

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

Report to North West (Outer) Area Committee

Date: 14th May 2013

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. Members are also requested to give consideration to agreeing dates and times of sub group meetings for 2013/14 municipal year.

Recommendations

Members are asked to:

- 4.1 Nominate an Elected Member representative from each ward for each Sub Group.
- 4.2 Select a chair for each Sub Group of the Outer North West Area Committee.
- 4.3 Agree the dates and times of sub group meetings for 2013/14 municipal year.

1 Purpose of this report

- 1.1 This 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.
- 1.2 The report seeks nominations for the position of Chair to each group.
- 1.3 The report also requests that the Area Committee give consideration to agreeing dates and times of sub group meetings for the 2013/14 municipal year.

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 six sub groups: Community Safety, Environment, Children and Young People, Transport, Health & Well-being and Policy. 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. 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 2013/15.
- 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 2013-14.

3 Main issues

Community Safety Sub Group

- 3.1 The Community Safety sub group meets 4 times per year. 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 Fox - Adel & Wharfedale
Councillor Wadsworth - Guiseley & Rawdon
Councillor Collins - Horsforth
Councillor Lay - Otley & Yeadon
- 3.3 Members are asked to agree the Councillor representation from each ward and selection of chair.

- 3.4 Members are also asked to give consideration to the following provisional dates and times for the Community Safety sub group to meet:

18th June, 1pm, 17th September 2013, 14th January 2014, 22nd April 2014, 15th July 2014,

Environment Sub Group

- 3.5 The Environment sub group meets 6 times per year. 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.

- 3.6 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

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

- 3.8 Members are also asked to give consideration to the following provisional dates and times for the Environment sub group to meet:

17th June 2013 12.00 pm, 23rd September 2013 12.00 pm, 4th November 2013 12.00 pm, 9th December 2013 12.00 pm, 3rd February 2014 12.00 pm, 24th March 2014 12.00pm.

Children & Young People's Sub Group

- 3.9 The Children & Young People's sub group meets 4 times per year. It receives regular updates from the Youth Service and West Yorkshire Police as well as discussing items such as school provision.

- 3.10 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

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

- 3.12 Members are also asked to give consideration to the following provisional dates and times for the Children & Young People's sub group to meet:

5th July 2013 10.00 am, 4th October 10.00 am, 10th January 2014 10.00am, 4th April 2014 10.00 am.

Health & Well-being Sub Group

- 3.13 The Health & Well-being sub group currently meets approximately 3 times per year. 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
Councillor Lay - Otley & Yeadon
- 3.15 Members are asked to agree the Councillor representation from each ward and selection of chair.
- 3.16 Members are also asked to give consideration to the following provisional dates and times for the Health & Well-being sub group to meet:

17th September 2013 10.00am, 28th January 2014 10.00am, 22nd April 2014 10.00am

Transport Sub Group

- 3.17 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.
- 3.18 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
- 3.19 Members are asked to agree the Councillor representation from each ward and selection of chair.
- 3.20 Dates for the Transport sub group have yet to be confirmed but provisional dates in July, November and March 2014 are under discussion.

3.21 Policy Sub Group

The Policy sub group currently meets 3 times per year. This is a meeting of the Area Committee Chair, Sub Group Chairs for outer north west and Member representation from the Otley & Yeadon Ward.

3.22 The current elected member representation of the Policy sub group is:

Councillor Wadsworth – Guiseley & Rawdon
Councillor Anderson – Adel & Wharfedale
Councillor Fox – Adel & Wharfedale
Councillor G Latty – Guiseley & Rawdon
Councillor P Latty – Guiseley & Rawdon
Councillor Cleasby - Horsforth
Councillor Campbell - Otley & Yeadon

3.23 Members are asked to agree the Councillor representation from each sub group and selection of Chair.

3.24 Members are also asked to give consideration to the following provisional dates and times for the Policy sub group to meet:

11th June 1.00pm, 19th November 1.00pm, 25th February 1.00pm.

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 2011/12 and 2012/13 and is also being rolled forward to 2013/14 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 2013-14.

5 Recommendations

5.1 Members are asked to:

- § 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.
- § Agree dates and times of sub group meetings for the 2013/14 municipal year.

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.