and 3:1 using the core range assumptions, whilst continuing to provide return even under the most conservative parameters.

Sustained LAC activity for the implementation sites alone would see the benefit/cost ratio improve further, rising to between 3:1 and 4:1 with a net return of £1.2m-£1.8m. There would be further benefit with the economies of scale and operational synergies that could be achieved with wider rollout of the approach.

The findings from the formative evaluation of Local Area Coordination in Swansea support research evidence from other UK (and Western Australia) Local Area Coordination sites. People report feeling better connected, less isolated and more hopeful for the future, there are avoided calls upon Social Worker support, fewer unnecessary visits to GPs and fewer calls upon mental health services. Further examples of national evaluations can be found here: www.lacnetwork.org/local-area-coordination/evidence-base.

Now that the Local Area Coordination team in Swansea has been established for 3.5 years and has grown to 11 co-ordinators a further summative evaluation would now be useful to measure the continuing effectiveness of the programme.

Database

The Local Area Coordination team currently use an in-house database which has very limited reporting functionality. A new database that would provide better reports was designed by the in house software team, together with the Local Area Coordination team in mid 2017 but has yet to be given any development time.

The Local Area Coordination manager is now liaising with other colleagues around the national network to identify a recording and reporting tool that will allow easy analysis of such stats as; reduced and prevented service use, improved health status, lower isolation, improved confidence, greater contribution to community. In addition the tool will provide a 'distance travelled' measurement for a handful of key individual outcomes.

SSWBA Outcomes

One of the few outcomes that are recorded in the current database are from the Social Services and Wellbeing Act (SSWBA). Not all the people in contact with a co-ordinator are in a position to report a change in these outcomes (for example they may have been recently introduced to the co-ordinator).

Of the people on the database who were able to report a change, increases were reported in the following;

Confidence- Increased confidence in future	44%
Connected- feeling more engaged in their communities	30%
Contribution- feeling more able to share gifts & skills with community	12%
Control – feeling in more control of their lives	25%
H&W – in more control of health and wellbeing	25%
Information- better informed and able to able decisions	70%
Improved Relationships – increased social networks	22%
Local Knowledge – feel more informed about their local community	57%

The database is not able to produce reports across outcomes or show how many people had more than one increased outcome but these changes to reflect a positive increase in a variety of outcomes.

Cost avoidance

The calculation of the costs avoided through Local Area Coordination involvement is not straightforward as it involves assumptions about the lives of individuals had they had not experienced Local Area Coordination involvement. Some cost avoidance calculations were made for the University evaluation and there are ongoing discussions, again at a national network level, to find a tool that will be able to show this accurately.

Stories

Stories of real people whose lives have been impacted positively by the involvement of a coordinator in their life provides key qualitative evidence. There are many stories recorded by the LAC team. An example is reproduced below:

Alice's Story

Alice was introduced to Fiona, the Local Area Coordinator by a member of the community and distant neighbour. Alice had first come to Swansea from Devon to study at Swansea University. She is a 25 year old who is bright and articulate, however, she has reached a crisis point in her life following an abusive relationship with a man who was addicted to alcohol and drugs. She was a sex worker, advertising online and said she was introduced to this work by her boyfriend. Alice presented as an intelligent and sensitive lady who explained she felt alone, lonely and ashamed.

She was easy to talk with and happily provided an account of her life to date: she had spent a considerable amount of her young life in foster care and from the age of 14 years until University was placed with wonderful foster carers in Devon with whom she had regular telephone and skype contact. Because of the situation she found herself in, she had not returned to the home or visited them for four years and had not allowed the foster parents to visit her in Swansea. Alice said 'I'm lost and have entered a world where morals and feelings are shelved'. She wanted like to discontinue her sex work, however was unsure how to do this.

What happened and what made a difference?

Fiona continued to meet Alice and introduced her to a Domestic Abuse Support worker and the One Stop Shop in the City centre. She also advised her on personal safety and provided her with a personal alarm. During their many conversations, Alice mentioned an interest in animals and Fiona gave her details of a sanctuary that had volunteering opportunities, which Alice took up. Through her voluntary work, Alice rediscovered her love of animals. She heard about Animal Management qualifications available through a local

College. She obtained information on the courses and discussed options available to her with Fiona.

Alice felt able to reduce her sex work clients to three a week and started saving the money earned to enable her to move from her current apartment and start afresh in a new home with no links to her past. Alice successfully applied to the college and enrolled on an animal Management Course. Together they looked at a range of accommodation options for her near the college and visited Housing Options for advice on being placed on a social housing list.

Alice has now moved out of Swansea and started her course. The college have also arranged a work placement at a livery in the area. Her foster parents in Devon have visited her new apartment and purchased some furniture for her. She has made new friends and is no longer sex working. Fiona and Alice continue to correspond through messenger as and when Alice wishes and she is grateful for the non-judgemental assistance provided by LAC saying:

‘You came into my life when I thought nobody could help me. I felt so ashamed and just didn’t want to go on. I’ll always be grateful for the time you spent with me and thank you from the bottom of my heart.’

Analysis: it would be reasonable to assume that had Alice stayed in her situation as a sex worker in Swansea and in a relationship with someone addicted to drugs and alcohol that over a period of time she would have needed – or been identified by - a statutory services, e.g. Health professionals, Social Services, Police, or mental health support. Since her involvement with the Local Area Coordinator she has been able to find the confidence to leave an abusive risky life and embrace a healthier life and enter further education.

Funding For Health & Social Care – Super Grant

In relation to the super grant, WG has confirmed indicative entitlement for 2019/20 which is equal to last year’s grant entitlement. In the absence of inflationary uplift this represents a small reduction in real terms. This level of funding is sufficient to meet commissioning objectives in relation to independent living services that are eligible for funding via this grant. WG is reviewing the formula for calculating each Local Authority’s entitlement to this grant and this may impact capacity to commission services in future. We have been advised by WG that a decision on the criteria for distributing future grant funding will be made in partnership with Local Authorities by April 2020. WG have offered assurances that any changes proposed are likely to be phased to enable local authorities to manage any impacts.

Yours sincerely



Councillor Mark Child
CABINET MEMBER FOR CARE, HEALTH & AGEING WELL

Mr Hawker

BY EMAIL

Please ask for: Councillor Mark Child
Direct Line: 01792 63 7441
E-Mail: cllr.mark.child@swansea.gov.uk
Our Ref: MC/HS
Your Ref: ref
Date: 13 December 2018

Dear Mr Hawker

Thank you for your questions at the Scrutiny Panel on 10th December 2018.

Q1

Would the Cabinet Member please explain, as to how the average Swansea Council resident could be aware of the work being undertaken on their behalf, when Swansea Council does not even print/publish the informative quarterly newsletters produced by the Western Bay Office, nor make use of Swansea Council social media feeds -- Twitter/Facebook etc, to easily and quickly inform it's residents of the wide range of Western Bay work programs relating to Health & Social care issues which impact upon their lives. ?

A1

Minutes and Agendas are currently published on Western Bay's own website (www.westernbay.org.uk/regional-partnership-board-minutes) because it was felt that this made the best sence and would negate the need to upload the documents by each Council and the Health Board separately. However, a link to the papers is included on the Western Bay page of Swansea Council's website. Western Bay's informative quarterly newsletters are also available from this direct link.

Q2

Would the Cabinet Member please advise, if Swansea Council considers and implements a ' Public Interest ' test, for publishing information to actively inform Swansea residents, when it's Officers & Councillors meet, discuss and plan with external bodies outside of normal Swansea Council meeting venues, which results in significant changes being made to Health and Social Care work programs affecting Swansea Council residents.?

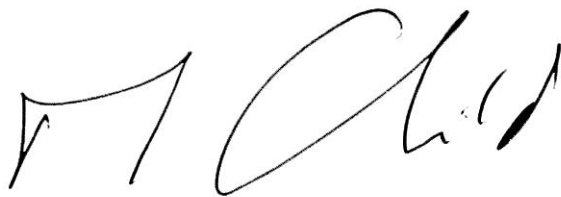
A2

Whenever significant changes are being made we take steps to actively inform the public in general and groups with interest specifically. This would be the case whether the changes were initiated within the Council area, within the Region or Nationally. There might not be a specific Public Interest test, but where changes are judged to be

significant information is made available, and specific effort is made to inform any current users of services.

May I add that the Western Bay RPB is a partnership arrangement that promotes collaboration and integration across health and social care. It has no legal authority to implement any changes to how the Council meets its responsibilities to provide Social Care to the citizens of Swansea. Only Cabinet can make such decisions (and likewise only the Board of ABMU or the Cabinet of Neath-Port Talbot). This is set out in the Social Services and Wellbeing Act of 2014. Any recommendation for improved services that comes from the work within the RPB has to then come to Cabinet for a decision. Therefore all such decisions are subject to exactly the same level of public Scrutiny as any other.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Mark Child', written in a cursive style.

Councillor Mark Child
CABINET MEMBER FOR CARE, HEALTH & AGEING WELL



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

BY EMAIL

cc Cabinet Members

*Please ask for:
Gofynnwch am:*

*Direct Line:
Linell Uniongyrochol:*

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Scrutiny

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SPC/2018-19/9

08 February 2019

Summary: This is a letter from the Scrutiny Programme Committee to the Leader / Cabinet Member following the meeting of the Committee on 14 January 2019. It is about the Swansea Bay City Deal, Brexit Preparedness, and the Public Services Board.

Dear Councillor Stewart,

Cabinet Member Question Session – 14 January

Thank you for attending the Scrutiny Programme Committee on 14 January 2019 and answering questions on your work as Leader / Cabinet Member for Economy & Strategy.

We appreciate you providing a written paper in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievement 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
SWANSEA COUNCIL / CYNGOR ABERTAWE
GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE
www.swansea.gov.uk / www.abertawe.gov.uk

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

Swansea Bay City Deal

The Committee asked you about developments with the Swansea Bay City Deal Programme. In particular we questioned you about the various reviews that have been announced and their impact on projects.

You informed us that there were three separate reviews being carried out but these were all being dovetailed:

- an internal review being conducted by Pembrokeshire Council concerning the issues around the Llanelli Wellness Village / Delta Lakes project led by Carmarthenshire Council;
- an internal governance review of the Programme commissioned by you as Chair of the Joint Committee; and
- an independent review by UK and Welsh Governments, which you stated was the last stage of assurance prior to approval of City Deal business cases and release of funding.

The Committee noted your confidence that these reviews would not give rise to any concerns or impact negatively on the timetable for project delivery. You told us that reviews should be concluded around mid-February and were positive about the release of initial government funding before the end of this financial year, for the first set of projects, and further instalments within 3-6 months of the new financial year for the second phase of projects.

Swansea City and Waterfront Digital District Project

You reported that the project plans include a 3,500-seat digital indoor arena at the current LC car park site in the city centre that will accommodate music concerts, touring shows, exhibitions, conferences, gaming tournaments and other events. We asked you about the awareness of the arenas planned for Cardiff and Newport and their effect / impact on our plans. You stated that the development of an arena was part of a strategy to re-purpose the city centre for leisure not just retail and that the need for an arena was identified by development partners as a market gap which would improve Swansea as a visitor destination. We heard that market experts had advised this would be the right size arena for the area and you felt it would not be in direct competition with larger arenas in other cities.

We talked in general about the future of the City Centre and various regeneration and development plans to attract businesses and people, including Swansea Central, Castle Square and Wind Street. With increasing on-line retail we understood the need to adapt and focus on a mixed approach with more accommodation and attractions, as well as improved shopping experience, to draw people in. You highlighted in particular the need for offerings that will appeal to families, developing the café culture and creating performance spaces that will add to reasons for visiting the City Centre.

You responded to concern about the increasing development of student accommodation in the city centre and possible impact on the night time economy – fears that it would make it less attractive to other visitors. You were clear that an increase in people (be it students, professionals or families) living in the city centre would drive demand, improve the economy and lead to a more vibrant and revitalised centre. You added that more purpose built student accommodation should also reduce the demand for HMOs.

The Committee also discussed job and skills opportunities resulting from development in the city centre. You stated that the Council would continue to source labour and materials locally as much as possible and also link with education and industry to develop the skills needed in the future. You referred to the Skills and Talent Initiative Project as a key element of the City Deal - part of Phase 2 of the Programme. Working alongside partners from the private sector, higher and further education, schools and the third sector, the Project will map out gaps in current provision and establish the skills and training needed for students, teachers and lecturers both now and in future, and aim to develop bespoke education and training solutions. We asked for some detail around the engagement with schools, and you stated that this had not been developed yet, however added that the Regional Learning & Skills Partnership would be a good vehicle to deliver this.

With regard to Swansea Central – Phase 2 you reported that work is underway in relation to the scope of this phase, and a new retail and leisure offering in the city centre that would be driven by the delivery of the Digital Area and surrounding development. We noted that discussions are ongoing with Department of International Trade about promoting the opportunity globally.

Brexit Preparedness

We asked you about the possible impact of, and Council preparedness for Brexit. We recognised there is still much uncertainty about what will happen but understood that you were working on this issue nationally with the Welsh Local Government Association as well locally as Council Leader. When we met you the prospect of a ‘no-deal’ Brexit loomed large and is still a possibility. We wanted to know whether work has been carried out to understand the implications for Swansea and the region, and to ensure that we are as well prepared as possible for what may lie ahead.

You reported that preparations for Brexit were underway at WLGA and local level. We noted that Brexit has already been identified as a key corporate risk and a Steering Group has been established in order to discuss the impacts and mitigate the risk. We noted that the Brexit Steering Group has completed a self-assessment for the Wales Audit Office which was designed to assess the arrangements that Local Authorities and other Public Sector bodies are putting in place to prepare for Brexit. However, you stressed that with so much uncertainty and decisions yet to made, the effects, and how far reaching

the effects would be, were difficult to predict, many of which would be outside of the Council's control. You told us that any form of Brexit would make the UK and Wales economy poorer and highlighted that Swansea has had significant benefit from EU funding.

We discussed some of the issues around Brexit that may affect us locally, for example on the local workforce and employment, business, supply chains (including food and medical supplies), and possible impact on legislation (e.g. around environmental protection). You mentioned in particular that such issues would put pressure on an already fragile social care market. You stated that the Council was doing all it could in terms of preparedness, to a point - without a clear decision on Brexit you stressed that it is difficult to plan.

We asked about Council spending on preparedness and we noted that to date it has been about officer time (including collaborative working / alliances with other Councils, including Cardiff and Newport, to discuss common problems / interests the region) however you anticipated there would be money available from Welsh Government in due course specifically for Brexit.

Your overall message was loud and clear. You told the Committee to be under no illusions about potentially huge impacts from Brexit and shared some concern about the possible damage from mis-information being spread across social media. You felt this would be a big challenge for government at all levels to keep people well informed with the facts and counter any misleading information. We were pleased to hear about a meeting that had been organised by the Council for EU Citizens on 23 January giving advice about the EU Settlement Scheme.

Public Service Board (PSB)

The Committee is responsible for scrutiny of the PSB. As you know we have established a Performance Panel to help discharge our responsibility and ensure effective scrutiny. However, we took the opportunity to ask your view about the added value of the PSB, over and above collaborative working that would perhaps have taken place anyway.

Having chaired the PSB (and predecessor Local Service Board) since its establishment we noted that since October you have been acting as Vice-Chair, supported by the Deputy Leader - the Chair of the PSB now being Andrew Davies, Chair of ABMU Health Board. You explained that this change supports collaborative working as in the past the Council was perceived to be the lead. You felt that the current chairing shifts that perception and will ensure it is driven by partners who have the platform to play a more active role.

You reflected on your experience as chair of the PSB and credited the PSB for progress in tackling issues such as NEETS, Domestic Abuse, Early Years, and environmental priorities. You referred to the Well-being Plan agreed by

the PSB and well-being objectives, which actively engaged citizens, the public, private and third sectors throughout the process. You told us that this Plan was a demonstration of the PSBs commitment to shared objectives and understanding that more can be delivered together through the PSB. You stated that the PSB and the relationship between partners has developed and close engagement on issues has improved, though of course wanted to see that improve further.

We referred to a recent scrutiny meeting with Sophie Howe, the Future Generations Commissioner for Wales, who gave us a mixed review of the way PSBs were working across Wales. You acknowledged that there is more to do in terms of targeting resources and actions to deliver on the objectives and goals, to ensure that the PSB is not viewed as simply a talking shop. You told us that it was incumbent on all partners to ensure that the PSB is effective. You referred to the driver diagrams that have been developed which showed each partners' contribution to the objectives.

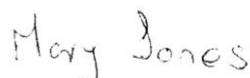
You recognised some difficulties faced by partners who, because of regional footprints, were involved in multiple PSBs. You welcomed any changes that would relieve the pressure and enable a greater focus on delivery, e.g. one PSB for Swansea and Neath Port Talbot, though not at the cost of the work already done on the Well-being Plan and Objectives. You concluded by saying that collaboration, in whatever form, must be for the right reasons, and with the right partners – not something that can be forced upon partners – with a footprint that makes sense. You told us that the PSB have clear Well-being objectives and outcome goals, which should drive it to deliver. The PSB Scrutiny Performance Panel will of course continue its close monitoring of the PSB to see the difference that it is making. We are aware that a governance review of the PSB is in progress and look forward to learning more about that.

Your Response

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

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

Yours sincerely,



COUNCILLOR MARY JONES

Chair, Scrutiny Programme Committee

✉ cllr.mary.jones@swansea.gov.uk

Audit Committee Workplan 2018/19

Terms of Reference	12 June 2018	26 June 2018 (Special)	17 July 2018	14 August 2018	11 September 2018	9 October 2018	11 December 2018	12 February 2019	9 April 2019
Training	Audit Committee Initial Training Risk Management		Financial Management & Accounting Governance	Internal Audit	External Audit	Counter Fraud			
Governance	Election of Chair & Vice Chair Audit Committee Training Programme 2018/19		*Draft Annual Governance Statement 2017/18	Draft Audit Committee Annual Report 2017/18	AC Performance Review 17/18 Action Plan Update	Chair of Scrutiny Programme Committee Update on work of PDC's	AC Performance Review 17/18 Action Plan Update	AC Performance Review 17/18 Action Plan Update	
Internal Audit	Internal Audit Monitoring Report Q4 2017/18 Performance Review 16/17 Action Plan Update Report			Internal Audit Annual Report 2017/18 Audit Committee Review of Performance 2017/18 Action Plan - Draft	Internal Audit Monitoring Report Q1 2018/19	Annual Report of School Audits 2017/18 Chief Education Officer response to Schools Audit Report	Internal Audit Monitoring Report Q2 2018/19 Recommendation Tracker Report 2017/18 Social Care Contracts & ICT Disaster Recovery Updates	Internal Audit Monitoring Report Q3 2018/19 Internal Audit Annual Plan Methodology Report 2019/20	Internal Audit Charter 2019/20 Internal Audit Annual Plan 2019/20 Social Care Contracts Update
Risk Management & Performance	WAO Proposals for Improvement Report – Six Month Update Overview of the Overall Status of Risk Report Q4 2017/18			Overview of the Overall Status of Risk Report Q1 2018/19			Overview of the Overall Status of Risk Report Q2 2018/19	WAO Proposals for Improvement Report – Six Month Update Overview of the Overall Status of Risk Report Q3 2018/19	Overview of the Overall Status of Risk Report Q4 2018/19 Local Government Use of Data Report - CCS
Counter Fraud					Corporate Fraud Annual Report 2017/18				Corporate Fraud Annual Plan 2019/20
External Audit		Audit Committee Review of Performance 2017/18			WAO ISA 260 Report 2017/18 – CCS WAO ISA 260 Report 2017/18 – Pension Fund		WAO Annual Audit Letter 2017/18	WAO Grants Report 2017/18	Audit Committee Review of Performance 2018/19 WAO Annual Audit Plan 2018/19 CCS & Pension Fund

Appendix 1

Audit Committee Workplan 2018/19

<p>Financial Reporting</p>			<p>Draft Statement of Accounts 2017/18 - CCS Letters of Representation CCS & Pension Fund</p>	<p>Draft Statement of Accounts 2017/18 - Pension Fund</p>			<p>Review of Reserves Report. Trusts & Charities Update Report. Treasury Management Annual Report</p>		
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Note: Audit Committee Action Tracker Report and Audit Committee Workplan will be included as agenda items at each meeting. An update from WAO will also be on the agenda for each meeting
**Special Meeting held 23/08/18 to discuss and approve the amended Annual Governance Statement 2017/18*

Agenda Item 12

Date and Time of Upcoming Panel / Working Group Meetings

12 March - 8 April

- a) 14 March at 10.00am – Local Flood Risk Management Working Group (Committee Room 3B, Guildhall)
- b) 19 March at 10.00am – Development & Regeneration Scrutiny Performance Panel (Committee Room 5, Guildhall)
- c) 19 March at 3.30pm – Adult Services Scrutiny Performance Panel (Committee Room 5, Guildhall)
- d) 20 March at 9.30am – Service Improvement & Finance Scrutiny Performance Panel (Committee Room 5, Guildhall)
- e) 21 March at 4.00pm – Schools Scrutiny Performance Panel (Committee Room 3A, Guildhall)
- f) 25 March at 10.30am – Education Through Regional Working Regional Scrutiny Councillor Group (Committee Room 3A, Guildhall)
- g) 26 March at 10.30am – Extra Adult Services Scrutiny Performance Panel (Committee Room 5, Guildhall)
- h) 3 April at 10.00am – Public Services Board Scrutiny Performance Panel (Committee Room 5, Guildhall)

In addition to the above public meetings the Equalities Scrutiny Inquiry Panel is undertaking a number of informal evidence gathering activities including engagement with a range of groups / networks who represent people with protected characteristics. The up and coming consultation sessions are: Disability Liaison Group on 13 March and the BME Forum on the 27 March.