



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, 13 May 2019

Time: 4.30 pm

Chair:

Membership: (To be confirmed at the Annual Meeting of Council on 9 May 2019)

Councillors: C Anderson, M Durke, E W Fitzgerald, L S Gibbard, D W Helliwell, T J Hennegan, M H Jones, 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 - 7
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 Cabinet Member Question Session:** 8 - 47
 - a) Cabinet Member for Delivery (Councillor David Hopkins).
 - b) Cabinet Member for Investment, Regeneration & Tourism (Councillor Robert Francis-Davies).

7	Membership of Scrutiny Panels and Working Groups.	48 - 50
8	Scrutiny Letters.	51 - 73
9	Scrutiny Dispatches - Quarterly Impact Report.	74 - 79
10	Annual Scrutiny Work Programme Review 2018/19.	80 - 140
11	Date and Time of Upcoming Panel / Working Group Meetings.	141

Next Meeting: Monday, 10 June 2019 at 4.30pm (Scrutiny Work Planning Conference)

Huw Evans

Huw Evans
Head of Democratic Services
Tuesday, 7 May 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, 8 April 2019 at 4.30 pm

Present: Councillor M H Jones (Chair) Presided

Councillors

C Anderson
L S Gibbard
E T Kirchner
G J Tanner

Councillors

M Durke
D W Helliwell
W G Lewis
W G Thomas

Councillors

E W Fitzgerald
P K Jones
S Pritchard

Statutory Co-opted Member

A Roberts

Councillor Co-opted Members

P M Black
C A Holley

P R Hood-Williams
J W Jones

Also Present

Councillor June Burtonshaw
Councillor Mary Sherwood

Cabinet Member for Better Communities (Place)
Cabinet Member for Better Communities (People)

Officers

Amy Hawkins
Adam Hill
Kate Jones
Martin Jones
Joanna Maal
Brij Madahar
Debbie Smith
Jane Whitmore

Adult Prosperity and Well-being Manager
Deputy Chief Executive / Director of Resources
Democratic Services Officer
Chief Superintendent
Chief Superintendent
Scrutiny Team Leader
Deputy Chief Legal Officer
Partnership & Commissioning Manager

Apologies for Absence

Councillor(s): T J Hennegan
Statutory Co-opted Member(s): D Anderson-Thomas

132 Disclosures of Personal & Prejudicial Interest.

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

133 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.

134 Minutes.

Resolved that the Minutes of the Scrutiny Programme Committee held on 11 March 2019 be approved and signed as a correct record.

135 Public Question Time.

There were no public questions.

136 Cabinet Member Question Session: Cabinet Members for Better Communities (Councillors June Burtonshaw & Mary Sherwood).

The Cabinet Members for Better Communities presented a report on the key headlines of their portfolios.

Further to the written report provided the Cabinet Members outlined some amendments to their portfolios, with some areas moving between Better Communities (Place) and Better Communities (People).

They also highlighted activities relating to the following: -

- Leading on the Well-being of Future Generations Act
- Equalities & Diversity
- Allotments
- Localised Services / Community Hubs
- Community Asset Transfer
- Community Grass Cutting – Tend and Mend
- Libraries
- Litter / Community Cleansing
- Member Community Budget Scheme
- Weed Control

Questions and discussions with the Cabinet Members focussed on the following: -

- Communities First – Transition from this now ended programme and legacy; sustainability of the Legacy Fund projects and alternative sources of funding as funding is phased out
- Poverty – Poverty Partnership Forum meeting quarterly – opportunities to discuss issues with Housing Associations e.g. getting their support for projects like faith in families, and possible areas of co-working with Housing Associations e.g. working together on some initiatives such as Holiday Hunger
- Weed Spraying Programme – Concerns about the use of glyphosate-based herbicide for weed control and the need for a precautionary approach. A Number of Councils were looking for alternatives and possible phasing out –

argument for principle of leaving things alone i.e. not cutting / weeding to support biodiversity / ecosystem

- Welfare Rights – the work of the Welfare Rights Team and financial impact, and acknowledgement of Cabinet Member's suggestion for scrutiny to look at how well welfare rights support and advice, and commitment to tackling poverty was being delivered across the Council e.g. by staff working in Social Services, Housing and by others in direct contact with vulnerable people. There was a discussion around the effect of rising Council Tax on arrears – improved advice / assistance for vulnerable people including ensuring entitlements and benefits are taken up.
- Foodbanks – were not the responsibility of the Cabinet Member but independent organisations
- Human Rights City – a shared 'Statement of Intent' on respecting Human Rights in Swansea was being progressed with partners
- Allotments – need for communication on transfer of management of allotments – liaison with Community Councils
- Community Cohesion – whether there was an index on community cohesion. A Community Cohesion Co-ordinator had been recently appointed and there was a current public survey about people's views and experiences, but noted low response levels to date
- Community Engagement, Consultation and Co-production – ways of improving engagement across all areas
- Digital Inclusion Strategy – it was noted that the work on a Digital Inclusion Strategy and Implementation Plan was in progress – the aim was to integrate this with the Welsh Government Digital Inclusion Strategy. A draft framework was due to be ready by the end of April 2019

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

137 Crime & Disorder Scrutiny - Safer Swansea Partnership.

Chief Superintendent Martin Jones (South Wales Police) attended to provide a progress report on Safer Swansea Partnership and answer questions. The Deputy Chief Executive / Director of Resources, the Partnership and Commissioning Manager and the new Chief Superintendent, Jo Maal, were also present in support of the work of the Community Safety Partnership. The Chief Superintendent referred to changes in the leadership which would see Jo Maal and Adam Hill take on the responsibility to Co-Chair the Safer Swansea Partnership. He also talked about how the focus of Community Safety partnerships and policing had changed over the past ten years, with a far greater focus on victims of crime, and vulnerability, which required changes in approach and tactics from all partners.

A presentation was provided which included the following:-

- Safer Swansea Partnership:
 - Partnership Vision
 - Partnership Purpose
- Strategic Priorities

- Key Activities and Achievements in:
 - Safe, Confident and Resilient Communities
 - County Lines and Substance Misuse
 - Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV)
 - Evening & Night Time Economy
 - Hate Crime and Community Tension Monitoring
- Performance and Crime Statistics
- Existing and Emerging Challenges

The Chief Superintendent referred to recent negative press about High Street and acknowledged the challenges in that area. He discussed community safety activities and referred to the regeneration of High Street and improvement in the pipeline.

The Chief Superintendent reported that vulnerability was a key issue and Multi-Agency Risk Assessment Conferences (MARAC) had now been established for street vulnerability and sex workers. This approach was working well and had seen some people turn their lives around. They had also been looking at good practice from other regions.

There had been better co-ordination and awareness on County Lines as well as some successful work on better information flow between partners, leading to quicker action. The challenge was to focus on the demand base for drugs and focus on users. The Substance Misuse Area Planning Board were meeting regularly and focussing on more outreach based efforts and getting more people into treatment. There was discussion around the efforts to raise issues about County Lines into the education system, so pupils, parents and teachers were aware of the threat / risks.

Achievements in relation to tackling Violence Against Women, Domestic Abuse and Sexual Violence were shared – with the focus on problem solving at the earliest opportunity of intervention. Close links between the Partnership and Safeguarding Boards were highlighted.

Excellent work had been carried out in respect of the evening & night time economy and this needed to be replicated in Uplands, whose night time economy was growing.

Race was still the highest reported hate crime and work still needed to be done to encourage the reporting of these crimes. Restorative justice had been quite successful in this area. The Partnership were also aware of tension around Brexit across the UK and this was being monitored locally.

With reference to Crime Statistics, it was noted that there had been an increase in robberies, drug trafficking and rapes.

Amongst challenges outlined to the Committee was organised crime, as Swansea had seen a spate of dwelling burglaries. Operations carried out have seen the number of cases drop and a lot of work had been done with the victims. The challenge of doing more with less resources was also stressed by the Chief Superintendent, challenging partners to share responsibility and do things differently.

The Cabinet Member for Better Communities (People) noted that Diverted Giving was being reviewed and the outcome of the review would be available soon. She also thanked the Chief Superintendent for all his work on the partnership, and spoke positively about its development and effectiveness, with good links to the Public Services Board.

The Deputy Chief Executive / Director of Resources highlighted the good work ongoing with transformation of High Street and Wind Street and noted that Students brought a lot to the City and had significantly contributed to the Purple Flag Award. It was essential that they felt safe in Swansea. He also commented on the positive energy and passion within the Partnership to tackle problems. He acknowledged the need to provide more reassurance to the public and work on making Swansea a safe place to live, work and visit.

The Partnership and Commissioning Manager highlighted the focus on early intervention.

Chief Superintendent, Jo Maal, stated that she would be continuing the good work of the Chief Superintendent, Martin Jones, on his departure and was looking forward to working with the Council in the coming years.

Members asked a variety of questions which centred around the following topics:

- Effectiveness of PACT meetings and other ways of engagement and information sharing with local Councillors
- Concerns over the 101 reporting system and public confidence in it
- Limited powers of Police Community Support Officers (PCSOs) – need to review/increase
- Training / Information on County Lines and training provided to schools – also consider how the effectiveness of the training could be monitored
- High Street – the need to resolve problems given it is a key gateway to the City

The Deputy Chief Executive / Director of Resources and the Chair thanked Chief Superintendent, Martin Jones, for all his work and commitment, and wished the new Chief Superintendent, Jo Maal, well in taking over the roll. The Partnership and Commissioning Manger was also thanked for her work particularly work done on domestic violence.

138 Scrutiny Performance Panel Progress Report.

The Chair and Convenor of the Public Services Board Performance Panel, presented an update report.

The contents of the report were noted.

139 Membership of Scrutiny Panels and Working Groups.

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

Resolved that: -

- 1) Councillor Mary Jones be removed from the Anti-Social Behaviour Working Group.
- 2) Councillors Susan Jones and Irene Mann be added to the Anti-Social Behaviour Working Group.

140 Scrutiny Work Programme 2018/19.

The Chair presented the Scrutiny Work Programme for 2018/19. She highlighted that the following items were scheduled for the next, and final scheduled Committee meeting of this municipal year: -

- Cabinet Member Question Session: Cabinet Member for Delivery – Councillor David Hopkins
- Cabinet Member Questions Session: Cabinet Member for Investment, Regeneration & Tourism – Councillor Robert Francis-Davies (Re-arranged from 11 March)

The Chair requested that the Committee give thought to questions ahead of the meeting.

The Chair also stated that an informal meeting would be arranged ahead of the final Committee meeting in order for members to reflect on the year's work and scrutiny experience. It would also be an opportunity to discuss issues relating to scrutiny practice, improvement and development.

141 Scrutiny Letters.

The Scrutiny Letters Report was noted.

142 Audit Committee Work Plan (For Information).

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

The Chair advised that the Chair of Audit Committee would be invited to attend the Scrutiny Programme Committee in July and the Work Planning Conference in June.

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

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

The Chair noted some amendments to the meetings:

- Cancellation of the Service Improvement & Finance Panel arranged for 9 April.
- An extra Swansea Bay City Region Joint Scrutiny Committee on 30 April.

The meeting ended at 6.30 pm

Chair

Agenda Item 6



Report of the Chair

Scrutiny Programme Committee – 13 May 2019

Cabinet Member Question Session

Purpose:	To enable the Committee to question Cabinet Members on their work. The Committee's questions will broadly explore Cabinet Members' priorities, actions, achievements and impact in relation to areas of responsibility.
Content:	The following Cabinet Members will appear before the Committee to participate in a question and answer session: a) Councillor David Hopkins, Cabinet Member for Delivery b) Councillor Robert Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism
Councillors are being asked to:	<ul style="list-style-type: none">• Question the Cabinet Member on relevant matters• Make comments and recommendations as necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, 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 One of the most important roles that scrutiny carries out is holding the Council's Cabinet to account. The Cabinet (also known as the Executive) is made up of the Leader and other councillors, appointed by the Leader, who are allocated specific portfolio responsibilities:

Cllr Rob Stewart	- Economy & Strategy (Leader)
Cllr Clive Lloyd	- Business Transformation & Performance (Deputy Leader)
Cllr Mary Sherwood & Cllr June Burtonshaw	- Better Communities - People
	- Better Communities - Place

- | | |
|----------------------------|--|
| Cllr Mark Child | - Care, Health & Ageing Well |
| Cllr Elliot King | - Children Services - Early Years |
| Cllr Will Evans | - Children Services - Young People |
| Cllr David Hopkins | - Delivery |
| Cllr Jennifer Raynor | - Education Improvement, Learning & Skills |
| Cllr Mark Thomas | - Environment & Infrastructure Management |
| Cllr Andrea Lewis | - Homes & Energy |
| Cllr Robert Francis-Davies | - Investment, Regeneration & Tourism |

- 1.2 By acting as a ‘critical friend’ scrutiny has the opportunity to challenge the Cabinet and individual cabinet members on their actions and performance in relation to their areas of responsibilities.
- 1.3 Cabinet Member Question Sessions have become a main feature of Committee meetings. At least one cabinet member is scheduled to appear at each monthly Committee meeting, ensuring all Cabinet Members appear before the Committee over the course of a year, in order to ask questions on their work. Questions will focus on their priorities, actions, achievements and impact.

2. Cabinet Member Question Session

2.1 The following Cabinet Members will appear before the Committee:

- a) Councillor David Hopkins, Cabinet Member for Delivery
- b) Councillor Robert Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism

2.2 Specific portfolio responsibilities:

Delivery (Cllr David Hopkins)	Investment, Regeneration & Tourism (Cllr Robert Francis-Davies)
<ul style="list-style-type: none"> • Affordable Housing (Support) • Champions Liaison & Coordination • City Profile • Collaboration Opportunities • Commercial Services • Corporate Delivery • Democratic Services • Houses in Multiple Occupation (HMO) • Licensing & Licensing Policy • Mayoral & Civic Functions • Member Development • New Business Opportunities 	<ul style="list-style-type: none"> • Business & City Promotion • City Centre Management • City Projects and Development • City Waterfront & Marina Promotion • Creative City • Culture, the Arts & Galleries • Events, Tourism & Destination Marketing • Healthy Night Life / Purple Flag • Heritage inc. River Corridor Development

<ul style="list-style-type: none"> • Outside Bodies • Planning Policy & Local Development Plan (LDP) • Poverty Reduction • Scrutiny Services • Sustainable Development (Lead) • Trade Union Engagement • Lead elements of Sustainable Swansea 	<ul style="list-style-type: none"> • Inward Investment Opportunities • New Local & Regional Business Opportunities • Parks, Beaches and Foreshore Promotion • Poverty Reduction • Science City • Sports Facilities • Suburban Centres & Community Regeneration Initiatives • Universities Collaboration (Development) • Lead elements of Sustainable Swansea
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3. Approach to Questions

3.1 At each Cabinet Member Question Session the Committee will generally ask Cabinet Members about:

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

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

- Well-being of Future Generations Act – impact on their work / decisions e.g. what they are doing to achieve the well-being goals and ways of working, e.g. focus on long-term thinking, collaboration / involvement etc.
- Public Services Board (PSB) – their relationship with the work of the PSB; how the PSB impacts on their portfolio and how it is making a difference etc.
- Poverty Reduction – their contribution to the commitment to tackle poverty.
- Sustainable Swansea – their contribution to the transformation programme.

3.3 Cabinet Members will be invited to make introductory remarks before taking questions from the Committee. Both Cabinet Members have provided a report on 'headlines' in relation to their portfolio to help the Committee focus on priorities, actions, achievements and impact - see **Appendices 1 and 2**.

3.4 Amongst questions from the Committee is the intention to ask about:

- 'Tawe Riverside Corridor' regeneration plans, links with wider city regeneration, financial implications and timescale. (for Cllr Francis-Davies)
- The Archives Service (for Cllr Francis-Davies)
- Concerns raised directly with scrutiny by a member of the public about the focus and promotion of Swansea as a student city, the scale of university expansion, and detrimental impact on local communities and families from HMOs, as both have relevant portfolio responsibilities in relation to HMOs, universities collaboration and development. (for both)
- Housing for refugees and asylum seekers (for Cllr Hopkins)

With reference to agreed Scrutiny Improvement Objectives the Committee should ensure the Q & A Session also enables it to:

- Follow up, where necessary, on progress with relevant Scrutiny Working Group recommendations to assess impact / outcomes
- Raise any outstanding actions in respect of any other scrutiny activities / recommendations.
- Ask about future key decisions so the Committee can identify any issues which they may want to discuss at an earlier stage than cabinet reporting.
- Encourage Cabinet Members to consider reporting to scrutiny / consulting on significant issues and planned decisions at an early stage to enable views of scrutiny to be taken.

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

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

4. Previous Scrutiny

- 4.1 The correspondence with Cllrs. David Hopkins & Robert Francis-Davies following last year's Q & A session is attached. Taking account there have been portfolio changes since last year, the following issues still relevant to the current portfolio were discussed, and Committee Member may wish to follow up:

Cllr David Hopkins	Cllr Robert Francis-Davies
<ul style="list-style-type: none">• Commercial Activities• Local Business Engagement• Innovation / Collaboration• Planning• Local & Regional Investment Strategy	<ul style="list-style-type: none">• Dylan Thomas• Skyline Project & Penderyn Distillery• City of Culture• City Centre Management• Universities• Greener Cities• Sports Facilities

- 4.2 Members may also wish to follow up, as necessary, on the Cabinet Member's engagement with relevant Scrutiny Panels / Working Groups over the past year:

- Development & Regeneration - Councillor Francis-Davis is involved on an on-going basis, along with the Leader, with the work of the Development & Regeneration Scrutiny Performance Panel. The Panel has written to the Leader on a number of occasions in the last year about various regeneration matters, including City Deal, and Swansea Central.
- Service Improvement & Finance
 - Cultural Services: Councillor Francis-Davies was also written to following pre-decision scrutiny by the Service Improvement & Finance Scrutiny Performance Panel of the Cabinet Report on the Cultural Services Commissioning Review (June 2018).
 - Planning: Councillor David Hopkins attended in support of the Planning Annual Performance Report to the Panel (December 2018)
- Tourism - A Scrutiny Working Group met on 1 May to receive an overview of the marketing and development of tourism in Swansea including eco/sustainable tourism. It will shortly be writing to Councillor Francis-Davies with its conclusions and any recommendations.

5. Future Scrutiny

5.1 The Committee should note that the Cabinet Members will be engaged in the following planned / future activity:

- Development & Regeneration Performance Panel – Councillor Francis-Davies will continue to be involved in the Panel’s work.
- Planning – Councillor David Hopkins reports annual to the Service Improvement & Finance Performance Panel on Planning performance.

6. Other Questions

6.1 For each Cabinet Member Q & A Session the Committee invites members of the public and other scrutiny councillors (not on the Committee) to suggest questions. It is up to the Committee how to deal with any suggested questions within the Session.

6.2 Concerns received previously regarding about the focus and promotion of Swansea as a student city, the scale of university expansion, and impact on local communities and families from HMOs will be raised as both Cabinet Members have relevant responsibilities.

6.3 A question was submitted by a councillor wanting the Committee to ask about the council efforts and contact with landlords to ensure the quality of private rented sector housing, so that all our vulnerable tenants (including asylum seekers and refugees) have at the very least dry, clean and mould free homes.

7. Next Session

7.1 A new schedule of Cabinet Member Question Sessions will be developed for the 2019/20 municipal year.

8. Legal Implications

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

9. Financial Implications

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

Background Papers: None

Appendices:

Appendix 1: Key Headlines: Cabinet Member for Delivery

Appendix 2: Key Headlines: Cabinet Member for Investment, Regeneration & Tourism

Appendix 3: Previous Correspondence



Report of the Cabinet Member for Delivery, Cllr David Hopkins

Scrutiny Programme Committee – 13 May 2019

Key Headlines: Cabinet Member for Delivery

Purpose:	This report outlines notable activities and achievements in terms of ensuring the delivery of key priorities within the Delivery portfolio. It describes key activities within the portfolio and how they are implemented in line with the Well-being of Future Generations Act (WFG Act). The report also identifies objectives, key challenges and decisions which are anticipated for Cabinet over the next 12 months. It also sets out how activity is aligned with the Public Services Board.
Report Author:	Suzy Richards
Finance Officer:	Paul Roach
Legal Officer:	Debbie Smith
Equality Officer:	Rhian Millar

1.0 The Portfolio for Delivery

1.1 Key responsibilities within the portfolio include;

- Affordable Housing (Support)
- Champions Liaison & Coordination
- City Profile
- Collaboration Opportunities
- Commercial Services
- Corporate Delivery
- Democratic Services
- Houses in Multiple Occupation (HMO)
- Lead Elements of Sustainable Swansea
- Licensing & Licensing Policy
- Mayoral & Civic Functions
- Member Development
- New Business Opportunities

- Outside Bodies
- Planning Policy & Local Development Plan (LDP)
- Poverty Reduction
- Scrutiny Services
- Sustainable Development (Lead)
- Trade Union Engagement

1.2 This report highlights the progress made and future areas of focus in relation to key priorities within the portfolio. The report also highlights other notable areas of achievement and focus for the longer term. In particular, the report highlights how the Well-being of Future Generations Act's (WFG Act) sustainable development principle is applied in terms of the five ways of working and maximising contribution to the seven national well-being goals.

2.0 City Profile

2.1 A new partnership was launched in May 2018 to drive forward Swansea's economic regeneration. This new partnership, named "Regeneration Swansea", has made significant progress in aligning the priorities of partner organisations.

2.2 A key role of the partnership is reviewing grant applications that are received under the Targeted Regeneration Investment Programme as well as Town Centre Loan applications. Regeneration Swansea is also a strong networking body, meeting monthly with high attendance rates and actions-based agendas.

2.3 Strong engagement with Business Wales has been developed resulting in business engagement opportunities.

2.4 Regeneration Swansea's role will continue to develop this year as the roll out of the Targeted Regeneration Investment Programme continues and further allocations of the Town Centre Loan are made.

2.5 There are further opportunities moving forward for collaboration and the direction of resources across partner organisations to be explored. In addition, it is intended to make more of links to other resources such as Rural Development and Fisheries schemes in order to improve urban/rural/coastal linkages and raise profile.

2.6 The preparation of a new Swansea Business Guide is underway, which will promote Swansea and our regeneration activities.

3.0 Commercial Services

- 3.1 The Commercial Services area works with all Council Services to support their work. The 2018/19 programme of work included;
- support for corporate car parking in Swansea (corporate clients at the High Street Car Park for example, which was previously underutilised);
 - sponsorship of Council assets, e.g. the signage seen on our roundabouts and now starting to appear on our lampposts and sponsorship of our 'winter gritting' programme;
 - management of the Council's 'public notices' programme (aggregation of cross-Council spend on this statutory obligation to deliver reduced cost);
 - Other projects detailed under 'collaboration' in this report and on 'new business opportunities'.
- 3.2 Furthermore, a large range of contracts have been tendered in 2018/19 covering all Council departments including social care, highways through to the city centre development and the appointment of the lead contractor for the Arena development (with associated social and community benefits sought, e.g. training opportunities, delivered by the Council's Community Benefits team including its 1,900 weeks of targeted recruitment and training). This work will continue at pace in 2019/20.
- 3.3 Next year will also include the development of a new advertising policy for the Council (this is being worked on with colleagues in our Planning Department and will map and allow the management of new advertising opportunities across the County).
- 3.4 A new supplier incentive scheme is being reviewed for implementation in 2019/20 which will yield a discount to the Council on its invoices based upon our early payment (and this is linked to a new e-payment system to deliver this initiative) – the pilot phase was completed in 2018/19 and it was decided that a new IT system was required to manage programme due to the high volume of transactions anticipated).
- 3.5 The Council also adopted in 2018/19, the Welsh Government initiative and Code of practice: Ethical employment in supply chains (working in partnership with Trade Union colleagues); This seeks to deal with key social issues in procurement and supply chains such as eradicating modern slavery.
- 3.6 The City Centre's redevelopment (and delivering the associated contracts to deliver this outcome) is a key priority for 2019/20 and supporting the Band B programme of improvements for Schools.

4. Collaborative Opportunities

- 4.1 Commercial Services have supported a wide range of external Council collaborations including;
- the partnership with Freedom Leisure (led by Cultural Services) delivered in 2018/19
 - Gower College Swansea's sponsorship of the Swansea Christmas Trees in Castle Square
 - The University of Wales Trinity St David's' sponsorship of lampposts on Fabian Way, near their new SA1 campus.
 - Support for the High 5 awards by providing funds to allow this initiative to deliver an annual awards ceremony (which was last year held at the Liberty Stadium).
- 4.2 Internally the Service will deliver new training for staff (across all Council departments) in 2019/20 as a part of the Council's new management development programme, led by HR.
- 4.3 Commercial Services is a cross-Council service that supports all other Service Areas (e.g. Highways or Parks etc.), so future opportunities will be brought forward by the Service Areas themselves as the lead body.

5.0 Planning Policy and the Local Development Plan

- 5.1 The Planning Authority has consistently maintained a top quartile performance in Wales with the determination of 98% of all planning applications in 2018/19 within timescales. This has facilitated a number of significant strategic developments including the regeneration of the City Centre and key strategic housing sites and the delivery of key elements of the Council's regeneration agenda and Corporate priorities. In tandem there has been a stepped improvement in enforcement performance and in the profile of the service with some 70% of enforcement cases investigated within timescales compared to 46% in 2017/18.
- 5.2 The Local Development Plan (LDP) Inspector's Final Report on the Examination into the Swansea LDP was published in January 2019. It concluded that the LDP met the tests of soundness and considered that its policies and proposals will be delivered. The LDP was adopted by Council on 28th February 2019.
- 5.3 Work is currently progressing on the preparation of a suite of Supplementary Planning Guidance (SPG) documents in support of the Plan's policies. All SPG will be subject of public consultation.

6.0 Housing of Multiple Occupation

- 6.1 Work has continued with licensing of relevant HMOs (1,768 licensed HMOs as of 9/4/19) and improving conditions for tenants. A Survey of identified HMOs in St Thomas has taken place, along with ongoing partnership work with Swansea University, University of Wales Trinity St David's & SW Police including liaison with Community Liaison Officer and participation in Swansea Student Liaison Forum.
- 6.2 The prosecution of the landlords of 5 HMOs & formal caution of four other HMO landlords and an agent for licensing offences has taken place. HMOs as a subject has previously been through scrutiny process in 2016/17. No additional areas have been identified. Supplementary Planning Guidance is being prepared in support of recently adopted Local Development Plan policy.
- 6.3 Moving forward, consultation is to take place regarding the possible extension of an Additional HMO licensing scheme, which would then be subject to adoption by Council. Liaison is taking place with Welsh Government and other Welsh local authorities on a review of housing legislation relating to HMOs.

7.0 Licenses and Licensing

- 7.1 The licensing team is working closely with other agencies and event organisers to ensure the safe running of a number of forthcoming outdoor events. In addition to the review and approval of the Policies under the Licensing Act 2003, the Licensing of Sex Establishments and Gambling.
- 7.2 The service will continue to provide core services to safeguard the public. The majority of licensing is a Council function, delegated to the Statutory and General Licensing Committees, Sub-Committees and officers.
- 7.3 In relation to Executive functions the Council's Statement of Licensing Policy in respect of the special policy relating to the cumulative impact areas is currently being reviewed, to be issued for consultation prior to adoption.
- 7.4 Consideration of the reviewed special policy is due to be reported to Cabinet in September 2019 for approval of the reviewed part of the policy to be issued for consultation. Following consultation this will be reported to Council in January 2020 for adoption.

8.0 Champions Liaison and Co-ordination

- 8.1 The Cabinet member is responsible for the co-ordination of Councillor Champions. The appointment of Councillor Champions aims to ensure that the Council has an additional mechanism to take into account a

range of important issues from animal rights to young carers. The full list of current Councillor Champions is available to view at www.swansea.gov.uk/CllrChampions. The Leader of the Council appoints Champions and they liaise directly with him. The Leader of Council will be creating a Pensions Cllr Champion in May 2019.

9.0 Democratic Services and Scrutiny

9.1 Democratic Services has been preparing for the introduction of Webcasting to improve access to democratic processes for the people of Swansea. Moving forward, a full roll out of webcasting is planned. This will include Council, Cabinet, Scrutiny Programme and Planning Committees. This links well with the involvement principle and will open democracy up for future generations.

9.2 The Democratic Services Team maintain the list of Outside Bodies. A major review took place last year which led to a large cull of bodies. An ongoing review is taking place.

9.3 Ongoing Training provided to Councillors as required. Currently 100% of Cllrs are trained in Safeguarding and the Protection of Children. In addition, 100% of Cllrs Trained in Adult Safeguarding. Mandatory training is provided on Well-being of Future Generations for new councillors following each election however additional; training would be welcomed.

10.0 The Well-being of Future Generations Act

10.1 The sustainable development principle underpins the work of all services across the portfolio, the five ways of working are an expression of this principle. Some examples of the how the ways of working are applied across the directorate are detailed below.

10.2 **Integration** – The Councillor Champion system provides an additional way to ensure decisions are reviewed taking into their relationship to and impact on a wide variety of specific issues. This enables a number of additional perspectives to actively inform the design, planning and implementation of policy as Councillor Champions are tasked with bringing their areas to the fore and need to liaise with Officers to ensure this is considered.

10.3 **Involvement** - ‘Co-production’ with service users is a growing body of work. In the case of Commercial Services - this is about involving service users in the design of our tenders with an emphasis on collaboration and long term thinking. One of the core areas for Commercial Services support in 2019/20 is working with Swansea Bay University Health Board to ensure ever closer working as a part of the Council’s ‘People Commissioning Group’ led by the Director of Social Services.

- 10.4 **Collaboration** - The Swansea Regeneration partnership has been developed to encourage collaboration around key priorities comprising good representation from private and third sector, and key statutory bodies including Natural Resources Wales and Job Centre Plus. The partnership is an essential vehicle for shaping thinking around future funding programmes and ensuring strong dialogue with key sectors. The partnerships aims to maximise contribution to the well-being goals and encourage the five ways of working with the development of a good practice well-being matrix. This is to be applied to all new grant applications from the private sector, and is being rolled out regionally in South West Wales.
- 10.5 **Prevention-** The development of Supplementary Planning Guidance in relation to Houses of Multiple Occupation (HMOs) will stop a problem in some areas getting worse.
- 10.6 **Long Term** – Work on the city profile takes a long term perspective taking account of future trends for example in technology which influence the development of regeneration programmes.
- 10.7 The five ways of working and maximisation of the national well-being goals is increasingly embedded into the operation of all services. Increasingly these implicit behaviours and best practice are being formally integrated explicitly into the operating procedures of council services. An excellent example is the Commercial team who are in the process of developing guidance on applying the well-being of future generations act to further inform and improve their practice.
- 10.8 An Integrated Impact Assessment was completed to test how the Local Development Plan complies with the wellbeing goals and ways of working set out in the WFG Act. It concluded that the plan would help to improve the social, economic, environmental and cultural well-being of Wales in accordance with the sustainable development principle.
- 10.9 The adoption of the LDP ensures all planning decisions will be made having regard to the sustainable development principle.
- 11.0 Links to the Public Services Board and Local Well-being Plan**
- 11.1 The work of the Regeneration Swansea partnership directly contributes to the Strong Communities Local Well-being Objective and is a delivery mechanism in taking forward a step that aims to ‘work towards a thriving economy in which households achieve at least the minimum income standard’.
- 12.0 Financial, Legal and Equalities Implications**
- 12.1 There are no equality, legal or financial implications associated with this report.



Report of the Cabinet Member for Investment, Regeneration and Tourism

Scrutiny Programme Committee – 13 May 2019

Key Headlines: for the Investment, Regeneration and Tourism Portfolio

Purpose: This report outlines the progress made in relation to delivering the key priorities within the Investment, Regeneration and Tourism portfolio. The report also aims to identify anticipated activities and next steps which will be taken over the coming months, key challenges and the decisions which are expected to be considered by Cabinet. The report also considers the impact of the Well Being of Future Generations (Wales) Act 2015 on the delivery of the portfolio and the relationship between the portfolio and the Public Services Board (PSB) and Swansea's Well Being Plan.

Report Author: Joanne Portwood

Finance Officer: Paul Roach

Legal Officer: Debbie Smith

For Information

1. The Portfolio for Investment, Regeneration and Tourism

1.1 The key responsibilities within the portfolio for Investment, Regeneration and Tourism are as follows;

- Business & City Promotion,
- City Centre Management,
- City Projects and Development,
- City Waterfront & Marina Promotion,
- Creative City,
- Culture, the Arts & Galleries,

- Events, Tourism & Destination Marketing,
 - Healthy Night Life / Purple Flag,
 - Heritage including the River Tawe Corridor Development,
 - Inward Investment Opportunities,
 - New Local & Regional Business Opportunities,
 - Parks, Beaches and Foreshore Promotion,
 - Science City,
 - Sports Facilities,
 - Suburban Centres & Community Regeneration Initiatives,
 - Universities Collaboration (Development),
- 1.2 In addition, the Portfolio also includes a joint responsibility with all other Cabinet Members for delivering cross cutting priorities related to Poverty Reduction and Sustainable Swansea.

2 Business Promotion

- 2.1 A new partnership was launched in May 2018 to drive forward Swansea's economic regeneration. This new partnership, named "Regeneration Swansea", has made significant progress in aligning the priorities of partner organisations. A key function of the partnership is to review grant applications that are received under the Targeted Regeneration Investment Programme (TRI) as well as Town Centre loan applications. The partnership is a strong networking body which promotes Swansea's economic regeneration agenda by linking into employability programmes and Beyond Bricks and Mortar principles into activities and works with the Public Sector Board (PSB) to take forward the City Deal and Infrastructure theme. Over the coming months, it is anticipated that the partnership will continue to develop as the roll out of the TRI programme continues and further allocations of Town Centre loan are made.
- 2.2 The Well Being of Future Generations (Wales) Act 2015 has encouraged the partnership to develop a collaborative approach to its work. The partnership comprises of good representation from private and third sectors, and key statutory bodies including National Resources Wales (NRW) and Job Centre Plus (JCP). The partnership is an essential vehicle for shaping thinking around future funding programmes and ensuring strong dialogue with key sectors.

3. City Centre Management

- 3.1 The City Centre Management team have continued to support the promotion and the development of business in the city centre. Between December 2017 to December 2018, the City Centre Rangers dealt with nearly 16,000 incidents, covering a wide range of issues from customer and business queries to antisocial behaviour. The team continues to work closely with South Wales Police and the various internal and external support agencies to help manage anti-social behaviour and

street vulnerability by providing visible reassurance, intelligence and sign-posting. For example, as part of the multi-agency SVMARAC (Street Vulnerability Multi-Agency Risk Assessment Conference), the Rangers are a designated referral point and rich source of information regarding the treatment of some of the more challenging City centre users.

- 3.2 The City Centre Management team achieved its income targets in terms of Promotional Lettings and Street Trading and delivered a Christmas trees lights scheme (including the provision of an additional Christmas tree). The team have also been progressing measures to upgrade the finger posts across the City Centre and the materials associated with the works are due to delivered. However, there have been significant delays in the delivery of the scheme as a result of the level of priority given to this by our internal delivery partners. Any further delays in the upgrading of the finger posts will see the budget withdrawn and the scheme not being delivered on site.
- 3.3 Over the coming months, it is anticipated that a joint agreement governing working practices between South Wales Police and the Rangers will be finalised and implemented from 1st April 2019. In addition it is anticipated that the negotiations with the Business Improvement District (BID) in relation to the City Centre Rangers service will be completed. Proposals regarding the future funding of the Rangers with BID will determine whether a reduction in headcount will be required.
- 3.4 The Well Being and Future Generations (Wales) Act 2015 has informed the collaborative practices of the City Centre Management team. As a cross cutting service the City Centre Management team works across the Council to deliver its own objectives as well as supporting the objectives of its partners. The City Centre Management team performs a key coordination role in relation to the city centre and facilitates a number of key internal and external forums (e.g. the City Centre Operations Coordination Group, Evening and Night Time Economy (ENTE) Groups, BID Working Groups etc.). In addition, the team provides intelligence and data regarding the performance of the City Centre which helps support the Council's short and long term objectives in terms of City Centre management and development.

4. City Projects and Development

- 4.1 The Swansea regeneration programme has taken significant strides over the last 12 months. The Digital Square project, Swansea Central Phase 1 has secured a planning consent, tenant for the arena in ATG and the main contractor Buckingham has now been appointed under a PCSA. The detailed design is being worked up with the contractor with a view to reporting the final price to Cabinet. The Digital Village project has had stage 1 RIBA designs completed with a view to submitting a planning consent in 2019. The Kingsway infrastructure project is

progressing on site and will provide a significant improvement in the public realm and green space which will encourage new development/refurbishment for living and working along the Kingsway. A Heads of Terms was signed with Skyline for a cable car and luge and scheme design and funding discussions are continuing.

5. City Waterfront & Marina Promotion

- 5.1 The City Waterfront project on the Civic centre site has been on hold due to the economic climate and there is no funding available for infrastructure. The Council is considering a marketing exercise to build on the success of the City Deal projects which are moving quickly towards site. The City Waterfront is likely to be included in the marketing.

6. Creative City

- 6.1 The recent announcement by Openreach to include Swansea as the first area in Wales to receive ultrafast broadband is a major boost to the digital industries within the city. This new infrastructure will help underpin and enable the improvements in GVA and productivity in the wider creative industries sector and other sectors alike. On top of this the Regional Digital Infrastructure project is developing and we anticipate approval of the business case later this year. This investment will focus on delivering hyper connectivity with the aim of achieving 100% coverage and access to next generation broadband services. Creating 5G test beds and expanding the provision of 4G and WiFi capabilities. It is envisaged that this will support the creation of new creative industries start-ups and the growth of existing businesses.
- 6.2 The Council recently led a regional bid for funding via DCMS initiative - Local Full Fibre Network, wave 3. We were unsuccessful on this occasion but will be submitting a further bid as part of the wave 4 opportunity.

7. Galleries, Culture and the Arts

- 7.1 **Glynn Vivian.** During the last year, Swansea Council's Galleries and Museums have gained a number of national awards and recognition. The Glynn Vivian was highly commended for Angel Heritage Awards and nominated for the RICS Awards. The Gallery is now a Fully Accredited Museum (MALD & ACE) and achieved a Trip Advisor Certificate of Excellence. It is also now a Visit Wales Accredited Facility. The Gallery has reached out to new audiences at night with its range of GV@night activities and has run successful partnership programmes with City of Sanctuary (asylum seekers and refugees project) and with CRUSE (a bereaved people's art project). The Gallery also hosted the N.S Harsha exhibition in partnership with Artes Mundi – and British Council. A Peter Blake exhibition resulted in the sale of prints worth £6k at the Gallery.

- 7.2 Over the next few months it is anticipated that a new curator will be appointed for the Gallery and a new café will be developed. It is anticipated the Arts Council for Wales will conduct Resilience Review and a Portfolio Review of the Gallery in order to ensure that it is sustainable and fit for purpose. Future plans include a loan from the National Portrait Gallery of an Augustus John portrait of Dylan Thomas, a second partnership event with British Museum (to take place in 2020), the launch of the Glynn Vivian website and the GWANWYN festival – working with older people.
- 7.3 **Swansea Museum.** Free Public Wifi has been installed at Swansea Museum and new fully bilingual signage has been installed internally and externally on and around museum. The museum is also a Fully Accredited Museum (MALD & ACE), and achieved a Trip Advisor Certificate of Excellence (including a Trip Advisor Hall of Fame Award 2018 for achieving excellence 5 years in a row). The Museum is also a Visit Wales Accredited Facility.
- 7.4 In preparation for the Penderyn Heritage project 20% of floor area has already been cleared for the project. A new efficient heating system has also been installed with ducting fitted to accommodate building use change. Future plans includes the fitting of new racking to improve existing storage and seeking further partner museums to host larger objects.
- 7.5 Swansea Museum continues to promote Swansea's critical historic role in early science developments. This is through gallery redevelopment showcasing early photography, natural history and its pioneers and Archaeology gallery. The Museum has offered Spring talks on climate change and science in partnership with RISW, developed the Cofio Cefn Coed exhibition in partnership with ABMU Health Board and Swansea University and became a partner venue for 'Being Human' festival. Future plans for Swansea Museum include developing links with Saving Treasures with future public presentations proposed on science of Archaeology and the replacement of old interpretation on external exhibits with fully bilingual text.

7.6 **Arts, Culture and the Creative Economy**

Swansea Council have played a key role with partners in developing Swansea's Art and Cultural Offer and supporting the development of the Creative Economy. Examples include the following:

- Intersection: St Helen's Road creative community dialogue – public event and film screening;
- Blue Plaque: Clara Neal, suffragist, Terrace Road School. Whole school event and unveiling by Head Girl and Member of Youth Parliament;

- BAME Digital and Cultural Hub. A partnership with Race Council Cymru to develop a Hub at the Arts Wing. Supported business plan development;
- Agenda 21 for Culture – Pilot Cities programme. Development of a Diversity Pledge for Cultural Services;
- Cefn Coed Hospital commission. A partnership with ABMU Health Board, project managing the commissioning of artists to produce environmental improvements to the Fendrod acute male ward;
- Advice and consultancy to arts sector, promoting capacity building and sustainability.

8. Events, Tourism & Destination Marketing

8.1 Swansea Council have played a key role in staging a number of events within the city centre, special events within the wider area of Swansea and the development of Tourism and Destination Marketing.

8.2 **City Centre events.** The City Centre Management team have delivered several key events which have helped support footfall into the city centre. In terms of the events programme, at the end of September as part of the Swansea Fringe and in celebration of our diverse Evening and Night Time Economy (ENTE), the City Centre Management team organised a Greatest Showman event in Castle Square. This event was delivered in collaboration with Special Events as was the Spooks in the City Halloween event which followed in October. Later in the year, in November and December, the annual Xmas Market was held over a period of approximately 5 weeks which was supported by a range of additional festivities and marketing activity which was facilitated by the City Centre Management Team. From the summer period onwards, the City Centre Management Team worked with the Swansea Market Traders Federation to deliver a monthly Farmers Market in Swansea Market as well as a regular Vegan Market. The City Centre Management team has increased its use of digital marketing and social media platforms in order to create greater levels of engagement with the public. In addition, the Market website has been overhauled to make it more visual and user friendly. Further, proactive marketing of the lettings opportunities associated with the Market have been undertaken which has seen occupancy go from 88 - 92%.

8.3 Over the next few months the programming of dates for events in 2019-20 will be completed as part of a wider programme of planned events and activities in the City Centre being delivered by Special Events and with partners such as BID. The organisation of a continental market has already been agreed in principle. A priority for City Centre Management team going forward will be to re-image the

City Centre website as a marketing tool and better source of information for visitors to the area. The development of the communal area in the centre of Swansea Market is a key priority for the city centre management team in the upcoming year.

- 8.4 Key challenges for city centre events include budget reductions for events and increasing costs. Continued reductions in footfall may also affect the viability of fees and charges and attractiveness of prospective traders to participate in the Christmas Market as well as stall occupancy in the Market. Physical works to the city centre in terms of the current (e.g. The Kingsway) and future regeneration programme will cause disruption into and around the city centre which will require an events and marketing strategy to mitigate potential negative impacts the resourcing of which will need to be considered. The extensive scaffolding to the retail block on Princess Way will be in situ for an extended period of time and will impact on the visual aesthetics of events and activities within the immediate and Castle Square area.
- 8.5 The Well Being and Future Generations (Wales) Act 2015 has shaped the collaborative approach to the development and delivery of marketing and events. Internal services are fully engaged as well as external partners.
- 8.6 **Special Events.** During the last year the Council delivered the BBC's Biggest Weekend which included 60 thousand ticket holders; 15 million TV viewers and over 20 million online requests for digital content (i.e. You Tube). The event was estimated to have generated an impact of £5.8m for the local economy The event was awarded the Best Event in Swansea Life Awards. Other significant events in the past year included; the Wales Air Show (it was estimated that economic impact increased from £8.4m in 2017 to £9.7m in 2018) and the Admiral Swansea Bay10k -voted best 10k in Wales and achieved the BARR Gold Status, voted best Child Friendly Event in the UK in the UK Running Awards. Over half a million people attended events delivered or supported by the Special Events team
- 8.7 A re-structure of the Special Events Team helped support the required Senior Management savings target for Cultural Services. A review of the Parks Event lettings process by transferring the function from Outdoor Leisure (enabling staffing savings) to Special Events resulted in a consistent and coherent process and increase in income.
- 8.8 Future plans for Special Events include; the delivery of increased capacity concerts in Singleton Park (based on success of Radio 1), refocusing of events to reflect Swansea@50, the delivery of specific Swansea @50 activities and the delivery minimum of 5 WOW events.

- 8.9 Challenges to the Council's work on special events include securing a financial contribution from partners (ie our current marketing platforms are available to all businesses and not just those who pay) and budget reductions. Part of the strategy for achieving the required Tourism & Marketing budget savings within the service, is to further refocus the marketing activity to digital platforms and significantly reduce print as well as reducing the number of staff in the team. The challenge is to ensure that the digital platforms fully satisfy customer satisfaction and needs, deliver the required outputs and that the team is adequately up-skilled to respond to a new way of working
- 8.10 **Tourism & Destination Marketing.** Our coordinated approach to marketing & development has contributed towards a growing sector £417m in 2016. The Council continues to attract over 120 private sector marketing partners annually. The Council's Digital strategy continues to transform the way we work with over 565k visits to visitswanseabay.com (+4.1% up on previous year) and 75k Facebook fans. The Council have been successful in attracting Welsh Government support for 2 recent funding applications – one for marketing and 1 for tourism product development. Event marketing support provided by the Council continues to grow audiences to our major event programme e.g. Wales Airshow, Swansea Bay 10K, Outdoor theatre. Over 4.2 M people visited the destination in 2017. The Council provides venue and activity marketing support to ensure that both the challenging income targets for Cultural Services are achieved as well as usage targets for grant funded programmes.
- 8.11 Future plans for Tourism & Destination Marketing include; the delivery of an innovative and successful “Year of Discovery” campaign on behalf of the destination and our private sector partners, hosting our annual tourism stakeholder day in May 2019, growing our digital following by at least 20%, supporting the successful delivery of the Swansea @50 campaign, contributing towards the successful planning and delivery of major regeneration projects including Skyline, City Centre Hotel, Hafod Copperworks and Mumbles Pier and continuing to host major PR visits to the destination utilising traditional and digital media.
- 8.12 There is still the issue of a much needed Place Brand for Swansea, which demonstrates why people should and do choose to live, visit, learn and invest in our city. Currently, the only destination brand that exists is the Tourism brand i.e. Visit Swansea Bay. The development of the city is at a stage whereby we need a single place brand for Swansea which covers all sectors.
- 8.13 In terms of the Well Being of Future Generations (Wales) Act 2015 the Council's Destination Management Plan continues to contribute towards all seven of the goals and it is referenced in the plan <https://www.swansea.gov.uk/dmp>

9. Healthy Night Life / Purple Flag

- 9.1 Swansea City Centre continues to hold the prestigious Purple Flag award, up until recently being the only location in Wales to hold such as title. The award is subject to an annual reassessment which was renewed in January 2018 with a further assessment scheduled in June 2019. As part of this process, the City Centre Management team will coordinate Swansea's application with the multiple partners who are engaged in the management and development of this sector.
- 9.2 A number of existing and new projects are in place which support the objectives of Purple Flag. For example, the Safe Space scheme has been rolled out on key dates with external funding and has been recognised by the Portman Group as an example of best practice. Measures have also been put in place to commission the automated bollards at either end of Wind Street. The success of the ENTE partnership is evidenced by the 30% reduction reported by ABMU as to submissions to A&E of alcohol related cases over Xmas. Crime statistics over the same period show a similar positive trend.
- 9.3 As part of the development of its long term strategy for the evening and night time economy, a Feasibility Study on the physical regeneration of Wind Street has been undertaken. The Feasibility Study, which was jointly commissioned with the BID, sets out a series of costed options to capitalise on the conservation status of the area, better manage access and safety and realise the commercial opportunities across day and night time economies. The Economy and Infrastructure Policy Development Committee has supported the development of the Council's approach and funding is being sought to support the delivery of the scheme.
- 9.4 Over the next few months the submission of Swansea's Purple Flag Renewal Application is due in June 2019 followed by an external assessment process. A report to Cabinet regarding the Wind Street Feasibility Study is anticipated in the first quarter of 2019-2020.
- 9.5 Key challenges to the delivery of the Wind Street Feasibility Study will be subject to internal and external finances being secured. This will be challenging in the context of the expansive regeneration programme being brought forward and the associated demand for funding.
- 9.6 The Well-Being and Future Generations (Wales) Act 2015 has informed the Council's collaborative approach to the Evening and Night Time Economy (ENTE) by coordinating multiple partners in the management and development of the ENTE in the City Centre. Swansea's success in maintaining Purple Flag is hinged on its partnership approach. Similarly, the Feasibility Study with BID has involved the engagement of Wind Street businesses and residents in the development of a long term approach to regenerating the area.

10. Heritage, including the River Corridor Development

- 10.1 Major funding has been secured to support the next stages of regeneration of Tawe corridor, in particular Hafod and White Rock sites underpinned by strong community involvement. The Powerhouse (rolling mill) scheme to house the Penderyn distillery has been fully approved and is due on site in October 2019. The scheme attracted funding of £3.5m from the Heritage Lottery Fund, £2.1m Penderyn, £900k from Welsh Government and £1.5m from the Council. Funding has also been secured for wider Copperopolis zone Hafod, White Rock and Morfa (Bascule) Bridge £2.7m. A Targeted Regeneration Investment (TRI grant) has been approved. The total project cost is around £4.6m and includes funding for access improvements, including footways and river pontoons. Discussions ongoing in relation to the Skyline development on Kilivey Hill which will also contribute to the master plan
- 10.2 During the next financial year it is anticipated that the first phases of building refurbishments (Musgrave and Vivian Engine houses, refurbishment of Bascule bridge and the consolidation of White Rock/Smith's canal) will be completed. Work will commence works on site for Powerhouse (Penderyn) scheme Oct 2019.
- 10.3 The Well-Being of Future Generations (Wales) Act 2015 has informed the Council's approach to the River Tawe strategy through the development of links with Friends groups and strong collaboration on site improvements and future activities engaging the public directly in the sites

11. Inward Investment Opportunities

- 11.1 Following the granting of planning permission, contracts have now been signed with developers to dispose of land at Felindre in order to construct the first major inward investment at the Joint Venture site. The development will be made on behalf of the French logistics company – DpD. This represents a significant investment and catalyst for the Felindre site. Positive discussions continue with Skyline, the New Zealand Leisure company, following several recent visits to Swansea. The company have undertaken market testing and preliminary cost estimates as part of their feasibility due diligence. Discussions continue with a major inward investor to occupy offices within the city centre. We are hopeful that a positive announcement will be made shortly.
- 11.2 Over the next few months, the DpD facility at Felindre will commence construction imminently and will be operational later this year. The Skyline development will require grant assistance with the significant upfront capital investment required and the company is currently in discussion with Visit Wales in order to secure funding support. Future plans also include working with private sector to enable provision of

good quality commercial premises in particular office space in key buildings e.g the Albert Hall, Orchard House, as well as alternative uses for former retail premises.

12. New Local & Regional Business Opportunities

- 12.1 A meet the Buyer Event has been organised to support the local and regional construction industry. This event will be the first in a series and will allow local companies to identify and prepare for tenders in connection with the Swansea Central Phase 1 project. The Council has been selected to lead the regional Targeted Regeneration Investment Programme. This programme has a value of £27m over 3 years and is already providing opportunities for the private sector to invest. The programme is designed to deliver commercial, residential and strategic development outcomes across the region. Strong relationship built with Welsh Government Business Wales team to ensure targeted business support is made available in support of regeneration priorities.
- 12.2 Next steps include building on good working relationships to increase activities offered including startup workshops, and bespoke provision based on liaison with businesses.

13. Parks, Beaches and Foreshore Promotion

- 13.1 The Council have retained the current level of Blue Flag and seaside awards for 2018/19 and renegotiated an improved position with RNLI to maintain beach lifeguard services on most popular Council owned beaches. The Council have awarded a long term contract with Future Golf Ventures for operation of footgolf facility on Swansea Bay, which will attract investment and provide new innovative offer for visitors and residents of Swansea. The Council have successfully applied for Welsh Government funding to deliver changing places facility at Caswell Bay for disabled users. The Council have also developed partnerships with locals groups, private partners and Community Councils to sustain facilities across the bay and foreshore and attract additional investment and improved outcomes. In addition, the Council have developed a draft licence agreement to formally engage with the Friends of Parks groups in order to improve the governance and arrangements between Council and various groups and increase opportunities to obtain grants.
- 13.2 Future plans include progressing with transfer of Llangland Bay tennis courts and facilitate an improved offer through refurbishment of the facilities, assisting in the scoping of additional opportunities for development around Swansea Bay/Gower and building upon the success of tenders at the former 360 site. Future opportunities for development include reviewing the options for public amenities and community related facilities at key sites.

14. Science City

14.1 The City Deal will enable the delivery of 11 transformational projects across the region. Some of these projects will facilitate and promote the development of Science, in particular the Health and Wellbeing Campus and Village Network and the Steel Science Centre and the Centre for Next Generation Services projects being delivered in Neath Port Talbot. This will strengthen the region's capacity to commercialise research and attract additional inward investment, and further increase the export of high value products and services.

15. Sports Facilities

15.1 The Council have entered into partnership with Freedom Leisure for the operation of 5 Community leisure centres and the LC for 19.5 years, ensuring a sustainable model for the communities and visitors to the City. There is a proposed investment of 5.1m across the facilities to make improvements and deal with backlogged maintenance. In addition, there is a commitment to invest in 3G pitch provision across Swansea to cater for both community and elite sport at key sites, working with key partners and grant funders to deliver policy commitments

15.2 Future plans include completing the investments at Community Leisure sites and LC and managing the partnership with Freedom Leisure to deliver savings and improved outcomes for residents. There are also plans to improve facilities, including a 3G pitch at Cefn Hengoed and Bryntawe/Penlan, in partnership with Education and key funders. It is also anticipated that a series of options will go to Cabinet later in this year surrounding the long term future options for operational management of Wales National Pool after 2023 and the wider strategy for the Sport Village at Sketty Lane.

15.3 The Well Being of Future Generations (Wales) Act 2015 has influenced the Council's approach to developing and maintaining sports facilities. Long term partnerships and collaboration is key to the current strategy of delivery of leisure facilities.

16. Suburban Centres & Community Regeneration Initiatives

16.1 A Development Officer is now in place in relation to the Morryston Tabernacle to secure the future of this major and prominent Grade 1 listed building. A Regeneration Morryston working group is working with traders, Registered Social Landlords and the community to explore heritage led regeneration of the town Copperworks. A range of feasibility work is being undertaken and reported through Rural Development Plan to inform future developments.

16.2 The next steps will include using a grant from the Targeted Regeneration Initiative to support property enhancements and increase the market housing offer. Future plans also include a pilot project to refurbish commercial shop fronts and to test activities in relation to the impact on footfall on Woodfield Street. The activities and their impact will be evaluated to inform the next generation of funding programmes and community leverage of funding in support of key priorities.

17. Universities Collaboration (Development)

17.1 The business case for the Swansea City Digital Waterfront includes UWTSD's innovation precinct and box village. We are also working with UWTSD to ensure that the emerging plans for wider SA1 site complement the City Centre regeneration programme.

18 Poverty Reduction

18.1 In relation to poverty reduction, work has been undertaken through the Workways + and Communities for Work projects along with Swansea Employability Network partners to support and increase the number of people into employment. The Cynydd project also aims to support high numbers of young people at risk of becoming NEET by overcoming barriers and gaining qualifications.

18.2 Work has also been undertaken with unemployed young people and adults – Animation with the Glynn Vivian Film Making with local film maker in partnership with Adult Learning Wales. Virtual Reality with Swansea MAD, Swansea Museum and Whitehead Ross Training

18.3 Future plans include developing further an employability network and links with internal and external providers to continue to increase numbers entering sustainable employment. In addition, future plans include ensuring that referral routes are clear and easy to understand by end users and practitioners.

19. Well Being of Future Generations (Wales) Act 2015

19.1 Ensuring the well-being of future generations is central to the Investment, Regeneration and Tourism portfolio. Sustainable decision making that uses the sustainable development principle's five ways of working ensures Swansea is a great place to live, visit and work both now and in the future. Examples of this approach in action include;

- Collaboration - A collaborative approach working with partners characterises work building on Swansea's membership of the UNESCO Global Network of Learning Cities. Alongside partners particularly with the University, the Council builds on its international links to share ideas and practice, learning from each other and building strong economic and cultural ties. The forthcoming festival of learning is being developed working with organisations across sectors.

- Long term - Investment in projects such as the Kingsway digital employment district aim to future proof the city centre by acting on identified future trends in technology and behaviours.
 - Involvement – The involvement of citizens at all stages of decision making is exemplified by the involvement of the public, businesses and environmental groups in contributing to the development of a new Green Infrastructure strategy for the City Centre. This approach engages a diversity of the population using a range of mechanisms from social media, drop-in sessions and workshops.
 - Integration - Regional discussions on inward investment have taken place along with discussions with Trade & Invest Wales to refine Swansea Council's role so it complements Welsh Government activity in this field.
 - Prevention – Swansea has taken action to prevent declining public funding for cultural services potentially resulting in the long term loss of key amenities. The successful transfer of the management of Leisure Centres to Freedom Leisure will result in savings safeguarding the facilities future.
- 19.2 Contribution to each of the national well-being goals is maximised by considering how value can be added to any project by considering how wider social, economic, environmental or cultural well-being might be improved. A Sustainability Statement for city centre regeneration was prepared based on the Well-being of Future Generations Act supported by project specific sustainability requirements. This maximises contribution to each of the goals by building in sustainability considerations to procurement and design processes. The Purple flag accreditation and rolling programme supports a diverse night time economy that contributes to a Wales of vibrant culture and Welsh language. At the same time, prosperity is improved, community cohesion benefits from city centre events and a safe environment contributes to better physical and mental well-being leading to a healthier wales.

20. **Public Services Board and the Local Well-being Plan**

- 20.1 The 'Working with Nature' local well-being objective aligns with the Council's activities under the 'Maintaining and enhancing natural resources and biodiversity'. A regional bid for Welsh Government funded green infrastructure work has been awarded to NPT, Swansea and Bridgend PSBs benefiting Swansea. The economy is a key theme within the 'Stronger Communities' local well-being objective with strong links to the City Deal and Swansea Bay Region Regeneration Strategy. The aim of connecting individuals and communities with a sense of belonging is reflected in work to improve Swansea's tourism and cultural offering. 'Live Well, Age Well' aims to make Swansea a great

place to live and age well. This links with the accessibility principles which underpin all Swansea's regeneration projects.

21. Legal Implications

21.1. There are no legal implications.

22. Financial Implications

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



**To/
Councillor David Hopkins
Cabinet Member for Delivery**

BY EMAIL

*Please ask for:
Gofynnwch am:*

*Direct Line:
Llinell Uniongyrochol:*

*e-Mail
e-Bost:*

*Our Ref
Ein Cyf:*

*Your Ref
Eich Cyf:*

*Date
Dyddiad:*

Scrutiny

01792 637257

scrutiny@swansea.gov.uk

SPC/2017-18/18

04 June 2018

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 14 May 2018. It is about the City Deal, Commercial Activities, Economic Twinning / Partnerships, Local Business Engagement, Innovation / Collaboration, Planning, European Funding, and Local & Regional Investment Strategy.

Dear Councillor Hopkins,

Cabinet Member Question Session – 14 May

Thank you for attending the Scrutiny Programme Committee on 14 May 2018 and answering questions on your work as then Cabinet Member for Commercial Opportunities & Innovation.

Firstly, we acknowledged what has been a challenging year for you personally because of ill health. You told us that some aspects of the portfolio were picked up by the Leader or other Cabinet Members, while you were unwell. It was good to see you in better health at the meeting.

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

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GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE
www.swansea.gov.uk / www.abertawe.gov.uk

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

City Deal

We talked about 'The Factory of the Future', one of the 11 projects which forms part of the Swansea Bay City Deal. You reported that this is part of the smart and advanced manufacturing strand within the City Deal, which together with the Steel Science project, aims to develop and commercialise new innovations in smart manufacturing. It is anticipated that the Factory of the Future will support inward investment in leading edge technologies and harness opportunities associated with digital manufacturing.

We noted that Swansea University is the delivery lead for this project and implementation of the project is at an early stage. You reported that the project will attract £10 million of funding under the umbrella of the City Deal, and added that discussions with first potential industrial partner are progressing. The Committee was particularly interested in knowing more about what this project will do with this funding and potential site location(s), particularly how it will affect Swansea. You agreed to provide a written response.

The Committee also asked about funding strategies and anticipated capital investment to support the City Deal. Can you quantify what your report referred to as 'substantial' investment?

Some members of the Committee referred to the recent bad news for the City including significant job losses following the announcement by Virgin Media, and impact that Swansea City Football Club's relegation from the Premier League may have. The projection of 35,000 new regional jobs as a result of the City Deal is of course welcome but poses a question about how realistic achieving this is. Would there be an actual net gain in jobs or replacement for job losses? You acknowledged we live in difficult times but remained optimistic about the City and City Region and stressed the need for confidence and belief from within the City which will help make a difference.

Commercial Activities

We understood that a significant part of the portfolio was concerned with embedding commercialism throughout the Council. This included supporting all parts of the Council to generate income and procure products and services at the best possible price, given financial pressures.

You told us that in terms of the delivery of new income streams from commercial opportunities, income and contract savings in the past year have been tracked at approximately £1 million and a further target has been set for the forthcoming financial period. Examples of commercial activities undertaken included the provision of corporate car parking permits in Swansea and using underutilised infrastructure such as the High Street multi-storey car park and reviewing Council contracts.

Your report mentioned work to develop commercial partnerships and cited the Mansion House as an example. We were interested in the possible commercial use of the Mansion House, and asked about the benefits and costs. We noted that the future of the Mansion House is currently subject to review, as part of a wider consideration of Cultural Services, and a private sector partner is being sought to develop its new commercial model. You indicated that there has been interest and the next step would be a formal tender for a partner with an associated commercial agreement.

You clarified that there is an issue with the condition of parts of the building and likely refurbishment costs. It was clear that major investment was necessary, whether from the Council or private sector, for commercial activities to progress. We asked whether any business plan has been developed on the feasibility of the Council to make the investment and recoup through future commercial agreement and activities, for example as a venue for business breakfast clubs and weddings.

Economic Twinning / Partnerships

We noted that the Council has been working to develop new economic twinning arrangements and economic partnerships overseas, especially in China, with notable developments with Wuhan, one of China's commercial centres.

In a previous scrutiny inquiry on Inward Investment we noted the lack of resources that were available which hampered our ability to proactively attract business. Therefore, we read with interest in your report that the Council is preparing a proposal for dedicated resources and a work programme to support economic twinning, particularly to build upon the special links with China and other economic partnerships, and enquiries.

Local Business Engagement

The Committee asked you about the extent of engagement with local businesses. We were aware of the Council's involvement in the Swansea BID (Business Improvement District) but asked about wider engagement with organisations / networks such as the Federation of Small Businesses and Swansea Bay Business Club.

We heard that engagement is an integral part of the Council's approach to business promotion, ranging from supporting economic activity within local communities to the regeneration of the city centre, and to the implementation of the City Deal. You provided assurance that businesses, including small and medium-sized enterprises, were engaged in a variety of ways and there is constant dialogue to ensure that local businesses can help us take the City forward.

Innovation / Collaboration

As part of your report on funding strategies you told us that the Council is continuing to explore collaborative and innovative ways in which local services can be financed and delivered most efficiently, and how the value of council assets can be maximised. We are aware that a cross cutting review is looking at the delivery of 'Services in the Community' and identifying links to public assets. You stated that there has been significant engagement from services users and partners, and work on a pilot hub is currently underway, with the aim to open in September 2018.

Planning

As the Cabinet Member with responsibility for Planning we asked you about the implication of the Environment (Wales) Act 2016 on Planning process and decision-making. Section 6 of the Act places new duty on public authorities to maintain and enhance biodiversity which will clearly impact on Planning. You acknowledged the need to think long-term about any decisions and their impact on future generations, which includes protecting the natural environment. You gave assurance that due regard would be given to relevant legislation to inform and improve decision-making on Planning matters.

On the topic of the natural environment this is the subject of a current in-depth scrutiny inquiry. The Inquiry Panel, convened by Councillor Peter Jones, will anticipate a session with you as part of its evidence gathering. You will be contacted in due course about arrangements.

European Funding

We asked about the likely effect and scale of loss of European funding post Brexit. You promised a written answer on this, however took the opportunity to emphasise the need for the Council to treat Brexit as an opportunity, seek out investment and explore innovative funding and investment strategies.

Local & Regional Investment Strategy

We asked you to tell us about activities and progress in relation to the Local & Regional Investment Strategy. You said you would provide a written response.

Your Response

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

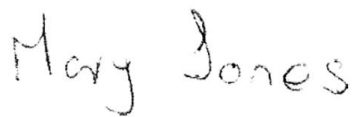
- provide more information about the 'Factory of the Future' City Deal project;
- quantify what you referred to as 'substantial' capital investment to support the City Deal;
- develop a business plan in relation to the Mansion House and future commercial use;
- tell us about the likely effect and scale of loss of European funding post Brexit;
- tell us about activities and progress in relation to the Local & Regional Investment Strategy.

We appreciate that since our meeting the Leader has announced changes to Cabinet positions and portfolios which means some of the responsibilities covered in our letter are now with other Cabinet Members. You may therefore need to refer and seek input from other Councillors however would be grateful for a single co-ordinated response letter.

Please provide the response by 25 June. 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, as Cabinet Member for Delivery, in due course.

Yours sincerely,



COUNCILLOR MARY JONES

Chair, Scrutiny Programme Committee

✉ cllr.mary.jones@swansea.gov.uk

Councillor Mary Jones
Chair
Scrutiny Programme Committee

Please ask for: Councillor David Hopkins
Direct Line: 01792 63 7439
E-Mail: cllr.david.hopkins@swansea.gov.uk
Our Ref: DH/CM
Your Ref:
Date: 25th June 2018

Dear Councillor Jones

CABINET MEMBER QUESTION SESSION – 14TH MAY 2018

Thank you for your letter dated 4th June 2018.

I would reply as follows to the issued you raised.

Provide more information about the ‘Factory of the Future’ City Deal Project

At this stage the only information I can add about this project is that the detailed 5 Case Business Model is still under development by the project team, with conversations alongside both governments ongoing. Engagement continues with a number of private sector organisations and discussions with the Welsh Government about a site to locate the development are also making good progress. I will hopefully be able to offer a further update on progress in due course.

Quantify what your referred to as ‘substantial’ capital investment to support the City Deal

The City Deal funding will be paid to the Council through the City Deal regional programme office over a 15 year period once the 5 case business model and inter-government agreement between Welsh Government and Westminster has been signed. On this basis each Local authority is expected to initially borrow and fund their schemes up front and then receive the City Deal funding to contribute towards repayment of any loans. As well as that core cash funding from the City Deal it also provides for some flexibilities over capital spending and it’s financing and a retention of business rates.

Subject to the basis of the Government requirements set out above the Swansea Waterfront Digital District has been allocated £50m of City Deal money. The final costs of the projects will be identified through the Building Contractor Tendering Exercise. The all in budget including fees, contingency and build cost is currently indicated at a provisional £124m for Digital Square and £30m for Digital village. Individual reports on each scheme will come before Cabinet and/or Council as appropriate in due course

Develop a business plan in relation to the Mansion House and future commercial use

As noted in your letter major works are foreseen at Mansion House in order to turn it into a venue appropriate for commercial use. Our review of this matter has led us to agree that the private sector is best placed to make the investment necessary for commercial gain and specifically to target that investment appropriately, to meet the needs of paying users. The tender process will allow the Council to formally verify what working with a partner can achieve and then make a final decision based upon the submissions received, so a business plan and its costs and benefits will be developed through this process.

Tell us about the likely effect and scale of loss of European funding post Brexit

The Council is currently in receipt of approximately £18m in EU grant funding supporting employability projects, support for young people, capital infrastructure, rural development and fisheries. Current programmes are expected to be funded through the Treasury guarantee until 2022 – 2023. Funding is also being secured via other sources such as Welsh Government Targeted Regeneration and Investment programme (upwards of £6m), Town Centre Loan Fund £2m, Heritage Lottery Fund (Stage 2 application submitted for £3.5m for Hafod Copperworks). The team is also bidding with other LAs in the South West region to undertake employability activity through Welsh Government's new Employment Strategy, which could amount to £5m. The latter examples show that there are alternatives to EU funding, but the scale of funding available is generally less than can be secured through EU sources, and usually over considerably shorter timescales than the 7 year funding windows operated by EU programmes. Whilst the Welsh Government has reiterated its position that EU structural funding should be replaced pound for pound by Westminster, there is currently no information at all on the proposed UK Shared Prosperity Fund. Despite this the Council is seeking to maximise income from as many other relevant sources as possible.

Tell us about activities and progress in relation to the Local & Regional Investment Strategy

In light of the recent formation of the Development Bank of Wales, the requirement for flexible funding for business has already been met at a National level and to recreate this at local level would be unnecessary duplication. The support available via the Development Bank of Wales will help unlock economic potential in Wales and enhance the local economy by providing sustainable, effective finance. In addition to this, the Council has secured a £2m loan fund via Welsh Government. The Repayable Funding is offered for the purpose of reducing the number of vacant, underutilised and redundant sites and premises in town centres and to support the diversification of the town centres by encouraging more sustainable uses for empty sites and premises, such as residential, leisure and for key services.

The Repayable Funding can be used:

1. To acquire and unlock sites and premises with the intention of packaging and selling a proposal on the open market within an agreed timeframe.
2. To redevelop or refurbish sites and premises within an agreed timeframe; and
3. To provide loans to third parties for repayment within an agreed timeframe.

Yours sincerely



**COUNCILLOR DAVID HOPKINS
CABINET MEMBER FOR DELIVERY**



**To/
Councillor Robert Francis-Davies
Cabinet Member for Culture,
Tourism & Major Projects**

BY EMAIL

*Please ask for:
Gofynnwch am:*

*Direct Line:
Llinell Uniongyrochol:*

*e-Mail
e-Bost:*

*Our Ref
Ein Cyf:*

*Your Ref
Eich Cyf:*

*Date
Dyddiad:*

Scrutiny

01792 637257

scrutiny@swansea.gov.uk

SPC/2017-18/15

09 April 2018

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member for Culture, Tourism & Major Projects following the meeting of the Committee on 12 March 2018. It is about Dylan Thomas, Skyline Project & Penderyn Distillery, City of Culture, City Centre Management, Universities, Greener Cities, and Sports Facilities.

Dear Councillor Francis-Davies,

Cabinet Member Question Session – 12 March

Thank you for attending the Scrutiny Programme Committee on 12 March 2018 and answering questions on your work as Cabinet Member for Culture, Tourism & Major Projects.

We appreciate you providing a written paper, giving headlines from your portfolio, in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievements in relation to your wide-ranging areas of responsibility. You talked about ambition and aspirations however made it very clear that current financial pressures were a significant impediment to Council spending on improvements in relation to portfolio responsibilities.

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:

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Dylan Thomas

We discussed the importance of Dylan Thomas to Swansea's cultural and tourism offering, and development of a Dylan Thomas Trail. Committee Members were pleased to see recent visual enhancements around parts of the city, with the painting of murals on utility boxes and public benches.

We welcomed the news that the Dylan Thomas Exhibition at the Dylan Thomas Centre had recently been named as the Best Family Arts Venue in the UK. Given the excellence of the Exhibition and importance of Dylan Thomas we asked whether the exhibition could be expanded at the Centre or indeed elsewhere in the City, to build on the interest.

We also asked whether more could be made of the wider circle of cultural icons known as the Kardomah Gang, including Alfred Janes, Vernon Watkins, and John Prichard. We noted that blue plaques are being installed to honour Swansea's important and significant citizens. There was also mention within the Committee of the need to honour John Dillwyn Llewelyn, botanist and pioneer photographer.

Skyline Project & Penderyn Distillery

We noted your report on heritage, including the river corridor development. We asked in particular about the work at the Hafod Copperworks to accommodate the Council's private sector investor Penderyn, and financial implications. We also asked about financial implications for the Council in relation to the Skyline project at Kilvey Hill. We understand this project will feature a luge down Kilvey Hill and will be accessed by way of a cable car from part of the Hafod site.

You have told us that the next steps will include agreeing Heads of Terms with Penderyn and to undertake a masterplan of the wider Hafod site in order to accommodate Skyline's requirements and to identify future development opportunities. You stated that the company behind the Skyline project would fully fund the development, with a circa £50m investment in the City beating off competition from a number of other cities which they looked at. You spoke about the potential for this to become the best tourist attraction in Wales. You also confirmed that the Council is not providing funding directly to Penderyn, however is able to access grants that will enable restoration of the heritage site and buildings, with visitor facilities.

City of Culture

We asked about progress in delivering a cultural programme, and support from the Welsh Government, despite missing out on the award of the UK City of Culture for 2021. You talked about the benefits of the bid, not least in bringing people together and raising the profile of Swansea. You justified the

cost of the bid (noted as being less than the rival cities) against the huge financial benefits that would have resulted from success.

We heard from you about the importance of a good cultural programme to build upon the hard work, and its connection with regeneration of the City. You said that initial talks with Welsh Government official have been encouraging.

You were convinced that being chosen to host the Radio One Biggest Weekend Music Festival was down to the raised profile of Swansea from being a shortlisted City of Culture, and close working with the BBC. You were committed to bringing other big events to Swansea, and stressed the need to be ambitious and promote our city.

Committee Members mentioned the Welsh National Opera (WNO) and expressed concern about the lack of appearances in the Grand Theatre or other Swansea venues despite being in receipt of 40% funding from Wales Arts Council. You agreed that Swansea deserved to see the WNO in the City and we suggested you lobby the organisation and put pressure on WNO to include Swansea in future tours.

City Centre Management

Concern was expressed about the state of cleanliness in the City Centre particularly around Castle Square and the impression / effect it gives investors and visitors to Swansea. We understood that the Square was subject of future re-development but felt it was in urgent need of attention. You explained that cleansing would be under the responsibility of the Cabinet Member for Environment Services, however agreed that attention was needed. You stressed the difficulties caused by budget cuts and inevitable consequence of poorer standards of cleanliness, something which you felt was affecting other cities too.

Universities

We asked you to provide an update on proposals for an International Sports Village in partnership with Swansea University on the King George V Playing Fields.

You reported that a strategic working group has been established, including the Universities, to maintain communications around key projects in the City. You highlighted that work was going to discuss the alignment of priorities, which will determine which projects can move forward. You anticipated that future activity will include the Council, both Universities and its partners agreeing a vision and strategy for the future of an International Sports Village incorporating Wales National Pool Swansea.

Greener Cities

We asked about what this responsibility meant in practice and how it fitted with other Cabinet Members who have green responsibilities. You gave some example of activities supporting this portfolio responsibility. You also referred to the importance of the Local Development Plan Open Space Assessment.

Sports Facilities

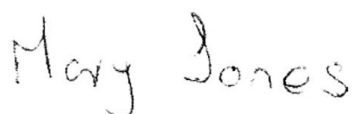
We asked about progress in the delivery of 3G Pitches to benefit the local sporting community and enhance the current facility infrastructure. We heard that the first phase had been completed at Penyrheol and Morryston. The second phase would focus on three sites namely Cefn Hengoed Comprehensive School / Community Leisure Centre, Pentrehafod Comprehensive School / Community Sports Centre and YGG Bryntawe / Penlan Community Leisure Centre. We noted that further 3G pitches would be dependent on the agreement with Swansea City AFC.

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

Agenda Item 7



Report of the Chair

Scrutiny Programme Committee – 13 May 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 reported, and any other changes necessary.• consider inviting established Performance Panels to appoint their convener for the 2019/20 municipal year.• renew the co-option of all Scrutiny Performance Panel conveners for the 2019/20 municipal year.
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 Schools Performance Panel.

REMOVE Councillor Mo Sykes

As a consequence of this change, a new convener for this Panel will need to be appointed. The new convener would be invited to attend Committee meetings as a co-opted member, and be a member of the Public Services Board Scrutiny Performance Panel, and the regional Education Through Regional Working (ERW) Scrutiny Councillor Group.

Following this change the revised membership of this Panel will be 17:

Labour Councillors: 6

Cyril Anderson	Louise Gibbard
Mike Durke	Beverley Hopkins
Fiona Gordon	Hazel Morris

Liberal Democrat/Independent Councillors: 3

Mike Day	Susan Jones
Lynda James	

Conservative Councillors: 5

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

Other:

Statutory Coopted Members: 3

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

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.
- To ensure that all political groups have opportunities and are engaged.
- 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.

- The Committee should reflect on the existing 'balance' of conveners to help inform future appointments.
- A minimum of three members should be present at all meetings.

4. Appointment of Performance Panel Conveners

- 4.1 The Committee should consider whether to delegate responsibility to any Performance Panels established by the Committee, to appoint their convener for the 2019/20 municipal year. Although it is a clear responsibility of the Committee to appoint all conveners, it may wish to delegate in the case of the Performance Panels if it feels this would be represent a more reasonable and effective approach. If the Committee is minded to do so, Performance Panels could be asked to appoint their convener, from their membership, at their next available meeting. The Committee will then be informed of the outcome. Nothing in the above however would prevent the Committee from appointing conveners of Performance Panels if circumstances suggest that it would be expedient to do so.

5. Other Membership Issues

- 5.1 With the moving of the Annual Meeting of Council to 9 May, this Committee meeting has become the first Committee meeting of the 2019/20 municipal year. In order for their continued attendance and participation in the Committee, the Committee is asked to renew the co-option (in a non-voting capacity) of all Scrutiny Performance Panel conveners for the 2019/20 municipal year.

6. Legal Implications

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

7. Financial Implications

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

Background Papers: None

Appendices: None

Agenda Item 8



Report of the Chair

Scrutiny Programme Committee – 13 May 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	Committee (Cabinet Member Q & A)	11 Feb	Letter to / from Cabinet Member for Environment & Infrastructure Management
b	Anti-Social Behaviour Working Group	15 Apr	Letter to Cabinet Member for Better Communities (People)

3.3 Key Points:

- 3.3.1 Anti-Social Behaviour Working Group (convener Cllr Terry Hennegan) - A meeting of the Working Group was held on 15 April. The Panel discussed the steps involved in the process, and how collaborative working is helping with prevention and early intervention in Anti-Social Behaviour (ASB) cases.

The Panel were impressed by the 4 step approach used to deal with ASB which is proving very effective with only 2-3% of cases escalating further than step 1. The team have a reactive approach, focusing resources when needed as ASB is an unpredictable activity.

The Panel were interested to hear that ASB is not specific to young people, however, the loss of youth services and community activity plays a part. There needs to be more resources in communities for youth, more help with mental health (nationally) and an absolute commitment to deal with poverty and inequality which damages societies. The Panel appreciate these are national issues, but locally Councils must do their part.

Councillors did note that an increase in the amount of Local Area Coordinators would be extremely beneficial and felt that local Councillors should be involved in local ASB meetings.

As a result of this scrutiny the Working Group was pleased with the preventative and flexible support offered and commend the team on their efforts. No significant concerns have been raised with the Cabinet Member.

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 - 9 May 2019)

Ave. Response Time (days): 20 (target within 21 days) % responses within target: 67

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 Ethnic Minority Achievement Unit 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 Public Services Board	Chair of Public Services Board	15-Aug	28-Aug	n/a	08-Apr
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	Committee	10-Sep	Cabinet Member Q & A	Business Transformation & Performance (Deputy Leader)	16-Oct	07-Nov	22	10-Dec
24	Service Improvement & Finance Performance Panel	27-Sep	Equalities Review Report	Better Communities - People	16-Oct	26-Oct	10	n/a
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	Development & Regeneration Performance Panel	28-Nov	Pre-Decision Swansea Central Update and FPR7	Economy & Strategy (Leader)	29-Nov	04-Jan	36	n/a
35	Public Services Board Performance Panel	03-Oct	Meeting with Future Generations Commissioner	Chair of Public Services Board	29-Nov	n/a	n/a	08-Apr

36	Adult Services Performance Panel	20-Nov	Performance Monitoring, review of charges, Wales Audit Office 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 Child & Adolescent Mental Health Services 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	Education Other Than At School 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	Chair of Public Services Board	11-Jan	n/a	n/a	08-Apr
45	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
46	Committee	10-Dec	Cabinet Member Q & A	Care, Health & Ageing Well	17-Jan	06-Feb	20	11-Mar

47	Child & Family Services Performance Panel	18-Dec	Corporate Parenting Board and Performance Monitoring	Children Services	21-Jan	n/a	n/a	n/a
48	Schools Performance Panel	17-Jan	Annual Education Performance Data	Education Improvement, Learning & Skills	28-Jan	n/a	n/a	n/a
49	Service Improvement & Finance Performance Panel	15-Jan	Q2 Performance Monitoring Report and Draft Budget Proposals	Economy & Strategy (Leader)	31-Jan	17-Mar	45	n/a
50	Working Group	14-Jan	Welfare Reform	Better Communities - People	05-Feb	18-Feb	13	08-Apr
51	Development & Regeneration Performance Panel	09-Jan	Dashboard and Planning and Student Accommodation	Economy & Strategy (Leader)	06-Feb	11-Mar	33	n/a
52	Committee	14-Jan	Cabinet Member Q & A	Economy & Strategy (Leader)	08-Feb	n/a	n/a	11-Feb
53	Service Improvement & Finance Performance Panel	12-Feb	Annual Budget	Economy & Strategy (Leader)	12-Feb	21-Mar	37	n/a
54	Working Group	05-Feb	Environmental Enforcement	Environment & Infrastructure Management	21-Feb	21-Mar	28	08-Apr
55	Public Services Board Performance Panel	06-Feb	Live Well, Age Well	Chair of Public Services Board	01-Mar	n/a	n/a	08-Apr
56	Schools Performance Panel	20-Feb	Morrison Primary School	Environment & Infrastructure Management	01-Mar	15-Mar	14	n/a
57	Adult Services Performance Panel	19-Feb	Complaints Annual Report, update on policy commitments for Adult Services; performance monitoring	Care, Health & Ageing Well	05-Mar	03-Apr	29	n/a

58	Child & Family Services Performance Panel	25-Feb	Impact of Prevention and Early Intervention on Child & Family Services; Safeguarding: Child Sexual Exploitation; Child Disability	Care, Health & Ageing Well	19-Mar	n/a	n/a	n/a
59	Committee	11-Mar	Call In - New Build Gorseinon Primary School	Education Improvement, Learning & Skills	20-Mar	29-Mar	9	08-Apr
60	Service Improvement & Finance Performance Panel	06-Mar	Complaints Annual Report	Business Transformation & Performance (Deputy Leader)	22-Mar	n/a	n/a	n/a
61	Service Improvement & Finance Performance Panel	06-Mar	Community Centres Friend Groups	Better Communities - Place	22-Mar	10-Apr	19	n/a
62	Public Services Board Performance Panel	06-Feb	Future Generations Commissioner - Pooled Budgets	Chair of Public Services Board	28-Mar	23-Apr	n/a	
63	Service Improvement & Finance Performance Panel	20-Mar	Welsh Housing Quality Standard and Wales Audit Office report	Homes & Energy	29-Mar	n/a	n/a	n/a
64	Committee	11-Feb	Cabinet Member Q & A	Environment & Infrastructure Management	02-Apr	18-Apr	16	13-May
65	Schools Performance Panel	21-Mar	Burlais Primary School	Education Improvement, Learning & Skills	02-Apr	n/a	n/a	n/a
66	Service Improvement & Finance Performance Panel	20-Mar	Library Standards	Better Communities - Place	04-Apr	n/a	n/a	n/a



**To/
Councillor Mark Thomas
Cabinet Member for Environment &
Infrastructure Management**

BY EMAIL

cc Cabinet Members

*Please ask for:
Gofynnwch am:*

*Direct Line:
Linell Uniongyrochol:*

*e-Mail
e-Bost:*

*Our Ref
Ein Cyf:*

*Your Ref
Eich Cyf:*

*Date
Dyddiad:*

Scrutiny

01792 637257

scrutiny@swansea.gov.uk

SPC/2018-19/11

02 April 2019

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 11 February 2019. It is about the Natural Environment and Biodiversity, Waste Collection, Fly Tipping, Environmental Health, Highways & Infrastructure, Poverty Reduction, Burials & Cremations, Countryside Access, Marina, Foreshore and Beach Maintenance, Nuclear Waste Disposal and Houses in Multiple Occupation.

Dear Councillor Thomas,

Cabinet Member Question Session – 11 February

Thank you for attending the Scrutiny Programme Committee on 11 February 2019 and answering questions on your work as Cabinet Member for Environment & Infrastructure Management.

We must acknowledge that you have been heavily engaged in scrutiny over the past year, including activities around Car Park Charges, Tethered Horses, Roads & Footway Maintenance, Local Flood Risk Management, Air & Noise Pollution, Environmental Enforcement, Natural Environment, and Recycling. This, however, should come as no surprise given you have one of the most public facing cabinet portfolios, and the future scrutiny work programme will no doubt continue to focus on such issues and other areas of responsibility.

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

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

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

Natural Environment and Biodiversity

You referred to the Natural Environment Scrutiny Inquiry final report, which the Committee agreed for submission to Cabinet. We were pleased to hear that you were supportive of the findings of the inquiry and noted steps already taken, including the adoption by the Council of a new priority on maintaining and enhancing Swansea's natural resources and biodiversity, to support the Council's work and collaboration with partners. You reported that the adoption of a Section 6 (Environment Act) Biodiversity Duty Action Plan was planned with the establishment of a Section 6 Working Group and funding for a section 6 Biodiversity Officer was being considered. In addition, the adoption of a corporate tree strategy was planned along with a City Centre Green Infrastructure Strategy and development of a Green Infrastructure Planning tool.

The Inquiry Report was presented by Councillor Peter Jones to Cabinet on 21 March and we look forward to seeing the formal Cabinet response.

Waste Collection

We asked about problems experienced this year, over the Christmas period, with regard to emptying of litter and dog bins. You responded that there had been staffing issues over the Christmas period which affected collections as household waste collections had been prioritised over this period. However you assured the Committee that lessons had been learnt and it was anticipated that the situation would not be repeated next Christmas.

The Committee felt there was a need for better communication with local councillors so that they are made aware of any disruption to waste collections in their area. Councillors would then be in a better position to respond to any queries from their constituents. You agreed to ensure that this is done in future.

You invited individual councillors to raise with you directly any issues in their areas regarding waste collections. We noted during discussion that collection crews have discovered that some dog owners are not depositing dog waste bags in the designated bin but on top of the bin or close to it. This resulted in others assuming a full bin and continuing to add to the pile of bags, which is unsightly as well as suggesting the Council has not been making collections. We understand that the recent Environmental Enforcement Scrutiny Working Group may have already suggested that you consider installation of sloping top bins.

Fly Tipping

You were asked about efforts and range of measures to tackle fly tipping, particularly 'hot spots'. The cost of regularly clearing fly tipping 'hot spots' was remarked upon and members asked whether an amnesty type scheme could make any difference. You undertook to provide us your thoughts in writing about this issue.

Environmental Health

We asked about the increase in the number of rats reported last year and whether this was a growing problem. You told us that it was linked to the unusually warm weather rather than any underlying issues. You added that there have been no cuts to the Pest Control workforce. Furthermore, you highlighted that we were still one of the few Authorities that did not charge local residents for this service, as you did not want to discourage reporting.

We recently questioned the Leader about the Council's Brexit preparedness and followed that up by asking you about the possible implications for your areas of responsibility. We were particularly interested in any impact on food standards and school meals. You confirmed that there would be no change to existing food safety checks and procedures in schools following Brexit.

Your written paper mentioned the collaborative study (with Swansea University and Vortex Internet of Things) on an Innovate UK government grant awarded project. The project will be looking at developing new low cost sensor technology, looking at collecting real-time localised City Centre based air quality, traffic and parking data. The Committee was concerned whether all privacy issues in relation to data collection had been considered in relation to the project. You talked about the benefits of the project but agreed to write to us on this.

Highways & Infrastructure

Questions were asked about the policy / process for dropped kerbs. Whilst there may be good access within the City Centre, enabled by numerous dropped kerbs, you were asked about dropped kerbs in our communities. Members related their local experiences and feedback from residents. Given there is an ageing population we asked whether there were plans to increase the amount of dropped kerbs to improve access for mobility scooters etc. You stated that there was no budget for dropped kerbs and were dependent on specific need. We heard that where road and pavement renewal or resurfacing work was being carried out dropped kerbs would be installed at the same time where there was a known need, in order to reduce costs. You suggested that Councillors submit requests in any case so that the service had a better picture of needs within the community.

With an ageing population, we need to be planning easy access across the city for all. We felt that consideration should be given to the installation of dropped kerbs at the planning application stage for all new builds. The Committee would appreciate your view on this and whether this is something you could take action on.

Poverty Reduction

We understood that all cabinet portfolios had reference to poverty reduction, and asked you to tell us about how your work, within the Environment & Infrastructure Management portfolio, was helping to effect this. You told the Committee that poverty reduction, and concern about the welfare of the poorer in society, was foremost in the Cabinet's thinking and cut across the work of the Council. You stated that regard to poverty reduction was made during budget setting, and guided decision-making over your areas of responsibility, particularly around possible charging for services.

Burials & Cremations

We discussed the Burials & Cremations service, in particular the ability to accommodate for and respect different cultural wishes. You were proud of the quality of service provided by the Council to all communities. With reference to helping families with costs, you mentioned there were different options available. We commended the service and gave credit to the staff.

Countryside Access

We understood you were responsible for the Countryside Access Team, which manages the public rights of way network of footpaths, bridleways and restricted byways, and works to promote, protect and improve the network for all residents and tourists. We asked whether any additional grants / funding could be explored in order to assist the small team. You were frank about the current budget pressures and service pressures, and difficulty increasing resources. You recognised that searching and applying for external funding sources was also reliant on available time and resources, but efforts would continue to ensure to source funding to improve the network.

Marina, Foreshore and Beach Maintenance

Your reported that options will be explored to determine appropriate means to deal with sand loss movement issues at Knab Rock causing problems for boat launching, and will be evaluated. The Committee queried the reason for the sand loss movement issues which you undertook to respond to.

Nuclear Waste Disposal

At the time of our meeting we learned, with some concern, of a public consultation event in Swansea about the possibility of nuclear waste storage potentially in Wales, and invited comment from you. We had felt that the consultation event, planned for 12 March ought to have Council representation. You had told us that the authority would be making a full response to the consultation in due course. Since our meeting the Council resolved at its meeting on 28 February to strongly oppose the proposal from Radioactive Waste Management to hold a consultation event in Swansea. We understand that the public consultation event was cancelled and was to be replaced with an online regional webinar, although it is not clear to us whether that has now happened.

Houses in Multiple Occupation

A question had also been received from a member of the public in relation to the scale of the University expansion and its negative impact on local communities and families from HMOs. You noted the concerns and we understood that your portfolio responsibilities in respect of HMOs were limited to enforcement around environmental issues such as waste, noise, safety and non-compliance with licensing conditions by landlords / tenants. You stressed that Swansea was a welcoming city to students, and whilst the Council was aware of negative experiences by some local residents it was unfair to lay blame on all students. We will raise this issue with relevant Cabinet Member(s) who may be best placed to comment, including Councillors Robert Francis-Davies and David Hopkins who we will meet in May.

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:

- ensure better communication with local councillors about any disruption to waste collections;
- share thoughts about possible future efforts to tackle fly tipping, particularly 'hot spots';
- clarify whether all privacy issues in relation to data collection have been considered in relation to the project looking at collecting real-time localised City Centre based air quality, traffic and parking data;
- take action regarding dropped kerbs; and
- explain why there have been sand loss movement issues at Knab Rock, causing problems for boat launching.

Please provide the response to this and any other comments about our letter by 23 April. 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 EMAIL

Please ask for: Councillor Mark Thomas
Direct Line: 01792 63 6926
E-Mail: cllr.mark.thomas@swansea.gov.uk
Our Ref: MT/KH
Your Ref:
Date: 18 April 2019

Dear Councillor Jones

Thank you for your letter dated 2 April 2018. I note your comments and respond to them in the order they were raised.

Ensure better communication with local councillors about any disruption to waste collections

Waste collections not being restricted by ward boundaries, and reasons for missed collections being extremely varied and often at short notice, make Member notification more difficult. Notwithstanding the difficulties, the Waste Collections Team will continue to endeavour to advise Ward Members when multiple streets or large areas have not been collected on their day.

Share thoughts about possible future efforts to tackle fly tipping, particularly ‘hot spots’

The Cleansing Teams and the dedicated Fly Tipping Team will continue to clear fly tipping as soon as practical, and visit hot spots on a regular basis, often clearing fly tipping before it has been reported. The Team will also assess for options to further discourage fly tipping at hot spots through signage, physical measures, or cameras where appropriate. Enforcement will also be used as a further deterrent, with success being publicised as much as possible.

Clarify whether all privacy issues in relation to data collection have been considered in relation to the project looking at collecting real-time localised City Centre based air quality, traffic and parking data

The PARSER project is a collaborative project looking to develop low-cost sensors to monitor air quality, traffic count and parking spaces in the urban environment. The Primary investigator is a company called VortexIoT and they successfully bid for a grant, via Innovate UK, to develop the sensor technology. Other collaborators include Swansea University, BT and ourselves; the intention is to develop/trial the sensors in the city centre which will enable the provision of real-time spatial air quality data and traffic flow that can be utilised in the future to look at exposure in the urban environment. The

project is due to commence soon with a trial of the current sensor at our Swansea Roadside Automatic Urban and Rural Network (AURN) monitoring station.

With regard to privacy, there are no cameras within the sensor being developed and the traffic data will be collected utilising acoustic sensors to help differentiate between vehicle type. This is new technology being developed and Swansea council will benefit from the collaboration.

Take action regarding dropped kerbs

New roads internal to developments are designed in accordance with the Council's Residential Design Guide, this seeks to provide balance between place making and movement functions of new streets, and focuses on ensuring safe and inclusive access for all users. This would include dropped kerbs at crossing points if necessary, but could also include plateaus at crossing points, to raise the carriageway (as opposed to dropping the footway), and flush surfaces where appropriate.

Explain why there have been sand loss movement issues at Knab Rock, causing problems for boat launching

Officers visited the site recently and the sand bar which was spoken about was not there. There is no guarantee that the removal of the large quantity of material which was discussed at the site meeting would solve the problem. The dynamics of this area would probably mean that the removed material would be replaced by other material from the area. It is known that since the construction of the Knab Rock structure the immediate shoreline area has been accreting.

Yours sincerely



**COUNCILLOR MARK THOMAS
CABINET MEMBER FOR ENVIRONMENT & INFRASTRUCTURE MANAGEMENT**



To/

**Councillor Mary Sherwood
Cabinet Member for Better
Communities - People**

*Please ask for:
Gofynnwch am:*

*Direct Line:
Llinell Uniongyrochol:*

*e-Mail
e-Bost:*

*Date
Dyddiad:*

Overview & Scrutiny

01792 636292

scrutiny@swansea.gov.uk

30th April 2019

BY EMAIL

Summary: This letter is from the Anti-Social Behaviour Working Group. The meeting took place on 15th April 2019.

Dear Councillor Sherwood,

Thank you for attending the meeting of the Anti-Social Behaviour (ASB) Working Group. We are grateful to you and the officers for providing information and answering the Panels questions.

Anti-Social Behaviour is a concern for every Councillor in every ward. We were pleased to see that this topic is important to the Council and that work is being undertaken to tackle the issue and help both victims and perpetrators.

We heard how the work under Anti-Social Behaviour (ASB) is collaborative and holistic and the service has made substantial strides in the last few years. We were told that the co-location of services works very well and allows officers to identify and deal with issues early and prevent escalation. This integrated approach, which creates one front door for ASB issues, has changed how cases are dealt with creating a better partnership approach.

We were told there is a database that records both victims and perpetrators which tracks repeat incidence and allows for effective monitoring of situations and effective information sharing with the appropriate agencies. This means that relevant teams such as Youth Workers, Social Services, Police, Team Around the Family, Schools and Education staff are all involved at the appropriate time. This means a collaborative approach to the situation is taken in the first instance. It prevents duplication and means that the right people are involved at the right time which links in with early intervention and prevention aims.

It was explained that there is a 4 step plan to deal with ASB;

1. Warning Letter
2. Personal Warning Visit
3. ABC – (Acceptable Behaviour Contract)
4. Civil Injunction

We heard that the team issues around 30 warning letters per month and only 2-3% of these escalate to the next step. This shows that the warning letter is acting as a very effective tool. It formalises the situation and brings it to the attention of the person (or their parents/guardians) directly which seems to be working.

We did hear how there are some challenges when civil disputes arise which do not have a criminal aspect as the Council are only in a position to issue injunctions to council house tenants via the housing department. We hope that by working together with the appropriate agencies, these isolated issues can be dealt with.

It was interesting to hear that we are working closely with the University on this issue as there have been some instances involving students. While the Council has little influence over students, the University is better positioned to expect certain standards and be a source of information.

We heard of some interesting projects from other housing providers such as the 'Good Neighbour' initiative. This seeks to introduce new tenants in an area to their neighbours, therefore reducing the disconnect between people and encouraging those neighbourhood links which form communities. We are glad to see that much of this work links in with the 'Stronger Communities' Well-being Objective and the 'Cohesive Communities' Well-being Goal within the Future Generations Act 2015.

There is, in our opinion, a correlation between poverty and anti-social behaviour. Evidence shows that there is more crime in less equal societies. We believe that diminishing resources for young people are severely impacting communities. Cuts to youth services and community based activities for young people creates feelings of boredom, isolation and disconnection. This can lead to ASB and there needs to be innovative ways to tackle this on a wider scale. This also includes the ongoing issues around mental health and the lack of resources (nationally).

One project which really stands out when improving community cohesion that is the Local Area Coordinators, however this role works with adults not young people. We would like to make the point that the Panel recognise that ASB is not restricted to young people, or that is it is more likely where groups of young people congregate. Panel members observe that much of the ASB experienced in wards relates to adults. This shows why working with the whole community is important and this issue should form part of the wider social inclusion agenda. With this in mind, ASB really is the whole Councils business. We hear that a new safeguarding model will soon be in place and this will focus on some of the non-statutory aspects such as social and environmental issues and we look forward to hearing how this develops.

We were pleased to hear that there is both victim and perpetrator support. We are aware of instances (nationally) where ASB has had severe impacts on victims lives and we are glad that the team are anticipating such situations. We also feel that perpetrators need support to deal with the root cause of their ASB, so sharing information with the correct agencies and proper referrals are vital. Linking to this, data protection is paramount and it is encouraging to hear that this of the utmost importance to team who are delivering the work.

We were shown a graph which tracks ASB incidents by ward. It was interesting to see the figures and the way in which the team track these to determine 'hot spots'. This allows the team to focus resources and target intervention work. We were told that ASB trends can be difficult to track as it is very subjective, so we hope that that there continues to be support for this work to deal with issues as they arise.

We were pleased to hear that homelessness is not regarded as an anti-social practice. Whilst we understand that there may be associated issues which need addressing, the Panel all agree that help and support needs to be offered to those who are vulnerable. We are pleased to hear that support is available to those in need if they come to the attention of the team.

We were glad to hear the team will continue to improve their current close working practices including the continuation of crime prevention within development planning such as shopping centres. We are aware that free Wi-Fi can encourage groups of people to congregate which can be off-putting for others. We would be interested to hear what types of solutions and practices develop in this area to tackle the issue of ASB.

We were disappointed to hear about the extent of drug use in some places with Uplands cited as a problem area for drug dealing and drug paraphernalia. We were told that this issue will be taken back to the Area Planning Board for discussion as part of the wider discussion around substance misuse and support.

Panel Observations

- We were impressed to hear of the collaborative work which is being undertaken by the service. This joint working is more efficient and effective and creates better opportunities for prevention and early intervention.
- Poverty and ASB is linked and the economic regeneration of communities combined with better opportunities for everyone will go some way in addressing the issue. We need to continue to make poverty reduction a top priority.
- We appreciate that it is a national issue involving multiple agencies, but support for those with mental health issues needs to be improved and increased. This includes easy access to initial help and ongoing support.
- We were interested that contrary to many people's opinions, ASB is not a 'young persons' issue. It is also carried out by adults so resources and education are needed to address this.
- For those young people who are involved in ASB, we need to look at how resources and activities for young people have been funded and delivered. The loss of money within youth services has had an impact. Young people need support, community activities and a sense of belonging and pride in their local

areas. This will not be achieved if their local areas have zero in the way of young people's resources.

- The success of the Local Area Co-ordinators (LACs) linking people within their communities and encouraging community cohesion needs to be stated. We feel that the LAC role should be rolled out to all wards so everyone in Swansea can access it.
- We did notice that Local Councillors have very little involvement in any of this work as it may be seen as a political move. We are not invited to the ASB meetings which deal with these local issues. Whilst we are aware that there may be data protection issues which prevent attendance at some sessions, we have substantial local knowledge of our wards and should be included to be able to represent our ward members.

Overall, we are very impressed by the scope of work being undertaken and the way in which this is being delivered. We would like to commend you and the team on your efforts. We do hope to follow up on this meeting in due course and will contact you at a future date to see how this may happen.

There is no requirement for you to respond to this letter but any thoughts you may have are most welcome.

Yours sincerely,

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

Councillor Terry Hennegan
Convener, Anti-Social Behaviour Working Group
Cllr.Terry.Hennegan@swansea.gov.uk

Agenda Item 9



Report of the Chair

Scrutiny Programme Committee – 13 May 2019

Scrutiny Dispatches – Quarterly Impact Report

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

1. Introduction

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

2. Scrutiny Dispatches

- 2.1 The next quarterly report has been drafted for approval (***attached***). This will then be submitted to the next available Council meeting for discussion (27 June).
- 2.2 'Scrutiny Dispatches' is intended to demonstrate scrutiny achievements and outcomes. It is effectively a regular report about impact and how scrutiny is making a difference, rather than a descriptive account of the scrutiny work programme and activities. The aim is to focus on and promote a small number of 'significant stories'. A chair's roundup is also featured to highlight other work.
- 2.3 As well as being a report to council the content will be shared more widely, with advice and support from the Council's Communications Team and utilising social media. This should help raise awareness of the work and impact of scrutiny, and hopefully encourage more public engagement and participation in scrutiny. It is anticipated that some of the impact stories within Scrutiny Dispatches will generate press releases. Scrutiny Dispatches will also form part of the Scrutiny Annual Report.
- 2.4 In order to ensure that people are informed more generally about the work of scrutiny a monthly newsletter is also being produced. This is circulated via an email subscription (sign up via www.swansea.gov.uk/scrutiny), and includes details of:
 - Topics being looked at by scrutiny
 - Progress with current activities
 - Forthcoming panel and working group meetings

3. Legal Implications

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

4. Financial Implications

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

Background Papers: None

Appendices:

Appendix 1 - Scrutiny Dispatches Quarterly Report

‘How scrutiny councillors are making a difference’

Maintaining & Enhancing Our Natural Environment

(Lead: Councillor Peter Jones)

Scrutiny councillors have told the Council what it should be doing to maintain, enhance and promote its natural environment and biodiversity, and in doing so promote the resilience of eco-systems.

An in-depth Scrutiny Inquiry into the Natural Environment published findings in a report that was presented to the Cabinet meeting on 21 March. The Inquiry Panel, led by Councillor Peter Jones, spent much of the last year looking at this topic. It took in a range of perspectives, from both within the Council, from partners and the public, and the report makes twenty recommendations for Cabinet to respond to, on an issue that is now a matter of priority for the Council.

The report includes a view on how this priority can be delivered effectively. It recognises that the Council is one of the leading public authorities in Wales in thinking through and exploring how best to deliver on the Welsh Government environmental and sustainability legislation. However, the task is to meet expectations and to deliver on and embed requirements, and the inquiry report serves as a contribution to that effort.

Some of the recommendations have been identified by the cross-party Inquiry Panel as ‘quick wins’, other as more medium and long-term actions, touching upon all areas of the Council’s work. This includes calling for action on:

- Raising the profile of the Natural Environment and Biodiversity internally and externally.
- Maintaining and increasing the specialist and high quality work currently delivered by the Council.
- Recognising the benefits of ‘nature based’ prevention projects, such as to limit air pollution and for flood risk management etc.
- Cost sharing across the Council in providing additional resources to maintain and enhance the natural environment, and more cross-departmental working
- The authority working co-productively with external partners, including voluntary groups, Community Councils and the public in maintaining and enhancing the Council’s green spaces.
- Making a commitment to natural environment education in schools.

Councillor Peter Jones, convener of the Panel said:

‘This work has been an extensive undertaking. We found that a lot of positive action was evident but it is clear that there was much to be done. This report concentrates on biodiversity loss and how we, as a Council, can and must set about halting and reversing this process, not least to meet the 2020 target set by the Welsh Government which aims to halt the loss of biodiversity and take steps toward recovery. However, the Panel is clear that delivery will be difficult without financial support to meet, in particular, additional staffing requirements.’

The final report can be found [here](#).

A decision on the inquiry recommendations is expected within the next two months – more on that in the next edition.

Improving Community Safety

(Lead: Councillor Mary Jones)

Scrutiny councillors have shone a light on the community safety issues facing Swansea and actions to tackle these.

The performance of the local Community Safety Partnership is looked at each year as part of the scrutiny work programme – in Swansea this is known as the Safer Swansea Partnership. In April, the Scrutiny Programme Committee met with representative(s) from South Wales Police and the Council who are involved in the joint-chairing arrangement for the Safer Swansea Partnership Steering Group.

The vision of the Safer Swansea Partnership is ‘a place where all members of society can feel safe at all times’, and its key purpose being ‘to create a safe and welcoming environment in which to live, work, visit, trade, study, relax and retire’. A discussion about the performance of the Safer Swansea Partnership, looking at partnership priorities, actions, and impact, highlighted the achievements against objectives and crime and disorder challenges, covering the following:

- Safe, Confident and Resilient Communities
- County Lines and Substance Misuse
- Violence against Women, Domestic Abuse and Sexual Violence
- Hate Crime and Community Tension Monitoring
- Evening and Night Time Economy

The scrutiny session generated much media interest, with a number of stories in the local press, in particular around tackling issues relating to High Street and its regeneration. The session also has contributed to a public conversation about crime recorded in Swansea, with performance and crime statistics from the past two years being revealed – showing challenges around drug trafficking and substance misuse, organised crime, robberies, and sexual offences. Councillors also raised some concerns around the visibility of policing, limited powers of PCSOs, the 101 telephone reporting system, and the effectiveness of existing approaches to community engagement, and the level of engagement and information sharing with local Councillors.

Dealing with Welfare Reform

(Lead: Councillor Louise Gibbard)

Scrutiny councillors have made recommendations to help manage the impact of welfare reform on people in Swansea.

A cross-party Scrutiny Working Group met in January to look at the impacts of Welfare Reform in Swansea and works / measures in place to support citizens and mitigate problems. The one-off focused meeting also received evidence from Citizen’s Advice Swansea Neath Port Talbot, in respect of queries handled by them during the 12 months since the roll out of Universal Credit (UC) in Swansea.

As a result of this scrutiny action is expected, including:

- talking to local Department for Work & Pensions partners about UC processes
- rolling out quick reference resources which councillors could use when supporting someone with money worries
- developing an online benefits awareness course, mandatory for all staff in the Council

Further scrutiny may result from this work, looking into how well welfare rights support and advice, and commitment to tackling poverty is being delivered across the Council e.g. by staff working in Social Services, Housing and by others in direct contact with vulnerable people.

Managing Environmental Enforcement

(Lead: Councillor Jeff Jones)

Scrutiny Councillors have asked questions about what is being done in relation to the enforcement and prevention of a range of environmental issues, concerns about which are regularly raised by the public.

A one-off Working Group took place in February to discuss the work of the Council and issues such as fly tipping, dog fouling, litter, pavement parking, overhanging branches and undergrowth, public footpaths and highways etc. Councillors met with the Cabinet Member for Environment & Infrastructure Management and relevant officers, who provided the Working Group with a briefing on this topic on activities to improve the local environment. It was recognised that this was a challenging area for the Council, with enforcement action being the final step.

Following this scrutiny activity, the Cabinet Member confirms actions will be taken, including around:

- raising public awareness about the cost of fly tipping to the Council, publicising fly tipping prosecutions and highlighting successes
- improving public information about disposal of dog waste
- developing a policy for the enforcement of verge and pavement parking
- providing information around the enforcement contract with 3GS and its focus, for possible review

More details about the discussion, and correspondence between the Working Group and Cabinet Member following the meeting, can be found [here](#).

Chair's Roundup:

This is my third roundup of the work of scrutiny for 2018/19, as Chair of the Scrutiny Programme Committee.

Delivering the priorities for 2018/19

We have approached the end of another year of scrutiny and again delivered a range of scrutiny activities targeted at the things that matter most, through the work of the Committee, in-depth inquiry, ongoing detailed performance and financial monitoring, and one-off Working Groups.

The Natural Environment Inquiry came to an end in March, as reported in the main feature of this paper. With evidence gathering complete, the Inquiry into Equalities is about to conclude. The Inquiry Panel is reflecting on the findings, and will draw conclusions and recommendations. This piece of scrutiny has been looking at how effectively the Council is meeting and embedding equality requirements under the law. It has included councillors undertaking a number of informal evidence gathering activities including engagement with a range of groups / networks who represent people with protected characteristics.

Each of the Performance Panels played a part in scrutinizing the draft Council budget in February. Their examination of service specific proposals and implications supported the work of the Service Improvement & Finance Performance Panel, which plays the lead role in financial monitoring. Feedback was provided to Cabinet ahead of Cabinet decision-making and scrutiny helped to prepare councillors for the budget debate at Council.

Since I wrote to Council previously we have also been able, through Working Groups, to look at, and make improvement recommendations, on the Council's work regarding Local Flood Risk Management, Anti-Social Behaviour, and Tourism.

Questioning Cabinet Members

The Committee continues to focus on holding all cabinet members to account, through monthly Q & A sessions to discuss their work. Acting as a 'critical friend' we question and challenge them on their priorities, actions, achievements and impact. As I write we are due to meet with the Cabinet Members for Delivery, and Investment, Regeneration & Tourism in May. We invite the public and all scrutiny councillors to contribute ideas to ensure the Committee asks the right questions. We have recently put questions to the Cabinet Members for Better Communities, Councillors June Burtonshaw and Mary Sherwood. A summary of each session and views of the Committee are published in a letter to relevant Cabinet Members.

Challenging decisions

Following the agreement of new arrangements by Council the first scrutiny call-in of a Cabinet decision took place in March. Any valid call-in of cabinet decisions leads to the calling of a meeting of the Committee. The Cabinet report on the New Build for Gorseinon Primary School was called in and the Committee was able to question the Cabinet Member for Education Improvement, Learning & Skills and lead officers who responded to satisfy the concerns raised.

Supporting Joint Scrutiny

With scrutiny of the City Region City Deal and regional Education Improvement body (ERW) already in place, and the possible development of further regional scrutiny arrangements, we welcome the launch of a new Joint Scrutiny Handbook in June. I will be attending the national launch that will be led by the Welsh Government Minister for Housing and Local Government, on 17 June in mid-Wales. We look forward to the advice and guidance that the handbook will provide to support and strengthen the development of collaborative scrutiny in Wales.

End of Year Review

At the end of each year it is good practice to look back on the year's work and achievements, and consider its effectiveness. All councillors were invited to give their views and along with feedback from an informal workshop in early May to help members to reflect and discuss issues, the Committee reviewed the year's work at its meeting on 13 May. Alongside this reflection and self-evaluation by scrutiny councillors, Scrutiny Procedure Rules are being reviewed by the Head of Service to ensure they are not only up-to-date, but provide the best reflection of scrutiny practice / process, and take into account any issues raised by councillors.

Developing a new work programme

A Work Planning Conference will take place on 10 June (in place of the scheduled Committee meeting) that will help the Committee to consider and identify priorities for scrutiny for the coming year. All scrutiny councillors will be invited to participate in this. As well as new topics the Committee will need to consider the continuation of current activities in the Work Programme for 2019/20 because of their importance or because work may be incomplete. Following the Work Planning Conference, the Scrutiny Programme Committee will meet on 8 July to reflect on feedback from the Conference, and other relevant considerations, and agree the work programme for 2019/20. We look forward to a new year of scrutiny, and making an even bigger difference!

Making the work of scrutiny transparent and accessible

Scrutiny agenda packs are available on the Council's ['agenda and minutes' webpage](#). There you can also find scrutiny letters sent to cabinet members following meetings and responses. Our meetings are open to the public and anyone living or working in Swansea can [suggest a topic for scrutiny](#). There are also opportunities for anyone to suggest questions, and submit views. To keep an eye on what's going see the links below, subscribe to our newsletter, or even follow us on Twitter.

Councillor Mary Jones

Connect with Scrutiny:

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

Web: www.swansea.gov.uk/scrutiny

Email: scrutiny@swansea.gov.uk

Twitter: [@swanseascrutiny](https://twitter.com/swanseascrutiny)

Blog: www.swanseascrutiny.co.uk

Agenda Item 10



Report of the Chair

Scrutiny Programme Committee – 13 May 2019

Annual Work Programme Review 2018/19

Purpose:	<p>The Annual Meeting of Council has recently been moved to 9 May. Although technically this now becomes the first meeting of a new municipal year this would have been the last scheduled meeting of the Committee of the 2018/19 council year. This report is to help councillors:</p> <ul style="list-style-type: none">• look back at the work done this year• reflect on the experience• look forward to the new council year, and work programme.
Content:	<p>The work programme for 2018/19 is described and reviewed. The work completed by the Committee is attached together with a summary of the established Scrutiny Panels and Working Groups.</p>
Councillors are being asked to:	<ul style="list-style-type: none">• consider the effectiveness of the scrutiny work programme and practice• consider how well the Committee has worked this year• start thinking about the new work programme for 2019/20
Lead Councillor(s):	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer(s):	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 the end of each council year it is good practice for the Committee to look back on the year's work and consider its effectiveness. This report is to help councillors take stock of the work done this year and reflect on the experience. The Committee may also wish to start thinking about future scrutiny topics.

2. Scrutiny Arrangements

- 2.1 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

- 2.2 The council's current scrutiny arrangements, agreed by Council in October 2012, aimed to achieve the following:

- All work to be managed by a single Scrutiny Programme Committee through a single work plan. This will ensure that work is cross cutting and not restricted to departmental silos.
- Specific work will be undertaken both through the Committee and by establishing informal panels (for in-depth activities) or working groups.
- The Chair of the Scrutiny Programme Committee shall maintain overall responsibility for the work and timetable for scrutiny, and ensuring that the work is carried out, in conjunction with the committee itself.
- All backbench councillors should have the opportunity to participate in scrutiny work regardless of committee membership.

3. Work Planning

- 3.1 The Committee has needed to ensure that the work of scrutiny is:

- manageable, realistic and achievable given resources available
- relevant to council priorities
- adding value and having maximum impact
- coordinated and avoids duplication

- 3.2 The annual Scrutiny Work Planning Conference took place on 11 June and was attended by 20 scrutiny councillors, and 2 co-opted members.

- 3.3 Those in attendance were asked to think about what topics scrutiny should focus on in the year ahead, considering whether anything important was missing from the existing plan / current thinking, and achieving a balance of scrutiny across all Cabinet portfolios.

- 3.4 A range of perspectives were considered, including:
- Review of last year's work programme
 - The Council's corporate priorities & strategic challenges (provided by Phil Roberts – Chief Executive)
 - Suggestions from councillors, staff, and public gathered from annual scrutiny surveys
- 3.5 Those present shared views about the work programme and priorities for the year ahead. Taking into account feedback from the conference, the Committee considered what should be included in the work programme. This was guided by the overriding principles 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.
- 3.6 The Committee recognised the importance of aligning scrutiny work more closely to the corporate priorities, but retaining a balance so there is room to look at issues of community concern. The Committee also wanted to ensure that there was a good coverage of scrutiny activity across all cabinet portfolios.
- 3.7 A proposed work programme was discussed by the Committee in July 2018 i.e. the topics that should be examined through various panels and working groups as well as a plan for future committee meetings. The agreed work programme for 2018/19 is attached as **Appendix 1**.
- 3.8 Non-executive councillors who are not members of the committee were given the opportunity to participate in panels and other informal task and finish groups. New scrutiny topics, once agreed, were advertised to all non executive councillors and expressions of interest sought. The membership of panels and working groups were then determined by the Committee.

4. Summary of Work Completed

- 4.1 The work of scrutiny has been carried out primarily in three ways – through the Committee itself and by establishing informal panels (for in-depth activities) or one-off working groups.

4.1.1 Formal Committee Meetings

- 4.1.2 A report was provided to each meeting to enable the Committee to maintain an overview of agreed scrutiny activities (including the work undertaken by the informal Panels and Working Groups established), monitor progress, and coordinate work as necessary.

4.1.3 As well as developing and managing the overall work programme and keeping an oversight on all scrutiny activities, the Committee has focussed on holding Cabinet Members to account by holding formal questioning sessions and providing challenge on a broad range of policy and service issues over the course of the year. This has resulted in the Committee communicating findings, views and recommendations for improvement through chair's letters to Cabinet Members. A copy of this year's completed Committee work plan is attached as **Appendix 2**.

4.1.4 The work can be summarised as follows:

- Cabinet Member Questioning Sessions

The Committee held all 12 Cabinet Members to account by holding a series of question sessions throughout the year. This has enabled the Committee to explore their work, looking at priorities, actions, achievements and impact.

- Crime & Disorder Scrutiny

The Scrutiny Programme Committee is designated as the Council's Crime & Disorder Committee under the Police & Justice Act 2006. The Committee met with Police and Council leads about the Safer Swansea Partnership to discuss progress on Safer Swansea Partnership Performance with questioning on plans, performance, and challenges.

- Final Inquiry Reports

The Committee formally agrees any final inquiry reports, produced by Panels, for submission to Cabinet for decision. The following inquiry reports were agreed (status of cabinet response noted):

Inquiry	Report to Cabinet	Cabinet Decision	Recommendations		
			Agreed	Partly	Rejected
Regional Working	21 Jun 2018	16 Aug 2018	11	0	0
Natural Environment	21 Mar 2019	awaited			

- Chair's Letters - these are an established way for scrutiny to communicate findings, views and recommendations for improvement directly to Cabinet Members (and other decision-makers), reflecting discussion at meetings. Letters sent by the Committee and working groups, and those by panels where required action from the Committee, and responses were published within the Scrutiny Programme Committee agenda for discussion.

Response times are being monitored and currently (as at 3 May) show that:

- the average response time is 20 days (against target of 21 days)
 - of the 33 letters which required a response 67% have been responded to within time.
- Scrutiny Dispatches – the Committee produced a regular summary of the headlines from the work of scrutiny for council and the public, which focussed on impact and how scrutiny is making a difference. It was reported to Council in November and February. Scrutiny Dispatches is used as a mechanism for internal and external communication of activity, and valuable way to support and shape media coverage in the future.
 - Pre-decision Scrutiny – Taking into account strategic impact, public interest, and financial implications, the Committee carries out pre-decision scrutiny, unless delegated to relevant Panels. Eight cabinet reports were subject to pre-decision scrutiny:

Report	Cabinet Member	Cabinet Meeting	Undertaken by
More Homes Parc Yr Helyg Site Options Appraisal	Homes & Energy	21 Jun 2018	Committee
Cultural Services Commissioning Review	Investment, Regeneration & Tourism	21 Jun 2018	Service Improvement & Finance Panel
The Future Structure and Delivery of the Ethnic Minority Achievement Unit	Education Improvement, Learning & Skills	19 Jul 2018	Schools Panel
Outcome of Residential Care & Day Services for Older People Consultation	Care, Health & Ageing Well	20 Sep 2018	Adult Services Panel
Homelessness Strategy and Action Plan 2018-2022	Homes & Energy	15 Nov 2018	Committee
Swansea Central Phase 1 Project Update and FPR7	Economy & Strategy (Leader)	29 Nov 2018	Service Improvement & Finance Panel
Small School Review & School Organisation Linked to the Welsh Education Strategic Plan	Education Improvement, Learning & Skills	20 Dec 2018	Schools Panel
Budget	Economy & Strategy (Leader)	14 Feb 2019	Service Improvement & Finance Panel

- Call-in – since the adoption of a new Call-in process by Council in July 2018, 1 cabinet report has been subject to call-in:

Report	Cabinet Member	Cabinet Meeting	Undertaken by
21st Century Schools Programme - New Build For Gorseinon Primary School	Homes & Energy	21 Jun 2018	Committee

- Referrals from Council (or other bodies) – None

Other Reports discussed:

- Scrutiny Improvement & Development Objectives
- Swansea Bay City Deal Joint Scrutiny Committee
- Wales Audit Office Report – Overview & Scrutiny: Fit for the Future?
- Consultation on Draft Homelessness Strategy and Action Plan 2018-2022
- Annual Corporate Safeguarding Report
- Scrutiny Annual Report for 2017/18 (reported to Council 25 Oct 2018)
- Children & Young People’s Rights Scheme – Compliance & Progress
- Wales Audit Office Reports to Scrutiny
- Sustainable Swansea: Commissioning Reviews - Annual Post Implementation Update
- Scrutiny Improvement Action Plan (Wales Audit Office Report – Overview & Scrutiny: Fit for the Future? & Improvement Objectives)
- Scrutiny Performance Panel conveners provided progress reports on the work and impact of their Panels.

4.2.1 Informal Scrutiny Panels and Working Groups

4.2.2 A number of Scrutiny Panels were established, with conveners and members appointed by the Committee, to carry out in-depth inquiries or undertake in-depth monitoring of particular services. The use of panels ensured that scrutiny was both flexible and responsive to issues of concern:

- a) Inquiry Panels: to undertake discrete in-depth inquiries into specific and significant areas of concern on a task and finish basis. These would be significant topics where scrutiny can make a real difference. Inquiry panels are expected to take no longer than six months to complete and would 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.

The following Inquiry Panels met over the last year:

Inquiry	Status
Natural Environment (convener: Cllr Peter Jones): 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?	Final Report presented to Cabinet on 21 March 2019 Cabinet response awaited – expected June 2019
Equalities (convener: Cllr Louise Gibbard): How effectively is the Council meeting and embedding the requirements under the Equality Act 2010 (Public Sector Duty for Wales)?	Final report stage – expected July 2019

Follow up of Previous Scrutiny Inquiries – Inquiry Panels reconvene to follow up on the implementation of agreed recommendations and cabinet action plans, and the impact of their work. A meeting will usually be held around 6-12 months following cabinet decision, with a further follow up arranged if required. The following previous scrutiny inquiries were followed up during the year:

Inquiry	Monitoring Status
Child & Adolescent Mental Health Services (convener: Cllr Mary Jones)	Complete
Tackling Poverty (convener: Cllr Sybil Crouch)	Complete

- b) **Performance Panels:** to provide in-depth monitoring and challenge for clearly defined service areas. 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 services. Performance Panel conveners provide a regular update to the Committee to enable discussion on key activities and impact.

Six Performance Panels have been established and met over the last year (frequency of meetings in brackets):

Performance Panel	Convener
Service Improvement & Finance (monthly)	Cllr Chris Holley
Schools (monthly)	Cllr Mo Sykes
Adult Services (monthly)	Cllr Peter Black
Child & Family Services (every two months)	Cllr Paxton Hood-Williams
Development & Regeneration (every two months)	Cllr Jeff Jones

Public Services Board (<i>multi-agency Panel</i>) (quarterly)	Chair of SPC (Cllr Mary Jones)
--	-----------------------------------

4.2.3 Working Groups - Although the majority of scrutiny work would be carried out through the Committee and panels, the Committee can also establish informal Working Groups of councillors. This has supported flexible working where it had been agreed that a matter should be carried out outside of the Committee but did not necessitate the establishment of a Panel. This method of working is intended to be light-touch – effectively a one-off focused meeting to consider a specific report or information, resulting in a letter (or report) to the relevant Cabinet Member(s) with views and recommendations.

Working Group meetings took place during the last year to look at the following:

Working Group	Convener
Homelessness (carried over from 2017/18)	Cllr Peter Black
Community Cohesion & Hate Crime (carried over from 2017/18)	Cllr Louise Gibbard
Air & Noise Pollution	Cllr Joe Hale
Welfare Reform	Cllr Louise Gibbard
Environmental Enforcement	Cllr Jeff Jones
Local Flood Risk Management (meets annually)	Cllr Peter Jones
Anti-Social Behaviour	Cllr Terry Hennegan
Tourism	Cllr Peter Jones

4.2.4 Scrutiny of Regional Bodies:

Education through Regional Working (ERW):

Swansea scrutiny is involved in an informal regional scrutiny arrangement with the six councils participating in the 'Education Through Regional Working' (ERW) school improvement consortium. A Scrutiny Councillor Group has been meeting bi-annually since 2016 in order to provide challenge to ERW and coordinate scrutiny work across the region to ensure a consistent approach. Swansea is represented by the chair of the Scrutiny Programme Committee and convener of the Schools Performance Panel. Meetings took place in September 2018 (hosted by Neath Port Talbot Council) and January & March 2019 (hosted by Swansea Council). The Swansea Scrutiny Team is providing the support for this group as the Council's contribution to ERW.

Swansea Bay City Region City Deal:

A Joint Scrutiny Committee was established earlier this year – approved by Council in July 2018 - 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. The venue of meetings has been rotated around the four Councils. Although scheduled to meet quarterly meetings, additional meetings have been arranged. Meetings took place in November, January, March, and April. As per Joint Agreement, the Committee is serviced by Neath Port Talbot Council.

- 4.2.5 **Appendix 3a** provides a timetable of all scrutiny activities carried out in 2018/19. Lead councillors and officers are also noted within.
- 4.2.6 **Appendix 3b** provides a snapshot of progress with all of the informal Panels and Working Groups established by the Committee and their current position.
- 4.2.7 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>

5. Public Requests for Scrutiny / Public Engagement

- 5.1 In accordance with the Local Government (Wales) Measure 2011 the Scrutiny Programme Committee has a protocol to deal with requests for scrutiny from individual councillors (who are not members of the committee) and/or members of the public.
- 5.2 Also, councillor calls for action (CCfA) specifically enable councillors to refer issues of local importance to an overview and scrutiny committee, however as a means of “last resort” in a broad sense, with issues being raised at a scrutiny committee after other avenues have been explored.
- 5.3 In accordance with these protocols, the chair of the Scrutiny Programme Committee is required to consider any requests received and bring about a proposal about how to deal with these to the committee for consideration.

- 5.4 Summary of activity over the year, to date:
- no public / councillor requests for scrutiny were received
 - on two out of ten occasions questions were submitted to the Committee for raising during Cabinet Member Q & A Sessions.
 - 50% of Committee meetings had public observers (seven out of 14 meetings)
 - 43% of Committee meeting agendas have had some form of public input (this includes questions being asked during Public Question Time at two meetings)
 - 50% of Committee meetings generated media coverage (this related to the pre-decision scrutiny of More Homes Parc Yr Helyg Site Options Appraisal; a number of Cabinet Member Q & As; Call-in of New Build for Gorseinon Primary School, and Crime & Disorder Scrutiny)

6. The Scrutiny Experience

6.1 At the conclusion of the year's work it is good practice to reflect on achievements and issues that have arisen. Committee members are encouraged to share their views on how their experience has been (positive and negative), and whether there are aspects of practice / process that could be improved.

6.2 The following questions may be worth considering:

- What has worked particularly well?
- What has not worked so well?
- Has scrutiny focused on the right things?
- What could be improved about the Committee?
- What would help you develop as a scrutineer?

6.3 A range of relevant statistics about scrutiny activity, covering the last year, is attached as **Appendix 4** to help the Committee consider, to some degree, the performance of scrutiny. Member attendance at the Committee (not including co-optees) is 78%, equivalent to at least 10 out of 13 Councillors being present across the 14 meetings held, to date, this year.

6.4 An Improvement & Development Workshop was held on 2 May to provide committee members with time to reflect on the past year and experience, and discuss any improvement and development issues, including scrutiny practice / process. Views from councillors not on the Committee were also invited ahead of the workshop so that any views could be considered.

Members reflected positively on:

- Inquiry Panels - well supported and work well, allow a lot of ground to be covered, high level of external / public engagement (leading to more vibrant scrutiny), and produces results
- Performance Panels – the bedrock of the scrutiny work programme, allowing time and space to explore performance in some detail
- The support provided officers in the Scrutiny Team.

The main points arising from the workshop discussion are summarised, as follows:

- Desire for a further Scrutiny Performance Panel to be established with focus on 'Natural Environment' to improve scrutiny alignment with Council priorities / Corporate Plan and monitor the delivery of the Council's commitments around natural environment & biodiversity. Members recognised the need to create capacity within the work programme for this, e.g. reducing frequency of 1 or more other Performance Panels and reducing the quantity of Working Groups, so that the work of scrutiny can be supported.
- Schools Performance Panel – possible re-naming, as the Education Performance Panel.
- Performance Panels being asked by the Committee to take responsibility for the appointment of their convener.
- Future appointment of ad hoc conveners - ensuring that all political groups have opportunities and are engaged, but take into account wishes of minority party councillors. The Committee should reflect on existing 'balance' of conveners to help inform future appointments.
- Cabinet Member Q & A Sessions – better to identify 1 or 2 key issues to explore with Cabinet Members in a bit more depth at future sessions, more than an overall look at portfolio responsibilities.
- Budget scrutiny – need to improve on current process and so there is more time / better opportunity to review and comment – part of bigger picture to improve pre-decision scrutiny, and have early engagement in cabinet decisions, with a clear scrutiny stage.
- Working Groups – need to think carefully about future topics that can be reasonably delivered in one-meeting, or have fewer topics that could be a bit more involved.
- Need to always ensure scrutiny is holding the executive to account – and ensure Cabinet Members are being called to meetings, rather than reliance on officers to present information / answer questions.
- Resources – must be priority on resources for scrutiny to do its job
- Need more corporate support to improve public engagement in scrutiny
- Council Chamber – not ideal venue for scrutiny meetings.
- Some councillors find it difficult to participate in scrutiny because of time commitment necessary.

- 6.5 Based on the self-evaluation and reflection, the Committee should consider whether, and what, action should be taken.
- 6.6 Also attached (**Appendix 5**), as a point of reference, is a recent discussion paper published by the Wales Audit Office called 'Six Steps to Better Scrutiny in Wales' and their six-point checklist to help improve the way decision-makers are held to account. It brings together some common themes and issues identified following their audit work across all 22 authorities over the past year. This sort of document, along with the previously published 'Characteristics of Effective Scrutiny', serve as a useful way to measure the effectiveness of our practice.
- 6.7 A number of scrutiny improvement objectives and action plan was agreed by the Committee in January. This included actions to address the three proposals for improvement made by the Wales Audit Office following its review of the Council's scrutiny arrangements last year. Progress against the action plan is shown in **Appendix 6**.

7. Developing the Work Programme for 2019/20

7.1 A Work Planning Conference will take place on 10 June (in place of the scheduled Committee meeting) that will help the Committee to consider and identify priorities for scrutiny for the coming year. All scrutiny councillors will be invited to participate in this. As well as new topics the Committee will need to consider the continuation of current activities in the Work Programme for 2019/20 because of their importance or because work may be incomplete.

7.2 Carry Over:

a) The following work will need to be carried over from the current work plan, as it is incomplete:

- Follow up of Previous Scrutiny Inquiries
 - Regional Working (October 2019)
 - Natural Environment (Feb – Apr 2020)

b) The following topics are outstanding from the current work programme. Taking account of feedback at the Work Planning Conference and new topic suggestions, the Committee will need to decide whether these topics should be retained in the Work Programme for 2019/20:

- Community Regeneration (possible Inquiry)
- Residents Parking (Working Group)
- Digital Inclusion (Working Group)
- Archives (Working Group)

c) Similarly the following topics were placed in a reserve list of Working Groups:

- Culture & Heritage
- Tenant Participation
- Co-production
- Procurement

7.3 Ongoing Activities:

a) Unless the Committee makes changes, the following work will continue on the terms already agreed:

- Performance Panels
 - Service Improvement & Finance
 - Schools
 - Adult Services
 - Child & Family Services
 - Development & Regeneration
 - Public Services Board (*multi-agency Panel*)
- Working Groups
 - Local Flood Risk Management (*the Committee has previously agreed that this Working Group should meet annually to review flood risk plans*)
- Regional ERW Scrutiny Councillor Group

b) In addition the Council has agreed involvement in the Swansea Bay City Region City Deal Joint Scrutiny Committee, which will continue unless otherwise agreed by Council.

7.4 Pre-decision scrutiny – 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 7**). 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. This will be carried out by the Committee unless delegated to relevant Panels as appropriate. This work will need to be scheduled into respective work plans.

7.5 The Committee is invited to share ideas about any other topics that might need to be looked at by scrutiny in future.

7.6 Following the Work Planning Conference on 10 June, the next meeting of the Scrutiny Programme Committee is expected to be 8 July 2019. At the July meeting the Committee will reflect on feedback from the Conference, and other relevant considerations, and agree the work programme for 2019/20.

8. Scrutiny Annual Report

- 8.1 The key achievements from the scrutiny work carried out over the past year and its impact will be featured in the Scrutiny Annual Report which will be published in the next few months.

9. Financial Implications

- 9.1 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.

10. Legal Implications

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

Background papers: None

Appendices:

Appendix 1: The Agreed Work Programme 2018/19

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

Appendix 3a: Work Programme 2018-19 – Timetable of Activity

Appendix 3b: Progress Report – Current Scrutiny Panels and Working Groups

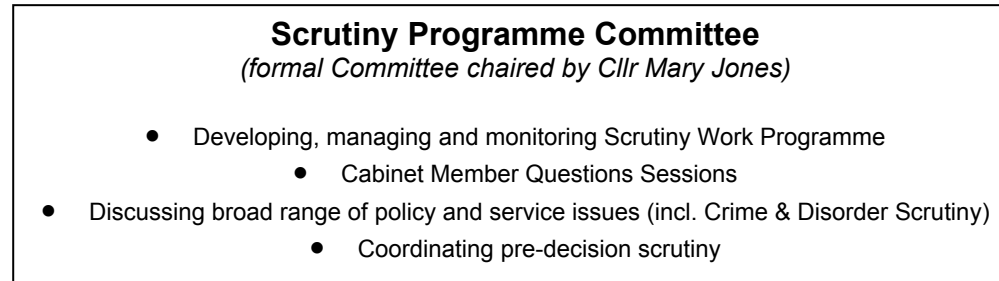
Appendix 4: Scrutiny Performance Data

Appendix 5: Wales Audit Office Publication - 'Six Steps to Better Scrutiny in Wales' and six-point checklist

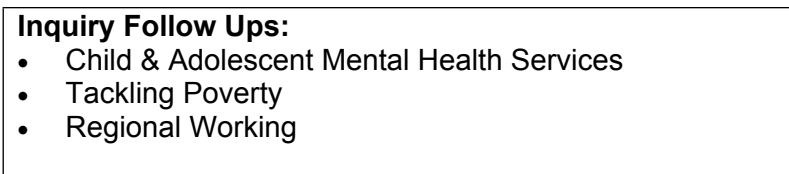
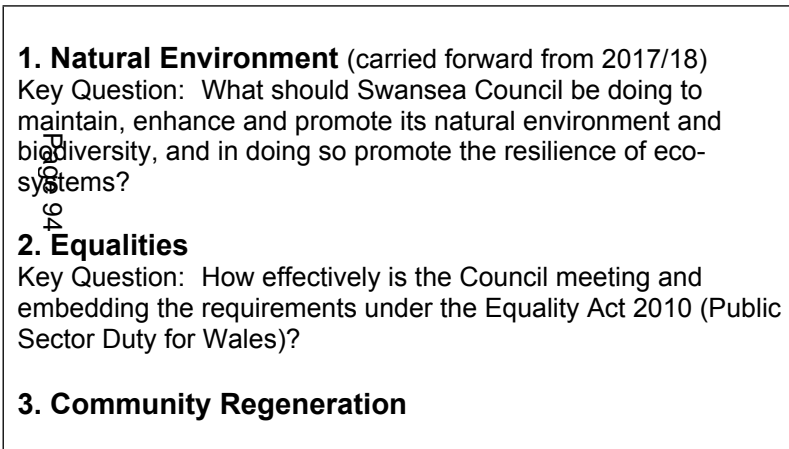
Appendix 6: Scrutiny Improvement Objectives / Action Plan - Progress

Appendix 7: Cabinet Forward Plan

Appendix 1: Agreed Scrutiny Work Programme 2018/19



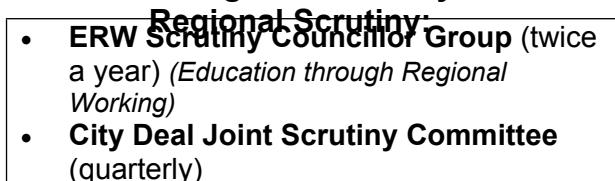
Inquiry Panels:
(time-limited in-depth inquiries)



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 2019			
Scrutiny Work Programme			Annual Work Programme Review			
Cabinet Member Question & Answer Sessions		Better Communities (People and Place)	<ul style="list-style-type: none"> • Delivery • Investment, Regeneration & Tourism 			
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						
Scrutiny Reports to Council			Scrutiny Dispatches Impact Report			

* 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
Final Scrutiny Inquiry Report(s)	<ul style="list-style-type: none"> • Equalities (anticipated July 2019)

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

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:					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: Adam Hill / Ben Smith Lead Head of Service: cross-cutting	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
Community Cohesion & Hate Crime (COMPLETE) Lead Scrutiny Councillor: Louise Gibbard Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mary Sherwood Lead CMT: Dave Howes Lead Head of Service:	20											
Local Flood Risk Management Lead Scrutiny Councillor: Peter Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Stuart Davies					8*						4	
Air & Noise Pollution (COMPLETE) Lead Scrutiny Councillor: Joe Hale Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Mark Wade						6						
Welfare Reform Lead Scrutiny Councillor: Louise Gibbard Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mary Sherwood Lead CMT: Phil Roberts Lead Head of Service:								14				
Environmental Enforcement Lead Scrutiny Councillor: Jeff Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: cross-cutting									5			

Appendix 3a

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 / Mark Sheridan 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	30*	

* denotes extra meeting

Information correct as of 07/05/19 11:03

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 Action Plan and Cabinet Member Response are with the Cabinet Member and Officers and a response is due to Cabinet in June.

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			

Councillors met in April to look at their findings and will now begin to draw conclusions and recommendations resulting from this inquiry. The final report will be reported to the Scrutiny Programme Committee in July.

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	16 Oct 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 April meeting was cancelled and the items moved into the next meeting. The Panel will next meet in May to look at the Commissioning Review Overview Item, the Q3 Performance Monitoring Report and a Wales Audit Office report on the Local Government use of Data. The Panel will also review the year's work and discuss potential items for next year's work plan.

b) **Schools Performance** (convener: tbc)

The Panel will next meet jointly with the Child and Family Services Scrutiny Panel to look at the educational performance and support for Looked After Children in Swansea. The Panel will then meet in June to look at the key issues affecting education and agree its work plan for 2019/20.

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

The Public Services Board Panel last met with the Chair of the Public Services Board, Andrew Davies, for a Q & A and had an update on the Early Years Objective from the team. The Governance Review of the Public Services Board is currently underway and the Panel will have updates in due course. The Panel Convener will meet with relevant officers to discuss future work plan, taking into account the Governance Review.

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

The Panel met on 29 April and discussed the monthly Performance Monitoring Report. It also received a presentation to update on Welsh Government's Looked After Children Reduction Expectation. The next meeting on 2 May is a joint meeting with the Schools Scrutiny Panel to look at educational performance and support for Looked After Children in Swansea. The Panel will then meet on 26 June for a Q & A session

with the Cabinet Members for Children Services and to agree its work plan for 2019/20.

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

The Panel met on 16 April for a discussion on the Adult Services Improvement Plan. It also received a follow up on progress with recommendations following the Wales Audit Office (WAO) report on Commissioning of Accommodation Services for People with Learning Difficulties. The Panel will next meet on 20 June to discuss Performance Monitoring, the WAO report on Housing Adaptations and agree a work plan for 2019/20.

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

The meeting on 11 April had the regular performance update via the Dashboard and an in depth discussion on the City Deal Business Case. The Business Case has not yet been signed off and the Panel continues to monitor this closely.

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**

The Scrutiny Councillor Group met on the 25 March 2019 to look at:

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

At this meeting the Group also agreed to move to four meetings per year from the previous two. They plan to align their work much more closely to the work of the ERW Joint Committee and feel that meeting termly prior to each Joint Committee will be most beneficial.

The ERW Scrutiny Councillor Group will next meet on the 3 June, which will be hosted by Pembrokeshire Council.

b) **Swansea Bay City Region**

The Committee held an extra meeting in Carmarthen on 30 April to discuss the conclusions of the various reviews that have been carried out on the City Deal, and to consider the response from the Joint Committee to recommendations made by the Scrutiny Committee. The Scrutiny Committee also discussed meeting arrangements for the 2019/20 municipal year. The meeting originally scheduled for 16 May has been cancelled – future dates to be confirmed.

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 Working Group met on 4 April and received an update on progress on recommendations from the previous meeting in October 2018. A letter has been sent to the Cabinet Member.

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

A meeting of the Working Group was held on 15 April. The Panel had an update on the steps involved in the process, and how collaborative working is helping with prevention and early intervention in Anti-Social Behaviour cases. A letter has been sent to the Cabinet Member for Better Communities (People) and is included in the agenda papers (see Item 8 – Scrutiny Letters).

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

The Working Group met on 1 May for an update on the marketing and development of tourism in Swansea, including eco/sustainable tourism. A letter will follow to the Cabinet Member.

d) **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. Arrangements for this meeting are to be arranged.

e) **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 would enable relevant information to be discussed and questions to be asked.

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.

Archwilydd Cyffredinol Cymru
Auditor General for Wales

Discussion Paper: Six themes to help make scrutiny 'Fit for the Future'



WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU



This is an interactive pdf

Please use the buttons displayed
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I have prepared this document so as to provide a summary of work undertaken in accordance with the Public Audit (Wales) Act 2004 and Local Government (Wales) Measure 2009.

This document was produced by Tim Buckle under the direction of Huw Rees.

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We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Mae'r ddogfen hon hefyd ar gael yn Gymraeg. This document is also available in Welsh.

PART 1

Clarifying roles and responsibilities is still necessary in some councils and is a pre-requisite to successful scrutiny

PART 2

Many councils continue to recognise a need to improve public engagement in scrutiny but in many councils this will require a step change in scrutiny practice

PART 3

Councils should reflect on the rigour with which they prioritise and then plan scrutiny activity to improve its impact

PART 4

Responding to current and future challenges may need a different approach to supporting scrutiny committee members

PART 5

Evaluating the effectiveness of scrutiny

PART 6

Welsh government and councils should consider the implications of the above themes for councils' and partnership governance arrangements



Background

During 2017-18 we explored with each of the 22 principal councils in Wales how 'fit for the future' their scrutiny functions are. We considered how councils are responding to current challenges, including the Wellbeing of Future Generations Act 2015 (WFG Act) in relation to their scrutiny activity, as well as how councils are beginning to scrutinise Public Service Boards (PSBs). We also examined how well placed councils' overview and scrutiny functions are to respond to future challenges such as continued pressure on public finances and the possible move towards more regional working between local authorities.

We issued separate reports with proposals for improvement to each of the 22 principal councils. In this discussion paper, we took the key themes arising from our work and presented them as a checklist that Councils can use to consider the efficiency and effectiveness of their arrangements.

Key themes for improving the effectiveness of overview and scrutiny

Through our review we identified six key areas which we think many councils could reflect on to improve the efficiency and effectiveness of their scrutiny functions. The areas we identified are:



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Clarifying roles and responsibilities is still necessary in some councils and is a pre-requisite to successful scrutiny

In some councils there remains some fundamental confusion and misunderstanding around roles and responsibilities for overview and scrutiny in practice. This is illustrated most clearly in a number of councils where typically senior officers rather than Cabinet members give account and are held to account at scrutiny committee meetings. One of the key roles of scrutiny as part of political management in arrangements in Welsh local government is to hold the executive to account for the efficient exercise of executive functions. It is notable therefore that several councils have yet to demonstrate a clear understanding of this, despite the National Assembly for Wales issue of Guidance¹ on this in 2006 .

We found, albeit to a lesser extent, a lack of clarity around the role of scrutiny committees in various aspects of council governance, and around why some information/items were being considered by scrutiny committees.

We also found in a number of councils that scrutiny work programmes are not planned and ‘owned’ by scrutiny members. This suggests a lack of understanding and therefore ownership of the scrutiny function by non-executive councillors.

Without properly considering and understanding the role that committees are trying to perform and the powers and options open to them, those charged with carrying out overview and scrutiny are at a fundamental disadvantage. They may be far less likely to select appropriate topics, and methodologies for examining them and arrive at impactful conclusions. Similarly, if cabinet members who are to be held to account and the officers who support them are also not clear on their roles, this is also likely to hinder the effectiveness of scrutiny. It is perhaps surprising that we found some aspects where roles were confused in a number of councils, despite it being 18 years since the Local Government Act 2000 was passed, and for example 12 years since the National Assembly for Wales Guidance explicitly set out some aspects of roles that in practice remain confused.

What action could councils take?

Councils should consider whether elected members and officers have a sound understanding of roles and responsibilities. And what this means for the way in which scrutiny functions and support are structured; and scrutiny activity is planned and conducted.

1 Good Scrutiny? Good Question! – Auditor General for Wales improvement study: Scrutiny in Local Government



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Many councils continue to recognise a need to improve public engagement in scrutiny but in many councils this will require a step change in scrutiny practice

“Most councils recognise that the extent to which scrutiny committees ensure that the voice of local people is heard as part of local decision-making is an area that needs to improve. During the study some councils referred to the need to develop a public engagement strategy for scrutiny, as well as the need to improve engagement of the public in the planning of scrutiny work. Broadening and improving engagement with partners was also recognised by councils as an area for development.”²

The above quote is from the report of the Auditor General’s Scrutiny Improvement Study ‘Good Scrutiny? Good Question’ published in 2014. Despite this the need to engage the public in overview and scrutiny is still recognised by many councils as an area they need to improve. There are plenty of examples of councils engaging the public as part of planned scrutiny activity but improved communication technology, the growth of social media and rising public expectations all mean that there are new opportunities to engage communities as well as through more ‘traditional’ methods. The WFG Act also requires councils to ‘involve’ communities in acting in accordance with the sustainable development principle. Scrutiny can play an important role in helping and challenging executives to do this.

What action could councils take?

In light of current and future challenges councils have an opportunity to re-evaluate what they are trying to achieve in terms of public engagement and consider whether a fundamental re-think of the way in which they plan and undertake scrutiny activity will help to achieve this. As part of this they could consider:

- clearly defining their ambitions in terms of seeking to engage the public in overview and scrutiny;
- how improved technology can help them to engage more easily and cost-effectively;
- if the way in which scrutiny functions ‘operate’ is conducive to proactive public engagement and involvement of other stakeholders; and
- if they have the appropriate support in place in terms of officers with the right knowledge, skills and experience as well as training, development and ICT support for members to enable scrutiny functions to properly and proactively engage with the public.

² Good Scrutiny? Good Question! – Auditor General for Wales improvement study: Scrutiny in Local Government



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Councils should reflect on the rigour with which they prioritise and then plan scrutiny activity to improve its impact

In most councils we found the default approach to work planning as being able to select a number of topics, and then to request officer reports on those topics to be presented at full committee meetings. More planning and consideration of methods is typically undertaken for task and finish groups, but usually these are undertaken for a relatively small number of items when compared with the number of officer reports that are prepared. As we noted above, there remains in some councils a fundamental lack of awareness that scrutiny committee members are able to formulate their own work programmes. The number of agenda items/work programme items varies, but overall many committees are probably still trying to consider too much in not enough detail which in turn limits their ability to gather evidence from a range of sources. This makes it difficult for them to arrive to well-evidenced solutions to recognised problems. Developments in technology and the potential to gather views, data and other forms of evidence more quickly and cost effectively could present opportunities to better inform the work of scrutiny functions. When we asked councils for examples of scrutiny activity that have had a significant impact, they were often able to point to only a few examples over a number of years. We also found that most of the examples tended to involve task and finish group work or similar, despite the vast majority of scrutiny activity being undertaken through receipt of officer reports at committee meetings. Aside from this approach having a limited impact, the time and resources taken to prepare and present numerous reports is considerable. There is an obvious question for councils to ask themselves regarding the value for money of this approach.

What action could councils take?

Councils should consider whether the way in which scrutiny activity is planned and undertaken:

- is sufficiently well prioritised, taking into account how much time and resource may be needed to ‘properly’ scrutinise topics, based on an appropriate methodology and hence, the implications for the number of items that committees can properly consider;
- properly considers the options and methods that could be used to approach scrutiny of every topic, rather than just a few topics;
- aligns with the roles and intended outcomes of the scrutiny function, and that choice of topics and methodologies are designed to deliver against these, rather than necessarily ‘defaulting’ to considering the majority of items at full committee in the form of officer reports; and
- actively considers how emerging technologies could be used to improve the evidence base for scrutiny, to inform both topic selection as part of work programming, and the findings and recommendations of scrutiny work.



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Responding to current and future challenges may need a different approach to supporting scrutiny committee members

It is timely for councils to review the type of scrutiny support and training they provide to overview and scrutiny committee members. We suggest there are two reasons for this. Firstly because in those councils where roles remain confused (see above) after almost two decades, a different approach to supporting members to understand their roles, responsibilities and powers in relation to scrutiny may be needed. Secondly, councils should assure themselves that they can make the most of the opportunities and mitigate against the potential risks associated with social media, new technologies, rising public expectations, new roles for scrutiny (eg in relation to Public Service Boards) and the variety of other changes that have and will continue to impact on scrutiny functions. We recognise the financial pressures facing councils, and we are not proposing that this is necessarily about increasing the resources dedicated to scrutiny but it may be about deploying resources differently and/or upskilling existing support.

What action could councils take?

Councils should consider:

- what their scrutiny functions are trying to achieve, and whether current arrangements for officer support; and training and development will help them to achieve this;
- if there is a need to upskill officers who work in support of scrutiny;
- working more effectively with other parts of the council and/or with other organisations to improve the range of skills and knowledge available to support scrutiny; and
- re-designing approaches to training and development programmes for scrutiny members.



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Evaluating the effectiveness of scrutiny

Most councils do not routinely consider the effectiveness and impact of their scrutiny functions relative to the amount of resource in terms of money and time dedicated to them. We looked at a number of scrutiny 'Annual Reports' and found that often they 'describe' the work undertaken, or topics considered by committees, rather than 'evaluate' the effectiveness of arrangements and the impact made.

What action could councils take?

Given some of our observations above which suggest that roles are still not always clear, and there remains a 'traditional' approach to scrutiny topics in many councils, regular reviews of the effectiveness of arrangements that are subsequently acted on may be a key way of addressing some of these long-standing issues.



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Welsh government and councils should consider the implications of the above themes for councils' and partnership governance arrangements

As a consequence of the above themes, in many councils scrutiny has failed to reach its potential and does not yet effectively hold decision makers to account or for example regularly arrive at well-evidenced solutions to recognised problems. This has implications for the robustness of councils' own governance and self-evaluation arrangements. And particularly in the light of the WFG Act, for the ability of scrutiny members to hold council executives and other partners to account, and specifically to scrutinise PSBs effectively.

What action could councils and the Welsh Government take?

Councils and the Welsh Government should reflect on:

- the extent to which they can place reliance on local authority scrutiny functions in their current form; and
- what this might mean for the expectations placed on scrutiny functions both within Councils' own governance and management arrangements and any associated guidance.





Wales Audit Office

24 Cathedral Road

Cardiff CF11 9LJ

Tel: 029 2032 0500

Fax: 029 2032 0600

Textphone: 029 2032 0660

We welcome telephone calls in
Welsh and English.

E-mail: info@audit.wales

Website: www.audit.wales

Swyddfa Archwilio Cymru

24 Heol y Gadeirlan

Caerdydd CF11 9LJ

Ffôn: 029 2032 0500

Ffacs: 029 2032 0600

Ffôn Testun: 029 2032 0660

Rydym yn croesawu galwadau
ffôn yn Gymraeg a Saesneg.

E-bost: post@archwilio.cymru

Gwefan: www.archwilio.cymru

Checklist: Six steps to help make scrutiny 'Fit for the Future'

Taking into account the observations in our Discussion Paper: Six themes to help make scrutiny 'Fit for the Future' we have developed the following checklist for scrutiny members in councils to consider.

1 **Know your role** – what you 'should' be doing, what you 'can' do and what you 'can't' do.

At a basic level understanding what the relevant legislation, guidance and your council's Constitution says about overview and scrutiny.

2 **Know your powers and what's 'possible' in scrutiny** – what options, tools and ways of working are available to you?

This will partly come from legislation, guidance and Constitutions but to understand what's 'possible' will require knowledge of the wide range of approaches that have been tried elsewhere as well as critical and innovative thinking to trial new methods.

3 **Know what you are trying to achieve** – be clear about the aims for the scrutiny function overall, but **crucially** the specific aims and purpose of scrutinising **every** topic you choose to examine.

Knowing what you are trying to achieve from the scrutiny of a topic should inform how you look at it, the evidence you need to gather and the timeliness of the work. This should be a primary consideration for every topic rather than just for example a handful of topics identified for task and finish enquiry. This also relies on scrutiny members taking ownership of their choice of scrutiny topics and the number of scrutiny topics they can realistically consider properly to enable them to have an impact.

4 Plan your scrutiny work to achieve your aims – appropriate topics and methods for **every** scrutiny item.

There is a huge range of potential approaches to scrutiny activity. For each topic there should be a consideration of the most appropriate method(s) to gather the evidence needed to fulfil the committee's aims. This should be about more than just deciding which topics are dealt via an officer report, and which are to be the subject of a resource-intensive task and finish investigation. There is a range of approaches in between. Awareness of approaches that have been used across other scrutiny functions in England and Wales, as well as imagination and innovation, can help to identify potential ways of working. Part of planning work should involve a consideration of whether and how stakeholders - including the public - could be involved both in helping with topic selection and providing evidence as part of scrutiny activity.

5 Design support arrangements to achieve your aims – the right knowledge, skills, experience and appropriate training provision.

A theme from our work is that the world is changing rapidly and has changed significantly since the Local Government Act 2000 was passed. Whether its financial pressures, technological advances or the revolution in communications most evident in the growth in social media, scrutiny support should be able to help members harness these opportunities whilst managing the risks they present. In light of this, Councils should think about the skills, knowledge and experience needed to do this in a way that helps scrutiny functions to have an impact.

6 Regularly evaluate the effectiveness of scrutiny activity, and make changes based on feedback.

Introduce a discipline of reflecting on the effectiveness of scrutiny activity as a matter of course, and link this back to the intended aims/outcomes identified at the beginning of scrutiny activity. However, a robust and objective self-evaluation is only possible if there is:

- a clear and shared understanding of the purpose of scrutiny;
- wide-ranging knowledge of potential scrutiny methods;
- a clear and shared understanding of the aims of specific pieces of scrutiny work; and
- a culture which welcomes robust and honest self-reflection and seeks continuous improvement.

Appendix 6 - Swansea Scrutiny – Improvement Action Plan

(agreed by Scrutiny Programme Committee – January 2019)

Part A - Response to Wales Audit Office Report Proposals for Improvement – Overview & Scrutiny: Fit for the Future?

Improvement Issue: P1 - The Council should consider the skills and training that scrutiny members may need to better prepare them for current and future challenges, and develop and deliver an appropriate training and development programme, including providing additional training on the Well-Being of Future Generations (Wales) Act.			
Proposed Action	By When	By Whom	Action Already Taken / Progress
<p>P1a – Annual Survey of Scrutiny Councillors and Officers to help identify training and development needs that will help scrutiny members in their role.</p> <p>PROGRESS: COMPLETE (13 May SPC): All Councillors have now been asked to indicate what training they would be interested in, in order to shape the programme and ensure it is focussed on the right areas and will meet the needs of scrutiny councillors.</p>	April 2019	Scrutiny Team Leader	<ul style="list-style-type: none"> • Scrutiny Induction carried out June 2017 included focus on effective questioning. • Previous survey findings indicated that majority of councillors have no specific needs but would like to receive information on any future opportunities.
<p>P1b - Training and Development Programme to be developed and agreed taking into account survey findings and other relevant considerations (including financial implications).</p>	July 2019	Scrutiny Team Leader / Scrutiny Programme Committee	<ul style="list-style-type: none"> • Areas previously identified: <ul style="list-style-type: none"> - Chairing Skills - Questioning Skills - Public Participation - Ad-hoc briefings to improve knowledge of Council services / working

			- Refresher session(s) on Scrutiny Process
P1c – Training and Development Programme to be delivered.	During 2019-2020 municipal year	Scrutiny Team Leader / Relevant Training Providers	
P1d – Report back on training and development activities and evaluation	July 2020	Scrutiny Team Leader	
Improvement Issue: P2 - The Council should strengthen its evaluation of the impact and outcomes of its scrutiny activity.			
Proposed Action	By When	By Whom	Action Already Taken / Progress
P2a – Existing performance indicators and measureable outcomes to be identified, where possible, regarding topics for scrutiny inquiry, which could help evidence change / difference following scrutiny.	Ongoing	Performance Manager / Scrutiny Officers / Scrutiny Inquiry Panels	
P2b – Follow up on Scrutiny Working Group recommendations to be formally monitored by Scrutiny Programme Committee to assess impact / outcomes. PROGRESS: ONGOING (13 May SPC): Information reported to Scrutiny Programme Committee to help members prepare for Cabinet Member Q & As includes reference to relevant Working Groups so they can be followed up. Working Group Conveners are	Ongoing	Scrutiny Team Leader / Scrutiny Programme Committee	

written to identify whether there is any issue that they would like the Committee to raise with Cabinet Members.			
P2c – Develop mechanisms for feedback from Cabinet Members, Officers, and other stakeholders about impact e.g. post-meeting evaluation; via Annual Survey etc.	May 2019	Scrutiny Team Leader	
P2d – Scrutiny Annual Report to include more reflection about activity and impact / outcomes.	Ongoing	Scrutiny Team Leader	Report for 2017-18 now includes distinct section on impact.
Improvement Issue: P3 - The Council should further clarify the distinction between scrutiny and Policy Development Committee activity in relation to policy development.			
Proposed Action	By When	By Whom	Action Already Taken / Progress
P3a –The Chair of Scrutiny Programme Committee and Scrutiny Performance Panel Conveners be added to the electronic distribution of Policy Development Committee agendas to ensure awareness of their work and work plans. PROGRESS: COMPLETE (13 May SPC)	Jan 2019	Scrutiny Team Leader	<ul style="list-style-type: none"> • Terms of Reference of the PDCs were revised by Council (Nov 2017) to clarify role and reinforce the distinction from scrutiny. • Policy Development Committee Work Plans for 2018-19 were reported to Scrutiny Programme Committee in August to compare with agreed Scrutiny Work Programme.
P3b – Develop opportunities for Scrutiny Programme Committee Chair and Policy Development Committee Chairs to discuss any issues to avoid overlap / duplication between their roles	Ongoing	Scrutiny Team Leader	

Part B – Scrutiny Programme Committee Improvement Objectives

Improvement Issue: 1 - We need more of our work to be reported to Cabinet so that there is more formal consideration of scrutiny conclusions and recommendations.			
Proposed Action	By When	By Whom	Action Already Taken / Progress
<p>1a - Scrutiny Working Groups have the option to report to Cabinet, depending on findings, instead of by letter to Cabinet Member.</p> <p>PROGRESS: ONGOING (13 May SPC): Working Group outcomes since this action was agreed have not yet necessitated the need to make a report to Cabinet instead of letter to relevant Cabinet Member.</p>	Ongoing	Scrutiny Officers	
<p>1b - Scrutiny Performance Panels have the option to report at least annually to Cabinet reflecting any major concerns / recommendations that the Panel(s) feel need to be made to Cabinet as a result of their monitoring activities.</p> <p>PROGRESS: ONGOING (13 May SPC): Performance Panel conveners are aware of this option and can take action as necessary.</p>	Ongoing	Scrutiny Officers	
<p>1c - Cabinet to respond to any such reports in the same fashion as Scrutiny Inquiries with a written response by relevant Cabinet Member presented to a Cabinet meeting within 2 months of receipt of report.</p>	Ongoing	Relevant Cabinet Members	

Improvement Issue			
2 - We need to be involved at an earlier stage in proposed Cabinet decisions so that our input can be more meaningful.			
Proposed Action	By When	By Whom	Action Already Taken / Progress
<p>2a – Scrutiny Programme Committee to ask Cabinet Members at future Q & A sessions about future key decisions so they can identify any issues which they may want to discuss at an earlier stage than cabinet reporting.</p> <p>PROGRESS: ONGOING (13 May SPC): Report to Committee encourages Committee Members to ask Cabinet Members about future decisions, as well as what is listed in the Forward Plan.</p>	Ongoing	Scrutiny Team Leader	Cabinet Members already advised to consider what they hope to achieve over the coming months and challenges, including any key decisions they plan take to Cabinet over the next year, to help them prepare for Q & A sessions.
<p>2b - Cabinet Members to consider reporting to scrutiny / consulting on significant issues and planned decisions at an early stage to enable views of scrutiny to taken e.g. Commissioning Reviews</p> <p>PROGRESS: ONGOING (13 May SPC): Advice to Cabinet Members ahead of their appearance at Committee meetings invites them to highlight issues for scrutiny.</p>	Ongoing	Cabinet / CMT	

Improvement Issue 3 - We need to increase opportunities for participation so that more councillors can get involved in the work of scrutiny.			
Proposed Action	By When	By Whom	Action Already Taken / Progress
3a - Time of meetings of Performance Panels (and any other recurring activities) to be reviewed at the start of each municipal year.	Ongoing	Scrutiny Officers	
3b - Councillors not actively engaged in scrutiny to be surveyed, to find out whether there are any barriers to participation, and reported to Scrutiny Programme Committee for discussion. PROGRESS: ONGOING (13 May SPC): Those Councillors not involved in scrutiny activities over the past year have been identified. They have been invited to give feedback, in case there are any particular obstacles / barriers to their participation that need to be addressed.	May 2019	Scrutiny Team Leader	80% of backbench councillors were actively involved in scrutiny during 2017-18.
Improvement Issue 4 - We need to strengthen follow up of all scrutiny recommendations so that the response and difference made can be assessed.			
Proposed Action	By When	By Whom	Action Already Taken / Progress
Links to WAO P2 above. Additional actions:			
4a – With guidance from the Scrutiny Team, Scrutiny Working Group Conveners encouraged to follow up directly with	Ongoing	Scrutiny Councillors	

Cabinet Members, if required, and report back any concerns to the Scrutiny Programme Committee.			
<p>4b - Questions to Cabinet Members at Scrutiny Programme Committee to cover any outstanding actions in respect of any scrutiny recommendations.</p> <p>PROGRESS: ONGOING (13 May SPC): Information reported to Scrutiny Programme Committee to help members prepare for Cabinet Member Q & As includes reference to relevant scrutiny activities they been involved in so they can be followed up.</p>	Ongoing	Scrutiny Programme Committee / Scrutiny Team Leader	To prepare for Cabinet Member Q & A Sessions Scrutiny Programme Committee is provided with a summary of scrutiny activities (Committee / Panels / Working Groups) that the Cabinet Member has been involved in to aid follow up.
<p>Improvement Issue: 5 - We need more coverage in the media so that people are more aware of our work.</p>			
Proposed Action	By When	By Whom	Action Already Taken / Progress
<p>5a - Explore with Council's Communications Team ways in which regular media coverage for scrutiny can be generated.</p> <p>PROGRESS: ONGOING (13 May SPC): Scrutiny Team Leader has discussed with the Council's Head of News and officers in the Communications Team. Closer links being developed – there is now more dialogue between teams about the work programme and upcoming meetings. Communications staff are signposted to scrutiny agendas / information that will hopefully result in more about scrutiny being reported in the media and improved awareness / public engagement. The Communications Team will closely follow scrutiny activities and agenda items to identify potential for press</p>	May 2019	Comms. Team / Scrutiny Team	Already good joint working on preparation of press releases in relation to specific scrutiny activities.

<p>releases / other media activity. Media coverage of scrutiny has increased significantly over the past year due to active local government reporter, leading to stories in print and on-line media (South Wales Evening Post, Wales Online, and Western Mail).</p>			
<p>5b – Greater use of social media including Swansea Scrutiny blog, Twitter, and developing a Facebook page e.g. promoting role, activities, impact of scrutiny and the ability for people to make requests for scrutiny to be promoted.</p>	<p>Ongoing</p>	<p>Scrutiny Team</p>	

Appendix 7 – Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Contract Award Report - Tender for the Provision of Local Bus Services.	The report details the outcome of tenders for Local Bus Services and seeks approval to award contracts.	Cath Swain	Cabinet Member - Environment & Infrastructure Management	Cabinet	16 May 2019	Open
Pupil Development Grant.	Examination of the issues around Pupil Development Grant (PDG), and its link to the gap in achievement of free schools meals children and those not on free school meals, identify areas of good practice and sharing of this with other schools.	Helen Morgan - Rees	Robert Smith	Cabinet	16 May 2019	Open
Contract Award Report - Tender for the Provision of Park and Ride Bus Services.	The report details the outcome of tenders for the bus service contracts and seeks approval to award.	Cath Swain	Cabinet Member - Environment & Infrastructure Management	Cabinet	16 May 2019	Open
Local Authority Governor Appointments.	To approve the nominations submitted to fill Local Authority Governor vacancies in School Governing Bodies	Gemma Wynne	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	16 May 2019	Open

Appendix 7 – Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Report of the Chair of People Policy Development Committee – Supported Living.	This report sets out the arrangements for informing the Cabinet Member and local Ward members when a supported living facility is being developed in their area. This is to allow for information to be given to relevant parties so that in the event that issues arise in their ward areas that members are able to respond in an informed and sensitive way to the enquiries.	Allison Lowe	Ceri Evans	Cabinet	16 May 2019	Open
Disposal of Residential Element of Swansea Central Phase 1.	The report seeks authority for the disposal of the residential element of Swansea Central Phase 1.	Dawn Jenkins	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	16 May 2019	Fully exempt
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	16 May 2019	Fully exempt

Appendix 7 – Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<p>Feasibility Study Re-imagining Wind Street.</p>	<p>This report will summarise the findings of the recent Feasibility Study, jointly commissioned by the Council and Business Improvement District (BID), outlining the preferred option for the physical regeneration of Wind Street according to a bronze, silver and gold model.</p> <p>The report will reflect the current and proposed future role of Wind Street as a key component of the City Centre leisure offer and how the scheme forms part of the wider portfolio of development taking place across the City Centre.</p> <p>The report will also provide details as to the key considerations in delivering the Feasibility Study including the opportunities to draw down capital funds, secure external funding and options regarding a phased approach.</p>	<p>Lisa Wells</p>	<p>Cabinet Member - Investment, Regeneration & Tourism, Mandy Evans</p>	<p>Cabinet</p>	<p>20 Jun 2019</p>	<p>Open</p>

Appendix 7 – Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Capital Maintenance Report 2019/20 – Additional Welsh Government Funding.	This report sets out the way in which the additional Capital Maintenance resource of £2.921m for 2019/20 will be deployed.	Nigel Williams	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	20 Jun 2019	Open
Relocation of Existing Park and Ride Facility and Development of Alternative Site.	The proposed project will enable the authority to relocate an existing Park and Ride facility to assist the wider redevelopment whilst delivering a new Park and Ride facility at minimal cost due to the additional revenue being created.	Geoff Bacon	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	20 Jun 2019	Fully exempt
Annual Performance Monitoring Report 2018/19.	To report the performance indicator results and summarise the Council's performance meeting its priorities for the financial year 2018/19.	Richard Rowlands	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	18 Jul 2019	Open
Revenue Outturn and Savings Tracker 2018/19.	To report on revenue outturn for 2018/19, including the delivery of budget savings.	Ben Smith	Cabinet Member - Economy and Strategy (Leader)	Cabinet	18 Jul 2019	Open

Appendix 7 – Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Revenue Outturn 2018/19 – Housing Revenue Account (HRA).	To report on revenue outturn for 2018/19, compared to budget for the HRA.	Aimee Dyer	Cabinet Member - Economy and Strategy (Leader)	Cabinet	18 Jul 2019	Open
Capital Outturn 2018/19.	To report on capital outturn and financing for 2018/19	Ben Smith	Cabinet Member - Economy and Strategy (Leader)	Cabinet	18 Jul 2019	Open
Contract Award Report - Award of Framework Agreement for the Provision of Domiciliary Care and Respite at Home Services for Older People and Younger Adults with Physical Disabilities.	This report will detail the outcome of a tendering process to appoint Providers onto a Framework Agreement for Domiciliary Care and Respite at Home Services for Older People and Younger Adults with Physical Disabilities in accordance with Contract Procedure Rules	Lee Morgan (Procurement)	Cabinet Member - Care, Health & Ageing Well	Cabinet	15 Aug 2019	Fully exempt
Award of Contract for Principal Contractor for the Hafod Morfa Powerhouse and Outbuildings Redevelopment Project.	Following the tender exercise and evaluation to source an appropriately skilled and experience Principal Contractor for the Hafod Morfa Powerhouse and Outbuildings Re-development, the report will be seeking approval of the winning tenderer.	Tracy Nichols	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	15 Aug 2019	Fully exempt

Agenda Item 11

Date and Time of Upcoming Panel / Working Group Meetings

14 May – 8 July

- a) 20 May at 1.00pm – Development & Regeneration Scrutiny Performance Panel (Committee Room 5, Guildhall)
- b) 3 June at 10.30am – Education Through Regional Working (ERW) Scrutiny Councillor Group (Archives Office, Haverfordwest, Pembrokeshire)
- c) 13 June at 4.00pm – Schools Scrutiny Performance Panel (Committee Room 3A, Guildhall)
- d) 20 June at 4.00pm – Adult Services Scrutiny Performance Panel (Committee Room 3A, Guildhall)
- e) 24 June at 10.00am – Service Improvement and Finance Scrutiny Performance Panel (Committee Room 5, Guildhall)
- f) 26 June at 4.00pm – Child and Family Services Scrutiny Performance Panel (Committee Room 3A, Guildhall)
- g) 1 July at 10.00am – Development and Regeneration Scrutiny Performance Panel (Committee Room 5, Guildhall)
- h) 4 July at 10.00am – Public Services Board Scrutiny Performance Panel (Committee Room 5, Guildhall)