



City and County of Swansea

Minutes of the Transformation & Future Council Policy Development Committee

Committee Room 5 - Guildhall, Swansea

Tuesday, 23 April 2019 at 2.00 pm

Present: Councillor P B Smith (Chair) Presided

Councillor(s)

L S Gibbard
E T Kirchner
A H Stevens

Councillor(s)

J A Hale
M B Lewis
L J Tyler-Lloyd

Councillor(s)

T J Hennegan
S Pritchard

Officer(s)

Sally-Ann Evans
Kate Jones
Linda Phillips
Joanne Portwood

Senior Lawyer
Democratic Services Officer
Project Officer
Strategy and Policy Officer

Apologies for Absence

Councillor(s):

32 Disclosures of Personal & Prejudicial Interests.

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

33 Minutes.

Resolved that the Minutes of the Transformation & Future Council Policy Development Committee held on 26 February 2019 be approved and signed as a correct record.

34 Update - Gender Pay Gap.

The Project Officer presented a report on the Gender Pay Gap and provided a further update to the written report.

The National Pay Structure had been implemented and this had resulted in a decrease in the Gender Pay Gap by almost 2%.

The Strategic Human Resources and Organisational Development Manager had commissioned the following actions from the action plan set out in the written report:-

- Undertake grade distribution analysis of gender based work in lower grades to understand whether these roles are arranged fairly and not set up to exclude / include one gender over the other.
- Undertake a grade distribution analysis of senior roles by gender, working pattern etc.

It was recommended that once the above tasks were completed, the Project Officer would provide an update on the findings.

The Committee thanked the Project Officer and Colleagues for all their work.

Resolved that:-

- 1) The contents of the report and updates be noted; and
- 2) A further update be provided in September 2019.

35 Feedback from the Workshop on Co-production.

The Strategy and Policy Officer provided a brief update on Co-production following the Workshop on 26 March 2019.

36 Self Assessment - Review of 2018/2019.

The Strategy and Policy Officer provided a presentation on 'Self Reflection – Transformation & Future Council Policy Development Committee' which included the following:-

- Terms of Reference
- Role & Framework
- Relationship with Scrutiny
- Self-Reflection Process
- Work Plan for 2018/19
- What Happened – Key Achievements
- Self-Reflection

A discussion ensued on what worked well, what did not work so well and areas for improvement. Questions and discussions focussed on the following:-

- Better understanding of different HR Contracts
- Greater engagement and public involvement
- Roll out of training on Co-production
- Tackling the issue of equality in decision making for Co-production and the importance of managing properly to be successful and meaningful. implementation
- Positivity of the workshops on Procurement and Co-production
- Services in the Community and taking forward the lessons learnt
- Ways to review the impact of work undertaken
- Use of outside speakers on best practice
- Community led policy initiatives
- Focus on Policy Development

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(23.04.2019) Cont'd

The Committee thanked the Chair for her work over the year. The Chair thanked the Committee and the Strategy and Policy Officer.

Resolved that the presentation be noted.

The meeting ended at 2.45 pm

Chair