



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Economy, Environment & Infrastructure Policy Development Committee

At: Remotely via Microsoft Teams

On: Thursday, 18 February 2021

Time: 2.00 pm

Chair: Councillor Cyril Anderson

Membership:

Councillors: J E Burtonshaw, P Downing, P R Hood-Williams, P K Jones, M A Langstone, W G Lewis, P Lloyd, P M Matthews and T M White

Watch Online: <http://bit.ly/3cJwono>

Agenda

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| 1 | Apologies for Absence. | |
| 2 | To receive Disclosures of Personal & Prejudicial Interests from Members.
www.swansea.gov.uk/disclosuresofinterests | |
| 3 | Minutes:
To approve & sign the Minutes of the previous meeting(s) as a correct record. | 1 - 6 |
| 4 | Economic Recovery Action Plan. | 7 - 25 |
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Next Meeting: Thursday, 18 March 2021 at 2.00 pm

A handwritten signature in black ink that reads 'Huw Evans'.

Huw Evans
Head of Democratic Services
Friday, 12 February 2021

Contact: Democratic Services – tel: (01792) 636923

Agenda Item 3



City and County of Swansea

Minutes of the **Economy, Environment & Infrastructure Policy Development Committee**

Remotely via Microsoft Teams

Thursday, 21 January 2021 at 2.00 pm

Present: Councillor C Anderson (Chair) Presided

Councillor(s)

J E Burtonshaw
P K Jones
P M Matthews

Councillor(s)

P Downing
W G Lewis
T M White

Councillor(s)

P R Hood-Williams
P Lloyd

Officer(s)

Stuart Davies
Scott Dummett
Phil John
Martin Nicholls
Cath Swain
Samantha Woon

Head of Highways & Transportation
Senior Lawyer
Project Officer, Highways
Director of Place
Integrated Transport Manager
Democratic Services Officer

Apologies for Absence

Councillor(s): M A Langstone

18 To receive Disclosures of Personal & Prejudicial Interests from Members.

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

19 Minutes.

Resolved that the Minutes of the Economy, Environment and Infrastructure Policy Development Committee on 17 December, 2020, be approved as a correct record.

20 Sustainable Transport Strategy.

The Director of Place, assisted by the Head of Waste Management, Integrated Transport Manager and Project Officer (Highways) submitted a report which detailed the proposed actions for the development of a Sustainable Transport Strategy.

A report was considered by Cabinet on 3 December 2020, which highlighted a recommended approach to deliver upon the Council's commitment to its Climate Emergency Declaration.

In order to enable the Council to make progress, one of the key actions was to review the current policy framework and how this could contribute to the achievement of net zero carbon and climate emergency response.

Over 100 Council policies were reviewed and these were distilled down into 8 key themes and a policy framework.

It was noted that grouping key policies into a framework helped identify 'gaps' and it was proposed and accepted that in line with other strategic groups, a Sustainable Transport Strategy would be a valid addition.

A further recommendation of the report was that the commitment to addressing climate change be broken down into two clearly defined work streams:

Work Stream 1 – Swansea Council striving for net zero carbon by 2030 on its own in scope emissions.

Work Stream 2 – How the City and County of Swansea, its major employers, its citizens and businesses can achieve net zero carbon by 2050.

The previous recommendation to Cabinet was that:

A Sustainable Transport Strategy is developed, having identified the need to collate activity into one document, current projects already include Green Fleet Strategy, Business Travel Review and LED Lighting Replacement Programme.

These three themes will all contribute to our 2030 target and are at different stages of development.

This approach would allow the Council to integrate and further develop these and other initiatives, as part of one single sustainable travel and transport strategy.

Whilst the initial focus was on the elements which contribute to the 2030 targets, other work streams which are continuing in parallel, for example Active Travel, EV charging infrastructure and the South West Wales Metro Programme, would be brought into this Strategy in due course.

The reason for this two stage approach was that Welsh Government are progressing the development of Llwybr-Newydd (the new Wales Transport Strategy) which was currently out to consultation. It is intended to develop the local and regional work programmes that align to this overarching strategy with an indicative timescale being May 2022.

In terms of policy, the Green Fleet Strategy was the most complete of these work pieces. The Green Fleet Strategy was agreed in December 2018 and is committed to reducing fleet emissions by 5% each year. This would result in a 50% reduction in 2030 a saving of 2,350 t/CO₂.

These targets are considered to be challenging but achievable although much would depend upon technological developments. Whilst the Council has made good progress in replacing smaller vehicles with electric variants, larger vehicles had previously been considered less appropriate. However, that is a developing area which the Council would continue to monitor.

The Green Fleet Policy is scheduled for a three yearly review which will be scheduled for 2022. A copy of the current strategy was included in Appendix A of the report.

In response to Member questions, Officers stated that:

1. The base line figure of a 5% yearly reduction was taken from 2016/17 figures. The target 50% reduction had been calculated over the period 2018-2030.
2. Calculating the percentage of the Fleet that could be fossil free by 2030 was challenging due to the diverse range of vehicles (in particular HGV's) and the progress of technological advances.
3. A detailed analysis had been undertaken on the Council's 'Grey Fleet'. Progress had been made in developing an approach to review the use of employees use of private vehicles. Deployment of electric vehicles and initiatives such as car club schemes were in progress. However, the COVID 19 Pandemic had disrupted progress. Officers were using a 'defined hierarchy' trying to eliminate the need to travel. When looking at this type of travel, private cars at bottom of hierarchy and posed a significant cost for the Authority.
4. The fleet comprises 750 vehicles, a combination of pool cars, small and large vans, Social Services buses and refuse vans. All vehicles were covered by the Green Fleet policy and Officers will identify all options to replace/convert vehicles.
5. The provision of appropriate charging stations was a challenge. The development of Hydrogen was slow and expensive. As the technology and infrastructure progresses, the Council can proceed on an exponential curve. Whilst there are currently charging points within depots, many employees take vehicles home therefore posing some logistical challenges. Issues such as Council investing in home charging kits could be examined later in the year.
6. The development of an in-house EV farm and a charging network was another issue to be determined later in the year.

The Cabinet Member for Environment Enhancement and Infrastructure Management stated that funding bids had been submitted to the Welsh Government for EV in Council owned sites.

Officers' referred to the review of business travel arrangements with regard to staff travel, where staff use their own vehicles for business travel and are reimbursed via mileage claims. This is widely referred to as the Grey Fleet.

The Business Travel Review highlighted that in 2017-2018 (circa) 2.5 million miles were undertaken by the Grey Fleet. The associated financial cost was £1.2 million. This would also account for almost 700 t/CO₂e (in the region of 300 tonnes).

The recommendations from the review suggested that significant savings were achievable both financially (£200k+) and in terms of t/CO2e (in the region of 300 tonnes).

To achieve these savings a suite of recommendations were proposed which centred around:

- a) Introducing a Travel Hierarchy to reduce Grey Fleet miles;
- b) Improved pool car provision (potentially via a 'car club');
- c) Promoting walking, cycling and public transport alternatives; and
- d) Reducing actual travel through behavioural change.

The COVID 19 Pandemic had brought about a significant reduction in business mileage and the introduction and (broad) acceptance of new ways of working. Home working and the use of technology to host meetings has now become the norm and whilst savings made from the operational change would not be fully visible until after year end. A conservative estimate would suggest that savings in excess of 50% had already been achieved during the current financial year.

In response to a Member question, Officers stated that a move from Civic Centre would result in no parking provision for staff which could serve to discourage staff from driving to work. The Council needs to develop greater clarity around the future operating model and how this would be aligned with its accommodation and agile working strategy.

Officers detailed the current staff initiatives which included discounted travel in the form of vouchers which offered a 20% discount for usual day travel. Staff could pay for these through salary sacrifice schemes.

Additionally, a scheme was in place for staff to purchase discounted bicycles from Halfords. The cycle hire facility within Swansea was limited at the moment, the current provision having been secured by Swansea University and Santander.

The Cabinet Member for Environment Enhancement and Infrastructure Management referred to the benefits of interchangeable tickets between the rail franchise and stated that cycle hubs would be extended around the Quadrant and Train Station.

It was stated that the development of the Kingsway had been successful in discouraging car usage within the City Centre.

Street Lighting does not have a formal policy in place and this would be addressed as part of the Sustainable Transport Strategy.

A street lighting replacement programme had been running since 2011 and the service has upgraded 21,506 lights to LED, which represents 74% of the current estate.

In addition to the LED's, 3,854 dimmable SONs (high pressure sodium lanterns) have been installed. This results in a total of 25,360 energy efficient lights (88.13% of the Council's total inventory).

These initiatives combined have reduced street lighting carbon emissions since 2010/11 by 4,194 t/CO₂.

It was noted that future progress would be constrained by budget restrictions. The street lighting budget included energy usage in addition to maintenance and upgrade costs. It naturally follows that as energy prices rise there is less headroom for spend on maintenance and improvements.

In response to a Member questions, Officers stated that reducing energy usage by turning off street lighting would be a controversial issue. However, this could be included in the LED Policy report.

The Chairman thanked Officers for their informative presentation.

Resolved that:

1. The current Green Fleet Strategy is scheduled for the 3 yearly review at the PDC late 2021 or early 2022.
2. PDC endorse the need to develop a new Green Fleet Policy as part of the wider Sustainable Transport Strategy and include this in its forward work plan.
3. PDC endorse the need to develop a Street Lighting Policy and that a further report is to be presented to PDC in due course.
4. A further report is presented to the PDC once the Welsh Government consultation on the development of Llwybr-Newydd (the new Wales Transport Strategy) has ended.

21 Work Plan 2020-2022.

The Director of Place referred to the items scheduled for discussion at the meeting on 18 February, 2021.

He stated that the items would comprise a combined report.

Resolved that:

- 1) A Joint Report on Local and Regional Economy & Recovery Response (including High Street Regeneration) be considered at the meeting on 18 February, 2021.
- 2) The Work Plan items for the remainder of the year include:

18/03/21	More Homes Housing and De-carbonisation Strategy
18/03/21	Management and maintenance of open space. (Biodiversity & Tree Policy)
22/04/21	Future City Wide Workforce

Minutes of the Economy, Environment & Infrastructure Policy Development Committee
(21.01.2021)
Cont'd

May 2021	Grey Fleet Policy
June 2021	Street Lighting
Sept/Oct 2021	Sustainable Transport Policy (Committee to review report prior to submission to Cabinet)

The meeting ended at 15:26.

Chair

Agenda Item 4



Report of the Head of Planning and City Regeneration

Economy, Environment & Infrastructure Policy Development Committee – 18 February 2021

Economic Recovery Action Plan

Purpose:	To update the Committee on the Council's Economic Recovery Action Plan
Policy Framework:	Swansea Bay City Region Economic Regeneration Strategy
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The Committee note the update on the Economic Recovery Plan
Report Author:	Clare James
Finance Officer:	Ben Smith
Legal Officer:	Gemma Huxtable
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Covid-19 Pandemic has had an unprecedented impact on the UK economy. The latest official monthly data shows that GDP across the UK fell by 2.6% in November 2020 and was 8.5% lower than pre-pandemic levels in February 2020. In its February 2021 Monetary Policy Report, the Bank of England reported that it expects the economy to shrink by a further 4.2% in the first three months of 2021, but then to recover rapidly back towards pre-covid levels during 2021 as the vaccination programme leads to an easing of restrictions.

- 1.2 While the economic situation continues to be very challenging at present, with local tourism, hospitality and non-essential retailers closed, the roll out of the covid-19 vaccine offers hope and the prospects for job growth and recovery in Swansea in the latter part of 2021 are good. The UK Economy Beyond Coronavirus: *UK Powerhouse* report published by Irwin Mitchell and the Centre for Economics and Business Research at the end of November 2020, listed Swansea as the sixth placed UK city in terms of employment growth in 2021, with 8.1% year-on-year growth projected by the end of the year.

2. Supporting Economic Recovery in Swansea

- 2.1 Many existing programmes and projects have an important role to play in the economic recovery of the city and county. Major strategic projects such as Copr Bay phases 1 and 2, 71-72 The Kingsway, the regeneration of Hafod Copperworks and restoration of the Palace Theatre have progressed at pace despite the pandemic. They are providing a visible sign of confidence in the city, raising the profile of Swansea as a business location and when completed will create new employment opportunities and economic growth.
- 2.2 Funding through the Welsh Government Transforming Towns initiative is enabling vacant buildings, such as the Kings Building in the City Centre and St Johns Church in Morriston, to be brought back into use to provide commercial floorspace and new homes, and the re-imaging Wind Street scheme will create a family friendly, high quality environment and make the street more attractive for businesses who wish to trade outdoors.
- 2.3 The Council is continuing to support rural communities and the local fishing industry through the Rural Development Programme and Swansea Bay Fisheries Local Action Group respectively. Through Crowdfund Swansea, community organisations can secure funding for new community projects, with 11 schemes already attaining their funding goal during rounds 1 and 2, resulting in £112,837 of projects underway. Community groups and local residents have now been invited to put their ideas forward for the 3rd funding round.
- 2.4 Local employability projects such as Workways+, Communities for Work, Swansea Short Term Unemployed project, Cam Nesa and Communities for Work Plus continue to support local people to overcome their barriers to employment and training. In addition, the Council's Beyond Bricks & Mortar initiative continues to generate employment and training opportunities for local people, with nearly 3,000 targeted recruitment and training weeks achieved since April 2020.
- 2.5 The Economic Recovery Action Plan specifically references the support for the Tourism, Leisure, Events and Hospitality sectors - sectors that have been hit the hardest, being the first businesses to close and definitely some of the last to open during the imposing and lifting of restrictions in 2020/21. The hospitality sector alone employs thousands locally - both directly and indirectly. A return to business as usual as soon as possible is vital for these sectors. .

3. Swansea Economic Recovery Action Plan

- 3.1 The economic recovery action plan sets out the additional actions the Regeneration Swansea partnership has identified that we need to take to support businesses, support individuals and improve resilience of the local economy in light of the pandemic. This action plan complements the programmes and projects that were already underway pre-covid 19, and is drawing in funding and resources from Swansea Council, Welsh Government and other partners. The economic recovery action plan expands on the Council's wider Covid Recovery Plan.
- 3.2 The Economic Recovery Plan was last presented to the Policy Development Committee in November 2020 and delivery of the plan has continued since then. Progress includes:
- Over £1m of Welsh Government Transforming Towns grant funding allocated to local businesses through the Premises Outdoor Adaptions Grant, to support local businesses to adapt to social distancing requirements.
 - Continuing to administer Welsh Government covid-19 financial support to local businesses through schemes such as the Firebreak discretionary grant, Restrictions grant, cultural freelancer grant and start up grant.
 - Recruitment of new business development officers to deliver a new start up and enterprise service
 - Launch of a county wide Shop Local Shop Swansea campaign in November, with further publicity planned once restrictions ease
 - Kickstart bid approved by the Department of Work & Pensions. Internal and external work placements have been set up and the scheme is live.
 - Initial budget confirmed for small start-up bursaries to support business starts/ self-employment
 - Commissioning the preparation of new Regional Economic Delivery Plan for South West Wales, to complement the South West Wales Regional Economic Framework being produced by the Welsh Government.
 - We continue to support the tourism and cultural sectors by engaging with our customers and supporting businesses. We will continue to liaise with other departments to assist with the dissemination of grants across all sectors.
- 3.3 The Economic Recovery Action Plan continues to evolve to respond to changing economic circumstances. A full copy of the latest working document is included in Appendix A.

Appendix A:

Regeneration Swansea Economic Recovery Action Plan – February 2021

An important message in the wake of the Covid crisis is a clear understanding that the problems being faced have accentuated the regeneration journey the City and wider county has been on. This means accelerating new ways of working and interacting, but also highlighting their drawbacks and the impending post-lockdown need for interaction in social hubs in all spheres of life across all sectors.

The most visible sign of confidence has been the ongoing delivery of our major strategic investments, most notably the Copr Bay Digital Arena project, which, with careful planning has proceeded at pace and is now forming a new part of the Swansea skyline. Still programmed to meet the published timetable for completion, this and other major projects look beyond the Covid crisis. Design work has also continued on the 71&72 The Kingsway Digital Village development at the site of the former Oceana building. Another major development that prepares the way as a major social hub for working and playing that has been so missed during the Covid-lockdown.

As restrictions have changed, City Centre Management working closely with Swansea BID and our many businesses and traders has led to the seamless and safe reopening of our City Centre between phases of lockdown. Welsh Government approved repurposing of Transforming Towns funding to provide emergency grant assistance to businesses, particularly in the hospitality sector, to adapt to trading in line with social distancing requirements and a new Swansea Premises Outdoor Adaptions Grant was launched. Every effort is being made to ensure safe and easy access to key facilities.

The Rural Development Programme has opened fast track grant funding windows to support projects in rural communities, and the Crowdfund Swansea platform is launching its third funding round to enable community organisations to secure funding for new community projects. Employability projects have adapted their ways of working to continue supporting local people to access employment and training opportunities throughout the pandemic, and the Beyond Bricks & Mortar initiative continues to create targeted recruitment and training opportunities through social benefit clauses in contracts.

Planning for the future, as stated above, is becoming an accelerated version of the journey we were already on. We need more city and town centre living. We need more jobs of all types across all sectors of our economy and the skills training in place to ensure our people are qualified to take them, or create them. We need more start-up businesses. We need our existing businesses to have the confidence to invest and grow. We need more quality office space for businesses to interact in open social environments. We need greener and more vibrant public spaces. We need people to shop local. Our ongoing programme of major grant and interest free loan investments, with many secured in the past few months, are ensuring all this work is being advanced.

To support the recovery of the local economy from the covid-19 pandemic the Regeneration Swansea partnership is developing this economic recovery plan for Swansea, which sets out the actions we need to take to support businesses, support individuals and improve resilience of the local economy. Many existing projects and programmes have an important role to play in the economic recovery of the city and county. This action plan lists the new actions we need to introduce, not those already being implemented. The economic outlook is still uncertain, so this is a working document that is evolving as circumstances change.

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Aim: Raising Confidence					
Delivery of reopening city centre action plan	July 2020 November 2020	City Centre Management / BID	Council/ BID	Successful reopening	Completed
Support businesses to adapt to outdoor trading/ social distancing through delivery of Transforming Towns (TT) Premises Outdoor Adaption Grant (POAG) in city and district centres	Grant launched 29.7.20 and closed 4.9.20.	Swansea Council / BID	WG Transforming Towns (TT)	208 applications being processed, £362k of grant funding paid to date https://gov.wales/hundreds-swansea-businesses-apply-recovery-funding	Finalise outstanding claims and collect further case studies of completed schemes
Explore potential for pop up activity (food related, cinema, cultural events etc) in city and district centres and the beachfront	July 2020 onwards	Swansea Council	WG TT	Related to Property Enhancement Development Grant (PEDG) meanwhile use scheme, and POAG grant funded schemes	Potential to fund meanwhile use through TT Placemaking Grant in 21/22
Explore potential for repurposing indoor vacant space (retail, leisure, commercial) for meanwhile uses to support growth and sustainability of new and existing business	Sept 21	Urban Foundry Meanwhile Spaces PEDG pilot	WG TT PEDG	Not for profit delivery vehicle in place and website created Standard meanwhile use legal documents completed	Continue to identify potential vacant spaces Market (once Covid restrictions begin to ease) to meanwhile

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
				<p>Consultation on rates, planning and related regulatory issues completed</p> <p>Discussions underway with landlords with four expressions of interest and one initial space agreed</p> <p>Template business plans for 2 start-up spaces created</p>	users to occupy spaces
Delivery of the new #Brand Swansea initiative	July 20 - March 21	Key Cymru CIC UWTSD	WG Transforming Towns Revenue grant	<p>Website developed</p> <p>Collaborating with UWTSD students on the project</p> <p>Meetings with local stakeholders</p> <p>Social media content being compiled</p>	<p>Distribute social media content</p> <p>Pop up space in city centre</p> <p>Who are we?/ Where are we? Photography competition</p> <p>Produce findings / recommendations report</p>
Investment in transport infrastructure in city/district centres and connecting routes to promote walking/ cycling (incl. showers/lockers).	Ongoing	Swansea Council	WG TT Swansea Bay FLAG	<p>Swansea Bay FLAG funding awarded for Copperworks pontoon</p> <p>TT PEDG funding acquisition for Clydach Canal Trust</p>	Transport presentation at Regeneration Swansea
Accelerate investment in private rented/ owned city centre living	To March 2022	Swansea Council/ partners	WG TT funding 2018-21	In progress through Sustainable Living Grant - 19 new homes completed in	<p>Completion of existing schemes</p> <p>Pipeline schemes for 21/22</p>

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
				20/21 with 78 new homes in progress	
Aim: Supporting Businesses					
Administration of WG Covid-19 financial support grants for local businesses	Ongoing	Swansea Council WG	WG	Start up grants, Cultural Freelancer grants, POAG and Lockdown discretionary grants administered through EDEFT, and NDR grants through business rates team	Lockdown restrictions grant being administered
Multi-hub start-up and enterprise service	By May 21	Swansea Council/ WG Business Wales	Swansea Council/ WG	Recruitment of new business development officers	Finalise proposals, Identify initial locations, engage partners
Small scale business grants (capital and revenue) to support new business starts	By March 21	Swansea Council/ WG	WG	Regional discussions underway with WG	Grant process to be established
Shop local Shop Swansea campaign to support local businesses	By March 21	ED Swansea Council Swansea BID 4 the Region	WG TT revenue	County wide campaign and Morriston pilot launched in November https://www.swansea.gov.uk/s-hoplocal	Roll out to other district centres when restrictions ease
Access small scale security free property enhancement grants to support new businesses that don't have equity for PEDG	April 21	WG/ Swansea Council	WG TT	To be considered on a case by case basis	

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Provision of low cost, flexible business premises (office, retail, leisure) on easy access terms to make it easier to start up a new business	From July 20	Swansea Council, Urban Foundry	WG TT	PEDG Meanwhile Spaces pilot	
Continuing to provide modern, flexible floorspace and co-working space to accommodate new and growing businesses.	Ongoing	Swansea Council/ Partners	WG TT	Progressing through TT strategic projects and PEDG.	Completion of existing schemes Progress pipeline schemes for 21/22
Develop local hub concept in city and district centres	September 21	Swansea Council / WG	WG TT	Proposals being worked up	Identify locations and funding requirements
Support small businesses to start trading online	By June 21	Swansea Council/ Superfast Business Wales/ Business Wales	Free advice offered as part of Superfast Business Wales provision Funding for websites not available	Initial discussion with Superfast Business Wales on support available	Engage with local traders to determine requirements
Foundational Economy project work to support local suppliers to access construction contracts	Feb 21	ED Swansea Council	WG Foundational Economy grant	Engagement with local SMEs has identified their barriers. One contract let in smaller lots Two new frameworks being developed	Lessons Learned Report
Aim: Championing Local Food					
Create local food co-ordinator post to deliver local food work programme	By Sept 21	ED Swansea Council	Tbc	Swansea Food Partnership (SFP) agree dedicated post	Write JD and spec, Identify funding and management line

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
				required and resources required to take ideas forward	
Increase accessibility to and promotion of local food: <ul style="list-style-type: none"> • Shop Swansea, Shop Sustainably, Shop SMART (SSS) campaign • Local food heroes • Creation of Local food trail map • Good food retail reward scheme • Meet the producer/ know your farmer/grower events 	On going	SFP- SSS campaign	Tbc	SFP Workshop held Promotion of South West Wales Food directory (SWWFD), SPF Instagram food business support and promotion Links made with Cywain on Shop window campaign	Swansea Council and SFP comms for the SWWFD Link with Brand Swansea Meeting with City Centre Management
Establish Avenues to Market programme Food hubs Creation of Online selling platform and physical space for distribution and click and collect. <ul style="list-style-type: none"> • Consumer Marketplace • Business Marketplace • Producer Marketplace 	On going	ED Swansea Council SFP	Identified WG CSCDS TBC	Avenue to Market EOI submitted to Co-operation and Supply Chain Development Scheme (CSCDS) Specs in development for programme specifics elements presented to SFP and local business to gauge demand – positive response	Awaiting EOI decision Additional Funding streams to be identified
Increase support for business start-up and growth <ul style="list-style-type: none"> • Food incubator units for new start ups • Business pathway tool kit – online resources • Increase opportunities for new start-ups and existing businesses 	Sept 21 Ongoing	SFP SFP	TBC	SFP Workshop held Online resources for pathway Existing business support on funding opportunities and outlets opportunities delivered	Continue to support and provide information

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Increase food space <ul style="list-style-type: none"> • Local food night market /food parks – containers to create a healthy street food culture • Development of a dedicated multi-use food centre including food hall for retail, dining experience, business unit for food development and events • Open up land for commercial allotments to micro and small producers to use to establish business • Create opportunity for local producers link with food banks for supply/accept food vouchers 	Ongoing	ED Swansea Council	TBC	Early research being undertaken on location and viability Interest from food community gained	Develop proposals
	Ongoing	Swansea Council		SFP Workshop September held and discussions held with external stakeholders	Support stakeholders to develop plans
	Ongoing	SFP	RDP / TBC/ Crowdfundi ng	Meeting held with Planning to discuss growing places SFP stakeholders increase for CSA uptake and new under used growing spaces	Contact stakeholders
		SFP		Links made with Swansea Food Poverty Network	Proposal to be discussed with SFPN and food producers
Aim: Supporting Tourism					
REVIEW AND RESEARCH: Improving marketing intelligence					
Identify the impact of Covid-19 on the local tourism and hospitality sector via the Tourism Trade Survey.	Mar 2021	Swansea Council/ Tourism businesses	In house resources	Trade survey development in progress	Execute survey, undertake analysis and produce report.

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Assessing the impact on the tourism industry as a whole in the destination via the STEAM economic model.	Dec 2020	Swansea Council /GTS UK Ltd	Existing budget	Completed, report received	Assess data in a regional and national context.
Utilise Air DNA (Airbnb bedstock data) to improve accuracy of the STEAM input data.	Dec 2020	Swansea Council /GTS UK Ltd	Existing budget	Completed, report received	Continue to incorporate Air DNA data to improve consistency of STEAM economic trend model.
Undertake bedstock survey to attain a more accurate assessment of bedstock within the destination. This is a key input to maintain the accuracy of the STEAM economic model and is also a vital component of the information required by potential investors/developers.	Mar 2021	Swansea Council /Welsh Government	Existing budget/ Welsh Govt funding	Research company procured, parameters set and fieldwork starting December 2020	Maintaining the database for accuracy of future reporting.
Measure the success of our paid social media campaigns by using the Potential On Investment algorithm. $POI = C_v \times C_i \times M_q$	Ongoing	Swansea Council		Used to estimate the potential ROI of any Tourism team paid social media activity	Analyse 2020 spend using this analysis and continue to calculate at regular intervals throughout the year. This will be used to inform our future campaigns.
REMIND AND RETURN: Destination marketing					
Autumn/Winter Campaign: Audience segmentation dependant on restrictions, with message appropriate to Tiers/Restrictions: <ul style="list-style-type: none"> Local (#LoveBeingLocal) – supporting local businesses (responsibly, within restrictions). Wales (travel within Wales) – walking and the outdoors (Escape Routes campaign) and 	Dec 2020 – Mar 2021	Swansea Council / Tourism & hospitality businesses and local producers	Existing budget	Daily social media posts issued across Facebook, Twitter and Instagram to the different audience segments, linking to new sections developed on visitswanseabay.com and to tourism businesses.	Maintain flexible approach to destination marketing in line with constantly changing situation in terms of Wales and UK wide restrictions.

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<p>'I'm a Celebrity' social media campaign linked to Swansea Bay businesses.</p> <ul style="list-style-type: none"> • England (tier one and two) – primarily future travel plans, groundwork for spring campaign. • Continuing to promote visiting Swansea Bay 'Responsibly', and within certain markets (Tier Three) 'Visit Swansea Bay. Later.' 				<p>New video content procured to boost online engagement and to support paid-for social media campaign (in appropriate markets).</p>	<p>Maintain brand awareness of the destination and sustain growth in customer engagement with visitswanseabay.com content and therefore the destination's tourism businesses to support recovery.</p>
<p>Gift Ideas Campaign: Targeting all audiences, to encourage engagement and pre-bookings with tourism businesses and local producers:</p> <ul style="list-style-type: none"> • Promoting businesses with a mail order business (eg local producers) • Those offering gift vouchers • And encouraging customers to 'give the gift of a Swansea Bay experience' (in line with Visit Wales' Christmas campaign). 	<p>Dec 2020 onwards</p>	<p>Swansea Council/ Tourism & hospitality businesses and local producers</p>	<p>Existing budget</p>	<p>Communicated with 125 partners and secured almost 40 gift offers from local businesses. (Including 5 new businesses offering gifts.)</p> <p>Developed new section of website and actively promoted on social media from mid November until Christmas.</p>	<p>Develop gifts section for future campaigns, for example, Birthdays, Valentine's Day, Mother's Day etc.</p> <p>Recruit additional businesses to take part in gifts section.</p>
<p>Spring Campaign 2021 – 'Make Swansea Bay your Happy Place': Target markets:</p> <p>New visitors – to encourage new visitors to make Swansea Bay their Happy Place by using key images and promoting staycations.</p>	<p>Jan-May 2021</p>	<p>Swansea Council/ Tourism & hospitality businesses and local producers</p>	<p>Existing budget</p>	<p>Planning phase, including procurement of external contracts (launch of campaign dependant on government restrictions)</p>	<ul style="list-style-type: none"> • Issue and award contracts for videography, photography and brand awareness media campaign • Develop creative/content for videos, media

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
<p>Existing visitors – tapping into memories with existing visitors who perhaps couldn't visit in 2020 due to the coronavirus pandemic, encouraging them to return.</p> <p>Marketing activity to include:</p> <ul style="list-style-type: none"> • 2 key campaign videos to launch • 8 'Happy Place' videos featuring local businesses • New photography content • Brand awareness media campaign (new visitors) • PR campaign, including journalist and blogger visits, and optimising editorial opportunities • Digital marketing campaign – both organic and paid-for content. Across social media and YouTube. • Develop web content including campaign led blogs, refreshed and new web pages • Plan-Book-Travel Guide potentially for publication in Summer (restrictions allowing) 					<p>and online campaigns</p> <ul style="list-style-type: none"> • Plan, write and publish online content • Develop and execute paid-for digital advertising campaign • Create bespoke itineraries for journalist/blogger visits • Plan, write copy, design and publish Plan-Book-Travel Guide
<p>Additional Campaigns:</p> <ul style="list-style-type: none"> • Campaigns promoting pre-booking and online purchases e.g. Valentine's Day, Mother's Day etc. • City cultural breaks, to coincide with the soft-opening of the Arena, re-opening of City 	Jan-Dec 2021	Swansea Council/ Tourism & hospitality businesses and local producers	Existing budget	Planning phase	<ul style="list-style-type: none"> • Plan, write and publish online content • Develop and execute paid-for digital advertising campaign

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
attractions and when events re-start – emphasising the city’s seafront location <ul style="list-style-type: none"> • #LoveBeingLocal, an on-your-doorstep campaign encouraging residents to engage with local businesses • Outdoor activities and walking, focussing on health and sustainability • Dog-friendly holidays, to reflect the growth of dog ownership during the pandemic (lockdowns) • Event led campaigns e.g. Olly Murs, Foals and Catfish and the Bottlemen 					<ul style="list-style-type: none"> • Sourcing additional offers for pre-booking and online purchasing campaigns
REMIND AND RETURN: Online marketing					
Website Developments <ul style="list-style-type: none"> • Improvements to marketing partner section and menu navigation • Add more visually prominent and integrated “Good To Go” accreditation badge. • Development of the mail-order and gift voucher section to enable business to generate income even during times of lockdown. • Implement Google AdSense advertising. Adding advertising spaces on the site in order to bring in some passive income to help cover costs. • Improve the Enjoy Swansea Bay section and navigation to create more of a suitable home for local and events-based content. 	Mar 2021	Swansea Council	Existing Budget	Planning Phase	Provide detailed brief for web developer. Implement, test and approve. Trial AdSense by monitoring income generated and impact on bounce rates/any reduction in traffic or negative feedback from customers etc.

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Social Media <ul style="list-style-type: none"> • Improve and grow our Instagram account following • Continue to develop Facebook and Twitter engagement 	Jan – Dec 2021	Swansea Council	Additional Resources		Additional resource required (Digital Marketing Officer) to help maintain and grow accounts (as well as other duties.)
INFORM AND SUPPORT: Business engagement and partnership working					
<p>Offer existing Visit Swansea Bay Partners and other local tourism businesses the opportunity to participate in destination tourism marketing activity and feature on visitswanseabay.com (vsb.com) at no cost for an entry level package. (The Package cost was refunded in 2020 as part of a support package for local tourism businesses.)</p> <p>Being a Partner is of direct benefit to the business, and as a collective, Partners improve the product and overall destination offer available on vsb.com. This in turn makes vsb.com more attractive to the customer, which increases engagement and bookings with the Partners.</p>	Jan 2021 to March 2022 (Partner Package now corresponds to financial year)	Swansea Council /Tourism & hospitality businesses and local producers	Existing resources	Proposal approved by senior management subject to achieving a reduced income target (to reflect reduced buy-in)	<p>Contact existing Partners and potential new Partners to recruit for new marketing activity from January 2021 and to feature on vsb.com.</p> <p>Launch of new 'free at entry level' 2021/22 Packages and additional 'paid-for' activity.</p>
<p>Use the above opportunity as a means of recruiting additional Partners to increase not only the number of businesses who feature in destination marketing activity (and on vsb.com), but also the variety of different business types</p>	Jan 2021 – Mar 2022	Swansea Council / Tourism & hospitality businesses	Existing resources	Planning phase: compiling list of new contacts	Contact new businesses and implement proactive recruitment campaign.

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
(e.g. local food producers, craftworkers and breweries).		and local producers			
<p>Work with the Partners to improve their marketing profile on vsb.com and in destination marketing activity to maximise their exposure to customers and facilitate bookings.</p> <p>This includes offering additional paid-for activity to boost their marketing footprint across a range of available opportunities (e.g. website banners, social media posts on vsb.com channels, features on customer emails etc.).</p>	Jan 2021 – Mar 2022	Swansea Council / Tourism & hospitality businesses and local producers	Existing resources	Completed audit of existing Partner pages and identified improvements.	<p>Actively encourage Partners to improve their webpages on vsb.com and facilitate increased involvement in campaign activity.</p> <p>Encourage the take-up of paid for activity to boost Partner visibility across the destination's marketing campaigns and generate income for the Council.</p>
Continue to support local tourism & hospitality businesses with the latest information and sign-posting services to relevant legislation, guidance, grants & funding, planning, business development, research, marketing opportunities, etc. via a weekly e-newsletter and tailored one-on-one support.	Jan 2021 – Mar 2022	Swansea Council / Tourism & hospitality businesses and local producers	Existing resources	On-going support	Maintain high level of engagement with local operators and continue to provide business support on wide range of topics.
Aim: Skills and Employability					
Extend and adapt employability provision to continue supporting clients, including those who are newly unemployed	July 20	Swansea Council	WG / ESF	Adapted provision to remote/online working, launched Short Term Unemployed Project, expansion of CfW+	

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Explore opportunities to enhance local employability provision with WG	Ongoing	Swansea Council	WG	Discussions with WG/ WLGA	
Set up paid work placements within the Council and expand existing provision of work placements with employers utilising existing employability programmes and as part of the new DWP Kickstart programme. Also, to provide in-work mentoring support for those individuals on placement.	November 20 onwards	ED Swansea Council DWP	WG/ ESF DWP	Approval secured for Council placements and Kickstart bid. Employers signed up, bid submitted and approved by DWP. Placements now fully setup and scheme is live.	Deliver scheme
Utilise labour market and business intelligence gained through the delivery of programmes, networks and business development function to identify vacancy trends and skills needs to help shape service delivery and create career pathways.	Ongoing	ED Swansea Council/All	n/a	Recruitment of business development officers to provide dedicated resource Discussions and review ongoing	Development of CRM system Intelligence collated and analysed
Reviewing employability provision to ensure a joined up offer to citizens	Ongoing	Swansea Council	n/a	Review underway	Finalise proposals
Dedicated resource to support self-employment/ entrepreneurship	By March 21	Swansea Council	Swansea Council	Business development officers being recruited	Linkages developed with employability projects
Establish small start-up bursaries to support business starts/ self-employers	March 21	Swansea Council	Swansea Council	Initial budget confirmed	Bursary process being established
Aim: A Sustainable Economic Recovery					

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Preparation of new Regional Economic Delivery Plan, linking to South West Wales Regional Economic Framework	June 2021	Swansea Council, Neath Port Talbot CBC, Carmarthen-shire Council, Pembrokeshire Council, WG	WG	Consultant appointed Evidence base being prepared	Draft strategic framework – April 21
Repurposing the City Centre Report	April 21	Swansea Council, WG	WG/ Swansea Council	Initial consultations underway	Final Report due April
Regeneration of District Centres	April 21 ongoing	Swansea Council	WG TT	Transforming Towns placemaking grant funding secured for Swansea district centres in 21/22 Regeneration Morriston programme of work progressing well Valleys Taskforce funded schemes in Clydach and Pontarddulais	Learning from Morriston applied to other district centres
Raising the profile of Swansea as a great place to do business	Ongoing	Swansea Council, WG, Western Gateway	tbc	Inward investment opportunities being pursued	Marketing brochure and PR
Drive forward the green economy through the Western Gateway Partnership	Ongoing	Swansea Council/ Western Gateway partners	UK & Welsh Govt	Swansea Council agreed as the Lead for green investment priority	

Actions	Timescale	Partners (lead in bold)	Funding	Progress to date	Next steps
Implementing the Green Infrastructure Strategy objective: Create a skilled and knowledgeable local economy to deliver and maintain GI	Ongoing	Nature Conservation Team & ED Swansea Council/ NRW		Phase 1. Online training and awareness raising for professionals (engineers and architects) for delivery by March 21.	Phase 2. Online business training and awareness raising event for delivery summer 21, followed by onsite GI visit Autumn 21 when projects are underway
Promote green infrastructure investment through delivery of the pilot Green Infrastructure schemes	By March 21	Grant recipients , supported by Swansea Council	TRI GI funding	Funding agreements signed	Detailed design of schemes finalised

Agenda Item 5



Report of the Head of Planning and City Regeneration

Economy, Environment & Infrastructure Policy Development Committee – 18 February 2021

What can the Council do to encourage more shops and support High Street Regeneration?

Purpose:	To update the Committee on actions being undertaken to encourage more shops and support High Street Regeneration.
Policy Framework:	Swansea Bay City Region Economic Regeneration Strategy
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) The Committee note and comment on the update on the actions being undertaken to encourage more shops and support High St Regeneration
Report Author:	Clare James
Finance Officer:	Ben Smith
Legal Officer:	Gemma Huxtable
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 Swansea High Street is the original historic retailing artery of our city. As business models, retailing and leisure habits have changed over time with shifts to out of town retailing, larger scale premises and more recently online retailing, high streets in most city and town centres have struggled to adapt. There are

however many activities underway exploring and implementing ways of addressing this. These problems are not unique to Swansea.

2. Encouraging more shops and support regeneration of High Street

2.1 The Economic Recovery Plan sets out the range of initiatives that form the wider package of support needed for both the core retailing streets of the City Centre and the ancillary zones such as High Street. This applies equally to our district high streets. For High Street Swansea, a range of programmes are already being deployed through the Transforming Towns package of measures including property enhancement grant for new commercial space and 'homes above shops' funding to release vacant upper floors for market housing. The Palace Theatre, as per the existing Swansea Central Area Regeneration Framework is the catalyst building for upper High Street, with the refurbishment works tender now out to advert. The range of measures in hand is extensive, and set out in detail with timescales in the Economic Recovery Plan. A selection of these relevant to the High Street question includes:

- Support businesses to adapt to outdoor trading/ social distancing through delivery of Transforming Towns (TT) Premises Outdoor Adaption Grant (POAG) in city and district centres
- Explore potential for pop up activity (food related, cinema, cultural events etc) in city and district centres and the beachfront
- Explore potential for repurposing indoor vacant space (retail, leisure, commercial) for meanwhile uses to support growth and sustainability of new and existing business
- Accelerate investment in private rented/ owned city centre living
- Administration of WG Covid-19 financial support grants for local businesses
- Multi-hub start-up and enterprise service
- Small scale business grants (capital and revenue) to support new business starts
- Shop local Shop Swansea campaign to support local businesses
- Provision of low cost, flexible business premises (office, retail, leisure) on easy access terms to make it easier to start up a new business
- Continuing to provide modern, flexible floorspace and co-working space to accommodate new and growing businesses.
- Develop local hub concept
- Increase support for business start-up and growth
- Food incubator units for new start ups
- Business pathway tool kit – online resources
- Extend and adapt employability provision to continue supporting clients, including those who are newly unemployed
- Utilise labour market and business intelligence gained through the delivery of programmes, networks and business development function to identify vacancy trends and skills needs to help shape service delivery and create career pathways.
- Dedicated resource to support self-employment/ entrepreneurship

- Establish small start-up bursaries to support business starts/ self-employment
- Promote green infrastructure investment through delivery of the pilot Green Infrastructure schemes

3. Actions

3.1 The Recovery Plan actions are in progress and being delivered, adapting as more is learned about emerging trends and requirements. Key points particularly relevant of High Street regeneration includes:

- Grant funding allocated to local businesses through the Premises Outdoor Adaptions Grant, to support local businesses to adapt to social distancing requirements.
- Continuing to administer Welsh Government covid-19 financial support to local businesses through schemes such as the Firebreak discretionary grant, Restrictions grant, cultural freelancer grant and start up grant.
- Recruitment of new business development officers to deliver a new start up and enterprise service
- Launch of a county wide Shop Local Shop Swansea campaign in November, with further publicity planned once restrictions ease
- Kickstart bid approved by the Department of Work & Pensions. Internal and external work placements have been set up and the scheme is live.
- Initial budget confirmed for small start-up bursaries to support business starts/ self employment

3.2 The Dyfatty Community Hub proposals around the vacant shop units presents a great opportunity to locate and test these approaches working closely with all relevant support services and providing a real opportunity to act as enablers in giving local people in particular the tools they need to strengthen the community and generate positive micro-business opportunities. The key is integration of these activities – no one sector or area of work has all the answers, but the opportunity to create a positive and cost-effective environment to enable people to realise their own futures is real, with a holistic package of support available at the same time at the right time.

3.3 As outlined above the report highlights positive progress as part of the overall recovery and how these actions can specifically assist in the regeneration of High Street.

3.4 The views of the PDC are welcome as to the actions set out and any areas that they would specifically wish to add as part of the work plan for the PDC in the months to come. It may be appropriate after considering both reports on the agenda to determine that a single combined action plan would be the best way to progress.

Economy, Environment & Infrastructure PDC
Work Plan - 2020 – 2022

Date of Meeting	Report Title	Report Summary	Report Author
18 Feb 2021	Local and Regional Economy & Recovery Response (including High Street Regeneration).	<p>How is regeneration, economic development and inward investment progressed and encouraged?</p> <p>How can the Council can work towards encouraging greater take up of shop units and support the regeneration of the high street.</p>	Phil Holmes
18 Mar 2021	More Homes Housing and De-carbonisation Strategy.	How is the council providing more affordable and energy efficient homes as part of its Housing Revenue Account.	Mark Wade
22 Apr 2021	Management and Maintenance of Open Space. (Biodiversity & Tree Policy).	To identify how the Council could manage its green space differently e.g. grass cutting in parks, green spaces and grass verges to maximise biodiversity, while ensuring the City remains visually attractive.	

Economy, Environment & Infrastructure PDC
Work Plan - 2020 – 2022

Date of Meeting	Report Title	Report Summary	Report Author
	Future City Wide Workforce.	We will consider what has changed and what the future plans are for the city and identify good practice and examples of how training and skills can be connected through universities and colleges with business and manufacturing.	
Page 30	Street Lighting Policy.		Stuart Davies
	Llwybr-Newydd (the new Wales Transport Strategy).		Stuart Davies
	Grey Fleet Policy.		Stuart Davies
	Speed Humps, do they cause damage to: existing road Surfaces, and do they add to air pollution?	To identify how speed humps affect the community, road surfaces and affect air pollution.	Stuart Davies
	Green Fleet Policy.	Development of an EV Farm. Charging Networks. Investment in Home Charging Kits.	Stuart Davies



Economy, Environment & Infrastructure PDC
Work Plan - 2020 – 2022

Date of Meeting	Report Title	Report Summary	Report Author
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