

Meeting of:	CABINET COMMITTEE EQUALITIES AND EMPLOYEE RELATIONS
Date of Meeting:	4 JUNE 2025
Report Title:	REMIT OF CABINET COMMITTEE EQUALITIES AND EMPLOYEE RELATIONS
Report Owner / Corporate Director:	CHIEF OFFICER LEGAL, REGULATORY AND HUMAN RESOURCES
Responsible Officer:	PAUL MILES, GROUP MANAGER – HUMAN RESOURCES & ORGANISATIONAL DEVELOPMENT
Policy Framework and Procedure Rules:	There is no impact on the policy framework or procedure rules.
Executive Summary:	The purpose of this report is to confirm the remit of the Cabinet Committee Equalities & Employee Relations.

1. Purpose of Report

- 1.1 The purpose of this report is to confirm the remit of the Cabinet Committee Equalities and Employee Relations and identify items to be included on the Forward Work Programme.

2. Background

- 2.1 It was agreed at the Cabinet Meeting on 13 May 2025 and the Annual General Meeting of Council on 14 May 2025 to revise the Terms of Reference of the Cabinet Committee Equalities and to rename it the Cabinet Committee Equalities and Employee Relations. The approved Terms of Reference are attached at **Appendix 1**.

3. Current situation / proposal

- 3.1 Following the changes to the remit, consideration needs to be given to incorporating additional items into the work programme for the Committee. The Committee will continue to receive its usual reports in relation to equalities and Welsh language to ensure procedures are in place to fulfil the authority's statutory duties.

- 3.2 In addition, the Committee will receive quarterly reports on the authority's workforce related to key areas such as absence, appraisals and other related performance statistics.
- 3.3 The Committee can also consider and review the Health and Wellbeing resources available to employees and receive statistical information on engagement with the services.
- 3.4 Annual reports will be presented to the Committee to update on the Apprentice/ Graduate Schemes, Organisational Development and staff training opportunities.
- 3.5 Recognised trade unions will be invited to provide annual feedback to facilitate the development of strong industrial relations.
- 3.6 The Committee is scheduled to have 6 meetings over the next municipal year. It is proposed that the following reports are brought to those meetings:
- 4 June 2025:
 - Remit of Committee
 - Annual report on Equalities in the Workforce
 - Annual Update on Progress Meeting the Objectives Within the Welsh Language Standards Five Year Strategy
 - Violence Against Women, Domestic Abuse, and Sexual Violence
 - 3 September 2025:
 - Human Resources & Organisational Development (HR&OD) Quarter 1 Data
 - Annual Report on Health and Wellbeing
 - Annual Report on Apprentice / Graduate Schemes, Organisational Development and Staff Training
 - 5 November 2025
 - HR&OD Quarter 2 data
 - All Wales Race Equality Action Plan Update Report
 - Community Cohesion Annual Report
 - Update on Equalities work within Schools (Academic Year 2024/2025)
 - Strategic Equality Plan (SEP) Annual Report 2024/2025
 - 21 January 2026 – Annual Trade Union Feedback
 - 4 March 2026 – HR&OD Quarter 3 data
 - 22 April 2026 – HR&OD Quarter 4 data
- 3.7 During the year the Human Resources service will continue its rolling programme of policy review. These policies will be presented to the Committee for approval at the appropriate time.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

6. Climate Change Implications

- 6.1 There are no climate change implications in this report.

7. Safeguarding and Corporate Parent Implications

- 7.1 There are no safeguarding and corporate parent implications in this report.

8. Financial Implications

- 8.1 There are no financial implications in this report.

9. Recommendation

- 9.1 It is recommended that the Cabinet Committee Equalities and Employee Relations. note the information contained in this report and agree the agenda items as set out at paragraph 3.6

Background documents:

None