

## MEMBER MANAGEMENT COMMITTEE

---

Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Friday, 16th July, 2021  
at 12.00 pm

---

### MEMBERSHIP

#### Councillors

J Lennox (Chair)	B Anderson	C Campbell	A Hutchison	M Dobson	A Blackburn
D Coupar	D Cohen				
M Shahzad	J Taylor				
P Wray					
H Bithell					
P Carlill					
K Brooks					
D Ragan					

This meeting will be held at the Civic Hall, Leeds. Due to current restrictions arising from the pandemic, there will be very limited capacity in the public gallery for observers of the meeting. If you would like to attend to observe in person, please email ([FacilitiesManagement@leeds.gov.uk](mailto:FacilitiesManagement@leeds.gov.uk)) to request a place, clearly stating the name, date and start time of the committee and include your full name and contact details, no later than 24 hours before the meeting begins. Please note that the pre-booked places will be allocated on a 'first come, first served' basis and once pre-booked capacity has been reached there will be no further public admittance to the meeting. On receipt of your request, colleagues will provide a response to you.

Please Note - Coronavirus is still circulating in Leeds. Therefore, even if you have had the vaccine, if you have Coronavirus symptoms: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, you should NOT attend the meeting and stay at home, and get a PCR test. For those who are attending the meeting, please bring a face covering, unless you are exempt.

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>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)</p> <p>(*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.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>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.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> 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:-</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 28 JUNE 2019</b></p> <p>To approve as a correct record the minutes of the meeting held on Friday 28<sup>th</sup> June 2019.</p>	5 - 10
7			<p><b>DIS ICT OFFER TO MEMBERS</b></p> <p>To consider the report of the Head of Digital Change that provides an overview of the revised proposals for the Digital &amp; Information Service (DIS) offer to Elected Members.</p>	11 - 14
8			<p><b>APPOINTMENTS TO OUTSIDE BODIES</b></p> <p>To consider the report of the Head of Democratic Services that outlines the Member Management Committee's role in relation to Elected Member appointments to Outside Bodies and seeks agreement to a schedule 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.</p> <p><b>COMMITTEE MEETINGS - DO'S &amp; DON'TS</b></p>	15 - 48

Item No	Ward	Item Not Open		Page No
			<p data-bbox="676 181 903 208"><b><u>Third Party Recording</u></b></p> <p data-bbox="676 232 1401 329">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.</p> <p data-bbox="676 353 1179 380">Use of Recordings by Third Parties– code of practice</p> <ul style="list-style-type: none"> <li data-bbox="724 405 1406 501">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.</li> <li data-bbox="724 504 1406 647">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.</li> </ul>	