

## CITY AND COUNTY OF SWANSEA

### NOTICE OF MEETING

You are invited to attend a Meeting of the

### EQUALITIES COMMITTEE

**At:** Committee Room 1, Civic Centre, Swansea

**On:** Wednesday, 24 September 2014

**Time:** 5.00 pm

### AGENDA

	Page No.
1 Apologies for Absence.	
2 Disclosures of Personal and Prejudicial Interests.	1 - 2
3 Minutes. To approve as a correct record the Minutes of the meeting of the Equalities Committee held on 27 August 2014.	3 - 5
4 Presentation - Asylum Seekers and Refugees, Immigration and Community Cohesion.	
5 Member Champions Reports. (Verbal)	
6 Work Plan Timetable.	6 - 7
7 Next Meeting - 5 p.m. on Wednesday, 22 October 2014.	



**Patrick Arran**  
Head of Legal, Democratic Services & Procurement  
17 September 2014

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Contact: Democratic Services: - 01792 636016

## EQUALITIES COMMITTEE (12)

### Councillors

#### Labour Councillors: 8

John C Bayliss ( <b>Vice Chair</b> )	Yvonne V Jardine
David W Cole	Erika T Kirchner
V Mandy Evans	Gloria J Tanner
Fiona M Gordon ( <b>Chair</b> )	Lesley V Walton

#### Liberal Democrat Councillors: 2

Cheryl L Philpott	T Huw Rees
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#### Independent Councillor: 1

Susan M Jones	
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#### Conservative Councillor: 1

Anthony C S Colburn	
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#### Officers:

Lee Wenham	Head of Marketing, Communications & Scrutiny
Steve Rees	Head of Human Resources
Patrick Arran	Head of Legal, Democratic Services & Procurement – Electronic
Tracey Meredith	Deputy Head of Legal, Democratic Services & Procurement
Euros Owen	Access to Services
Democratic Services	
Archives	
Spares	

#### Total Copies Needed:

25
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## Disclosures of Interest

To receive Disclosures of Interest from Councillors and Officers

### Councillors

**Councillors Interests are made** in accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea. You must disclose orally to the meeting the existence and nature of that interest.

**NOTE:** You are requested to identify the Agenda Item / Minute No. / Planning Application No. and Subject Matter to which that interest relates and to enter all declared interests on the sheet provided for that purpose at the meeting.

1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3 below, you **MUST WITHDRAW** from the meeting (unless you have obtained a dispensation from the Authority's Standards Committee)
3. Where you have a Prejudicial Interest you may attend the meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, **provided** that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise. In such a case, you **must withdraw from the meeting immediately after the period for making representations, answering questions, or giving evidence relating to the business has ended**, and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration (**Paragraph 14** of the Code).
4. Where you have agreement from the Monitoring Officer that the information relating to your Personal Interest is **sensitive information**, as set out in **Paragraph 16** of the Code of Conduct, your obligation to disclose such information is replaced with an obligation to disclose the existence of a personal interest and to confirm that the Monitoring Officer has agreed that the nature of such personal interest is sensitive information.
5. If you are relying on a **grant of a dispensation** by the Standards Committee, you must, before the matter is under consideration:
  - i) Disclose orally both the interest concerned and the existence of the dispensation; and
  - ii) Before or immediately after the close of the meeting give written notification to the Authority containing:

- a) Details of the prejudicial interest;
- b) Details of the business to which the prejudicial interest relates;
- c) Details of, and the date on which, the dispensation was granted; and
- d) Your signature

## **Officers**

### **Financial Interests**

1. If an Officer has a financial interest in any matter which arises for decision at any meeting to which the Officer is reporting or at which the Officer is in attendance involving any member of the Council and /or any third party the Officer shall declare an interest in that matter and take no part in the consideration or determination of the matter and shall withdraw from the meeting while that matter is considered. Any such declaration made in a meeting of a constitutional body shall be recorded in the minutes of that meeting. No Officer shall make a report to a meeting for a decision to be made on any matter in which s/he has a financial interest.
2. A "financial interest" is defined as any interest affecting the financial position of the Officer, either to his/her benefit or to his/her detriment. It also includes an interest on the same basis for any member of the Officers family or a close friend and any company firm or business from which an Officer or a member of his/her family receives any remuneration. There is no financial interest for an Officer where a decision on a report affects all of the Officers of the Council or all of the officers in a Department or Service.

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE EQUALITIES COMMITTEE

HELD AT ON WEDNESDAY, 27 AUGUST 2014  
AT 5.00 PM

**PRESENT:** Councillor F M Gordon (Chair) Presided

<b>Councillor(s)</b>	<b>Councillor(s)</b>	<b>Councillor(s)</b>
J C Bayliss A C S Colburn	D W Cole S M Jones	T H Rees L V Walton

**Officers:**

J Hooper	- Directorate Lawyer
E Owen	- Access to Services Manager
P Couch	- Equality Policy Officer
S Collins	- Democratic Services Officer

17 **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors V M Evans, E T Kirchner, C L Philpott and G J Tanner.

18 **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS.**

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 meeting of the Equalities Committee held on 2 July 2014 be agreed as a correct record.

20 **WELSH LANGUAGE SCHEME DRAFT ANNUAL MONITORING REPORT 2013-14 AND WELSH LANGUAGE STANDARDS.**

The Equality Policy Officer and the Access to Services Manager presented the Welsh Language Scheme Annual Monitoring Report 2013 – 2014. The report had been submitted to Cabinet for consideration prior to the Meeting. The report had been circulated to Committee members at the end of July as the last meeting, when the item was originally scheduled for discussion, had been cancelled due to a special Council meeting.

It was outlined that the Council was required to undertake an annual review of the implementation of the Welsh Language Scheme with a report presented to the Welsh Language Commissioner and published.

It was added that in common with many parts of Wales, the profile of the language in the City and County of Swansea had changed over the past decade. According to the 2011 Census, 11.4% of the population (26,332) of the City and County of Swansea speak Welsh (with 19.3% having one or more language skills). This represented a decrease of 1.6% since the 2001 Census, which was a little less than average across Wales (1.9%). As Swansea was an economic and retail centre for South West Wales, it was important to note that nearly a third of all Welsh speakers live within the region.

The draft report was provided at Appendix A to the report and covered the year to March 2013. The Welsh Language Commissioner required that the monitoring report covers six Performance Indicators, as well as providing information on the following areas:

- Compliance with the Welsh Language Scheme.
- Frontline services.
- Management and administration of the Scheme.
- Welsh language skills.
- Mainstreaming the Welsh language.
- Performance analysis.

The statutory requirements for each public body in Wales with regards to the production of a Welsh Language Scheme were outlined in detail. The time table for, and some of the likely changes from, the introduction of Welsh Language Standards next year were also outlined.

The Committee discussed the details contained within the report. Discussions centred around;

- How people engage their level of Welsh and the need to provide services that reflect the demand for, and support the use of, Welsh.
- How the Authority has promoted the services it has and the Welsh language skills within the workforce.
- How the forthcoming austerity measures could affect the language provision within the Authority.

**RESOLVED** that the Welsh Language Scheme Annual Monitoring Report 2013-2014 be noted.

21 **MEMBER CHAMPIONS**

There were no reports from Member Champions.

22 **WORK PLAN TIMETABLE 2014-2015.**

The Chair presented the revised Work Plan for 2014/2015.

**RESOLVED** that the contents of the report be noted.

23 **NEXT MEETING – 5.00 P.M. ON WEDNESDAY, 24 SEPTEMBER 2014.**

**NOTED** that the next meeting of the Committee at 5pm on Wednesday, 24 September 2014.

The meeting ended at 5.35pm.

**CHAIR**

# Agenda Item 6

## Report of the Chair

Equalities Committee – 24 September 2014

### EQUALITIES COMMITTEE – WORK PLAN 2014/15

Date	Subject Area	Officer Lead	Member Lead/ Champion
4 <sup>th</sup> June	1. Agree work plan and detailed focus/questions for subject areas (For August, October, February & April meetings). 2. Member Champions Updates (Verbal).		
2 <sup>nd</sup> July	1. Information on UNCRC and implementation <i>Presentation</i> 2. Member Champions Updates (Verbal).		
30 <sup>th</sup> July	Cancelled		
27 <sup>th</sup> August	1. Welsh Language Scheme Annual Monitoring Report 2013-14 and Welsh Language Standards: <i>Presentation and paper</i> 2. Member Champions Updates (Verbal).		
24 <sup>th</sup> September & 22 <sup>nd</sup> October	1. Asylum Seekers, Immigration and Community Cohesion: <ul style="list-style-type: none"> <li>• <i>Possibly presentation of information required and work shop</i></li> <li>• <i>Possible visit</i></li> <li>• <i>Or invite organisations in for discussion/workshop.</i></li> </ul> 2. October: 6 monthly written reports from Member Champions. 3. Member Champions Updates (Verbal).	Sarah Crawley	
19 <sup>th</sup> November & 17 <sup>th</sup> December	1. Interpersonal violence: <ul style="list-style-type: none"> <li>• Domestic Abuse</li> <li>• Female Genital Mutilation</li> <li>• Human Trafficking</li> </ul> <i>Possibly:</i> <ul style="list-style-type: none"> <li>○ <i>Presentation/training/information exchange on subjects</i></li> <li>○ <i>Visit to One Stop Shop due to open in November</i></li> <li>○ <i>Invite organisations in for discussion/workshop</i></li> </ul>		



	2. Member Champions Updates (Verbal).		
21 <sup>st</sup> January	1. Strategic Equality Plan and Equality Objectives annual Review 2013-14: <i>Presentation and paper</i> 2. Interpersonal violence ( <i>continued from December</i> ) 3. Member Champions Updates (Verbal).		
18 <sup>th</sup> February & 18 <sup>th</sup> March	1. Hate Crime and Hate Crime Strategy/Framework ○ <i>Presentation/training/information</i> ○ <i>Invite organisations in for discussion/workshop</i> 2. Member Champions Updates (Verbal).		
15 <sup>th</sup> April	1. Tackling Poverty and Health Inequality ( <i>Content to be confirmed</i> ) 2. Annual written reports from Member Champions 3. Member Champions Updates (Verbal).	Sarah Crawley	The Leader / Cabinet Member for Anti-Poverty