



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

### South Leeds (Outer) Area Committee

Date: Monday 4 July 2011

Subject: Notification of Appointment of Area Committee Chair for 2011/2012 and Revisions to Area Committee Procedure Rules

<b>Electoral Wards Affected:</b> All  <input type="checkbox"/> Ward Members consulted (referred to in report)	<b>Specific Implications For:</b> Equality and Diversity <input type="checkbox"/> Community Cohesion <input type="checkbox"/> Narrowing the Gap <input type="checkbox"/>	
Council Function <input checked="" type="checkbox"/>	Delegated Executive Function available for Call In <input type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/>

## Executive Summary

This report is submitted to formally notify Members of the appointment made by Council at its Annual Meeting on the 26th May 2011 to the position of South (Outer) Area Committee Chair, whilst also advising of the revisions agreed at the same meeting in respect of the Area Committee Procedure Rules.

### 1.0 Purpose Of This Report

1.1 The purpose of this report is to formally notify Members of the appointment of Councillor R Finnigan to the position of South (Outer) Area Committee Chair for the 2011/2012 municipal year which was made by Council at its Annual Meeting on 26<sup>th</sup> May 2011. In addition, the report explains the amendments made to Area Committee Procedure Rules 5 and 6.7, also approved at the Annual Meeting of Council, which respectively relate to the annual election of Area Committee Chairs and those items of business which an Area Committee shall consider.

### 2.0 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, attached as appendix 1, details the process by which Chairs of the Area Committees are elected. This revised process was approved by Council at its Annual Meeting on 26<sup>th</sup> May 2011 and requires that any appointments made to a position of Area Committee Chair by full Council is reported to the relevant Area Committee.

2.3 Paragraph 6.7 of the Area Committee Procedure Rules, attached as appendix 2, details the agenda items which Area Committees shall consider.

### **3.0 Main Issues**

#### **3.1 Appointment of Chair for 2011/2012**

3.2 At its Annual Meeting on 26<sup>th</sup> May 2011, Council appointed Councillor R Finnigan to the position of South (Outer) Area Committee Chair for the 2011/2012 Municipal Year.

3.3 In line with Area Committee Procedure Rule 5.11, any appointments of Area Committee Chairs made by Council are required to be formally reported to the relevant Area Committee.

#### **3.4 Amendments to Area Committee Procedure Rule 5 – Election of Chair**

3.5 At its Annual Meeting on 26<sup>th</sup> May 2011, Council approved a revised Area Committee Procedure Rule 5, which deals with the election of Area Committee Chairs. The revised Procedure Rule is attached as appendix 1, however, for ease of reference the key provisions are detailed below:-

- 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, with all nominations being notified to the Head of Governance Services 1 clear working day prior to the issue of the Summons for the Annual Council Meeting.
- 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. The Chair will be elected by overall majority and by those Members eligible to do so and present at the meeting. All agreed appointments will be reported to the Annual Council Meeting.
- Where an overall majority of votes cannot be obtained, or it is not possible for the Area Committee to meet in advance of the Annual Council Meeting, the Annual Council Meeting will appoint the Chair.

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

- Where the Annual Council Meeting is required to appoint the Chair and there is more than one nomination, the Chair will be elected by overall majority of votes cast by those Members of the Area Committee 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.
- Where an overall majority of votes cannot be obtained by votes cast by those Members of the Area Committee 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.
- 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.

### **3.6 Amendments to Area Committee Procedure Rule 6.7 – Agenda Items**

- 3.7 At the 2011 Annual Meeting, Council approved the inclusion of the Area Chairs' Forum minutes within Area Committee Procedure Rule 6.7, which details those items of business which an Area Committee shall consider. The revised Procedure Rule is attached as appendix 2.

## **4.0 RECOMMENDATIONS**

The Area Committee is requested to note the following:-

- (a) That Councillor R Finnigan was elected as Chair of the South (Outer) Area Committee for the duration of the 2011/2012 municipal year by Council at its Annual Meeting on 26<sup>th</sup> May 2011;
- (b) The revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26<sup>th</sup> May 2011 and as reflected within the amended Area Committee Procedure Rules; and
- (c) The revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26<sup>th</sup> May 2011, which now requires the minutes from the Area Chairs' meetings to be formally considered by Area Committees.

### **Background Papers**

Area Committee Procedure Rules

Schedules 6 and 7 of the Annual Meeting of Council – 26<sup>th</sup> May 2011

Report to General Purposes Committee entitled, 'Annual Review of the Constitution' – 17<sup>th</sup> May 2011