

**Council – 24 August 2017**

**COUNCILLORS' QUESTIONS**

**PART A – SUPPLEMENTARIES**

1	<p><b>Cllrs M H Jones, A M Day &amp; C A Holley</b></p> <p>Will the Cabinet Member tell Council when are we going to have full functionality when working from home on Office 365.</p> <p><b>Response of the Cabinet Member for Service Transformation &amp; Business Operations</b></p> <p>Full functionality of Office 365 for Councillors includes the following, the status of each is detailed:</p> <ul style="list-style-type: none"><li>• <b>Office Applications</b> (Word, Excel and PowerPoint) - available to all. Functionality does vary dependent on the device used to access the applications. This is out of the Council's control and relates to Apple preferring users to make use of their own brand applications, limiting the functionality of Microsoft Office.</li><li>• <b>Councillor Casework Manager</b> – Available to all Cllrs</li><li>• <b>Modern.gov</b> – Available to all Cllrs</li><li>• <b>OneDrive</b> – Available to store email attachments and documents created in Office 365. Documents currently stored on the Councillors personal H: drive are available as soon as they move the items into OneDrive. Staff contact details have been made available to support Cllrs to undertake the actions required.</li><li>• <b>Email</b> – One year of email is currently available to all. With regards to accessing archived/vault email, a third party solution has been procured via tender within the last 2 weeks and pilot user testing will start end August 2017. If all goes well Cllrs archived email will start migration in September 2017.</li><li>• <b>Contacts</b> – Email contacts are available to all, see new staff directory below regarding staff telephone contact details</li><li>• <b>Calendar</b> – Available to all</li><li>• <b>Skype for Business</b> (instant messaging, voice and video calling) – Available to all once the Skype for Business app has been downloaded to your device. Functionality is dependent on the device used to connect. A camera is required to make video calls, although video can be received without a camera; Voice calls will require sound and microphone.</li><li>• <b>New Staff Directory</b> – Estimated availability week beginning 7<sup>th</sup> August. This currently has 1,600 staff details recorded, ongoing communications will be going out to staff to ensure that all staff details are updated. Functionality will therefore improve as time goes on.</li><li>• <b>Yammer</b> (Organisation wide Social Network app, similar to What's App and Facebook) – is available to all to add content but third party support is required to clean up the previous 800 accounts and bring them onto the new platform. Estimated go live March 2018</li><li>• <b>StaffNet</b> – Is in the final phase of testing, estimated go live end of August 2017, Oracle is unlikely to be available within the first roll out.</li><li>• <b>Oracle</b> – Third party support is continuing, no estimated timescale available at this time.</li></ul>
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	<ul style="list-style-type: none"> <li>• <b>Newsfeed</b> – This functionality is currently not available. This will be service driven and co-ordinated by the Corporate Communications Team. This part of the functionality has not been prioritised above the other features being deployed.</li> <li>• <b>SharePoint</b> (team document area, will eventually replace shared network drives and team folders) – Councillors can view documents populated by colleagues within Democratic Services. SharePoint itself is part of the Enterprise Content Management (ECM) project covering document management throughout the Council, due to complete July 2018.</li> <li>• <b>Planner</b> (a place for team members to create plans, organise and assign tasks to different users and check updates on progress. It also provides a place where files can be shared and gives visibility to the whole team) – available to all, support available from the Get Swansea Online Project Co-ordinator</li> <li>• <b>Tasks</b> (create and manage your to-do list) – available to all, support available from the Get Swansea Online Project Co-ordinator</li> <li>• <b>Delve</b> (manage your O365 profile and discover/organise the information that is available and likely to be of interest to you) – available to all, support available from the Get Swansea Online Project Co-ordinator</li> <li>• <b>Video</b> (store and share video content) – available to all, support available from the Get Swansea Online Project Co-ordinator</li> <li>• <b>Sway</b> (Create and share interactive reports and presentations) – available to all, support available from the Get Swansea Online Project Co-ordinator</li> </ul>
2	<p><b>Cllrs C A Holley, M H Jones &amp; J W Jones</b></p> <p>Will the Leader/Cabinet Member tell Council if they are in position to let us know what is expected to replace the Community First budgets.</p> <p><b>Response of the Cabinet Member for Stronger Communities</b></p> <p><b>Communities First Funding 2017/18</b>  Funding of £1,991,368 has been awarded to Swansea for this Transition Year. This represents 70% of the funding that was made available for 2016/17.</p> <p>We are phasing out the Communities First Programme mid-year in line with three other local authorities across Wales selected to become Early Adopters of an Employability Grant. The early adoption will be within this year's Communities First funding allocation.</p> <p><b>Employability Grant</b>  The Welsh Government's Employability Grant will provide £12m per year across Wales from April 2018 to organisations receiving Communities for Work funding. At this time the amount of funding that will be available to Swansea has not been confirmed, but we are estimating that £1.2m of funding will be awarded to Swansea. Employability Grant funding has been confirmed until 31<sup>st</sup> March 2020.</p> <p>The Employability Grant is principally to secure the infrastructure required to support the Communities for Work Programme and take forward the learning from the LIFT Programme. It will have the flexibility to provide employment</p>

	<p>support to individuals not eligible for Communities for Work and will also work beyond traditional Communities First boundaries where this is agreed locally and approved by Welsh Government. The grant will support intensive employability mentoring through a provision of Employability Mentors, Participation Engagement and Support Officers and an Employer Engagement Officer.</p> <p>Detailed guidance and performance framework have not yet been issued.</p> <p><b>Legacy Fund</b> An indicative figure of £537,067 has been provided for 2018/19. This funding will primarily support the delivery of the Employability Grant and the priorities of the Public Service Board. Ongoing discussions are taking place with Welsh Government as they develop their guidance for this funding.</p>
3	<p><b>Cllrs C A Holley, P M Black &amp; L G Thomas</b></p> <p>Will the Leader/Cabinet Member tell Council what actions are being taken to help with the high cost of transport for our young people during the school holidays.</p> <p><b>Response of the Leader/Cabinet Member for Environment Services</b></p> <p>The majority of bus services in Swansea are provided on a commercial basis by bus operators who determine the fares to be charged. Most operators offer reduced fares for children and young people usually 1/3 off the adult fare up to age 16.</p> <p>The Council does not have any bespoke travel schemes for young people but works with other Councils and bus operators to promote and administer the My Travel Pass Scheme which is funded by the Welsh Government for 16-18 year olds. This allows pass holders to travel on local bus services and the Traws Cymru long distance bus services at 2/3 of the normal adult fare. In the first 2 years of the Scheme, Swansea had the highest take up of these passes in Wales.</p> <p>Details of the My Travel Pass Scheme can be found at: <a href="https://mytravelpass.gov.wales/en/">https://mytravelpass.gov.wales/en/</a></p> <p>A Swansea Resident's Discount Card is also being developed which will give all children and adults living in the City discounts on lots of services not just bus travel.</p>
4	<p><b>Cllrs E W Fitzgerald, D G Sullivan, S M Jones, L James, K M Griffiths &amp; G D Walker.</b></p> <p>An independent inspector recently overturned a decision of Planning Committee to give the go-ahead for the construction of a 500 bed student block on a designated employment site in SA1. The Inspector's comment was that there had been no takers for this site despite years of 'active marketing'. Isn't it time that other identified employment sites that have had huge investment put into them and have likewise been actively marketed, without success, were also made available for housing.</p>

	<p><b>Response of the Cabinet Member for Commercial Opportunities &amp; Innovation</b></p> <p>No representations were received in response to the consultation on the Deposit LDP proposing alternative uses at existing employment sites.</p> <p>The LDP policies relating to employment sites and the plan's economic development strategy are underpinned by detailed analysis undertaken by independent consultants Peter Brett Associates (Economic Assessment and Employment Land Provision Study, 2012) which was formulated on a cross boundary basis and has already been 'tested' at the Neath Port Talbot BC LDP examination. The allocations made in the Swansea LDP are in alignment with this evidence. Following the LDP Deposit consultation period, further analysis of these matters has been undertaken by independent consultants Turley (2017 Review of Swansea LDP Growth Strategy and Evidence Base), the results of which further support the Swansea LDP Strategy.</p> <p>This evidence will now be independently considered at the Swansea LDP examination when the Inspector will consider the robustness and viability of our plan and that will provide an up to date view on the deliverability of our employment sites and their role in supporting growth.</p>
5	<p><b>Cllrs L J Tyler-Lloyd, W G Thomas &amp; L R Jones</b></p> <p>Friends of the Botanical Gardens would like to use their skills to support the bid for Swansea to be the City of Culture. Is any financial support available to aide their efforts to provide History Boards and innovative digital technology for the trails they want to produce for enhancement of our parks.</p> <p><b>Response of the Cabinet Member for Culture, Tourism &amp; Mayor Projects</b></p> <p>Unfortunately funding will not be available through the UK City of Culture for this type of project. However the Authority has a very positive relationship with the Friends of the Botanical Gardens and this partnership has delivered a number of excellent projects in recent years.</p> <p>Therefore, although direct Council financial support may be limited, officers will work with the Friends to develop this idea further and to identify appropriate sources of external match funding.</p>
6	<p><b>Cllrs B J Rowlands &amp; M A Langstone</b></p> <p>How many diesel vehicles do the Council operate. When was the last diesel vehicle purchased. What percentage of the fleet does this represent &amp; what other forms of fuel is used to power the remainder of the Councils fleet of vehicles across all services.</p> <p><b>Response of the Cabinet Member for Environment Services</b></p> <p>The Council operates 769 diesel powered vehicles.</p> <p>The latest purchase was a VW Caddy wheelchair adapted vehicle for Social Services in July 2017. Diesel represents 98.6% of the whole fleet profile. 11 Full electric cars make up the remainder of the fleet. There are no petrol vehicles.</p>

	<p>However, the council has recently completed a tendering exercise to procure up to 40 electrical vehicles which it intends to begin ordering in the next few weeks in line with the required charge point infrastructure works. This would increase the amount of electric vehicles to in the region of 5% and the council is committed to increasing the percentage further over coming years.</p>
<p>7</p>	<p><b>Cllr P M Black &amp; J W Jones</b></p> <p>What is the projected deficit for Adult Social Services in the first quarter of 2017-18.</p> <p><b>Response of the Cabinet Member for Health &amp; Wellbeing</b></p> <p>The forecast deficit for adult services at quarter 1 is £4310k.</p> <p>In broad terms the pressures relate to 3 key areas of high spend</p> <ol style="list-style-type: none"> <li>1) Domiciliary care: £1000k pressure.</li> <li>2) Residential care: £500k pressure.</li> <li>3) Complex mental health and learning disability care packages: £2000k pressure.</li> </ol> <p>These pressures are a combination of two main factors:  Care packages are subject to significant inflationary pressures that increase the like for like costs of care year on year.  Demographic pressure and the changing expectations of citizens increase demand year on year.</p> <p>This highlights the importance of implementing the Council's optimal model for adult social care which emphasises new models of service delivery with a focus on prevention and promoting safe independence.</p> <p>A 3 year plan to deliver financially sustainable adult services is in place and subject to quarterly monitoring.</p> <p>As in previous years further management action will continue to be taken to mitigate the in year forecast overspend.</p>
<p>8</p>	<p><b>Cllr Peter May &amp; Irene Mann</b></p> <p>When will the HMO Licensing policy next be reviewed.</p> <p><b>Response of the Cabinet Member for Commercial Opportunities &amp; Innovation</b></p> <p>The HMO Licensing Policy 2016 was adopted by Council in November 2015 and the renewal of the Additional HMO Licensing Scheme for Castle and Uplands took effect in March 2016. The Policy will be reviewed prior to the expiry of the Additional Licensing Scheme for Castle and Uplands Wards in November 2020. This is expected to commence in late 2019.</p>

	<b>PART B – NO SUPPLEMENTARIES</b>		
9	<p><b>Cllrs C A Holley, L G Thomas &amp; C L Philpott</b></p> <p>The Council currently run the majority of Leisure Centres are there any plans to change this.</p> <p><b>Response of the Cabinet Member for Culture, Tourism &amp; Major Projects</b></p> <p>Following the Cultural Services Commissioning Review and in a drive to sustain our leisure and cultural attractions, a series of key steps were undertaken to assess the most appropriate and effective model of delivery in order to sustain the outcomes. There was a strong evidence base that other organisations in the marketplace could be interested in partnering with Swansea to operate our Leisure Centres at less cost and improved outcomes. However, it was agreed that any partnership model needs to be compared to the other options available, including transformed in-house.</p> <p>Partnership arrangements with third parties are not a new concept within Swansea, with a number of key facilities already being operated successfully in this way, including the LC, Wales National Pool and The Tennis Centre. The lease and management agreement of The LC to the current operator Bay Leisure Ltd is due to expire in 2018, therefore the need to re-procure a service here has been incorporated into the wider strategy to assess options within the community and dual use leisure centres including; Penlan, Bishopston, Penyrheol, Cefn Hengoed, Pentrehafod, Morryston and Elba .</p> <p>Following an initial Pre-qualification stage in late 2016, interest was invited as part of a formal competitive dialogue procurement process from selected shortlist of third parties, including not-for-profit organisations. This process commenced in April 2017 and submissions are due with the Council mid-August. Following the procurement evaluation phase, a report will be considered by Members in the autumn to determine the recommended next steps and other options available.</p>		
10	<p><b>Cllrs Mike Day, Jeff Jones, Mary Jones</b></p> <p>Will the Cabinet Member tell Council how many headteachers left the employ of the council at the end of the 2016/7 academic year, giving the reasons for each, how many have already been replaced by permanent appointments and how many vacancies there are yet to be filled as at 31 July 2017.</p> <p><b>Response of the Cabinet Member for Children, Education &amp; Lifelong Learning/ Service Transformation &amp; Business Operations</b></p>		
REASON	NUMBER WHO HAVE LEFT	POSTS THAT HAVE BEEN FILLED	POSTS NOT YET FILLED
RESIGNATION	13	11 and 2 Acting Heads	2 to be filled on a permanent basis (currently covered by Acting Heads in 'Posts filled' column)

<b>EARLY RETIREMENT</b>	2	2 Acting Heads	2 to be filled on a permanent basis (currently covered by Acting Heads in 'Posts filled' column)
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>4</b>

11 **Cllrs A M Day, C A Holley & M H Jones**

Will the Cabinet Member tell Council the following:

- The number of teaching staff who left employment with Swansea Council due to voluntary early retirement
- The cost of agreeing to those staff leaving on VER.
- The number of school support staff who left employment due to voluntary early retirement
- The cost of agreeing to those support staff leaving on VER
- The number of teaching staff who left employment due to compulsory redundancy
- The cost of redundancy and other payments to those staff made redundant
- The number of support staff who left employment due to compulsory redundancy
- The cost of redundancy and other payments to those staff made redundant
- The number of teaching and support staff whose contractual working arrangements have been reduced.
- Any known impact of these staffing reductions on things like class sizes, subject choices and extra- curricular activities

**Response of the Cabinet Members for Children, Education & Lifelong Learning & Service Transformation & Business Operations**

NO.	QUESTIONS	RESPONSE
a.	The number of teaching staff who left employment with Swansea Council due to voluntary early retirement	18 on VR 18 on ER/VR 9 on ER
b.	The cost of agreeing to those staff leaving on;	
	i) Early Retirement/Voluntary Redundancy (ER/VR)	£1,098,128.40
	ii) Early Retirement(ER)	£366,709
	ii) Voluntary Redundancy (VR)	£534,453.98
c.	The number of school support staff who left employment due to voluntary early retirement	13 on VR 16 on ER/VR 2 on ER
d.	The cost of agreeing to those support staff leaving on ER, ER/VR and VR	VR cost - £158,344.09 ER/VR cost - £225,415.52 ER cost - £16,595.34
e.	The number of teaching staff who left employment due to compulsory redundancy	1
f.	The cost of redundancy and other payments to those	£22,006.85

	teaching staff made compulsory redundant	
g.	The number of support staff who left employment due to compulsory redundancy	3
h.	The cost of redundancy and other payments to those support staff made redundant	£25,378.76
i.	The number of teaching and support staff whose contractual working arrangements have been reduced.	This information is kept by each School; not by the Council.
j.	Any known impact of these staffing reductions on things like class sizes, subject choices and extra-curricular activities	It terms of impact, it is worth noting that potential negative impact in each individual business case is examined by headteachers (in the case of teachers). Business cases for ER/VR are signed by challenge advisers on the understanding that detrimental impact has been mitigated against. In addition, all redundancies have been considered in light of delivery of the curriculum management of which lies with each school and governing body.