



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

Council – 7 September 2023

Amendments to Council Constitution – Review of Petitions Scheme

Purpose:	To make amendments to simplify, improve and / or add to the Council Constitution. A decision of Council is required to change the Council Constitution. To review the Petitions Scheme.
Policy Framework:	Council Constitution.
Consultation:	Access to Services, Finance, Legal.
Recommendation(s):	It is recommended that Council approves: 1) The Petitions Scheme as outlined in Appendix A be adopted.
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1. Introduction

- 1.1 The Local Government and Elections (Wales) Act 2021 placed a duty on Councils to make and publish a Petitions Scheme. The Petitions Scheme was adopted by Council on 24 May 2022.

- 1.2 A Petitions Scheme must set out:
- a) How a Petition may be submitted to the Council.
 - b) How and by when the Council will acknowledge receipt of a Petition.
 - c) The steps the Council may take in response to a Petition received by it.
 - d) The circumstances (if any) in which the Council may take no further action in response to a Petition.
 - e) How and by when the Council will make available its response to a Petition to the person who submitted the Petition and to the public.
- 1.3 A Petitions Scheme must set out how the Council intends to handle and respond to Petitions (including electronic Petitions). Electronic Petitions are referred to in this Scheme as ePetitions.
- 1.4 Petitions are documents (whether electronic or physical) that contain details of issues that are important to communities and the City and County of Swansea as a whole, signed by local people who are in support of the proposed action.
- 1.6 The Constitution Working Group at its meeting on 4 August 2023 recommended this report to Council for approval.

2. Review of Petitions Scheme

- 2.1 The Petitions Scheme has been in place for 18 months and a review is opportune. Appendix A sets out the Petitions Scheme with tracked changes.
- 2.2 The changes suggested are aimed at making the process simpler and less onerous for Petitioners.

3. Financial Implications

- 3.1 All financial impacts of this report are contained within existing budgets.

4. Legal Implications

- 4.1 There are no further legal implications other than those set out in the report.

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 An IIA screening form has been completed and has determined that a full IIA report will not be required primarily as this is an updating addition to the Constitution following the introduction of new legislation.

Background Papers: None

Appendices:

Appendix A - Tracked Changes – Review of Petitions Scheme