



Joint Report of the Head of Democratic Services & Monitoring Officer

Annual Meeting of Council – 20 May 2021

Constitutional Matters 2021-2022

Purpose: To inform Council of all necessary Constitutional matters in order to enable the efficient and lawful operation of Council.

Policy Framework: Council Constitution.

Consultation: Access to Services, Finance, Legal.

Recommendation(s): It is recommended that:

- 1) The Independent Remuneration Panel for Wales' determinations in relation to Basic, Civic and Senior Salaries, Fees for Co-opted Members and Contribution towards Costs of Care and Personal Assistance CPA) as set out in **Appendix A** be noted.
- 2) A **Senior Salary** be paid to the following:
 - Leader of the Council.
 - Deputy Leader of the Council.
 - Cabinet Members **x 8**.
 - Chair of General Licensing Committee.
 - Chair of Planning Committee.
 - Chair of Economy, Environment & Infrastructure Policy Development Committee.
 - Chair of Education & Skills Policy Development Committee.
 - Chair of People Policy Development Committee.
 - Chair of Poverty Reduction Policy Development Committee.
 - Chair of Recovery & Future Generations Policy Development Committee.
 - Chair of Scrutiny Programme Committee.
- 3) The Independent Remuneration Panel for Wales (IRPW) determination that the **Leader of the Largest Opposition Political Group** must be paid a **Band 4, Senior Salary** (subject to the 10% rule) be noted.

- 4) A **Civic Salary** be paid to the following (subject to them not already being in receipt of a Senior Salary):
 - Lord Mayor (Civic Head).
 - Deputy Lord Mayor (Deputy Civic Head).
- 5) The posts of **Presiding Member** and **Deputy Presiding Member** be re-established and that they Chair Meetings of Council. These posts will not receive a Senior Salary.
- 6) The Council Bodies and the Number of Allocated Seats as listed in **Appendix C** be appointed.
- 7) The Committees listed in **Appendix D** be exempted by Council from the Local Government (Committees and Political Groups) Regulations 1990 in order to allow greater representation on these Committees by the Opposition Political Groups.
- 8) Councillors be allocated to serve on Council Bodies in line with the nominations received from the Political Groups.
- 9) The list of Member Champion Areas and Responsible Councillors as outlined in **Appendix E** be noted.
- 10) The Council Constitution (www.swansea.gov.uk/constitution) be reaffirmed and adopted including any amendments made at this meeting.
- 11) Councillor L James be elected as Chair of the Democratic Services Committee.
- 12) Those Co-opted Members eligible for Co-opted Member payments be paid a maximum of 20 full days per Municipal Year.
- 13) The Councillors Handbook (www.swansea.gov.uk/CllrsHandbook) be reaffirmed.
- 14) The Leader of the Council's decision to allocate Councillors to sit on Outside Bodies be noted as outlined in **Appendix F** be noted.
- 15) The Council Bodies Diary 2021-2022 as listed in **Appendix G** be confirmed and adopted.
- 16) Any consequential amendments to the Council Constitution and / or Councillors as a result of this report be carried out.

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1. Introduction

- 1.1 The Council operates within a legal framework established by the Local Government Act 1972, the Local Government and Housing Act 1989, the Local Government Act 2000, the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007, the Local Government (Wales) Measure 2011, Local Government & Elections (Wales) Act 2021 and other relevant legislation (“the legislation”). Additionally, the Independent Remuneration Panel for Wales (IRPW) determines the remuneration available to Councillors and Co-opted Members.
- 1.2 This report seeks to address the legislative & Council Constitution requirements.

2. Independent Remuneration Panel for Wales (IRPW)

- 2.1 The IRPW Annual Report 2021-2022 www.gov.wales/independent-remuneration-panel-wales sets out the framework for Councillor and Co-opted Member remuneration. Nineteen (19) of the 72 City and County of Swansea Councillors are eligible to receive a Senior Salary payment. The Civic Salary and Senior Salary includes the Basic Salary.
- 2.2 The IRPW prescribed payment levels for Basic Salary, Civic Salary, Senior Salary, Fees for Co-opted Member (with Voting Rights) of Local Authorities and the Contribution towards Costs of Care and Personal Assistance CPA. (**Appendix A**).
- 2.3 Under Section 154 of the Local Government (Wales) Measure 2011, any Councillor or Co-opted Member may elect to forego any part of their entitlement to a salary, allowance or fee by giving notice in writing to the Monitoring Officer.

3. Senior Salaries

- 3.1 The IRPW state that each Council should decide whether to pay Senior Salaries and to identify those positions that will attract the payment. It is proposed that the following positions be paid Senior Salaries:

- Leader of the Council.
- Deputy Leader of the Council.
- Cabinet Members **x 8**.
- Chair of General Licensing Committee.
- Chair of Planning Committee.
- Chair of Economy, Environment & Infrastructure Policy Development Committee.
- Chair of Education & Skills Policy Development Committee.
- Chair of People Policy Development Committee.
- Chair of Poverty Reduction Policy Development Committee.
- Chair of Recovery & Future Generations Policy Development Committee.
- Chair of Scrutiny Programme Committee.

- 3.2 A Council **must** pay a Senior Salary to the **Leader of the Largest Opposition Political Group** subject to them having 10% or more of the total number of Council seats in their Political Group.
- 3.3 A Council can consider whether to pay a Senior Salary to **Leaders of the Other Political Groups** if they have 10% or more of the total number of Council seats in their Political Group. However, if Council resolve to make such a payment, it would be taken from the nineteen Senior Salaries permitted within the Authority.

4. Civic Salary

- 4.1 The IRPW determined that Authorities are permitted to pay a Civic Salary to the Civic Head & Deputy Civic Head (Lord Mayor and Deputy Lord Mayor). These payments do not count towards the 19 permitted Senior Salaries. A Councillor may not be in receipt of both a Senior Salary and Civic Salary payment.
- 4.2 Council must decide whether to remunerate the Civic Head and the Deputy Civic Head. Prior to deciding whether or not and / or at what level the Civic Heads should be remunerated, the question 'Who should Chair Council?' needs to be addressed. This question is considered in the "Presiding Member" section of the report.
- 4.3 The IRPW state that each Council should decide whether to pay Civic Salaries. It is proposed that the following be paid Civic Salaries:
- Lord Mayor.
 - Deputy Lord Mayor.

5. Presiding Member

- 5.1 The Local Government (Democracy) (Wales) Act 2013 allows Councils to appoint an additional post of Presiding Member whose role it will be to Chair meetings of the whole Council. Where appointed, there would be a consequential reduction in the responsibilities of the respective Civic Head.
- 5.2 As such the Authority must decide whether to appoint a Presiding Member to Chair Council or to allow the Civic Head to do so.
- 5.3 If a Presiding Member is appointed, and if Council resolves to remunerate the post then the position would be paid in accordance with the amount outlined by the IRPW (**Appendix A**). If remunerated, this would count towards the maximum allowed of 19 Senior Salaries.
- 5.4 The Authority may also appoint a Deputy Presiding Member; however this post shall not be remunerated.
- 5.5 Council is asked to determine whether to continue with a Presiding Member or not.

6. Annual Meeting of Council

- 6.1 The Authority's Council Constitution which is based on legislation outlines what needs to be considered at the Annual Meeting of Council (Council Procedure Rule 8). This report seeks to address those requirements.

7. Political Balance / Committee Proportionality

- 7.1 Council is required to decide the allocation of seats to Political Groups in accordance with the Political Balance Rules contained in the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 (SI 1553/90) as amended. An explanation of the Political Balance / Committee Proportionality Rules is set out in **Appendix B**.
- 7.2 The Standards Committee is exempt from the above legislation as outlined in Section 12 "Allocation of seats to Political Groups" of the Standards Committee (Wales) Regulations 2001.
- 7.3 The Ruling Group have liaised with the Head of Democratic Services in order to outline its view on the structure and size of Council Bodies. The relevant proportional calculations have been made and shared with all Political Groups. This process culminates with this report to Council seeking approval to the structure and size of Council Bodies.

8. Appointment of Committees and Other Council Bodies and their Sizes

- 8.1 The Council Bodies and the Number of Allocated Seats (in accordance with Political Balance Rules contained in the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 (SI 1553/90) as amended are listed in **Appendix C**. It is proposed that these Council Bodies be established.
- 8.2 In the event of any changes made to the size of these Council Bodies then it will necessitate the recalculation of Political Balance.
- 8.3 A number of Committees are exempted from the Local Government (Committees and Political Groups) Regulations 1990 as they are covered by separate legislation. Council also has the right to exempt a Committee from the legislation providing that it has the unanimous backing of all Councillors voting at the meeting. A list outlining such bodies is shown at **Appendix D**.

9. Allocation of Councillors to the Council Bodies

- 9.1 Councillors be allocated to serve on Council Bodies in line with the nominations received from the Political Groups.
- 9.2 The list showing the allocation of Councillors will be included in the minutes of the Annual Meeting of Council.

10. Democratic Services Committee

- 10.1 The Local Government (Wales) Measure 2011 states that a Democratic Services Committee and Chair must be appointed by Council. The Committee Chair must be an Opposition Member. The Leader of the Council shall not sit on this Committee. No more than one Cabinet Member shall sit on this Committee. Co-opted Members are not permitted to sit on this Committee.
- 10.2 Councillor L James is the current Chair of the Democratic Services Committee.

11. Co-opted Members

- 11.1 The IRPW has confirmed that reasonable time for pre meeting preparation is eligible to be included in claims made by Co-opted Members the extent of which can be determined by the appropriate officer in advance of the meeting.
- 11.2 Travelling time to and from the place of the meeting can be included in the claims for payments to Co-opted Members (up to the maximum of the daily rate).
- 11.3 The Head of Democratic Services can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.
- 11.4 Meetings eligible for the payment of the fee include other Committees and Working Groups (including task and finish groups), pre-meetings with Officers, training and attendance at conferences or any other formal meeting to which Co-opted Members are requested to attend by the Head of Democratic Services.
- 11.5 It is proposed to maintain payments to Co-opted Members at a maximum of 20 full days' payments per Municipal Year.

12. Councillors Handbook

- 12.1 The Councillors Handbook www.swansea.gov.uk/CllrsHandbook provides guidance for Councillors and Co-opted Members. The handbook contains information about Remuneration, Support for Councillors and Co-opted Members, Protocols and Role Descriptions.
- 12.2 It is proposed that the Councillors Handbook be reaffirmed.

13. Appointment of Chairs & Vice Chairs of Committees

- 13.1 Following the close of the Annual Meeting of Council, a number of Committees shall meet in order to elect Chairs and Vice Chairs to those Committees.

14. Member Champions

- 14.1 Member Champions provide a voice for traditionally underrepresented groups, or issues which need to be kept at the forefront of Council business although they may not be the responsibility of any individual or Committee.
- 14.2 Member Champions, (sometimes called Lead Members or Councillor Champions) in addition to their other Council responsibilities make sure that the issue or group that they are championing are taken into account when Policy is being developed and decisions made. The 'Member Champions' report to Council on 17 January 2013 provides further information.
- 14.3 Member Champions are appointed by the Leader of the Council. The Leader of the Council informs Council of whom he has appointed to these roles. The Leader of Council's appointments are set out in **Appendix E**.
- 14.4 The Leader of the Council is keen to ensure that Councillors acting as Member Champions and Members serving on Outside Bodies are able to provide feedback to Council or Councillors if required.

15. Allocation of Councillors to Outside Bodies

- 15.1 The Leader of the Council has allocated Councillors to sit on Outside Bodies. This is detailed at **Appendix F**.
- 15.2 The list showing Councillors and their allocation to Outside Bodies will be included in the minutes of the Annual Meeting of Council.

16. Review of Councillors Mileage Distances

- 16.1 Council, at its meeting on 3 December 2009 resolved to conduct a review of Councillors home to Guildhall / Civic Centre, single and return journeys using the RAC website (RAC Route Planner). The Councillors Mileage Distances to be used for the Council term 2017-2022 were presented to the Annual Meeting of Council on 25 May 2017. These were amended at Council on 24 May 2018 to correct a typographical error.

17. Council Bodies Diary

- 17.1 Section 6 "Timing of Council Meetings" of the Local Government (Wales) Measure 2011 places a duty on Authorities to conduct a survey of its Councillors in relation to the timing of its Meetings. The Measure states that such a survey should be undertaken at least once in each Council term.
- 17.2 The Timing of Council Meetings survey was held between 21 December 2017 and 12 January 2018. Council at its meeting on 6 March 2018 considered the survey responses and resolved to note the responses and to maintain the status quo of timings.

17.3 The Timing of Council Meetings survey responses were considered in preparing the Council Bodies Diary. The Council Bodies Diary 2021-2022 is shown as **Appendix G**.

18. Equality and Engagement Implications

18.1 An Equality Impact Assessment (EIA) screening process took place prior to the consultation period. The outcome indicated that it was low priority and a full report was not required.

19. Financial Implications

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

20. Legal Implications

20.1 There are no legal implications associated with this report other than those identified within it.

Background Papers: None

Appendices:

Appendix A	Basic Salary, Civic Salary and Senior Salary Payments. (Group A Councils) & Fees for Co-opted Members (with Voting Rights) of Local Authorities as Prescribed by IRPW Annual Report 2021-2022.
Appendix B	Political Balance / Committee Proportionality
Appendix C	Council Bodies & Number of Allocated Seats 2021-2022.
Appendix D	Proposed Exemption from Committee Balance Rules.
Appendix E	Member Champion Areas & Responsible Councillors.
Appendix F	Outside Bodies.
Appendix G	Council Bodies Diary 2021-2022.

Appendix A

Prescribed by the IRPW Annual Report 2021-2022

Basic Salary, Civic Salary and Senior Salary Payments (Group A Councils)

Basic Salary	£14,368
Senior Salaries (inclusive of Basic Salary)	
Band 1	
Leader of the Council	£55,027
Deputy Leader of the Council	£38,858
Band 2	
Executive Member (Cabinet Member)	£33,805
Band 3	
Committee Chairs	£23,161
Band 4	
Leader of the Largest Opposition Political Group *1	£23,161
Band 5	
Leader of Other Political Groups *2	£18,108
Civic Salaries (inclusive of Basic Salary)	
Civic Head (Mayor / Chair of Council)	£23,161
Deputy Civic Head (Deputy Mayor / Vice Chair of Council)	£18,108

Note:

- *1 **Leader of the Largest Opposition Political Groups.** They are only entitled to a Senior Salary if they have 10% or more of the total number of Council seats in their Political Group. If the 10% rule is achieved then the payment is automatic.
- *2 **Leaders of the Other Political Groups.** They are only entitled to a Senior Salary if they have 10% or more of the total number of Council seats in their Political Group and Council resolve to remunerate them.

Fees for Co-opted Member (with Voting Rights) of Local Authorities

Chair of Standards Committee and Chair of Governance & Audit Committee	4 Hours and Over	£268
	Up to 4 Hours	£134
Ordinary Members of Standards Committee; Education Scrutiny Committee; Crime and Disorder Scrutiny Committee and Governance & Audit Committee	4 Hours and Over	£210
	Up to 4 Hours	£105
Community / Town Councillors sitting on Principal Council Standards Committee	4 Hours and Over	£210
	Up to 4 Hours	£105

Contribution towards Costs of Care & Personal Assistance (CPA)

All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:

- **Formal (Registered with Care Inspectorate Wales).** Care costs to be paid as evidenced.
- **Informal (Unregistered).** Care costs to be paid up to a maximum rate equivalent to the Real UK Living Wage at the time the costs are incurred.

This must be for the additional costs incurred by Members to enable them to carry out Official business or approved duties. Each Authority must ensure that any payments made are appropriately linked to Official business or approved duty. Payment shall only be made on production of receipts from the care provider.

Political Balance / Committee Proportionality

1. Legal Requirement

1.1 The legal requirement for every Council Committee to reflect the political make-up of the whole Council is set out in the Local Government and Housing Act 1989, (LG&HA), mainly in Section 15, and in Schedule 1, with additional provisions in the Local Government (Committees and Political Groups) Regulations 1990 (SI 1553/90).

2. The Broad Principle

2.1 Each decision making body of a Council must be proportional to the overall make-up of the Council. This includes any Sub Committee or Working Group etc., which has the power to carry out any delegated function of the Authority, regardless of its title. It also includes any 'Advisory Committees' or 'Advisory Sub-Committees'.

2.2 The only exceptions being:

2.2.1 Area based Committees, which, if they are not proportional, must consist of all the members representing that area.

2.2.2 Any alternative arrangement that is passed by the Council with no votes against (thus giving any individual councillor the right to veto any non-proportional scheme).

3. How the Rules Apply

3.1. If the Council has any of its members as a 'Political Group' under the LG&HA then proportionality has to be applied to that Group. Any two or more Councillors can register as a Group. They do not have to share a political programme, or be committed to working together. A registered Group must be allocated the same proportion of Committee places that they have seats on the Council (e.g. for a Group with 18 Councillors on a 72 seat Council, they will be entitled to 18 Committee places in every 72).

3.2 To do this the first step is to add up the total of all Committee places. If the total was, say 216, then the Group is entitled to 54 places ($216 \times 18/72$ nds). Each Committee has to be made up as near as practicable proportionally (so a small Political Group cannot be palmed off with two seats on the Challenge Panel and none on an Overview and Scrutiny Board).

3.3 Unless the arithmetic is very easy, Political Groups are likely to find they cannot always have the same number on every Committee. If all Committees are the same size there has to be some negotiating on where their 'extra' place (or 'no place') should be. This process is carried out in Swansea on a larger Political Group down basis. The larger Political Groups get first choice etc. Not all Committees have to be of equal size.

3.4 No Committee is allowed to be entirely of one Political Group (unless every member of the Council is in it), but a Group with a majority of seats on the Council (50%+1) is entitled to a majority on every Committee.

3.5 In Section 15 of the LG&HA the rules on proportionality apply sequentially (the Council has to satisfy the first and second rules and then if possible the third, and so on). This is because it may not be arithmetically possible to satisfy them all fully.

3.5.1 **Rule 1:** No single party Committees.

3.5.2 **Rule 2:** A majority Group should have a majority on all Committees.

3.5.3 **Rule 3:** The total number of places on all Committees should be distributed in proportion to the Groups' strength on the Council.

3.5.4 **Rule 4:** The proportion of seats on each Committee / Sub-Committee should be in proportion to the Groups' strengths on the Council.

4. What is a 'Committee' and a 'Sub Committee'?

4.1 A 'Committee' is any body established by the Council (LG Act 1972, S102 (1) (a)). A 'Sub Committee' is any other body established by a Committee (LGA S102 (1) (b)). The names by which they are commonly known on the Council is irrelevant. The test is whether the membership and duties are voted in by the whole Council, or by the members of a particular Committee. A 'Working Party' or 'Task Group' may therefore be either a 'Committee' or a 'Sub Committee' depending solely on which body set it up.

5. The Timetable for Implementation

5.1 Whenever there is a change in Political Group sizes, whether due to elections, casual vacancy, defections or recruitment, the Council should 'so soon as is practicable' make the necessary changes to Committee places. That must be by the next ordinary meeting of Council. An Extraordinary Meeting of Council can be called earlier.

5.2 There is a requirement to re-jig Committee places whenever there is a vacancy on the Council. Commonly there is an agreement not to do so until the vacancy is filled but (Brent LB in 1996) this is only a courtesy.

6. What If Some Councillors Are Not In A 'Group'?

6.1 If some, but not all, Councillors are in a registered Political Group or Groups, then the Council must give those Groups the places to which they are entitled (i.e. a proportional share on every Committee and Sub Committee). The Groups then nominate people to fill those places. The remaining places are filled by the Council, nominating from those Councillors who are not in any Group, but with all Councillors voting.

6.2 Political Groups are NOT entitled to have MORE than their share. Thus they cannot exclude, say, one Councillor who is not in a Group from having any Committee places. They must make e.g. $1/72^{\text{nd}}$ of the places available.

Council Bodies & Number of Allocated Seats 2021-2022

Body	Seats	Comments	Status
Council	72	Automatically Proportional	
Cabinet	10	Not Part of PR Calculations	SS
Committees			
Appeals & Awards	7		
Appointments	13	Leader to appoint the relevant Cabinet Member to the appointment process.	
Chief Exec Appraisal & Remuneration	9	Leader & Deputy Leader of Ruling Group and Largest Opposition Group, Leader only of other Political Groups and 3 other Labour.	XPR
Chief Officers Disciplinary	13	At least 1 member of Cabinet must sit on this Cttee but no more than 50% of the Cttee are permitted to be Cabinet Members	
Chief Officers Disciplinary Appeals	13	At least 1 member of Cabinet must sit on this Cttee but no more than 50% of the Cttee are permitted to be Cabinet Members	
Democratic Services	13	Chair must be an Opposition Councillor and appointed by Council.	
Family Absence Complaints		As per Council of 12 August 2014	
Economy, Environment & Infrastructure Policy Development	12		SS
Education & Skills Policy Development	12		SS
People Policy Development	12		SS
Poverty Reduction Policy Development	12		SS
Recovery & Future Generations Policy Development	12		SS
JCC	7		
General Licensing	12		SS
<i>General Licensing Sub</i>	3	Drawn proportionally from General Licensing Cttee.	
Statutory Licensing	12		
Governance & Audit	13	Chaired by an Independent Person. 2 Ind Person & 13 Cllrs.	
<i>Statutory Licensing Sub</i>	3	Drawn proportionally from Statutory Licensing Cttee.	
Pension Fund	6	Chaired by the Cabinet Member with responsibility for Finance.	
Planning	12	1. Membership between 11 & 21. 2. Quorum is 50%. 3. Only 1 Cllr from an Electoral Ward may sit on the Cttee. 4. Use of Substitute Members prohibited.	SS
Scrutiny Programme	13		SS
Standards	9	Standards Committee (Wales) Regulations 2001. 5 Ind, 3 CCS Cllrs & 1 C/T Cllr	XPR
West Glamorgan Archives	5	Independent Chair	
Panels, Forums, Groups etc.			
Admissions Panel	6		
Armed Forces Community Covenant Signatories Panel	2	Armed Forces Member Champion Cabinet Member with responsibility for Veterans	XPR
Community / Town Councils Forum	6	Chaired by Delivery Cabinet Member	
Corporate Parenting Board	9	5 Ruling Group Cllrs , 2 Largest Opposition Group Cllrs, 1 Representative from each other Political Group.	XPR
Constitution Working Group	9	Presiding Member, Deputy Presiding Member, Leader & Deputy Leader of Ruling Group & Largest Opposition Group, Leader of other Political Groups & Cabinet Member with responsibility for Constitutional Matters.	XPR
Development Advisory Group (DAG)	3	This is a Cabinet Body.	XPR
Gower AONB Partnership Group	6	Chaired by Chair of Planning Committee	
<i>Sustainable Development Fund Panel</i>	2	Chaired by Chair of Planning Committee	
<i>Sustainable Development Fund Appeal Panel</i>	1		
Local Pension Board	1		
Standards Cttee Vacancy Panel	3		
Trustees Panel	17	1 Representative from each Political Group	

SS - Committees that attract Senior Salary

XPR - Bodies exempt from Proportionality.

Proposed Exemption from Committee Balance Rules

1. A number of Committees are exempt from the Local Government (Committees and Political Groups) Regulations 1990 as they are covered by other separate legislation. Council also has the right to exempt a Committee from the legislation providing that it has the unanimous backing of all Councillors voting at the meeting. The following is a list of the Committees covered by separate legislation together with a reference to that legislation and those proposed to be exempted by Council.
 - 1.1 **Chief Executive's Appraisal and Remuneration Committee.** Council is asked to exempt this from the Committee Balance Rules in order to allow the following membership: Leader & Deputy Leader of the Ruling Group and Largest Opposition Group, Leader only of other Political Groups and 3 other Labour Councillors.
 - 1.2 **Standards Committee.** This is made up of 5 Independent Members, 3 Councillors and 1 Community / Town Councillor. By virtue of Section 53 (10) of the Local Government Act 2000 a Standards Committee and the Standards Committees (Wales) Regulations 2001, the Standards Committee is not required to comply with Section 15 of the Local Government and Housing Act 1989 (duty to allocate seats to Political Groups).
 - 1.3 **Corporate Parenting Board.** Council is asked to exempt this from the Committee Balance Rules in order to allow the following membership: 5 Ruling Group Cllrs (Labour), 2 Largest Opposition Group Councillors (Lib Dem & Ind Opposition), 1 Representative from each other Political Group (Conservative and Uplands).
 - 1.4 **Constitution Working Group.** Council is asked to exempt this from the Committee Balance Rules in order to allow the following membership and representation by each Political Group: Presiding Member, Deputy Presiding Member, Leader & Deputy Leader of Ruling Group & Largest Opposition Group, Leader of other Political Groups & Cabinet Member with responsibility for Constitutional Matters.

Member Champion Areas & Responsible Councillors

Member Champion Area	Councillor(s)
Animal Rights	Gloria J Tanner
Anti-Slavery & Ethical Employment	Clive E Lloyd
Armed Forces	Wendy G Lewis
Carers	Paulette B Smith
Children & Family Services	Mark C Child
Councillor Support & Development	Wendy G Lewis
Disability & Access to Services	Paul Lloyd
Diversity	Erika T Kirchner
Domestic Abuse	Lesley Walton
Health & Wellbeing	Alyson Pugh
Healthy Cities & Sport	Terry J Hennegan
Human Rights	-
Language (Inc. Welsh)	Robert V Smith
LGBT (Lesbian, Gay, Bisexual & Transgender)	Elliott J King
Looked After Children	Ceri Evans
Natural Environment & Biodiversity	Peter K Jones
Pensions	Louise S Gibbard
Poverty in Communities / Homelessness	Hazel M Morris
Poverty Reduction	Rob C Stewart
Public Transport	Nick J Davies
Rural Economy	Andrew H Stevens
Safeguarding	Mark C Child
Sanctuary & Inclusion	Yvonne V Jardine
UNCRC (United Nations Convention on the Rights of the Child)	Christine Richards & Sam Pritchard
Vulnerable & Older People	Jan P Curtice
Walking	C Ryland Doyle
Women	Louise S Gibbard
Young Carers	Sam Pritchard

The Leader of the Council has allocated Councillors to sit on Outside Bodies.

Association of Public Service Excellence (APSE)	Clive Lloyd
Cambrian Educational Foundation for Deaf Children	Andrea Lewis
EOTAS (Education Other Than At School) Steering Group	Jennifer Raynor
ERW Joint Committee	Jennifer Raynor
	Rob Stewart
Fostering Panel (Friends and Family)	Elliott J King
Fostering Panel (Foster Swansea)	Mandy Evans
Gower College Swansea	Sam Pritchard
	Des Thomas
Heart of Wales Line Forum	Paul Lloyd
Inter Authority Agreement for Food Waste	Mandy Evans
	Mark Thomas
Joint Council of Wales (South Wales Provincial Council)	Rob Stewart
	David Hopkins
Local Government Association (LGA) Executive	Rob Stewart
	Clive Lloyd
	Andrea Lewis
	Mark Thomas
Mid and West Wales Fire Authority	Jan Curtice
	Terry Hennegan
	Mike Lewis
	Richard Lewis
	Paulette Smith
	Des Thomas
	Gordon Walker
National Association of British Market Authorities	Robert Francis-Davies
National Waterfront Museum (Swansea) Ltd	Erika Kirchner
	Joe Hale
	Robert Francis-Davies
Oystermouth Castle Management Board	Mark Child
PATROL (Parking and Traffic Regulations Outside London) Joint Cttee	Mark Thomas

PRU (Pupil Referral Unit) Management Board	Jennifer Raynor
Regeneration Swansea Partnership	Rob Stewart
	Robert Francis-Davies
	David Hopkins
South Wales Police and Crime Panel	Will Evans
	Christine Richards
South West Wales Regional Waste Management Committee	Mark Thomas
	Mandy Evans
	Mike White
Standing Advisory Council on Religious Education	Lynda James
	Yvonne Jardine
	Sam Pritchard
	Peter Jones
Suresprung Board of Trustees	Ryland Doyle
	Alyson Pugh
	Jan Curtice
	Gloria Tanner
Swansea Bay City Region Joint Committee	Rob Stewart
Swansea Bay City Region Joint Scrutiny Cttee	Jan Curtice
	Phil Downing
	Jeff Jones
Swansea Bay Community Health Council	Alyson Pugh
	Mandy Evans
	Paulette Smith
Swansea Bay Port Health Authority	Cyril Anderson
	Joe Hale
	Clive Lloyd
	Robert Smith
	Mike White
	Paul Lloyd
	Mike Lewis
	Chris Holley
	Gareth Sullivan
	Lyndon Jones
Swansea Bay Regional Equality Council	Erika Kirchner
	Sanctuary & Inclusion Member Champion (Yvonne Jardine)
Swansea Business Improvements Ltd (BID)	Robert Francis-Davies
	Rob Stewart

Swansea Community Energy & Enterprise Scheme (SCEES)	Andrea Lewis
Swansea Council for Voluntary Service	Peter Jones
	Jan Curtice
	Ceri Evans
Swansea Cycling Forum (Cycle Action Progress Group)	Nick Davies
Swansea Environment Centre	Peter Jones
Swansea PSB (Public Services Board) Joint Committee	Rob Stewart
	Andrea Lewis
Swansea PSB (Public Services Board) Partnership Forum	Andrea Lewis
	Erika Kirchner
	Mark Child
	Rob Stewart
	Clive Lloyd
	Sam Pritchard
	Jen Raynor
	Andrew Stevens
Swansea St Mary's Choral Trust	Sam Pritchard
University of Swansea Court	Robert Francis-Davies
Vision in Wales (Wales Council for the Blind)	Christine Richards
Wales National Pool (Swansea) Ltd	Robert Francis-Davies
	Mark Child
	Robert Smith
Wales Strategic Migration Partnership	Sanctuary & Inclusion Member Champion (Yvonne Jardine)
Welsh Books Council	Robert Francis-Davies
WLGA (Welsh Local Government Association) Council	Mark Thomas
	Mary Sherwood
	Andrea Lewis
	Clive Lloyd
	Rob Stewart
WLGA (Welsh Local Government Association) Executive Board	Rob Stewart
Welsh Centre for Action on Dependency and Addiction	Terry Hennegan
	Erika Kirchner

Western Glamorgan Adoption Panel	Cabinet Member with Responsibility for SS (Elliott King)
Western Glamorgan Regional Partnership Board	Rob Stewart
	Clive Lloyd
	Elliott King