

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE ENGAGEMENT & INCLUSION CABINET ADVISORY COMMITTEE

HELD AT COMMITTEE ROOM 3, CIVIC CENTRE, SWANSEA ON  
WEDNESDAY, 7 JANUARY 2015 AT 4.00 PM

**PRESENT:** Councillor E T Kirchner (Chair) presided

| <b>Councillor(s)</b> | <b>Councillor(s)</b> | <b>Councillor(s)</b> |
|----------------------|----------------------|----------------------|
| D W Cole             | Y V Jardine          | L V Walton           |
| J P Curtice          | D J Lewis            |                      |
| F M Gordon           | H M Morris           |                      |

18 **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor A J Jones.

19 **DISCLOSURES OF PERSONAL AND PREJUDICIAL INTEREST.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interests were declared:

Councillor D J Lewis - Minute No. 23 - Work Programme - employed at DVLA - personal.

20 **MINUTES.**

**RESOLVED** that the Minutes of the Engagement and Inclusion Cabinet Advisory Committee held on 10 December 2014 be accepted as a correct record.

21 **PRESENTATION - FEEDBACK REGARDING CONSULTATION - SUSTAINABLE SWANSEA.**

The Consultation Co-ordinator provided a detailed and informative presentation regarding Sustainable Swansea: Continuing The Conversation. Details provided included: What is Sustainable Swansea: Continuing The Conversation?; Key Activity So Far; Key Outcomes So Far; and Next Steps.

Members asked a number of questions of the Officer who responded accordingly. Discussions centred around the following:-

- The organisation of Swansea Voices was undertaken by an external company and included a cross-section of individuals from Swansea;

- The importance of communicating with individuals and groups within communities, especially those who are already engaged as volunteers within their communities;
- There are pros and cons to the consultation process and lessons to be learnt, especially regarding those individuals/groups with whom there has not been any previous engagement;
- The earlier engagement is made with communities, the better and the budget is the major topic of consultation going forward for the Authority;
- The online consultation survey was made available to the public on 17 December 2014 and 4,000 hard copies had been printed and circulated to a number of venues throughout Swansea. South Wales Evening Post had also been engaged in order to get them to promote the survey. The survey had dramatically increased in size as a result of the savings required;
- Blockages in communication caused by middle managers throughout the Authority;
- The lack of resources provided in order to decipher the responses and possible options available;
- Ongoing dialogue with its citizens was essential for the Authority going forward.

The Chair thanked the Officer for providing the presentation.

**AGREED** that the contents of the presentation be noted.

22 **MEMBER CHAMPION UPDATE.**

Councillor J P Curtice, Older People's Champion provided a verbal update report on the activities and work she had undertaken as part of her role.

She stated that she had attended the Ageing Well In Wales Programme Launch in Cardiff in October 2014 and outlined various aspects of work the role had provided, particularly directly advising elderly members of the public.

She added that she would benefit from further guidance/training regarding the role, particularly providing members of the public with assistance and signposting as required.

**AGREED** that:

- (1) the contents of the report be noted;
- (2) the request for further guidance/training regarding the Older People's Champion role be forwarded to the Access to Services Manager.

23 **WORK PROGRAMME.**

The Chair presented an updated Engagement and Inclusion Cabinet Advisory Committee Work Programme for 2014/15. The Committee discussed the following:

- To amend the title of the Committee to Engagement, Equalities and Inclusion Cabinet Advisory Committee;
- The Cabinet Member for Services to Children and Young People had highlighted that the Children and Young People website required updating;
- To time limit presentations provided to the Committee to 20 minutes and allowing 10 minutes for questions;
- Details of the scheduled site visit to DVLA at 10.00 a.m. on Thursday 15 January 2015 in order to discuss communications with staff;
- Outstanding former Equalities Committee issues, including attending the Swansea Bay Asylum Seeker and Refugee Drop-ins and design and produce a BME/Migration Factsheet;
- Undertaking work on behalf of the Cabinet Members for Services for Adults and Vulnerable People and Anti-Poverty.

**AGREED** that:

- (1) the contents of the report be noted;
- (2) Councillor J P Curtice investigates the Children and Young People's website and reports back to the Committee;
- (3) the Chair requests that the Committee name be amended to the Engagement, Equalities and Inclusion Cabinet Advisory Committee;
- (4) Members be informed of Swansea Bay Asylum Seeker and Refugee Drop-ins and to attend as required;
- (5) the Partnerships, Performance and Commissioning Team be requested to design and produce a BME/Migration Factsheet for discussion at a future Committee;
- (6) the Chair discusses future topics for investigation with the Cabinet Members for Services for Adults and Vulnerable People and Anti-Poverty.

24 **LIST OF MEETINGS FOR REMAINDER OF THE 2014/15 MUNICIPAL YEAR.**

**NOTED** the dates and times of meetings for the remainder of the 2014/15 Municipal Year.

The meeting ended at 5.25 pm

**CHAIR**