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## Report of the Chief Officer (Democratic and Central Services)

### South (Inner) Area Committee

Date: Tuesday 21 June 2011

### Subject: Local Authority Appointments to Outside Bodies

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#### Electoral Wards Affected:

Beeston and Holbeck  
City and Hunslet  
Middleton Park

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

Delegated Executive  
Function not available for  
Call In Details set out in the  
report

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## Executive Summary

This report outlines the procedures for Council appointments to outside bodies, and the Committee is requested to consider and appoint to those bodies listed at Appendix 2 to the report.

### 1.0 Purpose of this Report

1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to:

- Agree the nominations to those organisations which fall to the Committee to make an appointment to.

### 2.0 Background

2.1 In April 2004 Full Council agreed that in future Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law.

- 2.2 Attached at Appendix 1 is the agreed Appointment Procedure Rules<sup>1</sup> that have been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and places responsibility for appointment clearly with Elected Members both through this Committee and the Member Management Committee.
- 2.3 The Member Management Committee has responsibilities for Council Appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from all Outside Organisations seeking Elected Member representation
  - Determining the category of appointment which will govern which Committee will make the appointments
  - Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.
- 2.4 Full Council has agreed that due to the large number of organisations seeking Council representation, appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant Area Management Committee.
- 2.5 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Area Committee.
- 2.6 One of the delegated Member appointment functions which Area Committees had previously been asked to exercise was making Elected Member appointments to the Boards of Housing Management Arms Length Management Organisations. However, on the recommendation of the Executive Board, the Member Management Committee at its meeting on 22<sup>nd</sup> December 2006 resolved that in future appointments to the re-structured ALMO Boards (down from 6 to 3, with smaller numbers of Directors) would be made by the Member Management Committee itself, hence these appointments no longer appear in the schedule of appointments at Appendix 2.

### **3.0 The Appointment Procedure - Community and Local Engagement Category**

- 3.1 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder<sup>2</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.
- 3.2 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 as a whole.

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<sup>1</sup> This Procedure is now incorporated into the Council's Constitution

<sup>2</sup> For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- 3.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.4 Elected Members<sup>3</sup> will fill all available appointments but it is recognised that Party 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.
- 3.5 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.
- 3.6 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.

#### **4.0 Appointments 2011/12**

##### **Belle Isle Elderly Winter Aid**

Belle Isle Elderly Winter Aid is a registered charity (701895), founded in 1986. Their aim is to assist older people to remain living in their homes for as long as possible. This is done by providing activities and services to address the issues and problems, which older people say affect their quality of life and their ability to manage to maintain independence and continue to live at home.

**This is an annual appointment and the Council's current representative is Councillor Blake.**

##### **Belle Isle Tenant Management Organisation (BITMO)**

In 1991, Leeds City Council established the Belle Isle North Estate Management Board (EMB) in partnership with local tenants. The EMB only managed the north of Belle Isle - which benefited with investment via the Estate Action programme in the late 1980s and early 1990s. The southern half of the estate remained largely unimproved and required major improvements. The consultation and the subsequent creation of the six ALMOs in Leeds began a debate about the future of the EMB, and of the future of the whole of the Belle Isle area.

From the time that the estate was built until the 1980s Belle Isle had been one area. In 1984 the Council decentralised the housing service, and created a larger number of smaller community based housing management areas. This led to the creation of the Belle Isle North and Belle Isle South housing areas. It had always been the hope of

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<sup>3</sup> Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

the EMB to bring together the north and south parts of Belle Isle back into one housing area.

Over a period of five years, a group of tenants on the Belle Isle Estate worked towards tenant management for the whole area. The formation of the Belle Isle Group (B.I.G.) led to the eventual serving of a 'Notice to Manage' and the establishment of the Belle Isle Tenant Management Organisation (BITMO).

In order to achieve full TMO status the organisation had to consult with local residents, and make sure that the local community was in support of the idea. The result of the ballot that took place showed that 94% of the people who voted were in favour of local Tenant Management. Consequently, the unification of the estate and the creation of the new organisation took place in October 2004.

Belle Isle Tenant Management Organisation is the biggest Tenant Management Organisation outside London, and is responsible for more than 2000 homes and employs 32 members of staff.

**These are annual appointments and the Council's current representative are Councillors Blake and Groves.**

#### **Holbeck Elderly Aid**

Holbeck Elderly Aid is a registered charity (1075934) working with older people (60+) in the community. Its aims are to promote independent living, improved quality of life and prevention of social isolation. The charity is one of the Neighbourhood Network schemes for older people.

**This is an annual appointment and the Council's current representative is Councillor Ogilvie.**

#### **Middleton Elderly Aid**

Middleton Elderly Aid is a registered charity (1100601) which supports the older adult residents of Middleton, to enable them to live safely and independently in their own homes. The charity provides social activities, such as luncheon clubs, trips and outings and home services, including handyperson jobs, gardening, etc.

**This is an annual appointment and the Council's current representative is Councillor Groves.**

#### **ALMO Inner South Area Panel**

Although the appointments to the ALMO Board of Directors are now made by the Member Management Committee (see Paragraph 2.6), the Area Committee appoints to the ALMO Area Panels.

### **The Area Panels have two main roles.**

- Ensuring that the organisation is providing a good service to its customers; and
- Delivering environmental and community safety schemes that benefit its customers.

The panels have a wide responsibility that is set out in their Terms of Reference including:

- Business and Delivery Plans
- Tenant Inspections
- Performance
- Tenant Participation
- Tenancy Management
- Repairs and Improvements
- Lettings
- Tenant Satisfaction
- Staffing
- Service Development.

Although generally the panels will be monitoring and measuring the organisation's performance across these headings they will, in time, get involved in more detailed work such as:

- Consulting on contracts for Grounds Maintenance and Repairs
- Recommending priorities for inclusion in Business Plan
- Leading a tenant Inspection
- Developing strategies for Hard to Reach Groups
- Be involved in deciding how to enforce tenancy conditions
- Participating in contract evaluation
- Making recommendations for Local Lettings Policies
- Recommending changes in service delivery
- Getting involved in induction of new staff.

**These are annual appointments and the Council's current representatives are Councillors Iqbal and Ogilvie.**

### **District or Area – Based Partnerships**

In November 2008, the Council's Member Management Committee agreed that Member appointments to District and area – based partnerships should be categorised under the Appointments to Outside Bodies Procedure Rules (see Appendix 1) as 'Community and Local Engagement' appointments, to be made by the relevant Area Committee. For governance and administration purposes, it has been decided to review these appointments annually, and details of this Committee's current appointments are set out later in the report.

At present, there are a number of area based partnership groups established as part of Leeds Initiative – the local strategic partnership.

These are:

- Divisional Community Safety Partnerships
- Area Children's Partnerships
- Area Health & Social Care Partnerships
- Area Employment Enterprise and Training Partnerships

There are three of each of these theme based district partnership groups for the City, all broadly co-terminus with the three Area Management wedges of Leeds City Council. The exception to this is the Area Children's Partnerships, where there are to be five, corresponding to the former five Area Management wedges across the City.

These partnership groups have requested that each Area Committee in their patch nominate a local elected Member representative (or 'champion') to participate in the work of the partnership and act as the link between the partnership and the Area Committee.

Local, area - based partnerships make an important contribution in determining the local actions that can be taken to support the delivery of the strategic outcomes and improvement priorities set out in the Leeds Strategic Plan. The broad commitments and actions of these local partnerships are captured in each Area Committee's Area Delivery Plan (ADP), and they are accountable to the Area Committees for these commitments. The accountability and feedback to Area Committees will be through the regular monitoring reports on each ADP and through an annual report from the partnership group to each Area Committee. The Area Management Teams will support local Member involvement and facilitate Member representatives to raise any issues at their Area Committee as appropriate. It is further proposed that the minutes of all such partnership meetings are available to all Area Committee Members.

There is an expectation that Area Committee representatives will share their knowledge and intelligence of the area, to help shape and determine the priorities and action plans of the partnerships, ensuring they are complimentary and supportive of the Area Committees' ADPs. Direct participation by elected Members on these local partnerships will strengthen the role of Members and their voice as 'community champions' within our partner agencies, and overcome any perceived 'democratic deficit' there may have been. Elected Members participation will also help build the links between local partnership working and the work of the Council through the Area Committees.

The Committee's current designated partnership representatives, or 'champions', are as follows:

- Divisional Community Safety Partnership – Councillor Groves
- Area Children's Partnership – Councillor Gabriel
- Area Health and Social Care Partnership – Groves
- Area Employment, Enterprise and Training Partnership – Councillor Driver.

Members are requested to review the above appointments, and to re-appoint, or appoint a new Member, in respect of each Partnership.

## **5.0 Recommendation**

- 5.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies and the four District or area-based Partnerships identified in the Schedule at Appendix 2, having regard to the Appointment Procedure Rules outlined in this report and detailed at Appendix 1.

## **Background Papers**

Appointment Procedure Rules - Appendix 1 (attached)