



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, 17 December 2019

Time: 2.00 pm

Chair: Councillor Louise Gibbard

Membership:

Councillors: C Anderson, J A Hale, D W Helliwell, T J Hennegan, P K Jones, M Sherwood, P B Smith, L J Tyler-Lloyd and L V Walton

Agenda

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2 Disclosures of Personal & Prejudicial Interests. www.swansea.gov.uk/disclosureofinterests	
3 Minutes. To approve and sign the Minutes of the previous meeting(s) as a correct record.	1 - 3
4 Update on Progress to Council Notice of Motion relating to Climate Change Emergency.	4 - 7
5 Sustainable Development Policy.	8 - 12
6 Workplan 2019/20.	13

Next Meeting: Tuesday, 28 January 2020 at 2.00 pm

A handwritten signature in black ink that reads 'Huw Evans'.

Huw Evans
Head of Democratic Services
Tuesday, 10 December 2019

Contact: Democratic Services - Tel (01792) 636923

Agenda Item 3



City and County of Swansea

Minutes of the Equalities & Future Generations Policy Development Committee

Committee Room 5, Guildhall, Swansea

Tuesday, 26 November 2019 at 2.00 pm

Present: Councillor L S Gibbard (Chair) Presided

Councillor(s)

C Anderson
M Sherwood

Councillor(s)

D W Helliwell
L V Walton

Councillor(s)

P K Jones

Officer(s)

Adrian Chard

Strategic Human Resources and Organisational
Development Manager

Sally-Ann Evans

Senior Lawyer

Kate Jones

Democratic Services Officer

Sarah Lackenby

Chief Digital & Transformation Officer

Linda Phillips

Project Officer

Joanne Portwood

Strategy and Policy Officer

Apologies for Absence

Councillor(s): L J Tyler-Lloyd

15 Disclosures of Personal & Prejudicial Interests.

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

16 Minutes.

Resolved that the Minutes of the Equalities & Future Generation Policy Development Committee held on 22 October 2019 be approved and signed as a correct record.

17 Gender Pay Gap Report - Action Plan Update.

The Project Officer presented a report on the Gender Pay Gap Report – Action Plan Update. She provided a brief overview of the Gender Pay Gap review and highlighted the following:

- Following the implementation of the National Pay Award the gender pay gap had reduced by 2%
- The gender pay gap figures published in March 2020 would be based on last year's pay structure

- Findings from the gender pay gap analysis
- Post distribution by gender across main grade structure
- Approximately 50% of the non-schools based workforce were in grades 5, 6 or 7
- The number of staff in grade 1 was relatively low
- There were close to equal numbers of men and women in grades 4, 10,11 and 12
- In senior grades 10 and 11, men were on a slightly higher rate than women, but in grade 12 women were on a slightly higher rate than men.
- Action plan update

Questions and discussions focused on: -

- Gender pay gap for senior management roles
- Review of recruitment policies and procedures
- Ongoing work for part-time staff – multiple roles
- Gender balance on apprenticeships
- Expansion of pay gap data to include more protected groups
- Classification of disability
- Data collection
- Encouraging staff to complete equality forms

Resolved that the contents of the report be noted.

18 Human Resources & Organisation Development Report. (Presentation)

The Project Officer and the Strategic Human Resources and Organisational Development Manager provided a presentation on 'HR & OD Report' which highlighted the following: -

- Recruitment and Selection Policy
- Recommendation 9; Training
- Issues to Consider

Questions and Discussions focussed on the following:

- Promotion of staff vacancies and apprenticeships to different groups
- Advertising more carefully / more targeted advertising – clarity on wording
- Review of training opportunities and ensuring staff undertake mandatory training
- Development of training with equality groups where possible
- Accuracy and recording of data
- Chwarae Teg Survey
- Availability of resources
- Budgetary pressures

Resolved that:

- 1) The presentation be noted; and

2) Further information be provided on the Chwarae Teg survey.

19 Update on Co-production. (Verbal)

The Chief Digital and Transformation Officer provided an update on Co-production and highlighted the following: -

- Good working link with the Disability Liaison Group
- Consideration of all types of engagement – choosing the right engagement for each situation
- The training of equality champions was ongoing
- Developing knowledge and experience on co-production

Resolved that the update be noted.

20 Workplan 2019/20.

The Chair presented the Work Plan 2019/20 and noted that the following was scheduled for the next meeting:

- Sustainable Development Policy
- Update on the Climate Change Charter

It was proposed that the Strategic Equality Plan be added to the work plan for January and an update on Co-production be added to the work plan for March.

The Committee also discussed the possibility of speakers attending the Committee to share best practice.

Resolved that Work Plan be updated accordingly.

The meeting ended at 3.00 pm

Chair



Report of the Director of Place

Equalities & Future Generations Policy Development Committee
17 December 2019

Update on Progress to Council Notice of Motion relating to Climate Change Emergency

1. Introduction

1.1 The Cabinet Member for Homes, Energy and Service Transformation and Director of Place attended the PDC on the 22nd October to provide an initial response to the Notice of Motion for Climate Change Emergency.

1.2 This update report outlines the action taken since this date.

2. Progress to Date

2.1 **Climate Change Charter.** An initial draft was circulated to the PDC. Comments were received at the meeting and subsequently. These changes were made and the final draft approved. Due to the current Purdah (pre-election) period it is recommended that the Council waits until after the 12th December to maximise the visibility of commitment which also allows the initiative to be promoted seeking maximum buy in.

2.2 **Scope and Baselineing.** The Committee were provided with some outline of the potential scope for assessing how the Council would assess its current scope of Carbon Emissions allowing it to build its action plan with the intention of achieving zero carbon by 2030.

Since the meeting constructive discussions have taken place with Welsh Government officials who have outlined the current proposed methodology for setting a standard “scope” for the public sector with the intention of circulating guidance and piloting the approach early in 2020. Swansea has volunteered to participate in this pilot. The key emerging principles are:-

- Inclusion of direct emissions for buildings, street lighting, Council fleet;
- Likely inclusion of indirect emissions e.g. Grey fleet;
- Still debating inclusion of wider land use (as this might bring such things like Council farms in) and assets leased in and out. The current thinking is they will include those assets which are “within the direct control” of the Council;
- WG would like procurement to be included in scope but are still trying to develop a methodology for doing so;

- WG are also looking for some aligned policy proposals and guidance e.g. decarbonisation of housing, sustainable transport, procurement and foundational economy to influence behaviour change but not included in the proposed measurement.

Based on this initial feedback it is proposed that the Council base any initial work on these assumptions and develop its scope in line with the emerging WG guidance. It may be that once this is clear the Council could choose to add additional actions once the implications are clear. Work has commenced in drawing together the relevant data to inform the baseline.

- 2.3 **Stakeholder Forum.** The PDC endorsed the proposal to approach the Swansea Environmental Forum to act as the stakeholder forum for the Climate Change work. The Director of Place attended their meeting on the 21st November.

The SEF was very supportive of the work the Council is carrying out and accepted the offer to engage as a stakeholder forum to assist the Council in developing its action plan.

Further meeting has taken place with VocalEyes with a view to exploring the opportunities for public engagement.

- 2.4 **Internal Council Forum.** As previously outlined the Council currently has a Biodiversity Working Group set up but during the recent discussions it is clear that this should be widened to include the Climate Emergency work and also expand its membership to include the wider Council.

- 2.5 **Procurement.** Council approved the amended Contract Procedure Rules at their November Council and the Council has also been successful in its foundational economy bid to Welsh Government to promote local supply chains. This allows the selection of “local” suppliers and contractors for tender for a range of contracts.

- 2.6 **Policy Review.** Work has begun on reviewing the relevant Council policies and how they align including its energy strategy which it is proposed and listed for a future PDC. The PDC is also due to review the Sustainable Development Policy and discussions have taken place to ensure these are aligned.

3.0 **Financial Implications**

No financial implications at present but any implications arising from future piloting and policy changes will need to be accommodated within existing budget and have due regard to availability of constrained future resources set out in the Council Medium Term Financial Plan.

4.0 **Legal Implications**

No legal implications at present.

Background Papers: None

Appendices: Appendix A – Swansea Climate Change Charter

Swansea Climate Change Charter

We, the Signatories to Swansea Charter on Climate Action, affirm our commitment on behalf of our company/organisation to work towards becoming net carbon neutral by 2030 and in doing so commit to the following:

WHAT WE AIM TO DO

- Within 1 year of signing, review our organisations current strategies and action plans for addressing climate change and Identify any further policy changes or actions which we could undertake, within the scope of our powers and resources, to meet the challenge of climate emergency.
- Fully align our actions with our wellbeing and biodiversity obligations to ensure our actions and commitments meet the requirements of our future generations and the need to halt and reverse the decline in biodiversity.
- Provide constructive challenge and proposals to Welsh and UK Governments and seek the relevant powers and resources to deliver against our action plan and Commitments
- Facilitate and partner with experts, businesses, investors, environmental advocates and other stakeholders to develop and implement a decarbonisation strategy for the region, including by developing a work programme, tools and resources necessary to achieve the agreed emission reduction targets;
- Maximise the use of renewals, and the reduction of energy use and loss both within our own energy consumption and in relation to utilising our assets for renewable energy generation
- Review our procurement methodologies and criteria to align with our emerging principle of what constitutes “value for money” to ensure appropriate inclusion of climate change and biodiversity is an appropriate part of any award criteria

HOW WE AIM TO DO IT

- Working collaboratively with others through seeking the help of local partners including public, private and voluntary sectors to, produce our own response to share with the community, explaining work already underway and achievements already made, as well as targets for the future.

MONITORING PROGRESS & KEEPING ALL PARTIES INFORMED

- Utilise our formal reporting mechanisms to place in the public domain how we are performing against our committed actions
- Fully engage with children and young people in line with the core principles of the UNCRC
- Quantify, track and publicly report our carbon emissions, consistent with standards and best practices of measurement and transparency

GETTING MESSAGE ACROSS

- Above all communicate a shared vision and understanding through the development of a common strategy and messaging, including by championing

climate action within our sectors through an enhanced and trust-building dialogue with relevant stakeholders.

Signed by Organisational Champion..... Date.....

Agenda Item 5



Report for the Director of Place

Equalities and Future Generations Policy Development Committee
17 December 2019

Sustainable Development Policy

Purpose:	To update and refresh the sustainable development policy in line with the Well-being of Future Generations Act (Wales) 2015
Policy Framework:	Sustainable Development Policy
Recommendation(s):	It is recommended that: 1) A working group oversees the development of a draft sustainable development Policy. This should include all aspects of sustainable development such as climate change, biodiversity etc. as discussed with the Director of Place. 2) A corporate and political sponsor oversees this work. 3) The policy is linked to the sustainable development action plan reporting to CMT.
Report Author:	Suzy Richards
Finance Officer:	Paul Roach
Legal Officer:	Sally Ann Evans
Equalities:	Rhian Millar

1. Background

- 1.1 Swansea Council first adopted a corporate Sustainable Development Policy in 2006. This was last reviewed and adopted at Council in January 2012.
- 1.2 The Sustainable Development Policy is the Council's principal vehicle for mainstreaming sustainable development throughout the authority.
- 1.3 This review links into wider work on policy development around climate change, decarbonisation and biodiversity.
- 1.4 Previous Policies aimed to set out the Council's objectives regarding sustainability and provided governance for delivery via the Sustainable Development Framework Action Plan

- 1.5 While previous policies predate the Well-being of Future Generations Act (Wales) 2015 (which placed a statutory duty on local authority to deliver sustainable development) there is clear continuity as Swansea's definition of sustainable development (Bruntland 1987) is the same as that underpinning the Act's sustainable development principle.

'to act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.'

- 1.6 The challenge for 2020 is to further embed sustainable development into all levels of decision making at the earliest possible stage. Cultural and behavioural change across services and at all levels of the organisation is key. A refreshed sustainable development policy provides a local policy context and structure necessary to improve the ways we work as an organisation for both current and future generations.

2. Rationale for a Sustainable Development Policy

The following drivers suggest that an updated Sustainable Development Policy is required:

- 2.1 The Well-being of Future Generations Act (Wales) 2015 places a duty on the Council to carry out sustainable development. The policy needs updating to reflect and embed the cultural change required by this Act. The sustainable development principle's 'Five Ways of Working' are applied in ways that lead Wales in some services but are less well applied in others. A consistent rather than ad hoc approach is needed to ensure outcomes maximise social, economic, cultural and environmental well-being.
- 2.2 Welsh Government Guidance on 'Making Good Decisions' suggests that decisions are potentially vulnerable to legal challenge and judicial review where consideration of the Act cannot be demonstrated throughout the decision making process. An updated policy would help address any corporate gaps or vulnerabilities.
- 2.3 The Future Generations Commissioner provides advice for public bodies and is placing increasing emphasis on demonstrating how sustainable development is taken into account from the earliest stage of decision making throughout organisations.
- 2.4 The Local Government Measure 2009 in its supporting guidance states that local authorities will need to set improvement objectives especially in terms of social, environmental and economic well-being that contribute to the achievement of sustainable development of an area. Sustainability is identified as one of the issues that local authorities need to improve on in the delivery of its functions. This measure is still in force and is assessed by Wales Audit Office as part of our Annual Review of Performance.

3. Opportunities and benefits

- 3.1 The Corporate (Well-being) Plan and its priorities (well-being objectives) are expressed in terms of the sustainable development principle's ways of working and how they maximise contribution to the well-being goals. In addition, increasingly funding bids and external reporting are framed using the sustainable development principle. Impact Assessments and decision making tools also need to use the same criteria to improve decision making.
- 3.2 This means there are opportunities to reduce duplication by using a common vocabulary in order to collate information once then build on and use it to meet multiple purposes.
- 3.3 Sustainable development underpins our corporate plan so it makes sense for this framework to help organise policies strategies and plans align in a logical way.
- 3.4 The Well-being goals provide a means to connect and integrate our policies and ensure a joined up approach.
- 3.5 Climate change and decarbonisation explicitly underpin three of the seven goals. This provides a means of ensuring action is embedded in all services.
- 3.6 There are some gaps in staff knowledge and understanding of sustainable development that may prevent multiple outcomes being identified and achieved. A refreshed sustainable policy would provide clarity and an opportunity to renew focus.
- 3.7 The policy provides a way to embed using sustainable development as a tool to balance social, economic, environmental and cultural considerations taking account of the short and long term impacts. Sustainable development as a lens to balance decision making is a useful way to communicate the complexity of decision making and demonstrate accountability.

4. The 2012 Sustainable Development Policy

This policy sets out

- a vision for Swansea's future well-being
- a definition of sustainable development
- The corporate approach to be adopted
- Principles to achieve its aims
- Identification of priority areas for change from decarbonisation to governance (and key services impacted)
- Delivery mechanism, governance and monitoring
- Links to
- Five Year Implementation Plan

5. Options for consideration in 2020

5.1 A refreshed plan could reference

- A vision of the Swansea we want
- A summary of Swansea's long leadership in sustainable development
- A summary of the Well-being of Future Generations Act and definition of sustainable development
- The Sustainable Development principle's Five Ways of Working
- The National Well-being Goals
- Alignment with the Public Services Board's Local Well-being Plan and partnership working

5.2 It might also link to the sustainable development action plan which reports to CMT. This includes

- **The Corporate Areas for Change**

While individual officers and services understand and apply the sustainable development principle to their specific areas of specialism, there is often less awareness and gaps in understanding where cross functional or corporate working takes place. In particular there is scope to improve how the wider organisation interacts with the seven areas for corporate change set out in statutory guidance. These are

- Financial planning.
- Asset management.
- Performance management.
- Risk management.
- Corporate Planning.
- Workforce Planning.
- Procurement.

- **The Five ways of working – corporate perspective**

- Integration
- Involvement
- Long term
- Prevention
- Collaboration

5.3 A priority led approach

The previous policy co-ordinated work on the following priorities

- Natural Environment
- Sustainable use of Natural Resources
- Climate Change/Decarbonisation
- Social Inclusion
- Economic Resilience

- Governance
- Procurements

6. Equality and Engagement Implications

6.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

6.2 There are no equality implications in relation to this report.

7. Financial Implications

7.1 There are no financial implications

8. Legal Implications

8.1 There are no legal implications other than those already mentioned in the report.

Background Papers: None

Appendices: None

Agenda Item 6



Report of the Chair

Equalities & Future Generations Policy Development Committee

Workplan for 2019/20

Meeting Date	Agenda items and Format
27 August 2019	<ul style="list-style-type: none">• Work Plan 2019/20 (Discussion)
24 September 2019	<ul style="list-style-type: none">• Consultation and Engagement Strategy 2020/23• Co-production Strategic Framework
22 October 2019	<ul style="list-style-type: none">• Presentation on Climate Emergency Actions and Climate Charter• Strategic Equality Plan Working Group
26 November 2019	<ul style="list-style-type: none">• Gender Pay Gap Report – Action Plan Update• Human Resources & Organisation Development Report – Presentation• Update on Co-production
17 December 2019	<ul style="list-style-type: none">• Update on progress to Council Notice of Motion relating to Climate Change Emergency• Sustainable Development Policy
28 January 2020	<ul style="list-style-type: none">• Strategic Equality Plan
25 February 2020	
24 March 2020	<ul style="list-style-type: none">• Update on Co-production
28 April 2020	