

Report of the Assistant Chief Executive (Customer Access & Performance)

Report to North West (Outer) Area Committee

Date: 18th June 2012

Subject: Area Committee Sub Groups

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Adel & Wharfedale, Guiseley & Rawdon, Horsforth and Otley & Yeadon.	<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 sets out the roles of the Outer North West Area Committee Sub Groups and seeks nominations for the position of Chair and Elected Member representation to each group. It also seeks Member views on the relevance and frequency of sub groups.

Recommendations

Members are asked to:

- 4.1 Review the relevance and frequency of sub groups in the outer north west.
- 4.2 Nominate an Elected Member representative from each ward for each Sub Group.
- 4.3 Select a chair for each Sub Group of the Outer North West Area Committee.

1 Purpose of this report

- 1.1 The purpose of this report is to seek Member views on the relevance and frequency of sub groups in the outer north west.
- 1.2 The report sets out the roles of the Outer North West Area Committee Sub Groups and seeks nominations for elected Member representatives from each ward to each sub group.
- 1.3 The report also seeks nominations for the position of Chair to each group.

2 Background information

- 2.1 The Outer North West Area Committee has used a range of sub groups in the past to address issues of thematic importance. The committee currently operates five sub groups: Community Safety, Environment, Children and Young People, Transport and Health & Well-being. There is also a joint Transport group that meets alongside members of the Inner North West Area Committee.
- 2.2 The sub groups have been operating since 2006. A number of recent developments including the launch of Locality Working and the Area Support Team may prompt the need to review whether sub groups are still addressing the most relevant theme areas. Members may also wish to review the frequency of sub groups given the reduction in resources within the Area Support Team
- 2.3 The main purpose of the sub groups is to: influence key priorities in relation to services; monitor performance and delivery of services; provide a forum for consultation; review and monitor the Business Plan and explore ways for developing the Action Plan for 2012 / 15.
- 2.3 The sub groups are provided with officer support by the Area Support Team and operate in an advisory capacity. Key messages are passed to the Area Committee for approval.
- 2.4 This report highlights the current arrangements for elected member representation to these sub groups and seeks Members views on the representation for 2012-13.

3 Main issues

Community Safety Sub Group

- 3.1 The Community Safety Sub Group meets 4 times per year, it is recommended that this frequency continues. It receives regular updates from West Yorkshire Police and Community Safety.
- 3.2 The current Elected Member representation of the Community Safety Sub Group is made up of one Councillor representative per ward:

Councillor Cleasby - Horsforth
Councillor G Latty - Guiseley & Rawdon
Councillor Fox - Adel & Wharfedale
Vacant - Otley & Yeadon

- 3.3 Members are asked to agree the Councillor representation from each ward and selection of chair.

Environment Sub Group

- 3.6 The Environment Sub Group meets 6 times per year, it is recommended that this frequency continues. It receives service reports from Environmental Services and Parks and Countryside and oversees the Service Level Agreement in relation to the delegated functions of cleansing and environmental enforcement services. .
- 3.7 The current Elected Member representation to the Environment Sub Group is made up of one Councillor representative per ward:

Councillor Anderson – Adel & Wharfedale
Councillor Wadsworth - Guiseley & Rawdon
Councillor Cleasby- Horsforth
Councillor Campbell - Otley & Yeadon

- 3.8 Members are asked to agree the Councillor representation from each ward and selection of chair.

Children & Young People's Sub Group

- 3.10 The Children & Young People's Sub Group meets 4 times per year, it is recommended that this frequency continues. It receives regular updates from the Youth Service and West Yorkshire Police as well as discussing items such as school provision.
- 3.11 The current Elected Member representation to the Children & Young People's Sub Group is made up of one Councillor representative per ward:

Councillor P Latty – Guiseley & Rawdon
Councillor Fox – Adel & Wharfedale
Councillor Collins - Horsforth
Councillor Downes – Otley & Yeadon

- 3.12 Members are asked to agree the Councillor representation from each ward and selection of chair.

Health & Well-being Sub Group

- 3.13 The Health & Well-being Sub Group currently meets approximately 3 times per year, it is recommended that this frequency continues. A variety of health issues are discussed and services such as the Primary Care Trust (PCT), Adult Social Care and Leeds Teaching Hospital Trust have attended the meeting to present items.
- 3.14 The current Elected Member representation of the Health & Well-being Sub Group is made up of one Councillor representative per ward:

Councillor G Latty – Guiseley & Rawdon
Councillor Anderson – Adel & Wharfedale
Councillor Cleasby – Horsforth

Vacant - Otley & Yeadon

- 3.15 Members are asked to agree the Councillor representation from each ward and selection of chair.

Transport Sub Group

- 3.16 In addition to the Outer North West Business and Transport Sub Group which considers local business and transport issues, there is also a joint meeting held bi-annually with the Inner North West Transport Sub Group. The purpose of the combined group is to make links across the geographical boundaries of the two Area Committees, raise local concerns and progress pressing priorities through the Council and regional infrastructures. It is recommended that the outer north west Transport Sub Group meets meet 4 times per year.
- 3.17 The current Outer North West Elected Member representation on both these sub groups is made up of one Councillor representative per ward:

Councillor Cleasby – Horsforth
Councillor Anderson – Adel & Wharfedale
Councillor Wadsworth – Guiseley & Rawdon
Councillor Downes - Otley & Yeadon

- 3.18 Members are asked to agree the Councillor representation from each ward and selection of chair.

3.19 Policy Sub Group

At the June 2011 Area Committee it was resolved that a Policy sub group be created. This group has never formally met and the Chair of the Outer North West Area Committee has suggested that this group be superseded by a meeting of the Area Committee Chair and Sub Group Chairs for outer north west.

Corporate Considerations

3.1 Consultation and Engagement

- 3.1.1 Elected members have been consulted on the content of this report.

3.2 Equality and Diversity / Cohesion and Integration

- 3.2.1 There are no equality and diversity issues in relation to this report.

3.3 Council policies and City Priorities

- 3.3.1 The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009. This approval was rolled forward to 2010/11 and 2011/12 and is also being rolled forward to 2012/13 with amendments to the environmental delegation. The Area Functions are included in the Council's Constitution (Part 3, section 3c).

3.4 Resources and value for money

3.4.1 There are no resource implications as a result of this report.

3.5 Legal Implications, Access to Information and Call In

3.5.1 There are no legal implications or access to information issues. This report is not subject to call in.

3.6 Risk Management

3.6.1 There are no risk management implications to this report.

4 Conclusions

4.1 The Outer North West Area Committee sub groups provide the Area Committee with the opportunity to consider information on five key areas of work in much more detail than would be possible through the main meeting cycle. It is therefore felt that the sub groups should continue to meet, to provide this additional capacity and membership should be confirmed for the municipal year 2012-13.

5 Recommendations

5.1 Members are asked to:

- § Review the relevance and frequency of sub groups in the outer north west.
- § Nominate an Elected Member representative from each ward for each Sub Group.
- § Select a chair for each Sub Group of the Outer North West Area Committee.

6 Background documents¹

6.1 The Council's Constitution (Part 3, section 3c).

¹ 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.