



Report of the Interim Director of Corporate Services

Organisational Transformation Corporate Delivery Committee -
28 March 2023

Development of Guildhall Illumination Policy

Purpose:	To seek input from the Committee regarding development of an Illumination Policy to address socially important topics, national days of celebration, notable dates, and other public events that Swansea Council will publicly support.
Policy Framework:	Strategic Equality Plan 2020-24
Consultation:	Access to Services, Finance, Legal
Recommendation(s):	It is recommended that the Committee considers and shares views on the development of an Illumination Policy in respect of the Guildhall.
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1. Introduction

- 1.1 Swansea Council receives a number of requests each year to light the external façade of the Guildhall to promote awareness of a charity, highlight a particular cause or mark an event/anniversary of significance.
- 1.2 It has become increasingly important to have a policy in place that sets out how the council uses its resources to publicly support socially important topics. One aspect of this is the illumination of the Guildhall.

- 1.3 The Strategic Equalities and Future Generations Board have previously discussed this topic and have now referred this to the Organisational Transformation Corporate Delivery Committee for further deliberation and policy development.
- 1.4 Linked to Swansea Council's Corporate Plan well-being objectives and the Strategic Equality Plan (SEP), one of the steps Swansea Council will take to meet this objective is to 'lead positive campaigns celebrating Swansea's diversity and zero tolerance to discrimination'. Development of this policy area therefore aligns with Swansea Council's Corporate Plan and will be construed in line with the well-being objectives.

2. Background

- 2.1 There is a vast, and increasing, variety of relevant awareness-raising campaigns throughout the year, both on a local and national basis.
- 2.2 It is accepted that a successful and visible way to showcase Swansea's diversity and celebration of events, is to illuminate the Guildhall on specific dates. It is acknowledged, however, that the current list of key dates is excessive, with some clashes, and a formal list should be drawn.
- 2.3 It is not practical from a resourcing perspective to support all of them and there is frequently conflict over the dates requested.
- 2.4 The Strategic Equalities and Future Generations Board has observed that a formal policy around requests and applications would be beneficial, as many requests are made informally and with little notice given for technical preparations.
- 2.5 The draft Illumination Policy would ideally refer to an annual calendar of events that Swansea Council would support, allowing for flexibility to adapt to breaking news and changing situations.

3. Current Position

- 3.1 There currently exists an informal process whereby elected members, or members of the public, email officers to make a request. This may often be at short notice, with little time to make technical preparations.
- 3.2 There is little consistency in the type and range of requests received. On occasion, a request is declined where it relates to an individual person only. This can be a difficult and emotive matter, taking account of the reasoning behind some requests.
- 3.3 Particular challenges can occur where, for example celebrations or causes may last longer than one specific date, for example an entire month. Currently the illumination is approved for just one day in order to ensure that equal access is apportioned to all approved requests.

3.4 The current list of significant dates used for reference by Swansea Council is appended (Appendix B).

4. Key focus points

4.1 The committee should address the early draft policy, influencing and developing key points. Some areas are more complex and may require further deliberations and CDC input.

4.2 The following areas require particular consideration to inform the development of the draft policy:

- Resources - Best use of available resources and any limitations or budgetary constraints.
- Celebration / notable days - confirming a list of days / what to include and exclude.
- Policy stipulations and finer details, that are critical to the successful delivery of this policy such as:
 - Colours: The council will illuminate the Guildhall, in a particular colour (not mix of colours), where practicably possible, in response to requests from organisations, charities or other groups where the requests are deemed eligible.
 - Notice: A notice period of four (4) weeks is required for all requests to enable technical preparations and due consideration.
 - Promotion: Approved illuminations will be promoted on the agreed day through corporate social media platforms, and / or other channels as deemed appropriate.
 - Qualification: Requests will only be accepted from registered charities, formally constituted/registered groups or public bodies or individuals representing these groups / bodies.

4.3 Due regard should be given to the wording and design of the policy to ensure that requests are not granted in conflict with the law, council policy or council values and principles.

5 Integrated Assessment Implications

5.1 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.

5.2 The Well-being of Future Generations (Wales) Act 2015 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’.

5.3 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.

5.4 This report aims to provide an update on the development of an Illumination Policy and subsequently gives the opportunity for CDC input regarding development of the policy. No public consultation or engagement is required however there will be further internal engagement on the policy. The policy aims to provide clarity around Guildhall Illuminations and also to ensure that an illumination programme reflects the diversity across the City & County of Swansea and is inclusive of all, in line with the council’s Strategic Equality Plan. An IIA Screening Form has been completed with the agreed outcome that there are no negative impacts and that a full IIA is not required.

6. Financial Implications

6.1 There are no financial implications associated with this report.

7. Legal Implications

7.1 There are no legal implications associated with this report.

Background Papers: None

Appendices:

Appendix A	Draft policy document – Illumination of the Guildhall
Appendix B	Current list of significant dates
Appendix C	Integrated Impact Assessment Screening Form