



MEMBER MANAGEMENT COMMITTEE

Meeting to be held in Civic Hall, Leeds on
Tuesday, 20th February, 2007
at 4.00 pm

MEMBERSHIP

Councillors

T Hanley
B Selby

M Hamilton
(Chair)
S Bentley

G Latty
J Procter

T Leadley

A Blackburn

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p>	
2			<p>EXCLUSION OF PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public</p>	
3			<p>LATE ITEMS</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>DECLARATIONS OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 13 of the Members Code of Conduct</p>	
5			<p>MINUTES</p> <p>To approve as a correct record the minutes of the meetings held on 31st October and 22nd December 2006.</p>	1 - 6
6			<p>MEMBERS' IT</p> <p>To consider the report of the Chief Democratic Services Officer providing an update on the development of ICT support to Members.</p>	7 - 14

Item No	Ward	Item Not Open		Page No
7			<p>APPOINTMENTS TO OUTSIDE BODIES</p> <p>To consider the report of the Chief Democratic Services Officer in relation to Member appointments to Outside Bodies.</p>	15 - 32
8			<p>MEMBER DEVELOPMENT</p> <p>To consider the report of the Chief Democratic Services Officer providing an update on the work of the Member Development Working Group and making proposals for future areas of work.</p>	33 - 38
9			<p>MEMBER DEVELOPMENT - QUARTERLY UPDATE</p> <p>To consider the report of the Chief Democratic Services Officer providing Members with an update on all training and conference attendance by Members.</p>	39 - 46
10			<p>ESTABLISHMENT OF A WORKING GROUP TO WORK ON ESTABLISHING A TRUST FOR HAREHILLS CEMETARY</p> <p>To consider the report of the Chief Democratic Services Officer in relation to member appointments to a working group to be established to examine the feasibility of setting up a Trust for the Muslim part of the Harehills cemetery and further feasibility studies for other sites.</p>	47 - 50

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MEMBER MANAGEMENT COMMITTEE

TUESDAY, 31ST OCTOBER, 2006

PRESENT: Councillor J Procter in the Chair

Councillors S Bentley, A Blackburn,
M Hamilton, T Hanley, G Latty, T Leadley
and B Selby

12 Appeals Against Refusal of Inspection of Documents

None.

13 Exclusion of Public

None.

14 Late Items

None.

15 Declarations of Interests

None.

16 Minutes

RESOLVED- That the minutes of the meetings held on 29th June and 12th September 2006 be approved as a correct record.

17 Members' ICT Upgrade Programme

The Chief Democratic Services Officer and the Head of ICT submitted a joint report setting out proposed new guidelines for the use of Members' ICT equipment and software, following feedback received from Group Whips.

The new guidelines incorporated the following amendments as a result of feedback from Group Whips:

- That reference to "incidental" personal use be removed from the guidelines
- That when new software is made available for use by Members that any restrictions in the use of that software be announced in advance.

RESOLVED-

- (a) That the contents of the report be noted

Draft minutes to be approved at the meeting
to be held on Date Not Specified

- (b) That a Working Group of Members be established to provide a user input to the proposed ICT development programme.

18 Member Appointments to Outside Bodies

The Chief Democratic Services Officer submitted a report on Member Appointments to Outside Bodies. The report provided an update on the current position in relation to member appointments and provided an update in relation to:

- Leeds Grand Theatre Board,
- National Parking and Adjudication Service Joint Committee
- Nuclear Free Zones English Forum
- Yorkshire Regional Flood Defence Committee
- IGEN
- Children Leeds Partnership
- Appointments made since June 2006 by the Director of Legal and Democratic Services

RESOLVED-

- (a) (i) That the Member Management Committee be confirmed as the appointing body for the National Parking Adjudication Service Joint Committee and that the position on this body be reserved to the Executive Member with responsibility for parking services;
- (ii) That Councillor Smith be appointed to this body.
- (b) That Councillor Pryke be appointed to the Nuclear Free Zones English Forum.
- (c) To note that the Council were able to appoint a deputy to the Yorkshire Regional Flood Defence Committee.
- (d) (i) To note that the Council had reduced its participation in IGEN and that Member Management Committee were required to appoint one Director to the Board.
- (ii) That Councillor Bentley continue to be the Council's representative on this body.
- (e) (i) That the Member Management Committee be confirmed as the appointing body for the Children Leeds Partnership.
- (ii) To agree that the City Council's representatives on this body be reserved to two administration members and one place reserved to the relevant spokesperson from the Labour Group.
- (iii) That Councillor Gruen be appointed as the Labour Group representative.
- (iv) That the administration representatives be notified to officers.
- (f) That Councillor Iqbal be appointed to the Association of Blind Asians.

- (g) That Councillor Anderson replace Councillor Andrew Carter on the Leeds Initiative Economy Partnership.
- (h) To note the following appointments confirmed by the Director of Legal and Democratic Services since the last meeting of this Committee.

Councillor Fox	- Roseville Enterprises Ltd
Councillor Shelbrooke	- School Organisation Committee
Councillor Townsley	- Yorkshire Indoor Cricket School
Councillor Fox	- WYPTA – Passenger Transport Consultative Committee
Councillor Anderson	- Regional Planning Forum and Infrastructure Committee

19 Member Development- Planning and Licensing Training

The Chief Democratic Services Officer submitted a report informing Members of the recommendations of the Member Development Working Group in relation to proposals for annual training for Regulatory Panel Members.

The report outlined proposals for the provision of training for Members dealing with planning and licensing matters, including the proposal that some of the training should be compulsory.

RESOLVED- That endorsement be given to the proposals outlined in the report.

20 Member Development - Quarterly Update

The Chief Democratic Services Officer submitted a report updating Members on all training and conference attendance by Members over the last quarter.

RESOLVED- That the contents of the Learning and Development report be noted.

21 Annual Schedule of Meeting Arrangements

The Chief Democratic Services Officer submitted a report detailing current arrangements with respect to the setting of meeting dates for the municipal year.

RESOLVED- That the draft schedule of meeting arrangements be circulated to Whips in advance of their pre-meeting for Annual Council for their approval at that meeting.

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MEMBER MANAGEMENT COMMITTEE

FRIDAY, 22ND DECEMBER, 2006

PRESENT: Councillor M Hamilton in the Chair
Councillors S Bentley, A Blackburn,
T Hanley, G Latty, T Leadley, J Procter and
B Selby

22 Appeals Against Refusal of Inspection of Documents

None.

23 Exclusion of Public

None.

24 Late Items

The Chair reported that he had admitted one late item which was specified on the agenda because of the need to make appointments at the earliest opportunity. The report had been sent out to Members.

25 Declarations of Interests

The following Members declared a personal interest in minute 26 of this meeting as follows:

Ann Blackburn – Director, North West Homes
Hanley- Member of West Leeds ALMO
Latty – Member of North West ALMO
Selby- Member of East Leeds ALMO

26 Appointments to ALMO Boards

The Director of Neighbourhoods and Housing submitted a report setting out proposed options for a process by which Councillor appointments are made to the new ALMO Boards, seeking agreement for the process to be used and nominations from within the political groups to the ALMO Boards.

The report outlined the following options for the nominations process:

1. Current political balance of the Council
2. Political representation in the area
3. Stock numbers in the area

The report set out the Administration's preferred allocation method, based on Option 2 "political representation in the area" which allows the political representation of the Council to be reflected within the ALMO Boards but in relation to the geographical area within which a particular ALMO would operate. It would also allow smaller political groups to be represented.

RESOLVED-

- (a) That the Member Management Committee be the appointing body for the ALMO Boards.
- (b) That the method used to determine the Member representation on ALMO Boards be Option 2 (Political Representation in the Area) as detailed in the report.
- (c) That the appointments be made as follows:

ALMO	GROUP	COUNCILLOR
West / North West Homes	Liberal Democrat Green Labour Conservative	Cllr Judith Chapman Cllr Ann Blackburn 1 x Whip's Nominee Cllr Barry Anderson
South / South East Homes	Labour Liberal Democrat MBI	2 x Whip's Nominees Cllr Stewart Golton Cllr Judith Elliot
East / North East Homes	Conservative Liberal Democrat Labour	Cllr Paul Wadsworth Cllr Ronald Feldman Cllr David Hollingsworth 1 x Whip's Nominee

On the requisition of Councillors Hanley and Selby, the voting in relation to Resolution B was recorded as follows:

YES

S Bentley, A Blackburn, M Hamilton, G Latty, T Leadley, J Procter

6

NO

Hanley, Selby

2



Originator: Nick de la Taste
Tel: 24 74560

Report of the Chief Democratic Services Officer

Member Management Committee

Date: 20th February 2007

Subject: Members' ICT Developments

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

This report provides a progress report on the development of ICT support to Members. It updates Members on the implementation of Guidelines for Members' use of ICT and of the consequent initiation of a project to upgrade ICT facilities as detailed in previous reports (a verbal update on which will be provided at the meeting).

Members are advised of the imminent introduction of a document management system in Group Offices (April 07) and of the establishment of individual Members' web pages (May 07).

The report also contains an evaluation of a pilot exercise in connection with Personal Digital Assistants (PDAs). This concludes that the Members involved in the pilot have reported significant benefits. However, there are significant cost implications.

1.0 Purpose of this Report

- 1.1 This report presents Members with an update on the development of ICT support to Members.

2.0 Background Information

- 2.1 Members will recall that, on June 06, they received a report outlining changes to the management and organisation of ICT support to Members.
- 2.2 That report included a list of ongoing developments at that time and recommended that officers bring forward regular reports to MMC. As Members will be aware, subsequent reports have focused on the forthcoming Members' ICT Upgrade Programme and the associated guidelines regarding use by Members of Council provided ICT facilities.
- 2.3 This report now presents a brief but more comprehensive report of all ongoing developments.

3.0 Main Issues

Guidelines for Members using ICT Equipment

- 3.1 At the last regular meeting of Member Management Committee, proposed guidelines were endorsed but it was noted that they were to be submitted for consideration by the Standards Committee which may have given rise to further amendments.
- 3.2 It can now be reported that the Standards Committee subsequently considered the Guidelines and endorsed them without amendment.
- 3.3 The Guidelines have now been distributed to all Members together with advice as to their implementation. It should be noted that this has resulted in a small number of suggested amendments from Members. It is proposed to review the Guidelines during March and again following introduction of the Members' ICT Upgrade Programme. Thus far, suggested amendments have been very minor but, should any more substantial issues emerge, these will be brought back for discussion at this Committee.

Members ICT Upgrade Programme

- 3.4 A Project Board has now been established to oversee this programme and an update to all Members provided by means of a letter from the Chief Democratic Services Officer dated 4th January. A verbal progress report will be provided at the meeting but, at the time of preparing this report, there are no significant issues to be brought to the attention of this Committee

Document Management System

- 3.5 In June 06 it was reported that the File Plus Document Management system, which had been used successfully for a number of years in the Leader's Office and the Chief Executive's Office, was being extended into the Group Offices. This system enables officers to scan, reference and electronically retain documents in a way which will reduce storage space and improve access to relevant records.

- 3.6 This system was originally scheduled for implementation in December 2006 but operational difficulties have caused some delays. It is now anticipated that the system will be rolled out to Group Offices during April 07.

Case Management System

- 3.7 Again in June 06 it was reported that there had been some interest from Members in developing a Case Management System and that a detailed investigation would commence once the Document Management System was in place in Group Offices. It was also reported that one possible avenue of approach was to establish a pilot using the Siebel system (the Council's customer service software).
- 3.8 It can now be reported that Group Support Managers have now examined the Siebel System in more detail and do not consider it be appropriate for this use.

Members' Web Pages

- 3.9 Members will recall that a feature of the Council's Democratic Services Information System (DSIS) is the facility for Members to have more comprehensive individual web pages information. In June 06 it was anticipated that this facility would be rolled out to Members in August 06. Delays in implementing DSIS and in establishing appropriate arrangements for maintaining individual web pages have led to some delay.
- 3.10 However it can now be reported that arrangements are in place for all Members to be offered the facility to establish individual web pages, maintained via Group Office staff, from May 07. This process will be managed by Group Support Managers from whom further information can be obtained.

Personal Digital Assistants

- 3.11 Personal Digital Assistants (PDAs) have the potential to offer a number of communication services "on the move". These include:
- Remote access to electronic diary
 - Remote facilities for receiving and sending emails
 - Doubling up as a mobile phone
- 3.12 In June 06 it was reported that a limited trial had been established, with three Members being provided with Personal PDAs on a pilot basis. The pilot was designed to examine functionality and to assess likely costs before consideration could be given to rolling them out more extensively to Members.
- 3.13 Since then, the trial has been extended and now includes four Members chosen to represent a range of perspectives (an Executive Board Member, a Scrutiny Board Chair, a Group Whip and an Area Committee Chair drawn from three political groups).
- 3.14 Initially, each of the Members on the pilot was provided with an Orange SPV M600 PDA from the Corporate ICT Service catalogue, with two of those being upgraded to Orange SPV M3100 devices from early November.

- 3.15 During the period of the trial, there have been significant issues with the performance of the PDAs, in particular with respect to the synchronisation of email and diary entries between the device and the Council's network. Corporate ICT has worked extensively with service partners (Internet Service Provider and software provider) over the past few months to improve the service to all users. A combination of the adoption of the M3100 as the standard corporate offering and considerable changes to the software and infrastructure have resulted in substantial improvements in the service.
- 3.16 One of the reasons for upgrading two of the Members' devices part-way through the pilot was to establish whether the upgraded PDAs were more effective and reliable in supporting Councillors in conducting their Council business (subsequently the M3100 is now the only PDA available on the Corporate ICT Service catalogue).
- 3.17 At the end of November, the four Councillors were asked to complete an evaluation questionnaire to determine their experience of the functionality of the PDAs from both a technical and business perspective. Despite the technical problems encountered during the trial period, the overwhelming response from the four participants was that PDAs represented a powerful and effective tool in supporting the way many Members wish to conduct their Council business.
- 3.18 Key elements of the completed questionnaires are as follows:
- Two of the Members found the calendar to be the most useful, the other two identified the email to be the most useful function
 - Replication of the device was generally satisfactory when connected to a PC or laptop, but remotely "over the air" was deemed largely unsatisfactory
 - The M3100 device was found to have greater functionality and to be more reliable than the M600
 - Little or no training was received in using the device but the devices were found to be generally easy to use
 - All participants were satisfied with the reliability of the PDAs themselves and network coverage was found to be good.
 - In the section provided on the questionnaire for general comments, one Member commented that he felt the PDA was "essential for all Councillors", another indicated that "the email and diary are so crucial now that I couldn't easily cope without it"
- 3.19 Despite the positive results of the pilot evaluation, it should be noted that there is no funding within the Democratic Services budget for the provision of PDAs. The equipment and set-up costs of the devices used during the pilot were provided by Corporate ICT with the ongoing revenues costs being met by Democratic Services. The pilot was arranged on the basis that the devices would be returned at the end of the pilot if the service offering was not taken forward and incorporated into the support arrangements for Members offered by Democratic Services.
- 3.20 There are significant setup and running costs associated with adoption of PDAs. These are detailed in the Appendix to this report. Initial set up costs, including the device itself, the software licence and configuration charges are approximately £600 per unit.

- 3.21 Based on the usage data from the pilot group, the running costs of the devices are calculated to be around £550 per annum. (line rental, inclusive data transfer costs, support and maintenance charges etc.) This includes £350 per annum for line rental and data transfer costs. However it should be noted that this figure could vary considerably (particularly if the device were to be used abroad).
- 3.22 It should also be noted that a significant feature of PDAs is the potential to use them as telephones. However, this was not fully explored during the pilot and, hence, the costs of such usage have not been taken into account (this approach was dictated by the Members' Allowances Scheme which requires Members to meet the cost of all telephone calls from either land lines or mobile telephones).
- 3.23 Based on the experiences of the Members who were included in the pilot it is clear that PDAs could be of some benefit to Members. However, it is equally clear that there could be significant costs which have not been provided for within existing budgetary provision.
- 3.24 For discussion purposes, the appendix to this report sets out the costs of providing varying numbers of Members with PDAs, operated in accordance with the criteria applicable during the pilot (i.e. assuming that the costs of any telephone calls are met by the Member but all other costs are met by the Council).
- 3.25 The options are calculated on three levels of provision
- 10 Members (assuming Executive Board Members each have a PDA)
 - 32 Members (assuming provision to Executive Board Members and to Scrutiny, Regulatory and Area Committee chairs)
 - 99 Members (i.e all Members of Council).
- 3.26 In practice, however, demand for, and usage of, PDAs is likely to vary significantly and it could be difficult to define and manage agreed appropriate eligibility criteria.
- 3.27 Finally, it should be noted that the Members' ICT upgrade programme referred to in paragraph 3.4 above anticipates the provision of VASCO tokens to Members. This will provide Members with the facility to access the Council's systems from any pc with internet access and can be achieved at minimal cost to the Council (approximately £55 per Member with no recurring costs). Whilst not replicating the flexibility provided by PDAs, their provision may go some way to meeting Members' remote access needs at a much lower cost.

4 Implications for Council Policy and Governance

- 4.1 The recommendations in this report do not have any implications for Council Policy or Governance.

5 Legal and Resource Implications

- 5.1 The recommendations in this report do not have any legal implications. There is no budgetary provision for the allocation of PDAs to Members, the cost of which could be significant.

6 Recommendation

- 6.1 Members are asked to note the contents of this report and to offers such guidance and advice as they consider necessary with regard to the development of ICT support to Members.

PDAs – Analysis of Costs

Table 1 – Set up costs

Cost of device (SPV M3100)	£158
Msuite licence	£134
Configuration fee	£120
Maintenance costs	£180 for 1 st year
Total	£592

Table 2 - Revenue costs

Maintenance costs (year 2 onwards)	£180
Software maintenance fee (year 2 onwards)	£24
Sub Total	£204
Line rental and inclusive data transfer costs (includes first 25MB downloaded per month, subsequent downloading costs 60p per MB)	£164
Additional Data download costs (average based on usage during the pilot)	£180
Total	£548

Indicative current call charges are at the following rates - 4p/min calls to landlines and Orange Mobiles Peak & Off Peak. 15p/min calls - all other mobile networks Peak, 10p/min calls all other mobile networks Off Peak.

Table 3 - Options

	PDA provided and maintained by Council	
	Council meets all running costs	
	Members pay for all telephone charges	
	Set up Costs	Annual Costs
10 Members ¹	£5920	£5480
32 Members ²	£18944	£17536
99 Members	£58608	£54252

¹ This level of provision would include, say, Executive Board Members

² This level of provision would include, say, Executive Board Members and Scrutiny, Regulatory and Area Committee chairs

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Report of the Chief Democratic Services Officer

Member Management Committee

Date: 20th February 2007

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 PURPOSE OF REPORT

1.1 Further to the meeting of this Committee in December 2006, and confirmation of nominations received to date, this report:

- provides an update on the current position regarding member appointments
- seeks to confirm member nominations to remaining vacancies.

2.0 BACKGROUND INFORMATION

2.1 The Member Management Committee has met on four occasions since the Annual Meeting of Council to make Elected Member appointments to Outside Bodies. The attached schedule at Appendix 1 details the current position.

2.2 Vacancies exist on a number of outside bodies. Member Management Committee is asked to consider the vacancies detailed in Appendix 1 and make appointments to them.

3.0 MAIN ISSUES

3.1 Members are asked to specifically consider the following issues:

3.2 Leeds Faith Forum

Former Councillor Michael Fox is the Council's current representative on this forum and he has recently informed the organisation and confirmed to officers that due to other commitments he would be happy to stand down from this organisation if the Council were able to find a replacement.

3.3 Councillor Sharon Hamilton has expressed an interest in serving on the Leeds Faith Forum

3.4 Members are asked to consider the appointment to the Leeds Faith Forum

3.5 Leeds Inter Agency Project(Women and Violence)

Leeds City Council currently has no Councillor serving on the Leeds Inter Agency Project.

Councillor Sharon Hamilton has expressed an interest in representing the Council on this particular body.

Members are requested to consider the appointment of Councillor S Hamilton to the Leeds Inter Agency Project

3.6 Ireland Wood Children's Centre Management Committee

Representatives of the Ireland Wood Children's Centre Management Committee have approached the City Council asking that Councillor Bentley be appointed to serve on their Management Committee.

The Appointments to Outside Bodies Procedure Rules state that where a request to make an appointment is received then determination of this 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.

Where an organisation is deemed to have met one or more of these criteria, Members are requested to allocate it to one of the following categories:

- Strategic and Key Partnerships – participation contributes to the Council's strategic objectives 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 area or ward perspective.

The appointing body for Strategic and Key Partnerships is the Member Management Committee.

The appointing body for Community and Local Engagement is the appropriate Area Committee.

Members are asked to consider whether an appointment should be made to this body and whether the appointment would fall into the Strategic and Key Partnerships or Community and Local Engagement category.

3.7 David Young Academy

The administration Whips would like to discuss Leeds City Council representation on the David Young Academy Governing Body.

3.8 Trinity and all Saints College

The Councils current representative on this organisation Councillor Harker has drawn to officers attention the proposal for the incorporation of Trinity and All Saints College with a view to the new College been established on 1 August 2007. Currently the Council appoint a

governor to the Board of the College under its current constitution, the draft Instrument and Articles of Government for the proposed new College removes the right to a City Council nomination.

Councillor Harker has the Councils representative on this body supports this move and does not think that the relations between the Council and the College would be substantially changed if the City Council were no longer to have a governor on the College Board.

Members are asked to note the current proposals

3.9 Appointments Made Since October

Members are advised that since the last meeting of the Committee the following change of appointments have been confirmed by the Director of Legal and Democratic Services in accordance with the Appointments to Outside Bodies Procedure Rules (4.6)

<u>Outside Body</u>	<u>Member Appointed</u>	<u>Member Replaced</u>	<u>Date</u>
Yorkshire Power Stations Joint Committee	Cllr Anderson	Whips nominee	16/11/06
Fostering Panel – East Leeds	Cllr Phillips	Cllr Fox	23/11/06
Environment Agency – Ridings Area Environment Group	Cllr Anderson	Whips nominee	24/11/06
Fostering Panel– South Leeds	Cllr Cleasby	Whips nominee	6/12/06
Children Leeds Partnership	Cllrs Brett and Harker	Whips nominees	13/12/06
West/North West Homes ALMO	Cllr Hanley	Whips nominee	10/1/07
South/South East Homes ALMO	Cllrs Gruen and Driver	Whips nominee	10/1/07
East/North East Homes ALMO	Cllr G Hyde	Whips nominee	10/1/07
West/North West Homes ALMO	Cllr Lowe	Cllr Hanley	1/2/07
East/North East Homes ALMO	Cllr Wilkinson	Cllr R D Feldman	12/2/07

4.0 **IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE**

4.1 The member appointments referred to in 3.1 to 3.9 are in accordance with the Council's Constitution and as detailed in the Appointments to Outside Body Procedure Rules. Members will also be advised of the need to update their entry in the Members register of interests.

5.0 **LEGAL AND RESOURCE IMPLICATIONS**

5.1 There are no specific legal or resource implications in relation to these appointments.

6.0 **RECOMMENDATION**

6.1 Members are asked to consider the current position in relation to Elected Member appointments to outside bodies detailed in Appendix 1.

6.2 Members are asked to note the change of appointments since the last meeting of the Committee as detailed in 3. 9 of the report.

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OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
Adoption Panel – Elmete	Yes	Executive Member (Childrens Services) 1 Place	2	May-07	Jun-06	Brenda Lancaster	Lib Dem
	in part			May-07	Jun-06	Sharon Hamilton	Lab
Adoption Panel – Skyrack	Yes	Executive Member (Childrens Services) 1 Place	2	May-07	Jun-06	Valerie Kendall	Con
	in part			May-07	Jun-06	Ann Castle	Con
Airport Consultative Committee	No	No	1	May-07	Jun-06	Brian Cleasby	Lib Dem
Allotments Working Party	No	No	1	May-07	Jun-06	Stuart Golton	Lib Dem
ALMO - East/North East	Yes	Conservative	4	May-07	Dec-06	Paul Wadsworth	Con
		Conservative		May-07	Feb-06	Gerald Wilkinson	Con
		Labour		May-07	Jan-07	Graham Hyde	Lab
		Lib Democrat		May-07	Dec-06	David Hollingsworth	Lib Dem
ALMO - South/South East Homes	Yes	Lib Democrat	4	May-07	Dec-06	Stewart Golton	Lib Dem
		MBI		May-07	Dec-06	Judith Elliott	MBI
		Labour		May-07	Jan-07	Peter Gruen	Labour
		Labour		May-07	Jan-07	Geoff Driver	Labour
ALMO - West/North West Homes	Yes	Conservative	4	May-07	Dec-06	Barry Anderson	Con
		Green		May-07	Dec-06	Ann Blackburn	Green
		Lib Democrat		May-07	Dec-06	Judith Chapman	Lib Dem
		Labour		May-07	Feb-07	Alison Lowe	Lab
Alzheimers Society Management Committee	No	No	1	May-07		Vacancy	Unallocated
Arthur Louis Aaron Memorial Fund.	No	No	1	May-07	Jun-06	Ronald Feldman	Con
Arts Council of England, Yorkshire Office	Yes	Proposed to be Executive Member (Leisure)	1	May-07	Jun-06	Proposed to be Executive Member (Leisure)	Con
Association Of Blind Asians	No	No	1	May-07	Nov-06	mohammed iqbal	Lab
Association Of West Yorkshire Authorities	Yes	Leader	3	May-07	Jun-06	Mark Harris	Lib Dem
	in part	1 Place		May-07	Jun-06	David Blackburn	Green
				May-07	Jun-06	Andrew Carter	Con
Bradford University Court	No	No	3	May-07	Jun-05	Vacancy	Unallocated
				May-07	Jul-04	Geoff Driver	Lab
				May-07	Jul-04	Brian Cleasby	Lib Dem
Brotherton Collection Advisory Committee	No	No	1	May-07	Jun-06	Bernard Atha	Lab
Care And Repair (Leeds)	No	No	1	May-07	Jun-06	Ralph Pryke	Lib Dem

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Children's Advisory Panel	Yes	Executive Member (Childrens Services) 1 Place	5	May-07	Jun-06	Judith Elliot	MBI
	in part			May-07	Jun-06	Mick Coulson	Lab
				May-07	Jun-06	Brian Selby	Lab
				May-07	Jun-06	Brenda Lancaster	Lib Dem
			May-07	Jun-06	Gerald Wilkinson	Con	
Children Leeds Partnership	Yes	2 administration members and 1 labour group member	3	May-07	Nov-06	Peter Gruen	Lab
				May-07	Dec-06	Richard Brett	Lib Dem
				May-07	Dec-06	Richard Harker	Lib Dem

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Chinese Community Association	No	No	1	May-07	Jun-06	Neil Taggart	Lab
Clarke Hall Government Committee	No	No	1	May-07	Jun-06	Colin Campbell	Lib Dem
Chamber of Commerce	Yes	Executive Member Development	1	May-07	Jun-06	Andrew Carter	Con
Coalfield Communities Campaign Regional Executive	No	No	1	May-07	Jun-06	Keith Parker	Lab
Community Link	No	No	1	May-07	Jun-06	John Bale	Con
Craft Centre And Design Gallery	No		3	May-07	Jun-06	Judith Elliott	MBI
				May-07	Jun-06	Bernard Atha	Lab
				May-07	Jun-06	Graham Latty	Con
Crime and Disorder Reduction Partnership	Yes	Executive Member (Neighbourhoods and Housing)	1	May-07	Jun-06	J L Carter	Con
Crossroads (Leeds) Ltd	No	No	1	May-07		Vacancy	
Cycling Consultative Forum	No		1	May-07	Jun-06	Stuart Andrew	Con
David Young Academy Governing Body	no		1	Apr-08	Apr-04	Peter Gruen	Lab
Dial Leeds	No	No	1	May-07	Jun-06	Luke Russell	Green
Early Years Development Partnership	No	No	3	May-07	Jun-06	Richard Harker	Lib Dem
				May-07	Jun-06	Lisa Mulherin	Lab
				May-07	Jun-06	Whip Nominee	Con
Environment Agency - Ridings Area Environment Group	Yes	Exec Member Development or Nominee	1	May-07	Nov-06	Barry Anderson	Con
Fostering Panel - East Leeds	No	No	1	May-07	Nov-06	Mark Phillips	Con
Fostering Panel - Rawdon	No	No	1	May-07	Jun-06	Mick Coulson	Labour
Fostering Panel - South Leeds	No	No	1	May-07	Dec-06	Brian Cleasby	Lib Dem
Friends Of Leeds City Museum	No	No	3	May-07	Jun-06	Barry Anderson	Con
				May-07	Jun-06	Elizabeth Nash	Lab
				May-07	Jun-06	Don Wilson	Lib Dem

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
Green Leeds	No		4	May-07	Jun-06	adam ogilvie	Lab
				May-07	Jun-06	Sue Bentley	Lib Dem
				May-07	Jun-06	David Blackburn	Green
				May-07	Jun-06	Barry Anderson	Con
Governors Of Trinity And All Saints College	No	No	1	May-07	Jun-06	Richard Harker	Lib Dem
Harrison & Potter Trust /Josiah Jenkinson Charity	No	No	1	May-07		Vacancy	
Homestart Leeds	No	No	1	May-07		Vacancy	
IGEN	No	No	1	May-07	Jun-06	Sue Bentley	Lib Dem
Investigation of Air Pollution Standing Conference	Yes	Executive Member Development	1	May-07	Jun-06	Barry Anderson	
Joint Consultative Committee (Teachers)	Yes (in part)	Exec Member Childrens Services or Nominee 1 place	5	May-07	Jun-06	Lisa Mulherin	Lab
				May-07	Jun-06	vacancy	Unallocated
				May-07	Jun-06	William Hyde	Con
				May-07	Jun-06	Brian Cleasby	Lib Dem
Joseph Priestley College Governing Body	No	No	2	May-08	Jun-06	Lisa Mulherin	Lab
				May-07	Jun-06	Robert Finnigan	MBI
Lady Elizabeth Hastings Educational Foundation	No	No	1	May-07	Jun-06	Mr Michael Fox	
Leeds Admissions Forum	No	No	5	May-07	Jun-06	Peter Gruen	Lab
				May-07	Jun-06	Robert Finnigan	MBI
				May-07	Jun-06	jane dowson	Lab
				May-07	Jun-06	Alec Shelbrooke	Con
Leeds Art Collections Fund	No	No	1	May-07	Jun-06	Richard Harker	Lib Dem
				May-07	Jun-06	Cllr John Procter	Con
Leeds Childrens Holiday Camp Association	No	No	1	May-07	Jun-06	Chris Townsley	Lib Dem
Leeds Citizens Advice Bureau	No	No	2	May-07	Jun-06	Javaid Akhtar	Lib Dem
				May-07	Jun-06	Suzi Armitage	Lab

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Leeds Civic Arts Guild	No	No	1	May-07	Jun-06	Roger Harington	Lab
Leeds College of Art and Design	No	No	1	Mar-08	Jul-04	Graham Hyde	Lab
Leeds College of Building	No	No	1	May-07	Jun-06	Graham Hyde	Lab
Leeds College Of Technology Governing Body	No	No	1	May-07	Jul-04	Clive Fox	Con
Leeds Community Equipment Service Partnership Board	No	No	2	May-07	Jun-06	debra coupar	Lab
				May-07	Jun-06	Brenda Lancaster	Lib Dem
Leeds Faith Forum	No	No	1	May-07	Jun-06	Michael Fox	Non Cllr
				May-07	Jun-06	David Blackburn	Green
Leeds Grand Theatre Board And Opera House Board Of Management	Yes in part	Exec Member Leisure or Nominee 1 place	6	May-07	Jun-06	David Blackburn	Green
				May-07	Jun-06	Judith Blake	Lab
				May-07	Jun-06	Peter Harrand	Con
				May-07	Jun-06	J L Carter	Con
				May-07	Jun-06	Steve Smith	Lib Dem
				May-07	Jun-06	Richard Harker	Lib Dem
Leeds Groundwork Trust	No	No	6	May-07	Jun-06	Geoff Driver	Lab
				May-07	Jun-06	Keith Wakefield	Lab
				May-07	Jun-06	Jane Dowson	Lab
				May-07	Jun-06	Ann Blackburn	Green
				May-07	Jun-06	David Hollingsworth	Lib Dem
				May-07	Jun-06	Ralph Pryke	Lib Dem

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Leeds Housing Concern	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-07	Jun-06	Exec Member or nominee	Con
Leeds in Bloom/Lower Initiative	No	No	1	May-07		Vacancy	Unallocated
Leeds Initiative Board	Yes	Party Leaders or nominee 3 places	3	May-07	Jun-06	Keith Wakefield	Lab
				May-07	Jun-06	Mark Harris	Lib Dem
				May-07	Jun-06	Andrew Carter	Con
Leeds Initiative - Learning Partnership	Yes in part	Exec Member Childrens Services or Nominee 1 place	2	May-07	Jun-06	Richard Harker	Lib Dem
				May-07	Jun-06	Sue Bentley	Lib Dem
Leeds Initiative - Leeds Cultural Partnership	Yes	Exec Member Development or Nominee Exec Member Leisure or Nominee 2 places	3	May-07	Jun-06	TBC	Con
				May-07	Jun-06	J Procter	Con
				May-07	Jun-06	TBC	Con
Leeds Initiative - Environment City Partnership	Yes in part	Exec Member Development or Nominee 1 place	2	May-07	Jun-06	Stuart Golton	Lib Dem
				May-07	Jun-06	TBC	
Leeds Initiative - Integrated Transport Partnership	Yes in part	Exec Member Development or Nominee 1 place	4	May-07	Jun-06	Judith Blake	Lab
				May-07	Jun-06	Andrew Carter	Con
				May-07	Jun-06	David Blackburn	Green
Leeds Initiative - Healthy Leeds Partnership	Yes	Exec Member Neighbourhoods and Housing or Nominee Exec Member Social Care or Nominee -	2	May-07	Jun-06	Javaid Akhtar	Lib Dem
				May-07	Jun-06	TBC	Con
Leeds Initiative - Economy Partnership	Yes	Exec Member Development or Nominee	1	May-07	Nov-06	Barry Anderson	Con

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Leeds Initiative - Sports Leeds	Yes	Exec Member Leisure or Nominee	2	May-07	Jun-06	Paul Wadsworth	Con
Leeds Initiative - Leeds City Centre Management Initiative	Yes	Exec Member Development or Nominee	2	May-07	Jun-06	Barry Anderson	Con
	in part	1 place		May-07	Jun-06	Colin Campbell	Lib Dem
Leeds Initiative - Safer Leeds Executive	Yes	Exec Member Neighbourhoods and Housing or Nominee	4	May-07	Jun-06	J L Carter	Con
	in part			May-07	Jun-06	TBC	
		May-07		Jun-06	TBC		
		May-07		Jun-06	TBC		
Leeds Architecture and Design Initiative	None			May-07	Jun-06	Andrew Carter	Con
				May-07	Jun-06	Stuart Andrew	Con
				May-07	Jun-06	Clive Fox	Con
				May-07	Jun-06	Colin Campbell	Lib Dem
				May-07	Jun-06	Elizabeth Minkin	Lab
Leeds Inter Agency Project(Women and violence)	No	No	1	May-07	Jun-06	Vacant	Unallocated
Leeds Jewish Welfare Board	No	No	1	May-07	Jun-06	Ronald Feldman	Con
Leeds Learning Disabilities Partnership Board	Yes	Executive Member (Adult Health & Social Care)	5	May-07	Jun-06	Peter Harrand	Con
	in part	1 Place		May-07	Jun-06	debra coupar	Lab
				May-07	Jun-06	Brian Selby	Lab
				May-07	Jun-06	Vacancy	Unallocated
			May-07	Jun-06	Vacancy	Unallocated	
Leeds Local Access Forum	No	No	3	May-07	Jun-06	Clive Fox	Con
				May-07	Jun-06	Roger Harington	Lab
Leeds Mind	No	No	1	May-07	Jun-06	Luke Russell	Green
Leeds Parish Church Exhibition Foundation	No	No	1	May-07	Jun-06	Marian Monks	Non Cllr

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Renewal Leeds Limited	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-07	Jun-06	J L Carter	Con
Leeds Philharmonic Society	No	No	1	May-07	Jun-06	Richard Harker	Lib Dem
Leeds Pianoforte Competition Committee	No	No	2	May-07	Jun-06	Martin Hamilton	Lib Dem
				May-07	Jun-06	Elizabeth Nash	Lab
Leeds Racial Equality Council	Yes (in part)	Exec Member Central and Corporate 1 place	2 1	May-07	Jun-06	Kabir Hussain	Lib Dem
				May-07	Jun-06	Sharon Hamilton	Lab
Leeds Schools Awards	Yes	Exec Member Learning or Nominee	1	May-07	Jun-06	Richard Harker	Lib Dem
Leeds Schools Foundation	Yes	Exec Member Learning or Nominee	1	May-07	Jun-06	Richard Harker	Lib Dem
Leeds Schools Sports Association	No	No	2	May-07	Jun-06	Vacant	
				May-07	Jun-06	Roger Harington	Lab
Leeds Sports Federation	No	No	6	May-07	Jun-06	Denise Atkinson	Lab
				May-07	Jun-06	Roger Harington	Lab
				May-07	Jun-06	Patrick Davey	Lab
				May-07	Jun-06	Kabir Hussain	Lib Dem
				May-07	Jun-06	Brian Jennings	Ind
Leeds University Court	No	No	2	May-07	Jun-06	Penny Ewens	Lib Dem
				May-07	Jun-06	Bill Hyde	Con
Leeds Women's Aid	No	No	1	May-07	Jun-06	Sharon Hamilton	Lab
Local Construction And Training Agency	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-07	Jun-06	J L Carter or Nominee	Con
Lord Mayor Of Leeds Appeal Fund	No	No	3	May-07	Jun-06	Ted Hanley	Lab
				May-07	Jun-06	John Proctor	Con
				May-07	Jun-06	Martin Hamilton	Lib Dem

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6		
	Y/N								
Making Leeds Better Project Board	Yes	Exec Member Adult Health & Social Care and Opposition Spokesperson	2	May-07	Jun-06	Peter Harrand	Con		
				May-07		Judith Blake	Lab		
National Association of Councillors	No		3	May-07	Jun-06	Suzi Armitage	Lab		
				May-07	Jun-06	Whips nominee	Con		
				May-07	Jun-06	Whips nominee	Lib Dem		
National Coal Mining Museum For England Liaison Committee	No	No	1	May-07	Jun-06	Keith Parker	Lab		
				May-07					
Neighbourhood Renewal Board - Aire Valley	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-07	Jun-06	J L Carter	Con		
							Jun-06	A Carter	Con
							Jun-06	D Hollinsworth	Lib Dem
							Jun-06	G Driver	Lab
							Jun-06	debra coupar	Lab
		Exec Member development	1						
		Local Ward Member	1						
		Labour Group Nominees	2						

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Neighbourhood Renewal Board - Beeston and Holbeck	Yes	Ward Members	2	May-07	Jun-06	Adam Ogilvie	Lab
				May-07	Jun-06	angela gabriel	Lab
Nell Bank Centre Trust	No	No	1	May-07	Jun-06	Mick Coulson	Lab
National Parking Adjudication Service Committee	Yes	Executive Member whose portfolio includes Parking services	1	May-07	Nov-06	Steve Smith	Lib Dem
National Society For Clean Air Divisional Council	No	No	1	May-07	Jun-06	Barry Anderson	con
North Regional Association For Sensory Support	No	No	1	May-07	Jun-06	Peter Harrand	Con
Northern College - Board Of Governors	No	No	1	May-07	Jun-06	James McKenna	Lab
Northern College - Policy And Finance Committee	No	No	1	May-07	Jun-06	James McKenna	Lab
Northern College - Joint Liaison Group	No	No	1	May-07	Jun-06	James McKenna	Lab
Nuclear Free Zones English Forum	No	No	1	May-07	Nov-06	Ralph Pryke	Lib Dem
Park Lane College	No	No	1	May-07	Jun-06	Kabeer Hussain	Lib Dem
				May-07			
				May-07			
People First	No	No	1	May-07	Jun-06	Jane Dowson	Lab
Public Rights of Way Forum	No	No	1	May-07	Jun-06	Clive Fox	Con

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Regional Planning Forum and Infrastructure Committee	Yes	Exec member (Development)	1	May-07	Oct-06	Barry Anderson	Con
Re'new	Yes	Exec Member (Neighbourhoods and Housing)	1	May-07	Jun-06	J L Carter	Con
Reserve Forces And Cadets Association For Yorkshire & Humberside	No	No	1	May-07	Jun-06	Bill Hyde	Con
Robert Salter Charity	No	No	3	May-07	Jun-06	Richard Lewis	Lab
				May-07	Jun-06	Whip Nominee	Con
				May-07	Jun-06	Whip Nominee	Con
Roseville Enterprises Board Of Management	Yes	Executive Member (Adult Health & Social Care)	5	May-07	Jul-06	Clive Fox	Con
	in part			May-07	Jun-06	Don Wilson	Lib Dem
				May-07	Jun-06	David Blackburn	Green
				May-07	Jun-06	debra coupar	Labour
				May-07	Jun-06	Stuart McArdle	Independent
School Organisation Committee	No	No	7	May-07	Jun-06	Peter Gruen	Lab
				May-07	Jun-06	Geoff Driver	Lab
				May-07	Jul-06	Alec Shelbrooke	Con
				May-07	Jun-06	Clive Fox	Con
				May-07	Jun-06	Ryk Downes	Lib Dem
				May-07	Jun-06	Brian Cleasby	Lib Dem
Simeon Gaunt Memorial Music Festival Charity	No	No	3	May-07	Jun-06	Andrew Carter	Con
				May-07	Jun-06	Josephine Jarosz	Lab
				May-07	Jun-06	Mr Cornforth	Con
South Leeds Team Ministry	No	No	1	May-07	Jun-06	Unallocated	
Standing Advisory Council on Religious Education	No	No	4	May-07	Jun-06	Brian Selby	Lab
				May-07	Jun-06	Jim McKenna	Lab
				May-07	Jun-06	Peter Harrand	Con
				May-07	Jun-06	Richard Harker	Lib Dem

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
State of the River Management Committee	No	No	1	May-07	Jun-06	Stuart Golton	Lib Dem
Swarthmore Educational Centre	No	No	2	May-07	Jun-06	Penny Ewens	Lib Dem
				May-07	Jun-06	Vacancy	Unallocated
The Charities Of Thomas Wade And Others	No	No	3	May-07	Jun-06	Bill Hyde	Con
				May-07	Jun-06	alan taylor	Lib Dem
				May-07	Jun-06	Ann Blackburn	Green
Leeds Thomas Danby	No	No	1	May-07	Jun-06	Tom Murray	Lab
Touchstone	No	No	1	May-07	Jun-06	Vacancy	Unallocated
Trustees Of Joshua Crabtree's Charity	No	No	2	May-07	Jun-06	Colin Campbell	Lib Dem
				May-07	Jun-06	Vacancy	Unallocated
Voluntary Action Leeds	No	No	3	May-06	Jun-06	Jane Dowson	Lab
				May-07	Jun-06	Whip nominee	Con
				May-07	Jun-06	Greg Mulholland	Lib Dem
West Yorkshire Connexions	Yes	Exec Member Childrens Services or Nominee	1	May-07	Jun-06	Richard Harker	Lib Dem
West Yorkshire Culture	Yes	Proposed to be Executive Member (Leisure)	1	May-07	Jun-06	Proposed to be Executive Member (Leisure)	Con
West Yorkshire Integrated Transport Forum	Yes	Exec Member Development or Nominee	1	May-07	Jun-06	Barry Anderson	Con
West Yorkshire Market Renewal Board	No	No	1	May-07	Jun-06	Vacancy	Unallocated
West Yorkshire Playhouse Theatre Board	Yes	Exec Member Leisure or Nominee	4	May-07	Jun-06	Martin Hamilton	Lib Dem
				May-07	Jun-06	valerie kendall	Con
				May-07	Jun-06	Steve Smith	Lib Dem
				May-07	Jun-06	Terry Grayshon	MBI
West Yorkshire Rural Partnership	No	No	1	May-07	Jun-06	Mick Coulson	Lab
West Yorkshire Valuation Tribunal (Appointments Panel)	No	No	1	May-07	Jun-06	Mick Coulson	Lab

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
William Merritt Disabled Living Centre and Mobility Service	No	No	1	May-07	Jun-06	Vacancy	Unallocated
Wypta Education Liaison Group	No	No	3	May-07	Jun-06	Sue Bentley	Lib Dem
				May-07	Jun-06	Vacancy	Unallocated
				May-07	Jun-06	Vacancy	Unallocated
Wypta Highways And Planning Liaison Group	No	No	1	May-07	Jun-06	Anne Blackburn	Green
Wypta Local Transport Plan Steering Group	Yes	Executive Member Development or nominee	1	May-07	Jun-06	Stuart Andrew	Con
Wypta Social Services Liaison Group	No	No	1	May-07	Jun-06	Andrea Harrison	Labour
Wypta Taxi Liaison Group	No	No	1	May-06	Jun-06	Luke Russell	Green
Wypta Passenger Transport Consultative Committee	No	No	4	May-07	Jun-06	James McKenna	Lab
				May-07	Jun-06	James Lewis	Lab
				May-07	Jun-06	Whip Nominee	Lib Dem
				May-07	Sep-06	C Fox	con

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2005/6	Group Allocation 2005/6
	Y/N						
Wykebeck Way Community Forum	No	No	1	May-07	Jun-06	Cllr Roger Harington	Lab
Yorkshire And Humberside Association Of Education Authorities	Yes in part	Exec Member Learning or Nominee 1 place	2	May-07	Jun-06	Bill Hyde	Con
				May-07	Jun-06	Richard Harker	Lib Dem
Yorkshire and Humberside Asylum Seekers Reference Group	No	No	1	May-07	Jun-06	Vacancy	Unallocated
Yorkshire and Humberside Housing Forum Executive	Yes	Exec Member (Neighbourhoods and Housing)	1	May-07	Jun-06	Amanda Carter	Con
Yorkshire and Humberside Regional Broadband Joint Committee	Yes	Executive Member (Childrens Services)	1	May-07	Jun-06	Richard Harker	Lib Dem
Yorkshire And Humberside Regional Council	Yes	Exec Member Central and Corporate or nominee	3	May-07	Jun-06	Mark Harris	Lib Dem
	in part	1 place		May-06	Jun-06	Liz Minkin	Lab
				May-07	Jun-06	Andrew Millard	Con
Yorkshire Indoor Cricket School	No	No	3	May-07	Jun-06	Keith Parker	Lab
				May-07	Jun-06	Ronald Feldman	Con
				May-07	Aug-06	Chris Townsley	Lib Dem
Yorkshire Power Stations Joint Environmental Committee	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-07	Nov-06	Barry Anderson	Con
Yorkshire Regional Flood Defence Committee	Yes	Exec Member Development or Nominee	1+ 1 sub	May-07	Jun-06	Ralph Pryke	Lib Dem
			sub	May-07	Nov-06	Vacancy	
Yorkshire Tourist Board	Yes	Exec Member Leisure or Nominee	1	May-07	Jun-06	Stuart Golton	Lib Dem
Local Government Yorkshire and Humber	Yes in part	Leader of Council	4	May-07	Jun-06	Mark Harris	Lib Dem
				May-07	Jun-06	Stuart Golton	Lib Dem
				May-07	Jun-06	Andrew Carter	Con
				May-07	Jun-06	John Proctor	Con



Originator: Kay Small

Tel: 39 50852

Report of the Chief Democratic Services Officer

Member Management Committee

Date: 20th February 2007

Subject: Member Development

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

The Member Development Working Group meets on a regular basis to formulate, progress and monitor Member Development activities. Over the last quarter this has included work on the following projects:

- Roll-out of the compulsory programme of learning and development for members of Regulatory Panels
- Preparation for attaining the Charter for Member Development
- Provision of a programme of training for Lead Members.

This report provides Member Management Committee with an update on progress with the above initiatives and an opportunity to comment on current provision.

1.0 Purpose Of This Report

1.1 This report provides Member Management Committee with an update on the following Member learning and development projects and initiatives:

- Training for planning and licensing members
- The Charter for Member Development
- Training for Lead Members.

2.0 Training for Planning and Licensing Members

Background Information

2.1 The concept of making training and development compulsory for all Licensing and Regulatory Panel members was agreed by Member Management Committee at its meeting on 29 June 2006. The Committee then charged the Member Development Working Group with designing the training programmes.

2.2 The Member Development Working Group, chaired by Cllr Latty, has since met on a number of occasions to put together a draft training programme covering Planning, Licensing and general governance and conduct issues. This programme commenced on 20th November 2006.

Main Issues

2.3 To date, five modules have taken place. A summary of attendance and evaluation is provided below:

Event	No./% of Members required to attend who attended	Apologies	Evaluation Rating	Evaluation Comments
Taxi and Private Hire Issues – 20 November 2006	6 (67%)	3 (in advance)	Good	'Useful refresher'
Introduction to Planning – 28 November 2006 and 9th January 2007	19 ¹	2 (in advance)	Excellent	'Good refresher', 'Knowledgeable presenter', 'Learnt something new', 'Liked case study approach', 'This will help me make better judgements'
Governance and Conduct	6 (14%) Two further sessions planned.	3 (after event)	Very Good	'Enjoyed board game/ competitive element', 'Lots of detail – could be shorter', 'Good presenters'

¹ This session was not compulsory as there were no new Members appointed to Plans Panel in 2006

Planning Update – 14 December 2006	15 (50%) One further session planned.	2 (in advance) 2 Members left event near start	Good	'Vital update on new legislation'

Half way through the programme 20 Members out of the 42 that need to attend sessions have (48%). Six other Members have attended events voluntarily.

The feedback provided by Members has already been used to amend and improve the events for future participants. A follow-up questionnaire about the programme will be circulated to all participants from February 2007, in order to measure the effectiveness of the programme as a whole.

- 2.4 A number of Members have been unable to commit to training dates due to work, family or health commitments. These Members will be offered one-to-one or small group sessions (to be provided by officers) as soon as the main programme is complete.

Implications for Policy and Governance

- 2.5 To date, only two Members have failed to make contact regarding the training programme. Efforts are continually being made to ensure that all Members are provided with the training required; either as part of the group sessions or as a one-to-one briefing. It is therefore envisaged that all the relevant Members will have fulfilled their training requirements by the end of this municipal year. This will ensure that the councillors concerned have the facility enabling them to undertake their Council duties and are able to make effective and informed decisions and ensure good governance.

Legal and Resource Implications

- 2.6 The planning training is being undertaken by external trainers at a cost of £6,000 for four half-day sessions per year. This cost will be met by the Development Department. Licensing training and governance training will be carried out in-house and be met within existing resources.

Conclusions

- 2.7 The evidence gained so far from trainer and delegate feedback indicates that the programme is proving to be a successful and popular initiative. Evaluation will continue, to ensure that it is also an effective means of assisting Members to develop and fulfill their roles to their full capacity.

3.0 Charter for Member Development

Background Information

- 3.1 Since autumn 2005, the Council has been working towards achieving the national Charter for Member Development. This autumn, the Leaders of the five groups and the Chief Executive signed a Commitment Statement, demonstrating all-party commitment to the principles of the Charter.

- 3.2 On Tuesday 19th December the Council undertook a 'pre-assessment' in order to find out whether it was ready for formal assessment. This process involved a series of interviews between the assessor Mike Leitch (Local Government Yorkshire and Humber) and a cross-section of Members and officers.

Main Issues

- 3.3 As a result of the pre-assessment day, Leeds was found to meet the majority of the charter objectives. The assessor was particularly impressed by the following:
- The involvement of Members in the development and monitoring of Member Development, through the Working Group
 - New initiatives such as the 'Everything you ever wanted to know about...' seminar series and the Planning and Licensing programme
 - The way in which Member Development is promoted and publicised, e.g. through the notice board and intranet site.
- 3.4 One area requiring clarification is the link between Member Development and corporate priorities. This gap will be closed through the regular provision of reports and updates to Corporate Management Team. This is the first such update.
- 3.5 Once this area is addressed, we will be able to be formally assessed. This will take the form of interviews with the Leader of Council, the Chief Executive and around 5 other Members and officers. It is envisaged that the assessment and award of the Charter will take place by the end of March 2007. The award of the Charter will involve a presentation ceremony, award of a commemorative plaque and invitation to a celebration event. If successful Leeds will be the largest Met to receive the award and the second Core City. (Manchester already has the award)

Implications for Policy and Governance

- 3.6 The Charter for Member Development is a national award which recognises excellence in the area of learning and development for elected Members. Achieving the award will publicly acknowledge the commitment of Members and officers to developing the capacity of both new and existing councillors.

Legal and Resource Implications

- 3.7 The cost of formal assessment, which is undertaken by the Head of Organisational Development, Local Government Yorkshire and the Humber, and an IDeA-accredited Member peer is £500. This will be met from within the current Member Development budget.

4.0 Training for Lead Members

- 4.1 At the meeting of 29th June 2006, Member Management Committee endorsed the Working Group's proposal to develop a programme of learning and development for Lead Members.
- 4.2 Since that date, the Working Group has undertaken a research exercise into the skills and knowledge requirements of Lead Members. This has involved a survey and interviews with both Lead and Executive Members.
- 4.3 Evidence collated to date has identified that an appropriate programme for Lead Members would involve development in both soft skills (influencing, prioritising etc)

and hard skills (understanding local government finance). The following learning modules for Lead Members are therefore proposed:

- Understanding finance and budgets
- Managing performance effectively
- Influencing and negotiating
- Prioritising issues and briefing Executive Members.

4.4 Before developing this programme further it is also proposed that the role of a Lead Member is clarified by setting out a 'role description' for the portfolio covered. This has been suggested by a number of Members. The Working Group feel that this step is necessary to clarify what the role entails what the key duties are, thereby helping to ascertain what skills are required to carry it out effectively.

Implications for Policy and Governance

4.5 Lead Members have a vital role to play in ensuring that departments are effectively run, fully accountable and that any decisions made are open and transparent. An effective programme of training and development for this group will ensure that they are able to fulfill their roles to the best of their ability.

Legal and Resource Implications

4.6 The cost of any training modules identified will be met from within the Member Development budget. It should be noted that the limitations to this budget will mean that the training will be delivered by in-house resources.

Conclusions

4.7 It is proposed that the Working Group initially draft a role description for Lead Members for wider discussion with a view to using this document to finalise the learning and development programme.

5.0 Recommendations

5.1 The Member Management Committee is asked to note the contents of this report and approve the following recommendations:

- Request the Member Development Working Group to put together a draft role description for Lead Members
- Request the Working Group to put together a draft programme of learning and development for Lead Members, based on the role description and modules identified in section 4.3.

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Originator: Kay Small

Tel: x50852

Report of the Chief Democratic Services Officer

Member Management Committee

Date: 20th February 2007

Subject: Member Development

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

A report detailing all training and conference attendance by Members is currently presented to Member Management Committee on a quarterly basis.

The report is attached at Appendix A.

1.0 Purpose Of This Report

- 1.1 A report detailing all training and conferences attendance by Members is currently presented to Member Management Committee on a quarterly basis. (This can be longer when on occasion the Committee has not met). The current quarter's report is attached at Appendix A.

2.0 Background Information

- 2.1 In order to determine the success of Member development initiatives, each training event is monitored to ensure that it has met its stated aims and objectives. This evaluation process is a standard success measure and is used for all Member training programmes, as stipulated in the Member Development Strategy.
- 2.2 The Member Development report provides a summary of this evaluation information, along with attendance details so that Member Management Committee can monitor the impact of learning and development activities.
- 2.3 In order to enhance the service to Members through the provision of more timely information, a monthly version of the report is also circulated to Whips outside of this meeting.

3.0 Main Issues

- 3.1 A number of learning and development events take place for Members each quarter. These include seminars, courses, induction sessions and other learning interventions, such as e-learning.
- 3.2 The events are based on the learning needs identified in the current Member Development Strategy 2006-8, as defined by the Member Development Working Group. Additional events, such as lunchtime seminars and specific personal development activities, are added to the programme over the course of the year, as the need arises.

4.0 Implications For Council Policy And Governance

- 4.1 Effective learning interventions help to ensure that councillors are adequately equipped to undertake their Council duties, are able to make effective and informed decisions and ensure good governance. By monitoring the delivery of these events, Member Management Committee will ensure that quality is maintained.

5.0 Legal And Resource Implications

- 5.1 The provision of Member development activities is met within current budget allocation.

6.0 Conclusions

- 6.1 The Member Development report is produced quarterly in order to help members of the Member Management Committee to monitor the success of individual learning interventions and the Member Development Strategy as a whole.

7.0 Recommendations

- 7.1 The Member Management Committee is asked to note the contents of the Learning and Development report attached at Appendix A.

Appendix A - Members' Learning and Development Report

September - December 2006

This report shows learning and development activity undertaken by elected Members between 1 September and 31 December 2006. The report only includes training arranged or provided by Member Development and does not cover other events which Members have attended of their own volition. 'Potential Attendance' shows the total number of Members who were able to attend the session due to capacity issues, or the total number invited. The evaluation rating is an average score based on feedback from the event – options are Excellent, Good, Fair or Poor.

Planning and Licensing Training Programme

This section shows development events linked to specific roles undertaken by Members.

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	Total attendance	Potential attendance	Average Evaluation rating
Leeds Casino Proposal	19/10/06	Gill Marshall, Legal Services	Mulherin	Castle Ron Feldman Lobley Robinson Wilkinson	Campbell Lancaster	-	Leadley McArdle -	10	25	Excellent
Taxi and Private Hire Issues	20/11/06	Gill Marshall, Legal Services	Coulson Dowson Morgan	Ron Feldman	Bale Hollings- worth Monaghan Wilson	-	-	8	10	Good
"This was a useful refresher"										
Introduction to Planning	28/11/06	Trevor Roberts Associates	Anderson Congreve Coulson Harington Selby	Ron Feldman Fox Wilkinson	Bentley Wilson	-	Leadley	11	20	Excellent

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	Total attendance	Potential attendance	Average Evaluation rating
‘Good refresher’, ‘Knowledgeable presenter’, ‘Learnt something new’, ‘Liked case study approach’, ‘This will help me make better judgements’										
The Gambling Act	5/12/06	Gill Marshall, Legal Services	Coulson Dunn Hanley Morgan	Ron Feldman Fox Robinson Wilkinson	Bentley Townshley Wilson	-	Grayshon McArdle	13	16	Excellent
Governance and Conduct	6/12/06	Kate Sadler, Democratic Services and Gill Marshall, Legal Services	Morgan	Procter	Bentley Monaghan Taylor	-	Leadley McArdle	7	20	Excellent
“I will take all this into consideration when I attend Plans Panel meetings”										
Understanding the Local Development Framework	8/12/06	Dave Feeney, Development	Minkin Parker	An Carter Bale Ron Feldman Ru Feldman Fox Wilkinson	Brett Lancaster	-	McArdle	11	25	Good
“I will feed this back through local forums and parish councils” “It was useful to discuss the interconnected themes of the LDF”										
Planning Update	14/12/06	Trevor Roberts Associates	Congreve Lyons Nash Selby	Andrew Fox Ru Feldman Wilkinson	Bentley Taylor Wilson	-	Leadley McArdle	13	20	
“A vital update on the new legislation”										

Personal Development Training

This section shows development events provided as a result of identified personal development needs (these could be identified via Personal Development Plans or via informal discussion with the Member Development Officer).

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	Total attendance	Potential attendance	Average Evaluation rating
IT one-to-one	27/11/06	Kay Small		Ron Feldman		-	-	1	-	N/A
Council Day – IT drop-in	13/9/06	Karen Batty/Kay Small	Atha Driver Dunn Gabriel Nash	Bale Campbell Kendall	Kirkland Monaghan	-	-	10	99	N/A
Chairing Skills	20/10/06	Val Slater (External Trainer)	Morgan	Castle Fox	Bentley Monaghan Wilson	A Blackburn	-	7	8	Good
“I will re-read the manual given and pick out what is relevant to me at this time” “I will be better able to deal with people who ‘hog’ meetings”										
Influencing Skills	8/12/06	Emma Taylor (External Trainer)	Davey Rafique	Fox	Bentley Taylor Wilson	-	-	6	8	Good/ Excellent
“ [this course will help me] deal with difficult cases” “Good role plays and scenarios” “Thoroughly enjoyable! I learnt a lot”										

Seminars

This section shows details of lunchtime seminars arranged by Member Services or other internal bodies. It does not include external events or seminars arranged for particular groups.

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	Total attendance	Potential attendance	Average Evaluation rating
Children Act	5/9/06	Childrens Services	Coulson J Lewis Murray	Lobley	Brett Chapman Harker Pryke	Blackburn	Elliott	10	25	N/A
Building Schools for the Future	13/10/06	Education Leeds	Blake Coupar Dowson Driver Mulherin Murray	Anderson Ron Feldman Ru Feldman Fox Harrand Hyde Kendall Lobley Wadsworth	Bentley Ewens Harker	-	Leadley McArdle	20	25	Excellent
Children Act	30/10/06	Childrens Services	Dowson Driver Mulherin Murray	Bale Ron Feldman Ruth Feldman Fox Harrand Hyde	Bentley Brett Cleasby Ewens Harker	-	Elliott Leadley	17	25	Good
Everything you ever wanted to know about 'Our Health, Our Care, Our Say; Adult Services'	10/11/07	Social Services	Coulson Morgan	Ron Feldman Ru Feldman Fox Harrand Kendall	Bentley Brett	A Blackburn	McArdle	11	25	Good
"We need a day on this, with workshops where outcomes will be taken into account"										

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	Total attendance	Potential attendance	Average Evaluation rating
Children Act – Common Assessment Framework	27/11/07	Childrens Services	Driver Gruen Harper Murray	Bale Ron Feldman Ru Feldman Fox Harrand Hyde	Bentley Ewens Harker Lancaster	-	-	14	25	Good
“Was good to break into groups for more discussion” “I was concerned at first that Members (myself included) might feel slightly patronised by the participative approach, but on reflection I think it worked quite well. Perhaps we should do it more often”										
Everything you ever wanted to know about...Healthy Schools	1/12/06	Education Leeds/City Services	Parker	Harrand Robinson	Ewens Lancaster	-	McArdle	6	25	Excellent
Children Act – Safeguarding and Joint Area Review	12/12/06	Childrens Services	Driver Gruen Murray	Ron Feldman Ru Feldman	Bentley Brett Harker	-	-	8	25	Good
Local Area Agreements	15/12/06	Jane Stageman, Chief Execs	Dowson Grahame	Anderson Fox	Bentley	-	-	5	25	N/A

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External conferences and seminars

This section shows details of conferences attended and requested between 1 June 2006 and 31st August 2006. Where attendance at a conference was requested but not approved, it is shown as ‘Not Authorised’.

Date	Conference	Delegate	Venue	Approved List?	Authorised Not Authorised	Party	Conf Costs	Travel Costs	Hotel Costs	Total	Feed-back
12 June	IDeA Health Symposium	Brenda Lancaster	London	No	Authorised	Lib Dem	N/A	171	N/A	171	-
4-7 July	Annual LGA Conference	Barry Anderson	Bournemouth	Yes	Authorised	Cons	495	-	210	tbc	-
4-7 July	Annual LGA Conference	James Lewis	Bournemouth	Yes	Authorised	Labour	495	-	-		-
14-15 Sept 8-9 Nov	Making Children Matter – IDeA Leadership Academy Programme	Richard Brett	Cheshire	No	Authorised	Lib Dem	800	29.20	Inc.		✓
10 Oct	New Schools Admission Code	Richard Harker	London	No	Authorised	Lib Dem	125	171	n/a		
12 Oct	What works for Children? Barnardos seminar	Sue Bentley	Leeds	No	Authorised	Lib Dem	15	n/a	n/a	15	
16-17 Oct	Standards Board for England Conference	Mike Wilkinson	Birmingham	N/A	Authorised	N/A	415	-	236		
18-20 Oct	National Childrens/Adult Services Conf	Valerie Kendall (one day)	Brighton	Yes	Authorised	Cons	129	202	n/a		

18-20 Oct	National Childrens/Adult Services Conf	Richard Harker	Brighton	Yes	Authorised	Lib Dem	425	132			
18-20 Oct	National Childrens/Adult Services Conf	Debra Coupar	Brighton	Yes	Authorised	Labour	425	132			
27-29 Oct	National Association of Cllrs annual conference	Suzi Armitage	Cardiff	No	Authorised	Labour	295	83.80	n/a		
27 Oct	Realising the challenges of city regions (learning and skills)	Richard Harker	Sheffield	No	Authorised	Lib Dem	50	-	n/a		
8 Nov	Annual Education Lecture	John Bale	Leeds	No	Authorised	Lib Dem	40	n/a	n/a		
4 Dec	The LGIU White Paper conference	Peter Gruen	London	No	Authorised	Labour	265	171	n/a		
19 Jan	LGA Conference; Facing the Future	Peter Harrand	London	No	Authorised	Cons	199	Tbc	n/a		
19 Jan	LGA Conference: Facing the Future	Andrea Harrison	London	No	Authorised	Lab	199	181	n/a		
25 Jan	New Challenges for Scrutiny (LGIU)	Pauleen Grahame	London	No	Authorised	Lab	200	Tbc	n/a		

Total budget (external conferences and seminars) for 2006-7: £11,360

Total committed to date: £6,149

Total remaining: £5,211



Originator: Ian Walton

Tel: 2474350

Report of the Chief Democratic Services Officer

Member Management Committee

Date: 20th February 2007

Subject: Working Group on Muslim Cemetery Provision

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. Decisions of the Executive Board and Council have determined that a non partisan working group be established to examine the feasibility of setting up a Trust for the Muslim part of the Harehills cemetery and further feasibility studies for other sites.

This report recommends the member representation for the Working Group as the first step in progressing the matter.

1.0 Purpose Of This Report

To consider member appointments to a working group to be established to examine the feasibility of setting up a Trust for the Muslim part of the Harehills cemetery and further feasibility studies for other sites.

2.0 Background Information

The Executive Board on 13th December 2006 considered a report on cemetery provision in East and North East Leeds as part of the review of the Cemeteries and Crematoria 50 Year Strategy. The Board resolved, with regard to Muslim cemetery provision, that a working group be established and that the Member Management Committee determine the member representatives on the group.

Following a White Paper debate at the Council meeting held on 17th January 2007 the following resolution was passed:

RESOLVED – That this Council, noting the sensitivities surrounding the issue of burials, affirms that party politics should have no role to play in this issue. Council therefore welcomes the recent Executive Board decision to establish a non partisan working group to examine the feasibility of setting up a Trust for the Muslim part of the Harehills cemetery and further feasibility studies for other sites

3.0 Main Issues

The Council resolution effectively identifies the terms of reference for the proposed Working Group and the Executive Board decision charges the Member Management Committee with the establishment of the informal working group.

As the working group will need to incorporate representation of Muslim community interests, plus officer representation from various departments, it is proposed that the number of member appointments to the group be kept to a minimum. To this end it is suggested that the Labour, Liberal Democrat, Morley Borough Independent and Green Groups each appoint 1 member. The Executive Member (Leisure) is the Conservative Group nominee and as this matter is within the Leisure portfolio it is proposed that he chairs the group.

Following the appointment of the elected members to the group it is proposed that an initial meeting be held to consider advice from the Director of Learning and Leisure and such other officers as appropriate as to:

- community interest appointments to be incorporated into the group which will ensure appropriate and comprehensive representation of the Muslim community
- an appropriate work programme for the group within the parameters of the Council decision.

4.0 Conclusions

The first steps identified in this report will secure a compact member core for the working group as the foundation for an initial meeting which will clearly define the appropriate inputs, goals and timescales.

5.0 Recommendations

- (a) That member appointments to the working group on Muslim Cemetery Provision be Councillor J Procter (Chair) and one Whips' nominee from each of the Labour, Liberal Democrat, Morley Borough Independent and Green Party Groups.
- (b) That the Director of Learning and Leisure be requested to progress the work of the group in the terms of this report.

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