

# Public Document Pack



## NORTH EAST (INNER) AREA COMMITTEE

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Meeting to be held in Civic Hall, Leeds on  
Thursday, 5th June, 2014 at 4.00 pm

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### MEMBERSHIP

#### Councillors

J Dowson	Chapel Allerton;
M Rafique	Chapel Allerton;
E Taylor	Chapel Allerton;
S Hamilton (Chair)	Moortown;
R Charlwood	Moortown;
A Sobel	Moortown;
G Hussain	Roundhay;
C Macniven	Roundhay;
B Urry	Roundhay;

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# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p style="padding-left: 40px;"><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p style="padding-left: 40px;"><b>No exempt items or information have been identified on the agenda</b></p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the attached minutes of the meeting held on 10<sup>th</sup> March 2014</p> <p>(copy attached)</p>	1 - 8

Item No	Ward	Item Not Open		Page No
8	Chapel Allerton; Moortown; Roundhay		<p><b>ELECTION OF THE COMMUNITY COMMITTEE CHAIR FOR THE 2014/15 MUNICIPAL YEAR</b></p> <p>To consider the report of the City Solicitor providing information on the arrangements for the election of the Chair for the Community Committee and recommending North East Inner Area Committee elect a Member to the position of Community Committee Chair for the 2014/15 Municipal Year</p>	9 - 14
9	Chapel Allerton; Moortown; Roundhay		<p><b>WELL BEING FUND</b></p> <p>To consider the report of the Assistant Chief Executive (Citizens and Communities) providing an update on the current position of the 2014/15 wellbeing revenue and capital budgets of the North East Inner area. Additionally, the report includes applications for funding for consideration</p>	15 - 22
10	Chapel Allerton		<p><b>PALACE COMMUNITY CENTRE FUTURE</b></p> <p>To consider the report of the East North East Area Leader providing Members with an up to date position on the usage of the Palace Community Centre and seeking consideration of the future of the centre with a view to declaring it surplus to requirement as a Community Committee Delegated Community Centre</p>	23 - 26

Item No	Ward	Item Not Open		Page No
11	Chapel Allerton; Moortown; Roundhay		<p><b>AREA COMMITTEE APPOINTMENTS</b></p> <p>To consider the report of the City Solicitor providing information on the various appointments which fall within the remit of the North East Inner Area Committee. The Committee is invited to determine the following appointments for the forthcoming Municipal Year; subject to the relevant agreement of full Council and/or Member Management Committee</p> <ul style="list-style-type: none"> <li>a) Outside Bodies;</li> <li>b) Area Lead Member roles;</li> <li>c) Children's Services Cluster partnerships</li> <li>d) Corporate Carers</li> <li>e) Membership of the Sub Groups</li> </ul>	27 - 36
12			<p><b>DATES, TIMES AND VENUES OF FUTURE MEETINGS</b></p> <ul style="list-style-type: none"> <li>a) To confirm the dates of the Community Committee meetings for 2014/15 as: <ul style="list-style-type: none"> <li>7th July 2014</li> <li>6th October 2014</li> <li>19th January 2015</li> <li>9th March 2015</li> </ul> </li> <li>b) To confirm the start time for the Community Committee meetings for 2014/15 as 6:00 pm</li> <li>c) To consider venues for the Community Committee meetings for the 2014/15 Municipal Year</li> </ul>	

Item No	Ward	Item Not Open		Page No
			<p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ul>	

## NORTH EAST (INNER) AREA COMMITTEE

MONDAY, 10TH MARCH, 2014

**PRESENT:** Councillor S Hamilton in the Chair  
  
Councillors J Dowson, E Taylor,  
G Hussain, C Macniven, A Sobel and  
B Urry

Apologies Councillor M Rafique and R Charlwood

**58 Late Items**

No formal late items of business were presented to the meeting however Members were in receipt of a replacement Appendix 1 to the Wellbeing budget (minute 64 refers)

**59 Declaration of Disclosable Interests**

There were no declarations of disclosable interests

**60 Apologies for Absence**

Apologies for absence were received from Councillors Charlwood and Rafique

**61 Open Forum**

No matters were raised under the Open Forum.

**62 Minutes of the Previous Meeting**

**RESOLVED** – That the minutes of the previous meeting held 27<sup>th</sup> January 2014 be agreed as a correct record

**63 Matters Arising**

Minute 52 – The AC welcomed the report that construction of the Green Gym at Norma Hutchinson Park was due to be completed on 12<sup>th</sup> March 2014, and noted the request for support to arrange the formal opening of the facilities

Minute 52 – It was noted that a response was still awaited in respect of WW1 Heritage education/commemoration projects utilising the air raid shelters located beneath parks in the locality

Minute 53 – The AC noted that the previous suggestion to ring-fence and devolve a small budget for specific tasks/initiatives and/or responsibilities would be included in the wider discussions on future decision making in the locality and community engagement framework

**64 Wellbeing Fund Revenue Budget 2013/14 and 2014/15**

The Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the current position of the Revenue & Capital Wellbeing funding for the Area Committee (AC) and the expected budget allocation for 2014/15 of £161,649.35, including recommendations on budget

setting. The report included details of applications for consideration by the AC which had previously been discussed by the Wellbeing sub group.

The report highlighted the following key matters:

- The ring-fenced youth activities budget of £51,670 for 2014/15
- £48,606.45 remained in the NEIAC budget for carry forward to 2014/15. This included underspends in the various 2013/14 pots put aside by the AC
- A 20% city wide reduction in the Area Committees budget allocation for 2014/15 was anticipated and in readiness, the report suggested the AC plan for a budget allocation of £129,448 for 2014/15. This would create a total budget of £161,649.35 for 2014/15
- The request that £10,000 of the youth activities budget be delegated to the Wellbeing working group. This would allow projects to be commissioned outside of full Committee meetings and provide an on-going and reactive programme of youth activities. All projects approved will be reported to the next full Area Committee meeting.

The AC noted and considered the proposals for NEIAC budget allocations based on 2013/14 priorities as set out in paragraph 3.6.6 of the report:

LCC Neighbourhood Manager	£35,000
Festive Lights	£14,106
Volunteer Thank You	£800
Consultation and Engagement	£2,000
Community Skips	£1,000
School Holiday programme	£32,000
Small Grants	£9,000
Chapel Allerton ward pot	£10,000
Moortown ward pot	£10,000
Roundhay ward pot	£10,000
<b>TOTAL</b>	<b>£123,906</b>

(Remainder for 2014/15 - £ 37,743.35)

Festive Lights – The AC considered whether there was scope for local business sponsorship/support for the festive lights in each locality and it was agreed that this should be pursued. The allocations for Moortown and Roundhay wards were agreed by ward councillors with the proposed allocation for Chapel Allerton being deferred to allow more time for consideration by ward councillors

Youth Activities – The AC discussed the future administration of the budget and the suggestion that a mapping exercise be undertaken to identify gaps and/or overlaps in provision. Additionally, it was noted that work was ongoing to ensure the Youth Panel was truly representative of the youth demographic of the locality and able to participate in future consultation/drafting of commissioning plans. The AC agreed to the suggestion that a meeting should be arranged between the responsible officer, the Area Lead for Childrens Services and the NEIAC Chair to discuss the issue.

Wellbeing sub group /Youth activities fund – The AC did not support the proposal to delegate a £10k pot of youth activities funding to the Wellbeing sub group



## **RESOLVED –**

- a) That the proposal to commission the spend of the 2014/15 budget as laid out at paragraph 3.6.6 of the submitted report be approved – with the exception of the following
  - i) Chapel Allerton Festive lights – deferred for further consideration
- b) That, having considered the project proposals contained within the report and the comments of the Wellbeing sub group, the following funding be agreed:
  - £2,500 - MAEcare project to Promote Partnership and Reduce Social Isolation in older people.
  - £7,920 - to create a further Business & Administration Apprenticeship in Inner North East Leeds.
  - £2,500 - to the Irish Arts Community participatory programme.
- c) Not to support the proposal to delegate the sum of £10,000 from the 2014/15 youth activity budget to the Wellbeing working group.
- d) To note the current budget position.

## **65 Children's Services Area Committee Update**

NEIAC considered the report of the Director of Children's Services on the established city priorities contained within the Children and Young People's Plan (CYPP). The report sought consideration of whether there were any local priorities that should also be regularly highlighted, and requested approval to the proposal for the Area Lead member for Children's Services to work with the area head of targeted services to identify local priorities for the AC's approval

Gillian Mayfield, Targeted Services Area Lead (ENE) and Paul Brennan, Deputy Director of Children's Services (Learning); attended the meeting to present the report. During discussions, the following matters were raised:

- Whether there was a correlation between attendance figures and the number of fines for non-attendance levied. Members noted that analysis of the one full year's figures would be available in September 2014
- The figures for persistent absenteeism. Members noted that the statistics covered the Autumn/Winter 2012 period and that Children's Services were seeking to ensure each school had a plan to address persistent absenteeism. The AC requested that Members receive the figures for their individual wards on a school by school basis
- The possible causes for the reduction in take-up of free school meals
- The readiness of schools in the locality for the universal provision of free school meals for reception and key stage 1 children from September 2015. Members queried whether take-up of the offer was mandatory and the approach to be taken by other authorities. Officers agreed to respond to Members directly with that information, once available

(Councillor Sobel withdrew from the meeting for a short while at this point)

The AC discussed the number of young people recorded as NEETs (Not in Employment, Education or Training) or “not known” and expressed concern that, although Children’s Services had focussed efforts to reduce the numbers, the figures for the NEIAC area had remained largely static. Discussion followed on whether there should be a re-focus of the approach in order to look towards providing outcomes for those young people, and Members noted the intention to report back to the October meeting following the establishment of the ENE Employment Skills and Young Sub Group

**RESOLVED –**

- a) To note the contents of the report and the discussions on whether additional local priorities may be required in addition to the Children’s Services obsessions
- b) To note the intention for the local Area Lead member for Children’s Services and the area Head of Targeted Services to agree local priorities identified for the area, which may include the following:
  - analysis of any correlation between attendance figures and fines for non-attendance issued
  - consideration of the focus of the approach to NEETs and those young people recorded as “not known”
- c) To note the intention to use the basic need workshops to provide local intelligence for consideration in school place planning, and to instruct officers on improved methods of member engagement in school place planning;
- d) To note that the requested additional information will be supplied directly to Members in respect of up to date statistical trends; the approach of free school meals adopted by other authorities
- e) To note the intention to present information on the Families First initiative to the October 2015 meeting

**66 Environmental Services – Consultation on the 2014/15 Service Level Agreement**

The AC considered the report of the Director of Environment and Housing presenting the Environmental Services Service Level Agreement (SLA) for 2014/15 for the purpose of consultation on which existing and new priorities the Area Committee would like to see addressed in a refreshed SLA. The report also included information on the new responsibilities to be transferred to the Locality Team in 2014/15 and how the service will be restructured to deliver these.

J Woolmer, ENE Locality Manager, attended the meeting to present the report. Having considered the report Members discussed the following issues:

- Whether elderly and or/vulnerable residents had been identified by the service and an appropriate level of support offered (i.e. bin collections)
- Whether a list of roads/highways more suitable for cleansing with a mini-sweeper had been drawn up
- The need for a flexible approach to certain matters such as working closely with Housing Management to ensure an overview of streets social/tenanted/private housing is taken; and to liaise with the Parks & Countryside Service to ensure the upkeep of community parks

- The role of education and advertisement to ensure that residents were aware of the services offered and of their own responsibilities

The AC noted the gully cleansing service was under review and the proposal for it to revert back to corporate responsibility. Members expressed support for this service to remain within the local Environmental Team and commended the effective work done by the Team recently. Members expressed reservations that central provision would provide an equally responsive service.

**RESOLVED –**

- a) That the main service principles for 2014/15 as set out in paragraph 22 of the submitted report be agreed
- b) That the existing priorities be endorsed for continuation into 2014/15
- c) That the discussions held on support for elderly and/or vulnerable residents, liaison with park and countryside for the upkeep of community parks and close working with Housing Management be noted; to inform any new service issues identified for inclusion, subject to existing levels of resources
- d) That having considered the issues of enhanced services delivered through the buying in of additional local resources, and the review of gully cleansing services, the AC identify this service as one that Members would wish to see retained by the local Environmental Services team
- e) That the new responsibilities to be transferred to the Locality Team in 2014/15 and the new proposed new operational structure to deliver the full range of local services be noted
- f) That agreement be given to the development of the new SLA for 2014/15 to be brought to the July meeting for approval based on refreshed Elected Member and Area Committee local priorities

**67 Area Update Report**

NEIAC considered the report of the Assistant Chief Executive (Citizens and Communities) providing an update on work carried out to create Neighbourhood Improvement Plans for its priority neighbourhoods. The report advised on the form the future work programme and community engagement strategy was likely to take and updated Members on the West Yorkshire Police review and the changes that will impact on the North East Inner area.

B Yearwood, ENE Community Safety and Insp M Davison attended the meeting to provide further detail on the proposed restructure to WYP and discussed the following matters with Members:

- The establishment of one Leeds Division, located at an Elland HQ, supported by a structure arranged around the local authority “area wedge and ward” structure comprising of three Locality Teams and 33 Sergeant led ward based Neighbourhood Policing Teams
- The intention to embed wider partnership working with other service providers
- The impact on provision at Stainbeck Police Station
- Police training programmes and the availability of training in respect of recognising signs of dementia

Ch Ins Davidson reassured the AC that the new structure would maintain the established good working practices and cross-ward boundary liaison between NPTs. Additionally, he reported that the NE Area WYP team, along with the Area Leads for community safety, would meet on 26 March 2014 to discuss policing priorities and estate strategies for the NE area

(Councillor Taylor left the meeting at this point)

K Wood Neighbourhood Manager for Inner North East provided the AC with a brief update on employment, skills and training in the locality, highlighting the careers fair to be held in the Reginald Centre during March 2014.

The report included proposals for the new community committee; including the 2014/15 work programme and two proposed investigations for the AC to consider:

- 1) A Community Committee investigation into why the residents of the Queenshill and Brackenwood estates did not benefit from the same affluence as their neighbours. This would aim to identify the reasons and create actions for the Community Committee to drive through the necessary channels to improve the situation.
- 2) A Community Committee investigation into why young people in the Inner North East did not access apprenticeships.

Future meetings – Members noted the intention to hold four formal meetings a year, one per quarter, to carry out council business and decision making, with a further four action focused meetings throughout the year. These Action meetings would be tailored to a particular priority involving intensive community engagement, key partners and the Area Committee Lead Member using new methods such as Twitter or more in-depth case studies - resulting in solid action being taken to drive change.

Community Committee name - Members were asked to consider and decide on a recommended place-based name for the new community committee for the NEIAC area, so that the new committee could be formally constituted at the council's AGM. The following suggestions were discussed:

- a) Community Committee for Chapel Allerton, Moortown, Roundhay
- b) Chapel Allerton, Moortown & Roundhay Community Committee

#### **RESOLVED**

- a) That the work carried out to create Neighbourhood Improvement Plans for 2014/15 be noted and approval be given for Ward Members to take an active role in shaping and monitoring the plans via ward member meetings.
- b) That the work carried out to create a new work programme structure be noted and approval be given to its key priorities for focus in 2014/15.
- c) That the name "Community Committee for Chapel Allerton, Moortown and Roundhay" be agreed for the new Area Committee format to take effect from June 2014

## **68 Date and Time of Future Meetings**

The City Solicitor submitted a report seeking approval to the proposed meeting schedule for the 2014/2015 municipal year and of the date for the Election of Chair Committee meeting prior to the Annual Council Meeting in June 2014. Members were also requested to consider the meeting and venue arrangements for the forthcoming year.

Members indicated a preference to continue to meet on Mondays noting that a later start time could encourage greater participation by the public and external organisations. However, it was noted that political group meetings were also held on Monday evenings. The AC therefore declined to approve the proposed meeting schedule until such time that the political group meeting schedule had been set, in order to avoid a clash of commitments.

**RESOLVED**

- a) That, having considered the options detailed within the report, the AC defer consideration of the meeting schedule for 2014/15 until details of the political group meetings 2014/15 are available. Consultation with Members will then take place, with a view to presenting the dates to Annual Council on 9 June 2014 and for inclusion within the Municipal Diary
- b) That Thursday 5<sup>th</sup> June 2014 at 4.00pm in the Civic Hall, Leeds, be agreed as the date, time and venue for the June 2014 meeting (and to note that this is primarily scheduled to elect a Chair for the 2014/2015 municipal year)

**69 Closing Remarks**

The Area Committee passed a vote of thanks to Rory Barke for his service as he will be leaving his role as Area Leader after 10 years in the post. The Members expressed their gratitude and wished him luck in his new role and forth coming retirement.

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Report author: Gerard Watson  
Tel: 0113 395 2194

## Report of the City Solicitor

### Report to North East Inner Area Committee

Date: 5<sup>th</sup> June 2014

### Subject: Election of Community Committee Chair for the 2014/2015 Municipal Year

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If relevant, name(s) of Ward(s):</i> Chapel Allerton, Moortown and Roundhay		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If relevant, Access to Information Procedure Rule number:</i> Appendix number:		

### Summary of main issues

1. Area Committee Procedure Rules require that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee.
2. Following the closure of nominations for the position of Chair, and prior to the Annual Council Meeting, Area Committees are required to meet to elect a Chair of the Community Committee for the forthcoming Municipal Year.
3. Therefore, the Area Committee is recommended to elect a Chair for the 2014/2015 Municipal Year, from amongst the nominations which have been received. The Area Committee will be informed at the meeting of the nominations which have been received for the position of Chair.

### Recommendations

4. Members of the Area Committee are recommended to elect a Community Committee Chair for the 2014/2015 Municipal Year, from amongst the nominations which have been received.

## **1 Purpose of this report**

- 1.1 The purpose of the report is to explain the arrangements for the election of Chairs for Community Committees and that in line with this process, to recommend that this Area Committee elect a Member to the position of Community Committee Chair for the 2014/2015 municipal year.

## **2 Background information**

- 2.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.
- 2.2 Paragraph 5 of the Area Committee Procedure Rules deals with the process by which Community Committee Chairs are elected. Attached as appendix 1.
- 2.3 Whilst recommending that an appointment be made to the position of Community Committee Chair for the forthcoming municipal year, this report follows the Council's Area Committee Procedure Rules. This is due to the fact that the Area Committee Procedure Rules remain operational until any amendments to them are formally agreed which reflect the proposed establishment of Community Committees.

## **3 Main issues**

- 3.1 The Area Committee Procedure Rules state that the Chair will be elected from amongst the City Councillors eligible to serve on that Committee.
- 3.2 Each Political Group with Members elected within an Area Committee's boundary may submit a nomination from amongst Members on the Area Committee to Chair that Committee, via the Group Whip. An independent Member may also put forward a nomination.
- 3.3 The deadline for the submission of nominations for the position of Chair was 5.00pm on 4<sup>th</sup> June 2014. The Area Committee will be notified at the meeting of the nominations which have been received, prior to the election taking place.
- 3.4 The Procedure Rules state that following the closure of nominations and before the Annual Council Meeting, Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year.
- 3.5 The Chair will be elected by an overall majority of first votes cast by those Members eligible to do so and present at the meeting. The Member presiding at the meeting as Chair will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 3.6 Where an overall majority of votes cannot be obtained, or it is not possible to hold or convene a quorate meeting of the Area Committee, or for any other reason a decision is not possible in advance of the Annual Council Meeting, then the appointment will be made at the Annual Council Meeting.



## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 All Group Whips and Independent Members have been given due notice of the deadlines relating to the submission of nominations for the position of Community Committee Chairs, and have been provided with details of the process.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 There are no specific implications relating to equality and diversity or cohesion and integration arising from this report.

### **4.3 Council policies and City Priorities**

4.3.2 Operational and effective Community Committee meetings, which facilitate a widely accessible but robust decision making forum are in line with the Council's Policies and City Priorities. In order for such meetings to take place, an eligible City Councillor must be properly elected to the position of Community Committee Chair.

### **4.4 Resources and value for money**

4.4.3 There are no direct resource implications arising from the submission of this report to the Area Committee.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.4 This report is not subject to Call In, as the Executive and Decision Making Procedure Rules state that the power to Call In decisions does not extend to those decisions taken by Area Committees.

4.5.5 The process summarised above regarding the election of Community Committee Chairs is in line with current Procedure Rules.

### **4.6 Risk Management**

4.6.6 There are no risks directly arising from the submission of this report to the Area Committee, however, not electing a Chair for the 2014/15 municipal year at this meeting will mean that the matter would have to be resolved at the Annual Council Meeting.

## **5 Conclusions**

5.1 The Area Committee Procedure Rules state that the Chair of each Committee will be elected from amongst the City Councillors eligible to serve on that Committee, and that between the closure of nominations (5.00pm, 4<sup>th</sup> June 2014) and the Annual Council Meeting (6.00pm, 9th June 2014), the Area Committee will meet to agree the election of Chair for the forthcoming Municipal Year. The Committee therefore is recommended to elect a Chair at this meeting for the 2014/2015 Municipal Year, from the nominations which have been received.

**6 Recommendations**

6.1 Members of the Area Committee are recommended to elect a Community Committee Chair for the 2014/2015 Municipal Year, from amongst the named nominations which have been received.

**7 Background documents<sup>1</sup>**

None

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

## 5.0 ELECTION OF CHAIR

5.1 The Chair of each Area Committee will be elected, from amongst the City Councillors eligible to serve on that Committee.

5.2 Each political Group<sup>1</sup> with Members elected within an Area Committee area may put forward a nomination from amongst Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.

5.3 All nominations must be notified to the Head of Governance Services by no later than 5pm the day before the meeting convened to consider the appointment of the Chair. The Head Of Governance Services will give appropriate notice to whips and Independent Members of this deadline.

5.4 Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year during the period that is the first working day after the nomination process closes, and the last working day that is the day before the Annual Council Meeting.

5.5 The Chair will be elected by overall majority of first votes cast by those Members eligible to do so and present at the meeting, the member presiding at the meeting will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.

5.6 All agreed appointments will be reported to the Annual Council Meeting.

5.7 Where an overall majority of votes cannot be obtained, or it is not possible to convene, or hold, a meeting of the Area Committee, or, for any other reason a decision is not possible in advance of the Annual Council Meeting, the Annual Council Meeting will appoint the Chair.

5.8 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider more than one nomination for the position of Chair, the Chair will be elected by overall majority of votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.

5.9 Where an overall majority of votes cannot be obtained by votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting, the vote will be widened to include all Members of Council. The nominee with the overall majority of votes cast by members of Council will be appointed as the Chair of the Area Committee.

5.10 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider an unopposed nomination for the position of Chair, the unopposed nominee will be elected by the Council.

5.11 Where Council has made an appointment of Chair of an Area Committee the decision will be reported to the relevant Area Committee.

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<sup>1</sup> A nomination from a political group must be forwarded by a Whip

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Report author: Lee Griffiths

Tel: 0113 3367638

**Report of Assistant Chief Executive**

**Report to Inner North East Area Committee**

**Date: 5<sup>th</sup> June 2014**

**Subject: Well-Being Fund Revenue Budget 2014/15**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Chapel Allerton, Moortown, Roundhay	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report provides members with an update on the current position of the 2014/15 well-being revenue & capital budgets for the Inner North East.
2. Applications made for funding are included in the report for member's consideration.

**Recommendations**

3. Members are asked to agree to commission spend of the 2014/15 budget as laid out in the appendix tabled at the Area Committee meeting, details of applications received are listed at 3.1 and 3.2.
5. Note the current budget position.

## **1 Purpose of this report**

- 1.1 This report provides members with an update on the current position of the revenue & capital Wellbeing and Youth Activity funds and sets out applications made for consideration by the Area Committee.

## **2 Background information**

- 2.1 Each of the ten Area Committees receives an allocation of revenue funding. The amount of funding for each Area Committee is determined by a formula based on population and deprivation in each area which has been previously agreed by the Council's Executive Board.
- 2.2 It has been agreed the revenue wellbeing revenue budget for the Inner North East Area Committee 2014/2015 is £141,350. Carryover of both uncommitted and committed revenue funds from 2013/14 has also continued as well as any underspends. The total budget for 2014/15 including this carry forward is £207,833. It must be noted by the Inner North East Area Committee that this figure includes schemes approved and ongoing from 2013/14 which are carried forward to be paid.
- 2.3 The total figure available for spend on new projects in 2014/15 is £164,962.01. At its March meeting the Area Committee agreed allocation of some of these funds into Ward, Community Engagement, Summer Holidays, and Small Grants pots. This breakdown is detailed at **Appendix 1**.
- 2.4 The Area Committee have nominated a representative from each ward to form a Wellbeing Member Working Group to consider applications made for funding in detail and provide recommendations to the Area Committee. The group will also receive feedback and evaluations regarding projects that have already been funded.
- 2.5 In addition to this, at its meeting in March 2013 the Executive Board agreed a new allocation to the overall Area Committee budget, ring-fenced for youth activities. This budget has been split between the ten Area Committees based on NHS population data of young people aged 8 – 17. On this basis, the Inner North East Area Committee has been allocated £51,670 for 2014/15.

## **3.0 Main Issues**

### **3.1 Well-Being Fund- Revenue**

The current budget position for the revenue Well-Being budget is provided at **Appendix 1**.

- 3.1.1 Below is a list of the project applications for the Well-Being revenue fund which have been received by the Area Support Team and discussed by the Well-Being Working Group.

#### Well-Being Revenue- Summer Activities

- £3600 to deliver street works soccer summer camp.
- £4439 to deliver Zest Health For Life's, Meanwood Olympics.
- £6850 to deliver Chapeltown Community CMC's, Holiday weeks.

- £2567 to deliver Parks and Countryside's (P&C), Go Wild at Roundhay Park.
- £3828 to deliver Feel Good Factors project, a piece of the action.
- £6190 to deliver Feel Good Factors project, a taste of life.
- £2833.31 to deliver the multi-sport and swim camp managed by sport and active lifestyles.
- £3945.54 to deliver CYDC's summer sport camp.
- £1671.80 to deliver sport and active lifestyles, multi sports and leadership sessions.
- £2312 to deliver Get Away Girls Vocal Girls project.
- £2000 to deliver Chapeltown Community Netball Club's arts and summer camp.
- £4000 to deliver Meanwood Urban Farm's environmental summer play scheme.
- £3020 to deliver Joint Together Academy's Leopold street football camp.
- £3600 to deliver Chapeltown summer football camp managed by Streetwork soccer academy.

**Total: £50,856.65**

#### Well-Being Revenue

- £9538 to deliver Youth Service Inner North East Young People's out of school activities programme.
- £3000 to improve Potternewton recreation changing facilities as submitted by P&C.
- £3,500 to support infrastructure and organisation costs to Chapel Allerton Arts Festival.
- £6591.60 to refurbish St Edmund's Scout and Guide kitchen.
- £3000 to support running costs for the first Chapeltown Arts Festival
- £4,055.80 to refurbish the kitchenette at the Meanwood Institute
- £3,563.68 to install CCTV at the Mandela Community Centre

**Total: £33,249.08**

### **3.2 Youth Activity Fund**

The current budget position for the Youth Activity Fund is £51, 670.

Below is a list of the project applications for the Youth Activity Fund which have been received by the Area Support Team and discussed by the Wellbeing Working Group.

- £4025 to deliver Meanwood Junior Play Scheme's MWD child out zone.
- £3030 to deliver Meanwood Junior Play Scheme's Brackenwood child out zone.
- £6880 to deliver Leeds Somali Youth's, Somali Youth Project.
- £3200 to deliver Groundwork's Chapeltown Urban Rangers project.
- £8160 to deliver Playful Leeds march of the robots project.

**Total: £25,295**

3.3 At the time of going to print the Well-Being Working Group had not met, a supplementary report detailing the above projects in more detail and the discussions at the Working Group will be tabled at the Area Committee meeting.

### **3.4 Well-Being Revenue- Small Grants**

Community organisations can apply for a small grant up to the value of £500 to support small scale projects in the community; these are approved by Councillors outside of the Area Committee meeting. Currently this financial year no applications have been approved. There is £9000 remaining in the small grants pot

### **3.5 Well-Being Fund- Capital**

- 3.5.1 In October 2011 Executive Board agreed to a Capital Receipts Incentive Scheme (CRIS) by which, 20% of the sales of any assets will benefit the local communities. Of this, 15% of the sale remains in the ward (up to a maximum of £100k) it will be placed in the Ward Based Initiative (WBI) budget of the respective ward for members to allocate.
- 3.5.2 The other 5%, it has been agreed by Executive Board, goes into a central 'pot' to be redistributed across the city on the basis of need. This is done using the agreed formula that is currently used to distribute Revenue funding to the 10 Area Committees.
- 3.5.3 This system is now in operation and the Inner North East Area Committee has been allocated £10,140.70 of Capital funding; this budget may be added to at any time as and when assets are sold. Although the money is not tied to a particular financial year, it would still be prudent for Members to consider ways in which they can meaningfully apply this money as soon as possible.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The local community and VCFS groups are consulted and the Well-Being fund grant process is shared with them via the community engagement strategy and events that are attended. In addition feedback is provided via the Community Charter. Consultation on the priorities within the Community Charter is undertaken on an annual basis and shapes the priorities which the Well-Being Fund is used to deliver.
- 4.1.2 Children & Young People were consulted on all of the summer holiday and Youth Fund applications via school & youth councils and Youth Clubs. The applications were brought to them for their input and recommendations before being brought to Well-Being Working Group.
- 4.1.3 The Well-Being Member Working Group considers the applications for funding and makes a recommendation for the Area Committee to consider.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 Well-Being Funding is used to ensure that inequalities within the local area are addressed through local projects and schemes and equality impact assessments carried out where necessary.

### **4.3 Council Policies and City Priorities**



4.3.1 The Well-Being Fund projects seek to contribute to the City Priorities by improving the local area and addressing inequalities in the Inner North East.

4.3.2 Each project approved is measured against its contribution towards the city priorities.

#### **4.4 Resources and Value for Money**

4.4.1 All relevant applications to the wellbeing fund are requested to get three quotes for the work to make sure it is good value for money.

#### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, all decisions taken by Area Committees are not eligible for Call In.

#### **4.6 Risk Management**

4.6.1 Not applicable under this section.

#### **4.7 Conclusions**

4.7.1 The above groups have applied for funding to the Inner North East Area Committee and the Area Committee is asked to consider its budget and whether it would like to fund the applications.

#### **4.8 Recommendations**

4.8.1 Members are asked to agree to commission spend of the 2014/15 budget as laid out in the appendix tabled at the Area Committee meeting, details of applications received are listed at 3.1 and 3.2.

4.8.2 Note the current budget position.

#### **4.9 Background documents<sup>1</sup>**

None

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Funding / Spend Items	CHAPEL ALLERTON	MOORTOWN	ROUNDHAY	Area Wide	Total
Balance b/f 2013-14	4,224.00	11,931.99		50,327.01	66,483.00
New Allocation for 2014-15	10,000.00	10,000.00	10,000.00	111,350.00	141,350.00
Income	-	-	-	5,300.00	5,300.00
Total available (incl b/f bal) 2014-15	14,224.00	21,931.99	10,000.00	161,677.01	207,833.00
Schemes Approved from 2013-14 budget to be spent in 2014-15	4,224.00	11,931.99	-	26,715.00	42,870.99
Amount of b/f budget available for new schemes 2014-15	10,000.00	10,000.00	10,000.00	134,962.01	164,962.01

Carried forward from 13/14		CHAPEL ALLERTON	MOORTOWN	ROUNDHAY	Area Wide	Total
CA14	Prince Philip Kitchen	1,259.00	0.00	0.00	0.00	1,259.00
CA15	Norma Hutchinson Park	2,800.00	0.00	0.00	0.00	2,800.00
CA16	Prince Philip Plaque	165.00	0.00	0.00	0.00	165.00
MT01	Meanwood Caretaker	0.00	5,500.00	0.00	0.00	5,500.00
MT04	Signage	0.00	6,000.00	0.00	0.00	6,000.00
MT08	Community Orchard in Meanwood	0.00	431.99	0.00	0.00	431.99
INE.12.55.LG	Area Committee Apprenticeship Post	0.00	0.00	0.00	8,160.00	8,160.00
INE.12.69.LG	Relocation of Back Chapeltown Road Planter	0.00	0.00	0.00	1,420.00	1,420.00
INE.12.77.LG	Irish Arts Foundation	0.00	0.00	0.00	1,150.00	1,150.00
INE.13.13.LG	Al-Khidmat	0.00	0.00	0.00	2,500.00	2,500.00
INE.13.15.LG	BHI Identify Programme Lets Grow Together	0.00	0.00	0.00	2,960.00	2,960.00
INE.13.20.LG	Active Citizens Social Action Projects	0.00	0.00	0.00	2,025.00	2,025.00
INE.13.24.LG	Tour de Roundhay	0.00	0.00	0.00	1,500.00	1,500.00
INE.13.25.LG	Health to Wealth	0.00	0.00	0.00	1,500.00	1,500.00
INE.14.01.LG	Promoting Partnership and Social Inclusion	0.00	0.00	0.00	2,500.00	2,500.00
INE.14.02.LG	Irish Arts Foundation	0.00	0.00	0.00	2,500.00	2,500.00
INE.13.10.SG	Off Road Motorcycles Lease	0.00	0.00	0.00	500.00	500.00
<b>Total of schemes approved in 2013-14</b>		<b>4,224.00</b>	<b>11,931.99</b>	<b>-</b>	<b>26,715.00</b>	<b>42,870.99</b>

Approved 2014-15 Schemes		CHAPEL ALLERTON	MOORTOWN	ROUNDHAY	Area Wide	Total
Tasking		10,000.00	10,000.00	10,000.00		30,000.00
Community Engagement					2,000.00	2,000.00
Small Grants					9,000.00	9,000.00
Skips					1,000.00	1,000.00
INE.14.01.LG	Promoting Partnership and Social Inclusion - SEE ABOVE					
INE.14.02.LG	Irish Arts Foundation - SEE ABOVE					
INE.14.03.LG	INE Young People's out of school activities programme	0.00	0.00	0.00	0.00	-
INE.14.04.LG	Potternewton Recreation Ground Changing Room Security Provision	0.00	0.00	0.00	0.00	-
INE.14.06.LG	Neighbourhood Manager Posts	0.00	0.00	0.00	35,000.00	35,000.00
INE.14.07.LG	Festive Lights	0.00	0.00	0.00	14,106.00	14,106.00
INE.14.08.LG	Chapel Allerton Arts Festival	0.00	0.00	0.00	0.00	-
INE.14.09.LG	St Edmunds Scout and Guide Kitchen Refurbishment Project	0.00	0.00	0.00	0.00	-
INE.14.10.LG	Chapeltown Arts Festival 2014	0.00	0.00	0.00	0.00	-
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<b>Total of schemes approved in 2014-15</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>61,106.00</b>	<b>91,106.00</b>

Grand Total Projected Spend 2014-15 (incl b/f schemes)	14,224.00	21,931.99	10,000.00	87,821.00	133,976.99
Total Budget Available for 2014-15 (incl b/f Bal)	14,224.00	21,931.99	10,000.00	161,677.01	207,833.00
Remaining Budget Unallocated	-	-	-	73,856.01	73,856.01





Report author: Sharon Hughes  
Tel: 0113 336 7630

**Report of ENE Area Leader**

**Report to Inner North East Community Committee**

**Date: 5<sup>th</sup> June 2014**

**Subject: Palace Community Centre Future**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Chapel Allerton	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report asks Members to consider the future of Palace Community Centre and consider the option to declare the centre surplus to requirements for use as a delegated community centre.

**Recommendations**

2. That Members of the Inner North East Community Committee note the contents of the report and agree to Palace Community Centre being declared surplus to requirement for use as a delegated community centre; and for it to be returned to Leeds City Council's Asset Management section to consider future use of the building.

## **1 Purpose of this report**

- 1.1 This report is to provide Members with the up to date position on the usage of Palace Community Centre and requests that they consider the future of the centre with a view to declaring it surplus to requirement as a Community Committee Delegated Community Centre.

## **2 Main Issues**

- 2.1 Palace Community Centre is based in the heart of Chapeltown in a residential area (Shepherds Lane). It was transferred over to the Community Committee (formerly Area Committee) from Youth Services and has been historically used as a youth centre.
- 2.2 The community centre was formally two dwellings at the end of a row of terrace houses and the property is spread over three main floors and an unused basement. Although the ground floor has been modified to create larger rooms in which various activities have been delivered over the years, the first floor and second floors are relatively unaltered, and the bedroom and bathroom layout is almost intact. The layout and access to the first floor, via domestic stairways, is not suitable for community use.
- 2.2 The building has seen investment through Ward Members Ward Based Initiative funding as well as Well-Being Funding over the years to improve the heating and decorating, but the building is in need of significant investment in order to make it fit for purpose.
- 2.3 A desk top feasibility study was completed in 2011 which highlighted the potential refurbishment of the centre; at that time the cost to complete the scheme was approximately £350,000.
- 2.4 Historically anecdotal evidence suggests that the building was well used when it was used as 'Palace Youth Project', however, over recent years this usage has gradually dwindled and as a result provision and activities for young people in particular is now delivered from other locations, such as Mandela Centre and Prince Phillip Centre.
- 2.5 Since the centre was transferred to the Community Committee the Area Support Team have engaged various groups and users in an attempt to increase the usage and income for the centre to support its sustainability, but this has ultimately proven unsuccessful, this is in part due to the condition and layout of the building, which only really lends itself to activities being delivered from the ground floor. Groups have used the upper floors for sessional activities, but there are health and safety concerns due to the narrow and steep staircases in the building.
- 2.6 Due to reports of anti-social behaviour from community members in the vicinity of Palace following some sessions, some of the youth group meetings had to be relocated to other venues and this has further added to the dwindling usage.

- 2.7 The basement, whilst not in use has been highlighted as a concern in terms of fire safety due to compartmentalisation issues with the basement ceiling and the adjoining next door basement party wall.
- 2.8 The running costs for Palace Community Centre in 2012-13 were £11,834. The centre brought in an income of £2,218. Based on current usage this income figure is unlikely to increase in 2014/15, and due to increases in utilities the running costs are likely to increase.
- 2.9 As Palace Community centre is underused, in poor condition and, due to its layout can only accommodate a limited range of activities, Chapel Allerton Ward Members support its closure declaring the site surplus to requirements as a community centre. They would like to see the building returned to use as residential housing.

### **3.0 Corporate Considerations**

#### **3.1 Consultation and Engagement**

- 3.1.1 The Chapel Allerton Ward Members have been consulted on the future of Palace during their monthly briefing meetings and are supportive of the centre being declared surplus to requirements. Users of the centre have also been consulted and alternative locations identified for them to relocate and maintain their services/activities.

#### **3.2 Equality and Diversity / Cohesion and Integration**

- 3.2.1 There are no specific implications for equality and diversity. However, any potential impact will be mitigated through providing support to relocate all current user groups into local, appropriate premises.

#### **3.3 Council policies and City Priorities**

- 3.3.1 Leeds needs investment in new homes and the aim is to attract maximum investment from the private sector and government. Within the City Priorities Plan 'best city...to live' priority there is a specific aim to maximise regeneration investment to increase housing choice and affordability within sustainable neighbourhoods.
- 3.3.2 One of the main outcomes of The Best City plan is to achieve the savings and efficiencies required to continue to deliver frontline services through spending money wisely and considering where efficiencies may be made to support the delivery of this.

#### **3.4 Legal Implications, Access to Information and Call In**

- 3.4.1 There are no legal implications associated with this report.
- 3.4.2 There is no exempt or confidential information.

3.4.3 In line with the Council's Executive and Decision Making Procedure Rules, agreed at Full Council May 2013, all decisions taken by Area Committees are not eligible for Call In.

### **3.5 Risk Management**

3.5.1 There are no major risks associated with the content of this report.

### **4.0 Conclusions**

4.1 As Palace Community Centre is underused, in poor condition and, due to its layout can only accommodate a limited range of activities, the Chapel Allerton Ward Members support its closure and being declared surplus to requirement as a Community Centre. It is proposed it be returned to Leeds City Council's Asset Management section to consider its future usage. The Members preference is that the building be returned back into residential housing as this is a particular need in the area. This proposal will reduce the need to spend Council budget on an under-utilised building which is not fit for purpose.

### **5.0 Recommendations**

5.1 That Members of the Inner North East Community Committee note the contents of the report and

- Agree to Palace Community Centre being declared surplus to requirement for use as delegated community centre;
- And for it to be returned to Leeds City Council's Asset Management section to consider future use of the building with the preference being for it to be returned to family accommodation.

6.0 Background documents<sup>1</sup>

6.1 None.

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.





Report author: Gerard Watson  
Tel: 0113 39 52194

**Report of the City Solicitor**

**Report to North East Inner Area Committee**

**Date: 5<sup>th</sup> June 2014**

**Subject: Area Committee Appointments**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): <b>Chapel Allerton, Moortown and Roundhay</b>		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

**Summary of main issues**

- 1 This report invites the Committee to make appointments to the following as appropriate:-
  - Those Outside Bodies as detailed at Appendix 1;
  - One representative to the Corporate Carers' Group;
  - Area Committee Area Lead Members, as listed at Section 3;
  - Those Children's Services Cluster Partnerships, also listed within Section 3;
  - Membership of the Sub Groups

**Recommendations**

- 2 The Area Committee is asked to confirm appointments to the following:
  - (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
  - (ii) Committee Members to the Area Lead Member roles listed in section 3;
  - (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee as listed in section 3;
  - (iv) One representative to the Corporate Carers' Group.
  - (v) Determine membership of the Sub Groups for the 2014/15 Municipal Year.

## **1 Purpose of this report**

- 1.1 This report outlines the Area Committee's role regarding appointments to: Outside Bodies; Area Lead Members; Children's Services Cluster Partnerships and the Corporate Carers' Group along with the membership of the Area Committees' own Sub Groups. In addition, the report invites the Committee to determine the appointments to these groups and organisations.

## **2 Background information**

### **2.1 Outside Bodies**

- 2.2 In July 2004 Member Management Committee met to consider the allocation of appointments to each Area Committee. Attached at Appendix 1 are those organisations that Member Management Committee has determined should be made by this Area Committee.

### **2.3 Area Lead Members**

- 2.4 In May 2013, Executive Board recommended that Area Committees appoint Area Lead Members, in accordance with the defined roles as subsequently presented to the Annual Council Meeting as part of the Council's Executive Arrangements.

### **2.5 Children's Services Cluster Partnerships**

- 2.6 In June 2013, Member Management Committee resolved that the nomination of Elected Member representatives to the local Children's Services Cluster Partnerships be delegated to Area Committees for determination.

### **2.7 Corporate Carers' Group**

- 2.8 In recent years Area Committees have been seen as the appropriate principle body by which local Elected Member representatives are appointed to the Corporate Carers' Group. Further information regarding the Group can be found at section 3 of the report.

### **2.9 Area Committee Sub Groups**

- 2.10 Previously, North East Inner Area Committee established two Sub Groups to support the work of the Area Committee – the Environment Sub Group and the Wellbeing Sub Group. Each comprising three Members, one from each ward.

## **3 Main issues**

### **3.1 Outside Bodies**

- 3.2 The Area Committee is requested to determine the appointments to those Outside Bodies as detailed within Appendix 1. The Council's Appointments to Outside Bodies Procedure Rules are available to Members upon request.

- 3.3 The Area Committee should first consider whether it is appropriate for an appointment to be of a specific office holder<sup>1</sup> either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 3.4 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area Committee as a whole.
- 3.5 All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.6 Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.7 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.8 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 3.9 **Appointments 2014-2015**
- 3.10 This year there are five appointments to be made in relation to the following four organisations:-
- Moor Allerton Elderly Care (1 appointment)
  - Community Action for Roundhay Elderly (1 appointment)
  - Chapelton CAB (1 appointment)
  - Housing Leeds East North East Area Panel (2 appointments)
- 3.11 **Area Lead Member Roles**
- 3.12 The Area Lead Member role aims to provide a local “lead” perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:
- To provide local leadership and champion the agenda at the Area Committee.

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<sup>1</sup> For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- To represent the Area Committee at relevant meetings, forums and local partnerships.
- To build links with key services and partners.
- To provide a link between the Area Committee and the Executive Member to ensure local needs are represented, issues are highlighted, best practice is shared and to facilitate local solutions to any issues.
- To maintain an overview of local performance.
- To consult with the Area Committee and represent local views as part of the development and review of policy

3.13 As set out in the Constitution, the Area Committee is invited to appoint to the following Area Lead Member roles, in respect of:

- **Environment & Community Safety**
- **Children's Services**
- **Employment, Skills and Welfare**
- **Health, Wellbeing and Adult Social Care**

3.14 In recognition of the differing size of individual Area Committees and that these roles may need to be tailored to best reflect specific local needs and circumstances, Area Committees may wish to consider splitting two of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

### **Corporate Carers' Group**

3.15 Under the Children's Act 1989, all local Councillors are corporate parents (usually referred to in Leeds as corporate carers), this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after). Executive Board has previously agreed a clearer framework for the corporate carer role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Carer' group. This core group includes representation from each of the 10 Area Committees in the city and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children. The group considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Area Committee and champion the importance of effectively supporting those children.

3.16 The Area Committee is asked to appoint one representative to the Corporate Carers' Group for the duration of the 2014/15 municipal year. Given the

development of the Area Lead Member for Children’s Services, the Committee may deem it appropriate for these roles to be combined.

3.17 It should be noted that membership of the Corporate Carers’ Group is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Area Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Carers’ Group.

**Children’s Services Custer Partnership Representatives**

3.18 The Children’s Services Cluster Partnerships evolved originally in response to the extended schools initiative, then as extended services partnerships but have evolved to be an integral part of the locality model which sit under the Children’s Trust Board. They provide an inclusive partnership offer to our universal services in schools and children’s centres. Increasingly, council services are being re-shaped to strengthen and develop relationships through the cluster model. The purpose of cluster partnerships is to:

- Enable local settings and services to work together effectively to improve outcomes for children, young people and their families, focusing on what will make the biggest difference in that area;
- Build capacity to improve preventative / early help services to meet local needs;
- Promote the ambition of a child friendly city across the locality.

3.19 In April 2011 the Children’s Trust Board agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships which included elected members as standing members of the governance group for each partnership. Elected Members also sit alongside a senior leader (local authority partner) from the Children’s Services directorate to be part of the Council’s representation on each cluster partnership.

3.20 In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Areas Committees. This was with the aim of establishing a clear formal link between Area Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.

3.21 The Area Committee is invited to nominate Members to each cluster partnership within their area. The table below sets out the suggested numbers, ward links and current representation as a basis for discussion:

<b>Cluster</b>	<b>Area</b>	<b>Suggested Ward Link/ Number</b>	<b>Current Elected Member Representation</b>
CHESS	North East (Inner)	1 Chapel	J DOWSON

(Chapelton & Harehills extended schools services)		Allerton	
NEtWORKS (Meanwood and Chapel Allerton)	North East (Inner)	1 Chapel Allerton	A SOBEL E TAYLOR
N.E.X.T. (North East Extended Together: Moortown and Roundhay)	North East (Inner)	1 Roundhay 1 Moortown	C MACNIVEN S HAMILTON

## **Sub Groups**

3.22 North East Inner Area Committee established two Sub Groups for the 2013/14 Municipal Year to support the work of the Area Committee – the Environment Sub Group and the Wellbeing Sub Group. Each Sub Group comprises of three Members, one from each ward

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 This report facilitates the necessary consultation and engagement with Area Committee Members in respect of appointments to the designated positions, groups and Outside Bodies. Given that the Area Committee is the relevant appointing body, there is no requirement to undertake a public consultation exercise on such matters.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 Both the Area Lead Member roles and the Corporate Carers' role aim to champion, address and monitor issues arising in their respective fields, whilst also providing clear links to the relevant Executive Member, Council service staff and partner agencies. As such, these roles would also look to address any equality, diversity, cohesion or integration issues arising in their specific areas.

4.2.2 Also, Council representation on Outside Bodies and Children's Services Cluster Partnerships will enable those appointed Members to act as a conduit in terms of promoting the Council's policies and priorities. As such, this would potentially include matters relating to equality, diversity, cohesion or integration.

### **4.3 Council policies and City Priorities**

4.3.1 Council representation on, and engagement with those Outside Bodies, partnerships and organisations to which the Area Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

### **4.4 Resources and value for money**

4.4.1 There are neither resource or value for money implications arising from this report.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, the power to Call In decisions does not extend to those decisions taken by Area Committees.

#### **4.6 Risk Management**

4.6.1 In not appointing to those Outside Bodies or Cluster Partnerships listed within the report, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

### **5 Conclusions**

5.1 The Area Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 1.

5.2 In addition, the report invites the Area Committee to make appointments to Area Lead Member roles, Cluster Partnerships and Corporate Carers Group for the 2014/15 municipal year.

### **6 Recommendations**

6.1 The Area Committee is asked to confirm appointments to the following:-

- (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
- (ii) Committee Members the Area Lead Member roles listed in section 3;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Area Committee as listed in section 3;
- (iv) One representative to the Corporate Carers' Group.
- (v) Determine membership of the Sub Groups for the 2014/15 Municipal Year.

### **7 Background documents<sup>2</sup>**

1.1 There are no Background Documents associated with this report.

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<sup>2</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Area Committee Appointments to Outside Bodies (North East Inner)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Group
Moor Allerton Elderly Care	Yes	1	Jun-14	1	Alex Sobel	Y	Annual	Labour
Community Action For Roundhay Elderly	Yes	1	Jun-14	1	vacant	Y	Annual	Labour
Chapelton CAB	Yes	1	Jun-14	1	Ghulam Hussain	Y	3 yearly	Labour
East North East ALMO Area Panel	No	2	Jun-14	2	Bill Urry Sharon Hamilton	Y Y	Annual Annual	Labour Labour

5                                  5

Number of places                                  5  
 Places held pending review  
 Places currently filled beyond June 12  
 Number of places to fill                                  5

Number of Members in the Committee                                  9  
 Area

Percentage of Members  
on the Committee                                  Notional Places  
Allocated

Labour	9	100	0.00
Liberal Democrat	0	0	0.00
Conservative	0	0	0.00
<i>Other to list</i>	0	0	0.00
Total	9		9

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