

FALKIRK COUNCIL

**Subject: MEMBERSHIP OF COMMITTEES, BOARDS AND SIGNIFICANT
STATUTORY BODIES**
Meeting: FALKIRK COUNCIL
Date: 18 MAY 2012
Author: CHIEF GOVERNANCE OFFICER

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to set out the Council's current decision making structure and to seek nominations to the following positions:
- a) convener and, where relevant, depute convener of the various committees and bodies of the Council;
 - b) non office bearing membership of those committees and bodies;
 - c) the Board of Falkirk Community Trust;
 - d) Central Scotland Joint Police, Fire & Rescue and Valuation Boards; and
 - e) various significant statutory organisations, such as the Joint Children's Panel Advisory Committee and the Fife and Forth Valley Community Justice Authority, which require Council representation.
- 1.2 The opportunity is also taken to provide some more detailed information about the bodies for which membership is sought to give members a clearer idea of their purpose and the time commitment required to sit on them.

2. POLITICAL BALANCE

- 2.1 As set out in the report by the Returning Officer which appears as an earlier item on the agenda, the political composition of the Council is as follows:-

Labour	14
SNP	13
Conservative	2
Independent	2*
Independents not aligned to any group	1

(* following intimation from Councillor Spears and McCabe that they have formed an Independent Group)

- 2.2 The general principles of political proportionality have been applied to the Committee and Board membership set out below. These principles are to be found in section 15 of the Local Government and Housing Act 1989. They seek to ensure proportionality, so far as reasonably practicable, among different political groups in the allocation of seats on committees and other bodies. No specific provision is made in the Act for members who are not part of a political group. While those sections of the Act dealing with

proportionality have not been brought into force in Scotland, it has been the established practice of the Council to determine membership of committees and other bodies as though they had been, the position with regard to committee membership also being set out in the Council's Standing Orders.

- 2.3 The breakdown of membership on committees and other bodies is accordingly as follows:-

Number of councillors to be appointed	Allocation	
3 (e.g. Fife and Forth Valley CJA)	Labour	1.31
	SNP	1.22
	Con	0.19
	Ind	0.19
	n/a Ind	0.09
6 (e.g. Appointments Committee, Pensions Committee, Fire & Rescue Board and Police Board)	Labour	2.63
	SNP	2.44
	Con	0.38
	Ind	0.38
	n/a Ind	0.19
5 (e.g. Falkirk Community Trust)	Labour	2.19
	SNP	2.03
	Con	0.31
	Ind	0.31
	n/a Ind	0.16
8 (e.g. Policy and Resources Committee, Valuation Board & Appeals Committee)	Labour	3.5
	SNP	3.25
	Con	0.5
	Ind	0.5
	n/a Ind	0.25
10 (e.g. Joint Consultative Committee, Civic Licensing Committee and Licensing Board)	Labour	4.38
	SNP	4.06
	Con	0.62
	Ind	0.62
	n/a Ind	0.31
12 (e.g. Scrutiny Committees and Planning Committee)	Labour	5.24
	SNP	4.87
	Con	0.75
	Ind	0.75
	n/a Ind	0.37

3. COMMITTEE MEMBERSHIP

3.1 The Council's decision making structure is a matter for the Council to determine, within certain statutory parameters. The current structure is set out in the Scheme of Delegation contained within Standing Orders. In general, it consists of Policy and Resources Committee, 5 scrutiny committees, regulatory committees dealing with planning and civic licensing matters and other committees covering, among other things, pensions, audit, appeals and appointments. The committees for which membership is sought at this meeting (assuming the current structure is to continue) are set out in appendix 1. Council is also invited to appoint a convener to each committee (with the exception of the audit committee) and, where relevant, a depute convener.

3.2 The current structure requires that a member may not sit on both Policy and Resources Committee and a scrutiny committee.

Audit Committee

3.3 Council agreed in 2010 to expand membership of the Audit Committee to include an independent, lay, Convener and, following an open selection process, Ms Roseanne Stevenson was appointed as Convener in March 2011. This appointment was initially to May 2012 to coincide with the lifetime of the Council. In appointing Ms Stevenson, Council recognised her experience and her vision for the role of the Committee. Having been in the chair for a relatively short period (4 meetings), it is suggested that Ms Stevenson be afforded the opportunity to continue in her role and to develop the work of the Audit Committee over the lifetime of this Council.

Education Committee

3.4 The Education Committee has special characteristics, both in terms of the breadth of its membership and in the fact that some of the non-elected members have full voting status on the committee.

3.5 Section 124 of the Local Government (Scotland) Act 1973 requires local authorities appointing an education committee to include certain representatives of churches and denominational bodies among the membership. The Act also empowers local authorities to have a wider non-councillor membership on the education committee than would be permitted for other committees.

3.6 The obligation on the Council is to appoint three religious representatives to the committee. These representatives have the same status on the committee as elected members. This includes the ability to move and second motions and to vote.

3.7 Council has resolved previously to have three further categories of members on the committee. They are often referred to as co-opted members although in the strict sense they are appointed rather than co-opted. The categories are: teacher representatives, parent representatives and pupil representatives. These members do not have voting rights.

3.8 While nominees to some of the categories set out above are known, not all have been confirmed. It is proposed that a further report detailing each of the nominees is submitted to the next meeting of Council.

4. JOINT BOARDS

- 4.1 Currently Falkirk Council nominates members to the Central Scotland Joint Police, Fire & Rescue and Valuation Boards. The purpose of each Board is to set the budget, appoint senior officers, secure best value and scrutinise the performance of their respective organisations. The Amalgamation Schemes for each of the Boards sets out the membership thereof. Falkirk is entitled to 6 seats on each of the 11 person Police and Fire & Rescue Boards and 8 seats on the 15 person Valuation Board, as set out in appendix 2.
- 4.2 On average the Boards meet formally four times a year but, in the case of Police and Fire & Rescue, there are also committees of the Board that meet regularly and on which members will be expected to serve.
- 4.3 The Board Amalgamation Schemes also make provision for substitute members to be appointed.
- 4.4 Each Board will appoint its own Convener and Vice Conveners at their first meetings which are likely to be held in June.
- 4.5 In considering appointments to the Police and Fire and Rescue Boards, the likely impact of the Police and Fire Reform (Scotland) Bill 2011 should be borne in mind. If passed, the Act will see the formation of a single police service and a single fire and rescue service overseen by separate national authorities. The expectation currently is that the new services will come into effect on 1 April 2013 and that the local Boards will cease to exist at some point thereafter. The precise details around cessation are still to be determined. Appointments to the local Police and Fire & Rescue Boards will therefore be of limited duration. Nevertheless, there remains an important role for the Boards in the period up to their demise and Government has been clear in its expectation that they should continue to provide scrutiny of service delivery ensuring that it is not diminished in the lead up to, or by, reform and to manage the transition. Training for the new Boards will be tailored to reflect the unique roles that these Boards will undertake in the transition to reform.
- 4.6 Once the single national services are in place, it will be necessary to institute arrangements at a local level to ensure that local policing and fire and rescue plans are scrutinised and approved by the Council. There are a variety ways in which this can be done, from setting up a stand alone committee for that purpose to conjoining with one or more other Councils. Further reports will be brought to Council about this in the coming months.

5. LICENSING BOARD

- 5.1 The Falkirk Council Licensing Board is constituted as an independent regulatory body by virtue of the Licensing (Scotland) Act 2005. The main function of the Board is to regulate premises and persons that sell alcohol to the public. The Licensing Board is also required by the Gambling Act 2005 to regulate certain gambling activities in the area.

- 5.2 The size of the Board is a matter for Council to determine. It may have between five and ten members. The current Board is made up of 10 members, by way of decision taken on 18 May 2007. Given the nature of the decision making at the Board and the sometimes lengthy business before it, that size works well. The statutory quorum is five members and a Board of ten allows meetings to take place even when some members cannot be in attendance for all or part of the meeting. It is accordingly suggested that the Board should continue at its current size.
- 5.3 The Board has scheduled meetings each month (apart from the July recess) but also meets at other times to deal with ad hoc business and policy matters.
- 5.4 The Act requires that members of the Board undergo an accredited training course within 3 months of being appointed. This applies to returning members of the Board as well as to new members. A member cannot take part in any proceedings of the Board until they have completed the training. Only external approved trainers can carry out the training and it lasts for almost a full day. Arrangements have been made to hold the training session on 29 May. For any member unable to attend on that day, alternative arrangements can be made but he or she will not be able to sit on the Board in the meantime. In the event that any member fails to comply with the training requirement, he or she will cease to be a member of the Board by operation of law.
- 5.5 There are certain statutory grounds that would disqualify a member from sitting on the Licensing Board. This is generally where the member works in the alcohol industry. The specific disqualifications are set out in appendix 3.

6. CIVIC LICENSING COMMITTEE

- 6.1 Like the Licensing Board, the Civic Licensing Committee is considered to be a quasi judicial body. In other words, it is an administrative body to which the rules of natural justice apply. Given the similarities and synergies inherent in the approach to decision making in both licensing arenas, Council decided in 2005 to have a common membership on both bodies. With the exception of one place, that position was followed during the life of the previous Council. However, both bodies had a heavy workload during the last session and some members found the time commitment difficult to accommodate. It is a matter for Council to decide whether to continue the joint membership practice.

7. FALKIRK COMMUNITY TRUST

- 7.1 Falkirk Community Trust is a company limited by guarantee, with charitable status. It was established by the Council to deliver sport, recreation, arts, heritage and library services previously managed and delivered directly by the Council.
- 7.2 The work of the Trust is overseen by a Board of Directors. The role of the Board is to -
- ensure that the Trust complies with the requirements of the service agreement between the Council and the Trust;
 - develop and approve the annual Business Plan prior to its submission to the Council;

- ensure that external funding opportunities are maximised;
- ensure an Employee Strategy is developed and implemented;
- monitor financial management;
- accept company director responsibilities to ensure compliance with appropriate legislation;
- drive the direction of the Trust to ensure all agreed outcomes are achieved as planned.

7.3 The Board comprises 11 directors, made up of:

- elected member directors
- independent directors
- 1 employee representative director

7.4 The 5 elected member directors are appointed by the Council. An appointment to the Board will normally be for a period of 2 years. Directors are required to retire at the end of each 2 year term but may be reappointed for a further 2 year term. Only 3 such 2 year terms can be served by any Director. The appointment of an elected member director can be terminated by the Council at any time.

7.5 The current elected member cohort on the Board consists of:

Director	Date of appointment
Adrian Mahoney	6 June 2011
Malcolm Nicol	6 June 2011
Pat Reid	6 June 2011
Linda Gow	27 October 2011
Alex Waddell	27 October 2011

7.6 Dr Waddell is no longer an elected member of the Council and his appointment as a Director therefore requires to be terminated. In reviewing the remaining membership, Council may terminate the membership of some or all of the sitting directors. If any sitting director is to continue in that role, it is suggested that there is no formal termination and re-appointment as this would foreshorten the first term of office and impact on the overall period of office that person could hold. Council is invited to delegate to the Chief Executive responsibility for service of any notices of termination that may be required and for notifying the Trust of any new appointments made.

8. CORNTON VALE OVER 21's PRISON VISITING COMMITTEE

8.1 Cornton Vale Over 21s Prison Visiting Committee is made up of 15 members appointed by Falkirk (6), Stirling (7) and Clackmannanshire Councils (2). The purpose of the Committee is to act as an independent observer of the prison on behalf of the community and to report to the Scottish Government to which they are responsible. The principal duty of the committee is to satisfy itself with regard to the treatment of prisoners and the state and administration of the prison. Members of the Committee

undertake regular visits to the prison and the Committee itself meets 4 times a year. It provides an annual report of its activities to the Scottish Government.

- 8.2 The Council has 6 places on this Committee. Council appointments to the Committee are not restricted to elected members and the Council has adopted a practice in the past of appointing both elected members and members of the public. Lay member appointments are made following an open recruitment exercise. In appointing to the Committee, Council should have regard to the Prisons and Young Offenders Institutions (Scotland) Rules 2006 which require that at least 2 of the 6 should be lay members.
- 8.3 In 2007, Council agreed to appoint Councillor Reid along with 5 lay visitors. At 30 April only 1 lay visitor remained on the Committee.
- 8.4 In 2011, the Scottish Government undertook a consultation on the future of Prison Visiting Committees. Following that consultation, the Cabinet Secretary for Justice announced on 5 December 2011 that the current function of Visiting Committees would be replaced by a dedicated independent prisoner advocacy service. This service would be delivered by a consortium of third sector organisations across the prison estate. The new advocacy service will be set up via a tendering process to be established early in 2013, but until such time as this new service is in place the current arrangements for Visiting Committees are to remain in place. It remains for Council to appoint to the Visiting Committee on a short term basis until the new arrangements are established. It is considered that it would be impractical to seek to recruit new lay members to the Committee given its anticipated termination in 2013.
- 8.5 The remaining lay member appointee has been contacted and has indicated that she would be happy to continue to serve on the Visiting Committee. Bearing the rules with regard to the composition of the Committee in mind, it is proposed that Council:-
- confirms the re-appointment of 1 lay member (Ms Janelle Hall),
 - appoints up to 4 elected members to the Committee and
 - retains a position for a second lay member but does not fill the post at the present time.

9. FIFE AND FORTH VALLEY COMMUNITY JUSTICE AUTHORITY

- 9.1 Fife and Forth Valley Community Justice Authority (CJA) is a public sector agency whose purpose is to reduce re-offending and create safer communities. CJAs are statutory bodies created by the Management of Offenders etc (Scotland) Act 2005. CJAs are locally accountable through elected members to the communities they serve, thus ensuring that the priorities of the CJAs are locally determined and that their outcomes and activities are subject to local scrutiny. The CJA also distributes funding for criminal justice activities.
- 9.2 The CJA consists of 10 elected members (4 from Fife, 3 from Falkirk, 2 from Stirling and one from Clackmannanshire). It normally meets four times a year to approve and scrutinise the authority's work which is delivered by the Chief Officer and its strategic management group.

- 9.3 Appointments to the Board are for the lifetime of the Council and may be terminated by Council decision. The CJA appoints its own convener, which is a remunerated position, from among its membership.
- 9.4 Council is invited to nominate 3 members to the CJA and 3 substitute members.

10. SEStran

- 10.1 The South East Scotland Partnership (SEStran) is one of 7 regional transport partnerships in Scotland. SEStran covers 8 local authority areas; Scottish Borders, City of Edinburgh, East Lothian, Mid Lothian, West Lothian, Clackmannanshire, Fife and Falkirk. SEStran was established as a statutory body in 2005, tasked with producing a regional transport strategy for South East Scotland. Two key objectives underpin the Strategy - the sustainable development of the area in a less car dependent manner and the widening of access for all areas and groups.
- 10.2 The work of SEStran is governed by the SEStran Partnership Board which consists of 20 elected members from the partnership local authorities and 8 appointed members. There are 2 places on the Board for Falkirk Council members. Appointments are normally for the lifetime of the Council but may be terminated by Council decision. Council is also requested to appoint 2 substitute members.
- 10.3 The Board meets every 2 months. In addition members are appointed to Committees which meet twice yearly.

11. JOINT CHILDREN'S PANEL ADVISORY COMMITTEE (JCPAC)

- 11.1 The Joint Children's Panel Advisory Committee (JCPAC) is responsible for the recruitment, selection and monitoring of Children's Panel members for the Falkirk, Clackmannanshire and Stirling Council areas. The JCPAC for Clackmannanshire, Falkirk and Stirling was established in 1996 following local government reorganisation and is the only joint CPAC in Scotland. Elsewhere each local authority area has its own Children's Panel Advisory Committee.
- 11.2 The Children's Hearings system was introduced in 1971, taking responsibility for dealing with children and young people under 16, and in some cases under 18, who commit offences or who are in need of care and protection. The Children's Panel is a group of volunteer representatives from the community.
- 11.3 The JCPAC comprises 10 members, 3 of whom are nominated by the local authorities (one for each local authority area).
- 11.4 The role of the JCPAC is to:-
- submit names of possible panel members
 - advise the Scottish Government on the suitability of potential members

- advise on the general administration of Panels

11.5 Council is requested to appoint a member to the JCPAC. However, members should note that following the implementation of the Children's Hearings (Scotland) Act 2011 the 32 Children's Panels and their associated advisory committees will be amalgamated into a new national body, Children's Hearings Scotland. This will see the creation of Area Support Teams which will replace CPACs. It is expected that implementation of the Act will take place in May 2013. At that time, Members of the JCPAC will be invited to transfer to the new Area Support Team.

12. SCOTLAND EXCEL

12.1 Scotland Excel was established in 2008 as a centre for procurement expertise for local authorities with a remit to lead the development of collaborative contracts and facilitate improved procurement practices within the local government sector. Currently 28 of the 32 local authorities in Scotland are members, together with over 100 associate members such as police and fire boards.

12.2 Scotland Excel is governed by a Joint Committee made up of elected members from all participating Councils, including Falkirk Council. It meets twice a year and is responsible for the strategic direction of the organisation and approval of the annual budget and business plan.

12.3 In addition to the Joint Committee, a smaller group, the Executive Sub-Committee appointed by the Joint Committee, meets regularly to approve contract awards and key business decisions.

12.4 Council is invited to appoint a member to the Joint Committee and to nominate a substitute.

13. PENSIONS PANEL

13.1 Council agreed on 14 March 2012 to implement revised governance arrangements around its Pension Fund. It agreed to establish a Pensions Committee and a Pensions Panel in place of the Investment Committee which had previously overseen the pension fund governance arrangements. The role of the Pensions Committee is to make executive decisions regarding the business of the pension fund. The role of the Pensions Panel is to comment and advise upon matters being considered by the Pensions Committee.

13.2 The Panel consists of 15 members, representing the interests of scheme members, employers and pensioners. The Committee will consist of 6 Falkirk Council elected members plus 3 members co-opted from the Panel. The 3 co-opted members will consist of one member drawn from each of the 3 scheme groups: members, employers and pensioners. Co-opted members will have full voting rights on the Committee and will be selected at the first meeting of the Pensions Panel.

- 13.3 Elected members from Falkirk Council who sit on the Pensions Committee will be required to act in the best interests of the fund as a whole, whereas the Council representatives who sit on the Panel will be required to represent the specific interests of Falkirk Council as an employer within the fund. In view of these distinct responsibilities, a member cannot sit on both the Committee and Panel. Falkirk Council has been allocated two places on the Panel. Council is invited to appoint two representatives to the Panel (this may be two elected members or one member and one officer).
- 13.4 All Committee members and Panel members will require to be trained in their roles. Training will be provided both initially and on an ongoing basis.
- 13.5 It is proposed that the Committee meets 4 times a year. The Panel will meet in the weeks coming up to the Committee in order to be able to comment and advise on the business before the Committee.

14. TRAINING

- 14.1 A basic induction programme had been developed for members. This will be supplemented by specific training to support members in their roles, in accordance with SLARC (Scottish Local Authorities Remuneration Committee) guidance. Each member will be offered a training needs analysis in order to identify individual training needs and for training programmes, for individuals or groups, to be developed. Members will also have access to the Improvement Service CPD provision and to their self evaluation and development tools. In the meantime, local ad hoc training will be provided as required.
- 14.2 It is recognised that the work of the Appeals, Appointments, Civic Licensing and Planning Committees are specialised in nature in that they take quasi-judicial decisions within specific statutory frameworks. It is important that members fully understand the frameworks within which these committees operate and are comfortable in their roles as decision makers. It is recommended that a pre-requisite of sitting on the committees is that members undergo training prior to participating in any meetings. This training would be mandatory for new members and desirable for those who sat on the committees during the last session of Council.
- 14.3 As noted above, it will be necessary for all members of the Pensions Committee and the Pensions Panel to undergo a program of training in accordance with the training policy for the fund. The policy incorporates the CIPFA Code of Practice on Public Sector Pensions Knowledge and Skills and recognises that effective financial administration and decision making can only be achieved where those involved receive the appropriate training and expertise. Initial training will take place in advance of the first Committee and Panel meetings. This is likely to be after the summer recess.
- 14.4 Similarly, it is recommended that training is required for members of the Audit Committee prior to, or as part of, its first meeting.

15. PROTECTION OF VULNERABLE GROUPS

- 15.1 Any person taking up membership of the Education Committee, the Housing and Social Care Committee or the JCPAC will require to become a member of the Protection of Vulnerable Groups Scheme. This is because persons on those bodies are taken to be undertaking regulated work as defined in the Protection of Vulnerable Groups (Scotland) Act 2007. At its meeting on 14 March, Council agreed that the membership costs under the scheme would be shared among all members and recovered by 6 monthly instalments.

16. RECOMMENDATIONS

16.1 It is recommended that Council:-

- (1) determines the method by which appointments to committees, boards and other significant bodies will be made;**
- (2) appoints members to the committees and other bodies detailed in appendices 1-4;**
- (3) appoints conveners and depute conveners to the committees detailed in appendix 1;**
- (4) notes the mandatory training requirement for members appointed to the Licensing Board, the Pension Committee and the Pensions Panel;**
- (5) agrees to require members appointed for the first time to the Appointments, Appeals, Audit, Civic Licensing and Planning Committees to undergo training before taking part in decision making on those committees;**
- (6) authorises the Chief Executive and/or the Chief Governance Officer to give notice of any appointments to third party organisations being made or terminated as a consequence of these decisions.**

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Chief Governance Officer

Date: 11 May 2012

LIST OF BACKGROUND PAPERS

None

Appendix 1

APPOINTMENTS TO COMMITTEES ETC

Committee	Membership	Convener	Dep. Convener
Policy and Resources (which also forms the Emergency Committee when required)	8		
Scrutiny Committees			
Economic Strategy and Development	12		
Education	12		
Environment and Community Safety	12		
Housing and Social Care	12		
Leisure, Tourism and Community	12		
Other Committees			
Appeals	8		
Appointments	6 (Plus the Convener of the relevant Scrutiny Committee on an ad hoc basis where he/she is not already a Member of the Committee)		
Audit	6 (plus, if agreed, a lay convener)	Lay Convener	No standing Depute convener is appointed to this committee
Civic Events Panel	3 (the Panel consists of the Provost, Depute Provost and one councillor from a group other than the largest group on the Council)	Provost	
Civic Licensing	10		
Common Good Fund Committees <ul style="list-style-type: none"> ○ Bo'ness ○ Denny ○ Falkirk ○ Grangemouth 	The Provost, Depute Provost and Members of the former Burghal areas	Provost	Dep. Provost
Joint Consultative	10		Appointed by the staff side.
Pensions	6		
Planning	12		

Appendix 2

APPOINTMENTS TO JOINT BOARDS AND CJA

Title	Falkirk Council Places	Substitutes	Total membership	Convener	Dep. Convener
Central Scotland Joint Fire and Rescue Board	6	Yes - up to 6 named members	11 Clacks – 2 Falkirk – 6 Stirling – 3	Appointed by the Board	Appointed by the Board
Central Scotland Joint Police Board	6	Yes - up to 6 named members	11 Clacks – 2 Falkirk – 6 Stirling – 3	Appointed by the Board	Appointed by the Board
Central Scotland Valuation Joint Board	8	Yes - up to 8 named members	15 Clacks – 3 Falkirk – 8 Stirling – 4	Appointed by the Board	Appointed by the Board
Fife and Forth Valley Community Justice Authority (CJA)	3	Yes - up to 3 named members	10 Clacks – 1 Falkirk – 3 Fife – 4 Stirling – 2	Appointed by the CJA	Appointed by the CJA

Appendix 3

LICENSING BOARD

Title	Membership	Convener	Dep. Convener
Falkirk Council Licensing Board	Minimum of 5 to maximum of 10	Appointed by the Board	Appointed by the Board

DISQUALIFICATION FROM BEING A MEMBER OF THE LICENSING BOARD UNDER THE LICENSING (SCOTLAND) ACT 2005

Disqualification from membership

1. A councillor is disqualified from election as, and from being, a member of a Licensing Board if the councillor is:
 - (a) a premises licence holder,
 - (b) an employee of a premises licence holder and works as such in licensed premises,
 - (c) whether alone or in partnership with another person, engaged in the business of producing or selling alcohol,
 - (d) a director or other officer of a company so engaged, or
 - (e) an employee of any person so engaged and works as such in that business.
2. A councillor who knowingly acts or purports to act as a member of a Licensing Board at a time when the councillor is disqualified from being such a member by virtue of subparagraph (1) commits an offence.
3. A person guilty of an offence under sub-paragraph (2) is liable on summary conviction to a fine not exceeding level 5 on the standard scale.

Appendix 4

OTHER BODIES

Title	Number of Places	Substitute(s)
Falkirk Community Trust	5	---
Cornton Vale Over 21s Prison Visiting Committee	up to 4 (plus a minimum of 2 lay members)	---
SEStran	2	2
JCPAC	1	---
Scotland Excel	1	1
Pensions Panel	2 (which may be 2 members or 1 member and 1 officer)	---