

GENERAL PURPOSES COMMITTEE

Meeting to be held in Civic Hall, Leeds, LS1 1UR on Wednesday, 24th July, 2024 at 11.00 am

MEMBERSHIP

Councillors

- S Arif Gipton and Harehills;
- D Coupar Temple Newsam;
- L Cunningham Armley;
 - W Dixon Middleton Park;
 - R Finnigan Morley North;
 - E Flint Weetwood;
 - S Golton Rothwell;
 - W Kidger Morley South;
 - J Lennox Cross Gates and Whinmoor;
- J Lewis (Chair) Kippax and Methley;
 - J Pryor Headingley and Hyde Park;
 - A Rontree Kirkstall;
- R. Stephenson Harewood;
 - I Wilson Weetwood;

We strive to ensure our public committee meetings are inclusive and accessible for all. If you are intending to observe a public meeting in person, please advise us in advance of any specific access requirements or if you have a Personal Emergency Evacuation Plan (PEEP) that we need to take into account by email (FacilitiesManagement@leeds.gov.uk). Please state the name, date and start time of the committee meeting you will be observing and include your full name and contact details.

Note to observers of the meeting. To remotely observe this meeting, please click on the 'View the Meeting Recording' link which will feature on the meeting's webpage (link below) ahead of the meeting. The webcast will become available at the commencement of the meeting:

Council and democracy (leeds.gov.uk)

AGENDA

ltem No	Ward/Equal Opportunities	ltem Not Open		Page No
1			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS	
			To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an appeal the press and public will be excluded).	
			(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)	
2			EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC	
			1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.	
			2 To consider whether or not to accept the officers recommendation in respect of the above information.	
			3 If so, to formally pass the following resolution:-	
			RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-	

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3			LATE ITEMS	
			To identify items which have been admitted to the agenda by the Chair for consideration	
			(The special circumstances shall be specified in the minutes)	
4			DECLARATION OF INTERESTS	
			To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.	
5			APOLOGIES FOR ABSENCE	
			To receive any apologies for absence from the meeting.	
6			MINUTES OF THE LAST MEETING	5 - 8
			To receive and approve the minutes of the meeting held on 17 April 2024	
7			USE BY THE MONITORING OFFICER AND HER DEPUTIES OF POWER UNDER ARTICLE 15.2.3 OF CONSTITUTION	9 - 12
			To receive and consider the attached report of the City Solicitor.	
8			ELECTED MEMBER APPOINTMENTS TO OUTSIDE BODIES	13 - 30
			To receive and consider the attached report of the City Solicitor.	
9			DATE AND TIME OF NEXT MEETING	
			Wednesday, 16 October 2024 at 11.00 a.m.	

ltem No	Ward/Equal Opportunities	Item Not Open		Pag No
			THIRD PARTY RECORDING	
			Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.	
			Use of Recordings by Third Parties- code of practice	
			a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.	
			b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.	

Agenda Item 6

GENERAL PURPOSES COMMITTEE

WEDNESDAY, 17TH APRIL, 2024

PRESENT: Councillor J Lewis in the Chair

Councillors S Arif, D Blackburn, D Coupar, W Dixon, E Flint, J Lennox, J Pryor, R. Stephenson and P Wray

31 Appeals against refusal of inspection of documents

There were no appeals against the refusal of inspection of documents. Exempt Information - possible exclusion of the press and public

There were no resolutions to exclude the public.

33 Late items

32

There were no late items.

34 Declaration of Interests

There were no declarations of interest.

35 Apologies for absence

Apologies for absence were submitted on behalf of Councillors A Carter, S Golton and W Kidger.

36 Minutes of the last meeting

RESOLVED – That the minutes of the meeting held on the Wednesday, 7 February be approved as a correct record.

37 Matters arising from the Minutes

Further to Minute No. 28, Approval of Pay Policy Statement 2024/25, the following information had been provided to Members with regard to employer contributions to the pension scheme:

As the scheme is funded at c. 113%, we understand that the district finance directors have raised this with the fund in their private conversations. The fund director has responded that funding levels won't be considered again until the next actuarial review period (March 2026). As such the issue has not been progressed or raised at any formal meeting/committee either in Leeds or at WYPF.

The current rates are set for both employees and the employer in the pension regulations and therefore cannot be changed. Regulation 9 in relation to employee contributions and regulation 67 in relation to the employers contribution, sets out the basis of the contributions (see below).

Leeds City Council received notification from the West Yorkshire Pension Fund confirming the employer contribution rates from 1 April 2023 to 31 March 2026. Finance have confirmed the employer contribution rates included in the budget for 24/25 are increasing by .1% from 15.7% to 15.8% and this is confirmed in the budget papers.

Regulations – for information

Regulation 9 (1) – Subject to regulation 10 (temporary reduction in contributions (50/50) scheme)), an active member must pay contributions to the scheme in respect of an employment at the contribution rate applicable to the annual pensionable pay that member is receiving in the pay period in which 1st April falls for that employment (or in the case of an active member whose membership commences after 1st April in any year, on the annual pensionable pay the member receives at the commencement of that membership)

Regulation 67 (1) – A Scheme employer must contribute to the appropriate fund in each year covered by a rates and adjustment certificate under regulation 62 (actuarial variations of pension funds) or 64 (circumstances in which revised actuarial valuations and certificates must be obtained) the amount appropriate for that authority as calculated in accordance with the certificate and paragraph (4)

38 Review of the Constitution

The report of the City Solicitor sought agreement from the General Purposes Committee about the detailed amendments falling within the agreed scope of the review of the Constitution. The details relate to amendments to Part 2 Article 13 of the Constitution and Part 4 (b) the Executive and Decision Making Rules.

The recommended option for change is considered the most appropriate in responding to the drivers for the review, having considered a wide range of options, having done extensive engagement and benchmarking work. It will strike a reasonable balance between speeding up decision making, reducing bureaucracy and resource required, retaining openness and engagement with the public and being in line with statutory requirements.

In addition, the report also updated the Committee about changes to the Contract Procedure Rules (Part 4(h)) which are to be approved by the Chief Finance Officer under delegated powers.

In response to a question, it was confirmed that there would not be any changes to call-in requirements.

RESOLVED:

- (i) Agree in principle the proposals set out in paragraph 3.7
- (ii) Not the proposal to amend the Contract Procedure Rules at Part 4 (h) of the Constitution; and

- (iii) Recommend to Full Council that it
 - (a) Approves the amendments to Part 2 Article 13 (Decision making) attached as Appendix 2; and
 - (b) Approves the amendments to Part 4 (b) (Executive and Decision Making Rules) attached as Appendix 3.

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Agenda Item 7

Report author: Nicole Walker

Tel: 0113 3789025

Subject: Use by the Monitoring Officer and her Deputies of power under Article 15.2.3 of Constitution

Date: 24 July 2024

Report of: City Solicitor

Report to: General Purposes Committee

Will the decision be open for call in? \Box Ye	s		No
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Does the report contain confidential or exempt information? \Box Yes \boxtimes No

Brief summary

Following the adoption of an amended Article 15 by Full Council on 26th May 2022 this report updates General Purposes Committee of the use of the powers under Article 15.2.3 of the Constitution by the Monitoring Officer since they were last reported on 26 July 2023.

Recommendations

General Purposes Committee are requested to note the use of the powers of the Monitoring Officer.

What is this report about?

- 1. Article 15.2.3 provides power for the Monitoring Officer to update the Constitution under the following circumstances:
 - i. as a result of legislative change or decisions of the Council or Executive to enable him/her to maintain it up to date;
 - ii. for the purposes of clarification only; or
 - iii. where the Monitoring Officer is of the opinion such changes are de minimus and required for administrative or updating purposes only and for which there is unanimous agreement between the Leader of each political group or
 - iv. to Part 5(d) Protocol for the Roles of Members and Officers in Decision Making in consultation with the Leader of the Council, Opposition Members of Executive Board and the Chief Officer Financial Services.
- 2. This report updates General Purposes Committee as to the use of the above power by the Monitoring Officer since 26 July 2023.

- 3. Since then, the Monitoring Officer has approved five amendments to the Constitution pursuant to Article 15.2.3, the detail of which is set out in paragraphs 4 7 below.
- 4. On 18 March 2024 two consequential changes were made (i) to the Members' Allowances Scheme to reflect Full Council's consideration and approval of recommendations made by the Independent Remuneration Panel The Delegated Decision Notice (DDN) reference D57283 can be accessed <u>here</u> and (ii) to amend the Budget and Policy Framework following Full Council's approval of the Best City Ambition Update 2024. The Delegated Decision Notice (DDN) reference D57286 can be accessed <u>here</u>.
- 5. On 15 May 2024 changes were made throughout the constitution to update references to organisations, post titles and to reflect legislative changes. The DDN reference D57443 can be accessed <u>here</u>.
- 6. On 3 June 2024 changes were made to Article 6 (Scrutiny Boards) and the Scrutiny Board Procedure Rules to reflect legislative changes introduced by the Health and Care Act 2022. The DDN reference D57492 can be accessed <u>here</u>.
- 7. Finally, on 12 June 2024 a minor amendment to the Executive and Decision Making Procedure Rules was made to rectify an erroneous paragraph reference. The DDR reference D57502 can be accessed <u>here</u>.

What impact will this proposal have?

8. The updating of the Constitution ensures that it is lawful, fit for purpose and reflective of current practices.

How does this proposal impact the three pillars of the Best City Ambition?

on
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9. N/A

What consultation and engagement has taken place?

Wards affected: n/a		
Have ward members been consulted?	□ Yes	⊠ No

10. Prior to each amendment the required consultation was undertaken.

What are the resource implications?

11.None

What are the key risks and how are they being managed?

12. The key risk is that the Constitution is not kept up to date and this could result in a successful legal challenge. This risk is managed by ensuring that the Constitution is regularly reviewed and updated as necessary in a timely manner, and the powers granted to the Monitoring Officer to do this mitigate the risk.

What are the legal implications?

13. Amendments to the Constitution are required from time to time to ensure that it is fit for purpose and up to date. The legal implications are that there is a risk of a successful legal challenge if the Constitution is not kept up to date.

Options, timescales and measuring success

What other options were considered?

14. None

How will success be measured?

15. N/A this report is for information.

What is the timetable and who will be responsible for implementation?

16. N/A as the report is for information.

Appendices

17.None

Background papers

18. None

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Report author: Helen Gray

Tel: 0113 37 88657

Elected Member Appointments to Outside Bodies

Date: 24th July 2024

Report of: City Solicitor

Report to: General Purposes Committee

Will the decision be open for call in? \Box Yes \boxtimes No

Does the report contain confidential or exempt information? \Box Yes \boxtimes No

Brief summary

This report outlines the General Purposes Committee's role in relation to Elected Member appointments to Outside Bodies and seeks agreement to schedules detailing those organisations that the Council will continue to make an appointment to; and agreement of the nominations to those organisations which fall to this Committee to make an appointment to.

Determination of the appointments is based on specific criteria set out in the Appointments to Outside Bodies Procedure Rules and supports the aims of the Best City Ambition to work with all communities as a team for Leeds and by supporting what the Council and its partners are focussing on during the 2024/25 Municipal Year to improve outcomes.

Recommendations – The Committee is asked to:

- a) Note the process set out in the Appointments to Outside Bodies Procedure Rules which this Committee follows when making appointments, attached at Appendix 1 of this report,
- b) Note the information contained in **paragraph 11** relating to organisations that either no longer require Elected Member representation or a change to the number of seats available,
- c) Note the current position with regards to new and existing Outside Bodies which required appointments since the last General Purposes Committee and were confirmed through the delegated decision process as outlined in **paragraph 12**,
- d) Consider the current position in relation to Elected Member appointments to Outside Bodies and 'Other Bodies' detailed in paragraph 4 and Appendix 2 and where appointments fall to General Purposes Committee to make; and
- confirm that the Council will continue to make an appointment to those organisations listed as "Strategic and Key" partnerships.
- consider and approve those Members which they would wish to appoint to serve on the organisations listed in Appendix 2
- e) Confirm the designation of those Outside Bodies included within the schedule at Appendix 3 as "Community and Local Engagement" and confirm that appointments to these bodies will be approved by the relevant Community Committees.

What is this report about?

- 1 Under the Appointments to Outside Bodies Procedure Rules, General Purposes Committee is requested to review the list of notified Outside Bodies (and 'Other Bodies') on an annual basis and to determine whether the Council should make/continue to make an appointment to those bodies. Throughout the year, General Purposes Committee may consider any changes necessary to the appointments.
- 2 Determination is based on one or more of the following criteria being met:
 - the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 3 The process by which this is undertaken is detailed in the Appointment to Outside Bodies Procedure Rules – a copy of the full Procedure Rules is attached at **Appendix 1**.
- 4 The current schedule of Outside Bodies and 'other bodies' to which this Committee makes appointments is attached at **Appendix 2**. This schedule was last agreed by General Purposes Committee on 26th July 2023.
- 5 In relation to these appointments the Committee is asked to:
 - confirm that the Council will continue to make an appointment to those organisations listed;
 - confirm the allocation of responsibility for appointments to General Purposes Committee;
 - consider and determine those Members which they would wish to appoint to serve on the organisations listed in **Appendix 2**; and
 - confirm the allocation of responsibility for appointment to the organisations listed in **Appendix 3** to the Community Committees
- 6 Members are reminded that where an Outside Body has been categorised as a 'Strategic and Key Partnership', the appointment will be made by General Purposes Committee and these are identified in Appendix 2. In cases where an Outside Body has been categorised as 'Community and Local Engagement' (as shown in Appendix 3), the appointment will be made by the appropriate Community Committee subject to this Committee confirming the allocation of responsibility for appointment to the organisations to the Community Committees.
- 7 The appointment procedure advises General Purposes Committee to have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole, and to have regard to a Member's current interests prior to making any appointment to avoid any potential conflict of interest.
- 8 Elected Members should normally fill all available appointments and 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.
- 9 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 this Committee and agreement sought as to whether the vacancy will be filled.

- 10 Group Whips were contacted in advance of this meeting seeking consideration of their Group nominations in readiness for consideration by General Purposes Committee, or to confirm they are to remain the same. Notifications are set out in the 2024/25 nominations column within Appendix 2. An updated schedule will be circulated in advance of the meeting to ensure the Committee considers the latest position.
- 11 The Committee is advised that those organisations listed below have given notification that they no longer meet or no longer require the Council to nominate/appoint an Elected Member;
 - Nell Bank Centre On 22nd August 2023, the Council was notified that the Nell Bank Charitable Trust had taken over full financial and operational responsibility for the Nell Bank Centre and now appoints its directors and members directly. The constitution of the Nell Bank Charitable Trust no longer requires a Leeds elected Member to be appointed.
 - Housing Advisory Panels Local Housing Advisory Panels ceased to operate at the end of March 2024 and revised Tenant Engagement arrangements are in place. Previous references to them in Appendix 3 (schedule of Outside Body appointments delegated to the Community Committees) have been removed.
 - Inclusive Growth Delivery Partnership the Partnership no longer operates.

Appointments made since the last General Purposes Committee in July 2023

- 12 Paragraph 4.5 of the Appointments to Outside Bodies Procedure Rules delegates authority to the City Solicitor to confirm appointments during the Municipal Year, and in line with the requirements of paragraph 4.5 (iv) theses are listed below:
 - 09 08 23 Leeds Heritage Theatres Board Appointment of Councillor Dowson and Councillor Stephenson.
 - 31 08 23 The Robert Salter Charity Councillor McCluskey replaced Councillor Dowson.
 - 07 11 23 Armed Forces Champions Appointment of Councillor Blackburn.

What impact will this proposal have?

13 Determination of the appointments is based on specific criteria set out in the Outside Bodies Procedure Rules and supports the aims of the Best City Ambition to work with all communities as a team for Leeds and by supporting what the Council and its partners are focussing on during the 2024/25 Municipal Year to improve outcomes.

How does this proposal impact the three pillars of the Best City Ambition?

 \boxtimes Health and Wellbeing \boxtimes Inclusive Growth \boxtimes Zero Carbon

14 The appointment of Elected Members to Outside Bodies and 'other bodies' contributes to all three pillars within the Best City Ambition, particularly the overarching aim to help partner organisations and local communities in every part of Leeds to understand and support the valuable contribution everyone can offer – no matter how big or small – to making Leeds the Best City in the UK.

Wards affected:			
Have ward members been consulted?	□ Yes	🖂 No	

- 15 Prior to this meeting of General Purposes Committee, Group Whips were contacted seeking consideration of their Group nominations, or to confirm they are to remain the same.
- 16 Additionally, Group Whips are consulted in relation to any appointments made outside of a Committee meeting and are provided with the Outside Body and Other Bodies appointments schedule in May/June each year in order to consider appointments and vacancies in readiness for the annual review.

What are the resource implications?

17 There are no resource or value for money implications as a result of this report.

What are the key risks and how are they being managed?

18 There are no risk implications as a result of this report.

What are the legal implications?

- 19 Full Council has delegated responsibility to General Purposes Committee for:
 - determining which outside bodies should have Member representation and, by determining the category of each such outside body, determining how such appointments should be made; and
 - making appointments to outside bodies categorised as Strategic and Key Partnership.
- 20 If a Councillor is nominated to an Outside Body by the Council, then that Councillor is covered by The Local Authorities (Indemnities for Members and Officers) Order 2004. For example, should someone attempt to take civil action against a Councillor personally in their role as a Council appointed trustee/director of an Outside Body; then the Council would cover the cost of defending the action against that Councillor, and if the action were successful the Council would cover any compensation which the Councillor had to pay. The only exceptions to this are to any action or failure to act which "constitutes a criminal offence; or is the result of fraud, or other deliberate wrongdoing or recklessness on the part of that Member.
- 21 The indemnity applies to any company, trust or charity to which a Member is appointed and applies in respect of director or trustee appointments.

If a Member becomes a trustee or director but has not been nominated by the Council, then the indemnity will not apply, and the Member should check that the trust, company etc. has got appropriate insurance cover for its trustees/directors.

This report relates to a Council function and therefore, is not available for call-in.

Options, timescales and measuring success

What other options were considered?

22 The alternative option of not to make appointments has been discounted as this would not support the aims of the Best City Ambition.

How will success be measured?

23 In making appointments to Outside Bodies, the Council will put Elected Members at the heart of partnership working with local communities, Third Sector and Voluntary Sector partners, allowing greater engagement and involvement in discussions on work towards common goals.

What is the timetable and who will be responsible for implementation?

- 28 As soon as possible after this meeting,
 - Democratic Services (via Group Office Managers) will notify Members of the appointments,
 - Democratic Services (via Governance Services) will advise each Outside Body/Other Body of the appointment (s) to their organisation.

Appendices

- Appendix 1 Appointments to Outside Bodies Procedure Rules
- Appendix 2 Schedule of proposed Member appointments to Outside and Other Bodies
- Appendix 3 Schedule of proposed appointments to Outside Bodies delegated to Community Committees by General Purposes Committee

Background papers

None

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APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

- 1.1 These Procedure Rules relate to those external organisations and partnerships (referred to as *Outside Bodies*) which have requested the Council to appoint an Elected Member (or suitable nominee¹) to them
- 1.2 For the avoidance of doubt, these Procedure Rules do not apply to appointments which are reserved to Council. These are listed separately in Part Three (Section 1) of the Constitution Responsibility for Local Choice Functions.
- 1.3 Additionally it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules.

2.0 Determination of Outside Bodies to which an Appointment should be Made

- 2.1 The Head of Democratic Services will maintain a list of all Outside Bodies to which the Council appoints an Elected Member.
- 2.2 Each year the General Purposes Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.
- 2.3 Determination will be based on one or more of the following criteria being met:
 - the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 2.4 Requests from an Outside body to make an appointment received after such an annual review will be referred to the relevant Director who will:
 - Provide advice on whether the Outside Body meets one or more of the criteria in Rule 2.3; and;
 - Identify the Lead Officer to work with the appointed Member should an appointment be made to the Strategic and Key Partnerships category.
- 2.5 Such requests will then be referred to the General Purposes Committee for determination by reference to the same criteria.

¹ Which shall include an appointment of an individual, who is not an elected member, made upon the nomination of an elected member when such a nomination is a requirement of statute and/or the Trust Deed of a registered charity.

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the General Purposes Committee will allocate it into one of the following categories.
 - **Strategic and Key Partnerships** participation contributes to the Council's strategic functions, priorities and community leadership role.
 - **Community and Local Engagement** not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an or ward perspective
- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the General Purposes Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Community Committee.
- 3.4 Where a political group has been allocated a position to fill, then that position must be filled by Elected Members from the political group that has been allocated the place.
- 3.5 Should a political group wish to cede a place to another political group or where an appointment of an individual other than an elected Member is being considered, then such appointments must be made by either the General Purposes Committee, or if delegated, by the Community Committee with that authority.
- 3.6 Where it is not clear as to which particular Community Committee should make an appointment, the General Purposes Committee will refer the request to the relevant Community Committee Chairs who will determine which is the appropriate Community Committee to make the appointment. This will be reported to the next meeting of the Community Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The General Purposes Committee will first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the General Purposes Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The General Purposes Committee should have regard to a Member's current interests prior to making any appointment. The General Purposes Committee will have regard to the principle of

² For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

Appointments to Outside Bodies Procedure Rules

securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.

- 4.3 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.
- 4.4 A vacancy occurring during the municipal year will normally be referred to the General Purposes Committee for an appointment to be made, having regard to the principles as described above.
- 4.5 The City Solicitor will have delegated authority to make an appointment in the following circumstances:
 - (i) where an appointment has been agreed by the General Purposes Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
 - (ii) where a group Whip wishes to replace a Member previously approved by the General Purposes Committee with another Member of the same group; and/or
 - (iii) where an organisation requires an appointment prior to the next meeting of the General Purposes Committee, subject to this appointment being agreed by all Group Whips or their nominee.
 - (iv) That any instances of this delegation being used be reported to the next meeting of the General Purposes Committee

Community and Local Partnerships

- 4.6 The Community Committee will first consider whether it is appropriate for an appointment to be of a specific office holder³ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Community Committee. Such appointments will then be offered on this basis.
- 4.7 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.
- 4.8 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.
- 4.9 A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles as described above.

³ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member Part 4(g) Page 3 of 4 Issue 1 – 2024/25 Last amended on 25th May 2023

Appointments to Outside Bodies Procedure Rules

- 4.10 Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the General Purposes Committee.
- 4.11 The City Solicitor will have delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Community Committee, subject to all Members of that Community Committee being consulted on the proposals.
- 4.12 That any instances of this delegation being used be reported to the next meeting of the relevant Community Committee.

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the relevant Director for all relevant appointments in the Strategic and Key Partnerships category.

This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the City Solicitor as appropriate.

Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

Induction: Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the lead officer's responsibility to ensure that an induction is arranged.

APPENDIX 2

Outside Body	Restricted Appointment	NOMINATIONS 2024/25	APPOINTMENTS 2023 - 24	Group Allocation	Date Appointed	Executive Member Portfolio Area	Lead Department	Lead Officer
Airport Consultative Committee	Yes	CLLR E THOMSON	CLLR E THOMSON	Lab	26/07/23	Economy, Transport & Sustainable Development	City Development	Gillian MacLeod
		CLLR B ANDERSON	CLLR P ALDERSON	Cons	26/07/23			
Aspire	No	CLLR K RITCHIE	CLLR K RITCHIE	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Head of Commissioning & Business
		CLLR S FIRTH	CLLR S FIRTH	Cons	26/07/23			Development
		CLLR S GOLTON	CLLR S GOLTON	Lib Dem	26/07/23			
Assisted Living Leeds (Leeds Community Equipment and Telecare Services Partnership	No	CLLR D JENKINS	CLLR D JENKINS	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Shona McFarlane & Katie Cunningham
'		CLLR S LAY	CLLR S LAY	Lib Dem	26/07/23			
Association of Blind Asians	No	CLLR M IQBAL	CLLR M IQBAL	Lab	26/07/23	Communities, Customer Services & Community Safety	Communities, Housing & Environment	Nadeem Siddique, Head of Equality
Care And Repair (Leeds)	No	CLLR D JENKINS	CLLR D JENKINS	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Shona McFarlane & Katie Cunningham
Chamber of Commerce	Yes	CLLR J PRYOR	CLLR J PRYOR	Lab	26/07/23	Economy, Transport & Sustainable Development	City Development	Eve Roodhouse, Chief Economic Development
Chinese Community Association	No	CLLR A KHAN	CLLR A KHAN	Lab	26/07/23	Communities, Customer Services & Community Safety	Communities, Housing & Environment	Officer Nadeem Siddique, Head of Equality
Environmental Protection UK (was National Society For Clean Air Divisional Council)	No	CLLR M RAFIQUE	CLLR M RAFIQUE	Lab	26/07/23	Climate. Energy, Environment & Green Space	Communities, Housing & Environment	John Mulcahy, Head of Elections, Licensing & Registration
Friends Of Leeds City Museums	No	CLLR D COHEN	CLLR D COHEN	Cons	26/07/23	Adult Social Care, Active Lifestyles & Culture	City Development	David Hopes
		HONORARY ALDERWOMAN L NASH	HONORARY ALDERWOMAN L NASH	Lab	26/07/23			
		CLLR W KIDGER (LIP)	CLLR W KIDGER (MBI)	Nomination by Lib Dem				
Groundwork Yorkshire	No	CLLR P WRAY	CLLR P WRAY	Lab	26/07/23	Climate. Energy, Environment & Green Space	Communities, Housing & Environment	Polly Cook/Tony Strigwell
		CLLR J DOWSON	CLLR J DOWSON	Lab	26/07/23			
		CLLR M ALI	CLLR D BLACKBURN	Green	26/07/23			
Leeds Citizens Advice Bureau	No	CLLR R DOWNES	CLLR R DOWNES	Lib Dem	26/07/23	Communities, Customer Services & Community Safety	Communities, Housing & Environment	Jayne Grant, Advice & Access Manager
		CLLR M HARLAND	CLLR M HARLAND	Lab	26/07/23			
Leeds Civic Arts Guild (change since Chairs agenda circulated)	No	CLLR E THOMSON	CLLR E THOMSON	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	City Development	Matthew Sims, Arts and Venues Manager
Leeds Faiths Forum	No	CLLR O EDWARDS	CLLR A MARSHALL- KATUNG	Lab	26/07/23	Communities, Customer Services & Community	Communities, Housing & Environment	Nadeem Siddique, Head of Equality
Leeds Heritage Theatres Board (was Leeds Grand Theatre Trust/Leeds Grand Theatre Board And Opera House Board Of Menagement)	Yes	CLLR J DOWSON	CLLR J DOWSON	Lab	09/08/23	Safety Adult Social Care, Active Lifestyles & Culture	City Development	Matthew Sims, Arts and Venues Manager
Of Management)	all places	CLLR R STEPHENSON	CLLR R STEPHENSON	Con	09/08/23]

Leeds Jewish Welfare Board (was Leeds Jewish Care Services)	No	CLLR J PRYOR	CLLR J PRYOR	Lab	26/07/23	Communities, Customer Services & Community Safety	Communities, Housing & Environment	Nadeem Siddique, Head of Equality
Leeds Learning Disabilities Partnership Board	Yes	CLLR K RITCHIE	CLLR K RITCHIE	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Gwen Wagner Adair, Commissionin Manager,
	in part	CLLR C ANDERSON	CLLR T SMITH	Cons	26/07/23			Manager,
		CLLR E TAYLOR	CLLR S BURKE	Lab	26/07/23	_		
		CLLR S LAY	CLLR S LAY	Lib Dem	26/07/23			
Leeds Mind	No	CLLR T GOODALL	VACANCY	Green		Adult Social Care, Active Lifestyles & Culture	Adults & Health	Tony Meadows CO Integrated Commissioning
Leeds Older People Forum		CLLR D JENKINS	CLLR D JENKINS	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Tony Meadows CO Integrated Commissioning
Leeds and York Partnership NHS Foundation Trust Council of Governors Board	Yes	CLLR F VENNER	CLLR F VENNER	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Aidan Smith Head of Commissioning – Working Age Adults
Leeds Philharmonic Society	No	CLLR J DOWSON	CLLR J DOWSON	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	City Development	Matthew Sime
Leeds Sports Federation Grants Panel	No	CLLR J BOWDEN	CLLR A MARSHALL- KATUNG	Lab	26/07/23	Adult Social Care, Active Lifestyles &	City Development	Katy Bowden/Chris opher Gott
Leeds United Foundation	Yes (Leader or nominee)	CLLR A SCOPES	CLLR A SCOPES	Lab	26/07/23	Culture Communities, Customer Services & Community Safety	Communities, Housing & Environment	James Rogers
Leeds University Court	No	CLLR D COHEN	CLLR D COHEN	Cons	26/07/23	Economy, Transport & Sustainable Development	Children & Families	Shaheen Myers (left 06/23)
		CLLR J PRYOR	CLLR J PRYOR	Lab	26/07/23	_		
LEEP 1 (People First)	No	CLLR K RITCHIE	CLLR K RITCHIE	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Aidan Smith Head of Commissioning – Working Age
LGA General Assembly	Yes	CLLR B ANDERSON	CLLR B ANDERSON	Cons	26/07/23	Leader	Resources	Mike Eakins
	all places	CLLR S GOLTON	CLLR S GOLTON	Lib Dem	26/07/23	_		
		CLLR J LEWIS	CLLR J LEWIS	Lab	26/07/23			
		CLLR R FINNIGAN	CLLR R FINNIGAN	MBI	26/07/23	_		
Migration Partnership	Yes	CLLR F VENNER	CLLR M HARLAND	Lab	26/07/23	Communities, Customer Services & Community Safety	Communities, Housing & Environment	Nadeem Siddique, Hea of Equality/ Paul Money (CO Safer
Morley Town Deal Board	Yes	CLLR J PRYOR	CLLR H HAYDEN	LAB	26/07/23	Economy, Transport & Sustainable Development	City Development	Adam Branner
	Morley South	CLLR J SENIOR	CLLR J SENIOR	MBI	26/07/23			
	Morley North	CLLR R FINNIGAN	CLLR A HUTCHISON	MBI	26/07/23	_		
Nell Bank Centre Trust NO LONGER REQUIRE A MEMBER. 210823	No		CLLR E FLINT	Lab	26/07/23			
PATROL - Formally - National Parking Adjudication Service Committee	Yes	CLLR K BROOKS	CLLR K BROOKS	Lab	26/07/23	Climate, Energy, Environment & Greenspace	Communities & Environment	John Mulcahy
Nuclear Free Local Authorities - English Forum	No		CLLR K DYE	Lab	26/07/23			
Membership not being renewed 24/25 (20/05/24)			CLLR D BLACKBURN	Green	26/07/23			
Reserve Forces And Cadets Association For Yorkshire & Humberside	Yes	CLLR B FLYNN	CLLR B FLYNN	Cons	26/07/23	Communities, Customer Services & Community Safety	Resources	John Ebo

	as	CLLR T HINCHCLIFFE	CLLR G ALMASS	Lab	26/07/23			
Robert Salter Charity	No	CLLR A McCLUSKEY	CLLR A McCLUSKEY	Lab	31/08/23	Communities, Customer Services & Community	Communities, Housing & Environment	Gerard Tinsdale
		CLLR S SEARY	CLLR S SEARY	Cons	26/07/23	Safety		
		CLLR D SEARY	CLLR T SMITH	Cons	26/07/23	_		
SIGOMA	Yes	CLLR D COUPAR	CLLR D COUPAR	Lab	26/07/23	Leader	Resources	Victoria Bradshaw
Standing Advisory Council on Religious Education (SACRE)	No	CLLR Z HUSSAIN	CLLR Z HUSSAIN	Lab	26/07/23	Children & Families	Children & Families	Shaheen Myers
		CLLR H HAYDEN	CLLR O EDWARDS	Lab	26/07/23	_		
		CLLR S FIRTH	CLLR S FIRTH	Cons	26/07/23	_		
		CLLR R DOWNES	CLLR R DOWNES	Lib Dem	26/07/23	_		
		CLLR W DIXON	CLLR W DIXON	SDP (not allocated to	26/07/23			
Swarthmore Education Centre	Yes	CLLR E THOMSON	CLLR E FLINT	a Group) LAB	26/07/23	Children & Families	Children & Families	Val Waite / Shaheen Myers
nclusive Growth Delivery Partnership NO LONGER OPERATIONAL	Yes		CLLR E BROMLEY	Lab	26/07/23	Economy, Transport & Sustainable Development	City Development	Eve Roodhouse/ Gareth Read
	in part		CLLR M FRANCE-MIR	Lab	26/07/23	_		
			CLLR L MARTIN	Lab	26/07/23			
			CLLR J PRYOR	Lab	26/07/23			
		CLLR D COHEN	CLLR D COHEN	Cons	26/07/23	_		
			CLLR C CAMPBELL	Lib Dem	26/07/23	-		
he Charities Of Thomas Wade And Others	No	CLLR J TUDOR	CLLR S HAMILTON	Lab	26/07/23	Climate, Energy, Environment & Greenspace	Communities, Housing & Environment	Polly Cook/Tony Stringwell
		CLLR N HARRINGTON	CLLR T SMITH	Cons	26/07/23	_		
		CLLR W DIXON (SDP)	CLLR W DIXON (SDP)	Lib Dem nomination to SDP	26/07/23	_		
The Leeds Culture Trust	Yes	CLLR J PRYOR	CLLR J PRYOR	Lab	26/07/23	Adult Social Care, Active Lifestyles &	City Development	Eve Roodhouse/P m Johnson
		CLLR D COHEN	CLLR D COHEN	Cons	26/07/23	Culture		in Johnson
The Leeds Playhouse Theatre Board	No	CLLR J DOWSON	CLLR L MARTIN	Lab	26/07/23	Adult Social Care, Active Lifestyles &	City Development	Matthew Sim
		CLLR D CHAPMAN	CLLR D CHAPMAN	Lib Dem	26/07/23	Culture		
Third Sector Partnership	Yes	CLLR M HARLAND	CLLR M HARLAND	Lab	26/07/23	Communities, Customer Services & Community	Communities, Housing & Environment	Nadeem Siddique, Hea of Equality
Touchstone	No	CLLR E TAYLOR	CLLR S BURKE	Lab	26/07/23	Safety Adult Social Care, Active Lifestyles &	Adults & Health	Tony Meadow CO Integrate Commissionir
Voluntary Action Leeds	No	CLLR A KHAN	CLLR A KHAN	Lab	26/07/23	Culture Communities, Customer Services & Community	Communities, Housing & Environment	Nadeem Siddique, Hea of Equality
		CLLR S FIRTH	CLLR S FIRTH	Cons	26/07/23			
		VACANT	CLLR W KIDGER	MBI	26/07/23	-		
		CLLR S GOLTON	CLLR S GOLTON	Lib Dem	26/07/23			
William Merritt Disabled Living Centre and Mobility Service	No	CLLR K RITCHIE	CLLR K RITCHIE	Lab	26/07/23	Adult Social Care, Active Lifestyles & Culture	Adults & Health	Shona McFarlane an Katie Cunningham

Yorkshire And Humber Local Authority Employers Association	Yes	CLLR D COUPAR	CLLR D COUPAR	Lab	26/07/23	Resources	Resources	Andy Dodman
Yorkshire (Transitional) Flood and Coastal Committee (formerly Yorkshire Regional Flood Defence Committee)	Yes	CLLR J PRYOR	CLLR H HAYDEN	Lab	26/07/23	Economy, Transport & Sustainable Development	City Development	Gary Bartlett Jonathan Moxon
		CLLR P CARLILL	CLLR P CARLILL	Lab	26/07/23			

Organisation Title (Other Bodies)	Restricted Appointment	NOMINATIONS 2024/25	APPOINTMENTS 2023 - 24	Group Allocation 2021/22	Date Appointe d	Executive Member Portfolio Area	Lead Department	Lead Officer
14-19 (25) Learning and Support Partnership	yes	CLLR H HAYDEN	CLLR J PRYOR	Lab	26/07/23	Children & Famililes	Children & Families	Sam Low/Rinder Saggu
	in part	CLLR E THOMSON	CLLR S BURKE	Lab	26/07/23			
		CLLR R STEPHENSON	CLLR R STEPHENSON	Cons	26/07/23			
		VACANT	proposal to cede to another Group	Lib Dem	26/07/23			
Armed Forces Champion	Yes	CLLR J DOWSON	CLLR J DOWSON	Lab	26/07/23	Communities, Customer Services & Community Safety	Resources	John.Ebo@lee ds.gov.uk
		CLLR T HINCHCLIFFE	CLLR C GRUEN	Lab	26/07/23	ounty		
		VACANT	CLLR G ALMASS	Lab	26/07/23			
		CLLR B FLYNN	CLLR B FLYNN	Cons	26/07/23			
		VACANT	CLLR W KIDGER	Lib Dem ceded to MBI	26/07/23			
		CLLR S BROWN	CLLR B GETTINGS	MBI	26/07/23			
		твс	CLLR D BLACKBURN	Green	07/11/23			
Children and Young Peoples Partnership	Yes in part	CLLR H HAYDEN	CLLR F VENNER	Lab	26/07/23	Children & Families	Children & Families	Julie Longworth
D		CLLR R DOWNES	CLLR R DOWNES	Lib Dem	26/07/23			
		CLLR E THOMSON	CLLR J PRYOR	Lab	26/07/23			
		CLLR R STEPHENSON	CLLR T SMITH	Cons	26/07/23			
SEND Partnership Board (was Complex Needs Partnership	Yes	CLLR H HAYDEN	CLLR J PRYOR	Lab	26/07/23	Children & Families	Children & Families	Val Waite
Cycling Consultative Forum	No	CLLR WILSON	CLLR I WILSON	Lab	26/07/23	Economy, Transport & Sustainable Development	City Developmen t	David O'Donoghue/ Kathryn Coleman
Joint Consultative Committee (Teachers) - Leeds	Yes	CLLR H HAYDEN	CLLR J PRYOR	Lab	26/07/23	Children & Families	Children & Families	Shaheen Myers (left 06/23)
<u>-</u> ···	(in part)	CLLR E THOMSON	CLLR E FLINT	Lab	26/07/23			
		CLLR R STEPHENSON	CLLR R STEPHENSON	Cons	26/07/23			
		CLLR C CAMPBELL	CLLR C CAMPBELL	Lib Dem	26/07/23			
		VACANT	VACANCY	Lib Dem	26/07/23			
Kirkgate Market Management Board	Yes	CLLR Z HUSSAIN	CLLR Z HUSSAIN	Lab	26/07/23	Economy, Transport & Sustainable Development	City Developmen t	Chris Ashby / Steven Mason
	Yes	CLLLR P WRAY	CLLR P WRAY	Lab	26/07/23			
	Yes	CLLR K BROOKS	CLLR K BROOKS	Lab	26/07/23			
	Yes	CLLR M FRANCE-MIR	CLLR M FRANCE-MIR	Lab	26/07/23			
	Yes	CLLR B ANDERSON	CLLR B ANDERSON	Cons	26/07/23			
	Yes	CLLR S GOLTON	CLLR S GOLTON	Lib Dem	26/07/23			

Leeds Arts Fund	No	CLLR S ARIF	CLLR J PRYOR	Lab	01/07/22	Adult Social Care, Active Lifestyles & Culture	City Developmen t	David Hopes (14/6/21)
Leeds in Bloom/Leeds Floral Initiative	No	CLLR J DOWSON	CLLR J DOWSON	Lab	26/07/23	Climate, Energy, Environment & Greenspace	Communitie s, Housing & Environment	
		HONORARY ALDERWOMAN A GABRIEL	HONORARY ALDERWOMAN A GABRIEL	Non Cllr	26/07/23			
Leeds Local Access Forum	No	CLLR S SEARY	CLLR S SEARY	Cons	26/07/23	Climate, Energy, Environment & Greenspace	Communitie s, Housing & Environment	Buckenham c/o
		CLLR J GARVANI	CLLR J GARVANI	Lab	26/07/23			
Lord Mayor Of Leeds Appeal Fund	No	CLLR J DOWSON	CLLR J DOWSON	Lab	26/07/23	Resources	Resources	Erica Barker
		CLLR D COHEN	CLLR D COHEN	Cons	26/07/23			
		CLLR S GOLTON	CLLR S GOLTON	Lib Dem	26/07/23	1		

APPOINTMENTS TO OUTSIDE BODIES DELEGATED TO COMMUNITY COMMITTEES BY GENERAL PURPOSES COMMITTEE

Outer North West

Bramhope Youth Development Trust Horsforth Live At Home Scheme Prince Henry's Grammar School - Foundation Governors Yeadon Town Hall CIC Rawdon and Laneshaw Bridge Trust Children & Families Cluster – Horsforth Children & Families Cluster - Extended Services North West Leeds (ESNW) Children & Families Cluster - Aireborough Children & Families Cluster - Otley/Pool/Bramhope Local Care Partnership – Otley & Aireborough Local Care Partnership - Holt Park & Woodsley

Inner North West

Cardigan Centre Ireland Wood Children's Centre Management Committee Leeds Bradford Airport Consultative Committee Children & Families Cluster - Extended Services North West (ESNW) Local Care Partnership - Holt Park & Woodsley Local Care Partnership - Leeds Student Medical Practice

Outer North East

Aberford Almshouses Trust Ancient Parish Of Barwick In Elmet Trust Emmerdale Stakeholder Panel Local Care Partnership - Wetherby Children & Families Cluster – ARM (Alwoodley, Roundhay, Moortown) Children & Families Cluster - EPOSS (Elmet Partnership of Schools and Services)

Inner North East

Moor Allerton Elderly Care Community Action For Roundhay Elderly Chapeltown CAB Children & Families Cluster 2Gether Cluster Children & Families Cluster ARM (Alwoodley, Roundhay & Moortown) Local Care Partnership - HATCH (Harehills, Chapeltown, Burmantofts & Richmond Hill) Local Care Partnership - Central

Outer East

Cross Gates & District Good Neighbours Scheme HOPE (Halton Moor & Osmondthorpe project for Elders) Neighbourhood Elders' Team Children & Families Cluster - Garforth Children & Families Cluster - Temple Newsam Learning Partnership Children & Families Cluster - Seacroft Manston Children & Families Cluster - Brigshaw Co-Operative Trust Local Care Partnership - LS25/26 LCP (Garforth/Kippax/Rothwell) Local Care Partnership – Seacroft, Cross Gates & York Road

Inner East

Chapeltown Citizens Advice Bureau Richmond Hill Elderly Action Local Care Partnership - Seacroft, Cross Gates & York Road Local Care Partnership - HATCH (Harehills, Chapeltown, Burmantofts & Richmond Hill) Children & Families Cluster - Seacroft/Manston Children & Families Cluster - Inner East Children & Families Cluster - 2Gether

Outer South

Archbishop Margetson Trust Fund Children & Families Cluster - Ardsley & Tingley Children & Families Cluster – Morley Children & Families Cluster – Rothwell Local Care Partnership - LS25/26 (Garforth, Kippax & Rothwell) Local Care Partnership – Morley

Inner South

Belle Isle Senior Action Belle Isle Tenant Management Organisation (BITMO) Middleton Elderly Aid Children's Services Cluster - Beeston and Cottingley and Middleton Children's Services Cluster – JESS (Joint Extended Schools and Services) Local Care Partnership - Inner South Communities Local Care Partnership - Armley

Outer West

Borough Of Pudsey Charity Farsley Charity Calverley Charity Joseph Lepton's Charity Thomas And Sarah Lund's Almshouse Trust Children & Families Clusters - Pudsey Children & Families Clusters - Farnley Local Care Partnership - West Leeds Local Care Partnership - Armley

Inner West

Mary Jane Butler Trust Bramley Poors Allotment Trust Children & Families Cluster - Bramley Children & Families Cluster – Inner West Children & Families Cluster – Kirkstall/Headingley Local Care Partnership - Armley Local Care Partnership - West Leeds