

Report of the Chief Officer (Democratic and Central Services)

Report to West (Outer) Area Committee

Date: 10th July 2013

Subject: Local Authority Appointments to Outside Bodies

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Calverley and Farsley, Farnley and Wortley, Pudsey	<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 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.

Recommendations

2. The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified at Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report and as detailed at Appendix 1.

1 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 determine the appointments to those organisations which fall to the Committee to make an appointment to.

2 Background information

- 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. Attached at Appendix 1 is the agreed Appointments to Outside Bodies Procedure Rules.
- 2.2 The Member Management Committee has responsibilities for Council appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from 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.
- 2.3 Due to the large number of organisations seeking Council representation, Council agreed that appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant Area Committee.
- 2.4 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.

3 Main issues

- 3.1 The Area Committee is requested to determine the appointments to those Outside Body appointments as detailed within Appendix 2.
- 3.2 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder¹ 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.

¹ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- 3.3 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 Committee as a whole.
- 3.4 All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 2. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.5 Elected Members² will fill all available appointments but it is recognised that Political 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.
- 3.6 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.
- 3.7 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 Appointments 2013-2014

- 4.1 This year there are four appointments to be made in relation to the following organisations:-
- ALMO West Outer Area Panel
 - Borough of Pudsey Charity

4.2 The ALMO Area Panel has 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

² 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

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;
- 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 R Wood and R Lewis.

4.9 Borough of Pudsey Charity

The objects of this registered charity (No. 503570) are ' To invest the capital sum upon Trust and to invest the same and to apply the income therefrom and any other money or property received for the Trust for any charitable purposes directed wholly or mainly for the benefit of the community in Pudsey '.

The Council's current representatives, appointed by the Area Committee, are Councillors A Carter and R Lewis.

4.10 Area Lead Member Roles

In recent years, Area Committees have appointed to Leeds Initiative Area Based Partnership Groups. Specifically, Area Committees have appointed Members acting as local 'champions' in respect of each theme based Leeds Initiative Partnership Group. However, appointments to these Groups have now been superseded by Area Committee appointments to the newly established Area Lead Member Roles.

The establishment of Area Lead Member Roles followed an extensive consultation exercise which included all Area Committees. The matter was subsequently considered by Executive Board on 9th May 2013, with the details presented to the Annual Meeting of Council on 20th May 2013. A dedicated report providing further details on the Area Lead Member Roles and inviting the Area Committee to appoint to those roles can be found elsewhere on the agenda.

5 Corporate Considerations

5.1 Consultation and Engagement

5.1.1 This report facilitates the necessary consultation and engagement with Area Committee Members in respect of appointments to the designated Outside Bodies.

5.2 Equality and Diversity / Cohesion and Integration

5.2.1 There are neither equality and diversity or cohesion and integration implications arising from this report.

5.3 Council policies and City Priorities

5.3.1 Council representation on, and engagement with those Outside Bodies to which the Area Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

5.4 Resources and value for money

5.4.1 There are neither resource or value for money implications arising from this report.

5.5 Legal Implications, Access to Information and Call In

5.5.1 In line with the Council's Executive and Decision Making Procedure Rules, the power to Call In decisions does not extend to those decisions taken by Area Committees.

5.6 Risk Management

5.6.1 In not appointing to those Outside Bodies listed within Appendix 2, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

6 Conclusions

6.1 Having regard to the Appointments to Outside Bodies Procedure Rules (attached at Appendix 1), the Area Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 2.

7 Recommendations

7.1 The Area Committee is asked to confirm the appointments to those Outside Bodies identified within Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined within this report and as detailed at Appendix 1.

8 Background documents³

8.1 There are no Background Documents associated with this report.

³ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.