



City and County of Swansea

## Minutes of the **Organisational Transformation Corporate Delivery Committee**

**Multi-Location Meeting - Gloucester Room, Guildhall / MS Teams**

**Tuesday, 22 November 2022 at 9.00 am**

**Present:** Councillor V M Evans (Chair) Presided

**Councillor(s)**

P N Bentu  
M Jones

**Councillor(s)**

J A Hale  
F D O'Brien

**Councillor(s)**

T J Hennegan

**Officer(s)**

Geoff Bacon  
Rachael Davies  
Marlyn Dickson  
Samantha Woon

Head of Property Services  
Head of HR & Service Centre  
Strategic Change Programme Manager  
Democratic Services Officer

**Apologies for Absence**

Councillor(s): S Joy, L V Walton

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

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

Councillors J A Hale, M Jones and F O'Brien declared Personal Interests in Minute No. 23 – Agile Working.

**22 Minutes:**

**Resolved** that the Minutes of the Organisational Transformation Corporate Development Committee held on 25 October, 2022 be approved and signed as a correct record.

**23 Agile Working.**

The Head of HR and Service, accompanied by the Head of Property Services, advised that Agile Working has been in place for some years with a combination of building and people related projects across some areas of the Council to test the effectiveness of the approach. Government guidance to work from home where possible during the height of the Covid pandemic helped push the ability to work in

an agile way forward considerably and many Council services have operated entirely remotely since that time.

The future of agile working was being developed by service areas as part of their assessment of a post pandemic working model. Principles adopted by Cabinet in October 2022 will guide services in determining the most appropriate operating model, whether that be through remote working, hybrid working or from fixed locations.

Members noted the Agile Working Policy and Homeworking Policy.

The Head of HR and Service Centre detailed the rationale for supporting an agile working approach, including the benefits of agile working for the Council and employee. Members noted building considerations, people considerations and future considerations.

Committee questioning and discussion focussed on the following:

- Arrangements for the management and wellbeing of staff working from home were in place and would be further strengthened by the suite of benefits arising from the introduction of Oracle Fusion in April 2023.
- The availability of office space for employees choosing to work from the office.
- There is no financial remuneration for employees working from home.
- Auditing of accommodation and rationalising of space has been progressed and developed for many years.
- Robust lease arrangements exist with other public sector organisations and there are no concerns in regard to the Civic Centre or any other Council building.

The Chair thanked the Officers for their informative presentation.

**Resolved** that:

- 1) The report be noted.
- 2) An update report be provide in February 2023.

## **24 Work Plan.**

The Chair presented 'for information' the Organisational Transformation Corporate Delivery Committee Work Plan 2022-23.

It was noted that Recruitment and Selection would be discussed at the meeting on 20 December, 2022.

In response to a Member question, the Chair stated that she would seek advice as to whether it was within the Committee's remit to receive quarterly reports in respect of the Council's estate portfolio.

The meeting ended at 9.33 am

**Chair**