



City and County of Swansea

Minutes of the **Corporate Services & Financial Resilience Service Transformation Committee**

Multi-Location Meeting - Gloucester Room, Guildhall / MS

Teams

Tuesday, 23 January 2024 at 2.00 pm

Present: Councillor V M Evans (Chair) Presided

Councillor(s)

P N Bentu
F D O'Brien

Councillor(s)

S Joy
L V Walton

Councillor(s)

E T Kirchner

Officer(s)

Caritas Adere
Emily-Jayne Davies
Rachael Davies
Ben Smith
Lee Wenham
Samantha Woon

Associate Lawyer
Strategic Policy Officer
Head of HR & Service Centre
Director of Finance / Section 151 Officer
Head of Communications & Customer Engagement
Democratic Services Officer

Also present

Councillor D H Hopkins – Cabinet Member for Corporate Services & Performance
Councillor A S Lewis – Cabinet Member for Service Transformation

Apologies for Absence

Councillor(s): None.

23 Disclosures of Personal & Prejudicial Interests.

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

24 Minutes:

Resolved that the Minutes of the Corporate Services & Financial Resilience Service Transformation Committee held on 12 December 2023 be approved and signed as a correct record, subject to Councillor S Joy's attendance being recorded.

25 Workforce and OD Transformation Programme Progress - Leadership and Management Development.

The Head of HR & Service Centre presented a 'for information' report which detailed the Workforce and OD Transformation Programme work in relation to the Leadership and Management development theme.

The Workforce Strategy was approved by Cabinet in October 2022 after a period of design and consultation with stakeholders during 2022.

The Workforce Strategy 2022-2027 contained four key themes to drive organisational culture and improvement over the lifespan of the strategy, contributing to the 2023-2028 Corporate Plan, '*Successful and Sustainable Swansea.*'

The Workforce and OD Transformation Programme business case sits alongside the Council's Workforce Strategy 2022-27. The programme included projects that will deliver the strategic goals of the Workforce Strategy and the overall transformation aspirations of the Corporate Plan.

The Head of HR and Service Centre detailed the projects taken forward in the first year and the projects that would be dealt with under the secondary developmental phase in future years.

Members noted:

- the two key areas of work and content under Leadership & Management programme.
- Funding.
- Partnership working with Gower College.
- Details of the next cohort programme.
- Progress with workforce fit for the future.
- The ILM level 4/5 Management Development Programme.
- Progress with expanding the roll out of an ILM Level 3 and an ILM Level 2 for employees.
- The introduction of a Development Needs Analysis and its benefits.
- Timescales around the wider leadership and management development and the development needs analysis.

A report to Leadership scheduled for February would provide a full analysis of all Organisational Development activity that was being undertaken in addition to new possibilities that could be considered for 2024/25.

Committee asked questions of the Officer who responded accordingly.

The Cabinet Member for Corporate Services & Performance and the Committee congratulated the Head of HR and Service Centre for the excellent piece of work.

The Chair thanked the Head of HR & Service Centre and the Cabinet Member for Corporate Services & Performance for their input the informative report.

26 Medium Term Financial Plan Update.

The Section 151 Officer presented an 'information report' which provided an update on the Medium-Term Financial Plan in preparation for contributing to future savings proposals.

On 26 September 2023 the Corporate Services and Financial Resilience Service Transformation Committee received a report giving background information on the Medium Term Financial Plan (MTFP). The report gave the background to why the MTFP was produced and what the process is for creating and updating the plan.

The existing MTFP was attached to the September report for information. Since that time a considerable amount of work had gone into reviewing and updating the plan that was approved by Council in March 2023. This had resulted in an updated and refreshed list of budget pressures and proposals to meet the corresponding funding gap.

Following the review and update to the MTFP a set of updated budget proposals had been produced. This set of proposals was considered by Cabinet on 12 January 2024 and following Cabinet's decision the proposals were currently being consulted on.

The report to Cabinet had been attached as Appendix A to this report, for the consideration of this Committee.

The report and subsequent amendments following consultation would form the basis of the annual revenue budget and MTFP reports to Cabinet in February, whereby Cabinet would consider before recommending the final Budget and MTFP reports to Council in March.

Whilst the emphasis in the Budget Proposals report tends to be on how the budget gap would be funded, so on where savings would be made, it was noted that as an overall percentage of the budget we have to spend, the value of savings is relatively small – the gross budget is over £870m and the value of savings over the 4 years of the MTFP is estimated to be £56m (about 6%).

Consultation started on 12 January 2024 and would close on 11 February 2024. Any response from the Corporate Services and Financial Resilience Service Transformation Committee would be very welcome and would be incorporated into the final reports to Cabinet and Council.

The Chair thanked the Section 151 Officer for the informative report.

27 Work Plan.

The Chair presented the Committee Work Plan 2023-2024.

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Cont'd

It was noted that the Committee had concluded their Work for the 2023-2024 Municipal Year.

Resolved that:

- 1) The meeting scheduled for 27 February 2024 be cancelled.
- 2) The final meeting of the Committee on 23 April 2024 consider the Annual Report.

The meeting ended at 2.31 pm

Chair