



City and County of Swansea

**Minutes of the Swansea Bay
City Region Joint Committee**

**Lord Mayors Reception Room -
Guildhall, Swansea**

Tuesday, 28 January 2020 at 2.00 pm

Present: Councillor Rob Stewart (Swansea Council) Presided

Councillors:

Emlyn Dole	Carmarthenshire County Council
Rob Jones	Neath Port Talbot Council
David Simpson	Pembrokeshire County Council

Co-opted Non-Voting Representatives:

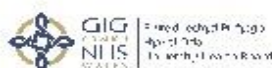
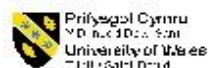
Maria Battle	Hywel Dda University Health Board
Medwin Hughes	University of Wales Trinity St Davids
Edward Tomp	Chair of Economic Strategy Board
Steve Wilks	Swansea University
Emma Woollett	Swansea Bay University Health Board

Officers:

Richard Arnold	Finance Manager (Swansea Bay City Region)
Jonathan Burnes	Swansea Bay City Region
Huw Evans	Head of Democratic Services (Swansea Council)
Jo Hendy	Head of Internal Audit (Pembrokeshire Council)
Greg Jones	Marketing & Communications Officer (Carmarthenshire Council)
Tracey Meredith	Joint Committee Monitoring Officer (Swansea Council)
Chris Moore	Joint Committee S151 Officer (Carmarthenshire Council)
Helen Morgan	Economic Development Manager (Carmarthenshire Council)
Steve Phillips	Chief Executive (Neath Port Talbot Council)
Phil Roberts	Chief Executive (Swansea Council)
Wendy Walters	Chief Executive (Carmarthenshire Council)
Ian Westley	Chief Executive (Pembrokeshire Council)

Apologies for Absence:

None.



41 Disclosures of Personal and Prejudicial Interests.

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

42 Minutes.

Resolved that the Minutes of Swansea Bay City Region Joint Committee meeting held on 26 November 2019 be signed and approved as a correct record.

43 Announcement(s) of the Chair.

1) Dr Jonathan Burnes – Swansea Bay City Region Programme Director

Councillor Rob Stewart (Chair) welcomed Dr Jonathan Burnes to the meeting. Dr Burnes had recently been appointed the Swansea Bay City Region Programme Director and would be commencing the role in March 2020.

44 Public Questions

There were no public questions.

45 Swansea Bay City Deal Projects - Update. (Verbal)

Carmarthenshire

The Wellness Village project progressing well. Discussions with an Academic Partner were approaching completion. The Project Business Case was planned to be presented to the Joint Committee in Spring 2020. The Project would also be subject to a Peer Review.

Neath Port Talbot

The Homes as Power Stations Business Case was planned to be presented to the Joint Committee in February 2020.

Pembrokeshire

Work on the Pembroke Dock Marine project was progressing well. The Governments had asked for additional information which had already been addressed; however, a formal response had been sent on 27 January 2020. The Authority were also in dialogue with the Secretary of State for Wales, Simon Hart MP.

Swansea

The Swansea Central Phase 1 project was progressing well with the contractors currently on site.

University of Wales Trinity Saint David

The Box Village project was progressing well as part of the new SA1 Swansea Waterfront development.

Swansea University

The Swansea University Campuses Development project was progressing well.

Resolved that:

- 1) The updates be noted.

46 Financial Monitoring Report 2019/20 - Swansea Bay City Deal Outturn Position.

The Joint Committee Section 151 Officer submitted a report outlining the year end forecast outturn position in respect of the Programme Management Office, Accountable Body and Joint Committee administration functions.

Resolved that the Joint Committee review the annual accounts of the Swansea Bay City Region Deal.

47 Swansea Bay City Deal Terms & Conditions. (Verbal)

The Joint Committee Section 151 Officer provided an update in relation to the Swansea Bay City Region Deal Terms and Conditions and Grant Award. He stated that the first tranche of £18,000,000 had been released and that a further tranche release was expected prior to 31 March 2020.

He stated that the Section 151 Officers were scheduled to meet week commencing 3 February 2020 in order to discuss the Funding Agreement which was currently with Geldards Solicitors.

Resolved that the update be noted.

48 Internal Audit Governance Arrangements.

The Head of Internal Audit (Pembrokeshire Council) Joint Committee Section 151 Officer submitted a report which outlined the Internal Audit Charter. The Internal Audit Charter defines the purpose, authority and responsibility for the provision of the Internal Audit Service and establishes the position of Internal Audit within the Partnership, including reporting lines of the Head of Internal Audit.

Resolved that the draft Internal Audit Charter and Internal Audit Terms of Reference 2019-2020 as attached to the report be adopted.

49 Implementation Plan (Version 22).

The Regional Office submitted a report which sought approval of the latest version of the Implementation Plan.

Resolved that the latest version of the Implementation Plan be adopted.

50 MIPIM 2020.

The Regional Office submitted a report which sought authorisation for the Swansea Bay City Region's attendance at MIPIM 2020 and its associated costs.

Resolved that the Swansea Bay City Region's attendance at MIPIM 2020 and its associated costs be authorised.

51 Supporting Innovation and Low Carbon Growth Project (Neath Port Talbot Council).

The Regional Office submitted a report which outlined the Supporting Innovation and Low Carbon Growth Project. The project had been developed to deliver a coordinated delivery of sustainable growth and job creation with a targeted focus on the Port Talbot Harbour side area.

Resolved that:

- 1) The feedback from the Economic Strategy Board on the Supporting Innovation and Low Carbon Growth projects be considered;
- 2) The formal submission of the Supporting Innovation and Low Carbon Growth full five-case business plan to the UK Government and Welsh Government be approved;
- 3) Officers be granted delegated powers to make any minor amendments necessary to obtain that approval.

52 Terms and Conditions and Grant Award Update. (Verbal)

This item was a duplication of Minute 47 "Swansea Bay City Deal Terms & Conditions" and was therefore removed from the agenda.

53 Swansea Bay City Region Programme Director - Update. (Verbal)

The Chair welcomed Dr Jonathan Burnes to the meeting. Dr Burnes had recently been appointed the Swansea Bay City Region Programme Director and would be commencing the role in March 2020.

54 Feedback from Economic Strategy Board (ESB). (Verbal)

The Chair of the Economic Strategy Board (ESB) provided an update on its recent work:

- Interviewing Candidates as Advisors to the ESB;
- Preparing a Procurement Principles document for consideration by the Joint Committee in March 2020.

Resolved that the feedback be noted.

The meeting ended at 2.32 pm

Chair