

Council

You are hereby summoned to attend a Meeting of the **Council of the City and County of Swansea** to be held in the Remotely via Microsoft Teams on Thursday, 29 July 2021 at 5.00 pm.

Watch Online: <https://bit.ly/3AkDQPu>

The following business is proposed to be transacted:

1. **Apologies for Absence.**
2. **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
3. **Minutes.** 1 - 6
To approve & sign the Minutes of the previous meeting(s) as a correct record.
4. **Written Responses to Questions asked at the Last Ordinary Meeting of Council.** 7 - 8
5. **Announcements of the Presiding Member.**
6. **Announcements of the Leader of the Council.**
7. **Public Questions.**
Questions must be submitted in writing, no later than noon on the working day prior to the meeting. Questions must relate to items on the agenda. Questions will be dealt with in a 10 minute period.
8. **Diversity in Democracy.** 9 - 42
9. **Amendments to the Constitution - Updated Terms of Reference for the Governance and Audit Committee.** 43 - 50
10. **Amendments to the Constitution - Pension Fund Committee.** 51 - 55
11. **Councillors' Questions.** 56 - 66
12. **Notice of Motion - Universal Credit.** 67

Webcasting: This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By participating you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and / or training purposes.

You are welcome to speak Welsh in the meeting.

Please inform us by noon, two working days before the meeting.

Next Meeting: Thursday, 2 September 2021 at 5.00 pm



Huw Evans
Head of Democratic Services
Guildhall,
Swansea.

Wednesday, 21 July 2021

To: All Members of the Council

Agenda Item 3.



City and County of Swansea

Minutes of the Council

Remotely via Microsoft Teams

Thursday, 1 July 2021 at 5.00 pm

Present: Councillor D W W Thomas (Chair) Presided

Councillor(s)

C Anderson
P M Black
J E Burtonshaw
M C Child
J P Curtice
N J Davies
A M Day
P Downing
C R Doyle
M Durke
V M Evans
W Evans
E W Fitzgerald
R Francis-Davies
S J Gallagher
L S Gibbard
F M Gordon
K M Griffiths
J A Hale
D W Helliwell
T J Hennegan

Councillor(s)

C A Holley
P R Hood-Williams
B Hopkins
D H Hopkins
L James
O G James
Y V Jardine
J W Jones
L R Jones
M H Jones
M Jones
P K Jones
S M Jones
E J King
E T Kirchner
M A Langstone
H Lawson
A S Lewis
M B Lewis
W G Lewis
C E Lloyd

Councillor(s)

P Lloyd
I E Mann
P M Matthews
P N May
H M Morris
C L Philpott
S Pritchard
A Pugh
J A Raynor
K M Roberts
B J Rowlands
R V Smith
D G Sullivan
G J Tanner
M Thomas
L G Thomas
W G Thomas
L J Tyler-Lloyd
G D Walker
L V Walton
T M White

Officer(s)

Gareth Borsden	Democratic Services Officer
Adam Hill	Deputy Chief Executive / Director of Resources
Allison Lowe	Democratic Services Officer
Tracey Meredith	Chief Legal Officer / Monitoring Officer
Phil Roberts	Chief Executive
Ben Smith	Chief Finance Officer / Section 151 Officer

Apologies for Absence

Councillor(s): C R Evans, R D Lewis, D Phillips, C Richards, M Sherwood, P B Smith, A H Stevens and R C Stewart

10. Disclosures of Personal and Prejudicial Interests.

The Chief Legal Officer gave advice regarding the potential personal and prejudicial interests that Councillors and / Officers may have on the agenda.

The Chief Legal Officer reminded Councillors and Officers that the "Disclosures of Personal and Prejudicial Interests" sheet should only be completed if the Councillor / Officer actually had an interest to declare. Nil returns were not required. Councillors and Officers were also informed that any declarable interest must be made orally and in writing on the sheet.

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

- 1) Councillors J W Jones and M H Jones declared a Personal Interest in Minute 19 "Amendment to Appointment of Lord Mayor's Cadets".

11. Minutes.

Resolved that the following Minutes be approved and signed as a correct record:

- 1) Annual Meeting of Council held on 20 May 2021.

12. Written Responses to Questions asked at the Last Ordinary Meeting of Council.

The Chief Legal Officer submitted an information report setting out the written responses to questions asked at the last Ordinary Meeting of Council.

13. Announcements of the Presiding Member.

1) Condolences

Former Councillor T P C (Patrick) Morgan

The Presiding Member referred with sadness to the recent death of former Swansea City Councillor T P C Morgan (Patrick) who represented the Sketty Ward between 1984–1988.

He also referred with sadness to the recent death of Bethan Caton the wife of Martin, the former MP for Gower and City Councillor who had recently passed away.

All present sat silently as a mark as sympathy and respect.

2) Queen's Birthday Honours

The presiding Member referred to the Citizens of Swansea who received awards in the recent Queens Birthday honours list.

Ryan Jones MBE – for services to rugby union and charitable fundraising services in Wales.

Isobel Marie-Ann Everett MBE – for public service and for Future Leader's development (lately Chair of Wales Audit Office)

Mark Andrew Jones MBE – services to Science, Technology and Maths (Ethical Hacking Services DVLA)

Dr. Elizabeth Alexandra Davies BEM – services to NHS and Older Patients during COVID 19 pandemic (Consultant Geriatrician Morriston Hospital)

David Jones Lloyd BEM – voluntary services (Founder Second Chance)

14. Announcements of the Leader of the Council.

There were no announcements.

15. Public Questions.

Two Public Questions were received.

The first was from Jason Williams in relation to Minute 21 "Councillors' Questions – Question 6 (Skate Park).

The second question was a written one from Andrew Crowley who was unable to be present in relation to Minute 21 "Councillors' Questions - Question 9 (Pentre Road Bridge).

Both questions were responded to by the relevant Cabinet Members.

16. Governance & Audit Committee Annual Report 2020/21.

Paula O'Connor, Chair of the Governance & Audit Committee presented the report provided Council with the Governance and Audit Committee's Annual Report for the 2020/21 Municipal Year.

Resolved that the Governance and Audit Committee's Annual Report for 2020/21 be noted.

17. Asset Management Plan 2021-25.

The Cabinet Member for Delivery and Operations presented a report which sought approval of the Corporate Asset Management Plan for the period 2021-2025.

Resolved that the Asset Management Plan for the period 2021-2025 be approved.

18. Membership of Committees.

The Cabinet Member for Delivery & Operations presented a report which sought Council approval for the nominations/amendments to various Council Bodies.

He stated that the Leader had made the following amendment to the Outside Body:
Swansea Public Services Board – Partnership Forum

Removed Councillors Jen A Raynor, Clive E Lloyd and Sam Prichard
Added Councillor Robert V Smith, Louise S Gibbard and Alyson Pugh

Resolved that the membership of the Council Bodies listed below be amended as follows:

Governance & Audit Committee

Remove Councillor Hannah Lawson
Add Councillor Oliver G James

Scrutiny Programme Committee

Remove Councillor Jen A Raynor
Add Councillor Hannah Lawson

Economy & Infrastructure PDC

Remove Councillor Matthew Jones
Add Councillor Peter K Jones

People PDC

Remove Councillor T Mike White
Add Councillor Matthew Jones

Poverty Reduction PDC

Remove Conservative vacancies
Add Councillors David W Helliwell and Lyndon R Jones

Recovery & Future Generations PDC

Remove Councillor Hannah Lawson
Add Councillor T Mike White

Chief Officers Disciplinary Appeals Committee

Remove Councillor Will G Thomas
Add Conservative vacancy

19. Amendment to Appointment of Lord Mayor's Cadets.

The Delivery & Performance Cabinet Member submitted an information report which outlined and advised Council of the revised procedure which will mean that three Lord Mayor's cadets will be appointed to represent each of the Armed Forces Cadet Services for each municipal year.

20. Scrutiny Dispatches – Impact Report.

The Chair of the Scrutiny Programme Committee submitted an information report which provided Council with a progress report on various scrutiny activities.

21. Councillors' Questions.

1) Part A 'Supplementary Questions'

10 Part A 'Supplementary Questions' were submitted.

The relevant Cabinet Member(s) responded by way of written answers contained in the Council Summons.

A supplementary question requiring a written response is listed below:

Question 8

Wendy Fitzgerald asked for further details of the likely level of amounts of financial support that could be provided to groups.

The Cabinet Member for Environment Enhancement & Infrastructure Management stated that a written response would be provided.

2) Part B 'Questions not requiring Supplementary Questions'

7 Part B 'Questions not requiring Supplementary Questions' were submitted.

22. Notice of Motion - Voter ID Cards for General Elections.

Proposed by Councillor C A Holley and seconded by Councillor P M Black.

Councillor Holley indicated that he was happy to accept names from the ruling group onto the Notice of motion when it is sent to Downing Street.

Council notes proposals in the Queen's speech to crack down on people's ability to protest, to restrict judicial review and to insist on the production of ID cards to vote in General Elections.

Council believes that these proposals undermine legal and constitutional freedoms and seek to silence opposition to this UK Government.

Council believes that the insistence on ID cards for voting will add to the cost of administering elections by this council, increase bureaucracy and place our polling clerks and presiding officers at polling stations in potentially difficult confrontational positions.

Council notes that there is little or no evidence of electoral fraud to justify introducing voter ID and believes that the introduction of this measure will disproportionately

Minutes of the Council (01.07.2021)
Cont'd

impact on ethnic minorities, older people and those on lower incomes, and will lead to lower turnouts at elections.

Council resolves to write to the UK Prime Minister to express its concern and opposition to all these proposals.

Following debate, and in accordance with Council Procedure Rule 30 "Voting" a recorded vote was requested. The voting on the motion was recorded as follows:

For (52 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)
C Anderson	B Hopkins	P M Matthews
P M Black	D H Hopkins	P N May
J E Burtonshaw	O G James	H M Morris
M C Child	Y V Jardine	C L Philpott
J P Curtice	J W Jones	S Pritchard
N J Davies	M H Jones	A Pugh
A M Day	M Jones	J A Raynor
P Downing	P Jones	K M Roberts
C R Doyle	S M Jones	R V Smith
M Durke	E J King	D G Sullivan
V M Evans	E T Kirchner	G J Tanner
W Evans	H Lawson	D W W Thomas
R Francis-Davies	A S Lewis	L G Thomas
L S Gibbard	M B Lewis	M Thomas
F M Gordon	W G Lewis	G D Walker
K M Griffiths	C E Lloyd	L V Walton
T J Hennegan	P Lloyd	T M White
C A Holley		

Against (8 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)
S J Gallagher	L R Jones	W G Thomas
D W Helliwell	M A Langstone	L J Tyler-Lloyd
P R Hood-Williams	B R Rowlands	

Abstain (0 Councillors)		
Councillor(s)	Councillor(s)	Councillor(s)
-	-	-

Resolved that the Notice of Motion outlined above be approved.

The meeting ended at 6.32 pm

Chair

Agenda Item 4.



Report of the Chief Legal Officer

Council – 29 July 2021

Written Responses to Questions asked at the Last Ordinary Meeting of Council

The report provides an update on the responses to Questions asked during the Meeting of Council held on 1 July 2021.

For Information

1. Introduction

- 1.1 It was agreed at Council on 8 April 2010 that a standing item be added to the Council Summons entitled “Written Responses to Questions Asked at the Last Ordinary Meeting of Council”.
- 1.2 A “For Information” report will be compiled by the Democratic Services Team collating all written responses from the last Ordinary Meeting of Council and placed in the Agenda Pack;
- 1.3 Any consequential amendments be made to the Council Constitution.

2. Responses

- 2.1 Responses to questions asked during the last ordinary meeting of Council are included as Appendix A.

Background Papers: None

Appendices: Appendix A (Questions & Responses)

**Providing Council with Written Responses to Questions asked at Council
1 July 2021**

1	<p>Councillor E W Fitzgerald</p> <p>In relation to Minute 21 - Councillors Questions - Question 8</p> <p>Asked for further details of the likely level of amounts of financial support that could be provided to groups.</p> <p>Response of the Cabinet Member for Environment Enhancement & Infrastructure Management</p> <p>The Authority facilitates financial support for Sweet Pickings through Crowdfunding and has also directly contributed £4,340. To date £10,425K has been generated through Crowdfunding for Sweet Pickings, with many of the contributors also being Ward Councillors.</p> <p>In terms of permission to pick fruit on Council land, the Council is fully supportive of fruit picking on Council land, as long as it is undertaken safely and sympathetically to the health of the trees. Permission should be initially sought from the Council's Property Team.</p>
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Agenda Item 8.



Report of the Leader / Cabinet Member for Supporting Communities

Council – 29 July 2021

Diversity in Democracy

Purpose:	To update members on the work of the WLGA and the cross party working group set up to look at Diversity in Local Democracy.
Policy Framework:	Strategic Equality Plan 2020-2024 Equalities Act 2010 Local Government and Elections (Wales) Act 2021
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that: 1) This Council commits to becoming a Diverse Council to: i. Provide a clear, public commitment to improving diversity; ii. Demonstrate an open and welcoming culture to all; iii. Consider staggering council meeting times and agreeing recess periods to support councillors with other commitments; and iv. Set out an action plan of activity ahead of the 2022 local elections. 2) The Democratic Services Committee be tasked with undertaking a review of the Diversity in Democracy Programme. 3) A report be brought back to Council with an Action Plan setting out how the Council can support the Diversity in Democracy Programme.
Report Author:	Tracey Meredith
Finance Officer:	Ben Smith
Legal Officer:	Tracey Meredith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Welsh Local Government Association (WLGA) supported a Welsh Government led Diversity in Democracy programme ahead of the 2017 elections. However although the Diversity in Democracy Programme was the biggest and most resourced programme of its kind data shows that there remains a significant lack of diversity in Welsh Councils.
- 1.2 The WLGA Council agreed in September 2018 to take steps to advance gender equality and diversity in Councils before the 2022 elections. This was in recognition of the lack of diversity in Welsh Councils. A cross party working group was set up to explore broader under-representation in democracy. Part of the remit of the working group was to consider what activities councils and the WLGA could do to improve diversity in democracy and the role of the Welsh Government and political parties.
- 1.3 In addition to the working group the Minister for Housing and Local Government convened a stakeholder roundtable of regional stakeholder events. Key messages were:
 - there was a general lack of awareness of the role and contribution made by councillors
 - social media abuse directed at councillors is getting worse and is predominately directed at female/family members.
 - training and development for councillors was fundamental
 - time commitment was a barrier for many
 - a recurring theme was the provision of costs to those standing for election particularly disabled candidates or those with a protected characteristic
 - there was confusion about whether and what councillors are paid and on what basis and whether remuneration paid covers the costs associated with the role.
- 1.4 The findings of the working group and the stakeholder engagements was reported to the WLGA Committee on 5 March 2021 where it was widely acknowledged that representational equality results in better decision making and policy development when people with lived experience of issues are making the decisions.
- 1.5 It also identified that the ‘right person for the job’ of councillor needs to be a member of the community they serve in order to fully and consistently understand the lives and needs of that community. Councils also need to demonstrate to under-represented communities that they are valued and included in local democracy.

2. The findings of the Cross Party Working Group

- 2.1 The working group suggested that Councils might, in addition to their Strategic Equality Plans, commit to becoming Diverse Councils by publishing a ‘Diversity Declaration’ or a Council Motion outlining their

intentions to secure equal outcomes for all by working actively to drive cultural and structural change and pro-actively working to advance equality and remove the barriers to any individual's participation in the economy, public and social life.

2.2 This commitment would focus on ensuring that under-represented groups are more active participants in engagement and decision making and demonstrating a public commitment to improving diversity and an open and welcoming culture to all in advance of the 2022 elections.

2.3 The working group suggested that a commitment by each local authority to becoming a Diverse Council could include:

- Establishing 'Diversity Ambassadors' for each political group in the council who, working with each other and their local party associations could encourage recruitment of members from underrepresented groups.
- Encouraging and supporting Heads of Democratic Services, Elections officers/ Communications teams and /or Democratic Services Committees to undertake democratic outreach to promote the role of local councillor in, for example, schools or with underrepresented communities.

2.4 A draft example of what could be included in a Diverse Council Declaration was attached to the report of the WLGA Council and is attached at Appendix A.

3. WLGA Council

3.1 On 5 March the WLGA Council made a number of resolutions including a resolution to:

Encourage a declaration by July 2021 from councils in Wales, on becoming 'Diverse Councils' to:

- *provide a clear, public commitment to improving diversity;*
- *demonstrate an open and welcoming culture to all;*
- *consider staggering council meeting times and agreeing recess periods to support councillors with other commitments;*
- *set out an action plan of activity ahead of the 2022 local elections.*

3.2 In signing up to be a Diversity Council the Council will ensure that it works towards ensuring that representatives from all backgrounds are encouraged to stand for election and represent the views of their communities.

4. Local Government and Elections (Wales) Act 2021

4.1 The above legislation includes a number of provisions promoting diversity in local government including:

- An entitlement to Job sharing for executive members and committee chairs.
- A duty on principal councils to produce a Public Participation encouraging people to participate in decision making and promoting awareness of how to become a member of the council.
- A duty on political group leaders to promote and maintain high standards of conduct by members of their group.
- Electronic broadcasting of full Council meetings.
- The ability to have multi-location attendance at council meetings including physical, hybrid and remote attendance.
- Provisions enabling the maximum period of absence for each type of family absence for members of local authorities to be specified within regulations and for adoptive leave to reflect that which is available to employees.

5.0 Financial implications

- 5.1 There are no financial implications associated with this report at this stage. The WLGA Diversity in Democracy Programme does include considerations around resettlement grants for senior salary holders which will have financial implications.

6.0 Legal Implications

- 6.1 There are no legal implications associated with this report at this stage.

7.0 Integrated Assessment Implications

- 7.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
 - 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.
 - Deliver better outcomes for those people who experience socio-economic disadvantage
 - Consider opportunities for people to use the Welsh language
 - Treat the Welsh language no less favourably than English.
 - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
- 7.2 The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development.

Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

- 7.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.
- 7.4 An IIA screening has been undertaken and no adverse implications have been noted. This is a report to Council updating as to the work undertaken in respect of Diversity in Democracy by the WLGA and Cross Party Working Group. The Council is being asked to support this work which will have a positive impact on the community as a whole in ensuring that democratically elected members represent the diverse electorate and work towards the wider agenda of achieving diversity in democracy. A further report will be submitted to Council outlining an action plan for this work, this be subject to its own IIA.

Background papers: None

Appendices:

Appendix A - WLGA report on Diversity in Democracy dated 5 March 2021

WLGA COUNCIL SPECIAL MEETING

5th March 2021

WLGA WORKING GROUP ON DIVERSITY IN LOCAL DEMOCRACY

Purpose

1. To report on the work undertaken by the WLGA Cross Party Working Group on Diversity in Local Democracy and seek Council's endorsement of proposals to achieve a 'step change' at the 2022 local elections.

Summary

2. WLGA Council agreed in September 2018 to take steps to advance gender equality and diversity in Councils before the 2022 elections. This was in recognition of the lack of diversity in Welsh Councils. A cross party working group was set up to explore broader underrepresentation in democracy.
3. It is now widely acknowledged that equal representation is not only an issue of representational fairness but essential for the quality of policy development and decision making. Decisions will be better when they are taken by people with lived experience of an issue. The 'right person for the job' of councillor needs to be a member of the community they serve, in order to fully and consistently understand the lives and needs of that community. Councils also need to demonstrate to underrepresented communities that they are valued and included in local democracy.
4. Much work has been undertaken in the last decade in Wales to measure and improve the diversity of councils. More work is in the pipeline in preparation for the 2022 elections. There is a national communications campaign to encourage people from underrepresented groups to vote, engage with local democracy and stand for office. New mentoring programmes are being delivered with the Womens' Equality Network Wales and the Ethnic Minorities and Youth Support Team Wales. Stonewall Cymru and Disability Wales will also soon be offering mentoring programmes. The Welsh Government and Senedd Commission are working with Councils, schools and youth councils and developing resources to encourage 16 and 17 yr olds to get involved and vote. The WLGA has a new Be a Councillor website and, is part of the Pan UK civility in public life campaign and are working with Councils to continue to improve the range of support and development provided to members.

5. In previous elections councils have worked hard to encourage underrepresented groups to stand with their own outreach, mentoring schemes and information days. They have done much to improve the support provided for serving councillors and provide them with guidance, development and better working conditions. More recently we have worked together as a local government family to support members suffering abuse and harassment.
6. The Working Group found, and national and international research shows, that this comprehensive activity will not be enough to make change at the pace required. This report outlines the additional activities that could make a difference.
7. There are three main areas for action:
 - Encouraging councils to ensure all councillors receive their full entitlement to allowances and salaries, and encouraging the introduction of resettlement grants, so that all members receive fair remuneration for their work and that the role of member is not limited to those who can afford it
 - An agreement by councils to undertake new or developed work in this area and visibly commit to this by signing up to becoming Diverse Councils.
 - To discuss positions and making representation to political parties and acting locally to set quotas and/or voluntary targets for the election of councillors from underrepresented groups.

Background

8. WLGA Council first received this report at its meeting on 27th November 2020. Given the significance of the report and the issues considered and due to the congested agenda at the November Council, members agreed to defer the report to a later and dedicated meeting in early 2021.
9. At its meeting on 28th September 2018, WLGA Council committed to advance gender equality and diversity in local democracy ahead of the 2022 local elections.
10. WLGA Council agreed to establish a cross party working group to develop an action plan and to identify possible actions for consideration by WLGA Council. The Membership of the Group is at Annex A. Not all members were able to attend all meetings, however, contributed to the work via discussions with officers. The WLGA Equalities Cabinet Members Network has also fed into the work of the group.

11. The working group did not commission additional research or evidence gathering as there have been several reviews in recent years. The working group considered recommendations which have emerged from research undertaken in 2018-19 by the Women's Equalities Network, Chwarae Teg, the Senedd's Equality, Local Government and Communities Committee, the Welsh Government including the review of its Diversity in Democracy programme, the Fawcett Society, the Electoral Reform Society, and the British Council. Further research and reports, including engagement and research through the Welsh Government's developing Race Equality Action Plan and Race Alliance Wales' 'Do the Right Thing' report (January 2021)¹, have informed this report.
12. The evidence base, barriers and challenges to attracting more diverse councillors were referenced in the WLGA's submission to the Senedd's Equality, Local Government and Communities Committee Inquiry into diversity in local government in September 2018². The barriers and challenges can broadly be summarised as:
 - Time-commitment and meeting times;
 - Political and organisational culture;
 - Childcare and other caring responsibilities;
 - Public criticism and online abuse;
 - Remuneration and impact on employment; and
 - Lack of diverse role models and incumbency
13. The working group also considered the legislation proposed in the Local Government and Elections (Wales) Act 2021 and considered the views from various groups through the Diversity in Democracy roundtables of stakeholders, convened by the Minister for Housing and Local Government, where the WLGA was previously represented by Cllr Debbie Wilcox and, subsequently, by Cllr Mary Sherwood.
14. The WLGA supported and participated in regional diversity in democracy stakeholder events held by the Welsh Government in the autumn of 2019 which sought views from under-represented groups from across Wales.
15. Senior WLGA and local government members also participated in an Electoral Reform Society 'Equal Power Equal Voice' Roundtable debate in October 2020 which sought to explore some of the barriers around diversity, including quotas.

¹Race Alliance Wales 'Do The Right Thing' research report on racialised representation in public and political life (January 2021) - Full research paper (<https://bit.ly/3qpU4Rm>) Executive summary (<https://bit.ly/3bPtfCk>)

² <https://www.wlga.wales/SharedFiles/Download.aspx?pageid=62&fileid=1852&mid=665>

Progress remains slow

16. Data shows that there remains a significant lack of diversity in Welsh councils. In Wales' local authorities:

- 28% of councillors and 29% of Cabinet members are women.
- Councillors are proportionately older than the general adult population (47% of councillors were aged 60 years or older) and a higher proportion of councillors were retired (31%).
- Only about 1.8% of councillors are Black, Asian and Minority Ethnic (BAME) compared to 4.7% for the Welsh population and few hold senior positions.
- 11% of councillors stated that they had a disability, and there remain a range of challenges for disabled people participating in the democratic process.

17. There has been some small progress, however, the leadership of Welsh local government is more diverse than ever before, though we recognise it is not fully reflective of wider society; there are 6 women leaders (up from 2 in 2017) and 6 women Deputy Leaders, a quarter of leaders are below the age of 45 and 2 leaders and several senior councillors have featured in Pride Cymru's 'Pinc List' in recent years.

18. The Black Lives Matter movement and wider Welsh Government commissioned working groups on the impact of COVID-19 on BAME people has demonstrated the barriers and challenges faced by of a significant proportion of society and highlighted the need to make visible progress in policy, leadership and, in particular, political representation.

19. The Report of the Welsh Government's BAME Covid-19 Socioeconomic Subgroup, chaired by Professor Emmanuel Ogbonna observed:

"The overall theme that ran through the factors discussed in this report is the impact of longstanding racism and disadvantage and lack of BAME representation within decision making to effect better socio-economic outcomes. Although many of the issues highlighted have been identified and discussed previously, they have not been addressed in any systematic and sustained way. The coronavirus pandemic is, in some respects, revealing the consequences of such inaction on race equality."

20. The Socioeconomic Subgroup recommended that:

"Welsh Government to encourage the political engagement of BAME communities by raising awareness and understanding of Welsh and UK democratic institutions and processes, with the overall aim of encouraging the increase of political representation of BAME communities by also encouraging voter registration from BAME communities."

21. The Welsh Government is also developing a Race Equality Action Plan, which will be published for consultation in the Spring 2021. This Plan will outline a vision,

goals and actions to make Wales an anti-racist nation and will prioritise anti-racism and greater diversity in leadership and representation.

22. In advance of the Race Equality Action Plan, the actions and proposals in this report have been informed by WLGA engagement and participation in the Welsh Government's stakeholder and working groups and other race equality workstreams. Race Alliance Wales' 'Do the Right Thing' report outlines a range of cultural and institutional barriers around participation of racialised people (it uses this term as it is argued that BAME people are racialised because of their ethnicity) and outlines several recommended actions and commitments for public bodies.
23. Local authorities are also undertaking local reviews or actions in response to the issues raised through Black Lives Matter and COVID-19 work reflecting the issues. The WLGA leadership has committed to building on local authorities' work and the WLGA will respond to the Race Equality Action Plan when it is published for consultation.
24. The lack of diverse representation in local authorities is a problem that has been recognised for decades. A more diverse democracy and elected representatives who are more reflective and understanding of their communities leads to better engagement with individuals and communities, in turn leading to greater levels of confidence and trust and better decision-making informed by a wider range of perspectives and lived experiences.
25. Prominent decision-makers from under-represented groups can be influential role models, empowering and encouraging others to aspire to follow in their footsteps and to contribute to public life. Similarly, more diverse senior political leaders who are more representative of an organisation's workforce can lead to improved workforce engagement, trust in leadership and a more confident organisational culture.

Diversity in Democracy 2017

26. Local authorities, the WLGA, Welsh Government and political parties have employed a range of measures to encourage greater diversity in candidates and councillors. The WLGA supported the Welsh Government-led Diversity in Democracy programme ahead of the 2017 elections.
27. The Diversity in Democracy programme was the biggest and most well-resourced programme of its type and was supported by a range of national partners including the main political parties. The programme included an awareness and promotional campaign, production of literature and online videos for candidates, businesses and mentees, working with employers to encourage them to encourage and support staff to be councillors and the roll-out of a mentoring scheme for people from under-represented groups.

28. A range of online materials were produced to provide information to candidates and councillors, including the WLGA's Be a Councillor guide and Councillor's Guide and the Welsh Government's Diversity in Democracy materials which included specific leaflets to encourage businesses to support staff in becoming councillors.
29. The Welsh Government produced a series of online videos with councillors as part of the Diversity in Democracy programme and several councils, including Gwynedd, Monmouthshire and Powys also produced excellent videos to explain the role of councillors and to encourage candidates to stand.
30. Several councils ran 'open days' ahead of the elections and mentoring and shadowing programmes are widely regarded as being beneficial, particularly in supporting people from under-represented groups to come forward to stand.
31. A mentoring campaign was the central project within the Diversity in Democracy programme and participants received extensive support, advice, training and access to serving councillors who acted as mentors. Of the 51 mentees who participated, only 16 stood for election and only 4 were elected. However, such a 'conversion rate' suggests that, in future, mentoring and support programmes may be a more effective use of resources if they are provided to people who had already committed to standing as a candidate.

Diversity in Democracy 2022

32. The cross party WLGA working group met three times to consider evidence and develop recommendations for consideration by WLGA Council. The working group has reviewed the existing evidence, considered what activities councils and the WLGA could do to improve diversity in democracy and the role of the Welsh Government and political parties.
33. The Minister for Housing and Local Government also convened a Diversity in Democracy roundtable of stakeholders which met twice. During the autumn of 2019, the Welsh Government organised 4 regional stakeholder events with 95 people attending, including councillors and officers from town and community councils and unitary authorities and third sector including charities, support organisations for the disabled, BAME, young people and religious organisations. WLGA Officials facilitated roundtable discussions. Key messages were:
 - There was a general lack of awareness of the role and contribution made by councillors.
 - Social media abuse directed at councillors is getting worse. The abuse is predominately, but not exclusively aimed at women which has a direct effect on diversity in the role. There was increasing concern the abuse could be directed at members of the councillors' family, which was evidenced by some of the experiences of attendees.

- Training and development are fundamental, but people were not always aware of what is available.
- Time commitment was a barrier for many people, particularly people with family commitments or jobs.
- Providing help with costs to support individuals stand for election was a recurring theme, particularly for disabled people and other individuals from protected characteristics groups. Childcare costs were also seen as a barrier to campaigning.
- There was confusion about whether and what councillors are paid and on what basis. There were concerns about the determinations made and how individuals were impacted as a result of the interplay between the HMRC, the benefits system and the remuneration levels. Many attendees at the workshops felt remuneration of the councillor role does not cover the costs associated with the role particularly in town and community councils.

Action Plan 2020-22

34. A range of actions emerged from the Ministerial roundtable and the WLGA's working group which are being implemented or planned. These include the following (specific WLGA or local authority activity is included in italics):

Awareness/Value of Role

35. Councils and councillors have played a critical, central and prominent role during the COVID 19 pandemic during 2020. Councils have demonstrated that they are uniquely placed at the heart of their communities and public service delivery and councils and councillors have invariably been the first port of call for the most vulnerable or those in need of support or assurance. The crisis has demonstrated councils' ability to respond irrespective of scale and reaffirmed the importance of subsidiarity and localism, with elected members rooted in their local communities.

36. A broad-based communication campaign is in development with the Welsh Government and Senedd Commission. This will start with messages about the value of democracy and voting aimed at primarily at the newly enfranchised for the 2021 Senedd elections. This will develop to focus on the value and contribution made by councillors and encouraging participation in local democracy.

37. In parallel to the development of the national campaign Welsh Government will work with partners to identify key points/events throughout 2020 to promote positive stories about councillors' contributions and achievements.

38. *Councils and WLGA to develop a consistent and coordinated campaign demonstrating how much councillors are valued, developed and supported.*
39. *WLGA has launched a Be a Councillor website <https://www.beacouncillor.wales/> which will be further developed in 2021 with pen portraits and 'day in the life' case study videos of councillors from a cross-section of characteristics. It will also include an e learning module for people interested in standing to enable them to understand the role in more detail and "hit the ground running" should they be elected.*
40. *Coordinated activity between authorities, including information and awareness campaigns and open days, linked to key events such as Local Democracy Week, International Women's Day, Black History Month, Disability Awareness Day, LGBT History Month etc.*
41. *Targeted WLGA promotional work through Welsh political party conferences in 2021*
42. *Targeted engagement work with third sector organisations to encourage discussion and interest in volunteers translating their informal community role into an elected community role. The COVID 19 Pandemic has increased the levels of voluntary and community-based work. The WLGA will engage with individuals and groups who may now wish to continue this work by standing for office.*

Candidate/Councillor Abuse

43. *The Local Government and Elections (Wales) Act 2021 will facilitate a change in the requirement to use personal addresses on ballot papers. The Act will also place a duty on political group leaders to promote high standards of conduct. It will also require councils to publish official rather than personal addresses for councillors.*
44. *The WLGA, in partnership with their colleagues in England, Scotland and Northern Ireland, are involved in developing the Civility in Public Life campaign to promote mutual respect and promote high standards of conduct. The WLGA, working with the LGA, has produced an online Councillors guide for handling intimidation <https://www.local.gov.uk/councillors-guide-handling-intimidation> .*
45. *The WLGA is working with authorities to encourage an informal but comprehensive duty of care for members.*
46. *The WLGA is also contacting and providing advice and support to individual councillors who receive online abuse and, where appropriate, issuing supportive messages challenging online abuse via social media.*

Training and Development

47. *The WLGA, with authorities, will continue to review current and future training provision. This will include a focus on new ways of delivering support and development post COVID 19.*
48. *Work will be undertaken to identify ways in which ex councillors can use their experience and skills to enhance their CVs or continue to use their skills and experience through involvement with training / support mechanisms.*
49. *The National "curriculum" for member induction is being updated. This overview of what members would find useful to learn is agreed with councils and includes subjects considered mandatory. As well as traditional subjects like Ethics and Standards, The Well-being of Future Generations and Scrutiny skills, this will now include unconscious bias, personal safety and remote working skills.*
50. *A new online Councillors Guide will be developed for Councillors for the 2022 elections.*
51. *The suite of National e Learning modules specifically developed for members which is freely available via the NHS learning@wales website will be updated for the 2022 elections. This work is being undertaken by authorities working together with the WLGA and is particularly important as a result of the changes to working and learning practice as a result of the Pandemic.*
52. *The national Competency framework for elected members is now being developed prior to the 2022 elections to include new requirements such as the understanding of unconscious bias, civility, remote meeting attendance and ICT skills.*
53. *Councils undertake personal development review with members to personalise training support. WLGA offers guidance and training in how to conduct PDRs*
54. *The Leadership programme for elected members developed and delivered with LGA and Academi Wales is being re commissioned and refreshed. There are challenges associated with delivering the programme in the current climate which will be addressed as part of the commission.*

Mentoring

55. Welsh Government officials are working with disability and equality organisations such as the Ethnic Minorities and Youth Support Team Wales, Disability Wales and Stonewall Cymru to scope the requirement for a Wales wide mentoring scheme which includes all protected characteristics. Several mentoring schemes are already organised by a range of third sector organisations, these will be aligned and coordinated, with resources and learning shared.

56. Work will be undertaken to explore work shadowing/apprenticeships and other opportunities to expose individuals to the work of councils which taken together will form a pathway to participation.

57. The WLGA has promoted and is supporting mentoring schemes run by EYST and the Women's Equality Network Wales. Several councillors have participated as mentors in these programmes.

58. Newly elected members are offered mentors when they join the council (WLGA provides guidance and training for member mentors).

59. There are opportunities for individual councils/councillors to provide shadowing and mentoring opportunities for people interested in standing for office ahead of the 2022 local elections.

Flexibility

60. The Local Government and Elections (Wales) Act 2021 includes a range of provisions to support flexible ways of working including making provision for job sharing and strengthening the remote attendance arrangements.

61. Welsh Government Officials are now working with WLGA and LA officials to consider how the legislation and arrangements made for meetings to be held remotely could be extended to improve flexibility and access for a wider range of councillors.

62. Local authorities' rapid adoption of virtual meetings via platforms such as Teams, Webex or Zoom during COVID 19 has transformed the way councils do business. Meetings are more accessible for many members, significantly reducing travel commitments and time, allowing members to attend meetings from work and, in the main, from home. Whilst there are potential impacts on 'work-life' balance and setting boundaries between council work and home-life, this approach has provided greater flexibility for members with caring responsibilities. Virtual meetings have also encouraged a less formal and flexible approach to meetings. Councils have bid for WG funding to facilitate digital engagement through the Digital Democracy Fund.

63. The LGA have produced a tool to enable women, parents and carers to become councillors and has a range of ideas that could be adopted in councils including a way of assessing the councils support for diverse councillors. <https://www.local.gov.uk/twenty-first-century-councils>

Supporting individuals with protected characteristics

64. The Welsh Government plans to introduce an Access to Elected Office fund to assist disabled people to stand for elected office in Wales at the 2021 Senedd and 2022 local elections.

65. The Welsh Government recently consulted on this proposal and the WLGA and several authorities were supportive. The Working Group also suggested that learning from this initiative could be used to inform any future access funds such as for childcare for candidates.

Education

66. Welsh Government and Senedd Commission has developed a set of educational resources to accompany the extension of the franchise to 16- and 17-year olds in Wales which will focus on knowledge of and participation in democracy in Wales. This is freely available to schools and other education settings via an online resource Hwb
67. Work is being undertaken to identify ways in which schools in Wales can use the new curriculum to highlight and promote participation and engagement with local democracy.
68. *Councils will continue to engage with schools, including links with school councils and Youth Councils.*
69. *Councils are also using the Electoral Reform Support Grant to engage with newly enfranchised groups to help them understand the democratic process and encourage them to register and vote.*

Remuneration

70. In response to concerns raised by WLGA Leaders, the Independent Remuneration Panel is identifying the key issues in relation to taxation and benefits applying to members and will prepare a paper for Welsh Government.
71. The Minister for Housing and Local Government has raised the tax issues with the Independent Remuneration Panel for Wales to explore potential solutions.
72. The Welsh Government has committed to explore with the Independent Remuneration Panel for Wales the case for payments in respect of councillors who lose their seats at election and present options to Ministers. This is an issue that has been raised as a concern by leaders, as councillors (and in particular full-time senior councillors), are at significant personal, financial risk if they lose their seat.

Making a Step Change in 2022

73. The above proposed work programme outlines a range of awareness raising, engagement and support activities. Many similar activities were delivered during the Diversity in Democracy programme ahead of the 2017 elections.
74. However, despite some progress, improvement was marginal at the at the 2017 elections:

- the number of candidates increased by 5.6% (3,463 candidates compared to 3,279 in 2012 (including Anglesey candidates in 2013).
 - 29% of all candidates were women (up by 1% from 2012).
 - 28% of councillors elected were women (up 2% from 2012).
 - 32% of all newly elected members were women).
75. Uncontested seats at the 2017 elections remained high at 92 (7%) seats uncontested. This was fewer than in 2012, when there were 99 (8%) seats uncontested, but this continues to undermine local democracy.
76. Compared to the 2017 programme, Diversity in Democracy 2022 will include refinements and more targeted activity based on evaluations and lessons learned, along with some new, additional work such as the Civility in Public Life campaign.
- 77. The WLGA working group has shaped and is supportive of the proposed programme of activities outlined above, however it concluded that the programme on its own is unlikely to see significant improvements, particularly without clear leadership, commitment and coordinated actions from the main political parties.**
- 78. The working group has considered several more significant proposals which might have a more positive impact on diversity and the number of candidates in 2022.**
- 79. The views of Council are therefore sought on the following additional actions.**

The Role of Political Parties

80. The working group recognised that independent councillors were a key feature of Welsh local government. It also recognised that political parties provided the majority of candidates at local elections and therefore play a key role and have significant responsibility in encouraging a more diverse range of candidates.
81. The working group noted that political parties have different policies and views about the introduction of quotas, all women shortlists, selection of diverse candidates in winnable seats or other positive-action initiatives.
82. There are, however, a range of good practice initiatives that political parties could undertake to encourage and support more diverse candidates both locally and nationally:
- Review party selection criteria e.g. reducing the length of membership before members can stand for office.

- Local parties can establish fora and run events/socials/training sessions for underrepresented groups. Helping these groups understand what the role of councillor is about, that their participation is required and how to stand plus the support that will be available once in office.
- Parties could establish 'Diversity Grants' to support people from underrepresented groups (who will not benefit from the Access to elected office fund) to stand.
- Existing councillors from underrepresented groups can be put forward for public events on panels, as speakers or as chairs to raise the profile of members from underrepresented groups and enable them to be role models for their communities.
- Talent spotting and engaging with communities working with community leaders from underrepresented groups, encouraging people shadow, be mentored and stand for election.
- Promoting and signposting of information and materials, such as those available via parties or national bodies such as the WLGA.
- Establish respect protocols for behaviour within the Group reflecting that required in councils and for the Code of Conduct with sanctions for people not meeting standards or undertaking training in respect.
- Encourage political parties and local groups, including officials those with a responsibility in the selection process to undertake unconscious bias training.
- Encourage political parties to provide by-stander training for candidates and party members, to understand how to provide support to diverse candidates and challenge any abuse, such as disability hate crime or racism, that may be experienced on the doorstep (this was a proposal that emerged from the Electoral Reform Society roundtable in October 2020),

83. It is recommended that WLGA Council agrees to encourage all political parties, through the WLGA Political Groups, to commit to proactive and coordinated activities such as those listed at paragraph 80 above to improve diversity in local government democracy.

Resettlement grants or 'parachute payments'

84. Councillors are one of the only paid public roles that do not have financial protection and are not entitled to receive a 'redundancy' payment if they lose office at an election. Members of the Senedd and Members of Parliament receive a significant resettlement grant should they lose office at an election. Redundancy payments are also a protected right for public sector employees.

85. In particular, senior councillors tend to be full-time, often have to give up careers to focus on their councillor role and many have family as well as other financial commitments; the personal risk of a sudden and significant loss of a salary is inconsistent and unfair compared to other public roles. It is also a disincentive for more diverse people with careers or family responsibilities to consider taking on the most senior roles in local government.
86. The Independent Remuneration Panel has committed to consider this matter and explore whether the Welsh Government would need to introduce any legislative amendment to empower the Panel to introduce any such payments in future.
87. The 'cost of politics' and councillors' remuneration is a controversial matter and is subject to significant media and public scrutiny and political pressure. Any proposals would therefore have to carefully balance equality, fairness and costs and public acceptability.
88. WLGA leaders have previously raised the matter with the Independent Remuneration Panel previously, however the WLGA does not have a formal position on resettlement grants for senior salary holders.
- 89. It is recommended that WLGA Council adopts a formal position calling for the introduction of resettlement grants for senior salary holders.**

Councillors' allowances and expenses

90. The Independent Remuneration Panel and some WLGA Leaders have previously expressed concern that many members entitled to receive specific expenses, such as travel allowances, or reimbursements of costs of care do not make claims. Several councillors also decide to forgo parts of their salaries; the Independent Remuneration Panel recently wrote to the WLGA noting "...that it is an individual's right to decide that they can take a lesser amount than that prescribed as long as there is no pressure applied either directly or subliminally", noting concern, however, that 12% of councillors decided to forgo last year's salary increases. There are concerns that this is partly to do with austerity, public and media perception but anecdotally, it is clear that there is also local peer or political group pressure or organisational cultural norms.
91. These allowances are provided to meet councillors' legitimate costs incurred in undertaking their duties and also play a role in encouraging greater diversity; some councillors can be disproportionately affected if they are on low income or have caring responsibilities. The Independent Remuneration Panel and several leaders have expressed concerns about this practice as it

may disadvantage members who cannot afford to forgo expenses and acts as a disincentive to stand/re-stand.

92. As noted above, the 'cost of politics' and councillors' remuneration is subject to significant media and public scrutiny.

93. It is recommended that the WLGA Council agrees to encourage all councillors to claim any necessary allowances or expenses incurred.

Diverse Councils

94. The Welsh Government has committed to making Wales a Gender Equal Wales and the Cabinet to becoming a Feminist Government, which is a government that is:

- Committed to equality of outcome for all women, men and nonbinary people and actively works to drive cultural and structural change
- Pro-actively works to advance equality and remove the barriers against all women's participation in the economy, public and social life
- Puts a gender perspective at the heart of decision-making, resource and budget allocation
- Takes an intersectional approach to all of its work and ensures diversity of representation, participation and voice
- Is people-focused and collaborative, ensuring that all communities are meaningfully engaged in its work
- Is open, transparent and accountable and welcomes scrutiny through a gender lens
- Makes use of policy development and analysis tools to embed gender equality into all of its work and actively monitors progress towards equality using a robust evidence base
- Leads by example and supports other public bodies to take action to deliver equality.

95. The Black Lives Matter movement has highlighted global concerns about racism and COVID-19 pandemic has exposed the health and socio-economic impacts of inequality. Increased representation from BAME people on councils is essential to ensure that BAME people are represented and contribute their lived experiences to the decision-making process.

96. Councils' Strategic Equality Plans outline objectives which demonstrate their commitments and planned actions to promote equality and diversity, including as employers and representative bodies. Many councils will also undertake a range of activities in promoting diversity in democracy ahead of the 2022 local elections, as outlined above.
97. The Local Government and Elections (Wales) Act 2021 will introduce a new 'public participation' duty on local authorities which will include encouraging people to participate in decision-making and promoting awareness of how to become a member of the council. Further details of the aspects of the Act 2021 which contribute to diversity can be found in Annex C
98. Council meeting times are regularly highlighted as an issue for many serving councillors and, occasionally, as a disincentive for some people to stand. Councils review their meeting times at least once per term and several allow committees to have more flexibility to suit the committee members.
99. Councillors however have diverse backgrounds and varying personal, caring and professional commitments; it is therefore unlikely that council meeting times are ever going to be convenient for all members. For example, a councillor who has a young child might find it easier to meet during the day, whereas another may prefer to meet in the evening, depending on work commitments, schooling arrangements or childcare availability.
100. An option suggested at the Equality Cabinet Members Network, was that meetings of any one committee should be varied over the year between day and evening so that members were not always having to take the same time off work or arrange childcare. It was also noted that people should be advised before standing that meeting times may vary and could be changed, depending on the views of the newly elected councillors.
101. The potential permanent changes to meeting arrangements so that they can be held remotely may reduce the time required for travelling to meetings, however members with caring responsibilities may still require staggered meeting times as it is still not possible to provide care and attend a meeting simultaneously.
102. The Senedd and Parliament traditionally have recess periods, including a long Summer Recess. Approaches to the scheduling of meetings and official council business vary across authorities. Some councils have an official Summer recess, some do not schedule or scale down council meetings during school holidays. Councillors with children in school may be disadvantaged if council meetings are scheduled in the holidays, which may also prove to be a disincentive to stand.
103. The working group have suggested that Councils might, in addition to their Strategic Equality Plans commit to becoming Diverse Councils, publishing a 'Diversity Declaration' or a Council Motion outlining their

intentions to secure equal outcomes for all by working actively to drive cultural and structural change and pro-actively working to advance equality and remove the barriers to any individual's participation in the economy, public and social life. This commitment would focus on ensuring that under-represented groups are more active participants in engagement and decision making. Demonstrating a public commitment to improving diversity and an open and welcoming culture to all in advance of the 2022 elections.

104. A commitment by each local authority to becoming a Diverse Council could include

- Establishing 'Diversity Ambassadors' for each political group in the council who, working with each other and their local party associations could encourage recruitment of members from underrepresented groups.
- Encouraging and supporting Heads of Democratic Services, Elections officers/ Communications teams and /or Democratic Services Committees to undertake democratic outreach to promote the role of local councillor in, for example, schools or with underrepresented communities.

105. **A draft example of what could be included in a Diverse Council Declaration is included at Annex D. It is proposed a Draft Declaration, to be adapted and adopted locally, is developed in consultation with local authorities and partner organisations.**

106. **It is recommended that Council**

106.1 Agrees to encourage a declaration by July 2021 from councils in Wales, on becoming 'Diverse Councils'; to commit to:

- **provide a clear, public commitment to improving diversity;**
- **demonstrate an open and welcoming culture to all;**
- **consider staggering council meeting times and agreeing recess periods to support councillors with other commitments; and**
- **set out an action plan of activity ahead of the 2022 local elections.**

Diversity Targets

107. Political parties were encouraged, through the Diversity in Democracy programme, to commit to gender targets at the 2017 elections and Welsh Labour, for example, committed to fielding women in 40% of winnable seats.

108. Other initiatives, such as 50-50 by 2020 have previously adopted targets and the Welsh Government's recently published 'Diversity and inclusion strategy for public appointments'³ includes an action for:

'Welsh Government to consult and if desired set overall targets across all Boards in Wales for BAME, disabled, LGBT+ and young people and socioeconomic groups, recognising that individual Boards have varying specific requirements.'

109. Targets could be included in any 'Diversity Declaration' (if such an approach is agreed).

110. There are however mixed views on the value of targets. Targets provide a focus, demonstrate an organisation's ambition and commitment and provide a useful 'hook' for promotional and public relations purposes. However, targets need to be realistic and, as we are starting from a low base in terms of diversity of candidates and councillors, such targets may not appear ambitious enough.

111. Furthermore, whilst councils and the WLGA may seek to set targets to demonstrate ambition and commitment and can deliver a range of activities and reforms to encourage more candidates, other organisations notably political parties have the biggest influence over whether those targets can be achieved. Should councils determine local targets, they could therefore be criticized for not meeting targets which are largely not in their control.

112. At a recent meeting of WLGA Group Leaders it was suggested that whilst targets at Ward level are difficult, due to recruitment challenges, global targets for a whole authority area might be achievable.

113. **It is recommended WLGA Council provides views on the adoption of local or national diversity targets.**

Quotas or Reserved Seats

114. The Local Government Commission in 2017 concluded that "Incumbency in local councils disproportionately benefits men...[and]...the slow pace of change is significantly driven by incumbency." According to the Elections Centre, in Wales' local elections in 2017, 895 incumbents stood for election (across 71% of seats) with 693 or 77% being successfully re-elected. In summary, incumbents are more likely to be re-elected than other candidates due to their profile, reputation, or track-record and, as most councillors are older, white men, most successful incumbents are

³ https://gov.wales/sites/default/files/publications/2020-02/diversity-and-inclusion-strategy-for-public-appointments-action-plan-year1-2020-21_0.pdf

therefore older white men. The impact of incumbency has therefore led some campaigners to call for term-limits, quotas, or all-women shortlists.

115. The Welsh Government has previously controversially sought to tackle the issue of incumbency with the Golden Goodbye Scheme in 2002 and the 2015 White Paper proposal to introduce term limits for councillors, a proposal which was roundly rejected by local government.

116. According to the International Institute for Democracy and Electoral Assistance, there are four types of quota in use across the world today. Legal or voluntary candidate quotas and legal or voluntary reserved seats, reserved seats can be used for example to regulate the number of women elected. These can be introduced as a temporary measure and can be used at local and national level.

117. The WLGA has never proposed the adoption of quotas as a formal WLGA policy, although gender quotas were supported by the WLGA's former Leader, Baroness Wilcox of Newport, and the WLGA has previously outlined two 'Reserved Seats' models for discussion:

- a. Localised and targeted All Women Reserved Seats for all by-elections during a municipal term. If such vacancies were targeted through a voluntary agreement between the main political parties to field only all women candidate lists, gender balance could improve by up to 5% during a municipal term.
- b. A wider approach, which might require some changes to electoral law regarding the nomination process, could see a similar approach adopted for 'vacant' seats, where councillors had decided to stand down or retire at the election. If such councillors were able to commit to or notify of their intention to stand-down by an early-enough deadline, political parties could agree to voluntarily field all-women candidate lists in such 'vacancies', which could see as much as a 10-15% swing in terms of gender balance at an election. With such an immediate electoral impact, gender balance could potentially be achieved in local government over a 5-year period over the course of 2 elections.

118. Proposals such as quotas are controversial and there remain uncertainties regarding the legal basis for statutory quotas and political appetite for voluntary quotas. The Welsh Government plans to consider whether gender quotas should be introduced in Wales. The Ministerial Round-table has been informed that there may be legal limitations around the Senedd's competence which may prevent statutory quotas being introduced, even if the Welsh Government adopted quotas as a policy. Race Alliance Wales' 'Do the Right Thing' concludes that '...it is illegal to reserve all places for any particular characteristic, with exception made for women, and that quotas can legally only be made in regard to women, not other protected characteristic.'

119. More formal voluntary or statutory quotas have traditionally been recommended as a method of rapidly addressing imbalances in diversity and the effects of incumbency in perpetuating a lack of diversity. The Electoral Reform Society, Fawcett Society and British Council, call for legislation to be introduced for quotas (about 40-45%) for women candidates at elections. Others, such as the Women's Equality Network Wales, Chwarae Teg and the Expert Group on Diversity in Local Government also call for this but do not stipulate that it should be established in legislation.
120. Extensive research undertaken by the above organisations and the Senedd committee, all point to some of the causes of underrepresentation being about how candidates are selected and elected and call for direct action to level the playing field so that women initially can be better represented.
121. The issues they describe are electorate bias and processes, electorate bias and party group culture. The playing field is not level for some, due to conscious or unconscious bias, fostered by the image of incumbents and the culture of political groups and parties. The image of the *best person for the job* is often, whether consciously or not assumed to be a white middle class, middle aged man because this traditionally has been what a typical councillor looks like. The routes to and process of selection traditionally support this position.
122. Research undertaken by the Women's Equality Network Wales (Annex B indicates that –
- "Among the twenty Organization for Security and Co-operation in Europe (OSCE) countries registering the sharpest growth in the proportion of women in parliament during the last decade...half had introduced legal quotas. By contrast, among the twenty OSCE countries lagging behind in growth...none had implemented legal quotas.
 - 100 Countries world-wide now have some form of gender quotas in place and 40 also use them for intersectional groups such as BAME women."
123. The International Institute for Democracy and Electoral Assistance has outlined several 'pros and cons' of quotas:

Cons:

- Quotas are against the principle of equal opportunity for all, since women are given preference over men.
- Quotas are undemocratic, because voters should be able to decide who is elected.
- Quotas imply that politicians are elected because of their gender, not because of their qualifications and that more qualified candidates are pushed aside.

- Many women do not want to get elected just because they are women.
- Introducing quotas creates significant conflicts within the party organization.
- Quotas violate the principles of liberal democracy.

Pros:

- Quotas for women do not discriminate but compensate for actual barriers that prevent women from their fair share of the political seats.
- Quotas imply that there are several women together in a committee or assembly, thus minimizing the stress often experienced by the token women.
- Women have the right as citizens to equal representation.
- Women's experiences are needed in political life.
- Election is about representation, not educational qualifications.
- Women are just as qualified as men, but women's qualifications are downgraded and minimized in a male-dominated political system.
- It is in fact the political parties that control the nominations, not primarily the voters who decide who gets elected; therefore, quotas are not violations of voters' rights.
- Introducing quotas may cause conflicts but may be only temporary.
- Quotas can contribute to a process of democratisation by making the nomination process more transparent and formalised.

124. The main arguments for introducing quotas are not just about ensuring equality and to better reflect wider society, but because more diverse life experiences lead to better, more rounded decision-making; it would not just amplify the voice of women but also impact on the nature of debate and the decisions taken. Several organisations argue that quotas are the only way to see a step-change in diversity based on the evidence of impact where they have been introduced, but also the slow progress in changing local government diversity and diversity in UK politics generally. Quotas however remain a contested concept and have not been universally supported when previously considered in a Welsh context. There were mixed views among the working group members and several leaders expressed reservations about the introduction of quotas during the Electoral Reform Society 'Equal Power Equal Voice' Roundtable debate in October 2020.

125. The Equality Cabinet Members network also considered the risk around the language of 'quotas', particularly in terms of public perception as diverse candidates could be perceived as being tokenistic, undermining the credibility of high-caliber candidates.

126. **It is recommended that Council provides views on the introduction of statutory or voluntary quotas for Welsh local elections.**

Diversity of the WLGA

127. Representation on the WLGA Council is one area where local authorities could make a positive difference and signal their commitment to change. It is not possible to state with certainty the percentage of underrepresented groups on the Council as this should be identified by each person themselves and this exercise has not been done, however, although there are more women leaders than ever before, the Council does not have proportionate representation of women or BAME councillors.
128. Some local authorities have delegations of only two or three members to the Council and it will therefore be challenging for them to significantly change their membership, however, members may consider that there is an opportunity for authorities to proactively nominate more diverse members to the WLGA Council. The WLGA Council could also seek to appoint more diverse members as role models in Spokesperson or Deputy Spokesperson roles or involve wider councillors as Champions in the work of the WLGA.

129. Recommendations

It is recommended that WLGA Council:

- 129.1 recognises the work of the WLGA's Cross-Party Working Group on Diversity in Democracy;**
- 129.2 agrees to encourage all political parties, through the WLGA Political Groups, to commit to proactive and coordinated activities such as those listed at paragraph 80 above to improve diversity in local government democracy;**
- 129.3 adopts a formal position calling for the introduction of resettlement grants for senior salary holders;**
- 129.4 agrees to encourage all councillors to claim any necessary allowances or expenses incurred;**
- 129.5 agrees to encourage a declaration by July 2021 from councils in Wales, on becoming 'Diverse Councils'; to:**
- **provide a clear, public commitment to improving diversity;**
 - **demonstrate an open and welcoming culture to all;**
 - **Consider staggering council meeting times and agreeing recess periods to support councillors with other commitments; and**
 - **set out an action plan of activity ahead of the 2022 local elections.**
- 129.6 provides views on the adoption of local or national diversity targets; and**

129.7 provides views on the introduction of statutory or voluntary quotas for Welsh local elections.

Report cleared by:

Cllr Mary Sherwood, Joint WLGA Spokesperson for Equalities, Welfare Reform and Anti-Poverty & Co-Chair of Working Group

Cllr Susan Elsmore, Joint WLGA Spokesperson for Equalities, Welfare Reform and Anti-poverty & Co-Chair of Working Group

Author: Daniel Hurford
Head of Policy

Sarah Titcombe
Policy and Improvement Officer

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sarah.titcombe@wlga.gov.uk

ANNEX A

WLGA working group on Diversity in Local Democracy

Members who have fed into the working group:

- Co-Chair - Cllr Mary Sherwood (Labour), WLGA spokesperson for Equalities, Welfare Reform and Anti-Poverty, City and County of Swansea
- Co-Chair - Cllr Susan Elsmore (Labour), WLGA Spokesperson for Equalities, Welfare Reform and Anti-poverty, Cabinet Member for Social Care, Health and Well-being, Cardiff Council
- Cllr Cheryl Green (Liberal Democrat), Chair Corporate Overview Scrutiny Committee, Bridgend CBC
- Cllr Daniel De'Ath (Labour) Lord Mayor, Cardiff Council
- Cllr Lisa Mytton (Independent) Deputy Leader, Merthyr Tydfil CBC
- Cllr Sara Jones (Conservative), Cabinet Member for Social Justice and Community Development, Monmouthshire County Council
- Cllr Cefin Campbell (Plaid Cymru), Executive Board Member for Communities and Rural Affairs, Carmarthenshire County Council
- Cllr Nicola Roberts (Plaid Cymru) Chair Licensing and Planning Committee, Isle of Anglesey Council
- Cllr Dhanisha Patel (Labour) Cabinet Member for Wellbeing and Future Generations, Bridgend County Borough Council
- Cllr Ann McCaffrey (Independent), Conwy County Borough Council
- Cllr Jayne Cowan (Conservative) Cardiff Council
- Cllr Bablin Molik (Liberal Democrat) Cardiff Council
- Baroness Wilcox of Newport (Labour), Newport Council who chaired the working group initially in her capacity as WLGA Leader

Views have also been provided through discussions with members and officers in:

- Equalities Cabinet Members' Network
- Chairs of Democratic Services Network
- Heads of Democratic Services Network

Officer Support

- Daniel Hurford, Head of Policy (Improvement and Governance) WLGA
- Sarah Titcombe, Policy and Improvement Officer (Democratic Services) WLGA
- Dilwyn Jones, Communication Officer, WLGA
- Huw Evans, Head of Democratic Services, City and County of Swansea

ANNEX B

EXTRACT FROM A WOMENS EQUALITY NETWORK (WEN) WALES BRIEFING PAPER

The case for quotas to deliver equal and diverse representation

February 2020

Evidence supporting quotas

- Research shows that quotas are the **“single most effective tool for ‘fast tracking’ women’s representation in elected bodies for government.”**⁴
- Among the twenty Organization for Security and Co-operation in Europe (OSCE) countries registering the sharpest growth in the proportion of women in parliament during the last decade...**half had introduced legal quotas. By contrast, among the twenty OSCE countries lagging behind in growth...none had implemented legal quotas.**⁵
- There is international backing for gender quotas. Various international institutions, including the United Nations Committee on the Elimination of Discrimination (**CEDAW**), the Beijing Platform for Action, the EU and the Council of Europe support their use.
- **Ireland** has successfully used quotas requiring that at least 30 per cent of the candidates each party stands nationally are female (rising to 40 per cent after seven years). **The percentage of women candidates increased 90 per cent at the 2016 election** compared to the 2011 election, with a corresponding **40 per cent increase in the number of women elected—** 35 in 2016 compared with 25 in 2011.⁶
- **100 Countries** world-wide now have some form of gender quotas in place and 40 also use them for intersectional groups such as BAME women.
- A report published by the United Nations in 2012 found that **out of the 59 countries that held elections in 2011, 17 of them had quotas.** In those countries, women **gained 27% of parliamentary seats compared to 16% in those without.**⁷

⁴ Drude Dahlerup et al., Atlas of Electoral Gender Quotas, International Institute for Democracy and Electoral Assistance [IDEA], IPU and Stockholm University, 2013.

⁵ Norris, P. and Krook, M. for OSCE, Gender equality in elected office: a six-step action plan, 2011

⁶ Brennan, M. and Buckley, F. ‘The Irish legislative gender quota: the first election’, Administration, vol 65(2), May 2017

⁷ <https://www.theguardian.com/politics/2013/aug/20/quotas-women-parliament-authors-edinburgh-book-festival>

Types of Quota

Different types of gender quota have been used in different countries, depending on the electoral system and local circumstances. The Expert Panel on Electoral reform⁸ describes the three main types as:

- **Candidate quotas which introduce a 'floor'** for the proportion of male or female candidates a party stands for election. These could be applied in the form of constituency twinning for First Past The Post (FPTP) seats. They could also be applied to multimember systems such as STV or Flexible List at a constituency or a national level. Parties in Scandinavia, Spain and Austria have voluntarily adopted similar quotas, ranging from 33 per cent to 50 per cent.
- Requirements for **the ordering of candidates on any list** element of the system. Voluntary quotas of this nature have been used by parties in Wales in Assembly elections, for example zipping of regional candidate lists. (I.e. listing candidates alternately according to their gender)
- **'Reserved seats'** to which only female candidates could be elected. This type of quota is widely used in South Asia, the Arab region and sub Saharan Africa.

Examples of Incentives used:

- **Croatia** has legally binding quotas and uses incentives - for each MP representing an underrepresented gender, political parties receive an **additional 10 per cent of the amount envisaged** per individual MP;
- **Bosnia and Herzegovina**: where 10 per cent of the funding provided to political parties is distributed to parties in proportion to the number of seats held by MPs of the gender which is less represented in the legislature,
- **Two for the price of one deposits** for two candidates of different genders could be used in Wales —this would appear to us to be proportionate in the context of seeking to ensure that the gender balance in the Assembly reflects the gender balance in the communities it serves.⁹

www.wenwales.org.uk / @wenwales

⁸ A Parliament that works for Wales, Report of the Expert Panel on Assembly Electoral Reform, November 2017

⁹ A Parliament that works for Wales, Report of the Expert Panel on Assembly Electoral Reform, November 2017

ANNEX C

LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021

The Local Government and Elections (Wales) Act 2021 includes provisions which will contribute to diversity in local government democracy. These are:

- Entitlement to Job sharing for executive members and committee chairs
- A duty on principal councils to produce a Public Participation Strategy and for it to be reviewed regularly. This will include encouraging people to participate in decision making and promoting awareness of how to become a member of the council.
- A duty on political group leaders to promote and maintain high standards of conduct by members of their group.
- Electronic broadcasting of full Council meetings initially, and other meetings to be announced later, following ongoing consultation by WG with Councils.
- The provision of multi-location attendance at council meetings including physical, hybrid and remote attendance.
- Provisions enabling the maximum period of absence for each type of family absence for members of local authorities to be specified within regulations and for adoptive leave to reflect that which is available to employees.

ANNEX D

(DRAFT) DIVERSE COUNCIL DECLARATION

The following provides a draft declaration. It is proposed that this is further developed in consultation with authorities, representative organisations and will be informed by emerging priorities from councils' own diversity and equality action plans and emerging priorities from the Welsh Government's Race Equality Action Plan.

This Council commits to being a Diverse Council. We agree to

- Provide a clear public commitment to improving diversity in democracy
- Demonstrate an open and welcoming culture to all, promoting the highest standards of behaviour and conduct
- Set out a local Diverse Council Action Plan ahead of the 2022 local elections. Including:
 - Appoint Diversity Ambassadors for each political group on the council to work with each other and local party associations to encourage recruitment of candidates from underrepresented groups.
 - Encourage and enable people from underrepresented groups to stand for office through the provision of activities such as mentoring and shadowing programmes and information and learning events for people interested in standing and official candidates.
 - Proactive engagement and involvement with local community groups and partner organisations supporting and representing under-represented groups
 - Ensure that all members and candidates complete the Welsh Government candidates' and councillors' survey distributed at election time.
 - Set ambitious targets for candidates from under-represented groups at the 2022 local elections
- Work towards the standards for member support and Development set out in the *Wales Charter for Member Support and Development*.
- Demonstrate a commitment to a duty of care for Councillors by:
 - providing access to counselling services for all councillors
 - having regard for the safety and wellbeing of councillors whenever they are performing their role as councillors.
 - taking a zero-tolerance approach to bullying and harassment by members including through social networks.
- Provide flexibility in council business by
 - regularly reviewing and staggering meeting times
 - encouraging and supporting remote attendance at meetings and
 - agreeing recess periods to support councillors with caring or work commitments.
- Ensure that all members take up the allowances and salaries to which they are entitled, particularly any reimbursement for costs of care, so that all

members receive fair remuneration for their work and that the role of member is not limited to those who can afford it.

- Ensure that councillors from under-represented groups are represented whenever possible in high profile, high influence roles.

Agenda Item 9.



Report of the Deputy Chief Executive

Council – 29 July 2021

Amendments to the Council Constitution - Updated Terms of Reference for the Governance and Audit Committee

Purpose:	The report presents an update to the Group regarding changes to the Governance & Audit Committee Terms of Reference as a result of the Local Government and Elections (Wales) Act 2021 and the CIPFA Guide – Audit Committees Practical Guidance for Local Authorities and Police (2018 Ed) .
Policy Framework:	None.
Consultation:	Legal, Finance, Access to Services, Constitution Working Group.
Recommendation(s):	It is recommended that: 1) Council approves the amended terms of reference for the Governance and Audit Committee.
Report Author:	Adam Hill
Finance Officer:	Ben Smith
Legal Officer:	Tracey Meredith
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 The Local Government and Elections (Wales) Act 2021 became law in January 2021. It is an extensive piece of complex legislation of 189 pages 10 Parts and 170 sections. In addition there are complex commencement provisions which means that some parts of the legislation came into force immediately, others 2 months following Royal Assent and some in May 2022.

1.2 The Chartered Institute of Public Finance and Accountancy (CIPFA) is the professional body for people in public finance. CIPFA champion high performance in public services, translating sector experience and insight into clear advice and practical guidance and sets the benchmark for sound public financial management and good governance. In 2018 CIPFA Published; The Audit Committees: Practical Guidance For Local Authorities And Police document, which represents best practice for audit committees in local authorities throughout the UK.

2. Governance and Audit Committee

2.1 An update to the terms of reference was presented to Governance and Audit committee on the 9th March 2021 on changes to the remit and the committee name as a result of the Local Government and Election (Wales) Act.

2.2 This report adds to those previous changes, taking account of best practice and the recommendations within the CIPFA Audit Committees: Practical Guidance For Local Authorities And Police 2018 Edition.

2.3 The highlighted changes can be seen within Appendix 1.

3. Approvals

3.1 The Governance and Audit committee reviewed the terms of reference on the 18th May 2021 and approved the amendments and recommends the changes to the Constitutional Working Group for the group to review, accept and to recommend them for adoption by Full Council.

4. Integrated Assessment Implications

4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the 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.
- Deliver better outcomes for those people who experience socio-economic disadvantage

4.2 The Well-being of Future Generations (Wales) Act 2005 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

Our Integrated Impact Assessment process ensures that we have paid due regard to the above.

4.3 There are no integrated assessment implications associated with this report.

5. Financial Implications

5.1 There are no financial implications associated with this report.

6. Legal Implications

6.1 There are no legal implications associated with this report.

Background Papers:

Audit Committee 9 March 2021 Item 10 - Local Government and Elections (Wales) Act 2021

Audit Committee 18 May 2021 Item 4 - Updated Terms of Reference for the Governance and Audit Committee.

Appendices:

Appendix 1 – Amended Terms of Reference (including tracked changes)

1 Governance and Audit Committee

Statement of Purpose

The Governance and Audit Committee is a key component of the City and County of Swansea's corporate governance. It provides an independent and high level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

The purpose of the Governance and Audit Committee is to provide independent assurance of the adequacy of the risk management framework, the internal control environment and the performance assessment of the Council. It provides an independent review of the governance, performance assessment, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

Membership

[The Local Government \(Wales\) Measure 2011 provides that at least one member of the Committee must be a lay member.](#)

Governance, Performance, Risk and Control

- a) To review the Council's corporate governance arrangements against the good governance framework and consider annual governance reports and assurances.
- b) To review the Council's draft annual Self-Assessment Report, and make any appropriate recommendations for changes to the conclusions or actions the Council intends to make.
- c) To review the Council's draft response to the Panel Performance Assessment Report, and make any appropriate recommendations for changes.
- d) To review the Council's draft response to any Auditor General's recommendations arising from a special inspection in respect of the Council's performance requirements and to make any appropriate recommendations for changes.
- e) To review and assess the authority's ability to handle complaints effectively and to make any associated reports and recommendations in relation to the authority's ability to handle complaints effectively.
- f) To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances.

- g) To consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.
- h) To consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the council.
- i) To monitor the effective development and operation of risk management in the Council.
- j) To monitor progress in addressing risk related issues reported to the Committee.
- k) To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- l) To review the assessment of fraud risks and potential harm to the Council from fraud and corruption.
- m) To monitor the counter fraud strategy, actions and resources.
- n) To review any proposals in relation to the appointment of external providers of internal audit services and to make recommendations
- o) To review the governance and assurance arrangements for significant partnerships or collaborations

Internal Audit

- p) To approve the internal audit charter and resources.
- q) To approve the risk-based internal audit plan, containing internal audit's resource requirements, the approach to using other sources of assurances and any work required to place reliance upon those other sources
- r) To approve significant interim changes to the risk based internal audit plan and resource requirements
- m)s) To make appropriate enquiries of both management and the Chief Internal Auditor to determine if there are any inappropriate scope or resource limitations
- t) To consider the Chief Internal Auditor's annual report and opinion, and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.
- u) To consider the Chief Internal Auditor's annual report including:
 - the statement of the level of conformance with the PSIAS and LGAN and the results of the QAIP that support the statement –

- these will indicate the reliability of the conclusions of internal audit.
- The opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control together with a summary of the work supporting the opinion – these will assist the Committee in reviewing the Annual Governance Statement.
- v) To consider reports from the Chief Internal Auditor on Internal Audit's performance during the year including the performance of external providers of internal audit services. These will include: -
- Updates on the work of internal audit including key findings, issues of concern and action in hand as a result of internal audit work
 - Regular reports on the results of the Quality Assurance and Improvement Programme (QAIP)
 - Reports on instances where the internal audit function does not conform to the PSIAS and Local Government Application Note (LGAN) considering whether the non-conformance is significant enough that it must be included in the Annual Governance Statement
- w) To consider a report on the effectiveness of internal audit to support the Annual Governance Statement, where required to do so by the Accounts and Audit Regulations
- n)x) To consider any impairments to independence or objectivity arising from additional roles or responsibilities outside of internal auditing of the Chief Internal Auditor. To approve and periodically review safeguards to limit such impairments
- y) To consider summaries of specific internal audit reports as requested.
- e)z) To receive reports outlining the action taken where the Chief Internal Auditor has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions
- p)aa) To consider reports dealing with the management and performance of the providers of internal audit services.
- e)bb) To consider a report from internal audit on agreed recommendations not implemented within a reasonable timescale.
- cc) To commission work from internal.
- dd) To contribute to the Quality Assurance and Improvement Programme and in particular the external quality assessment of internal audit that takes place at least once every five years

ee) To provide free and unfettered access to the Governance and Audit Committee Chair for the Chief Internal Auditor, including the opportunity for a private meeting with the Committee

External Audit

ff) To consider the external auditor's annual letter, relevant reports, and to those charged with governance.

gg) To consider specific reports as agreed with the external auditors

hh) To comment on the scope and depth of external audit work and to ensure it gives value for money

ii) To commission work from external audit

jj) To advise and recommend on the effectiveness of relationships between external audit and other inspector agencies or relevant bodies

Financial Reporting

r)kk) To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.

s)ll) To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

Accountability Arrangements

mm) To report to full Council on a regular basis on the Committee's performance in relation to the terms of reference and the effectiveness of the Committee in meeting its purpose.

nn) To report to Council on an annual basis and to publish an annual report on the Committee's work, its performance in relation to the Terms of Reference, and its effectiveness in meeting its purpose.

oo) To raise the profile of probity generally within the Council and to report on matters of concern to the individual Cabinet Member, relevant Scrutiny Committee, Cabinet or to Council as necessary and appropriate.

pp) To work in synergy with the Scrutiny Committees of the Council and liaise with other Council Committees as and when appropriate to avoid duplication in work programmes

qq) To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the

adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements, and internal and external audit functions.

rr) To publish an annual report on the work of the committee.

Training and Development

t)ss) To attend relevant training sessions including specialist training tailored for Members of the Governance and Audit Committee.

Agenda Item 10.



Joint Report of the Presiding Member, Monitoring Officer & Head of Democratic Services

Council – 29 July 2021

Amendments to the Council Constitution – Pension Fund Committee

Purpose:	To make amendments in order to simplify, improve and / or add to the Council Constitution. A decision of Council is required to change the Council Constitution.
Policy Framework:	Council Constitution.
Consultation:	Access to Services, Finance, Legal & Constitution Working Group.
Recommendation(s):	It is recommended that: 1) The amendments to the Council Constitution as outlined in Paragraphs 3.3 be approved.
Report Author:	Tracey Meredith
Finance Officer:	Ben Smith
Legal Officer:	Stephanie Williams
Access to Services Officer:	Rhian Millar

1. Introduction

- 1.1 In compliance with the Local Government Act 2000, the City and County of Swansea has adopted a Council Constitution. From time to time it is necessary to review the Council Constitution in line with legislative requirements and to ensure good governance arrangements.
- 1.2 A number of issues have arisen since adoption and in order to maintain the aims, principles and procedures set out in Articles 1 and 15 of the Council Constitution, it is proposed that the amendment set out below should be made to the Constitution.

1.3 The terms of reference of the Constitution Working Group includes keeping under review the Council Constitution and to make appropriate recommendations for change.

2. Delegated Minor Corrections to the Council Constitution

2.1 There are no delegated minor corrections to the Council Constitution.

3. Amendments to the Council Constitution

3.1 This report outlines a suggested amendment to the Council Constitution. The amendments are within the following area of the Council Constitution:

a) Part 3.2 “Responsibility for Functions” – Pensions Committee Terms of Reference.

3.2 It currently reads:

Pension Fund Committee

a) To establish and keep under review policies to be applied by the Council in exercising its discretions as an administering Authority under the Local Government Pension Scheme (LGPS) Regulations in force from time to time.

b) Subject to [Council Procedure Rule 46](#) “Co-opted Members” to co-opt members onto the Pension Fund Committee.

c) To monitor factors likely to affect the solvency of the Pension Fund between the triennial valuations of the Fund by its independent actuary including specifically, the impact of early retirements approved by all employing bodies within the fund.

d) To determine the strategic aims for investment of the Fund and the benchmarks by which performance will be measured.

e) To arrange for independent investment advice to be available to the Panel at any time.

f) To determine, keep under review and, where appropriate, secure changes in the management arrangements for investment of the Pension Fund.

g) To monitor on a regular basis against its objectives and benchmarks the Fund’s investment performance.

- h) To approve attendance of the Committee or any of its Members or Officers at Regional or National meetings arranged to assist Members of investment panels to fulfil their trustee responsibilities.
- i) To ensure effective communication and liaison with other employing bodies within the City & County of Swansea Pension Fund.
- j) To respond to consultative documents affecting the Local Government Pension Scheme.
- k) To make decisions and determine discretions of the Administering Authority under the Local Government Pension Scheme Regulations which may from time to time exist.
- l) To approve the Authority's Pension Statement of Accounts.

Note:

- i) The Pension Fund Committee shall be Chaired by the Cabinet Member responsible for Finance.
- ii) The Neath Port Talbot County Borough Council Member is appointed to ensure compliance with Statute

3.3 It is proposed that it is amended to read:

Pension Fund Committee

- a) To establish and keep under review policies to be applied by the Council in exercising its discretions as an administering Authority under the Local Government Pension Scheme (LGPS) Regulations in force from time to time.
- b) Subject to [Council Procedure Rule 46](#) "Co-opted Members" to co-opt members onto the Pension Fund Committee.
- c) To monitor factors likely to affect the solvency of the Pension Fund between the triennial valuations of the Fund by its independent actuary including specifically, the impact of early retirements approved by all employing bodies within the fund.
- d) To determine the strategic aims for investment of the Fund and the benchmarks by which performance will be measured.
- e) To arrange for independent investment advice to be available to the Panel at any time.
- f) To determine, keep under review and, where appropriate, secure changes in the management arrangements for investment of the Pension Fund.

- g) To monitor on a regular basis against its objectives and benchmarks the Fund's investment performance.
- h) To approve attendance of the Committee or any of its Members or Officers at Regional or National meetings arranged to assist Members of investment panels to fulfil their trustee responsibilities.
- i) To ensure effective communication and liaison with other employing bodies within the City & County of Swansea Pension Fund.
- j) To respond to consultative documents affecting the Local Government Pension Scheme.
- k) To make decisions and determine discretions of the Administering Authority under the Local Government Pension Scheme Regulations which may from time to time exist.
- l) To approve the Authority's Pension Statement of Accounts.

Note:

- i) The Neath Port Talbot County Borough Council Member is appointed to ensure compliance with Statute

3.4 Reference to:

- i) The Pension Fund Committee shall be Chaired by the Cabinet Member responsible for Finance is removed.

Under Section 55 of the Local Government Pension Scheme Regulations 2013 the County Council is responsible for administering the Pension Fund.

Under section 102 of the Local Government Act 1972, it is for the administering authority to decide upon the number of members of a committee and their terms of office. Under the cabinet structure in local government, management of the pension fund is a non-executive function

This has historically included the Cabinet Member for Finance, although not formally required in Statute. Going forward to ensure availability of attendees it is proposed this requirement is removed.

4. Financial Implications

4.1 There are no financial implications associated with this report.

5. Legal Implications

5.1 There are no legal implications associated with this report.

6. Equality and Engagement Implications

6.1 There are no equality and engagement implications associated with this report.

Background Papers: None.

Appendices: None.



Council – 29 July 2021

Councillors' Questions

Part A – Supplementaries

1 Councillor Irene Mann

Can I first emphasize the huge respect and thanks that residents wish to convey to every member of your Cleansing, Recycling and HMO teams.

The service they provide is second to none.

However in the wake of the removal of 10 tonnes of waste generated by students leaving their accommodation I saw very little evidence of recycling.

Landlords are seen as the major beneficiaries of the HMO properties in the ward (12500 students) yet their supervision of their properties ref recycling etc seems minimal.

The model in other towns and cities with a high level of HMOs is the fining of properties who consistently do not recycle and a monthly meeting with a Landlord forum representative /University representatives and Environmental Health representatives.

In these times of growing global warming and climate emergency all must play their part, this includes landlords and tenants.

Are there any plans to bring landlords / universities and environmental health representatives together or to look at some kind of dining for HMO properties that consistently fail to recycle their waste creating significant problems for both cleansing and residents.

Again I and all the residents thank you for the huge efforts made to keep the streets clean of rotting food, discarded knives and clothes

Response of the Cabinet Member for Environment Enhancement & Infrastructure Management

Cllr Mann is to be commended for her work with residents and various partners in the local community raising the importance of recycling and correct disposal of household waste for many residents.

The ongoing liaison and education programmes, particularly at the start and end of the academic year continue. Swansea University's specific financial commitment towards additional household waste collections has been welcomed and whilst this helps to clear waste from the streets it is acknowledged that cannot address the separation of recyclables from the waste which goes to landfill.

Whilst Council officers in our Waste Management, Cleansing and Housing and Public Health teams work on a regular and close basis with landlords, agents and the universities, there are no legal provisions for fining occupiers or landlords of rented properties who fail to recycle. There are no distinctions with regard to this across tenures.

	<p>If Cllr Mann is willing to share details of other local authorities she refers to, officers will be asked to investigate those models further.</p>
<p>2</p>	<p>Councillors Will Thomas & Myles Langstone</p> <p>The sea wall project to protect business and property in Mumbles is being progressed and I hope the council take the opportunity for place making and safer road crossings as part of this scheme.</p> <p>We have been contacted by many constituents who are unhappy that the building depot for this project is proposed for the tennis courts. Has the council considered putting this depot on one of the car parks in Southend. What would be the cost implications of this (What is the yearly income from each car park in the area).</p> <p>Response of the Cabinet Member for Environment Enhancement & Infrastructure Management</p> <p>The Authority is signed up to the Place Making Charter and the officers overseeing the project have presented a detailed design approach that illustrates a strong commitment towards developing a design solution that seeks to complement and enhance the character of the promenade. The first phase of consultation has recently been undertaken and whilst illustrating the core requirements for enhancing coastal protection measures, it also evidenced proposals to introduce reference to the local heritage and ecology. Options to provide a more inclusive and welcoming environment for the broad range of users have also been taken into account, with design detailing seeking to align to the authorities green infrastructure ambitions. Subject to reviewing the comments from the consultation session, we will be developing the detailed design proposals for briefing to Councillors, key stakeholders and the community over the coming weeks. The Mumbles Coastal Protection Project forms part of the Welsh Governments Coastal Risk Management Programme which would not fund items such as road crossings along Mumbles Road. The team have sought to consider the wider ambitions of the Mumbles community to ensure that the proposals for the promenade complement the area as a whole. Issues such as improved road crossings would need to be funded through alternative sources and the team are investigating other funding opportunities based on the comments raised to date. They are continuing to work with local councillors to develop a broad design solution that identifies such issues.</p> <p>The scale and nature of works being undertaken will unfortunately involve an element of disruption to the local community and it is acknowledged that there is limited scope for locating site compounds in the vicinity. Although the method and form of construction are yet to be finalised, we are progressing the scheme in a manner that seeks to maximise the use of prefabricated elements to limit the scale of site occupancy, enhance the quality of build and reduce the period of construction. The nature of working in a tidal environment with limited access and transport constraints means that it is imperative that sufficient space is afforded to enable the works to progress with minimal risk of disruption. Whilst the construction methodology will be defined by a contractor yet to be appointed, discussions to date have identified the need for a site compound at least the scale of the tennis courts. It is therefore possible that both the tennis courts and car park areas may be required during the construction period. The choice of site compound is not purely a financial decision. It is based on location to the promenade, accessibility, size etc. In order to reduce the overall duration for construction, there is an ambition to work from either end of the scheme extents and thereby facilitate construction access and storage accordingly.</p>

	<p>The team fully acknowledges the impact and disruption of this approach, but will endeavour to ensure that the final scheme will enhance the overall amenity offering for both visitors and the community.</p>
<p>3</p>	<p>Councillors Will Thomas & Lyndon Jones</p> <p>We have had several complaints from constituents about the travel time it has taken to exit Mumbles since the lights have been placed at the bottom of Mayals road for the active travel scheme. Has the Cabinet Member had similar complaints and is the council looking into a solution.</p> <p>Response of the Cabinet Member for Environment Enhancement & Infrastructure Management</p> <p>The operation of traffic signals at the junction of Mayals Road and Mumbles Road, have been designed to cause minimal interference with traffic flows along Mumbles Road, whilst still facilitating traffic movement along Mayals Road and a pedestrian crossing on the desire line across to the sea front.</p> <p>The traffic signals are tested and checked upon installation and monitored to ensure that they are operating at optimum settings. It can be confirmed that these traffic signals are operating correctly.</p> <p>The challenge is that there is a single carriageway serving Mumbles to Mayals Road, which has a limited capacity. There is a physical limit to the volume of vehicles that can flow along a single road per hour. At certain times of the day, especially during periods where normal traffic flows are inflated by tourist related traffic, traffic volumes exceed levels at which a single carriageway subject to free flow conditions can accommodate, hence queues form.</p> <p>In order to ensure that green time is allocated most efficiently, the recent traffic signal amendments incorporated the method of control to MOVA (Microprocessor Optimised Vehicle Activation). This system is constantly monitoring flow rates, and allocating green time where it is needed most. Therefore, it is an adaptive method, best suited to maximise efficiency at isolated junctions such as the one in question. The number of vehicles counted leaving Mumbles in the busy hours is broadly the same as the free flow capacity, it should be concluded that the signal operation is not causing the queues when busy. This is due to the bunching effect of stopping vehicles which then run closer together maximising efficiency. Additional green time results in longer gaps between vehicles and as such will not result in a noticeable difference in the length of the queue.</p>
<p>4</p>	<p>Councillors Lynda James, Susan Jones & Chris Holley</p> <p>What measures are Swansea Council taking to ensure that all wrapping and packaging of products in the Swansea Market are recyclable.</p> <p>Response of the Cabinet Member for Environment Enhancement & Infrastructure Management</p> <p>In the last several years Swansea Market has made great strides in promoting recycling activities which has significantly reduced the total amount of waste generated by the Market that is disposed of via landfill.</p>

	<p>With the support of the Recycling Team, Market staff and traders, the volume of waste has been reduced by 98 tonnes and 35.5% from January 2015 until January 2020. The latest figures show a further reduction but are not comparable because of the disruption caused by the pandemic.</p> <p>At present traders and staff are actively encouraged to recycle their cardboard and food waste and special receptacles are also provided for animal by-waste products.</p> <p>Arrangements have also been made to start recycling plastics which is due to commence by the end of the summer.</p> <p>In terms of the public there are several specialist recycling bins located across the Market and the Market is part of the city-wide <i>Recycling on the go</i> initiative.</p> <p>Traders also offer their customers a range of product packaging options which reduces the use of pre-packaged goods in styrofoam trays and plastic wrapping. This includes use of paper bags, re-usable bags and a pick and mix approach which is popular particularly among the greengrocers.</p>
5	<p>Councillors Linda Tyler-Lloyd & Will Thomas</p> <p>Last month we asked a question regarding the skate park and received a cryptic legal reply that seemed to be holding back information, so let's try again:</p> <ol style="list-style-type: none"> 1: Which officer or councillor received the offer. 2: Was there an internal meeting to discuss this substantial offer? If so are minutes available and who was present. 3: As ward councillors why were we not informed. 4: Surely it is for Mumbles Community Council to determine if a new offer would fit their aspirations after a debate amongst ourselves. So why was the offer to fund the skate park not put to Mumbles Community Council, and who specifically made the decision not to put this offer to Mumbles Community Council. <p>Response of the Cabinet Member for Investment, Regeneration & Tourism</p> <ol style="list-style-type: none"> 1. A suggestion to relocate the existing half pipe was made as part of the PIN process. 2. No substantial offer was received other than the proposal to relocate the existing facility. 3. No discussions took place hence no wider consultation. 4. No offer has been received the fund the new skateboard park at another location so there wasn't an "offer" to share. It is for Mumbles Community Council to reconsider if they want to amend their business plan and open any new discussions in light of recent statements.
6	<p>Councillors Will Thomas & Linda Tyler-Lloyd</p> <p>Is the leader aware the council had received an offer to fund the skate park on Oystermouth Road in a different location.</p> <p>Response of the Cabinet Member for Investment, Regeneration & Tourism</p>

No offer has been received to fund the new skateboard park at another location.

7 Councillors Susan Jones, Wendy Fitzgerald & Kevin Griffiths

As the council is spending a large amount of money upgrading play areas which is very welcome, what steps are being taken to safeguard:

- (a) the areas where the workmen are installing/ upgrading the equipment and
- (b) the equipment when it has been installed as we are aware of evidence of vandalism in some areas and
- (c) what maintenance regime is being put in place to keep them to the high standard they will be in once they are open to the public.

Response of the Cabinet Member for Investment, Regeneration & Tourism

a. Measures and consideration to areas where workmen are installing/upgrading equipment

The capital play investment is a planned programme. The delivery team have developed a clear process, to aid the appointed contractor and officers.

As part of the procurement process, the tender documentation includes a number of requirements that potential bidders will need to disclose or evidence prior to the contract award being offered. Examples would include, but not limited to; *health and safety performance, adequate indemnity cover for liabilities and guarantees for equipment, material and components.*

Prior to starting works, a prestart meeting will be held with officers of the delivery team and the appointed contractor. During the session, a number of items will be discussed and agreed to include but not limited to; *work areas, access routes and pre and post condition.* Contractors advised to capture pre and post condition of their working environment for their record. The work areas will be segregated with heras fencing erected for the duration of the works, for demarcation and security. The contractor's area will be their responsibility for the duration of works.

Contractors are requested to provide a weekly progress update and advise the Project Manager and Team Leader Specialist Parks & Technical Services of any concerns during the works.

Officers of the Parks Team, will inspect the works throughout the project and accept the park as part of the handover process. Handover is accepted, once officers are have gained a satisfactory third party inspection and any defects or snags have been rectified.

Should there be concerns relating to the quality or performance of the new equipment or safety surfacing, the contractor is to be notified during the defects period via the Parks team. Thereafter, as a part of the inspection regime, officers will relate to guarantees relating to quality or performance. It is to be noted that, vandalism is excluded from the guarantee or defects period.

b. Measures and consideration to limit risk of vandalism to new equipment

With the knowledge and experience of the delivery team, consideration is given to the selection of products, materials and equipment, to ensure equipment is robust to

	<p>general exposure, risks of arson and vandalism. The Parks team are keen to seek to continually improve their specifications, following incident trends or new technology available on the market.</p> <p>Unfortunately, damage resulting from vandalism or arson, will not be included within the defects period or as a part of the guarantee.</p> <p>The tender documentation and specifications highlight the need for equipment to be robust and durable.</p> <p><u>c. Maintenance regime</u></p> <p>Future maintenance and warranties have been considered, with the requirements of the contractor outlined within the tender documents. The response is reviewed as part of the procurement process.</p> <p>Prior to handover, contractors are requested to undertake a third party inspection.</p> <p>Thereafter, the new equipment and safety surfacing will be included within the existing maintenance schedule for parks equipment, at the following frequencies.</p>
	<p>Part B – No Supplementaries</p>
<p>8</p>	<p>Councillors Mike Day, Cheryl Philpott, Kevin Griffiths</p> <p>Swansea Council is quite rightly promoting itself as a tourist destination and much good work is being done to ensure visitors are given a warm welcome and have a positive experience while visiting Swansea. An important element of Swansea’s offer is the provision of clean, safe public conveniences. Will the Cabinet Member please give Council a list of all the Council owned public toilets in the City and County, indicating:</p> <ul style="list-style-type: none"> (a) whether the conveniences are currently available, (b) the hours that each is open, (c) which conveniences the Council is responsible for cleaning and maintenance, (d) what the cleaning and maintenance regime is for each, (e) which public conveniences are the responsibility of another organisation, and what the contractual arrangements are with those organisations are for the cleaning and maintenance of those conveniences, (f) how standards of cleaning and maintenance are monitored, (g) provide a list of new facilities are to be opened and when will they are going to be available to the public. <p>Response of the Cabinet Members for Environment Enhancement & Infrastructure Management</p> <p>Please see answer at Appendix A.</p>
<p>9</p>	<p>Councillors Chris Holley, Jeff Jones & Gareth Sullivan</p> <p>Can the Cabinet Member update Council on how much of our Highways has either been resurfaced or had some repair since June 2020 and what is the current resurfacing maintenance backlog.</p>

Response of the Cabinet Members for Environment Enhancement & Infrastructure Management

We can only provide figures year to year, in 20/21 we treated/resurfaced 323,271m2 of carriageways.

In 21/22 to date we have treated 39,764m2 with a total expected output of an estimated 100,00mm2. In addition in 20/21 we have repaired 16,926m2 through the Patch programme.

The back log figure for carriageways currently stands at £61m down from approximately £63 to £64m last year.

10 Councillors Cheryl Philpott, Peter Black & Mary Jones

Please list the number of recorded fly tipping incidents by ward for each of 2019-2020 and 2020-2021 and how many prosecutions were made.

Response of the Cabinet Member for Environment Enhancement & Infrastructure Management

The number of recorded fly tipping incidents by ward for each of 2019-2020 and 2020-2021 are as below.

These incidents vary from the extreme of a lorry load fly tipped, down to the majority of incidents relating to singular items or just a couple of bags of material.

WARD	April 2019 - March 2020	April 2020 – March 2021
W01 BISHOPSTON	4	5
W02 BONYMAEN	28	56
W03 CASTLE	145	172
W04 CLYDACH	29	26
W05 COCKETT	70	66
W06 CWMBWRLA	60	106
W07 DUNVANT	8	6
W08 FAIRWOOD	11	12
W09 GORSEINON	28	25
W10 GOWER	9	2
W11 GOWERTON	7	16
W12 KILLAY NORTH	5	4
W13 KILLAY SOUTH	3	4
W14 KINGSBRIDGE	2	1
W15 LANDORE	68	88
W16 LLANGYFELACH	18	9
W17 LLANSAMLET	41	75
W18 LOWER LOUGHOR	21	11
W19 MAWR	15	29
W20 MAYALS	8	9
W21 MORRISTON	124	107
W22 MYNYDD BACH	77	72
W23 NEWTON	1	2
W24 OYSTERMOUTH	7	5

W25 PENCLAWDD	8	5
W26 PENDERRY	105	78
W27 PENLLEGAER	16	16
W28 PENNARD	1	1
W29 PENYRHEOL	23	11
W30 PONTARDDULAIS	90	24
W31 St THOMAS	68	46
W32 SKETTY	46	50
W33 TOWNHILL	86	192
W34 UPLANDS	146	144
W35 UPPER LOUGHOR	17	7
W36 WEST CROSS	30	29

In relation to 19/20 incidents, there were 6 fixed penalty notices issues with no prosecutions, and in relation to the 20/21 incidents, there were 5 fixed penalty notices and 3 prosecutions.

Appendix A

The list of public toilets, their opening times, and operator details are as follows:

Location	Opening hours	Facilities	Operator
Swansea Market	9.30am-4.30pm Mon-Sat	Changing Places	Council
Quadrant Bus Station Public Toilets , Plymouth Street, SA1 3AR	9.00am-6.00pm	30p charge Changing places Unisex baby change	Council staff on site
Civic Centre Public Toilets , Oystermouth Road, SA1 3SN	CURRENTLY CLOSED	Changing places	Council
National Waterfront Museum Public Toilets , Oystermouth Road, SA1 3RD	CURRENTLY CLOSED	Changing places	National Waterfront Museum
LC Swansea Public Toilets , Oystermouth Road, SA1 3ST	CURRENTLY CLOSED	Changing places	LC
Swansea Railway Station (Changing places only) , High Street, SA1 1NU	Main toilets are not public, passengers with tickets only	Changing places only	Swansea Railway Station
Glynn Vivian Art Gallery , Alexandra Road, Swansea, SA1 5DZ	CURRENTLY CLOSED	Changing places	Council staff on site
Marina Public Toilets , Trawler Road, SA1 1DN	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Brangwyn Bar , Brangwyn Hall, The Guildhall, SA1 4PE	CURRENTLY CLOSED	Changing Places	Council
The Secret Swansea Public Toilets , Mumbles Road, SA2 0AY	9.00am-5.00pm	Changing places	The Secret Swansea
Clydach Mond Public Toilets , High Street, Clydach, SA6 5LW	9.00am-5.00pm	RADAR	Council

Location	Opening hours	Facilities	Operator
Morrison Public Toilets , Woodfield Street, SA6 8BW	9.00am-5.00pm	RADAR	Council
Morrison Hospital , Heol Maes Eglwys, Morrison, SA6 6NL		Changing Places	Morrison Hospital
Gorseinon Public Toilets , Argyle Bus Station, SA4 4AA	9.00am-5.00pm	RADAR	Council
Pontarddulais Public Toilets , Water Street, SA4 8TH	9.00am-5.00pm	RADAR	Council
Singleton Park Public Toilets , Singleton Park, SA2 8PY	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Singleton Boating Lake Public Toilets , Singleton Park Boating Lake, SA2 8PY	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Brynmill Public Toilets , Brynmill Park, SA2 0AX	9.00am-7.00pm Summer 9.00am-5.00pm Winter	2 unisex toilets. 1 with disabled facilities but not on RADAR	Council
Cwmdonkin Park Public Toilets , Cwmdonkin Park, SA3 5BE	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Blackpill Lido Public Toilets , Mumbles Road, SA3 5AS	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Oystermouth Square Public Toilets , Mumbles, SA3 4BU	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR Female baby change	Council
Oystermouth Castle Public Toilets , Castle Grounds, SA3 4BA	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Bracelet Bay Public Toilets (car park), SA3 4JT	24 hours	RADAR	Council
Southend Public Toilets , Mumbles Road, SA3 4EA	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Knab Rock Public Toilets	8.00am-8.00pm Summer 8.00am-4.00pm Winter	Disabled facility but not on RADAR	Council

Location	Opening hours	Facilities	Operator
Clyne Public Toilets , Clyne Park, SA2 0PP	24 hours	RADAR	Council
Langland Public Toilets , Langland Bay Car Park, SA3 4QP	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR	Council
Caswell Bay Public Toilets , SA3 3BS	9.00am-7.00pm Summer 9.00am-5.00pm Winter	RADAR Unisex baby change Changing Places	Council
Southgate Public Toilets (car park), SA3 2DH	Open	Ladies and Gents only	Pennard Stores
Oxwich Village Public Toilets (car park), SA3 1LS	9.00am-7.00pm Summer 9.00am-5.00pm Winter	Ladies and Gents only	Council
Horton Public Toilets (car park), SA3 1LQ	24 hours	RADAR	Council
Port Eynon Public Toilets (car park), SA3 1NN	24 hours	RADAR	Council
Rhossili Public Toilets (near Hotel), SA3 1PP	24 hours	RADAR Unisex baby change	Council
Penclawdd Public Toilets , Seaview Terrace, SA4 3YF	Open 9.00am-5.00pm	Ladies and Gents only	Council

This information above, with the exception of the Swansea Market toilets, is available on the Council's website <https://www.swansea.gov.uk/publictoilets>

The Council run external toilet blocks are cleaned once a day through the Winter period and twice per day through the Summer period, although this is currently under review.

The regime for monitoring standards underwent a major overhaul in the Spring of 2021. Monitored by the Working Supervisor, cleaning worksheets completed daily recording time of cleaning/inspection, a more detailed cleaning process form is also completed for deep cleans. Independent random inspections by colleagues in Facilities Management.

The next new toilet facilities to be opened are as part of the new Copr Bay Arena, and the facilities, managed by the new Café Operator, are due to open in the Autumn.

Agenda Item 12.



Council – 29 July 2021

Notice of Motion – Universal Credit.

Notice of Motion from Councillors R C Stewart, A S Lewis, D H Hopkins, M C Child, R Francis-Davies, L S Gibbard, E J King, A Pugh, R V Smith, A H Stevens, M Thomas, C A Holley, W S Lewis, M B Lewis, J P Curtice, D W W Thomas, C Anderson and S Pritchard

This council deplores the cruel and spiteful decision by the Tory U.K. government to cut Universal Credit payments by £20 per week (or £1040 per year) for millions of people across Wales and the U.K.

This cut will potentially leave thousands of Swansea residents facing a substantial cut to their income, and remove hundreds of thousands of pounds from the local economy. It's impacts will be simply devastating on low income households.

We call upon the Leader of council (and any political Group leaders who are prepared to sign) to write a letter laying out our strong objection to the proposed universal credit cut; to highlight the impacts on Swansea residents and families; and urge the Tory U.K. Government in the strongest possible terms to reverse the cut and retain the £20 per week.