

Report of City Solicitor

Report to Full Council

Date: 9th June 2014

Subject: Recommendations of General Purposes Committee

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| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes | <input 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 type="checkbox"/> No |

Summary of main issues

1. At its meeting on Wednesday 28th May 2014, General Purposes Committee considered a report concerning constitutional arrangements in relation to Community Committees.
2. This report sets out the recommendations of General Purposes Committee relating to that item.

Recommendations

3. General Purposes Committee recommend that full Council approve amendments to the Constitution detailed in the body of this report, shown at Appendix A to C attached and listed at paragraph 6 to this report.

1 Purpose of this report

- 1.1 This report presents recommendations to full Council from General Purposes Committee

2 Background information

- 2.1 General Purposes Committee is authorised:

- to consider proposals to amend the constitution and make recommendations to full Council; and
- to make recommendations to full Council in connection with the discharge of any of its functions.

3 Main issues

- 3.2 At its meeting on 28th May 2014 General Purposes Committee considered a proposed Community Committee structure, that will provide freedom for each Committee to conduct its business in the manner most appropriate to the needs of the locality, neighbourhoods and communities it serves, allow a greater emphasis on getting more people involved with their local committee; engaging in local decision making and in designing and delivering services that better meet the current and future needs of both local communities and the city as a whole.

- 3.3 General Purposes Committee recommends that the following amendments are made to the Council's constitution to give effect to these proposals.

Article 10

- 3.4 Amendments are proposed to Article 10 reflecting the change from Area Committees to Community Committees. The new name for each committee is listed at Article 10.1, and the power of Community Committees to appoint and remove Co-opted Members is now included at Article 10.3. In addition, following an amendment moved, seconded and agreed to be recommended to Council by General Purposes Committee, Kirkstall ward is proposed to move from the North West Inner grouping of wards to the West Inner grouping. The proposed amended Article 10 is set out in Appendix A to this report.

Community Committee Terms of Reference

- 3.5 Similarly, amendments are proposed to reflect the change from "Area" to "Community" Committees in the newly titled Community Committee Terms of Reference. The terms of reference now also include the function of adopting and reviewing a Community Plan. Each Committee will adopt their own Community Plan, to include such Community Engagement Plans as are necessary to reflect the themes, neighbourhoods and communities in the area, and use the document to inform their work throughout the year. The proposed Terms of Reference for Community Committees are attached at Appendix B to this report.

Community Committee Procedure Rules

- 3.6 The Community Committee Procedure Rules are intended to promote a flexible approach to the formal business to be conducted by Community Committees, so that each may engage with the communities in their area using the means most appropriate to those Members and those communities. The rules also provide for flexibility in determining the number of meetings each committee holds each year, stipulating only that the minimum should be four. The proposed Community Committee Procedure Rules are attached at Appendix C to this report.

Consequential Amendments

- 3.7 An amendment is necessary to footnote 4 of the Member Management Committee Terms of Reference, to refer to Community Committees rather than Area Committees. As the terms of reference for Council Committees are set out at Schedule 8a to the Summons, the City Solicitor has made this amendment contingent on the approval of Council to this proposal.
- 3.8 The Leader has taken into consideration the recommendations of General Purposes Committee in determining the Executive Arrangements which he presents in Schedule 10 to the Summons.
- 3.9 A number of further amendments are necessary throughout the Constitution to give effect to the change from Area Committee to Community Committee arrangements. The City Solicitor will be recommended to approve such amendments under delegated powers as a consequence to the amendments recommended by General Purposes Committee.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 There has been an extensive programme of consultation and engagement, the details of which are set out in the report to General Purposes Committee.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 No significant implications arise from the proposed amendments.

4.3 Council policies and City Priorities

- 4.3.1 The Council's Business Plan 2011-15 sets out the Council's priorities. Those relating to the Corporate directorate require "good rules and procedures to govern the Council's business". The recommendations set out in this report seek to ensure that the practices and procedures adopted by the Council comply with legislation and ensure best practice.

4.4 Resources and value for money

- 4.4.1 There are no specific budgetary implications arising from the proposals in this report at this time.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 No part of this report is confidential or exempt, and the report relates to Council functions, and so is not open to call-in.

4.6 Risk Management

- 4.6.1 Amendments to the constitution reflect legislative changes, increase clarity and ensure that accountability is clear for all services therefore reducing risk of challenge.

5 Conclusions

- 5.1 General Purposes Committee recommend that full Council approve a number of constitutional amendments giving effect to a new Community Committee based approach to community engagement.

6 Recommendations

- 6.1 Full Council are requested to approve amendments to
 - 6.1.2 Article 10 (As shown at appendix A attached)
 - 6.1.3 Community Committee Terms of Reference (As shown at appendix B attached)
 - 6.1.4 Member Management Committee Terms of Reference (as detailed at paragraph 3.7 above)
 - 6.1.5 Community Committee Procedure Rules (As shown at appendix C attached.)

7 Background documents¹

- 7.1 None

¹ 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.