



City and County of Swansea

Minutes of the **Corporate Services & Financial Resilience Service Transformation Committee**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Tuesday, 20 June 2023 at 2.00 pm

Present: Councillor V M Evans (Chair) Presided

Councillor(s)

P N Bentu
E T Kirchner

Councillor(s)

J A Hale
F D O'Brien

Councillor(s)

S Joy
L V Walton

Officer(s)

Emily-Jayne Davies	Strategic Policy Officer
Nick Huffer	Employment Lawyer
Rhian Millar	Consultation Co-ordinator
Lee Wenham	Head of Communications & Customer Engagement
Samantha Woon	Democratic Services Officer

4 Disclosures of Personal & Prejudicial Interests.

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

5 Minutes:

Resolved that the Minutes of the People Policy Development Committee held on 18 May 2023 be approved and signed as a correct record.

6 Work Plan 2023-2024.

The Chair referred to the Work Plan report prepared by the Interim Director of Corporate Services which contained the Committee's Terms of Reference and suggested Work Plan items for the 2023/2024 Municipal Year.

Members discussed the Work Plan items and expected output (as detailed below):

Committee Meeting	Work Programme item	Expected output	Cabinet Member and Lead Officer
20 June 2023	Policy Commitments: Human Rights City	Contribute to the HRC 2024+ action plan	Cllr Elliott King Lee

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(20.06.2023)
Cont'd

			Wenham
25 July 2023	Digital transformation: Customer Services / Communication and Engagement with the Public	Contribute to development of Customer Service standards and service design to ensure people can and do access our services digitally	Cllr Andrea Lewis Lee Wenham & Sarah Lackenby
26 Sept 2023	a) Coproduction: Next Steps b) Medium Term Financial Plan: Presentation of background paper as preparation for meeting in October	Contribute to the council's next steps in coproduction post the CoPro Lab project	Cllr Hayley Gwilym / Lee Wenham Ben Smith
31 October 2023	Medium Term Financial Plan: Future Years' Savings Proposals (detail to be confirmed)	Contribute to the identification of potential savings in years 2-4 of the MTFP	Cllr Rob Stewart Ben Smith
12 December 2023/23 January 2023	Workforce Transformation: Leadership and Management; and Learning and Development	Contribute to the development of new leadership behaviours and a new learning and development offer	Cllr David Hopkins Rachael Davies
27 February 2024	To be agreed later in the year	TBC	TBC
23 April 2024	Preparation of Annual Report	Summary of activity and outcomes from 2023-24 work programme	Lee Wenham & Emily Davies

Resolved that: -

- 1) The terms of reference be noted.

- 2) The Work Plan for 2023-24 as outlined in paragraph 2 of the report (and detailed above) be approved.
- 3) The Work Plan be circulated to the Committee.

7 Human Rights City Action Plan Development 2023+.

The Head of Communications and Customer Engagement, assisted by Consultation Co-ordinator submitted a report which provided information on the Human Rights City Action plan event (held on 16 June 2023) and sought input on the creation of Swansea Council's Human Rights City Action Plan.

On the 16 June 2023, Swansea's PSB hosted their Human Rights City Action Plan Engagement event. 103 people attended, comprising young people (16 children from secondary schools), people with lived experiences, businesses, 3rd sector organisations, senior PSB representatives and community leaders.

At this event, presentations were provided by Swansea University of a Human Rights based approach and its principles, followed by a presentation on the principles in practice. Each person in attendance was asked 'What can they do to further support Swansea in being a Human Rights City?'.

Following the presentations, roundtable workshop sessions were convened, in which participants were asked what the main issues were, what are the potential actions and what success looked like under each Human Rights City priority. The priorities were:

- 1) Tackling Poverty
- 2) Vulnerable Children and Families
- 3) Tackling Discrimination
- 4) Domestic Abuse and Violence
- 5) Human Rights Awareness

All engagement activity would be used to inform the Human Rights Action plan for Swansea Council and other PSB partners. A full report will be prepared on the engagement for the action plan including the Committee's input and can be circulated to the Committee along with the first draft of the action plan.

Members discussions focussed on the following:

- Training opportunities for Members and Officers.
- Importance of early intervention.
- Publicity regarding workshops and events.

The Chair thanked Officers for their informative report and congratulated them on a successful event.

Resolved that:

- 1) The report detailing the highlights of the day be circulated to all Committee Members.
- 2) Further training sessions be organised for Committee Members.
- 3) Committee Members be given the opportunity to participate in the survey.
- 4) A series of work shops be convened during the municipal year.
- 5) Councillor L V Walton's Human Rights document be circulated to Committee Members.
- 6) The pocket handbook be circulated to Members

8 Date & Time of Future Meetings.

The Chair referred to the dates of future meetings provided in the agenda pack and proposed that future Committee meetings continue be held at 2 pm.

Resolved that future Committee meetings commence at 2 pm.

The meeting ended at 2.28 pm

Chair