



City and County of Swansea

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

Remotely via Microsoft Teams

Thursday, 12 November 2020 at 10.30 am

**Present:** Councillor Rob Stewart (Swansea Council) Presided

**Councillors:**

Emlyn Dole	Carmarthenshire Council
Ted Latham	Neath Port Talbot Council
David Simpson	Pembrokeshire Council

**Co-opted Non-Voting Representatives:**

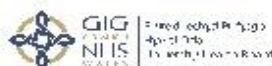
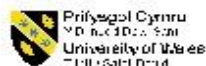
Chris Foxall	Interim Chair of Swansea Economic Strategy Board
Ray Selby	University of Wales Trinity Saint David
Steve Wilks	Swansea University
Emma Woollett	Swansea Bay University Health Board

**Officers:**

Richard Arnold	Swansea City Region Finance Manager (Swansea Bay City Region)
Sharon Burford	Carmarthenshire Council
Jonathan Burnes	Swansea Bay City Region
Huw Evans	Head of Democratic Services (Swansea Council)
Jo Hendy	Head of Internal Audit (Pembrokeshire Council)
Greg Jones	Communications & Marketing Officer - City Deal (Carmarthenshire Council)
Steven Jones	Director of Development (Pembrokeshire Council)
Tracey Meredith	Joint Committee Monitoring Officer (Swansea Council)
Chris Moore	Joint S151 Officer (Carmarthenshire County Council)
Nicola Pearce	Director of Environment (Neath Port Talbot Council)
Phil Roberts	Chief Executive (Swansea Council)
Wendy Walters	Chief Executive (Carmarthenshire Council)

**Apologies for Absence:**

Councillor(s) Rob Jones (Neath Port Talbot Council)  
Maria Battle (Hywel Dda University Health Board) and Medwin Hughes (University of Wales Trinity Saint David)  
Steve Phillips (Chief Executive (Neath Port Talbot Council)) and Ian Westley (Chief Executive (Pembrokeshire Council))



## **1 Disclosures of Personal and Prejudicial Interests.**

In accordance with the Code of Conduct adopted by the City & County of Swansea, the following interest(s) were declared:

- 1) Chris Moore, Ray Selby, Wendy Walters, Steve Wilks & Emma Woollett declared a Personal Interest in the Minute 103 "Pentre Awel (Presentation) & Minute 105 "Pentre Awel Business Case – with Economic Strategy Board Feedback".

## **2 Minutes.**

**Resolved** that the Minutes of the Swansea Bay City Region Joint Committee held on 10 September 2020 be signed and approved as a correct record.

## **3 Announcement(s) of the Chair.**

### **1. Tidal Energy in Swansea Bay**

The Chair expressed his disappointment that the Swansea Bay Tidal Lagoon had not proceeded; however, following significant work with the Welsh Government and UK Government, he hoped that a positive announcement would be made in relation to Tidal Energy in Swansea Bay in due course.

### **2) Swansea Digital Waterfront**

The Chair stated that the Swansea Digital Waterfront project was progressing well and that it had been named "Copr Bay". The "Topping Out" ceremony was scheduled for later that day.

## **4 Public Questions**

There were no public questions.

## **5 Internal Audit Report.**

The Swansea Bay City Region Section 151 Officer (Chris Moore) submitted a report which informed of the findings and actions of an internal audit review into the Swansea Bay City Deal Programme.

**Resolved** that the findings and actions of the internal audit review into the Swansea Bay City Deal Programme be noted.

## **6 Swansea Bay City Region Joint Committee Future Dates 2021-2022.**

The Head of Democratic Services, Swansea Council (Huw Evans) submitted a report which highlighted 15 April 2021 as the final scheduled date for the Swansea Bay City Region Joint Committee. The report sought to extend the scheduled meetings until 7 April 2022.

**Resolved that:**

- 1) The previously agreed Joint Committee dates be noted:

<i>10 December 2020</i>	<i>11 February 2021</i>	<i>15 April 2021</i>
<i>14 January 2021</i>	<i>11 March 2021</i>	-

- 2) The future dates as outlined below be approved:

13 May 2021	9 September 2021	13 January 2022
10 June 2021	14 October 2021	10 February 2022
8 July 2021	11 November 2021	10 March 2022
12 August 2021	9 December 2021	7 April 2022 <small>1<sup>st</sup> Week of April to avoid Easter</small>

**7 Swansea Bay City Deal Procurement Principles.**

The Swansea Bay City Region Business Engagement Manager (Peter Austin) submitted a report which sought consideration of the final draft of the Procurement Principles for Swansea Bay City Region procurement.

**Resolved** that the Procurement Principles for Swansea Bay City Region Project Procurement be approved.

**8 Swansea Bay City Deal Risk Management Strategy.**

The Swansea Bay City Region Senior Portfolio Support Officer (Amanda Burns) submitted a report which sought to set an agreed Risk Management Strategy and Risk Register for the Swansea Bay City Region Portfolio.

**Resolved that:**

- 1) The Risk Management Strategy and agreed approach to be overseen by Programme Board as set out in Appendix A of the report be approved.
- 2) The updated Portfolio Risk Register and Covid-19 Impact Assessment as set out in Appendices B & C of the report be noted.

**9 Portfolio Action Plan.**

The Swansea Bay City Region Portfolio Development Manager (Ian Williams) submitted a report which sought to agree the Action Plan in response to the Accounting Officer Review (AOR) and Gateway 0 Review recommendations.

**Resolved that:**

- 1) The Portfolio Action Plan as outlined in Appendix A of the report be approved as the response to the AOR and Gateway 0 Review recommendations as set out in Appendices B & C of the report.

- 2) The Portfolio Action Plan as outlined in Appendix A of the report be approved as a template for the future reporting of the forward work programme of the PoMO.

#### **10 Quarterly Monitoring Report.**

The Swansea Bay City Region Programme Director (Jonathan Burnes) submitted a report which outlined the Quarterly Monitoring Report for both the Swansea Bay City Region Portfolio and its constituent projects.

**Resolved** that:

- 1) The Quarterly Monitoring Report for both the Swansea Bay City Region Portfolio and its constituent projects be noted.

#### **11 Pentre Awel. (Presentation)**

Sharon Burford (Carmarthenshire Council) gave a presentation on the Pentre Awel project.

**Resolved** that:

- 1) The presentation be noted.

#### **12 Exclusion of the Public.**

The Committee was requested to exclude the public from the meeting during the consideration of the item(s) of business identified in the recommendation to the report on the grounds that it involved the likely disclosure of exempt information as set out in the exemption paragraph of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, relevant to the item(s) of business set out in the report.

The Committee considered the Public Interest Test in deciding whether to exclude the public from the meeting for the item(s) of business where the Public Interest Test was relevant as set out in the report.

**Resolved** that the public be excluded for the following items of business.

**(Closed Session)**

#### **13 Pentre Awel Business Case - with Economic Strategy Board Feedback.**

The Project Manager (Sharon Burford) submitted a report which sought consideration of the Pentre Awel Project Business Plan and approval for the formal submission of the five-case model business case to the UK Government and Welsh Government for approval, subject to approval by Carmarthenshire County Council.

**Resolved that:**

- 1) The formal submission of the Pentre Awel five case business case model to the UK Government and Welsh Government be approved.
- 2) The SRO be delegated authority to make any amendments to the business case as necessary to obtain their approval.
- 3) The position statement provided within the report be noted.

The meeting ended at 11.55 am

**Chair**