



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

People Policy Development Committee

At: Remotely via Microsoft Teams

On: Wednesday, 23 June 2021

Time: 4.00 pm

Chair: Councillor Ceri Evans

Membership:

Councillors: J P Curtice, S J Gallagher, P R Hood-Williams, Y V Jardine, E T Kirchner, H Lawson, G J Tanner, L V Walton and T M White

Watch Online: <https://bit.ly/3g2akVo>

Agenda

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1 Apologies for Absence.	
2 Disclosures of Personal & Prejudicial Interests. www.swansea.gov.uk/disclosuresofinterests	
3 Minutes: To approve & sign the Minutes of the previous meeting(s) as a correct record.	1 - 4
4 Swansea Council Volunteering Strategy Development. (Verbal Update)	
5 Young Carers Strategy. (Verbal Update)	
6 Swansea Council - Employability Provision.	5 - 13
7 Draft Work Plan 2021-2022.	14

Next Meeting: Wednesday, 28 July 2021 at 4.00 pm

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

Huw Evans
Head of Democratic Services
Thursday, 17 June 2021

Contact: Democratic Services - (01792) 636923

Agenda Item 3



City and County of Swansea

Minutes of the **People Policy Development Committee**

Remotely via Microsoft Teams

Wednesday, 21 April 2021 at 4.00 pm

Present: Councillor C R Evans (Chair) Presided

Councillor(s)

M C Child
P R Hood-Williams
T M White

Councillor(s)

J P Curtice
E T Kirchner

Councillor(s)

S J Gallagher
G J Tanner

Also Present:

Julia Manser, Swansea Council for Voluntary Services (SCVS)

Officer(s)

Simon Jones

Social Services Strategy and Performance Improvement
Officer

Allison Lowe
Lucy Moore

Democratic Services Officer
Directorate Lawyer

Apologies for Absence

Councillor(s): L V Walton

25 Disclosures of Personal & Prejudicial Interests.

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

26 Minutes:

Resolved that the Minutes of the People Policy Development Committee held on 17 March 2021 be approved and signed as a correct record.

27 Swansea Council Volunteering Strategy Development. (For Information)

Amy Hawkins, Interim Head of Adult Services, supported by Anthony Richards, Poverty and Prevention Strategy Development Manager presented a "For Information" report to detail the progress in developing a Swansea Council Volunteering Strategy and present an update on the Regional Volunteering Project.

Julia Manser, Swansea Council for Voluntary Services (SCVS), Manager of the Swansea Volunteer Centre was also present to provide assistance to the Committee in progressing the Volunteering Strategy.

The report outlined:

- The background;
- Mapping existing and potential volunteering opportunities hosted by Swansea Council;
- Development of a Volunteering Strategy;
- Regional Volunteering Project;
- Next Steps.

The Committee discussed:

- The safeguarding element of volunteering, particularly for the vulnerable, including DBS checks, the supervision of volunteers by managers, risk assessment of roles, induction and ongoing training for both volunteers and supervisors/managers;
- Volunteering should be made as easy as possible and encouraged for those who wish to volunteer;
- The number of volunteers should be captured so volunteers were supported and the principles of the strategy embedded in the Authority;
- Performance monitoring and sharing good practice;
- Volunteers week 1-7 June – encourage communication to attract new volunteers;
- Support for volunteers to build effective mechanisms for future work progression / opportunities;
- The role of Swansea Council in the wider regional volunteering provision.

The Chair thanked the officers for the informative report.

Resolved that the update be noted.

28 Young Carers Strategy. (Verbal Update)

Gavin Evans, Principal Officer for Early Help, Partnership and Young People provided a verbal update on the Young Carers Strategy as follows:

- Since the last meeting the Partnership Group had reformed with new Terms of Reference as the “Young Carers Steering Group” with revised membership to include Councillor Ceri Evans, Chair of People PDC;
- The development of the Young Carers Strategy was still the main priority;
- The YMCA had secured funding to appoint a dedicated officer to support the Young Carers;
- A Young Carers Forum or Board would be created where their views on co-production of the Carers Strategy would be discussed. Important that it was led by the young people and relevant barriers were removed;
- Timeline for completion of the strategy was likely to be September but agreed that it was important to get things right rather than to rush the process;
- Young people were more likely to suggest innovative thinking and various social media platforms for progression of the Strategy.

The Chair thanked the Principal Officer for Early Help, Partnership and Young People for the update.

Resolved that the update be noted.

29 Work Plan 2020-2021.

The Chair outlined the Work Plan for 2020-2021.

In addition to continuing the ongoing work in relation to the Young Carers Strategy and Volunteering Strategy, the Chair had met with Officers to discuss the "Employability" item suggested by Councillor Alyson Pugh, Cabinet Member for Better Communities. The Cam Nesa scheme which focussed on those not in Education, Employed or Training (NEET) would be coming to an end and would leave gaps around the vulnerability of certain individuals. The officers had been invited to attend the next meeting in June with a view to the Committee commencing this topic of work from July 2021.

Resolved that the Work Plan be noted.

The meeting ended at 4.53 pm

Chair



City and County of Swansea

Minutes of the **People Policy Development Committee**

Remotely via Microsoft Teams

Thursday, 20 May 2021 at 5.00 pm

Present:

Councillor(s)

J P Curtice
Y V Jardine
T M White

Councillor(s)

C R Evans
H Lawson

Councillor(s)

S J Gallagher
L V Walton

Officer(s)

Gareth Borsden
Allison Lowe
Tracey Meredith

Democratic Services Officer
Democratic Services Officer
Chief Legal Officer / Monitoring Officer

Apologies for Absence

Councillor(s): P R Hood-Williams, E T Kirchner and G J Tanner

1 To elect a Chair for the Municipal Year 2021 - 2022.

Resolved that Councillor C R Evans be elected Chair for the 2021-2022 Municipal Year.

(Councillor C R Evans presided)

2 To elect a Vice Chair for the Municipal Year 2021 - 2022.

Resolved that Councillor J P Curtice be elected Vice-Chair for the 2021-2022 Municipal Year.

3 Disclosures of Personal & Prejudicial Interests.

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

The meeting ended at 5.02 pm

Chair

Swansea Council Employability Provision

Policy Development Committee



Cyngor **Abertawe**
Swansea Council

Background and current delivery across Swansea Council

Communities for Work	Cam Nesa	Workways +	Workways Plus STU	Communities for Work +
<ul style="list-style-type: none"> • Ages 16-24 NEETs • Age 25+ • Long term unemployed (12months+) or economically inactive • Residing within C1st areas • Complex barriers: low or no skills, work limiting health condition, care or childcare responsibilities. 	<ul style="list-style-type: none"> • Ages 16-24 NEETs • Focussed primarily at Tier 2 NEETs, but not restricted to T2. • Residing anywhere in Swansea 	<ul style="list-style-type: none"> • Age 25+ • Residing outside C1st areas • Long term unemployed (12months+) or Economically Inactive • Complex barriers: low or no skills, work limiting health condition, care or childcare responsibilities. 	<ul style="list-style-type: none"> • Age 25+ • Residing anywhere in Swansea • Short term unemployed (under 12months UE), closest to labour market • Barriers: low or no skills, work limiting health condition, care or childcare responsibilities. 	<ul style="list-style-type: none"> • Ages 16+ • Residing anywhere in Swansea • Individuals living in or at risk of poverty • No eligibility restrictions, provision of last resort if a client is ineligible for other projects.

Swansea Working

Sector Specific Training to support all programmes (and non Council delivered programmes), one point of entry to system for employability support (Swansea Working Inbox) and online information and support.

Support Offered:

- Community outreach and engagement via hubs
- Intensive mentoring support
- Initial triage & assessment
- Develop personal action plan
- Support to overcome barriers e.g. confidence building
- Welfare support and advice
- Training and qualifications
- Volunteering placements
- Paid work opportunities
- Job search support
- Work trials
- Opportunities via Employability Network and beyond Bricks and Mortar scheme
- Access to online employability events and workshops

Funding Source:

Communities for Work	Cam Nesa	Workways Plus	Workways Plus STU	Communities for Work Plus	Swansea Working
• ESF	• ESF	• ESF	• ESF	• Welsh Government	• Welsh Government

Employability Support Process



PDC Focus 1

Supporting Young people into Employment

Keys Issues and discussion points

Key Issue:	Discussion Point
<ul style="list-style-type: none"> • What is current picture and how is provision moving forwards? 	<ul style="list-style-type: none"> • Officers to brief the group and group to discuss the changes/implications.
<ul style="list-style-type: none"> • What solutions have already been proposed? 	<ul style="list-style-type: none"> • Officers to highlight proposed opportunities.
<ul style="list-style-type: none"> • How will any proposals fit with existing provision? 	<ul style="list-style-type: none"> • Officers to explain the fit with current provision.
<ul style="list-style-type: none"> • What other suggestions do the group have which could compliment proposals moving forward (from engagement to outcome)? 	<ul style="list-style-type: none"> • Discussion of other ways of working and suggestions which would compliment service.
<ul style="list-style-type: none"> • Identification of specific Issues of Focus for the Policy Development Committee to discuss and work on in the next meeting. 	

PDC Focus 2

The Kick-Start scheme

Keys Issues and discussion points

Key Issue:	Discussion Point
<ul style="list-style-type: none"> • What is Kickstart and what activities? 	<ul style="list-style-type: none"> • Officers to brief the group and group provide a background of the scheme and the Councils responsibilities.
<ul style="list-style-type: none"> • Where is Swansea Council with the scheme? 	<ul style="list-style-type: none"> • Officers to highlight progress to date.
<ul style="list-style-type: none"> • How will Kickstart link with employability programmes? 	<ul style="list-style-type: none"> • Officers to explain the links to programmes
<ul style="list-style-type: none"> • What other suggestions do the group have which could compliment proposals moving forward to increase engagement in the scheme and link to internal opportunities? 	<ul style="list-style-type: none"> • Discussion of other ways of working and suggestions which would compliment Kickstart and Swansea Council.
<ul style="list-style-type: none"> • Identification of specific Issues of Focus for the Policy Development Committee to discuss and work on in the next meeting. 	

Agenda Item 7



Report of the Chair

People Policy Development Committee – 23 June 2021

Draft Work Plan 2021-2022

Date of meeting	Agenda items and Format
23 June 2021	<ul style="list-style-type: none">• Young Carers Strategy (Update)• Development of a Volunteers Strategy• Employability
28 July 2021	<ul style="list-style-type: none">• Young Carers Strategy (Update)• Development of a Volunteers Strategy• Employability
22 September 2021	
27 October 2021	
24 November 2021	
22 December 2021	
26 January 2022	
23 February 2022	
23 March 2022	