



Report of the Chair

Scrutiny Programme Committee – 15 December 2020

Membership of Scrutiny Panels and Working Groups

Purpose:	The Scrutiny Programme Committee is responsible for appointing members and conveners to the various Scrutiny Panels / Working Groups that are established. This report advises of relevant matters that need to be considered.
Content:	This report is provided to facilitate any changes that need to be made.
Councillors are being asked to:	<ul style="list-style-type: none">• agree the membership of Panels and Working Groups reported, and any other changes necessary.
Lead Councillor:	Councillor Peter Black, Chair of the Scrutiny Programme Committee
Lead Officer & Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Paul Cridland

1. Introduction

1.1 In accordance with Council report 18 October 2012, when current scrutiny arrangements were agreed, the Scrutiny Programme Committee is responsible for appointing members and conveners to the various Scrutiny Panels / Working Groups that are established.

2. Proposed Revision to Current Scrutiny Panel / Working Group Membership

2.1 None.

3. Performance Panel Conveners

- 3.1 In accordance with the Committee's wishes Performance Panel are confirming / appointing convener at the first meeting of the municipal year, and this was reported to the last Committee meeting. The only Panel yet to meet is the Natural Environment Performance Panel, which will be meeting on 14 December. The Panel will confirm its convener for the 2020/21 municipal year, and the outcome verbally reported to the Committee.

4. New Panels and Working Groups

- 4.1 Following agreement of a new work programme expressions of interest were sought from all non-executive councillors to lead and/or participate in the following Panels and Working Groups:

- Inquiry Panel - Procurement
(this Panel was placed on hold during the last year due to resources, but can now be re-convened. Further interest was invited to join previously agreed membership)
- Working Groups
 - Workforce
(last year's Programme had identified 'Staff Health & Well-being' and carries forward previously agreed membership, subject to members wishing to come off or others wishing to join)
 - Digital Inclusion
(carries forward previous membership when a Working Group initially met during 2017, and other expressions of interest are shown).
 - Bus Services
 - Healthy City

- 4.2 The interest from councillors is reported for Committee agreement (see **Appendix 1**).

5. Guiding Principles

- 5.1 When determining membership / conveners or agreeing any changes there are some key considerations for the Committee:
- It is necessary for more than one political group to be represented on each Panel / Working Group.
 - These bodies also need to be of a manageable size in terms of team working and effective questioning.

- To ensure that all political groups have opportunities and are engaged.
- Good scrutiny practice places emphasis on respect for minority party wishes around both chairing of such bodies and the work programme.
- Being fair and balanced in the appointment of conveners, when there is interest from more than one councillor, e.g. giving opportunity to those who have not acted as convener previously.
- The Committee should reflect on the existing 'balance' of conveners to help inform future appointments.
- A minimum of three members should be present at all Panel / Working Group meetings.

6. Membership List of Existing Scrutiny Panels / Working Groups

- 6.1 A membership list of existing Scrutiny Panels and Working Groups is attached for the Committee's information - see **Appendix 2**.

7. Legal Implications

- 7.1 There are no specific legal implications raised by this report.

8. Financial Implications

- 8.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices: None