



## Report of the Chief Officer, Democratic and Central Services

Report to: West (Outer) Area Committee

Date: 8<sup>th</sup> July 2011

Subject: Local Authority Appointments to Outside Bodies

**Electoral Wards Affected:**

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

## Executive Summary

This report outlines the procedures for Council appointments to outside bodies, and the Committee are 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. This year, the Area Committee have to make appointments in respect of the following organisations (**see Paragraph 4**):
  - **ALMO West Outer Area Panel;**
  - **The Joseph Lepton Charity;**
  - **Divisional Community Safety Partnership;**
  - **Area Children's Partnership;**
  - **Area Health and Wellbeing Partnership; and**
  - **Area Employment, Enterprise and Training Partnership.**

### 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; and
  - 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 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. These appointments therefore no longer appear in the schedule of appointments at Appendix 2, but the Area Committees still appoint to the ALMO Area Panels.

### **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.
- 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.

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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

- 3.4 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**

##### **West Outer Area Panel**

- 4.1 Although the appointments to the ALMO Board of Directors are now made by the Member Management Committee (see Paragraph 2.6), the Area Committees appoint to the ALMO Area Panels.
- 4.2 **The Area Panels have two main roles:**
- Ensuring that the organisation is providing a good service to our customers; and
  - Delivering environmental and community safety schemes that benefit our customers.
- 4.3 By examining company performance and meeting with senior managers from West North West Homes Leeds, the Area Panels can tackle poor or underperforming areas of work or commend managers on good performance.
- 4.4 Each Area Panel will have a dedicated Partnership Development Officer whose role will be to support the panels and to represent the panels at the various meetings that currently exist in each of the four areas as well as developing new partnerships to reflect the needs of the neighbourhoods and the priorities of the panels.
- 4.5 The Partnership Development Officers will also be responsible for identifying and developing customer led environmental and community safety schemes. This includes consulting with affected residents, identifying and applying for match funding, drawing up specifications liaising with contractors and ensuring contract delivery.
- 4.6 The panels have a wide responsibility that is set out in their Terms of Reference including:
- Business & Delivery Plans;
  - Tenant Inspections;
  - Performance;

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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

- Tenant Participation;
- Tenancy Management;
- Repairs & Improvements;
- Lettings;
- Tenant Satisfaction;
- Staffing; and
- Service Development.

4.7 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 & 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; and
- Getting involved in induction of new staff.

4.8 These are annual appointments, and the Council's current representatives, appointed last year by the Area Committee, are **Councillors J Marjoram and R Lewis**.

#### **The Joseph Lepton Charity**

4.9 The objective of this registered charity (No. 233797) is to provide relief for the poor, aged, and necessitous people of Pudsey.

4.10 The Council's current representative, appointed by the Area Committee, is **Councillor M Coulson**.

#### **District or Area-Based Partnerships**

4.11 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.

4.12 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; and
- Area Employment, Enterprise and Training Partnerships.

4.13 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.

- 4.14 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.
- 4.15 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.
- 4.16 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.
- 4.17 The Committee's current designated partnership representatives, or 'champions', are as follows:
- Divisional Community Safety Partnership – **Councillor J Jarosz**
  - Area Children's Partnership – **Councillor M Coulson**
  - Area Health and Social Care Partnership – **Councillor J Jarosz**
  - Area Employment, Enterprise and Training Partnership – **Councillor D Blackburn**
- 4.18 Members are requested to review the above appointments, and to re-appoint, or appoint a new Member, in respect of each Partnership.

## **5.0 Recommendations**

- 5.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified in the Schedule at Appendix 2, as summarised in Paragraph 1, having regard to the Appointments to Outside Bodies Procedure Rules outlined in this report and detailed at Appendix 1.

## **Background Papers**

None