



MEMBER MANAGEMENT COMMITTEE

Meeting to be held in Leeds Civic Hall on
Tuesday, 29th June, 2010
at 4.30 pm

MEMBERSHIP

Councillors

J Dowson
P Gruen (Chair)
T Hanley
G Hyde
E Nash

S Bentley
B Cleasby

G Latty
M Lobley
J Procter

T Leadley

D 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> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward	Item Not Open		Page No
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 16th February and 20th April 2010.</p>	1 - 4
6			<p>CIVIC FOSTERING PANEL</p> <p>The Chief Officer for Children and Young People's Social Care submitted a report seeking Member Management Committee approval to designate the Corporate Fostering Panel as a Strategic and Key Partnership and appoint elected members to that Panel from a pooling arrangement.</p>	5 - 8
7			<p>SCHOOL TRUSTS</p> <p>To consider the report of the Interim Director of Children's Services seeking support to Elected Member involvement on the boards of School Trusts. It recommends that the relevant Area Committee consider the appointment of an elected member representative to become a trustee.</p> <p>The report specifically covers proposals for the Brigshaw Federation – A Co-operative Trust which has now been established and recommends that an Elected Member from Outer East Area Committee becomes a trustee.</p>	9 - 28

Item No	Ward	Item Not Open		Page No
8			<p>LEEDS CHILDRENS' TRUST BOARD</p> <p>The Interim Director of Children's Services submitted a report asking that Elected Member representation on the recently formed Children's Trust Board be amended.</p>	29 - 30
9			<p>ALMO APPOINTMENTS</p> <p>To consider the report of the Head of Strategic Landlord outlining the process agreed in 2006 for appointments of Council Board Members to ALMO boards and providing an update on ALMO boards following the local elections in May 2010.</p>	31 - 36
10			<p>LEEDS GRAND THEATRE BOARD/ENTERPRISES</p> <p>To consider the report of the Chief Libraries, Arts and Heritage Officer seeking the appointment of elected members to the Board of the Leeds Grand Theatre and Opera House Ltd.</p>	37 - 38
11			<p>WEST YORKSHIRE PLAYHOUSE</p> <p>To consider the report of the Chief Libraries, Arts and Heritage Officer seeking the appointment of elected members to the West Yorkshire Playhouse Board.</p>	39 - 40
12			<p>ROLE DESCRIPTIONS</p> <p>To consider the report of the Chief Democratic Services Officer presenting draft Member role descriptions for discussion.</p>	41 - 68

Item No	Ward	Item Not Open		Page No
13			<p>MEMBER DEVELOPMENT</p> <p>To consider the report of the Chief Democratic Services Officer providing Committee with the Member Development Annual Report 2009/10. The Member Management Committee is asked to note the contents of the Member Development Annual Report 2009/10, and to agree the continuation of the Member Development Working Group and to determine its Membership.</p>	69 - 90
14			<p>MEMBERS' LOUNGE</p> <p>To consider the report of the Chief Democratic Services Officer requesting that the Member Management Committee establish a working group for the purposes of giving advice and guidance to officers on the development and management of the Members' lounge facility.</p>	91 - 92
15			<p>APPOINTMENTS TO OUTSIDE BODIES</p> <p>To consider the report of the Chief Democratic Services Officer outlining the roles and responsibilities of the Member Management Committee in relation to Elected Member Appointments to Outside Bodies.</p> <p>The report also provides an update on the Members currently serving on outside bodies and details appointments made since the last meeting of this Committee in April 2010.</p>	93 - 108

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MEMBER MANAGEMENT COMMITTEE

TUESDAY, 16TH FEBRUARY, 2010

PRESENT: Councillor S Bentley in the Chair

Councillors D Blackburn, P Gruen,
T Hanley, G Latty, T Leadley, J Matthews,
E Nash and J Procter

38 Declarations of Interests

There were no declarations made at this meeting.

39 Minutes

RESOLVED – That the minutes of the meetings held on 16th December 2009 and 19th January 2010 be approved as a correct record.

40 Matters Arising From the Minutes

a) Minute 24 and 29 (Local Codes and Protocols)

RESOLVED – That following the conclusion of the work of the Member Working Group a report on recommendations in respect of Local Codes and Protocols be submitted to a future meeting.

b) Minute 32 (Council Diary)

Further to the decision taken to discontinue the production of the pocket diary Members had further discussions in this regard and felt that Members should still have the option of a pocket diary or filofax version of the diary.

RESOLVED – That the Member Development Working Group reconsider the previous decision with a view to Members having the option of a pocket diary or filofax version of the diary.

41 Members Lounge and Dining Room

The Chief Officer (Corporate Property Management) submitted a report providing members with an update on the Members Lounge and Dining Room.

RESOLVED - That the report be withdrawn.

42 Update on ICT Matters

The Chief Officer (ICT) submitted a report providing a position statement on the ICT Projects and services which will impact on elected members.

The report provided an update to Members on the current position in respect of;

- The ICE Project including the migration of PDA's
- The development of the Case Management System for Members
- The administration of email accounts

Members discussed further each of the issues and officers responded to specific queries.

Members also requested an update in respect of the server failure that had caused difficulties for all users earlier in the day.

RESOLVED -

- a) To note the current position in respect of the ICT projects currently underway that affected ICT provision to elected Members.
- b) To note the comments of the Monitoring Officer in respect of the administration of email accounts.
- c) That officers within ICT look at a system that would allow a text message to be forwarded to Members when there is a significant problem with ICT provision.

43 Local Authority Appointments to Outside Bodies

The Chief Democratic Services Officer submitted a report providing an update on the current position regarding Member appointments to Outside Bodies and seeking to confirm Member nominations to remaining vacancies.

Discussion followed in respect of support to Members and the role of Lead Officers identified to support Members appointed to Outside Bodies.

RESOLVED -

- a) To note the appointments made in accordance with the Appointments to Outside Body Procedure Rule 4.6 since the last meeting of this Committee.
- b) That officers carry out further work to ensure that Lead Officers provide appropriate support to Members appointed to Outside Bodies.

MEMBER MANAGEMENT COMMITTEE

TUESDAY, 20TH APRIL, 2010

PRESENT: Councillor S Bentley in the Chair

Councillors D Blackburn, P Gruen, G Latty,
T Leadley, E Nash and J Procter

44 Late Items

The Chair admitted the following late item to the agenda as follows:

West Yorkshire Playhouse Change to Board Arrangements (minute 47 refers)

To allow urgent consideration of the matter in order that the Council representatives can attend a meeting of the newly constituted Board.

45 Declarations of Interests

Councillor Gruen declared a personal interest in the item relating to the West Yorkshire Playhouse (minute 47 refers) as a former member of the former Board.

46 Proposals for New Children's Trust Arrangements

The Interim Director Of Children's Services submitted a report seeking Member Management Committee approval to designate the new Children's Trust Board and revised Leeds Safeguarding Board as Strategic and Key Partnerships and seeking appointments to the Boards.

RESOLVED –

- a) That, in accordance with the Appointments to Outside Bodies Procedure Rules, the Children's Trust Board and revised Leeds Safeguarding Board be categorised in the Strategic and Key Partnerships category.
- b) That one position on the Children's Trust Board be reserved to the Lead Executive Member for Children's Services.
- c) That Councillor Golton be appointed to the Children's Trust Board.
- d) That the two remaining positions on the Children's Trust Board be a Labour Group whip nominee and a Conservative Group whip nominee.
- e) That the appointment to the Leeds Safeguarding Board be reserved to the Lead Executive Member for Children's Services and Councillor Golton be appointed.

47 West Yorkshire Playhouse Change to Board Arrangements

The Chief Libraries, Arts and Heritage Officer submitted a report informing Member Management Committee of the West Yorkshire Playhouse proposal to change its Governance Board, to identify the implication for Leeds City Council and seek recommendations for the newly Constituted Board.

RESOLVED -

- a) That the reduction in the size of the West Yorkshire Playhouse Board be noted
- b) That the West Yorkshire Playhouse request for two nominations be noted.
- c) That the Councils two positions be allocated to the Administration and Labour Group as whips nominees.
- d) That the Chief Libraries, Arts and Heritage Officer seek an additional Councillor representative on this Board.

(Under the provisions of Council Procedure Rule 16.5 Councillor Leadley required it to be recorded that he voted against resolution (c).



Originator: Ros Cheetham
Head of Service
Tel:43365

Report of the Chief officer for Children and Young people's social Care Member Management Committee

Date: 29th June 2010

Subject: Corporate Fostering Panel

<p>Electoral Wards Affected:</p> <input type="checkbox"/> Ward Members consulted (referred to in report)	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
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Executive Summary

1.1 To seek Member Management Committee approval to designate the Corporate Fostering Panel as a Strategic and Key Partnership and appoint elected members to that Panel from a pooling arrangement

2.0 Purpose Of This Report

2.1 To seek Member Management Committee approval to designate the Corporate Fostering Panel as a Strategic and Key Partnership and appoint members to that Panel.

3.0 Background Information

3.1 Leeds currently has 3 Fostering Panels and 3 Adoption Panels. Due to the volume of work it has been necessary to establish a fourth Fostering Panel and this has become operational. It is proposed that these operate as sub groups of the Corporate Fostering Panel.

3.2 Fostering and adoption panels are governed by legislation and regulations as well as internal procedures. The Adoption Panel has had 2 elected members for each panel and the Fostering Panel has had 1 elected member. Two elected members have been on each adoption panel to ensure that at least one is able to attend. It is proposed that this is reduced to one to release capacity for the fourth fostering panel. Panel members may only sit on the adoption panel they are appointed to

with substitutions not being allowed. From a good practice point of view this has been applied to fostering panels although this is not stipulated in regulation.

- 3.3 Members will be aware there are vacancies for elected members on existing panels. There are vacancies on the existing Osmonthorpe Fostering Panel and the existing Dewsbury Road Fostering Panel in addition to the new Civic panel. It should be noted that all the panels take business from all parts of the city and the names of the panels are either historical names or denote the location of the panel meeting.
- 3.4 Further to a previous report being submitted to the last Member Management Committee, this amended report is now being submitted for consideration.

4.0 Main Issues

- 4.1 Panel business requires members to read the papers before attending the meeting. Papers are relatively extensive, containing detailed information on children and families and may take approximately 1-3 hours to read. The length of the panel meetings vary but usually last at least 3 hours. A 75% attendance at panel over the year is a requirement of the internal protocol to ensure continuity and for panel members to be able to contribute to the discussions about items at panel. Since this is an internal protocol, this requirement could be waived for elected members. Each of the four panels now sub-panels meets on a monthly basis
- 4.2 Following a previous meeting when this request was considered, two models involving a pool of members were mentioned so I will address these in turn.
- 4.3 The first pooling arrangement would be comparable to the current Licensing Committee of the Council where the total membership rarely meet as a committee but frequently meet as sub-committees of three members drawn from the total membership. This option would not be suitable in this case as a number of roles, are stipulated by national regulations and only one of each should be in attendance. For the panel to be quorate, five out of the eight voting members (chair, social worker, fostering officer, team manager, health, education, foster carer, elected member) must be present .
- 4.4 The second pooling arrangement would be comparable to the current regulatory committee arrangements of the Council where the four regulatory panels are for the purposes of substitute arrangements, regarded as one panel. In order to maintain consistency of adoption panel membership, substitutions are not allowed by national regulation. This has also been applied with regard to fostering panels from a good practice perspective. However, it would be permissible by regulation to have this pooling arrangement to bring about some degree of flexibility for elected members by considering the existing panels as sub groups of the Corporate Fostering Panel. All members of the pool would need to be willing to have induction and annual training for panel members. It is proposed that Panel dates for the year would be circulated to the pool in order for members to identify their availability so that papers could be sent to them in a timely fashion before the meeting.

5.0 Implications For Council Policy And Governance

- 5.1 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.

5.2 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.

5.3 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.

5.4 Members are asked to consider whether appointments should be made to this body and to agree that such appointments would fall into the Strategic and Key Partnerships category.

5.5 Members are also asked to consider making an appointments to the newly formed Corporate Fostering Panel.

6.0 Legal And Resource Implications

6.1 Fostering Regulations 2002 and the Adoption Agencies Regulations 2005 outline the requirements of the panels functions and membership. Regulation 24c states that in the case of a local authority fostering service, at least 1 elected member of the local authority is required. Regulation 3c of the Adoption Agencies Regulations states that in the case of a local Authority 1 member is required. The Adoption panels have always had 2 members sitting on each of the 3 panels to ensure that one can attend. It is proposed that to release capacity for the fourth fostering panel that one elected member sits on each adoption panel

7.0 Recommendations

7.1 That the Corporate Fostering Panel be designated as a Strategic and Key Partnership and appoint a member to that Panel.

7.3 That appointments to the sub panels are made from a pool of 5 or 6 elected members.

Background Papers

Appointments to Outside Procedure Rules

Fostering Agencies Regulations 2002

Adoption Agencies Regulations 2005

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Report of the Interim Director of Children’s Services

Report to Member Management Committee

Date: 29 June 2010

Subject: COUNCIL REPRESENTATION ON SCHOOL TRUSTS

Electoral Wards Affected:

All (with specific implications for Outer East Area Committee area)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. This report seeks to support Elected Member involvement on the boards of School Trusts. It recommends that the relevant Area Committee considers the appointment of an elected member representative to become a trustee. This would complement elected member involvement in local and area Children Leeds partnerships.
2. The report specifically covers proposals for the Brigshaw Federation – A Co-operative Trust which has now been established and recommends that an Elected Member from Outer East Area Committee becomes a trustee.

Background

3. As indicated in the attached appendix (appendix one), a number of schools in Leeds are currently in or considering the formation of a Schools Trust. Some of the Trusts formed to date have included the Council through the appointment of Elected Members in their role as school governors. This is not applicable to all schools so following the Leeds City Council Executive Board’s support of developing new governance arrangements (January 2009) there is now an expectation on trusts to include the Council as a Trust partner and for nominations to be made for trustees.
4. Particularly where there are a cluster of schools involved, including the Council as partner provides an opportunity to ensure links to Children’s Services and other council functions and allows for democratic involvement. It also provides the potential to link to the work of the Area Committees and partnership working at locality level through extended services cluster partnerships and Area Children Leeds Partnerships.

Formation of The Brigshaw Federation: A Co-operative Trust

5. The Brigshaw Trust is now being established. Discussions held during the development phase led to the suggestion to include two trustee positions for the Council in the proposed make up of the Trust Board:
 - A senior officer nominated by the Director of Children's Services to provide strategic links to Children's Services, other Council Services and partnership arrangements through the Children's Trust
 - An Elected Member to provide for democratic involvement and links to the work of the Council and the local Area Committee
6. The articles of association for the Trust have now been prepared and are appended for information (appendix two). The Trust is now seeking to confirm its proposed trustees. Member Management Committee is therefore asked to consider the appointment of an Elected Member to serve as a trustee, alongside a senior council officer from Children's Services.
7. The Trust is arranging a planning workshop for 8th July and would like all trustees to take part if possible.

Appointment Process for Elected Members

8. 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.
10. 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.
11. 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.
12. If Members are of the view that these appointments would fall into the Community and Local Engagement category then the appointments should be made by the relevant Area Committee(s).

Implications for Council Policy and Governance

13. The appointment of elected members to School Trusts would contribute to the Council's strategic functions, priorities for children's services and community leadership role. It would augment the role of Area Committees with regard to their work on children's services and the content of Area Delivery Plans and provide local democratic input to the work of the School Trusts.
14. As highlighted in the Executive Board report in December 2009 on Area and Locality Governance Arrangements for the Children's Trust, School Trust Partnerships would be able to operate as the locality Children and Young People's Partnership within a significant partnerships framework. It is planned to develop this alongside the emerging School Trust.

Recommendations

15. It is recommended that the Member Management Committee agree:
 - a) that Elected Member appointments to School Trusts:
 - would be consistent with the Council's policy and strategic objectives; and
 - would add value to the Council's activities.
 - b) to categorise such appointments as being 'Community and Local Engagement' thereby agreeing that such appointments should be made by the relevant Area Committees.
 - c) that Members of the Outer East Area Committee are asked to determine an Elected Member representative to become a trustee of the Brigshaw Trust.
 - d) that a similar approach is adopted for any other requests for formal City Council involvement in School Trusts in the future

Background Papers

- Appointment to Outside Bodies Procedure Rules
- Developing and Responding to New Governance Arrangements for Schools in Leeds – Report to Executive Board, January 2009
- Area and Locality Governance Arrangements – Report to Executive Board, December 2009

Appendix 1

SCHOOL TRUSTS ESTABLISHED OR BEING DEVELOPED IN LEEDS

Schools Partnership Trust

Garforth Community College, Strawberry Fields Primary School, East Garforth Primary School, Garforth Green Lane Primary School, Ninelends Primary School. Associate schools, Micklefield CE Primary School, Aberford Primary School.

Trust partners comprising the governing bodies of the schools, Leeds Trinity University College, the Learning and Skills Council and Leeds NHS. The trust is now responsible for two academies, the South Leeds Academy and De Warrene Academy, Doncaster. Council representation through governors.

Excel Learning Trust

Boston Spa High School established a single school trust in January 2010. Trust partners LMU, Leeds United, Technogym, NHS Leeds and Children Leeds. Discussions taking place regarding Children Leeds/City Council representation.

Wetherby Trust

Wetherby High School established a single school trust in February 2010. Trust partners the University of York and British Library.

Others

The following schools were accepted as part of the Government's Supported Schools Programme and in view of this are considering Trust status:

North West

- Otley family of six schools;

North East

- West Oaks (North East SILC);

East

- Temple Moor HS, Austhorpe PS, Colton PS, Whitkirk PS and Meadowfield PS; consulting on becoming a Co-operative trust;

South

- Royds School;
- Jointly, several schools from the Morley family of schools including high schools and primary schools are considering acquiring a shared trust;

West

- Crawshaw School;
- Pudsey Grangefield.

ARTICLES OF ASSOCIATION

THE BRIGSHAW FEDERATION: A CO-OPERATIVE TRUST

Incorporated on 1 April 2010

COMPANIES ACT 2006
COMPANY LIMITED BY GUARANTEE

ARTICLES OF ASSOCIATION
OF
THE BRIGSHAW FEDERATION: A CO-OPERATIVE TRUST

1 Name

The name of the Trust is The Brigshaw Federation: A Co-operative Trust (“the Trust”).

2 Registered Office

The registered office of the Trust is to be in England and Wales.

3 Objects

The Objects of the Trust are to advance the education of the pupils at the Schools, to advance the education of other members of the community, and otherwise to benefit the community, it being acknowledged that in carrying out the Objects the Trust must (where applicable) have regard to its obligation to promote community cohesion under the Education Acts.

4 It is intended that the curriculum and ethos of the Schools will place an emphasis on, and include a commitment to students learning about, the Co-operative values of self-help, self responsibility, democracy, equality, equity, solidarity, honesty, openness, social responsibility and caring for others with the aim of encouraging all students to become better citizens, not only while they are students but during the rest of their lives.

5 Powers

The Trust has the following powers, which may be exercised only in promoting the Objects:

- 5.1 to act as the foundation of the Schools;
- 5.2 to acquire or hire and hold property of any kind, including the acquisition of freehold or leasehold property to be held by the Trust (either alone or jointly with any other person) in trust for the purpose of the Schools;
- 5.3 to develop, improve, let or dispose of property of any kind (but only in accordance with the restrictions imposed by the Charities Act and any restrictions imposed by the Education Acts);
- 5.4 in relation to the Schools, to appoint and remove foundation governors in compliance with the provisions of the Education Acts;
- 5.5 to act as the trustee of any trust relating to the Schools;

- 5.6 to nominate one or more governors for appointment to the governing body of any other school;
- 5.7 to exercise its rights as the foundation of the Schools;
- 5.8 to raise funds (but not by means of taxable trading);
- 5.9 to borrow money and give security for loans (but only in accordance with the restrictions imposed by the Charities Act and any restrictions imposed by the Education Acts);
- 5.10 to employ staff;
- 5.11 to pay remuneration and allowances to any person, and to make arrangements for providing, or securing the provision of pensions or gratuities (including those payable by way of compensation for loss of employment or loss or reduction of pay);
- 5.12 to promote or carry out research;
- 5.13 to provide advice;
- 5.14 to publish or distribute information;
- 5.15 to co-operate with other bodies;
- 5.16 to support, administer or set up other charities;
- 5.17 to make grants or loans of money and to give guarantees;
- 5.18 to set aside funds for special purposes or as reserves against future expenditure;
- 5.19 to pay for indemnity insurance for the Trustees;
- 5.20 subject to Article 6, to employ paid or unpaid agents, staff or advisers;
- 5.21 to enter into contracts to provide services to or on behalf of other bodies;
- 5.22 to establish or acquire subsidiary companies to assist or act as agents for the Trust;
- 5.23 to pay the costs of forming the Trust; and
- 5.24 to do anything else within the law which promotes or helps to promote the Objects.

6 Benefits to Members and Trustees

- 6.1 The property and funds of the Trust must be used only for promoting the Objects and cannot be distributed to the members but:
 - 6.1.1 members who are not Trustees may be employed by or enter into contracts with the Trust and receive reasonable payment for goods or services supplied;
 - 6.1.2 members (including Trustees) may be paid interest at a reasonable rate on money lent to the Trust; and

- 6.1.3 members (including Trustees) may be paid a reasonable rent or hiring fee for property or equipment let or hired to the Trust.
- 6.2 A Trustee must not receive any payment of money or other material benefit (whether directly or indirectly) from the Trust except:
 - 6.2.1 as mentioned in Articles 5.19 (indemnity insurance), 6.1.2 (interest), 6.1.3 (rent) or 6.3 (contractual payments);
 - 6.2.2 reimbursement of reasonable out-of-pocket expenses (including hotel and travel costs) actually incurred in the administration of the Trust;
 - 6.2.3 an indemnity permitted by sections 232 to 234 inclusive of the Companies Act;
 - 6.2.4 the benefit of any payment to any Trust in which a Trustee has no more than a 1 per cent shareholding; and
 - 6.2.5 in exceptional cases, other payments or benefits (but only with the written approval of the Commission in advance).
- 6.3 A Trustee, other than the head teacher of any of the Schools, may not be an employee of the Trust, but a Trustee or a connected person may enter into a contract with the Trust to supply goods or services in return for a payment or other material benefit if:
 - 6.3.1 the goods or services are actually required by the Trust;
 - 6.3.2 the nature and level of the benefit is no more than reasonable in relation to the value of the goods or services and is set at a meeting of the Trustees in accordance with the procedure in Article 6.4; and
 - 6.3.3 provided that the Trust may not enter into such a contract at any time when the effect of such contract would be that more than one third of the Trustees are or have been interested in such a contract in that financial year.
- 6.4 Whenever a Trustee has a personal interest in a matter to be discussed at a meeting of the Trustees or a committee, they must:
 - 6.4.1 declare an interest before the meeting or at the meeting before discussion begins on the matter;
 - 6.4.2 be absent from the meeting for that item unless expressly invited to remain in order to provide information;
 - 6.4.3 not be counted in the quorum for that part of the meeting; and
 - 6.4.4 be absent during the vote and have no vote on the matter.

7 **Limited Liability**

The liability of members is limited.

8 **Guarantee**

Every member promises, if the Trust is wound up while they remain a member, or within 12 months afterwards, to pay up to £1 towards the costs of winding up, towards adjusting the rights of the contributories amongst themselves and towards discharging the liabilities incurred by the Trust while they were a member.

9 **Dissolution**

9.1 If the Trust is dissolved and subject always to the provisions of the Education Acts (insofar as those provisions do not require the application of the assets of the Trust for purposes which are not charitable), the assets (if any) remaining after provision has been made for all its liabilities must be applied in one or more of the following ways:

9.1.1 by transfer to one or more other bodies established for exclusively charitable purposes within, the same as or similar to the Objects;

9.1.2 directly for the Objects or for charitable purposes which are within or similar to the Objects;

9.1.3 in such other manner consistent with charitable status as the Commission approve in writing in advance.

9.2 A final report and statement of account must be sent to the Commission.

10 **Interpretation**

10.1 References to an Act of Parliament are references to that Act as amended or re-enacted from time to time and to any subordinate legislation made under it.

11 **Membership**

11.1 The Trust must maintain a register of members.

11.2 The subscribers to the Memorandum are the first members of the Trust.

11.3 Subject to any restrictions imposed by the Education Acts, membership of the Trust is open to any other individuals or organisations interested in promoting the Objects who:

11.3.1 qualify for membership of one of the constituencies specified below;

11.3.2 are approved by the Trustees; and

11.3.3 consent in writing to become a member and to be bound by the provisions of these Articles of Association, either personally or (in the case of an organisation) through an authorised representative, by completing an application to become a member in a form to be specified by the Trustees.

11.4 Schools for which the Trust does not act as a foundation under the Education Acts may at the absolute discretion of the Trustees become associate members of the Trust upon such terms as the Trustees shall in their absolute discretion determine.

11.5 The Trust will have the following constituencies of members:

- 11.5.1 a learners constituency, open to pupils currently registered at any of the Schools, or to any other person currently registered for the purposes of learning at any of the Schools;
 - 11.5.2 a parents and carers constituency, open to any parent or registered carer of a pupil currently registered at the Schools;
 - 11.5.3 a staff constituency, open to any person employed by or whose normal place of work is at any of the Schools;
 - 11.5.4 a community organisations constituency, open to any organisation, whether statutory, charitable, voluntary, or trading for social or commercial purposes, which in the absolute discretion of the Trustees has a legitimate interest in any of the Schools.
- 11.6 In relation to constituencies:
- 11.6.1 no person may be a member of more than one constituency;
 - 11.6.2 a person eligible to be a member of the staff constituency may not be a member of any other constituency;
 - 11.6.3 the decision about the constituency of which a person is to be a member shall be decided by the Trustees, who may issue guidelines about constituency membership;
 - 11.6.4 the Trustees may sub-divide any of the constituencies into two or more constituencies, on such basis as they consider to be appropriate.
- 11.7 Membership is terminated if the member concerned:
- 11.7.1 gives written notice of resignation to the Trust;
 - 11.7.2 dies or (in the case of an organisation) ceases to exist;
 - 11.7.3 ceases to be entitled to be a member under these Articles of Association; or
 - 11.7.4 is removed from membership by resolution of the Trustees on the ground that in their reasonable opinion the member's continued membership is harmful to the Trust. The Trustees may only pass such a resolution after notifying the member in writing and considering the matter in the light of any written representations which the member concerned puts forward within 14 clear days after receiving notice.
- 11.8 Membership of the Trust is not transferable.

12 **General Meetings**

- 12.1 Members are entitled to attend general meetings either personally or (in the case of a member organisation) by an authorised representative. General meetings are called on at least 21 clear days' written notice specifying the business to be discussed.
- 12.2 There is a quorum at a general meeting if the number of members or authorised representatives present is at least 25 members or 5% of the Trust's total membership (whichever is the lower) representing not less than two-thirds of the constituencies.

- 12.3 The Chair or (if the Chair is unable or unwilling to do so) some other member elected by those present presides at a general meeting.
- 12.4 Except where otherwise provided by the Companies Act or the Education Acts, every issue is decided by a majority of the votes cast.
- 12.5 Every member present in person or through an authorised representative has one vote on each issue.
- 12.6 Except at first, the Trust must hold an AGM in every year. The first AGM must be held within 18 months after the Trust's incorporation.
- 12.7 At an AGM the members:
 - 12.7.1 receive the accounts of the Trust for the previous financial year;
 - 12.7.2 receive the Trustees' report on the Trust's activities since the previous AGM;
 - 12.7.3 accept the retirement of those Trustees who wish to retire;
 - 12.7.4 elect Trustees to fill the vacancies arising;
 - 12.7.5 appoint auditors for the Trust (if the Trust's accounts are required to be audited); and
 - 12.7.6 may discuss and determine any issues of policy or deal with any other business put before them by the Trustees.
- 12.8 Any general meeting which is not an AGM is a GM.
- 12.9 A GM may be called at any time by the Trustees and must be called within 14 clear days on a written request from at least two members.

13 **The Forum**

- 13.1 The Trust shall have a Forum, the composition of which shall be determined from time to time by the Trustees in consultation with the Forum, subject to the following:
 - 13.1.1 the members of each constituency shall elect one or more of their number to the Forum;
 - 13.1.2 a majority of the members of the Forum shall comprise elected representatives of the membership constituencies;
 - 13.1.3 no constituency's representatives shall comprise more than one third of the members of the Forum, and the staff constituency shall not comprise more than one quarter of the members of the Forum;
 - 13.1.4 the Trustees may designate one or more other organisations, which are members of the community organisations constituency, to be partner organisations, and any such partner organisation shall be entitled to appoint a member of the Forum. The Trustees shall also be entitled to terminate the designation as a partner organisation.

- 13.2 A person shall cease to be a member of the Forum (or shall not be eligible to be a member of the Forum, as appropriate) if:
- 13.2.1 they resign from office;
 - 13.2.2 they fail to attend three consecutive meetings of the Forum;
 - 13.2.3 they cease to be a member of the constituency which elected them;
 - 13.2.4 they are removed from office by a resolution of two-thirds of the remaining members of the Forum for serious breach of any code of conduct which the Forum has adopted. No such resolution may be passed unless the Forum has invited the views of the person concerned and considered the matter in the light of any such views.
 - 13.2.5 they are convicted of an imprisonable offence.
- 13.3 In relation to members of the Forum:
- 13.3.1 their term of office shall be three years, following which they shall be eligible to be re-elected or re-appointed (as appropriate). After serving three consecutive terms of office (whether or not any such term was less than three full years), a person shall not be eligible to be re-elected or re-appointed for a period of one calendar year;
 - 13.3.2 elections shall be held in accordance with rules to be determined by the Trustees;
 - 13.3.3 subject to article 20.4 one third of the elected members of the Forum shall retire at the end of each year. Not less than one third of the members of the Forum elected at the first AGM, to be chosen by lot, shall retire at the end of the second AGM; not less than one third of the members of the Forum elected at the first AGM, to be chosen by lot, shall retire at the end of the third AGM; the remaining members of the Forum elected at the first AGM shall retire at the end of the fourth AGM.
 - 13.3.4 casual vacancies arising amongst elected members of the Forum shall remain vacant unless the Trustees decide:
 - 13.3.4.1 that an election shall be held; or
 - 13.3.4.2 that the next highest polling candidate at the most recent election, who is willing to take office, shall do so.
- 13.4 The role of the Forum is:
- 13.4.1 to appoint and remove those Trustees who are appointed and removed by the Forum;
 - 13.4.2 to make recommendations to the Trustees;
 - 13.4.3 to perform such other functions as the Forum may be requested from time to time by the Trustees.
- 13.5 The procedures for the Forum shall be as follows.

- 13.5.1 The Forum shall meet at least three times each year.
- 13.5.2 A quorum shall be half of the members of the Forum, and representatives from not less than half of the constituencies.
- 13.5.3 Each year, the Forum shall elect one of its number to be its chair of the Forum. The chair of the Forum, or in their absence another member of the Forum chosen by those present shall chair a meeting.
- 13.5.4 Each member of the Forum shall have one vote on any matter to be decided by the Forum, and in the event of an equality of votes, the chair of the meeting shall have a second or casting vote.
- 13.5.5 If any member of the Forum has a material involvement in a matter being considered by the Forum (other than by virtue of being a member of a constituency), they shall declare it, and may take part in the discussion of the matter unless the remaining members of the Forum decide otherwise, but they may not vote on the matter.
- 13.5.6 The Forum may establish its own standing orders for meetings, and a code of conduct to be followed by all members of the Forum.

14 **The Trustees**

- 14.1 The Trustees as charity trustees have control of the Trust and its property and funds.
- 14.2 The number of Trustees shall not be less than two, but (unless otherwise determined by ordinary resolution) shall not be more than 25.
- 14.3 The appointment and removal of Trustees shall be subject to any restrictions imposed by the Education Acts.
- 14.4 There shall be the following Trustees:
 - 14.4.1 2 Trustees appointed by Allerton Bywater Primary School;
 - 14.4.2 2 Trustees appointed by Brigshaw High School and Language College;
 - 14.4.3 2 Trustees appointed by Kippax Ash Tree Primary School;
 - 14.4.4 2 Trustees appointed by Kippax Greenfield Primary School;
 - 14.4.5 2 Trustees appointed by Kippax North Junior and Infant School;
 - 14.4.6 2 Trustees appointed by Swillington Primary School;
 - 14.4.7 2 Trustees appointed by Great Preston VC CoE Primary School;
 - 14.4.8 2 Trustees appointed by Lady Elizabeth Hastings CoE Primary School;
 - 14.4.9 1 Trustee appointed by CapeUK;
 - 14.4.10 1 Trustee appointed by Carnegie Leaders in Learning;

- 14.4.11 1 Trustee appointed by The Co-operative Group;
 - 14.4.12 1 Trustee appointed by Leeds City College;
 - 14.4.13 2 Trustees appointed by Leeds City Council; and
 - 14.4.14 3 Trustees appointed by the Forum from amongst their number.
- 14.5 Every Trustee must sign:
- 14.5.1 a declaration of willingness to act as a Trustee of the Trust; and
 - 14.5.2 a declaration confirming that they are not disqualified from acting as a charity trustee under the Education Acts;
- before they may vote at any meeting of the Trustees.
- 14.6 Each body entitled to appoint a Trustee may at any time remove its appointed Trustee from office. If a Trustee shall die or be removed from or vacate office for any cause, then the body which appointed or removed that Trustee shall be entitled to appoint another person as a Trustee.
- 14.7 Any removal or appointment of a Trustee pursuant to Article 14.6 shall be in writing, signed by or on behalf of the relevant body and sent to the Trust at its registered office, marked for the attention of the secretary or delivered to a duly constituted meeting of the Trustees of the Trust. Any such appointment or removal shall take effect as at the time of such lodgement or delivery or at such later time as shall be specified in such notice.
- 14.8 The Trust may by ordinary resolution appoint any person who is willing to act as an additional Trustee provided:
- 14.8.1 he or she is recommended by not less than two thirds of the Trustees; and
 - 14.8.2 if appointed they would not be disqualified from acting under Article 14.10.
- A decision exercising the power of appointment or removal will be communicated by notice in writing to the Trustee concerned signed by or on behalf of the Trustees.
- 14.9 In relation to terms of office for Trustees,
- 14.9.1 subject to Article 20.3, the normal term of office for a Trustee shall be five years, at the end of which a Trustee shall retire and may stand for reappointment, if otherwise eligible;
 - 14.9.2 terms of office shall begin (or be deemed to begin) and end at the conclusion of the Annual General Meeting each year.
 - 14.9.3 no Trustee may serve for more than two consecutive terms of office (whether or not any such term was less than five full years), after which they may must stand down for a year. Any time served by a Trustee before the Trust's first AGM shall not be counted as a term of office or part of a term of office.
- 14.10 A Trustee's term of office automatically terminates if they:
- 14.10.1 are disqualified under the Charities Act from acting as a charity trustee;

- 14.10.2 are removed as, or disqualified from acting as, a charity trustee under the Education Acts or are otherwise prohibited by law from being a charity trustee or a Trustee;
 - 14.10.3 are incapable, whether mentally or physically, of managing their own affairs;
 - 14.10.4 are absent from three consecutive meetings of the Trustees and are asked by a majority of the other Trustees to resign;
 - 14.10.5 are a member appointed as a Trustee by the Forum and cease to be a member or, in the case of a Trustee appointed by a partnership organisation, that organisation ceases to be a partnership organisation;
 - 14.10.6 resign by written notice to the Trustees (but only if at least two Trustees will remain in office);
 - 14.10.7 are removed by resolution of the members present and voting at a general meeting after the meeting has invited the views of the Trustee concerned and considered the matter in the light of any such views;
 - 14.10.8 are a governor of any of the Schools and are removed from that office.
- 14.11 The Trustees may at any time co-opt any individual who is qualified to be appointed as a Trustee to fill a vacancy in their number or as an additional Trustee, but a co-opted Trustee holds office only until the next AGM.
 - 14.12 A technical defect in the appointment of a Trustee of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting.

15 **Trustees' proceedings**

- 15.1 The Trustees must hold at least two meetings each year.
- 15.2 A quorum at a meeting of the Trustees is not less than half of the total number of Trustees, subject to a minimum of two Trustees.
- 15.3 A meeting of the Trustees may be held either in person or by suitable electronic means agreed by the Trustees in which all participants may communicate with all the other participants.
- 15.4 The Chair or (if the Chair is unable or unwilling to do so) some other Trustee chosen by the Trustees present presides at each meeting.
- 15.5 Every issue may be determined by a simple majority of the votes cast at a meeting, but a written resolution signed by all the Trustees is as valid as a resolution passed at a meeting. For this purpose the resolution may be contained in more than one document and will be treated as passed on the date of the last signature.
- 15.6 Except for the chair of the meeting, who has a casting vote, every Trustee has one vote on each issue.
- 15.7 The chair of the Forum, if not themselves a Trustee, may attend meetings of the Trustees as an observer.

- 15.8 A procedural defect of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting.

16 **Trustees' powers**

In exercising their powers, subject to their duties, the Trustees shall have regard to the views of the Forums, and ensure that the affairs of the Trust are conducted to deliver the object of the Trust in accordance with the spirit and intention of Articles 3 and 4 of these Articles and the Trust's obligations to promote community cohesion under the Education Acts (where applicable). The Trustees have the following powers in the administration of the Trust:

- 16.1 To appoint (and remove) any person (who may be a Trustee) to act as Secretary in accordance with the Companies Act.
- 16.2 Each year at the first meeting after the Annual General Meeting to appoint a Chair from among their number.
- 16.3 To make rules consistent with the Articles and the Companies Act to govern their proceedings, the proceedings of the Forum and proceedings at general meetings.
- 16.4 To make regulations consistent with the Articles and the Companies Act to govern the administration of the Trust and the use of its seal (if any).
- 16.5 To establish procedures to assist the resolution of disputes or differences within the Trust.
- 16.6 To exercise any powers of the Trust which are not reserved to a general meeting.

17 **Records and Accounts**

- 17.1 The Trustees must comply with the requirements of the Companies Act and of the Charities Act as to keeping financial records, the audit or other scrutiny of accounts and the preparation and transmission to the Registrar of Companies and the Commission of:
- 17.1.1 annual returns;
- 17.1.2 annual reports; and
- 17.1.3 annual statements of account.
- 17.2 The Trustees must keep proper records of:
- 17.2.1 all proceedings at general meetings;
- 17.2.2 all proceedings at meetings of the Trustees;
- 17.2.3 all reports of committees; and
- 17.2.4 all professional advice obtained.
- 17.3 Accounting records relating to the Trust must be made available for inspection by any Trustee at any time during normal office hours and may be made available for inspection by members who are not Trustees if the Trustees so decide.
- 17.4 A copy of the Trust's latest available statement of account must be supplied on request to any Trustee or member. A copy must also be supplied, within

two months, to any other person who makes a written request and pays the Trust's reasonable costs.

18 Notices

- 18.1 Notices under the Articles may be sent by hand, by post or by suitable electronic means.
- 18.2 The only address at which a member is entitled to receive notices sent by post is an address shown in the register of members.
- 18.3 Any notice given in accordance with these Articles is to be treated for all purposes as having been received:
- 18.3.1 24 hours after being sent by electronic means or delivered by hand to the relevant address;
 - 18.3.2 two clear days after being sent by first class post to that address;
 - 18.3.3 three clear days after being sent by second class or overseas post to that address;
 - 18.3.4 on the date of publication of a newspaper containing the notice;
 - 18.3.5 on being handed to the member (or, in the case of a member organisation, its authorised representative) personally; or, if earlier,
 - 18.3.6 as soon as the member acknowledges actual receipt.
- 18.4 A technical defect in the giving of notice of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting.

19 Indemnity

Subject to the provisions of the Education Acts, the Trust may indemnify any Trustee, Auditor, Reporting Accountant, Independent Examiner or other officer of the Charity against liability incurred by them in that capacity, in the case of a Trustee, to the extent permitted by section 232 of the Companies Act or, in the case of an Auditor, to the extent permitted by sections 532 and 533 of the Companies Act.

20 Start-up arrangements

- 20.1 The provisions of the Articles shall apply, except where they are varied by the start-up arrangements below.
- 20.2 The first Trustees shall be those persons notified to Companies House as the first Trustees of the Trust.
- 20.3 The first Trustees and any Trustees appointed before the first Annual General Meeting shall all retire at the conclusion of the first Annual General Meeting, and Trustees shall be appointed in the way provided in the Articles. Not less than a third of these Trustees (to be determined by drawing lots at the first Annual General Meeting) shall retire after three years; not less than a third of them (to be determined likewise) shall retire after four years, and the remaining Trustees shall retire after five years.
- 20.4 The first Trustees shall decide who shall comprise the first members of the Forum.

20.5 The first members of the Forum shall all retire at the conclusion of the first Annual General Meeting, and thereafter members of the Forum shall be elected or appointed as provided in the Articles.

21 Interpretation

21.1 In the Articles, unless the context indicates another meaning:

'AGM' means an annual general meeting of the Trust;

'the Articles' means the Trust's articles of association;

'authorised representative' means an individual who is authorised by a member organisation to act on its behalf at meetings of the Trust and whose name is given to the Secretary;

'Chair' means the chair of the Trustees;

'the Charities Act' means the Charities Act 1993;

'charity trustee' has the meaning prescribed by section 97(1) of the Charities Act;

'clear day' means 24 hours from midnight following the relevant event;

'the Commission' means the Charity Commissioners for England and Wales;

'the Companies Act' means the Companies Act 2006;

'connected person' means any spouse, partner, parent, child, brother, sister, grandparent or grandchild of a Trustee, any firm of which a Trustee is a member or employee, and any Trust of which a Trustee is a Trustee, employee or shareholder having a beneficial interest in more than 1 per cent of the share capital;

'Education Acts' means the Education Acts as defined in Section 578 of the Education Act 1996 and includes any regulations made under the Education Acts;

'financial year' means the Trust's financial year;

'firm' includes a limited liability partnership;

'GM' means a general meeting of the Trust;

'indemnity insurance' means insurance against personal liability incurred by any Trustee for an act or omission which is or is alleged to be a breach of trust or breach of duty, but subject to the limitations specified in section 73F(2) Charities Act;

'material benefit' means a benefit which may not be financial but has a monetary value;

'member' and 'membership' refer to Trust membership of the Trust;

'Memorandum' means the Trust's Memorandum of Association;

'month' means calendar month;

'the Objects' means the Objects of the Trust as defined in Article 3 of the Articles;

'ordinary resolution' means a resolution which is passed by a majority of the members;

'Schools' means the schools in respect of which the Trust acts as a foundation for the purposes of the School Standards and Framework Act 1998;

'Secretary' means the secretary of the Trust;

'taxable trading' means carrying on a trade or business for the principal purpose of raising funds and not for the purpose of actually carrying out the Object, the profits of which are subject to corporation tax and do not qualify for charity exemption;

'the Trust' means the Trust governed by the Articles;

'Trustee' means a Trustee of the Trust and 'Trustees' means the Trustees;

'written' or 'in writing' refers to a legible document on paper not including a fax message;

'year' means calendar year.

21.2 Expressions defined in the Companies Act have the same meaning.

21.3 References to an Act of Parliament are to that Act as amended or re-enacted from time to time and to any subordinate legislation made under it.

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Originator: Martyn Stenton

Tel: 395 0215

Report of the Interim Director of Children's Services

Member Management Committee

Date: 29 June 2010

Subject: Leeds Children's Trust 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 Executive Summary

- 1.1 The report asks the Committee to consider amending Elected Member representation on the recently formed Children's Trust Board from 3 to 4 Members. This would ensure that both Executive Members with a responsibility for Children's Services are on the Children's Trust Board, alongside places previously agreed for a representative from each of the two other main political groups.

2.0 Purpose Of This Report

- 2.1 To ask the Committee to consider amending Elected Member representation on the recently formed Children's Trust Board.

3.0 Background Information

- 3.1 In line with recommendations to Executive Board, Member Management Committee was asked in April to nominate: Three Elected Members to serve on the Leeds Children's Trust Board; and, the Lead Executive Member for Children's Services to serve on the Leeds Safeguarding Children Board. This ensured that Elected Members were involved in the work of both Boards which met in late April.

4.0 Main Issues

- 4.1 Three places for Elected Members on the new Children's Trust Board were initially proposed based on discussions during the consultation period and to provide

consistency with Elected Member places on other key Leeds Initiative partnerships (such as the Leeds Initiative Executive and Healthy Leeds Partnership).

- 4.2 Having now formed the new Children's Trust Board and strengthened the Leeds Children Safeguarding Board, the Committee is asked to consider amending Elected Member involvement in the work of the Children's Trust Board.
- 4.3 This would reflect new political portfolio arrangements in the Council since May and take account of the size and complexity of the Children's Services portfolio which is currently undergoing significant and rapid change at both a local and national level. It will also reflect that a significant amount of time of the Lead Executive Member will be spent serving on the Leeds Safeguarding Children Board as well as the Leeds Children's Trust Board.
- 4.4 In view of this combination of factors, it is proposed that both Executive Members who have a responsibility for Children's Services serve on the Leeds Children's Trust Board. Along with a representative from the other two main political groups previously agreed, this would slightly increase the Elected Member places on the Board to 4 rather than 3 at present.

5.0 Implications For Council Policy And Governance

- 5.1 The Leeds Children's Trust Board comes under the Strategic and Key Partnerships category and Elected Member appointments to it are therefore part of the remit of the Member Management Committee.

6.0 Legal And Resource Implications

- 6.1 The legislative basis for the detailed proposals in the Executive Board report is contained in the Children Act 2004, as amended by the Apprenticeships, Skills, Children and Learning Act 2009. Within the Act, the City Council is defined as a children's services authority and has a requirement to establish the Children's Trust Board and Safeguarding Children Board. Recently updated statutory guidance published in March 2010 requires both the Lead Executive Member for Children's Services and Director of Children's Services to serve on the two Boards.

7.0 Recommendations

- 7.1 Member Management Committee is asked to increase Elected Member places on the Children's Trust Board from 3 to 4 to include:
- The two Executive Members with a responsibility for Children's Services
 - Places previously agreed for a representative from each of the two other main political groups

Background Papers

Reports to Executive Board and Member Management Committee, April 2010

Appointments to Outside Bodies Procedure Rules



Report of the Head of Strategic Landlord

Member Management Committee

Date: 29 June 2010

Subject: ALMO Boards – Council member selection process

Electoral Wards Affected:
All in ALMO areas

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

This report outlines the process agreed in 2006/ for appointment of Council Board Members to ALMO boards and provides an update on ALMO boards following the local elections in May 2010. The recommendation is to adopt the existing process to fill vacancies arising from the election results.

1.0 Purpose

1.1 The purpose is to;

- Update the committee on the process for appointment of Council Board Members to ALMO Boards,
- Outline the current position and associated issues following the May 2010 local elections,
- Recommend that the existing process is retained for the appointments to ALMO boards.

2.0 Background Information

2.1 The provisions for appointment of Council Board Members are set out in the ALMO Memorandum and Articles as follows;

APPOINTMENT OF COUNCIL BOARD MEMBERS BY THE COUNCIL MEMBER

- 14 (1) Subject to Article 13 the Council Member shall from time to time appoint four persons (such persons being members of the Council Member and being members for wards in the..... area) as Council Board Members and shall have the power to remove from office any such Board Member. The Council shall review from time to time the appointment of

each Council Board member, and that review shall take place no later than 3 years after such appointment or last review (as the case may be).

2.2 A Member Management committee report in December 2006 set out the options for the process by which Council Board Members will be nominated to ALMO boards.

2.3 The preferred option approved by the committee is based on the political representation in the area. This option allows the political representation of the Council to be reflected on the ALMO boards in relation to the geographical area of the ALMO. It also allows for smaller political groups to be represented.

2.4 The alternative options were based on;

- Current political balance of the Council to be reflected on the ALMO boards
- Stock numbers in the area.

3.0 Main Issues

3.1 Based on the process, Council Board membership on ALMO boards **before** May 2010 was :

ALMO	PARTY	NAME
Aire Valley Homes	Labour	Cllor P Gruen
	Labour	Cllor G Driver
	Liberal Democrat	Cllor S Golton
	Morley Borough Independent	Cllor R Finnegan
East North East Homes	Conservative	Cllor G Wilkinson
	Conservative	Cllor P Wadsworth
	Labour	Cllor G Hyde
	Liberal Democrat	Cllor D Hollingsworth
West North West Homes	Conservative	Cllor C Fox
	Green	Cllor A Blackburn
	Labour	Cllor A Lowe
	Liberal Democrat	Cllor B Chastney

- 3.2 Following the local elections in May 2010 (Appendix) and subsequent appointments, the process is required to fill appointments as follows ;
- 3.3 East North East Homes Leeds (ENEHL) – There has been a change in political representation in the ALMO area. One Conservative ALMO board member and one Liberal Democrat board member were not re-elected and two new appointments are required. Under the existing agreed process, one Conservative and one Labour member should be nominated.
- 3.4 West North West Homes Leeds (WNWHL) - There are no changes in the Council Board membership of the ALMO Board.
- 3.5 Aire Valley Homes - There are no changes in the Council Board membership of the ALMO Board.

4.0 Implications For Council Policy And Governance

- 4.1 There are no specific implications for Council policy and governance although any vacancies arising can be filled in accordance with the Appointment to Outside Bodies Procedure Rules.

5.0 Legal And Resource Implications

- 5.1 There are no legal and resource implications

6.0 Conclusions

- 6.1 The local elections results have led to three Council member vacancies on the ALMO boards.
- 6.2 There is an agreed process in place for the appointment of Council Board Members to ALMO Boards based on political representation in the ALMO areas.

7.0 Recommendations

The committee is recommended to;

- 7.1 Re – affirm the process agreed in December 2006 for the appointment of Council Board Members to ALMO boards
- 7.2 Based on this process, make nominations to the ALMO boards as appropriate;
- West North West Homes Leeds/Aire Valley Homes Leeds - In accordance with the Appointments to Outside Bodies Procedure Rules.
 - East North East Homes Leeds – One Conservative member, one Labour member.

Appendix - Table of ALMO area political representation **after** May 2010 elections.

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Appendix 1 Political representation after May 2010 elections

Aire Valley Homes Leeds

Ward	Stock	Con	Lab	Lib Dem	Green	Morley Borough Independents
Ardley & Robin Hood	959	0	3	0	0	0
Beeston & Holbeck	2872	0	3	0	0	0
City & Hunslet	1938	0	3	0	0	0
Crossgates & Whinmoor	1991	0	3	0	0	0
Garforth & Swillington	932	0	3	0	0	0
Kippax & Methley	194	0	3	0	0	0
Middleton Park	2340	0	3	0	0	0
Morley North	999	0	0	0	0	3
Morley South	1163	0	0	0	0	3
Burmantofts & Richmond Hill*	1464	0	1	2	0	0
Rothwell	1379	0	0	3	0	0
Harewood*	1672	3	0	0	0	0
Temple Newsam	191	2	1	0	0	0

*Denotes ward split between 2 ALMOs

East North East Homes Leeds

Ward	Stock	Con	Lab	Lib Dem	Green	Independents
Alwoodley	1231	3	0	0	0	0
Harewood*	237	3	0	0	0	0
Roundhay	678	2	1	0	0	0
Temple Newsam*	1	2	1	0	0	0
Wetherby	898	3	0	0	0	0
Burmantofts & Richmond Hill*	3255	0	1	2	0	0
Moortown	495	0	1	2	0	0
Gipton & Harehills	3342	0	2	1	0	0
Chapel Allerton	2221	0	3	0	0	0
Killingbeck & Seacroft	4818	0	3	0	0	0

West North West Homes Leeds

Ward	Stock	Con	Lab	Lib Dem	Green	Independents
Adel and Wharfedale	710	3	0	0	0	0
Calverley & Farsley	806	3	0	0	0	0
Guiseley & Rawdon	758	3	0	0	0	0
Headingley	176	0	0	3	0	0
Horsforth	964	0	0	3	0	0
Hyde Park & Woodhouse	2431	0	2	1	0	0
Otley & Yeadon	1489	0	0	3	0	0
Weetwood	1505	0	0	3	0	0
Farnley & Wortley	2677	0	1	0	2	0
Armley	3009	0	3	0	0	0
Bramley & Stanningley	2948	0	3	0	0	0
Kirkstall	2623	0	3	0	0	0
Pudsey	1781	0	3	0	0	0



Report of the Chief Libraries, Arts and Heritage Officer

To: Member Management Committee

Date: 29 June 2010

Subject: Appointment of Four Councillors to the Board of Leeds Grand Theatre and Opera House Ltd

Electoral Wards Affected:
City and Hunslet

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1 Purpose

1.1 To seek the appointment of four Councillors to the Board of Leeds Grand Theatre and Opera House Ltd..

2 Background

2.1 The Board of The Grand Theatre and Opera House Ltd was established when Leeds City Council took ownership of The Grand Theatre. The Board ensures the accountability of The Grand Theatre, City Varieties and Hyde Park Picture House as charities working to the Charities Commission guidelines.

2.2 In 2006 a fundamental review of the governance of Leeds Grand Theatre and Opera House Ltd. was commissioned by the Executive Board. The Charities Commission had raised concern and identified that the theatres would benefit from a wider interest base. . The Executive Board recognized that there were a number of challenges that needed to be tackled to ensure a sound and sustainable future for the company, in particular this included a greater separation and clarity of the differing roles of the Grand Theatre Manager and staff team and The Board. This led to the introduction of a new Board manual. The Executive Board also wished to give the company greater autonomy over its running following the major refurbishment of Leeds Grand Theatre and proposed work to City Varieties.

2.3 The conclusions of this review were made to Executive Board on the 20 September 2006 in the report - *Future Governance of Leeds Grand Theatre and Opera House Ltd*. Executive Board agreed to establish a new Board made up of four independent members and four Elected Members.. In addition the Chair of the Board would be the relevant Executive Board Member. All would be appointed using a skills matrix

(developed to meet Charity Commission requirements) to ensure the necessary support was given to the staff team. It was also agreed that elected members, while being appointed onto the Board annually, could sit for 3 years with a further 3 years if appropriate.

2.4 The new Board was introduced in 2007 as were other changes agreed by Executive Board. These have had a significant and positive impact on the company. Senior politicians were appointed to the Board from all parties and they have made an important contribution in advising and supporting the Company Director. As a result the Company is in the middle of profound and much needed change. There is much work still to do and the Director has a clear implementation plan to deliver the necessary change

3 Independent Members

3.1 The company has attracted its independent members through advertisement and they have been appointed following a rigorous process which worked to the Nolan principles of sound governance as approved by Executive Board. There are currently three independent members:

- Paul Iles who brings significant theatre and programme knowledge.
- Roger Wood whose background is HR in a major company.
- Dr. Keith Howard who brings a wide range of business and financial expertise as well as valuable profile to the company.

3.2 The company is currently working to appoint the fourth independent Board Member.

4 Elected Member appointments

4.1 Member Management Committee is requested to determine the four elected members for the Board of Leeds Grand Theatre and Opera House Ltd., who fit the skills gaps identified as priorities. These are, experience of finance, marketing and learning

5 Background Reports used

- ☐ May 2006 Governance Arrangements of Leeds Grand Theatre and Opera House Ltd
- ☐ September 2006 Future Governance of Leeds Grand Theatre and Opera House Ltd
- ☐ 31st May Member Management Committee; Future Governance of Leeds Grand Theatre and Opera House Ltd
- ☐ The Grand Theatre and Opera House Board manual

6 Recommendation

6.1 That Member Management Committee appoint 4 Elected Members to Leeds Grand Theatre and Opera House Ltd., to support Councillor Ogilvie who will chair the Board.

Report of the Chief Libraries, Arts and Heritage Officer

To: Member Management Committee

Date: 29 June 2010

Subject: Appointment of Members to West Yorkshire Playhouse Board

Electoral Wards Affected:
City and Hunslet

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1 Purpose

1.1 To finalise the appointment of elected members to West Yorkshire Playhouse Board..

2 Background

2.1 West Yorkshire Playhouse has recently reviewed its governance arrangements following concerns expressed by its main funders The Arts Council. A new, much smaller, focused Board of 12 plus the Chair has been created working to current best practice guidelines.

2.2 Arts Council have approved these changes and the skills matrix, which has been developed to ensure that Board members are appointed who can make a significant difference in areas that the Company need support. The differing roles and remits of the Board and management have been defined as has the decision making process

2.3 West Yorkshire Playhouse offered the Council two seats on the new Board in recognition of the grant funding and to fill the skill gap of representing the company in the city and providing city profile.

2.4 Member Management Committee considered appointment to these two seats in April and one appointment was made immediately in recognition of the Company's desire to train and brief the new Board collectively. Unfortunately the initial briefing was missed due to the timings of the appointment however West Yorkshire Playhouse plan to repeat this for the Council members

2.5 Member Management Committee requested that an enquiry be made if a third seat could be made available for a Leeds City Council member.

3 Appointments

- 3.1 One appointment has been made and Cllr Gruen has taken up his seat. The second seat has yet to be allocated and Member Management Committee is requested to fill this position as soon as possible:
- 3.2 A discussion has taken place with West Yorkshire Playhouse as to a third seat on the Board. The Playhouse are concerned about this as it increases the Board when they have struggled hard to reduce the size, it would also mean that there are an even number of seats which is not good practice. The two seats reflect the Council grant and the valuable role that two Councillors can play in representing and positioning the theatre in the city. It was also noted that no other performing arts company in receipt of a grant had offered the Council seats on their Board.

4 Background Reports used

Member Management Committee 20 April 2010; West Yorkshire Playhouse Change to Board Arrangements

5 Recommendation

- 5.1 That Member Management Committee appoint the second elected member to West Yorkshire Playhouse and instead of seeking a third seat on this Board request the Chief Libraries, Arts and Heritage Officer investigate the potential of making a seat on the Board a requirement of future Council grant support.



Report of the Chief Democratic Services Officer

Member Management Committee

Date: 29th June 2010

Subject: Member Role Descriptions

<p>Electoral Wards Affected:</p> <div style="border: 1px solid black; display: inline-block; width: 20px; height: 20px; vertical-align: middle;"></div> Ward Members consulted (referred to in report)

Executive Summary

Leeds City Council was awarded the IDeA's Charter for Member Development in February 2007. The Charter is due for renewal in June 2010.

The IDeA has subsequently created a higher standard of Charter, Charter Plus.

Charter Plus places more stringent expectations on local authorities with regard to the type of learning and development on offer to Members. The Council, via Executive Board and Member Management Committee, has agreed in principle to try and attain Charter Plus when Leeds City Council is reassessed.

A key requirement of Charter Plus is the publication of Member role descriptions. A draft set of role descriptions are attached as Appendix 1. These role descriptions cover those Members receiving a Special Responsibility Allowance.

Whilst General Purposes Committee will have formal responsibility for agreeing the final Drafts, Member Management Committee is being consulted as an advisory body.

1.0 Purpose of this report

- 1.1 The purpose of this report is to present draft Member role descriptions for discussion.

2.0 Background information

- 2.1 Leeds City Council was awarded the IDeA's Charter for Member Development in February 2007. The Charter is due for renewal in June 2010 and the authority will have to be re-inspected to ensure that it is maintaining its commitment to Member Development.
- 2.2 The IDeA has subsequently created a higher standard of Charter, Charter Plus. Charter Plus places more stringent expectations on local authorities with regard to the type of learning and development on offer to Members. The Council has agreed in principle to try and attain Charter Plus when Leeds City Council is reassessed.

3.0 Main issues

- 3.1 A key requirement of Charter Plus is the publication of Member role descriptions. A draft set of role descriptions are attached as Appendix 1. These role descriptions cover those Members receiving a Special Responsibility Allowance.
- 3.2 The IDeA does not prescribe how much detail these role description should include. Therefore rather than attempt to be an exhaustive list of functions undertaken, the draft role descriptions outline the main responsibilities attached to the Special Responsibility Allowance.
- 3.3 For a number of offices the role description already exists within the Constitution, for example, Ward Councillor, Lord Mayor and Deputy Executive Member.

4.0 Implications for council policy and governance

- 4.1 Having agreed and published Member role descriptions is a key element of the IDeA's Charter Plus requirements. The awarding of Charter Plus is a demonstration of commitment to the continuing support of elected Members to fulfill their democratic role in line with best practice. The awarding of Charter Plus will also demonstrate to external inspectors that the council is committed to Member development.

5.0 Legal and resource implications

- 5.1 There are no legal or resource implications. The cost of assessment will be met within existing budgets.

6.0 Conclusions

- 6.1 A key requirement of Charter Plus is the publication of Member role descriptions. A draft set of role descriptions are attached as Appendix 1. These role descriptions cover those Members receiving a Special Responsibility Allowance.

7.0 Recommendations

- 7.1 Member Management Committee is asked to consider the attached Member role descriptions and offer any comments and observations.

Background papers

None used

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LORD MAYOR

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Lord Mayor will be expected to:

- Be the First Citizen of Leeds
- Promote the Council as a whole and act as a focal point for the Community
- Uphold and promote the purposes of the Constitution, and to interpret the Constitution when necessary
- Preside over meetings of the Council so that its business can be carried out efficiently and with regard to the rights of Councillors and the interests of the Community
- Ensure that the Council Meeting is a forum for debate of matters of concern to the local community and a forum in which Members (who are not on the Executive) are able to hold the Executive to account
- Promote public involvement in the Council's activities
- Organise and host civic and ceremonial functions as he/she determines appropriate
- Attend civic and ceremonial functions as he/she determines appropriate
- Act as the Council's spokesperson in dealings with the public, media and other bodies in respect of their Civic responsibility and function

These responsibilities are set out in Part 2, Article 5 of the Constitution.

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

LEADER OF THE COUNCIL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Leader of Council will be expected to:

- Provide overall political leadership to the Council
- Chair meetings of the Executive Board in accordance with the Council's constitution
- Appoint Executive Members with defined executive responsibilities
- Delegate Executive Functions to Directors and other appropriate officers
- Represent the Council on key inter-sector and inter-authority partnerships and lead in developing the Council's partnerships with other organisations
- Have political oversight for the principal areas of Council activity relevant to their Executive portfolio areas as set out in Part 3, Section 3B (b) of the Council's constitution
- Have political oversight for the Council's Executive arrangements
- Contribute to the Council's scrutiny process and ensure that their recommendations in relation to the portfolio are fully considered
- Act as a voting Member of the Executive Board
- Liaise with officers over items coming before the Executive Board
- Act as a Council spokesperson in dealings with the public, media and other bodies in relation to their city-wide Council activities and in relation to their role as Chair of Boards

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

DEPUTY/DESIGNATED DEPUTY LEADER

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Alternate Leader of Council will be expected to:

- Take on the responsibilities of Leader of Council as set out in the role description for the Leader of Council if for any reason the Leader is unable to act or the office of elected Leader is vacant.
- Deputise for the Leader of Council when needed
- Have political oversight for the principal areas of Council activity relevant to their Executive portfolio areas as set out in Part 3, Section 3B (b) of the Council's constitution.

Job Description Prepared/Reviewed by:		Date:	
Job Description Approved by:		Date:	

MEMBERS OF THE EXECUTIVE BOARD (PORTFOLIO HOLDER)

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, Executive Board Members will be expected to:

- Have political oversight for the principal areas of Council activity relevant to their Executive portfolio as set out in Part 3, Section 3B (b) of the Council's constitution.
- Attend or Chair meetings in relation to the portfolio responsibilities
- Represent the Council on key inter-sector and inter-authority partnerships
- Monitor the performance of services within their remit
- Provide oversight for the preparation of the budget
- Contribute to the Council's scrutiny process and ensure that their recommendations in relation to the portfolio are fully considered
- Act as a voting Member of the Executive Board
- Liaise with officers over items coming before the Executive Board
- Act as a Council spokesperson for the board in dealings with the public, media and other bodies in respect of their portfolio responsibility

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

MEMBERS OF THE EXECUTIVE BOARD (WITHOUT PORTFOLIO)

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, Executive Board Members will be expected to:

- Act as a voting Member of the Executive Board

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

ADVISORY MEMBER OF THE EXECUTIVE BOARD

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Advisory Executive Board Member will be expected to:

- Act as a Member of the Executive Board in a non-voting capacity
- Undertake a range of functions including policy development and advice in particular areas as determined by the Group Leader

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

DEPUTY EXECUTIVE MEMBER

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, Deputy Executive Members will be expected to:

- Undertake a range of functions as allocated by the Executive Board Member
- Undertake research in order to provide the Executive Member with timely and accurate information
- Provide, where requested, regular reports and updates to the Executive Member and advise on policy decisions
- Monitor the performance of services within their remit as allocated by Executive Board Member
- Represent the Executive Board Member at meetings of the Executive Board in a non-voting capacity
- Deputise for the Executive Member at meetings
- Act as a spokesperson or representative for an Executive Member where required in dealings with the public, media and other bodies in respect to their area of responsibility
- Consult with interested parties, ward councillors and citizens as part of the development and review of policy

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

LEADER OF OPPOSITION PARTIES WITH MORE THAN 20% MEMBERSHIP OF THE COUNCIL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Opposition Leader will be expected to:

- Establish and represent the views of the main opposition Group on issues of policy and priority, and develop group policies which are credible and could be implemented by the council.
- Lead an Opposition Group within the council providing strong, clear political leadership
- Be responsible for, and responsible to, the membership of the majority opposition group
- Act as the principal spokesperson for an Opposition Group of which he/she is leader
- Advise the Leader of the Council of the main opposition group’s position on issues
- Establish and maintain effective and efficient working relations with the leaders of other groups, the Executive Board, Chairs of committees/boards, and other Members and officers as appropriate

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

WHIPS WITH MORE THAN 10% MEMBERSHIP OF THE COUNCIL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Whip will be expected to:

- In conjunction with Deputy Whips, where these have been allocated to the political group, maintain discipline and good conduct and seek to ensure that group members speak with one voice on matters of policy
- Uphold discipline within the group
- Co-ordinate the participation of the group in the business of the Council and its committees by organising the Group's members
- Ensure the process of nomination to serve on the Boards and Committees within the Council and on local outside bodies take place
- Liaise with Executive Members and the Leaders in respect of filling vacancies on Boards, Committees and Outside Bodies
- Inform Councillors of appropriate conferences and seminars

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

DEPUTY WHIP OF GROUPS WITH 10% OR MORE OF THE MEMBERSHIP OF THE COUNCIL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Whip will be expected to:

- Support the Group Whip in maintaining discipline and good conduct amongst group Members
- Assist in the co-ordination of participation by the group in the business of the Council and its committees by organising the Group's members.
- Assist in the process of nomination to serve on the Boards and Committees within the Council and on local outside bodies take place

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of the Corporate Governance and Audit Committee will be expected to:

- Chair meetings of the Corporate Governance and Audit Committee in accordance with the Council's Constitution
- Act as a signatory to the accounts
- Act as a signatory to the Annual Governance Statement
- Act as spokesperson for the Committee in Council and in all dealings with the public, media and other bodies in respect of the work of the Committee
- Liaise with Officers over items coming before the Corporate Governance and Audit Committee

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF AREA MANAGEMENT COMMITTEE

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of the Area Committee will be expected to:

- Chair meetings of the Area Management Committee in accordance with the Council's Constitution
- Act as a spokesperson for the Committee in Council and in all dealings with the public, media and other bodies in respect of the work of the Committee
- Liaise with Officers over items coming before the Area Management Committee

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF DEVELOPMENT PLANS PANEL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of Development Plans Panel will be expected to:

- Chair meetings of the Development Plans Panel in accordance with the Council's Constitution
- Act as a spokesperson for the Panel in Council and in all dealings with the public, media and other bodies in respect of the work of the Panel
- Liaise with officers over items coming before the Development Plans Panel

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF THE LICENSING AND REGULATORY PANEL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of Licensing and Regulatory Panel will be expected to:

- Chair meetings of the Licensing and Regulatory Panel in accordance with the Council's Constitution
- Act as a spokesperson for the Panel in Council and in all dealings with the public, media and other bodies in respect of the work of the Panel
- Liaise with officers over items coming before the Licensing and Regulatory Panel

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF LICENSING COMMITTEE

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of the Licensing Committee will be expected to:

- Chair the meetings of the Licensing Committee in accordance with the Council's Constitution
- Act as the spokesperson for the Committee in Council and in all dealings with the public, media and other bodies in respect of the work of the Committee
- Liaise with officers over items coming before the Licensing Committee/Sub-Committees
- Ensure compliance with the Codes and Protocols which may refer to their specific area, such as the Code of Practice for determining Licensing Applications
- Attend site visits where necessary

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIRS OF SCRUTINY BOARDS

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chairs of the Scrutiny Boards will be expected to:

- Chair a specific Scrutiny Board in accordance with the Council’s constitution
- Attend and chair pre-meetings
- Liaise with Officers over items coming before the Scrutiny Board
- Act as the spokesperson for that Board in all dealings with the public, media and other bodies in respect of the work of the Board
- Represent the Scrutiny Board at meetings of Full Council, Executive Board and with external partners
- Attend meetings of the Scrutiny Advisory Group
- Undertake the functions detailed rule 15 of the Access to Information Procedure Rules
- Negotiate with and consult with stakeholders in preparing final scrutiny reports

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

STATUTORY CO-OPTees ON SCRUTINY BOARDS

Responsibilities

As a Statutory Co-optee to a Scrutiny Board will be expected to:

- Assist in the discharge of the Board's role
- Attend meetings of the Scrutiny Board to which appointed in a voting capacity unless otherwise stated
- Uphold the principles set out in the 'Vision for Scrutiny'
- Contribute as a Member of the Board with timely and accurate advice and insight based on experience and knowledge
- Contribute to the formation of recommendations by the Board on matters discussed at meetings of the Board
- Provide a two-way conduit of information on behalf of the stakeholder group represented

Role Description		Date:	
Prepared/Reviewed by:			
Role Description Approved by:		Date:	

INDEPENDENT MEMBERS ON STANDARDS COMMITTEE

Responsibilities

As an appointed independent member of the Standards Committee you will be expected to:

- Assist in the discharge of the Committee's role in accordance with its terms of reference and those of its sub-committees
- Attend meetings of the Standards Committee and Sub Committees as necessary
- Chair meetings of the Sub Committee as directed, in accordance with its terms of reference and relevant procedure rules
- Contribute as a Member of the Committee with timely and accurate advice and insight
- Promote and support standards of behaviour and ethics among all Councillors on Leeds City Council and parish and town councils in the area

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

PARISH MEMBERS ON STANDARDS COMMITTEE

Responsibilities

As an appointed member of the Standards Committee you will be expected to:

- Assist in the discharge of the Committee's role in accordance with its terms of reference and those of its sub-committees
- Attend meetings of the Standards Committee and Sub Committees as necessary
- Contribute as a Member of the Committee with timely and accurate advice and insight
- Promote and support standards of behaviour and ethics among all Councillors on Leeds City Council and parish and town councils in the area

Role Description		Date:	
Prepared/Reviewed by:			
Role Description Approved by:		Date:	

CHAIR OF LEEDS GRAND THEATRE BOARD

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of the Planning Committee will be expected to:

- Chair the meetings of the Grand Theatre Board in accordance with its terms of reference

- Act as the Council's spokesperson for the Board in all dealings with the public, media and other bodies in respect of the work of the Board

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF STANDARDS COMMITTEE

Responsibilities

In addition to what is expected of them as a member of the Standards Committee as set out in the role description for an Independent Member of the Standards Committee, the Chair of the Standards Committee will be expected to:

- Chair the meetings of the Standards Committee in accordance with the Council's Constitution
- Chair meetings of the Hearings Sub-Committee
- Liaise with officers over items coming before Standards Committee
- Act as a co-opted non-voting Member of the Corporate Governance and Audit Committee
- Act as a spokesperson for the Standards Committee in all dealings with the public, media and other bodies in respect of the work of the Committee
- Work with the Council's Chief Executive, Monitoring Officer and the Leaders of the Political Groups in promoting and supporting standards of behaviour and ethics among all Councillors on Leeds City Council and parish and town councils in the area

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF PLANS PANEL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of the Planning Committee will be expected to:

- Chair meetings of the Plans Panel in accordance with the Council's Constitution
- Act as a Council spokesperson for the Panel in Council and in all dealings with the public, media and other bodies in respect of the work of the Panel
- Liaise with officers over items coming before the Plans Panel
- Ensure compliance with the Codes and Protocols which may refer to their specific area, such as the Code of Practice for determining Planning Applications
- Attends site visits where necessary

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

CHAIR OF DEVELOPMENT PLANS PANEL

Responsibilities

In addition to what is expected of them as a member of Council, as set out in the role description for a City Councillor in Article 2 and Section 6, schedule 3 of the constitution, the Chair of Development Plans Panel will be expected to:

- Chair meetings of the Development Plans Panel in accordance with the Council's Constitution
- Act as a spokesperson for the Panel in Council and in all dealings with the public, media and other bodies in respect of the work of the Panel
- Liaise with officers over items coming before the Development Plans Panel

Role Description Prepared/Reviewed by:		Date:	
Role Description Approved by:		Date:	

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Report of the Chief Democratic Services Officer

Member Management Committee

Date: 29th June 2010

Subject: Member Development – Annual Report

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. This report provides the Member Management Committee with the Member Development Annual Report 2009/10. Member Development is a key component of the Council's Annual Corporate Governance Statement. The Member Development Annual Report details the achievements made in 2009/10 and outlines the actions to be taken in 2010/11.
2. The Member Development Working Group was established in December 2005. This Member group is key to the continuing improvement of Member Development and is essential for the Council maintaining the Member Development Charter award. It is proposed therefore that the group is reinstated for the 2010/11 municipal year.
3. The Member Management Committee is asked to note the contents of the Member Development Annual Report 2009/10, and to agree the continuation of the Member Development Working Group and to determine its Membership.

1.0 Introduction

Member Development - Annual Report 2009/10

- 1.1 The Member Development Annual Report details the achievements made this municipal year, and lists all the development courses, events and activities undertaken by elected Members over the course of the year.

Member Development Working Group

- 1.2 A working group consisting of a representative from the Conservative, Labour, Liberal Democrat and Green groups was established by Member Management Committee in December 2005. The group is instrumental in devising the array of learning and development opportunities that are available to Members. The group works on key projects such as the Member Development Strategy, new Members' induction and the annual seminar programme and is essential for the Council maintaining the Member Development Charter award.

2.0 Main Issues

Member Development – Annual Report

- 2.1 Member Development is a key component of the Council's Annual Corporate Governance Statement, specifically in relation to the principle of *Developing Skills and Capacity*, where the Council states that it will ensure that those charged with the governance of the Council have the skills, knowledge and experience they need to perform well. This work is detailed in the Member Development Annual report, which will be submitted to the Corporate Governance and Audit Committee as part of the Council's Annual Corporate Governance Statement.

Member Development Working Group

- 2.2 In order to continue to give Elected Members the opportunity to steer the provision of training and development for Members, it is proposed that the Member Development Working Group be re-instated along the lines to be determined by the Member Management Committee.
- 2.3 The Group would continue to meet on a regular basis and report to this Committee.

3.0 Implications For Council Policy And Governance

- 3.1 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.
- 3.2 Member development is recognised under CAA guidelines as a key means of building capacity in local government. In addition, leadership training will help to further the skills of more experienced Members who are ready to move into more challenging positions.

4.0 Legal And Resource Implications

- 4.1 The achievements identified in the 2009/10 Annual Report were achieved within the allocated budget.

5.0 Recommendations

5.1 The Member Management Committee is asked to:

- note the Member Development Annual Report 2009/10
- agree the continuation of the Member Development Working Group as proposed in paragraph 2.3 and advise on its membership.

Background papers

None

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Member Development Annual Report

2009-2010

Foreword

I am proud to present the fourth Member Development Annual Report. This report illustrates our successes in Member Development over the last municipal year and sets out our plans for the future.

The role of an elected Member is complex and demanding, and becomes more so each year. In order to support Members in their varying roles and to continually improve performance, a range of learning and development options must be made available. The Member Development Working Group has identified a variety of training programmes which we have continually monitored and evaluated over the course of the year. We work in conjunction with Member Management Committee and our Executive Member to ensure that new initiatives can be implemented quickly and effectively.

A number of key developments have taken place in 2009-10. At the start of the municipal year the Council made a public commitment to achieving 'Charter Plus'; the higher level Charter award which requires us to demonstrate learning and development at an exemplary level. We hope to achieve the award early this year, and continue to develop our work around the Charter principles. A further achievement has been the significant increase in the number of Members undertaking Personal Development Plans. PDPs are vital if we want to deliver training solutions which truly reflect the needs of individual Members, and we aim to further increase the number in 2010-11. Other key achievements include the production of descriptions for the roles Members may be called upon to fill. The introduction of exit interviews and the development of an evaluation strategy.

Looking forward to the coming year, a number of initiatives will be introduced to widen the range of learning and development we offer to Members. These include Member Learning Days, an Equality and Diversity programme, training on the new Casework Management system and innovative courses on governance and partnership-working using demonstrations and simulations. Further work will be done in the area of evaluation, to ensure that the learning that Members undertake has a real and lasting impact, both in terms of individual development and actual benefits for the communities we represent.

The Member Development function continues to adapt and improve to ensure that our Councillors are well equipped to face the demanding tasks ahead of them and I look forward in reporting further achievements in the coming year.

Cllr Graham Latty
Chair of the Member Development Working Group

Member Development In 2009-2010

Achievements

Induction

There were no elections held in 2009, but the Induction programme forms an important part of Member development training and includes the following:

Induction programme include:

- Finding Your Feet – Services and Support for new Members
- Introduction to ICT
- Learning the Ropes – The Conduct of Council Meetings
- Speaking in the Chamber
- Understanding the Code of Conduct – General Obligations
- How the Council Works – Structures and Decision Making
- Understanding Scrutiny
- Meet the Corporate Leadership Team
- Local Government Finance Made Simple
- Cracking the Code - Understanding the Code of Conduct - Interests

Feedback received from 2008-2009 induction process and the suggestions made for refining and improving the induction programme in terms of timing and content have been integrated into the Induction planning process for the 2010-11 programme.

Core Skills Training

Core skills are identified in the Member Development Strategy as those skills which a councillor needs to fulfil his or her role effectively.

They include:

Leading the Community

A course on Influencing and Negotiating Skills using Neuro-Linguistic Programming (NLP) techniques was organised. NLP is a practice of understanding how people organise their thinking, feeling, language and behaviour to produce the desired results.

The session explored NLP patterns of influence that are discreetly persuasive when negotiating, allowing Members to develop techniques that can be used to achieve positive outcomes within their role as Councillor when engaging with the community, with their constituents and in their personal life.

Overall, positive feedback on the session was received from Members rating the course as either 'good' or 'excellent'. Some Members who attended the course felt that it was perhaps too technical and suggested the course be pitched at different levels, thus Member Development will be exploring the possibility of running further courses using different styles and levels in the future.

Partnership Working

Opportunities allowing Members to work in partnership through information sessions such as the Local Area Agreement, Corporate Area Assessment and Leeds Strategic were delivered.

The Leeds Strategic Plan is a significant milestone in partnership working in Leeds as it is the first time that the council has agreed, with its partners, and with government, a single shared set of outcomes and priorities for the city.

This year has also seen an increase in joint regional training, with Members from other local authorities being invited to participate in training encouraging shared learning for example Speed Reading, Public Speaking and Media Skills sessions.

Governing the City

Member Development organised a number of learning and development seminars outlining developments in local government practices and services such as Risk Management, Governance and Conduct and Scrutiny Performance.

Managing Yourself

This year saw the migration from Lotus Notes to the new Microsoft Outlook system. A number of training events were held to help Members improve their understanding and skills by the Council's ICT Migration team using external trainers and through one-to-one sessions.

The Councillors Case Management System (a computer-based package) that enables Members to keep a better track of the work they undertake for members of the public was also piloted this year and implemented in February 2010. A drop-in training session was held for all elected Members interested in using the system. Further training sessions are planned for 2010-11.

Training sessions were also held in Speed Reading, Speech Writing and Public Speaking.

Leadership

Individual mentoring opportunities continued to be offered to Members through the IDeA (the Improvement and Development Agency for local government).

The Councillors who enrolled on the Post Graduate Certificate in Local Government Modernisation Course at Huddersfield University in 2008-09 received their first year completion certificates. The course was for those Members aspiring to take up a more leadership role in politics. The course focused on community leadership, communication skills, accountability and performance management.

Role specific skills

The following role specific training programmes took place during 2009-10:

Planning and Licensing training programme

This programme included compulsory sessions on Governance and Conduct and events on Planning Viability.

Feedback on the Governance and Conduct session was very positive with the course being rated as either good or excellent by everyone who attended and the majority of people believing the course content to be both well delivered and useful.

Attendance is monitored by the Member Development Working Group and Member Management Committee.

Scrutiny training programme

'Making an Impact: Successful Scrutiny' was aimed at all scrutiny board members and was conducted by an external trainer from the Centre for Public Scrutiny. Its aim was create more efficient inquiries by improving the analytical and questioning skills of scrutiny members.

Risk Management training programme

'Making Better Decisions Using Risk Management'. This session was aimed specifically at Executive Board Members, giving information about their risk management roles and responsibilities.

Seminars

Internally provided seminars have covered a wide range of topics. Seminars have been run at lunchtimes and in the evening in order to cater for as many councillors as possible.

Seminars Undertaken:

- Climate Change
- Leeds Compact
- Personalisation
- Sustainable Communities Act
- Young People group visit
- Play Builders Initiative
- Leeds City Transport Strategy
- Children Services Inspection
- Letting Policy
- Viability
- Flood Alleviation
- Regeneration
- Housing Law
- Corporate Area Assessment
- Changes in Adult Social Care
- Year of Volunteering
- SRE in schools
- Corporate Branding

Two of the most successful seminars held were Changes in Adult Social Care and Personalisation.

The session on Changes in Adult Social Care looked at the proposed changes to the way Adult Social Care will be structured and provided in the future.

The session on Personalisation explored the changing expectations of service users and Government policy concerning greater personalisation of local care services. Users of the care services were invited to provide Members with feedback on the impact the changes were making to their daily lives.

Members who attended the seminar felt that having service users present made the event more worthwhile and informative. Member Development will be exploring the possibility of running further events that involve service users in the future.

“It was really useful to have service users available to give honest answers to questions highlighting what had and had not worked”

“This was better than the last presentation on Personalisation- much clearer. Also we had service users here (who were not on any scrutiny boards).”

Conferences

Members have also attended a variety of externally provided conferences covering a range of topics, such as climate change, partnership working, Local Area Agreements, National Children and Adult services, NEEC Unlocking Children's Potential and the future of adult social care.

External conferences provide a valuable opportunity for councillors to hear from the experts in an area, share experiences, and learn the most up to date practices and network with other officers, Members and experts. Councillors are asked to share their learning when they return so the widest benefit for the council can be achieved.

General improvements in service delivery

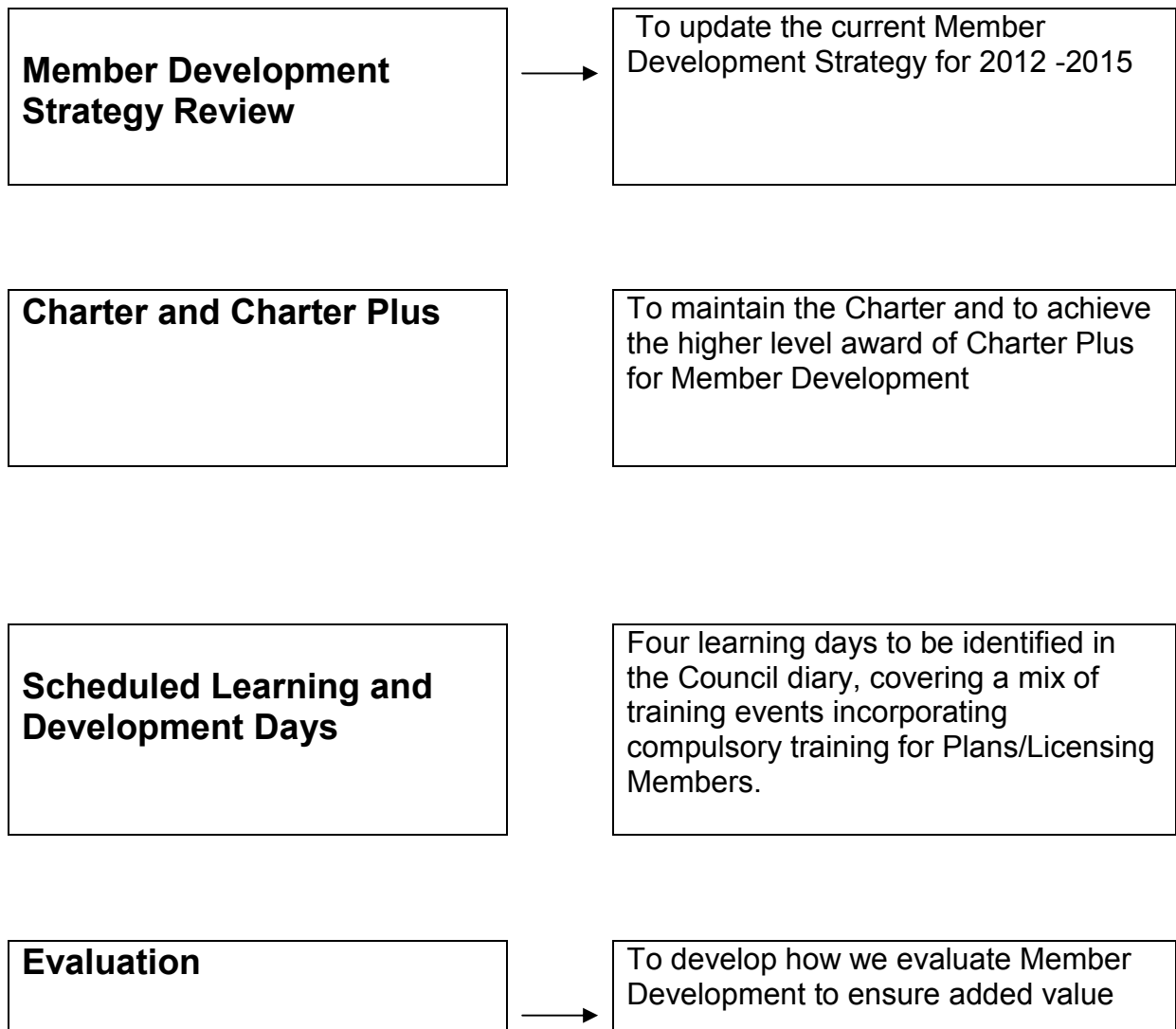
A number of general improvements have been made in the way that Member Development operates.

- More emphasis has been placed in increasing partnership working with other local authorities, Parish Councillors, Standards Committee and Co-opted Members by encouraging them to participate in events, particularly in role specific training events, such as Chairing skills and Time Management.
- While overall, the number of Councillors attending each event continues to be good, the Member Development Team trialled out a new approach during 2009-10 in the hope of encouraging even more Members to attend events. This involved approaching portfolio holders to give their personal support such as chairing the events and signing letters of invitation.

This approach has proved successful with almost all those events supported by a portfolio holder having higher attendance figures than those not supported.

Member Development In 2010-11

Key Action Areas 2010-11



Member Development Attendance Summary for Whips/Member Management Committee (1st April 09 to 31st March 2010)

This report shows learning and development activity undertaken by elected Members between 1st April 2009 and 31st March 2010. 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. The evaluation rating is an average score based on feedback from the event – options are Excellent, Good, Fair or Poor.

Personal Development:

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Other	Total attendance	Average rating
Media Skills	26/06/09	PDP	Charlotte Milligan	Yeadon	Lobley	Bentley Campbell			Beverley	B Watson Scarborough cc	6	Excellent
Influencing and Negotiation skills using NLP techniques	3/07/09	PDP	Peter McNab	Yeadon	Castle Fox Bale	Hollingsworth Bentley Lancaster	A Blackburn		Beverley		9	Excellent
Public Speaking	10/07/09	PDP	Emma Taylor			Campbell			Beverley	Kirklees Members O,Neill Akhtar Hardcastle	5	Excellent
Chairing Skills	23/07/09	PDP	Val Slater	Yeadon Morgan	Kendall	Chastney Campbell Lancaster Hollingsworth				Standards Committee members P Turnpenney J Austin G Tollefson	10	Excellent
Speed Reading	10/08/09	PDP	Val Slater	Rafique Coulson		Ewens Chastney Mathews	A Blackburn			Wakefield Members Tony Wallis Ros Lund	8	Good
Speech Writing	9/10/09	PDP	Emma Taylor	Taylor Yeadon						O'Neill – Kirklees E Knowles- Wakefield T Wallis – Wakefield D Dagger- Wakefield P Booth- Wakefield R Lund- Wakefield	8	Excellent
Time Management	25/11/09	PDP	Val Slater							David Rudd - East Riding	1	-

Seminars

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Other	Total attendance	Average rating
<i>Twilight Session</i> Understanding Housing Law	8/04/09	MDWG	Habib Aziz	Selby Driver Yeadon							3	Excellent
<i>Twilight Session</i> Regeneration Part 1	23/04/09	MDWG	Stephen Boyle		Kendall						1	-
Twilight Session Regeneration Part 2	27/04/09	MDWG	Stephen Boyle	Dowson Renshaw							2	-
Twilight Session Corporate Area Assessment	30/04/09	MDWG	Marilyn Summers	Lowe J Lewis	Castle						3	-
Flood Alleviation seminar	14/05/09	Officer	Gary Bartlett	Parker Illingworth	Schofield	Pryke Golton	D Blackburn	Leadley			7	-
Climate Change Seminar	15/05/09	Officer	George Munson	Harington Illingworth	Schofield Fox Anderson	Smith	A Blackburn				7	Excellent

Seminars Continued

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Other	Total attendance	Average rating
Personalisation	18/05/09	Scrutiny	John Lennon	Jarosz	Kendall Fox Latty Harrand	Chapman Chastney Campbell Bentley Golton	A Blackburn				11	Good
Sustainable Communities Act	3/06/09	Officer	Dylan Griffiths	Jarosz Illingworth	Bale	Campbell Ewens Chastney Bentley					7	
Demolition structures	16/06/09	Officer	Ruth Exley	Lewis	Castle Fox	Downes	A Blackburn				5	Good
Young peoples Group visit (YSHAG)	10/06/09	Scrutiny	Rebecca Stacey	Morgan	Kendall	Lancaster Bentley Ewens Golton				<i>Co-opted Member</i> Sue Knight	7	Excellent
Play Builders Initiative	1/07/09	Officer	Vicky Marsden			Golton Ewens Bentley Chastney				<i>Co-opted Member</i> Sue Knight	5	Good
Members Pensions	21/07/09	Officer	Angela Brown	Jarosz Coulson Hanley	Fox	Chastney Campbell Lancaster		Finnigan Gettings			9	Excellent

Seminars Continued

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Other	Total attendance	Average rating
Leeds City Region Transport Strategy	25/08/09	Officer	Dave Gilson	Harington J Lewis Illingworth Murray	Anderson Fox Schofield	Smith Bentley Ewens Cleasby	D Blackburn A Blackburn				13	Good
Leeds City Region Transport Strategy	09/09/09	Officer	Dave Gilson	Nash Jarosz	Kendall Harrand	Campbell Chastney Pryke Downes Kirkland					10	Good
Childrens Services Inspection	06/10/09	Officer	Mariana Pexton	Taylor Driver Blake Selby Morgan Coulson Murray	Harrand	Chastney Campbell Golton Bentley					12	Good
Compact for Leeds	7/10/09	Golton	Pat Fairfax			Golton					1	-
Compact for Leeds (Twilight session)	7/10/09	Golton	Pat Fairfax			Bentley Golton					2	-
Lettings Policy	22/1/10 26/1/10 3/02/10	Officer	Kath Bramall	Selby	Schofield Latty Fox Castle Kendall	Chastney Bentley Campbell Lancaster Downes	A Blackburn	Rhodes- Clayton			13	Good

Seminars Continued

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Other	Total attendance	Average rating
Changes to Adult Care Services	12/10/09	Officer	Shirley Johnson	Jarosz Mckenna Wakefield Harington R Lewis Morgan	Kendall Fox Wilkinson Ron Feldman Harrand	Campbell Pryke Bentley	A Blackburn	Leadley			16	good
Year Of Volunteering	15/10/09	Officer	Leeds Ahead Shelly Riley			Bentley Golton Brett					3	-
SRE in Schools	20/10/09	Officer	Kiera Swift & Pat Santin	Morgan		Golton					2	-
AIEP Consultation Seminar	23/10/09	Officer	Sarah Goodrin								-	
Corporate Branding	3/11/09	Officer	Phil Jewitt	Coulson		Bentley Campbell					3	Good
Health Champions Briefing	1/12/09	Officer	Leeds Initiative	Rafique Parker Harington	Kendall Wilkinson Anderson Fox Harrand	Lancaster Campbell Chapman					11	Good

Role Specific Training

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

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Other	Total attendance	Average rating
Governance & Conduct update for Planning & Licensing members	24/04/09		Amy Kelly Gill Marshall Caroline Allen	Selby Lyons McKenna Dowson	R Feldman R Feldman Schofield						7	Excellent
Governance and Conduct	25/1/10		Caroline Allen Gill Marshall Kate Sadler	Coulson Dowson		Hamilton Chastney Campbell		Rhodes- Clayton Leadley			7	Good
Governance and Conduct	2/2/10		Caroline Allen Gill Marshall Kate Sadler	Congreve Taylor Hyde Mckenna	Castle Marjoram Anderson		D Blackburn				9	Good
Governance and Conduct	10/02/10		Caroline Allen Gill Marshall Kate Sadler	Morgan Yeadon Dunn	Latty Wadsworth Ruth Feldman Robinson Fox	Matthews		Finnigan Grayshon			11	Good
Governance and Conduct	10/03/10		Caroline Allen Gill Marshall Amy Kelly	Parker Lyons Nash Taggart	Wilkinson	Wilson					6	Good
Risk Management	Various	Officer	Coral Main	Wakefield R Lewis	Harrand A Carter L Carter Procter	Golton Brett Monaghan Harker		Finnigan			11	-
Viability	27/1/10	Officer	Phil Crabtree	Taggart	Castle Fox	Chastney Campbell		Leadley			6	Good

Role Specific Training continued

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Other	Total attendance	Average rating
Scrutiny Performance	13/11/09	Officer	Tim Young	Jarosz Morgan Driver	Anderson W Hyde	Pryke	A Blackburn				7	Good

External conferences and seminars

This section shows details of conferences either attended or requested between 1st April 2009 and 31st March 2010. Where attendance at a conference was requested but not approved, it is shown as 'Not Authorised'.

Date	Conference	Delegate	Venue	Approved List?	Party	Conf Costs	Travel Costs	Hotel Costs	Total
09/06/2009	Wise Up: Listening to Older People	V Kendall	Westminster, London	N	Cons	£250.00	£134.50	N/A	£384.50
12/06/2009	Nuclear free local authorities	D Blackburn	Manchester	N	Green	£120.00	£26.40	N/A	£146.40
12/06/2009	Nuclear free local authorities	R Harington	Manchester	N	Lab	£120.00	£26.40	N/A	£146.40
25/06/2009	Conflict Communications Skills	E Nash	Leeds	N	Lab	£225.00	N/A	N/A	N/A
30/06/2009	LGIU - Tackling Climate Change	J Monaghan	London	N	Lib Dem	£250.00	£189.00	N/A	£439.00
30/06/09-2/07/09	LGA Annual Conference	A Carter R Brett K Wakefield	Harrogate	Y	Cons Lib Dem Lab	£519.00	N/A	N/A	£1557.00
08/07/2009	Capita - Developing the Role of the Councillor	E Nash	London	N	Lab	£225.00	N/A	N/A	N/A
10-12/07/09	National Association of Cllrs equality for all	J Jarosz	Scarborough	N	Lab	£532.50	N/A	N/A	£532.50
21-23/07/09	Securing City and Regional Prosperity	B Anderson	Manchester	N	Cons	£790.00	£26.40	£72.00	£888.40
15/09/2009	AWICS Ltd - Budgets and Finance for Managers in the Public Sector	S Golton	Nottingham	N	Lib Dem	£230.00	N/A	N/A	N/A
24/09/09	Public Servant - Enterprise, Skills and Innovation '09	J Jarosz	London	N	Lab	Free	N/A	N/A	N/A
21/10/2009	National Children and Adult Services Conference	L Yeadon	Harrogate	Y	Lab	£245.00	N/A	N/A	£245.00
22/10/2009	National Children and Adult Services Conference	P Harrand	Harrogate	Y	Lab	£245.00	N/A	N/A	£245.00

Date	Conference	Delegate	Venue	Approved List?	Party	Conf Costs	Travel Costs	Hotel Costs	Total
21/10/2009	National Children and Adult Services Conference	V Kendall	Harrogate	Y	Cons	£245.00	N/A	N/A	£245.00
21-23/10/09	National Children and Adult Services Conference	P Ewens	Harrogate	Y	Lib Dem	£485.00	N/A	N/A	N/A
2-4/10/09	Crime & Disorder in our Towns and Cities	J Jarosz	Chester	N	Lab	£350.00	N/A	N/A	N/A
9 & 10/11/09	Environment '09 - Creating a Climate for Change	R Harington	London	N	Lab	£469.00		£110.00	£579.00
12-13/10/09	Standards for England Annual Conference	Pat Walker	Birmingham	N	Ind		£90.00	£65.00	£155.00
05/11/2009	LGG Governance and Liabilities of Members and Officers on Outside Bodies	E Nash	London	N	Lab	£215.00	£44.05	N/A	£259.05
26/11/2009	Local Government Flood Forum	R Pryke	London	N	Lib Dem	Free			
30/11/2009	Safe and Sustainable Paediatric Neurosurgery	Dobson	London	N	Lab	Free	£160.00	N/A	£160.00
30/11/2009	DEFRA/LACORS - Air Quality Summit	J Monaghan	London	N	Lib Dem	£287.00	£189.00	N/A	£476.00
3-4/12/09	Nuclear Free Local Authorities - Annual Conference	R Pryke	Cardiff	N	Lib Dem	Free	£93.70	£60.08	£153.78
6-8/01/10	NEEC - Unlocking Children's Potential	Golton, Harker, Mulherin	York	N	Lib Dem/Lab	£855.00	N/A	N/A	£1410.00
13/01/2010	Neil Stewart Associates - Young People Not in Education, Employment or Training - 2nd Annual Conference	S Golton	London	N	Lib Dem	£379.00	N/A	N/A	N/A
20/01/2010	LGA, IDeA, ADASS and SCIE - Safeguarding Adults	L Yeadon	Leeds	N	Lab	Free	N/A	N/A	N/A
22-24/01/20	National Association of Cllrs - Tackling Climate Change - Protecting Our Environment	J Jarosz	York	N	Lab	350.00	N/A	N/A	N/A
10/02/2010	LGG - Implementing Codes of Conduct - the revised Members' code and the new Employees' code course	E Nash	London	N	Lab	£215.00	£55.60	£119.00	£389.60
3-4/0210	Research in Practice - Practising Safeguarding	V Kendall	Leamington Spa	N	Cons	Free	N/A	N/A	N/A
23/02/2010	Capita Total Place Conference	P Grahame	London	N	Lab	£350.00	N/A	N/A	N/A
									8411.63



Report of the

Chief Democratic Services Officer

Date: 29th June 2010

Subject: Members Lounge

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 This Report

1.1 This report requests that the Member Management Committee establish a working group for the purposes of giving advice and guidance to officers on the development and management of the Members' lounge facility.

2.0 Background Information

2.1 As Members will be aware, the Members' lounge was previously a facility provided from within Civic Buildings with rather unclear arrangements regarding consultation with Members as to how it should be organised and managed.

2.2 Members will also be aware that the Members' lounge is currently being redeveloped and that management of this facility has clearly been established within Democratic Services where, on a day to day basis, it will be managed by the Resources and Projects Manager.

3.0 Main Issues

3.1 It would be helpful to establish a mechanism by which the Resources and Projects Manager could seek the views of Members on operational aspects relating to the lounge, for example facilities to be provided and criteria for booking of the lounge for events by Members and/or officers. It is particularly important to understand the priorities of Members given that no budgetary provision exists for supporting the lounge and it will therefore likely be necessary to make difficult decisions with regard to its operation.

- 3.2 Decisions regarding the Members' lounge remain as a function of the executive, delegated to officers as appropriate. However the Member Management Committee has a remit for giving advice and guidance on the provision of facilities to Members and therefore it would seem highly appropriate that the Member Management Committee should be the vehicle by which officers seek guidance. However, inevitably this may require consideration of relatively minor matters and for this reason Member Management Committee may wish to consider the establishment of an informal working group to fulfill this function on its behalf.

4.0 Implications For Council Policy And Governance

- 4.1 There are no implications for Council Policy and Governance.

5.0 Legal And Resource Implications

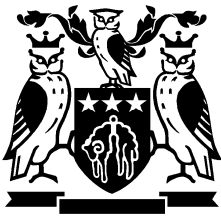
- 5.1 There are no legal and resource implications.

6.0 Conclusion

- 6.1 It would be helpful to establish a clear mechanism by which officers may consult with Members regarding the operation of the Members' lounge.

7.0 Recommendations

- 7.1 Member Management Committee is asked to consider the establishment of a working group for the purposes of giving advice and guidance for the operation and management of the Members' lounge.



Originator:	Kevin Tomkinson
Tel:	2474357

Report of the Chief Democratic Services Officer

Report to Member Management Committee

Date: 29 June 2010

Subject: LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 EXECUTIVE SUMMARY

- 1.1 This report outlines the roles and responsibilities of the Member Management Committee in relation to Elected Member Appointments to Outside Bodies.
- 1.2 The report also provides an update on the Members currently serving on outside bodies and details appointments made since the last meeting of this Committee in April 2010.

2.0 PURPOSE OF REPORT

- 2.1 This report outlines the Member Management Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to;
- Agree a schedule detailing those organisations that the Council will continue to make an appointment to;
 - Agree the nominations to those organisations which fall to the Committee to make an appointment to.

3.0 RESPONSIBILITIES OF THE MEMBER MANAGEMENT COMMITTEE

- 3.1 Each year the Member Management Committee is required to review the list of notified Outside Bodies and determine whether the Council should make/continue to make an appointment to those bodies. The process by which this is undertaken is detailed in the Appointment to Outside Bodies Procedure Rules (an extract of which is listed below, a copy of the procedure rules are appended to this report at Appendix 1).

Extract from the Appointments to Outside Bodies Procedure Rules

3.2 *Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.*

3.3 *Determination will be based on one or more of the following criteria being met.*

- *The proposed appointment is a statutory requirement, or*
- *The proposed appointment would be consistent with the Council's policy or strategic objectives, or*
- *The proposed appointment would add value to the Council's activities*

3.4 The current schedule of bodies to which appointments are made is attached at Appendix 2. This schedule was agreed by Member Management Committee in June 2009 and identifies those appointments which fall to the Committee to make.

3.5 In relation to these appointments the Member Management Committee is asked to :-

- confirm that the Council will continue to make an appointment to those organisations listed;
- confirm the allocation of responsibility for appointments to the Member Management Committee
- consider those Members which they would wish to appoint to serve on the organisations listed in Appendix 2

3.6 The Appointments Procedure advises the Member Management Committee to have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole and to have regard to a Members current interests prior to making any appointment to avoid any potential conflict of interest.

3.7 The Member Management Committee is asked to note that Elected Members should normally fill all available appointments and that all appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

3.8 It is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled.

3.9 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above

4.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

4.1 The appointment of Elected members to the Outside Bodies detailed in the attached schedule contributes to the Council's strategic functions, priorities and community leadership role.

5.0 POSITION STATEMENT

- 5.1 The Member Management Committee met on a number of occasions in the last Municipal Year to make Elected Member appointments to Outside Bodies. The attached schedule at Appendix 2 details the current position.
- 5.2 Member Management Committee is asked to consider any vacancies detailed in Appendix 2 and make appointments to them.
- 5.3 In considering these vacancies the Committee is asked to specifically consider the following issues:-
- 5.4 Groundwork Leeds

As Members will be aware the Council currently nominates 6 Councillors to Groundwork Leeds and details of the Councils current appointments can be found detailed in the spreadsheet appended to this report.

As a Member of the Trust the Council is entitled to attend and vote at the General Meetings and the Company Secretary in previous years has contacted the Council to ascertain which Council representative would cast the Councils vote on any matters before the meeting.

Members are asked to consider nominating one of the Councils appointed representatives as the member who would cast any vote on behalf of the Council and a Member who could act in the absence of the named Member .

5.7 Appointments made since April 2010

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>
West Yorkshire Playhouse Theatre Board	Cllr Gruen	Whips nominee	26/4/10
Leeds Children's Trust Board	Cllr Mulherin	Whips nominee	26/4/10
Leeds Initiative Climate Change	Cllr Murray	Cllr Harington	14/6/10

6.0 RECOMMENDATIONS

- 6.1 The Member Management Committee is asked to:-
- Note the Appointments to Outside Bodies Procedure Rules at Appendix 1
 - Agree the schedule at Appendix 2 detailing those organisations that the Council will continue to make an appointment to;
 - Agree the nominations to those organisations which fall to the Committee to make an appointment to;
 - Members are asked to note the change of appointments since the last meeting of the Committee as detailed in 5.7 of the report.

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APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

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

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

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

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

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the Member Management Committee will allocate it into one of the following categories.
- **Strategic and Key Partnerships** – participation contributes to the Council's strategic functions, priorities and community leadership role.
 - **Community and Local Engagement** – not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an area or ward perspective
- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the Member Management Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Area Committee.
- 3.4 Where it is not clear as to which particular Area Committee should make an appointment, the Member Management Committee will refer the request to the relevant Area Committee Chairs who will determine which is the appropriate Area Committee to make the appointment. This will be reported to the next meeting of the Area Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In

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

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any

such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled

- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment in the following circumstances:
- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
 - (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
 - (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Group Whips or their nominee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder⁴ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁵ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.

allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

⁴ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

⁵ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Appointments to Outside Bodies Procedure Rules

- 4.10 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.11 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 4.12 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 4.13 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.
- 4.14 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the Chief Democratic Services Officer in consultation with the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .

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

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

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

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2009/10	Group Allocation 2009/10	Lead Dept	Lead Officer
Adoption Panel – Elmete	No	No	2	Jun-10	Jun-09	Ben Chastney	Lib Dem	Childrens Services	Lynn Buckle
				Jun-10	Jun-09	Josephine Jarosz	Lab		
Adoption Panel - Leodis	No	No	2	Jun-10	Jun-09	Mick Coulson	Lab	Childrens Services	Lynn Buckle
				Jun-10	Jun-09	Lucinda Yeadon	Lab		
Adoption Panel – Skyrack	No	No	2	Jun-10	Jun-09	Valerie Kendall	Con	Childrens Services	Lynn Buckle
				Jun-10	Jun-09	Whips nominee	Con		
Affordable Housing Strategic Partnership Board	No	No	3	Jun-10	Jun-09	Andrew Carter	Con	Environment & Neighbourhoods	Liz Cooke
				Jun-10	Jun-09	Peter Gruen	Lab		
				Jun-10	Jun-09	Richard Brett	Lib Dem		
Aire Action Leeds (formerly State of the River Management Committee)	No	No	1	Jun-10	Jan-10	Stewart Golton	Lib Dem	City Development	Tom Knowland
Aire Valley Regeneration Board	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	Jun-10	Jan-10	J L Carter	Con	Environment & Neighbourhoods	Peter Beck
		Executive Member Leisure or nominee	1	Jun-10	Jan-10	J Procter	Con		
		Burmantofts & Richmond Hill Ward Member	1	Jun-10	Jan-10	D Hollinsworth	Lib Dem		
		Middleton Park ward Member	1	Jun-10	Jan-10	G Driver	Lab		
		Garforth and Swillington ward member	1		Jan-10	T Murray	Lab		
		City and Hunslet Ward Member	1	Jun-10	Jan-10	E Nash	Lab		
		Temple Newsam Ward Member	1	Jun-10	Jan-10	D Schofield	Con		
Airport Consultative Committee	No	No	1	Jun-10	Jul-09	Stewart Golton	Lib Dem	City Development	Dave Gilson/Iain Mason
Allotments Working Party	No	No	1	Jun-10	Jun-09	Stewart Golton	Lib Dem	City Development	Jo Clough
ALMO - East/North East	Yes	Conservative	4	Jun-10	Jun-09	Paul Wadsworth	Con	Environment & Neighbourhoods	John Statham
		Conservative		Jun-10	Jun-09	Gerald Wilkinson	Con		
		Labour		Jun-10	Jun-09	Graham Hyde	Lab		
		Lib Democrat		Jun-10	Jun-09	David Hollingsworth	Lib Dem		
Aire Valley Homes Leeds (formerly known as South South East Homes Leeds)	Yes	Lib Democrat	4	Jun-10	Jun-09	Stewart Golton	Lib Dem	Environment & Neighbourhoods	John Statham
		MBI		Jun-10	Jun-09	Robert Finnigan	MBI		
		Labour		Jun-10	Jun-09	Peter Gruen	Labour		
		Labour		Jun-10	Jun-09	Geoff Driver	Labour		
ALMO - West/North West Homes	Yes	Conservative	4	Jun-10	Dec-09	Clive Fox	Con	Environment & Neighbourhoods	John Statham
		Green		Jun-10	Jun-09	Ann Blackburn	Green		
		Lib Democrat		Jun-10	Jun-09	Ben Chastney	Lib Dem		
		Labour		Jun-10	Jun-09	Alison Lowe	Lab		
Alzheimers Society Management Committee	No	No	1	Jun-10	Jun-09	Brenda Lancaster	Lib Dem	Social Services	Tim O'Shea
Arthur Louis Aaron Memorial Fund.	No	No	1	Jun-10	Jun-09	Ronald Feldman	Con	City Development	John Thorpe
Association Of Blind Asians	No	No	1	Jun-10	Jun-09	mohammed iqbal	Lab	Chief Executives Unit	Leilir Yeung
Association Of West Yorkshire Authorities	Yes	Leader	3	Jun-10	Jun-09	Richard Brett	Lib Dem	Chief Executives Unit	Rob Norreys
	in part	1 Place		Jun-10	Jun-09	Keith Wakefield	Lab		
				Jun-10	Jun-09	Andrew Carter	Con		
Bradford University Court	No	No	3	Jun-10	Jun-09	Vacancy	Unallocated	Childrens Services	
				Jun-10	Jun-09	Geoff Driver	Lab		
				Jun-10	Jul-09	Colin Campbell	Lib Dem		
Brotherton Collection Advisory Committee	No	No	1	Jun-10	Jun-09	Bernard Atha	Lab	City Development	Bev Rice
Care And Repair (Leeds)	No	No	1	Jun-10	Jun-09	Ralph Pryke	Lib Dem	Social Services	Liz Ward
Children's Advisory Panel	Yes	Executive Member (Childrens Services) or	5	Jun-10	Jun-09	Judith Elliot	MBI	Childrens Services	TBC by Adam
	in part	1 Place		Jun-10	Jun-09	Mick Coulson	Lab		
				Jun-10	Jun-09	Brian Selby	Lab		
				Jun-10	Jun-09	Whips nominee	Lib Dem		
				Jun-10	Jun-09	Gerald Wilkinson	Con		

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2009/10	Group Allocation 2009/10	Lead Dept	Lead Officer
	Y/N								
Children's Trust Board	Yes in part	Lead Executive Member Children's Services	3	Jun-10	Apr-10	Stewart Golton	Lib Dem	Childrens Services	Eleanor Braz
				Jun-10	Apr-10	Lisa Mulherin	Lab		
				Jun-10	Apr-10	Whips nominee	Con		
Chinese Community Association	No	No	1	Jun-10	Jun-09	Neil Taggart	Lab	Chief Executives Unit	Lelir Yeung
Chamber of Commerce	Yes	Executive Member Development & Regeneration or nominee	1	Jun-10	Jun-09	Andrew Carter	Con	City Development	Paul Stephens
Community Links	No	No	1	Jun-10	Jun-09	Vacancy	Con	Adult Social Care	Tim o'Shea
Craft Centre And Design Gallery	No		3	Jun-10	Jun-09	Judith Elliott	MBI	City Development	John Roles
				Jun-10	Jun-09	Bernard Atha	Lab		
				Jun-10	Jun-09	Graham Latty	Con		
Cycling Consultative Forum	No		1	Jun-10	Jun-09	Stuart Andrew	Con	City Development	Tim Parry/ Mark Robinson
David Young Academy Governing Body	no		1	Oct-12	Jun-09	Peter Gruen	Lab		
Dial Leeds	No	No	1	Jun-10	Jun-09	Vacancy	Green	Adult Social Care	Mick Ward
Early Years Development Partnership	No	No	3	Jun-10	Jun-09	Richard Harker	Lib Dem	Childrens Services	TBC by Adam
				Jun-10	Jun-09	Lisa Mulherin	Lab		
				Jun-10	Jun-09	Whip Nominee	Con		
Fostering Panel - East Leeds	No	No	1	Jun-10	Jun-09	Vacant	Con	Childrens Services	Deb Schofield
Fostering Panel - Rawdon	No	No	1	Jun-10	Jun-09	Mick Coulson	Labour	Childrens Services	Anne Marie Stokes
Fostering Panel - South Leeds	No	No	1	Jun-10	Jun-09	Whips nominee	Lib Dem	Childrens Services	Val Hales
Friends Of Leeds City Museum	No	No	3	Jun-10	Jun-09	Barry Anderson	Con	City Development	Catherine Blanshard
				Jun-10	Jun-09	Elizabeth Nash	Lab		
				Jun-10	Jun-09	Don Wilson	Lib Dem		
Green Leeds	No		4	Jun-10	Jun-09	Roger Harington	Lab	Environment & Neighbourhoods	Andrew Mason
				Jun-10	Jun-09	Sue Bentley	Lib Dem		
				Jun-10	Jun-09	David Blackburn	Green		
				Jun-10	Jun-09	Barry Anderson	Con		
Harrison & Potter Trust /Josiah Jenkinson Charity	No	No	1	Jun-10	Jun-09	Sue Bentley	Lib Dem	Legal and Democratic Services	Mark Turnbull
IGEN	No	No	1	Jun-10	Jun-09	Tom Murray	Lab		
Investigation of Air Pollution Standing Conference	Yes	Executive Member Environmental Services or nominee	1	Jun-10	Dec-09	James Monaghan	Lib Dem	Environment & Neighbourhoods	Jon Tubby
Joint Consultative Committee (Teachers)	Yes	Exec Member Childrens Services or Nominee	5	Jun-10	Jun-09	Lisa Mulherin	Lab	Childrens Services	Pat Toner
	(in part)			Jun-10	Jun-09	Jane Dowson	Lab		
		1 place		Jun-10	Jun-09	William Hyde	Con		
				Jun-10	Jun-09	Colin Campbell	Lib Dem		
				Jun-10	Jun-09	Richard Harker	Lib Dem		
Joseph Priestley College Governing Body	No	No	1	Jun-10	Jun-09	Vacancy		Environment & Neighbourhoods	Stephen Boyle
Lady Elizabeth Hastings Educational Foundation	No	No	1	Jun-10	Jun-09	Mr Michael Fox		Childrens Services	Richard Smith
Leeds Admissions Forum	No	No	2	Jun-10	Jun-09	Peter Gruen	Lab	Childrens Services	Viv Buckland
				Jun-10	Jun-09	Richard Harker	Lib Dem		
Leeds Ahead Board	Yes	Exec Member - Narrowing the Gap or nominee	1	Jun-10	Jun-09	Mark Harris	Lib Dem	Chief Executives Unit	Jane Stageman
Leeds Art Collections Fund	No	No	1	Jun-10	Jun-09	John Procter	Con	City Development	Catherine Blanshard

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2009/10	Group Allocation 2009/10	Lead Dept	Lead Officer
	Y/N								
Leeds Childrens Holiday Camp Association	No	No	1	Jun-10	Jun-09	Chris Townsley	Lib Dem		
Leeds Citizens Advice Bureau	No	No	2	Jun-10	Jun-09	Vacant	Lib Dem	Environment & Neighbourhoods	Sue Wynne
Leeds Civic Arts Guild	No	No	1	Jun-10	Jun-09	Alison Lowe Roger Harington	Lab Lab	City Development	Andrew Macgill
Leeds College of Building	No	No	1	Jun-10	Jun-09	Geoffrey Driver	Lab		
Leeds Community Equipment Service Partnership Board	No	No	2	Jun-10	Jun-09	James Mckenna	Lab	Adult Social Care	John Lennon
Leeds Community Foundation	Yes	Exec Member - Narrowing the Gap or nominee	1	Jun-10	Jun-09	Brenda Lancaster Mark Harris	Lib Dem Lib Dem	Chief Executives Unit	Jane Stageman
Leeds Faith Forum	No	No	1	Jun-10	Jun-09	mohammed iqbal	Lab	Chief Executives Unit	Leir Yeung
LGA General Assembly	Yes	Con group	4	Jun-10	Jun-09	Barry Anderson	Con	Chief Executives Unit	Rob Norreys
	all places	Lib dem group		Jun-10	Jun-09	Stuart Golton	Lib Dem		
		Labour group		Jun-10	Jun-09	Keith Wakefield	Lab		
		MBI group		Jun-10	Jun-09	Robert Finnigan	MBI		
LGA Urban Commission	Yes	Executive Member Development & Regeneration or nominee	1	Jun-10	Jun-09	Andrew Carter	Con	Chief Executives Unit	Rob Norreys
Leeds Grand Theatre Board And Opera House Board Of Management	Yes - all places	Chair to be the relevant Executive Board member	5	Jun-10	Jun-09	John Procter	Con	City Development	Matthew Sims
		Lab group		Jun-10	Jun-09	Adam Ogilvie	Lab		
		Con group		Jun-10	Jun-09	Peter Harrand	Con		
		Lib Dem group		Jun-10	Jul-09	Steve Smith	Lib Dem		
		Green		Jun-10	Jun-09	Bob Gettings	Green		
Leeds Grand Theatre Enterprises Ltd	Yes all places	Members of Grand Theatre Board - Chair to be Chair of the Board	3	Jun-10	Jun-09	John Procter	Con	City Development	Matthew Sims
				Jun-10	Jun-09	Adam Ogilvie	lab		
				Jun-10	Jul-09	Steve Smith	Lib Dem		
Groundwork Leeds	No	No	6	Jun-10	Jun-09	Geoff Driver	Lab	Environment & Neighbourhoods	Neil Evans
				Jun-10	Jun-09	Whips nominee	Lab		
				Jun-10	Jun-09	Jane Dowson	Lab		
				Jun-10	Jun-09	Ann Blackburn	Green		
				Jun-10	Jun-09	Steve Smith	Lib Dem		
				Jun-10	Jun-09	Ralph Pryke	Lib Dem		
Leeds Housing Concern	Yes	Exec Member Neighbourhoods and Housing or Nominee	1	Jun-10	Jun-09	Exec Member or nominee	Con	Environment & Neighbourhoods	Neil Evans
Leeds in Bloom/Leeds Floral Initiative	No	No	1	Jun-10	Jun-09	Frank Robinson	Con	City Development	Richard Gill
Leeds Initiative Assembly	Yes	Party Leaders or nominee	3	Jun-10	Jun-09	Keith Wakefield	Lab	Leeds Initiative	Martin Dean
		3 places		Jun-10	Jun-09	Richard Brett	Lib Dem		
				Jun-10	Jun-09	Andrew Carter	Con		
Leeds Initiative - Executive	Yes	Party Leaders or nominee	3	Jun-10	Jun-09	Richard Brett	Lib Dem	Leeds Initiative	Martin Dean
				Jun-10	Jun-09	Andrew Carter	Con		
				Jun-10	Jun-09	Keith Wakefield	Lab		
Leeds Initiative going up a league Board	Yes	Party Leaders or nominee	3	Jun-10	Jun-09	Andrew Carter	Con	Leeds Initiative	Martin Dean
				Jun-10	Jun-09	Richard Brett	Lib Dem		
				Jun-10	Jun-09	Judith Blake	Lab		

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2009/10	Group Allocation 2009/10	Lead Dept	Lead Officer
	Y/N								
Leeds Initiative Narrowing the Gap Board	Yes	Party Leaders or nominee	3	Jun-10	Jun-09	Andrew Carter	Con	Leeds Initiative	Martin Dean
				Jun-10	Jun-09	Richard Brett	Lib Dem		
				Jun-10	Jun-09	Keith Wakefield	Lab		
Leeds Initiative - Skills and Economy Partnership	No		3	Jun-10	Jun-09	Barry Anderson	Con	City Development	Paul Stephens
				Jun-10	Jun-09	Stewart Golton	Lib Dem		
				Jun-10	Sep-09	Geoff Driver	Lab		
Leeds Initiative - Culture Partnership	No		3	Jun-10	Jun-09	John Procter	Con	City Development	Catherine Blanshard/
				Jun-10	Jun-09	Alan Taylor	Lib Dem		
				Jun-10	Jun-09	Adam Ogilvie	Lab		
Leeds Initiative - Healthy Leeds Partnership	No		3	Jun-10	Jun-09	Peter Harrand	Con	Adult Social Care	John England
				Jun-10	Jun-09	Mark Dobson	Lab		
				Jun-10	Jun-09	Whips nominee	Lib Dem		
Leeds Initiative - Safer Leeds Partnership	No		3	Jun-10	Jun-09	J L Carter	Con	Environment & Neighbourhoods	Jim Willson
				Jun-10	Jun-09	M Rafique	Lab		
				Jun-10	Jun-09	Whips nominee	Lib Dem		
Leeds Initiative Transport Partnership	No		4	Jun-10	Jun-09	Andrew Carter	Con	City Development	Dave Gilson
				Jun-10	Jun-09	Judith Blake	Lab		
				Jun-10	Jun-09	David Blackburn	Green		
				Jun-10	Jun-09	Ryk Downes	Lib Dem		
Leeds Initiative - Climate Change	No		3	Jun-10	Oct-09	James Monaghan	Lib Dem	City Development	George Munson
				Jun-10	Jun-09	Barry Anderson	Con		
				Jun-10	Jun-09	Tom Murray	Lab		
Leeds Architecture and Design Initiative	None		5	Jun-10	Jun-09	Andrew Carter	Con	City Development	Jenny Fisher
				Jun-10	Jun-09	Stuart Andrew	Con		
				Jun-10	Jun-09	Clive Fox	Con		
				Jun-10	Jun-09	Colin Campbell	Lib Dem		
				Jun-10	Jun-09	Peter Gruen	Lab		
Leeds Initiative - City Centre Partnership						Barry Anderson	Con	Development	Cath Follin
Leeds Jewish Care Services	No	No	1	Jun-10	Jun-09	Ronald Feldman	Con	Chief Executives Unit	Leir Yeung
Leeds Learning Disabilities Partnership Board	Yes	Executive Member (Adult Health & Social Care)	5	Jun-10	Jun-09	Peter Harrand	Con	Social Services	Michele Tynan
	in part	1 Place		Jun-10	Jun-09	James McKenna	Lab		
				Jun-10	Jun-09	Brian Selby	Lab		
				Jun-10	Jun-09	Vacancy	Unallocated		
				Jun-10	Jun-09	Vacancy	Unallocated		
Leeds Local Access Forum	No	No	2	Jun-10	Jun-09	Clive Fox	Con	City Development	Joanne Clough
				Jun-10	Jun-09	John Illingworth	Lab		
Leeds Mind	No	No	1	Jun-10	Jun-09		Green	Social Services	Tim o'Shea
Leeds Partnership NHS Foundation Trust	Yes	Executive Member (Adult Health & Social Care)	1	Jun-10	Sep-09	Peter Harrand	Con	Social Services	Sandie Keene
Leeds Parish Church Exhibition Foundation	No	No	1	Jun-10	Jun-09	Marian Monks	Non Cllr	Legal and Democratic Services	Mark Turnbull

OUTSIDE BODIES RESERVED TO THE MEMBER MANAGEMENT COMMITTEE

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2009/10	Group Allocation 2009/10	Lead Dept	Lead Officer
	Y/N								
Leeds Philharmonic Society	No	No	1	Jun-10	Jun-09	Richard Harker	Lib Dem	City Development	Matthew Sims
Leeds International Pianoforte Competition Committee	No	No	2	Jun-10	Jun-09	Martin Hamilton	Lib Dem	City Development	Matthew Sims
				Jun-10	Jun-09	Elizabeth Nash	Lab		
Leeds Racial Equality Council	Yes (in part)	Exec Member Central and Corporate	2	Jun-10	Jul-09	Richard Brett	Lib Dem	Chief Executives Unit	Leilir Yeung
		1 place		Jun-10	Jun-09	Mohammed Iqbal	Lab		
Leeds Safeguarding Board	Yes	Lead Executive Member Children's Services	1	Jun-10	Apr-10	Stewart Golton	Lib Dem	Childrens Services	Eleanor Brazil
Leeds Schools Foundation	Yes	Exec Member Learning or Nominee	1	Jun-10	Jun-09	Richard Harker	Lib Dem	Childrens Services	TBC by Adam
Leeds Schools Sports Association	No	No	2	Jun-10	Jun-09	Vacant		City Development	Richard Mond
				Jun-10	Jun-09	Roger Harington	Lab		
Leeds Sports Federation	No	No	6	Jun-10	Jun-09	Denise Atkinson	Lab	City Development	Mark Allman
				Jun-10	Jun-09	Roger Harington	Lab		
				Jun-10	Jun-09	Patrick Davey	Lab		
				Jun-10	Jul-09	Martin Hamilton	Lib Dem		
				Jun-10	Jun-09	Vacancy	Con		
				Jun-10	Jun-09	Gerald Wilkinson	Con		
Leeds University Court	No	No	2	Jun-10	Jun-09	Penny Ewens	Lib Dem		
				Jun-10	Jun-09	Bill Hyde	Con		
Leeds Women's Aid	No	No	1	Jun-10	Jun-09	Andrea McKenna	Lab	Chief Executives Unit	Leilir Yeung
Lord Mayor Of Leeds Appeal Fund	No	No	3	Jun-10	Jun-09	Peter Gruen	Lab	Legal and Democratic Services	Mark Turnbull
				Jun-10	Jun-09	John Procter	Con		
				Jun-10	Jun-09	Sue Bentley	Lib Dem		
National Association of Councillors	No		3	Jun-10	Jun-09	Suzi Armitage	Lab	Democratic Services	Ian Cornick
				Jun-10	Jun-09	Whips nominee	Con		
				Jun-10	Jul-09	Jamie Matthews	Lib Dem		
National Coal Mining Museum For England Liaison Committee	No	No	1	Jun-10	Jun-09	Keith Parker	Lab	City Development	
Neil Bank Centre Trust	No	No	1	Jun-10	Jun-09	Mick Coulson	Lab		
National Parking Adjudication Service Committee	Yes	Executive Member whose portfolio includes Parking services or nominee	1	Jun-10	Jul-09	James Monaghan	Lib Dem	Environment & Neighbourhoods	Helen Freeman
Environmental Protection UK (was National Society For Clean Air Divisional Council)	No	No	1	Jun-10	Dec-09	James Monaghan	Lib Dem	Environment & Neighbourhoods	Helen Freeman / Jon Tubby
Normandy Veterans Association	No	No	1	Jun-10	Jun-09	Brenda Lancaster	Lib Dem		
North Regional Association For Sensory Support	No	No	1	Jun-10	Jun-09	Peter Harrand	Con	Adult Social Care	John Lennon
Northern College - Board Of Governors	No	No	1	Jun-10	Jun-09	James McKenna	Lab		
Northern College - Policy And Finance Committee	No	No	1	Jun-10	Jun-09	James McKenna	Lab		
Nuclear Free Zones English Forum	No	No	1	Jun-10	Jun-09	Ralph Pryke	Lib Dem	Resources	Roger Carter

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2009/10	Group Allocation 2009/10	Lead Dept	Lead Officer
	Y/N								
Parent Partnership Advisory Board	Yes	1 opposition member and 1 administration member	2	Jun-10	Jun-09	Brian Selby	Lab	Education Leeds	Til Wright
				Jun-10	Jun-09	Whips nominee			
People First	No	No	1	Jun-10	Jun-09	Eileen Taylor	Lab	Adult Social Care	Michele Tynan
Public Rights of Way Forum	No	No	1	Jun-10	Jun-09	Clive Fox	Con	City Development	Joanne Clough
Pupil Referral Unit Management Committee	Yes	1 opposition member and 1 administration	2	Jun-10	Jun-09	Penny Ewens	Lib Dem	Education Leeds	Wendy Winterburn
				Jun-10	Nov-09	Brian Selby	Lab		
Re/new/Renewal	Yes	Exec Member (Neighbourhoods and Housing) or nominee	1	Jun-10	Jun-09	Matthew Lobley	Con	Environment & Neighbourhoods	Neil Evans
Reserve Forces And Cadets Association For Yorkshire & Humberside	No	No	1	Jun-10	Jun-09	Bill Hyde	Con		
Robert Salter Charity	No	No	3	Jun-10	Jun-09	Richard Lewis	Lab	Legal and Democratic Services	Mark Turnbull
				Jun-10	Jun-09	Whip Nominee	Con		
				Jun-10	Jun-09	Whip Nominee	Con		
Roseville Advisory Board (was Roseville Enterprises Board Of Management)	Yes	Executive Member (Adult Health & Social Care) or nominee	5	Jun-10	Jun-09	Clive Fox	Con	Adult Social Care	Michele Tynan
	in part			Jun-10	Jun-09	Don Wilson	Lib Dem		
				Jun-10	Jun-09	David Blackburn	Green		
				Jun-10	Jun-09	James McKenna	Labour		
				Jun-10	Jun-09	Robert Finnigan	MBI		
SIGOMA	Yes	Leader of Council	1	Jun-10	Jun-09	Richard Brett	Lib Dem	Resources	Doug Meeson
Simeon Gaunt Memorial Music Festival Charity	No	No	3	Jun-10	Jun-09	Andrew Carter	Con	Legal and Democratic Services	Mark Turnbull
				Jun-10	Jun-09	Josephine Jarosz	Lab		
				Jun-10	Jun-09	Mr Comforth	Con		
South Leeds Academy Governing Body	Yes	1)Administrative representative	2	Jun-10	Aug-09	Stewart Golton	Lib Dem	Education Leeds	Richard Smith
		2) Local Ward Member		Jun-10	Aug-09	Angela Gabriel	Lab		
Standing Advisory Council on Religious Education	No	No	4	Jun-10	Jun-09	Brian Selby	Lab	Education Leeds	Robert Boulter
				Jun-10	Jun-09	Geoff Driver	Lab		
				Jun-10	Jun-09	Peter Harrand	Con		
				Jun-10	Jun-09	Richard Harker	Lib Dem		
Swarthmore Educational Centre	No	No	2	Jun-10	Jun-09	Penny Ewens	Lib Dem		
				Jun-10	Jun-09	Vacancy	Unallocated		
The Charities Of Thomas Wade And Others	No	No	3	Jun-10	Jun-09	Bill Hyde	Con	Legal and Democratic Services	Mark Turnbull
				Jun-10	Jun-09	Alan Taylor	Lib Dem		
				Jun-10	Jun-09	Ann Blackburn	Green		
Touchstone	No	No	1	Jun-10	Jun-09	Vacancy	Unallocated	Adult Social Care	Dennis
Voluntary Action Leeds	No	No	3	Jun-10	Jun-09	Jane Dowson	Lab	Environment & Neighbourhoods	Neil Evans
				Jun-10	Jun-09	Whip nominee	Con		
				Jun-10	Jun-09	Whips nominee	Lib Dem		

Outside Body	Restricted Appointment	Nature of Restriction	No of Places	Review Date	Date Appointed	Nominee in 2009/10	Group Allocation 2009/10	Lead Dept	Lead Officer
	Y/N								
West Leeds Academy Governing Body	Yes	1)Administratio n representative	2	Jun-10	Jun-09	W Hyde	Con	Education Leeds	Richard Smith
		2) Bramley and Stanningley Ward Member		Jun-10	Jun-09	Ted Hanley	Lab		
West Yorkshire Culture	Yes	Proposed to be Executive Member (Leisure)or nominee	1	Jun-10	Jun-09	Proposed to be Executive Member (Leisure)	Con	City Development	Richard Mor
West Yorkshire Playhouse Theatre Board	Yes		2	Jun-10	Apr-10	Peter Gruen	Lab	City Development	Catherine Blanshard
				Jun-10	Jun-09	Whips nominee	Administration		
West Yorkshire Rural Partnership	No	No	1	Jun-10	Jun-09	Mick Coulson	Lab	City Development	Jo Rowlands
West Yorkshire Valuation Tribunal (Appointments Panel)	No	No	1	Jun-10	Jun-09	Mick Coulson	Lab	Resources	Steve Carey
William Merritt Disabled Living Centre and Mobility Service	No	No	1	Jun-10	Jun-09	Vacancy	Unallocated	Adult Social Care	Liz Ward
Wypta Education Liaison Group	No	No	1	Jun-10	Jun-09	Sue Bentley	Lib Dem	WYPTA	Kieran Preston
Wypta Highways And Planning Liaison Group	No	No	1	Jun-10	Jun-09	David Blackburn	Green	WYPTA	Andrew Hall
Wypta Local Transport Plan Steering Group	Yes	Executive Member Development & Regeneration or nominee	1	Jun-10	Jun-09	Stuart Andrew	Con	WYPTA	Dave Gilson
Wypta Social Services Liaison Group	No	No	1	Jun-10	Jun-09	Andrea McKenna	Labour	WYPTA	Kieran Preston
Wypta Taxi Liaison Group	No	No	1	Jun-10	Jun-09	David Blackburn	Green	WYPTA	Kieran Preston
Wypta Passenger Transport Consultative Committee	No	No	4	Jun-10	Jun-09	James McKenna	Lab	WYPTA	Kieran Preston
				Jun-10	Jun-09	James Lewis	Lab		
				Jun-10	Jun-09	Whips nominee	Lib Dem		
				Jun-10	Jun-09	C Fox	Con		
Yorkshire And Humberside Association Of Education Authorities	Yes in part	Exec Member Learning or Nominee	2	Jun-10	Jun-09	Bill Hyde	Con	Childrens Services	Chris Edwards
		1 place		Jun-10	Jun-09	Richard Harker	Lib Dem		
Yorkshire and Humberside Asylum Seekers Reference Group	No	No	1	Jun-10	Jun-09	Vacancy	Unallocated	Environment & Neighbourhoods	Neil Evans
Yorkshire and Humberside Regional Broadband Joint Committee	No	No	1	Jun-10	Jun-09	Vacancy	Unallocated	E Leeds/IT	Dylan Roberts
Yorkshire And Humber Employers Committee (formerly Regional Council)	Yes	Exec Member Central and Corporate or nominee	3	Jun-10	Jun-09	Stewart Golton	Lib Dem	Resources	Lorraine Hallam
	in part	1 place		Jun-10	Jun-09	Alison Lowe	Lab		
				Jun-10	Jan-10	John Procter	Con		
Yorkshire Indoor Cricket School	No	No	3	Jun-10	Jun-09	Keith Parker	Lab	City Development	Mark Allman
				Jun-10	Jun-09	G wilkinson	Con		
				Jun-10	Jun-09	Chris Townsley	Lib Dem		
Yorkshire Power Stations Joint Environmental Committee	Yes	Exec Member Environmental Services or Nominee	1	Jun-10	Dec-09	James Monaghan	Lib Dem	Environment & Neighbourhoods	
Yorkshire Regional Flood Defence Committee	Yes	Executive Member Development & Regeneration or nominee	1+ 1 sub	Jun-10	Jun-09	Ralph Pryke	Lib Dem	City Development	Gary Bartlett
			sub	Jun-10	Jun-09	M Lyons	Lab		
Welcome to Yorkshire	Yes	Exec Member Leisure or Nominee	1	Jun-10	Jul-09	Jamie Matthews	Lib Dem	City Development	Phil Cole
Local Government Yorkshire and Humber(Leader of Council)	Yes	Leader of Council	1	Jun-10	Jun-09	Andrew Carter	Con	Chief Executives Unit	Rob Norreys

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