



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Equalities & Future Generations Policy Development Committee

**At:** Committee Room 5, Guildhall, Swansea

**On:** Tuesday, 27 August 2019

**Time:** 2.00 pm

**Chair:** Councillor Louise Gibbard

**Membership:**

Councillors: C Anderson, J E Burtonshaw, J A Hale, T J Hennegan, M B Lewis, P B Smith, L J Tyler-Lloyd and L V Walton

---

### Agenda

	Page No.
<b>1 Apologies for Absence.</b>	
<b>2 Disclosures of Personal &amp; Prejudicial Interests.</b> <a href="http://www.swansea.gov.uk/disclosureofinterests">www.swansea.gov.uk/disclosureofinterests</a>	
<b>3 Minutes.</b> To approve and sign the minutes of the meeting of the Transformation & Future Council Policy Development Committee held on 25 June 2019 as a correct record.	1 - 2
<b>4 Terms of Reference. (For Information)</b>	3
<b>5 Work Plan 2019/2020. (Discussion)</b>	

**Next Meeting:** Tuesday, 24 September 2019 at 2.00 pm

A handwritten signature in cursive script that reads 'Huw Evans'.

**Huw Evans**  
Head of Democratic Services  
Tuesday, 20 August 2019

---

Contact: Democratic Services - 636923

# Agenda Item 3



City and County of Swansea

## Minutes of the Transformation & Future Council Policy Development Committee

Committee Room 5 - Guildhall, Swansea

Tuesday, 25 June 2019 at 2.00 pm

**Present:** Councillor L S Gibbard (Chair) Presided

**Councillor(s)**

C Anderson  
P B Smith

**Councillor(s)**

J A Hale  
L J Tyler-Lloyd

**Councillor(s)**

M B Lewis  
L V Walton

**Officer(s)**

Sarah Caulkin  
Sally-Ann Evans  
Kate Jones  
Joanne Portwood

Chief Transformation Officer  
Senior Lawyer  
Democratic Services Officer  
Strategy and Policy Officer

**Apologies for Absence**

Councillor(s): J E Burtonshaw

---

**5 Disclosures of Personal & Prejudicial Interests.**

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

**6 Minutes.**

**Resolved** that the Minutes of the Transformation & Future Council Policy Development Committees held on 23 April 2019 and 9 May 2019 be approved and signed as a correct record.

**7 Terms of Reference.**

The Terms of Reference was provided for information.

**8 Work Plan 2019-2020.**

The Chair outlined potential topics for the Committee to discuss and invited suggestions from the Committee for potential work plan items for the Transformation & Future Council Policy Development Committee 2019-2020.

The Committee discussed the following suggestions put forward by the Chair:-

**Consultation and Co-production** – this item was suggested to follow on from the work on Co-production from the previous year and increase the scope to explore Council consultation and communication. This work could include exploration of how the Council can make better use of Digital Technology, whilst improving access to services for those people who are digitally excluded and / or find it difficult to make use of digital technologies. This work would link with the Digital Inclusion Strategy, Consultation Engagement Strategy and Co-production Strategy. The Chief Digital and Transformation Officer would work with the Strategy and Policy Officer on potential timescales for the aforementioned strategies to come to the Committee.

**Workforce Diversity** – this item was to follow on from the work on the Gender Pay Gap from the previous year and expand the scope for this year to explore how the Council can improve data collection in relation to diversity. The Equality and Human Rights Commissioner had indicated that Council's would be required to collect data on other protected characteristics in the future such as disability and race.

**Human Rights City** – this was proposed as a new item to keep a watching brief on the Progress of the Human Rights City. Following discussions, it was largely felt that the topic may sit better within another area / committee.

**Sustainable Development Policy** – this was proposed as a new item to re-develop the Council's Sustainability Policy to come in line with the Future Generation (Wales) Act 2015.

There was a further suggestion to look at Civic Socialism as a topic looking at the Preston Model and whether it could be relevant and / or adapted.

### **Adjourned at 2.30**

The Committee adjourned due to a fire alarm

### **Reconvened at 2.50**

The Committee requested that written information be provided prior to the Committee to allow Members opportunity to fully consider the items prior to the meeting.

The Chief Digital and Transformation Officer also discussed the rhythm of meetings and possibility of holding workshops.

**Resolved** that the Work Plan for 2019-2020 consist of:

- 1) Consultation and Co-production;
- 2) Workforce Diversity; and
- 3) Sustainable Development Policy.

The meeting ended at 2.55 pm

**Chair**

# Agenda Item 4

## Equalities & Future Generations PDC

### Terms of Reference

- i) To support the Council in complying with Equality and Welsh Language legislation and regulations in relation to staff, elected members, members of the public, visitors and others closely associated with the City & County of Swansea.
- ii) To promote an inclusive, supportive, healthy and equitable working environment that is consistent with the Corporate Objectives, Strategic Equality Plan, Welsh Language Scheme and Social Inclusion Strategy.
- iii) To ensure that the Council implements all actions and plans emanating from policy including undertaking Equality Impact Assessments (EIAs) in relation to all services and budgets.
- iv) To ensure appropriate equality and diversity training and developments is provided and accessible to all staff, elected members and others associated with the Council.
- v) Monitor data, trends and the assessment of impact of policies, procedures, criteria and practices in relation to compliance with Equality and Welsh Language legislation and regulations.
- vi) To develop Council Corporate Priorities in relation to Equalities & Future Generations.