



MEMBER MANAGEMENT COMMITTEE

Meeting to be held in Leeds Civic Hall on
Tuesday, 30th October, 2007
at 4.00 pm

MEMBERSHIP

Councillors

P Gruen
M Lyons

M Hamilton
D Hollingsworth

G Latty
J Procter (Chair)

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 12 of the Members Code of Conduct</p>	
5			<p>MINUTES</p> <p>To approve as a correct record the minutes of the meeting held on 31st May 2007</p>	1 - 4

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6			<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES - AFFORDABLE HOUSING STRATEGIC PARTNERSHIP BOARD</p> <p>The Director of Environment and Neighbourhoods submitted a report seeking to formalise the appointment of the political representatives to the Affordable Housing Strategic Partnership Board (AHSPB)</p>	5 - 6
7			<p>PLANS AND LICENSING PANELS - COMPULSORY TRAINING</p> <p>To consider the report of the Chief Democratic Services Officer in relation to compulsory training for plans and licensing panel members</p>	7 - 14
8			<p>MEMBERS IT</p> <p>To consider the report of the Chief Democratic Services Officer presenting Members with an update on ICT issues including a summary of the Members ICT Upgrade Project and future changes to support arrangements as well as a status report on the provision of PDAs to Members.</p>	15 - 30
9			<p>MEMBER DEVELOPMENT</p> <p>To consider the report of the Chief Democratic Services Officer providing Members with an update on Member learning and development projects and initiatives.</p>	31 - 36
10			<p>LEEDS GRAND THEATRE BOARD - APPOINTMENT OF INDEPENDENT TRUSTESS</p> <p>To consider the report of the Chief Libraries, Arts and Heritage Officer seeking approval to appoint an independent member to the Board.</p>	37 - 38

Item No	Ward	Item Not Open		Page No
11			LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES To consider the report of the Chief Democratic Services Officer in relation to Elected Member Appointments to Outside Bodies.	39 - 54

Agenda Item 5

MEMBER MANAGEMENT COMMITTEE

THURSDAY, 31ST MAY, 2007

PRESENT: Councillor J Procter in the Chair

Councillors M Hamilton, G Latty, T Leadley,
P Gruen, D Hollingsworth and L Russell

Apologies Councillor A Blackburn and M Lyons

1 **Late Items**

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted two late reports to the agenda for consideration. Item 11 'Local Authority Appointments to Outside Bodies – Nominations for Regional Structures' and Item 12 'Local Authority Appointments to Outside Bodies – Local Government Association General Assembly and Urban Commission.' The Chair agreed that these items be added to the agenda due to the need to confirm appointments to various bodies.

2 **Declarations of Interests**

A declaration of interest made during the meeting is referred to in minute no. 7 (Councillor Procter.)

3 **Minutes**

RESOLVED – That the minutes of the meeting held on 20th February 2007 be approved as a correct record.

4 **Personal Digital Assistants**

The Chief Democratic Services Officer presented a report which sought Members' views on the provision of Personal Digital Assistants (PDAs) for use by Members. Following a pilot exercise earlier in the year, Officers had undertaken to investigate potential demand for the equipment. On the basis of this it was reported that funding was available for the purchase of up to 50 in the first year, and 25 in the second.

In principle it was intended that PDAs be offered to all Members in the first instance, with a proposal that the roll out programme include a briefing session for interested Members before a formal request for the device would be considered. Individual allocations would then be reviewed on a six-monthly basis.

RESOLVED –

- a.) That the contents of the report be noted;
- b.) That the proposal to commence with rolling out PDAs, as outlined in the report, be endorsed;
- c.) That a further progress report be submitted to the Committee within six months.

5 Member Development - Annual Report

The Chief Democratic Services Officer submitted a report regarding the Member Development Annual Report for 2006/07. Contained within the report was a suggestion that the Member Development Working Group be reinstated to continue the work that had begun in the previous year. Members also heard details of a proposal from the Association of West Yorkshire Authorities (AWYA) to fund two places on the IDeA's Leadership Academy Programme.

RESOLVED –

- a.) That the Member Development Annual Report for 2006/07 be noted;
- b.) That Officers be notified of nominations for two Members to attend the IDeA Leadership Academy, one being reserved to the Labour Group;
- c.) That the Member Development Working Group be reinstated for the new municipal year, with a membership of Councillors Latty, Dowson and Hollingsworth.

6 Councillor Nominations to the new ALMO Area Panels

The Director of Environment and Neighbourhoods presented a report to establish the process through which nominations of Members to the ALMO Area Panels are made. Members were reminded that as part of the process to reduce the number of ALMOs in Leeds from six to three, Executive Board had agreed that Area Panels be established in order to continue to develop tenant participation.

It was proposed that an Area Panel would consist of one main Board member, two Elected Members from the area and six tenant representatives. Area Committees would be charged with nominating to the Panels, with the exception that an Elected Member already serving on a main Board could not be appointed to a Panel.

RESOLVED – That Area Committees be authorised to make appointments to the ALMO Area Panels.

7 Future Governance of Leeds Grand Theatre and Opera House Board Ltd

The Chief Libraries, Arts and Heritage Officer submitted a report regarding the appointment process for the new Grand Theatre and Opera House Ltd Board and to appoint elected Member representation, including the Chair, to the Board.

Members heard that Executive Board had agreed to the establishment of a new Board made up of five elected Members and four independent members. It was reported that a cross representation of parties was sought, with one member from the Conservatives, Liberal Democrats, Labour and the Green group, plus the Chair who was proposed to be the relevant Executive Board Member for Leisure. A rota system of 1, 2 and 3 year appointments was proposed in order to develop a rolling programme of membership.

During discussions, it transpired that Councillor D Blackburn no longer wished to sit on the Board as a representative of the Green group. However it was reported that the Morley Borough Independents had expressed an interest in fielding a Member.

RESOLVED –

- a.) That the appointments process for the new Grand Theatre and Opera House Ltd Board be agreed;
- b.) That Councillor Procter (Executive Member for Leisure) be appointed as Chair, that Councillors Blake and Gettings be appointed and that one further Liberal Democrat and one Conservative nominee be forwarded to Officers for action.

(Councillor Procter declared a personal interest in this matter as the Executive Board Member for Leisure.)

8 Local Authority Appointments to Outside Bodies

The Chief Democratic Services Officer submitted a report on Member Appointments to Outside Bodies. The report outlined the Member Management Committee role in relation to Elected Member appointments to outside bodies.

RESOLVED-

- a.) That the Appointments to Outside Bodies Procedure Rules be noted;
- b.) That approval be given to the schedule detailing organisations that the Council will continue to make appointments to;
- c.) That the following appointments made by this Committee be approved:
 - i.) Children Leeds Partnership – Councillor A Lowe (replacing Councillor P Gruen;)
 - ii.) IGEN – Councillor T Murray (replacing Councillor S Bentley;)
 - iii.) Joint Consultative Committee (Teachers) – Councillor A Lowe (unallocated vacancy;)
 - iv.) Leeds Admissions Forum – Councillor M Coulson (replacing Councillor J Dowson;)
 - v.) Leeds Ahead Board – Councillor M Harris (new appointment;)
 - vi.) Leeds Community Foundation – Councillor M Harris (new appointment;)
 - vii.) Lord Mayor of Leeds Appeal Fund – Councillor P Gruen (replacing Councillor T Hanley;)
- d.) That the following resignations be noted:
 - i.) Association of West Yorkshire Authorities – Councillor D Blackburn;
 - ii.) Leeds Grand Theatre Board and Opera House Board of Management – Councillor D Blackburn;
 - iii.) Yorkshire and Humberside Regional Broadband Joint Committee – Councillor R Harker;
- e.) That any further amendments to the schedule be forwarded to officers for action;
- f.) That the possibility of Councillors Morgan and Coulson being appointed to serve on Adoption Panels be explored.

9 Local Authority Appointments to Outside Bodies - Nominations for Regional Structures

The Chief Democratic Services Officer submitted a report seeking nominations for positions on regional bodies. Members heard that nominations to various bodies were being sought by both the Local Government Yorkshire and Humber (LGYH) and the Yorkshire and Humber Assembly.

RESOLVED –

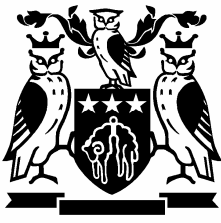
- a.) That Councillors Andrew Carter, M Harris, John Procter and S Golton be reconfirmed as the Leeds City Council representatives on Local Government Yorkshire and Humber;
- b.) That the pattern of representation on the following functional boards as outlined below be agreed as the Leeds position to be put forward to the sub and city regional meetings for a final decision:
 - i.) Yorkshire and Humber Regional Executive Board – Councillor Andrew Carter representing Leeds City Region;
 - ii.) Yorkshire and Humber Regional Transport Board – Councillor Andrew Carter representing Leeds City Region;
 - iii.) Yorkshire and Humber Regional Planning Board – Councillor B Anderson representing West Yorkshire;
 - iv.) Yorkshire and Humber Housing Board – Councillor Amanda Carter representing West Yorkshire Housing Partnership.

10 Local Authority Appointments to Outside Bodies - Local Government Association General Assembly and Urban Commission

The Chief Democratic Services Officer presented a report seeking Member representation on the Local Government Association (LGA) General Assembly and the Urban Commission. Members heard that as a major metropolitan authority, Leeds were entitled to four representatives on the General Assembly. In terms of the Urban Commission, the Committee were informed that continuation of the current representation of one officer and one Member was suggested.

RESOLVED –

- a.) That four representatives (one Conservative, one Liberal Democrat, one Labour and one Morley Borough Independent) be nominated for the LGA General Assembly;
- b.) That one officer and one Member be appointed to the Urban Commission, the Member representative being reserved for Councillor Andrew Carter as the portfolio holder for Development and Regeneration.



Originator: John Statham

Tel: x43233

Report of the Director of Environment and Neighbourhoods

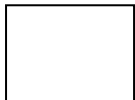
Member Management Committee

Date: 30th October 2007

Subject: Councillor Nominations to the Affordable Housing Strategic Partnership Board.

Electoral Wards Affected:

All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Purpose

1.1 The purpose of this report is to formalise the appointment of the political representatives to the Affordable Housing Strategic Partnership Board (AHSPB)

2.0 Background

2.1 In March 2007 the Executive Board of the Council approved the establishment of a Strategic Partnership to develop affordable Housing solutions in Leeds.

2.2 77 acres of Housing Revenue Account land was set aside for the development of affordable housing.

2.3 In June 2007 the Executive Board approved the governance arrangements for the partnership and the membership of the Board that would govern the partnership. It was agreed that the Board would be a mixture of senior Council Officers and key external partners representing English Partnerships, the Housing Corporation, the Government Office for Yorkshire and the Humber and Re'new. The Board would be chaired by a senior politician.

2.4 Cllr. Andrew Carter agreed to chair the group and following the first Board meeting it was agreed that there should be cross party representation on a Board dealing with such an important issue.

2.5 The importance of the issue was underlined by the recent publication of the government's green paper on "Homes for the future: more affordable, more sustainable". Within this document, which sets out the current government's direction on housing, Leeds was recognised for having set up the AHSPB.

3.0 Political Nominations

- 3.1 As mentioned at 2.4 Cllr. Andrew Carter has agreed to chair the Board and the Board agreed to seek cross party nominations to the Board. A letter was sent to the whips offices asking for nominations and Cllr. Richard Lewis was nominated from the Labour group and Cllr. Judith Chapman from the Liberal Democrat group.
- 3.2 Subsequent to this advice has been received that the correct process for the political nominations should have been following a report to the Member Management Committee.
- 3.3 This report, therefore, seeks retrospective approval for three nominations to the AHSPB.

4.0 Recommendations

- 4.1 Member Management Committee is asked to approve the nomination of Cllrs. Andrew Carter, Richard Lewis and Judith Chapman to the AHSPB.



Report of the Chief Democratic Services Officer

Member Management Committee

Date: 30th October 2007

Subject: Plans and Licensing Panels – Compulsory Training

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

This report clarifies those training elements which are compulsory and, by outlining the general content and format of this training attempts to reassure Members that the training is relevant.

In addition the report updates Members on the current situation with regards attendance and bookings for compulsory training for Plans and Licensing Panel Members

Finally the report seeks an endorsement from the Member Management Committee for officers to amend inconsistencies in the current wording within the Constitution around Regulatory Panel training and present a report for approval to the Standards Committee.

1.0 Purpose of report

1.1 The purpose of this report is to:

- Clarify those training elements which are compulsory and, by outlining the general content and format of this training to reassure Members that the training is relevant.
- To set out arrangements for the management of none attendance of compulsory training
- Update Members on the current situation with regards attendance and bookings for compulsory training for Plans and Licensing Panel Members
- Seek an endorsement from the Member Management Committee for officers to amend inconsistencies in the current wording within the Constitution around Regulatory Panel training and present a report for approval to the Standards Committee.

2.0 Background

2.1 On 29th June 2006 the Member Management Committee endorsed the proposal to make annual training for all regulatory panel members compulsory. Whilst there is no statutory requirement to undertake training, the Council has, through its own rules and procedures, determined that Members who sit on Plans and Licensing Panels should undertake compulsory training.

2.2 This is embodied in the Council's own Code of Practice for the Determination of Planning Matters (approved by the Council's Standards Committee on 11th April 2007) which addresses training at section 17 and states that Members will be required to attend mandatory training.

2.3 Part 5 (l) Code of Practice for Determining Licensing Matters states that Members making licensing decisions will be required to attend a training session each year to receive guidance in relation to licensing legislation, regulations and procedures and on declaration of personal or prejudicial interests.

3.0 Main Issues

Compulsory Training and Content

3.1 Members have determined that the following training is compulsory:-

Introduction to Planning – A 'one off' session and compulsory for all Members to attend *before* being able to sit on a Plans Panel. Content includes a full introduction to town and country planning and planning procedures in Leeds.

Planning Update – All Plans Panel Members are required to receive an update every municipal year. This annual session will update Plans Panel Members on new planning policy, new statutory provisions, important new planning case law and emerging issues relevant to the role of the decision maker on planning applications. The session will not regurgitate previous training. The forthcoming sessions will cover implications and issues arising from the Planning White Paper and Housing Green Paper, sustainable construction and climate change issues and provide an

update on national planning policy statements (PPSs). The length and format of the session will be determined by the amount of new information required to be given to Members.

Licensing Legislation update – All Licensing and Regulatory Panel Members and Licensing Committee Members are required to receive an update every municipal year. The content is specifically designed not to repeat areas already familiar to the experienced councillor. The length and format of the session will be determined by the amount of new information required to be given to Members.

Governance and Conduct – All Plans Panel, Licensing and Regulatory Panel and Licensing Committee Members are required to receive an update every municipal year. The content includes looking at the implications of any new case law including judicial review, together with ombudsman or standards decisions and any new national guidance issued since the last training session. The length and format of the session will be determined by the amount of new information required to be given to Members.

(Not to be confused with the recent training on the New Member Code of Conduct, which, whilst *not* compulsory is strongly recommended by the Monitoring Officer).

- 3.2 Committee is also reminded that Member of the Licensing and Regulatory Panel and the Plans Panel may substitute for each other but only if they have completed the relevant training sessions. Licensing Committee is separate to the Regulatory Panels and no substitution arrangements apply to this committee.

Current wording within the Constitution

- 3.3 The requirement to attend training is detailed in the Constitution, specifically

Part 5(j) Code of Practice for Members Responsible for Determining Planning Applications

Members serving on Plans Panel must attend two training sessions each and every year: a Planning Update session, to receive guidance in relation to regulations and procedures and a Governance and Conduct session for training on declaration of personal and prejudicial interests.

and

Part 5 (l) Code of Practice for Determining Licensing Matters

Members making licensing decisions will be required to attend a training session each year to receive guidance in relation to licensing legislation, regulations and procedures and on declaration of personal or prejudicial interests.

- 3.4 Members will note an element of inconsistency in the terms used to describe the training. It is recommended therefore that a report is submitted to the Standards Committee proposing alternative wording which would make clear the training required and its broad content. Revised wording is presented as Appendix 1.

4.0 Implications For Council Policy And Governance

- 4.1 As the role of Members is complex and demanding, dedicated learning and development strategies which support Members and help them to lead the organisation are essential requirements for any Council.
- 4.2 Member development is recognised under Corporate Assessment as a key means of building capacity in local government.

5.0 Legal And Resource Implications

- 5.1 Compulsory training was introduced in the 2006/07 municipal year. Because it was introduced mid year none attendance did not result in any action from the Whips. However there was still a drive to ensure Members received the necessary training. The table below shows the number of training sessions arranged and the number of Members required to attend against actual attendance.

Municipal year 2006/07

Module	Introduction to Planning	Planning Update	Governance and Conduct	Gambling Act
Number of sessions arranged	2 sessions	3 sessions	6 sessions	1 session
Number Required to attend	None as no new Members to Planning	30	43	15
Number who did not attend	N/A	3	5	6

- 5.2 The table below shows the number of training sessions arranged for *this* municipal year (2007/08) and how many councilors from each political group have attended or booked to attend each session. Attendance of the compulsory sessions is monitored by officers within Member Development and reported to the Whips monthly.

Module	Introduction to Planning	Planning update	Governance and Conduct	Gambling Act¹
Number of sessions arranged	1 session (May 07)	2 sessions (Oct/Nov 07)	2 sessions (Oct/Nov 07)	2 sessions (June & to be arranged)
Labour				
Required to attend	0	10	17	7
Attended or booked	0	8	13	5
Conservative				
Required to attend	1	6	9	3
Attended or booked	1	5	8	3
Liberal Democrat				
Required to attend	1	6	9	4
Attended or booked	1	4	7	4
Green				
Required to attend	0	1	2	0
Attended or booked	0	1	2	0
Morley Borough Independent				
Required to attend	0	1	2	1
Attended or booked	0	1	1	0
TOTAL				
Required to attend	2	24	39	15
Attended or booked	2	18	28	13

NB: Substitutes on regulatory panels are also required to attend the necessary training. They have not been included in these statistics.

- 5.3 On current evidence the above table suggests attendance this year will be good. However Members may wish to reflect on whether more sessions need to be arranged in order to avoid the situation of a Member being unable to sit on a Regulatory Panel due to the failure to undertake compulsory training.
- 5.4 Any additional sessions will have revenue consequences. Planning training is undertaken by external trainers. Each session costs in the region of £2.5K. This is funded by the Department. All other training is carried out 'in-house' with the consequential staffing cost implications.
- 6.0 Recommendations**
- 6.1 Member Management Committee is asked to;
- (i) Note the current list of compulsory training and its content
 - (ii) Note current attendance and booking figures for compulsory training modules and consider whether further training sessions are required.
 - (iii) Endorse the revised wording shown in Appendix 1 for inclusion in the Code of Practice for Members Responsible for Determining Planning Applications and the Code of Practice for Determining Licensing Matters, and to instruct

¹ This session only relates to Licensing Committee Members. There has been no specific compulsory training for Licensing and Regulatory Panel Members this municipal year.

officers to make appropriate recommendations to the Standards Committee.

Proposed Revisions to Constitution

ARTICLE 8 – REGULATORY PANELS

Additional text

8.3 LICENSING & REGULATORY PANEL MEMBERSHIP

8.3.1 *Members of the Licensing and Regulatory Panel must complete all compulsory training and shall not sit as a Member of the Panel unless such training has been undertaken in accordance with the Council's prescribed training programme*

ARTICLE 8A – LICENSING ARRANGEMENTS

Additional paragraph

8.2 THE LICENSING COMMITTEE

8.2.7 *Members of the Licensing Committee must complete all compulsory training and shall not sit as a Member of the Committee unless such training has been undertaken in accordance with the Council's prescribed training programme*

CODE OF PRACTICE FOR MEMBERS RESPONSIBLE FOR DETERMINING PLANNING APPLICATIONS

Part 5(j) to read

Members serving on Plans Panel must receive training each and every year in relation to Planning updates and Governance and Conduct.

CODE OF PRACTICE FOR DETERMINING LICENSING MATTERS

Part 5 (l) to read

Members making licensing decisions must receive training each and every year in relation to licensing updates and Governance and Conduct.

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Originator: Nick de la Taste /
Andy Keightley

Tel: 24 74560 /
37 60003

Report of the Chief Democratic Services Officer

Member Management Committee

Date: 30th October 2007

Subject: Members' ICT Developments

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

This report updates a progress report on the development of ICT support to Members. It updates Members on the implementation of the ICT Upgrade project, advises on revised ICT support arrangements and the process for requesting additions to the approved Hardware and Software Catalogues.

The report also contains a position statement with respect to making Personal Digital Assistants (PDAs) available to Members and in particular seeks advice on the international dialing aspect of their functionality.

1.0 Purpose of this Report

- 1.1 This report presents Members with an update on ICT issues including a summary of the Members ICT Upgrade Project and future changes to support arrangements as well as a status report on the provision of PDAs to Members.

2.0 Background Information

- 2.1 Members will recall that, in February 07, they received a report updating on issues relating to ICT support to Members and in May 2007 a report outlining the offering of PDAs to Members.
- 2.2 This report now presents a brief but comprehensive report of all ongoing developments.

3.0 Main Issues

Members ICT Upgrade Programme

- 3.1 The Members ICT Upgrade project is progressing through its implementation stage. The majority of Members have either already attended "Getting Started" training sessions and have had the new equipment installed in their homes, or have agreed dates for this to happen. It is important that all Members have their ICT equipment upgraded as soon as possible, in order that the old ICT infrastructure can be decommissioned.

- 3.2 Some Members have expressed an interest in retaining their old ICT equipment for a numbers of reasons, most particularly where they have purchased software which can no longer be operated in the new environment. Officers have investigated the position with respect to licensing etc and are offering the following as a way forward

- Members will be permitted to retain their PCs / laptops for a further 6 months, if required, to assist in making alternative arrangements with respect to their own software and to facilitate the cleansing of their data (the Members ICT team can provide advice and technical assistance in copying data to CD or DVD).
- Members should note that the equipment will be unsupported during this period.
- During June 2008, these laptops and PCs will be recovered from Members homes and dealt with via the corporate disposal policy.
- Alternatively, Members will have the opportunity at the end of this period to purchase their laptop or PC with ONLY the original (OEM) XP operating system installed for a fee equivalent to the price the Council would realise through the disposal scheme. For clarity, this means that all other software and data will be removed. Members will only be permitted to purchase the PC or laptop that they had previously been using.
- Members will then have the option of purchasing licenses through Microsoft's Employee Purchase Scheme (details available on request).
- It should be noted that no support will be offered with respect to this equipment and software going forward and no warranty is available should the equipment fail or fall into disrepair.

- The PC or laptop cannot be connected to the Council's network

Members ICT Support arrangements

- 3.3 Previous reports have explained how the new ICT Infrastructure has given greater flexibility in terms of support arrangements. Members ICT provision, following the upgrade, is now similar to that of Officers.
- 3.4 Through the centralised ICT Service Desk, Officers now benefit from over 70% of support calls that can be fixed at first point of contact being resolved during the initial call. Following the implementation phase of the project, Corporate ICT services can employ similar resolution techniques in respect of Members.
- 3.5 It is recognised that dedicated support is beneficial during the implementation stage of the roll-out, for example, to quickly identify issues and trends which may be affecting a number of users. Following the successful conclusion of the roll-out, the intention is to transfer the Members ICT support line number to the central ICT Service Desk. This transition will be seamless from a Member perspective.
- 3.6 The central ICT Service Desk will provide dedicated Officers to support Members but as part of a centralised team. These Officers would have an immediate overview of any issues which could have an impact on Members' ICT service.
- 3.7 If a support call cannot be resolved at the first point of contact, it would then be passed to the relevant technical support team for further investigation. If the nature of the problem is such that it requires a technical Officer to visit in order to repair, this will continue to be provided by a member of the technical support team based within Civic Hall. Where appropriate the option of attending a Member's home in order to resolve a technical problem will still be available but wherever possible we would encourage Members to bring their laptops into Civic Hall.
- 3.8 There are a number of advantages to these arrangements including:
- Reduction in cost of service provision
 - Quicker response times
 - Better informed support personnel
 - More accurate reporting mechanisms
 - Standardisation of support provision
 - Release of technical support staff to concentrate on resolving more complex ICT problems
- 3.9 It is also necessary to revise the ICT out of hours support arrangements. As Members will be aware there are currently ad hoc telephone-based support arrangements provided by Members ICT Officers between 17.00 and 20.00, Monday to Friday, between 10.00 and 12.00 on Saturday mornings and 12.00 and 13.00 on Bank Holidays. Going forward this model is not sustainable.
- 3.10 It is planned that the ICT Service Desk will offer ICT support within service hours, currently 0800 – 1730 Monday to Friday (except Bank Holidays and extended Council Holidays). During these standard office hours, Service Desk Officers will give priority to resolving Members ICT issues (identified through them being logged via the dedicated Members ICT Help Desk number – 247 4866).

- 3.11 Outside of these times the Network Management Centre (NMC) will staff the ICT Service Desk phone line and provide an element of first level support. The NMC is staffed at all times, except between Saturday evening 19:00 – 08:30 Sunday morning. The NMC cover Bank Holidays as dictated by business needs.

It should be noted that the principal function of the NMC is with respect to operational support and maintenance activities outside of standard working hours. Hence there will be occasions when the team members are not available to answer telephone calls.

- 3.12 The NMC can provide basic services as follows:

- Network password resets
- Re-enable disabled accounts
- Basic advice on use of the portal / desktop

Where the nature of the ICT problem is outside of this, assistance with logging a support call will be provided.

- 3.13 A further offering being made available to Members is the facility to log Service Desk calls using ICT online. This service is intended to provide an alternative channel for Members to log their ICT support calls and may be particularly useful outside standard working hours. Full details of how to log a support call using this method will be provided to all Members when the service is formally launched following the implementation phase of the Upgrade project.

Hardware and Software

- 3.14 A further element of the Members ICT Upgrade project is to produce a dedicated Members ICT Hardware and Software Catalogue (see Appendix A) and a process for Members to request additions.

- 3.15 The process for requesting additions to the approved Hardware or Software catalogues is as follows:

- The Member makes the request for through the appropriate Group Support Manager or Democratic Services Officer.
- Democratic Services Officers consult with ICT Business Relationship Management with respect to costs (licensing and development) and alternative corporate offerings.
- The initial decision on whether or not the hardware or software is added to the catalogue is taken by Democratic Services based on criteria such as:
 - The availability of existing alternative software or hardware on the corporate catalogue
 - The number of Members who would benefit from it's inclusion
 - The costs of offering the hardware or software
 - Budget availability
- A listing of requests for new hardware and software, together with a rationale for inclusion / exclusion is provided to this committee.

- 3.16 A copy of the Approved Hardware and Software catalogues and a schedule of the software requested to be added is attached at Appendix B

Personal Digital Assistants (PDAs)

- 3.17 Members will recall that the May 2007 meeting resolved that Officers commence with a roll-out programme and report back on progress within 6 months. Members may also recall that a prerequisite of the distribution of these devices was that the Members ICT provision had been upgraded.
- 3.18 Business and technical leads have been identified to design the implementation and support arrangements and preliminary meetings have taken place.
- 3.19 A drop-in session has been arranged between 11.00 and 13.30 prior to the Council Meeting tomorrow. The purpose of the session is to brief interested Members on the functionality of the devices as well as fielding any questions they may have. It also presents an opportunity for Members to register their interest in receiving a PDA.
- 3.20 A two hour session will be booked with each individual Member for the handover of the PDA. This is necessary to ensure that the device is configured correctly and also to provide a training session around its use. This process was tried and tested during the recent upgrade of PDAs across Officers.
- 3.21 The Council's guide to the use of the PDA will be provided to each Member who receives a device. Guidance documents will also be produced to confirm the chargeable elements for which Members will be liable. Broadly speaking, costs associated with the transfer of data (through replication of the Member's email, calendar etc. from the Council's systems to the device) will be covered by the Council, whilst costs associated with the telephone functionality (standard phone calls, video calls, text messages etc.) will be recharged to the individual Member in accordance with the provisions of the Members Allowance Scheme. It is likely that Members will be invoiced for this element of the bill on a quarterly basis. Members should be advised that the costs of call charges when abroad varies depending on location (and could be considerable) and that there is also a charge for incoming calls. For this reason, this committee is asked to consider
- Switching off the functionality which allows the PDAs to be used abroad
 - Members to accept all international call charges
 - Individual Members to decide whether or not they wish to make use of the International dialing facility

Document Management System

- 3.23 The project to introduce the File Plus document management system within Members Services is almost concluded with the successful implementation of the system across the 3 group offices. All seems to be working well. The roll out to Morley Town Hall has been scheduled to be completed within the forthcoming month.

Members Web Pages

- 3.24 Members Web Pages have been available since June 2007. Arrangements have been made within each Group Office and the Members Services Office to post information from Councillors on the Web Pages. To date, 13 Councillors have web pages set up.

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.

6 Recommendation

- 6.1 Members are requested to advise on the international dialing facility associated with PDAs.
- 6.2 Members are asked to note the contents of this report and to offer such guidance and advice as they consider necessary with regard to the development of ICT support to Members.

Appendix A

Process for requesting additional Software or Hardware

- A Member identifies a new requirement, an application or a piece of hardware which would enhance the discharge of their Council duties.
- The Member requests the software or hardware through his / her Group Support Manager or Democratic Services Officer.
- Democratic Services assess the business benefits to be gained from adding the item to the Members ICT software / hardware catalogue.
- Democratic Services liaise with ICT Business Relationship Management to obtain relevant information such as whether the proposed solution or an appropriate alternative is readily available, an indication of costs (including licensing and any development), and likely timescales for delivery.
- The Officer Steering Group established for consideration of Members ICT issues decides whether to progress. This decision to be based on considerations including costs, anticipated take-up if offered, the number of Members who would benefit from its inclusion, existing alternatives which may exist on the corporate catalogue and the availability of budget.
- Where there are significant implications (substantial costs etc.), a view from Members will be sought via Member Management Committee
- If the decision is taken to proceed, Democratic Services liaise with ICT Business Relationship Management to manage the delivery process.
- The application or software is added to the Members Approved Software / Hardware Catalogue (as a standard or optional item as appropriate)
- The Member who made the request is to be kept informed of progress throughout the process by his / her Group Support Manager or Democratic Services Officer.
- A full listing of software and hardware requests is provided to Member Management Committee

There will also be occasions where changes will be made to the Members Approved Software / Hardware Catalogues due to occurrences such as technological developments which are considered to be of benefit to Members. An example of this is where there is a general Council-wide upgrade of a piece of software or hardware that already exists on the Catalogue. In such cases Members will be notified in advance of any change.

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Members Approved Software and Hardware Catalogues

Appendix B

Software

Members Approved Software Catalogue

Standard Software	
Application Name	Purpose
MS Office 2003 Standard Version (includes):	
Word 2003	Word Processing documents – letters, reports etc.
Excel 2003	Creation of Spreadsheets
Power Point 2003	Preparing Presentations
Picture Manager 2003	Viewing and basic manipulation of images
Lotus Notes V7.02	Email and calendar facilities
Adobe Acrobat Reader V7.09	Reading PDF Documents
Internet Explorer V6.0	Internet and Intranet access when connected to the Council's network
PaperPort V9.0	Software to facilitate scanning using the Council-provided Multi-functional device (see hardware catalogue)
Optional Software	
Application Name	Purpose
Adobe Photoshop Elements V3.1	Manipulation of Digital Photographs and graphical manipulation
Microsoft Active Synch V4.1	To allow synchronisation of Lotus Notes information between the Council's network and Council-provided PDAs
Microsoft Publisher 2003	Production of pamphlets, leaflets, posters etc
DWG True Viewer	Allows digital plans and technical drawings to be viewed

Members Approved Software and Hardware Catalogues

The table above shows all software available to Members and the versions supplied. The Members ICT Software Catalogue and contains standard desktop applications and those optional applications which are available upon request by individual Members.

Process for requesting additional Software

- A Member identifies a new requirement or an application which would enhance the discharge of their Council duties.
- The Member provides a written request through his / her Group Support Manager or Democratic Services Officer.
- Democratic Services assess the business benefits to be gained from adding the item to the Members ICT software catalogue.
- Democratic Services liaise with ICT Business Relationship Management to obtain relevant information such as whether the proposed solution or an appropriate alternative is readily available, an indication of costs (including licensing and any development), and likely timescales for delivery.
- The Officer Steering Group established for consideration of Members ICT issues decides whether to progress.
- Where there are significant implications (substantial costs etc.), a view from Members will be sought via Member Management Committee
- If the decision is taken to proceed, Democratic Services liaise with ICT Business Relationship Management to manage the delivery process.
- The application or software is added to the Members Approved Software Catalogue (as a standard or optional item as appropriate)
- The Member who made the request is to be kept informed of progress throughout the process by his / her Group Support Manager or Democratic Services Officer.

There will also be occasions where changes will be made to the Members Approved Software Catalogue due to occurrences such as technological developments which are considered to be of benefit to Members. An example of this is where there is a general Council-wide upgrade of a piece of software that already exists on the Members Approved Software Catalogue.

Members Approved Software and Hardware Catalogues

Hardware

Members Approved Hardware Catalogue

Standard Desktop PC	
Manufacturer	Model and Item information
Hewlett Packard	DC7700 Small Form Factor 1GB RAM, D945 processor.
Hewlett Packard	17" TFT display Monitor (for Members who have chosen not to have a laptop)
Hewlett Packard	PS/2/USB Optical Mouse
Hewlett Packard	PS/2 Easy Access keyboard
Standard Laptop	
Manufacturer	Model and Item information
Hewlett Packard	Laptop - 6320 Core Duo T2300 Bundle Inc 17" TFT Monitor. Keyboard/Mouse and Docking station. Basic Port Replicator 1.2 (UK-Plug) with AC Adaptor
Standard Printer / Scanner / Fax (for use within Members home)	
Manufacturer	Model and Item information
Hewlett Packard	Office Jet 6110 - All in one Multi-Functional Device
Optional Items	
Vasco Token	A small device which produces a randomly-generated 6 digit number which, when used with your login details and password on a specific web page allows you secure access to some of the Council's systems.

For more information please see the ICT Service catalogue.

The table above shows all standard hardware which will be deployed to Members within Council premises and options for installation within Members homes. Broadly,

Members Approved Software and Hardware Catalogues

standard desktop PCs will be made available to Members at convenient locations within Civic Hall and in a number of other Council buildings across the city. Docking stations will also be provided to allow Members the facility to use their Council-provided laptops within Council buildings.

All Members will be given the choice of either a PC or laptop from the above catalogue for installation within their own homes. Access to the Council's network will be provided through Managed Service arrangement with BT.

Process for requesting hardware

- A Member identifies a new requirement or a piece of hardware which would enhance the discharge of their Council duties.
- The Member provides a written request through his / her Group Support Manager or Democratic Services Officer.
- Democratic Services assess the business benefits to be gained from adding the item to the Members Approved Hardware Catalogue.
- Democratic Services liaise with ICT Business Relationship Management to obtain relevant information such as whether the proposed solution or an appropriate alternative is readily available, an indication of costs (including licensing and any development charges), and likely timescales for delivery.
- The Officer Steering Group established for consideration of Members ICT issues decides whether to progress.
- Where there are significant implications (substantial costs etc.), a view from Members will be sought via Member Management Committee
- If the decision is taken to proceed, Democratic Services liaise with ICT Business Relationship Management to manage the delivery process.
- The application or software is added to the Members Approved Hardware Catalogue (as a standard or optional item as appropriate)
- The Member who made the request is to be kept informed of progress throughout the process by his / her Group Support Manager or Democratic Services Officer.

There will also be occasions where changes will be made to the Members Approved Hardware Catalogue due to occurrences such as technological developments which are considered to be of benefit to Members. An example of this is where there is a general Council-wide upgrade of hardware that already exists on the Members Approved Hardware Catalogue.

Members Approved Software and Hardware Catalogues

Process for requesting access to websites

Leeds City Council uses software to prevent access to websites which may contain “inappropriate” content. It may be that individuals or groups of Members may require access to websites which are generally restricted from the Council’s network due to their content. The appropriate procedure for requesting access to such web sites is as follows:

- A Member makes a written request to his / her Group Support Manager or Democratic Services Officer as appropriate.
- The request document is retained on the Member’s personal file.
- The Officer Steering Group, established for consideration of Members ICT issues, decides whether access should be granted to the individual Member or if there is a case for providing access to the web site(s) across the Member community.
- Democratic Services liaise with ICT Business Relationship Management to manage the process of removing any restrictions for individual Members or more generally as appropriate.

NB: For information about the categories of web sites, to which access may be restricted, please see the Members ICT Usage Guidelines which can be viewed by clicking on the link below:

[GUIDELINES FOR MEMBERS USING COUNCIL ICT EQUIPMENT.doc](#)

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Requests for Additions to Members Approved Software catalogue

Request	Number of Members Requests	Supported Corporately	Cost	Added to Catalogue (Y/N)	Rationale for inclusion / exclusion
Software					
Microsoft Publisher	1	Y	£62.49	Y	Available on request
Adobe Acrobat (full version)	1	Y	£78.57	N	Adobe Photoshop Elements already on catalogue and is available on request. This will provide the functionality of creating pdf documents.
Autodesk	1	Y	Full AutoCAD 2008 £3613.00 AutoCAD LT £977.00 AutoCAD Netw £4418.00	N	DWG True Viewer available on request (free viewer)
ARC GIS	1	Y	ArcView 9.2 Single User Licence, inc 1st years maintenance -£1,495.00 ArcView 9.2 Concurrent Licence, inc 1st years maintenance - £3,250.00	N	Locate IT - free Council alternative available on the intranet
Cities Revealed viewer	1	N		N	Locate IT - free Council alternative available on the intranet
Laplink	1	N		N	Allows functionality which could compromise the integrity and security of the Council-provided systems
Map Explorer 2	1	Y	Free	N	Software in process of being replaced by Local View Intranet which is not freeware. Consideration will be given to this software when it can be made available on Council desktops
Paint Shop Pro	1	Y	£48.74	N	Vast majority of functionality already available through Adobe Photoshop Elements
ScanSoft OmniPage Pro	1	Y	£262.57	N	Paperport (already distributed to all desktops) offers basic scanning functionality
Turbo CAD	1	N	N/A	N	Product not supported corporately. DWG true viewer can be made available upon request
Realplayer	1	N	Free	N	Windows Media Player Classic (on corporate software catalogue) provides similar functionality. Technical solution still being investigated with respect to video streaming and the playing of podcasts on Council equipment. Request to be considered as part of this process.

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Report of the Chief Democratic Services Officer

Member Management Committee

Date: 30th October 2007

Subject: Member Development

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

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
- Members IT Upgrade
- Seminar programme for 2007-08
- Personal Development Planning.

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

A separate paper is included on the MMC agenda about compulsory training for planning and licensing members.

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:

- Member's IT Upgrade – training aspects
- Seminar programme for 2007-08
- Personal Development Planning.

2.0 Members IT Upgrade – training aspects

Background Information

2.1 As the Members' IT upgrade introduces a new system for councillors, a training programme was designed in order to train councillors on aspects of the new system, such as the single sign on process and finding their way around the new system. This opportunity was also used to train councillors on issues such as storage of information and file management. These issues were incorporated into a 'Getting Started' IT training session.

2.2 A pilot training programme was run at the beginning of August which included four 'Getting Started' sessions in which 13 councillors took part. The pilot training was well received by the majority of councillors taking part. Those with more developed IT skills found the training a bit slow in some places, but most found the training to be pitched at the right level. There was an average 'Good' rating for all aspects of the training.

2.3 A number of minor changes have been made to the training following the pilot sessions and implementations. The changes include adding a brief section on the instant messaging facility and a little more in depth information about shared drives. The training manual will be updated to include more screen shots and a 'getting started' quick guide will be provided to councillors when their equipment is installed.

Main issues

2.4 The main roll out of training sessions started in early September 2007 and will continue throughout October 2007. A choice of sixteen training sessions were offered to Members throughout September and an additional evening session was also planned in. Five additional sessions were planned in October, again including an evening session. A maximum of 6 participants were booked for each session.

2.5 As of 24th September, only 11 councillors (who have IT equipment at home) have not booked onto a training session. There are enough spaces in the current training sessions available to accommodate these councillors. However, if diary commitments of Members mean that they cannot attend any of the available sessions then an extra session will be arranged.

2.6 Feedback from the training and installation so far indicates that Members have found the training useful. Whilst some councillors are very IT literate and found the training was fairly basic, most councillors found it to be pitched at the right level.

2.7 Participation in the training has prompted a number of councillors to identify additional IT training needs. Once all IT training needs have been identified (eg through PDPs), these training needs can be addressed.

3.0 Seminar programme for 2007-08

Background information

3.1 The Chair of the Member Development Working Group, Cllr Latty, met with the Strategic Directors or their representatives during July and August to discuss possible topics for inclusion in the Member Development programme for 2007-08.

Main Issues

3.2 The Member Development working group met on 28th September 2007 and agreed a programme of member development arising from these discussions. The programme will include:

- A *'Dealing with Casework'* roadshow on Monday 29th October from 4pm to 7pm. The roadshow will be a very practical event aimed at giving Members access to the appropriate officers on how to deal with casework problems. The practical arrangements are currently being made.
- A *Financial Management training programme for Lead Members*. This will consist of three modules: Budgeting, Budget Monitoring, and Capital Accounting. The programme has been designed by Corporate Services specifically to meet the needs of Lead Members.
- A seminar on the new structure of the council and the functions within each department.
- A series of three events about the strategic future of the city:
 - 1) Strategic Plan, Local area agreements and place shaping
 - 2) The city region, transport and development issues
 - 3) Health services and social care.
- Training needs arising from the ethical audit, such as training on the new Code of Conduct (this training has already taken place) and legislation such as the Freedom of Information Act and the Data Protection Act.
- A variety of information and update seminars on issues such as the waste strategy, procurement, culture, transport challenges, customer services, etc.

3.3 The method of delivery of the information and update sessions was discussed by the Member Development Working Group. It agreed that delivery methods need to be innovative and appropriate to the topic and type of event. For example, group briefings or visits might be appropriate methods of delivering learning.

3.4 The Member Development Working Group also discussed the timing of events. Whilst councillors still support the idea of lunchtime seminars, feedback from the deputy whips suggests that many would prefer seminars to be on days when they are already in the Civic Hall, ie not Friday. This will be taken into account by the Member Development team when they are arranging events.

- 3.5 There has also been a growing movement towards wanting events to take place at other times, such as in the evening. 'Twilight' sessions (usually starting at 5pm) have proved to be of limited popularity and councillors have indicated that they would like evening sessions to start later, at around 6:30pm. The Member Development team will try to accommodate these requests and will endeavour to offer alternative times for events. The success of this will be evaluated in the new year.
- 3.6 Members of the Member Development Working Group have suggested that some Monday evenings are a good time for training and development sessions, as the main political groups hold their group meetings on Monday evenings once per month. This would mean that councillors were already in the Civic Hall for their group meeting and would perhaps therefore be more likely to attend a development event. The views of Member Management Committee on this suggestion are sought.

4.0 Personal Development Plans

Background information

- 4.1 Personal development planning is one of the four key learning and development themes identified in the Member Development Strategy 2006-08.

The Strategy states that:

"In order to identify individual learning and development needs, all Members are encouraged to undertake an annual review of their learning, performance and achievement. The actual process for achieving this may alter slightly from group to group, but will usually involve a focussed discussion between individual Members and their group Member Managers. Members are encouraged to use the Member Development Framework to help identify any skills gaps in the following areas:

- *Core Skills*
- *Role Specific Skills*
- *Advanced personal development*

The learning and development needs identified through Personal Development discussions will result in the creation of an individual Personal Development Plan for each Member. All PDP data will be collated by the Member Development Officer in order to inform the Annual Learning and Development Plan, as well as being used to meet specific individual needs."

- 4.2 All Members are given the opportunity to complete Personal Development Plans (PDPs) over the summer to identify any training needs they have.
- 4.3 The Member Development Working Group agreed at its meeting in June 2007 that the members of the Working Group would each hold the PDP discussions with their own group members. Councillors in other groups were offered a personal development discussion with the Member Development Officer.

Main Issues

- 4.4 Completion of the PDPs is still ongoing, though progress has been made in all groups. Members of the working group hope to have all discussions completed by the

end of October 2007. The Member Development Working Group members are asked to send the completed summary sheet of training needs back to the member development team. The rest of the discussion between the deputy whip and the member is confidential between themselves. The summary sheet merely sets out the training needs, priorities and preferred method of learning.

- 4.5 The member development team will collate the training needs and identify any common themes and aim to meet the training needs and contact Members directly to explain development opportunities and signpost councillors to those events which they might find helpful.
- 4.6 The PDP process allows targeted training on areas that Members want most and is key to the whole Member development process.

5.0 Implications for Policy and Governance

- 5.1 Members IT Upgrade – no implications for policy and governance in relation to training.
- 5.2 Seminar programme 2007-08 - Ethical audit action plan training requirements must be met in order to ensure that all councillors comply with governance requirements.
- 5.3 Personal Development Planning - Members who have their training needs met are better able to lead the city. These needs can only be met if they have been identified, eg through personal development planning.

6.0 Legal and Resource Implications

- 6.1 Members IT Upgrade - All Members need to be on the new system by the end of November 2007 (ie they need to have completed their training and had the new equipment installed at their homes by this date). At the beginning of December 2007, the old Legacy system which the councillors were on will be decommissioned. Support from MMC in encouraging councillors who have not yet completed or booked training and implementation slots to book these slots would be gratefully received.
- 6.2 Seminar programme 2007-08 - Ethical audit action plan training requirements must be met in order to ensure that all councillors comply with legal requirements.
- 6.3 Personal development planning is managed within the usual member development resource allocation.

7.0 Recommendations

- 7.1 Member Management Committee is recommended to:
 - a) Note the information provided on the IT Upgrade training for Members.
 - b) To note the member development programme for 2007-08 and comment of seminar timings.
 - c) To note the arrangements for completion of Personal Development Plans by councillors.

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Originator: C. Blanshard

Tel: 247 8330

Report of the Chief Libraries, Arts and Heritage Officer

Member Management Committee

Date: 30 October 2007

Subject: Appointment of Independent Members to the Grand Theatre and Opera House Limited Board

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Purpose of the Report

1.1 To seek approval to appoint independent members to the Board.

2.0 Background

2.1 The Executive Board agreed to develop the Board of Leeds Grand Theatre and Opera House Ltd to include four independent trustees to sit alongside the five elected members.

3.0 Process

3.1 Advertisements were placed in the local press and on various online publications alongside an editorial about the success of Phase 1 and the plans for the future. This produced ten applications covering a wide range of experiences. The skills matrix, which had been agreed by Executive Board to be used for appointments, was applied to the formal application forms. One application did not meet the basic probity requirements but the other nine offered a range of skills, background and experience. They also offered a spread across the equality issues of race, gender and age although there was no candidate with a disability.

The successful candidates would be appointed from their application, interview and references. Formal interviews were held, the panel being made up of the Board Chair, Councillor Procter, Councillor Gettings and Andrew Macgill. One candidate did not attend. Two people were selected as they satisfied the criteria and offered important skills to the Board including significant knowledge of theatre management and operation and legal expertise.

4.0 Next Steps

- 4.1 A new advertisement and editorial which includes the recent successful HLF bid will appear shortly in the press. Financial sector advertising has been included to strengthen representation of this skill. Equality issues on the Board will also need to be addressed as part of the interview process as currently there is only one woman on the Board. The skills matrix has proved valuable.

5.0 Appointments

- 5.1 It is proposed to appoint, with immediate effect, Paul Isles as independent trustee.

Paul Isles has many years experience in theatre, has an excellent reputation and his experience will help with the re-visioning of the venues as part of the major capital projects.

- 5.2 Unfortunately a number of procedural difficulties have occurred in relation to the second candidate which have yet to be resolved.

6.0 Recommendation

- 6.1 That Member Management Committee accept the appointment of Paul Isles for 1 year in the first instance and the Committee notes the re-advertisement of the trustee opportunity.



Originator: Kevin Tomkinson
Tel: 2474357

Report of the Chief Democratic Services Officer

Member Management Committee

Date: 30th October 2007

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity	<input style="width: 40px; height: 20px;" type="checkbox"/>
Community Cohesion	<input style="width: 40px; height: 20px;" type="checkbox"/>
Narrowing the Gap	<input style="width: 40px; height: 20px;" type="checkbox"/>

1.0 PURPOSE OF REPORT

1.1 Further to the meeting of this Committee in May 2007, 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 This is the second meeting of the Member Management Committee 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 Connexions

The Council's current representative on this organisation, Councillor Harker, has provided officers with a copy of a letter from Connexions West Yorkshire that set out the decision to no longer meet as a Board. A copy of the letter is available from the report author if required.

Members are asked to note that the Council will no longer be required to appoint a representative to this body.

3.3 Alzheimer's Society Management Committee

The Council currently have no representative appointed to serve on the Alzheimers Society Management Committee.

Councillor Lancaster has expressed an interest in serving on this particular body and Member Management are requested to consider appointing Councillor Lancaster to the Alzheimers Society Management Committee.

3.4 Leeds Grand Theatre Enterprises Ltd

Leeds Grand Theatre Enterprises Ltd is a private limited company which was established in 2005 in order to benefit from the five year sponsorship funding received from the Yorkshire Bank towards the renovation of the Leeds Grand Theatre and Opera House (Leeds Grand Theatre Enterprises Ltd is a wholly owned subsidiary of Leeds Grand Theatre and Opera House). It has the same administrative processes and systems in place as Leeds Grand Theatre and Opera House Ltd.

The Council currently has an entitlement to appoint 3 members onto this body and to date the appointments have been carried out by the Leeds Grand Theatre and Opera House Ltd Board of Management.

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 confirm that appointments should be made to the Leeds Grand Theatre Enterprises Ltd and to agree that the appointments would fall into the Strategic and Key category. Members are also asked to agree that these appointments should be reserved to Leeds Grand Theatre Board Members and that the position of chair should be reserved to the chair of the Leeds Grand Theatre Board.

3.5 Special Interest Group of Municipal Authorities (Outside London) within the LGA (SIGOMA)

SIGOMA is the Special Interest Group of Municipal Authorities representing most of the large towns and cities in the northern, midland and south coast regions of England and work to release the opportunities and potential of the communities they represent.

The Council have for a number of years appointed to this body and the Council's current representative is Councillor Harris as the Leader of Council.

Members are asked to confirm that the Council would still wish to appoint to SIGOMA and that the position be reserved to the Leader of Council.

3.6 Appointments Made Since May 2007

Members are advised that since the last meeting of the Committee the following change of appointments have been confirmed by the Assistant Chief Executive(Corporate Governance) 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>
Leeds Grand Theatre Board	Cllr Townsley	Whips nominee	13/6/07
Leeds Citizens Advice Bureau	Cllr Lowe	Cllr Armitage	21/6/07
LGA General Assembly	Cllr Wakefield	Whips nominee	29/6/07
LGA General Assembly	Cllr Finnigan	Whips nominee	29/6/07
LGA General Assembly	Cllr Anderson	Whips nominee	29/6/07
LGA General Assembly	Cllr Golton	Whips nominee	29/6/07
Leeds Groundwork Trust	Cllr Smith	Cllr Hollingsworth	24/7/07
Yorkshire & Humber Employers Committee	Cllr James Lewis	Cllr Minkin	3/8/07
Leeds Local Access Forum	Cllr Dunn	Whips nominee	6/8/07
Adoption Panel - Leodis	Cllr Coulson	New position	30/8/07
Adoption Panel - Leodis	Cllr Morgan	New position	30/8/07
Leeds Grand Theatre Board	Cllr Harrand	Whips nominee	11/9/07

4.0 **IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE**

4.1 The member appointments referred to in 3.1 to 3.6 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. 6 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 2007/8	Group Allocation 2007/8
Adoption Panel – Elmete	Y/N Yes	Executive Member (Childrens Services) 1 Place	2	May-08	May-07	Brenda Lancaster	Lib Dem
	in part			May-08	May-07	Sharon Hamilton	Lab
Adoption Panel - Leodis	No	No	2	May-08	Aug-07	Mick Coulson	Lab
				May-08	Aug-07	Vonnie Morgan	Lab
Adoption Panel – Skyrack	Yes	Executive Member (Childrens Services) 1 Place	2	May-08	May-07	Valerie Kendall	Con
	in part			May-08	May-07	Ann Castle	Con
Airport Consultative Committee	No	No	1	May-08	May-07	Brian Cleasby	Lib Dem
Allotments Working Party	No	No	1	May-08	May-07	Stuart Golton	Lib Dem
ALMO - East/North East	Yes	Conservative	4	May-08	May-07	Paul Wadsworth	Con
				May-08	May-07	Gerald Wilkinson	Con
				May-08	May-07	Graham Hyde	Lab
				May-08	May-07	David Hollingsworth	Lib Dem
ALMO - South/South East Homes	Yes	Lib Democrat	4	May-08	May-07	Stewart Golton	Lib Dem
				May-08	May-07	Judith Elliott	MBI
				May-08	May-07	Peter Gruen	Labour
				May-08	May-07	Geoff Driver	Labour
ALMO - West/North West Homes	Yes	Conservative	4	May-08	May-07	Barry Anderson	Con
				May-08	May-07	Ann Blackburn	Green
				May-08	May-07	Judith Chapman	Lib Dem
				May-08	May-07	Alison Lowe	Lab
Alzheimers Society Management Committee	No	No	1	May-08	May-07	Vacancy	Unallocated
Arthur Louis Aaron Memorial Fund.	No	No	1	May-08	May-07	Ronald Feldman	Con
Arts Council of England, Yorkshire Office	Yes	Proposed to be Executive Member (Leisure)	1	May-08	May-07	Proposed to be Executive Member (Leisure)	Con
Association Of Blind Asians	No	No	1	May-08	May-07	mohammed iqbal	Lab
Association Of West Yorkshire Authorities	Yes in part	Leader 1 Place	3	May-08	May-07	Mark Harris	Lib Dem
				May-08	May-07	Vacancy	Unallocated
				May-08	May-07	Andrew Carter	Con
Bradford University Court	No	No	3	May-08	Jun-05	Vacancy	Unallocated
				May-08	Jul-04	Geoff Driver	Lab
				May-08	Jul-04	Brian Cleasby	Lib Dem
Brotherton Collection Advisory Committee	No	No	1	May-08	May-07	Bernard Atha	Lab
Care And Repair (Leeds)	No	No	1	May-08	May-07	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 2007/8	Group Allocation 2007/8
Children's Advisory Panel	Yes	Executive Member (Childrens Services) 1 Place	5	May-08	May-07	Judith Elliot	MBI
	in part			May-08	May-07	Mick Coulson	Lab
				May-08	May-07	Brian Selby	Lab
				May-08	May-07	Brenda Lancaster	Lib Dem
May-08	May-07	Gerald Wilkinson	Con				
Children Leeds Partnership	Yes	2 administration members and 1 labour group member	3	May-08	May-07	Alison Lowe	Lab
				May-08	May-07	Richard Brett	Lib Dem
				May-08	May-07	Richard Harker	Lib Dem
Chinese Community Association	No	No	1	May-08	May-07	Neil Taggart	Lab
Clarke Hall Government Committee	No	No	1	May-08	May-07	Colin Campbell	Lib Dem
Chamber of Commerce	Yes	Executive Member Development & Regeneration	1	May-08	May-07	Andrew Carter	Con
Coalfield Communities Campaign Regional Executive	No	No	1	May-08	May-07	Keith Parker	Lab
Community Link	No	No	1	May-08	May-07	John Bale	Con
Craft Centre And Design Gallery	No		3	May-08	May-07	Judith Elliott	MBI
				May-08	May-07	Bernard Atha	Lab
				May-08	May-07	Graham Latty	Con
Crime and Disorder Reduction Partnership	Yes	Executive Member (Neighbourhoods and Housing)	1	May-08	May-07	J L Carter	Con
Crossroads (Leeds) Ltd	No	No	1	May-08	May-07	Vacancy	
Cycling Consultative Forum	No		1	May-08	May-07	Stuart Andrew	Con
David Young Academy Governing Body	no		1	Apr-08	Apr-04	Peter Gruen	Lab
Dial Leeds	No	No	1	May-08	May-07	Luke Russell	Green
Early Years Development Partnership	No	No	3	May-08	May-07	Richard Harker	Lib Dem
				May-08	May-07	Lisa Mulherin	Lab
				May-08	May-07	Whip Nominee	Con
Environment Agency - Ridings Area Environment Group	Yes	Executive Member Development & Regeneration or nominee	1	May-08	May-07	Barry Anderson	Con
Fostering Panel - East Leeds	No	No	1	May-08	May-07	Vacant	Con
Fostering Panel - Rawdon	No	No	1	May-08	May-07	Mick Coulson	Labour
Fostering Panel - South Leeds	No	No	1	May-08	May-07	Brian Cleasby	Lib Dem

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2007/8	Group Allocation 2007/8
Friends Of Leeds City Museum	No	No	3	May-08	May-07	Barry Anderson	Con
				May-08	May-07	Elizabeth Nash Don Wilson	Lab Lib Dem
Green Leeds	No		4	May-08	May-07	adam ogilvie	Lab
				May-08	May-07	Sue Bentley	Lib Dem
				May-08	May-07	David Blackburn	Green Con
Governors Of Trinity And All Saints College	No	No	1	May-08	May-07	Barry Anderson Richard Harker	Lib Dem
Harrison & Potter Trust /Josiah Jenkinson Charity	No	No	1	May-08	May-07	Vacancy	
Homestart Leeds	No	No	1	May-08	May-07	Vacancy	
IGEN	No	No	1	May-08	May-07	Tom Murray	Lab
				May-08	May-07		
Investigation of Air Pollution Standing Conference	Yes	Executive Member Development & Regeneration	1	May-08	May-07	Barry Anderson	
Joint Consultative Committee (Teachers)	Yes (in part)	Exec Member Childrens Services or Nominee 1 place	5	May-08	May-07	Lisa Mulherin	Lab
				May-08	May-07	Alison Lowe	Lab
				May-08	May-07	William Hyde	Con
				May-08	May-07	Brian Cleasby	Lib Dem
Joseph Priestley College Governing Body	No	No	2	May-08	May-07	Richard Harker	Lib Dem
				May-08	May-07	Lisa Mulherin	Lab
Lady Elizabeth Hastings Educational Foundation	No	No	1	May-08	May-07	Robert Finnigan	MBI
Leeds Admissions Forum	No	No	5	May-08	May-07	Mr Michael Fox	
				May-08	May-07	Peter Gruen	Lab
				May-08	May-07	Robert Finnigan	MBI
				May-08	May-07	Mick Coulson	Lab
Leeds Ahead Board	Yes	Exec Member - Narrowing the Gap	1	May-08	May-07	Alec Shelbrooke	Con
				May-08	May-07	Richard Harker	Lib Dem
Leeds Art Collections Fund	No	No	1	May-08	May-07	Mark Harris	Lib Dem
Leeds Childrens Holiday Camp Association	No	No	1	May-08	May-07	John Procter	Con
	No	No	1	May-08	May-07	Chris Townsley	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 2007/8	Group Allocation 2007/8
Leeds Citizens Advice Bureau	No	No	2	May-08	May-07	Vacant	Lib Dem
				May-08	Jun-07	Alison Lowe	Lab
Leeds Civic Arts Guild	No	No	1	May-08	May-07	Roger Harington	Lab
Leeds College of Art and Design	No	No	1	May-08	Jul-04	Graham Hyde	Lab
Leeds College of Building	No	No	1	May-08	May-07	Vacancy	Lab
Leeds College Of Technology Governing Body	No	No	1	May-08	Jul-04	Clive Fox	Con
Leeds Community Equipment Service Partnership Board	No	No	2	May-08	May-07	debra couper	Lab
Leeds Community Foundation	Yes	Exec Member - Narrowing the Gap	1	May-08	May-07	Brenda Lancaster	Lib Dem
				May-08	May-07	Mark Harris	Lib Dem
Leeds Faith Forum	No	No	1	May-08	May-07	Sharon Hamilton	Lab
LGA General Assembly	Yes	Con group	4	May-08	Jun-07	Barry Anderson	Con
	all places	Lib dem group		May-08	Jun-07	Stuart Golton	Lib Dem
		Labour group		May-08	Jun-07	Keith Wakefield	Lab
		MBI group		May-08	Jun-07	Robert Finnigan	MBI
LGA Urban Commission	Yes	Executive Member Development & Regeneration	1	May-08	May-07	Andrew Carter	Con
Leeds Grand Theatre Board And Opera House Board Of Management	Yes - all places	Chair to be the relevant Executive Board member	5	May-2010	May-07	John Procter	Con
				May 2009	May-07	Judith Blake	Lab
				May 2010	Sep-07	Peter Harrand	Con
				May 2009	Jun-07	Chris Townsley	Lib Dem
Leeds Groundwork Trust	No	No	6	May-08	May-07	Geoff Driver	Lab
				May-08	May-07	Keith Wakefield	Lab
				May-08	May-07	Jane Dowson	Lab
				May-08	May-07	Ann Blackburn	Green
				May-08	Jul-07	Steve Smith	Lib Dem
Leeds Housing Concern	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-08	May-07	Ralph Pryke	Lib Dem
						Exec Member or nominee	Con
Leeds in Bloom/Leeds Floral Initiative	No	No	1	May-08	May-07	Frank Robinson	Con
Leeds Initiative Board	Yes	Party Leaders or nominee	3	May-08	May-07	Keith Wakefield	Lab
				May-08	May-07	Mark Harris	Lib Dem
				May-08	May-07	Andrew Carter	Con
		3 places		May-08	May-07		

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2007/8	Group Allocation 2007/8
	Y/N						
Leeds Initiative - Learning Partnership	Yes in part	Exec Member Childrens Services or Nominee	2	May-08	May-07	Richard Harker	Lib Dem
		1 place		May-08	May-07	Sue Bentley	Lib Dem
Leeds Initiative - Leeds Cultural Partnership	Yes	Executive Member Development & Regeneration or nominee	3	May-08	May-07	TBC	Con
		Exec Member Leisure or Nominee		May-08	May-07	J Procter	Con
		2 places		May-08	May-07	TBC	Con
Leeds Initiative - Integrated Transport Partnership	Yes in part	Executive Member Development & Regeneration or nominee	4	May-08	May-07	Judith Blake	Lab
		1 place		May-08	May-07	Andrew Carter	Con
				May-08	May-07	David Blackburn	Green
				May-08	May-07	Vacant	Lib Dem
Leeds Initiative - Healthy Leeds Partnership	Yes	Exec Member Neighbourhoods and Housing or Nominee	2	May-08	May-07	TBC	Con
		Exec Member Social Care or Nominee -		May-08	May-07	TBC	Con
Leeds Initiative - Economy Partnership	Yes	Executive Member Development & Regeneration or nominee	1	May-08	May-07	Barry Anderson	Con
Leeds Initiative - Sports Leeds	Yes	Exec Member Leisure or Nominee	2	May-08	May-07	Paul Wadsworth	Con
Leeds Initiative - Leeds City Centre Management Initiative	Yes	Executive Member Development & Regeneration or nominee	2	May-08	May-07	Barry Anderson	Con
	in part	1 place		May-08	May-07	Colin Campbell	Lib Dem
Leeds Initiative - Safer Leeds Executive	Yes	Exec Member Neighbourhoods and Housing or Nominee	4	May-08	May-07	J L Carter	Con
	in part			May-08	May-07		
				May-08	May-07		
				May-08	May-07		
Leeds Architecture and Design Initiative	None			May-08	May-07	Andrew Carter	Con
				May-08	May-07	Stuart Andrew	Con
				May-08	May-07	Clive Fox	Con
				May-08	May-07	Colin Campbell	Lib Dem
				May-08	May-07	Elizabeth Minkin	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 2007/8	Group Allocation 2007/8
	Y/N						
Leeds Jewish Welfare Board	No	No	1	May-08	May-07	Ronald Feldman	Con
Leeds Learning Disabilities Partnership Board	Yes in part	Executive Member (Adult Health & Social Care) 1 Place	5	May-08	May-07	Peter Harrand	Con
				May-08	May-07	debra coupar	Lab
				May-08	May-07	Brian Selby	Lab
				May-08	May-07	Vacancy	Unallocated
Leeds Local Access Forum	No	No	2	May-08	May-07	Clive Fox	Con
				May-08	Aug-07	Jack Dunn	Lab
Leeds Mind	No	No	1	May-08	May-07	Luke Russell	Green
Leeds Parish Church Exhibition Foundation	No	No	1	May-08	May-07	Marian Monks	Non Cllr
Renewal Leeds Limited	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-08	May-07	J L Carter	Con
Leeds Philharmonic Society	No	No	1	May-08	May-07	Richard Harker	Lib Dem
Leeds Pianoforte Competition Committee	No	No	2	May-08	May-07	Martin Hamilton	Lib Dem
				May-08	May-07	Elizabeth Nash	Lab
Leeds Racial Equality Council	Yes (in part)	Exec Member Central and Corporate 1 place	2	May-08	May-07	Kabir Hussain	Lib Dem
				May-08	May-07	Sharon Hamilton	Lab
Leeds Schools Awards	Yes	Exec Member Learning or Nominee	1	May-08	May-07	Richard Harker	Lib Dem
Leeds Schools Foundation	Yes	Exec Member Learning or Nominee	1	May-08	May-07	Richard Harker	Lib Dem
Leeds Schools Sports Association	No	No	2	May-08	May-07	Vacant	
				May-08	May-07	Roger Harington	Lab
Leeds Sports Federation	No	No	6	May-08	May-07	Denise Atkinson	Lab
				May-08	May-07	Roger Harington	Lab
				May-08	May-07	Patrick Davey	Lab
				May-08	May-07	Kabir Hussain	Lib Dem
				May-08	May-07	Brian Jennings	Con
Leeds University Court	No	No	2	May-08	May-07	Penny Ewens	Lib Dem
				May-08	May-07	Bill Hyde	Con
Leeds Women's Aid	No	No	1	May-08	May-07	Sharon Hamilton	Lab
Local Construction And Training Agency	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-08	May-07	J L Carter or Nominee	Con

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Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2007/8	Group Allocation 2007/8
	Y/N						
Lord Mayor Of Leeds Appeal Fund	No	No	3	May-08	May-07	Peter Gruen	Lab
				May-08	May-07	John Procter	Con
				May-08	May-07	Martin Hamilton	Lib Dem
Making Leeds Better Project Board	Yes	Exec Member Adult Health & Social Care and Opposition Spokesperson	2	May-08	May-07	Peter Harrand	Con
				May-08	May-07	Judith Blake	Lab
National Association of Councillors	No		3	May-08	May-07	Suzi Armitage	Lab
				May-08	May-07	Whips nominee	Con
				May-08	May-07	Whips nominee	Lib Dem
National Coal Mining Museum For England Liaison Committee	No	No	1	May-08	May-07	Keith Parker	Lab
				May-08	May-07		
Neighbourhood Renewal Board - Aire Valley	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-08	May-07	J L Carter	Con
				May-08	May-07	A Carter	Con
				May-08	May-07	D Hollinsworth	Lib Dem
				May-08	May-07	G Driver	Lab
Neighbourhood Renewal Board - Beeston and Holbeck	Yes	Ward Members	2	May-08	May-07	debra coupar	Lab
				May-08	May-07	Adam Ogilvie	Lab
				May-08	May-07	Angela Gabriel	Lab
Neil Bank Centre Trust	No	No	1	May-08	May-07	Mick Coulson	Lab
National Parking Adjudication Service Committee	Yes	Executive Member whose portfolio includes Parking services	1	May-08	May-07	Steve Smith	Lib Dem
National Society For Clean Air Divisional Council	No	No	1	May-08	May-07	Barry Anderson	Con
North Regional Association For Sensory Support	No	No	1	May-08	May-07	Peter Harrand	Con
Northern College - Board Of Governors	No	No	1	May-08	May-07	James McKenna	Lab
Northern College - Policy And Finance Committee	No	No	1	May-08	May-07	James McKenna	Lab
Northern College - Joint Liaison Group	No	No	1	May-08	May-07	James McKenna	Lab

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Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2007/8	Group Allocation 2007/8
	Y/N						
Nuclear Free Zones English Forum	No	No	1	May-08	May-07	Ralph Pryke	Lib Dem
Park Lane College	No	No	1	May-08	May-07	Kabeer Hussain	Lib Dem
People First	No	No	1	May-08	May-07	Jane Dowson	Lab
Public Rights of Way Forum	No	No	1	May-08	May-07	Clive Fox	Con
Re'new	Yes	Exec Member (Neighbourhoods and Housing)	1	May-08	May-07	J L Carter	Con
Reserve Forces And Cadets Association For Yorkshire & Humberside	No	No	1	May-08	May-07	Bill Hyde	Con
Robert Salter Charity	No	No	3	May-08	May-07	Richard Lewis	Lab
				May-08	May-07	Whip Nominee	Con
				May-08	May-07	Whip Nominee	Con
Roseville Enterprises Board Of Management	Yes	Executive Member (Adult Health & Social Care)	5	May-08	May-07	Clive Fox	Con
	in part			May-08	May-07	Don Wilson	Lib Dem
				May-08	May-07	David Blackburn	Green
				May-08	May-07	debra coupar	Labour
				May-08	May-07	Vacant	Unallocated
Simeon Gaunt Memorial Music Festival Charity	No	No	3	May-08	May-07	Andrew Carter	Con
				May-08	May-07	Josephine Jarosz	Lab
				May-08	May-07	Mr Cornforth	Con
South Leeds Team Ministry	No	No	1	May-08	May-07	Unallocated	
Standing Advisory Council on Religious Education	No	No	4	May-08	May-07	Brian Selby	Lab
				May-08	May-07	Jim McKenna	Lab
				May-08	May-07	Peter Harrand	Con
				May-08	May-07	Richard Harker	Lib Dem
State of the River Management Committee	No	No	1	May-08	May-07	Stuart Golton	Lib Dem
Swarthmore Educational Centre	No	No	2	May-08	May-07	Penny Ewens	Lib Dem
				May-08	May-07	Vacancy	Unallocated
The Charities Of Thomas Wade And Others	No	No	3	May-08	May-07	Bill Hyde	Con
				May-08	May-07	Alan Taylor	Lib Dem
				May-08	May-07	Ann Blackburn	Green

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2007/8	Group Allocation 2007/8
	Y/N						
Leeds Thomas Danby	No	No	1	May-08	May-07	Tom Murray	Lab
Touchstone	No	No	1	May-08	May-07	Vacancy	Unallocated
Trustees Of Joshua Crabtree's Charity	No	No	2	May-08	May-07	Colin Campbell	Lib Dem
				May-08	May-07	Vacancy	Unallocated
Voluntary Action Leeds	No	No	3	May-08	May-07	Jane Dowson	Lab
				May-08	May-07	Whip nominee	Con
				May-08	May-07	Greg Mulholland	Lib Dem
West Yorkshire Culture	Yes	Proposed to be Executive Member (Leisure)	1	May-08	May-07	Proposed to be Executive Member (Leisure)	Con
West Yorkshire Market Renewal Board	No	No	1	May-08	May-07	Vacancy	Unallocated
West Yorkshire Playhouse Theatre Board	Yes	Exec Member Leisure or Nominee 1 place	4	May-08	May-07	Martin Hamilton	Lib Dem
				May-08	May-07	Valerie Kendall	Con
				May-08	May-07	Steve Smith	Lib Dem
				May-08	May-07	Terry Grayshon	MBI
West Yorkshire Rural Partnership	No	No	1	May-08	May-07	Mick Coulson	Lab
West Yorkshire Valuation Tribunal (Appointments Panel)	No	No	1	May-08	May-07	Mick Coulson	Lab
William Merritt Disabled Living Centre and Mobility Service	No	No	1	May-08	May-07	Vacancy	Unallocated
Wypta Education Liaison Group	No	No	3	May-08	May-07	Sue Bentley	Lib Dem
				May-08	May-07	Vacancy	Unallocated
				May-08	May-07	Vacancy	Unallocated

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Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2007/8	Group Allocation 2007/8
	Y/N						
Wypta Highways And Planning Liaison Group	No	No	1	May-08	May-07	Anne Blackburn	Green
Wypta Local Transport Plan Steering Group	Yes	Executive Member Development & Regeneration or nominee	1	May-08	May-07	Stuart Andrew	Con
Wypta Social Services Liaison Group	No	No	1	May-08	May-07	Andrea Harrison	Labour
Wypta Taxi Liaison Group	No	No	1	May-08	May-07	Luke Russell	Green
Wypta Passenger Transport Consultative Committee	No	No	4	May-08	May-07	James McKenna	Lab
				May-08	May-07	James Lewis	Lab
				May-08	May-07	Whips nominee C Fox	Lib Dem con
Yorkshire And Humberside Association Of Education Authorities	Yes in part	Exec Member Learning or Nominee 1 place	2	May-08	May-07	Bill Hyde	Con
				May-08	May-07	Richard Harker	Lib Dem
Yorkshire and Humberside Asylum Seekers Reference Group	No	No	1	May-08	May-07	Vacancy	Unallocated
Yorkshire and Humber Housing Board Yorkshire and Humberside Regional Broadband Joint Committee	Yes	Exec Member (Neighbourhoods and Housing)	1	May-08	May-07	Amanda Carter	Con
	No	No	1	May-08	May-07	Vacancy	Unallocated
Yorkshire And Humber Employers Committee (formerly Regional Council)	Yes in part	Exec Member Central and Corporate or nominee 1 place	3	May-08	May-07	Mark Harris	Lib Dem
				May-08	Aug-07	James Lewis	Lab
				May-08	May-07	Whips nominee	Con

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Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2007/8	Group Allocation 2007/8
	Y/N						
Yorkshire and Humber Regional executive Board	Yes	Executive Member Development & Regeneration	1	May-08	May-07	Andrew Carter	Con
Yorkshire and Humber Regional Planning Board	Yes	Executive Member Development & Regeneration or nominee	1	May-08	May-07	Barry Anderson	Con
Yorkshire and Humber Regional Transport Board	Yes	Executive Member Development & Regeneration	1	May-08	May-07	Andrew Carter	Con
Yorkshire Indoor Cricket School	No	No	3	May-08	May-07	Keith Parker	Lab
				May-08	May-07	Ronald Feldman	Con
				May-08	May-07	Chris Townsley	Lib Dem
Yorkshire Power Stations Joint Environmental Committee	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	May-08	May-07	Barry Anderson	Con
Yorkshire Regional Flood Defence Committee	Yes	Executive Member Development & Regeneration or nominee	1+ 1 sub	May-08	May-07	Ralph Pryke	Lib Dem
			sub	May-08	May-07	Vacancy	
Yorkshire Tourist Board	Yes	Exec Member Leisure or Nominee	1	May-08	May-07	Stuart Golton	Lib Dem
Local Government Yorkshire and Humber	Yes in part	Leader of Council	4	May-08	May-07	Mark Harris	Lib Dem
				May-08	May-07	Stuart Golton	Lib Dem
				May-08	May-07	Andrew Carter	Con
				May-08	May-07	John Procter	Con

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