

## **“Corporate Delivery Committees (CDCs)**

There are 5 CDC’s:

- Economy & Infrastructure Corporate Delivery Committee.
- Education & Skills Corporate Delivery Committee.
- Natural Resources and Biodiversity Corporate Delivery Committee.
- Organisational Transformation Corporate Delivery Committee.
- Safeguarding People & Tackling Poverty Corporate Delivery Committee.

### **Purpose:**

The CDCs are Committees of Council with the purpose of delivering the Council’s Corporate Priorities for consideration and adoption by Cabinet and / or Council as appropriate.

#### **a) Membership & Frequency of Meetings:**

- i) Non-Executive Members and Assistants to Cabinet are eligible to be members of the CDCs.
- ii) Executive (Cabinet) Members are **not** eligible to be members of the CDC’s.
- iii) Frequency of meetings is a matter for the Chair depending on workload; however, it is anticipated that formal Committee meetings shall be held monthly or as dictated by the work plan. In addition to formal Committee meetings, Informal Working Groups may be undertaken, if the work plan dictates.
- iv) Chairs of the CDCs will meet to co-ordinate agendas and work plans to ensure consistency and that there is no duplication in work.

#### **b) Role and Framework:**

The role of the CDC is to:

- i) Have a work plan shared with the relevant Cabinet Member.
- ii) Focus on Corporate Priority delivery by in depth analysis of issues and consider future policy development with reference to the Corporate Plan.
- iii) Make a report and / or recommendation to the Cabinet Member / Cabinet / Council in connection with work undertaken;
- iv) Consider mechanisms to encourage and enhance public participation in development of policy and policy options;
- v) Work with Senior Officers in a Team Swansea approach to deliver key corporate priorities; and
- vi) Consider and where appropriate to invite relevant organisations / individuals to contribute to policy development discussions.

c) **Relationship with Scrutiny:**

- i) The role of the CDC is distinct from the Council's scrutiny function of holding to account, questioning and challenging proposed decisions, monitoring the performance of services, and tackling issues of concern through inquiries or one-off meetings (which may relate to a broad range of policy / service areas).
- ii) CDCs may refer any issues arising out of their role to the Scrutiny Programme Committee for further consideration / investigation and vice-versa.
- iii) The CDC Chair will also consider whether any matter under consideration should be referred to the Scrutiny Programme Committee.
- iv) CDCs and the Scrutiny Programme Committee should ensure awareness of each other's work programmes and consider whether there is any issue of duplication. The Scrutiny Programme Committee should consider relevant advice but has autonomy on decisions about the scrutiny work programme.

d) **Support:**

- i) The Democratic Services Team shall provide the relevant support to the Corporate Delivery Committees.
- ii) The Director, Head of Service, or nominated relevant Officer will provide work plan support and research and produce reports as appropriate."