

## **MEMBER MANAGEMENT COMMITTEE**

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Friday, 28th June, 2019  
at 10.00 am

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### **MEMBERSHIP**

#### **Councillors**

J Dowson (Chair)	D Cohen	C Campbell	A Hutchison
S Arif	B Anderson		
J Heselwood	J Taylor		
J Lennox			
J Lewis			
A Scopes			
P Wray			

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 15,2 of the Access to Information Procedure Rules. (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 1ST MARCH 2019</b></p> <p>To approve as a correct record the minutes of the meeting held on 1<sup>st</sup> March 2019.</p>	1 - 4
7			<p><b>MEMBER DEVELOPMENT REVIEW</b></p> <p>To consider the report of the City Solicitor that provides an update on the last municipal year's member development work, and sets out an overview of the induction programme undertaken since May 2019 along with the planned development activity for the coming year.</p>	5 - 18
8			<p><b>PROGRESSING THE COUNCIL'S LONG-TERM AMBITION TO MOVE TO PAPER FREE DISTRIBUTION OF COMMITTEE AGENDAS</b></p> <p>To consider the report of the City Solicitor that presents an update to Member Management Committee following previous reports to this Committee in November 2018 and March 2019, looking at options to reduce the cost of printed agenda distribution and the associated environmental impact.</p>	19 - 24

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9			<p><b>PERSONAL SAFETY OF ELECTED MEMBERS</b></p> <p>To consider the report of the Director of Resources and Housing that provides a summary of the work undertaken to improve the personal security arrangements for Elected Members and the further work planned.</p>	25 - 80
10			<p><b>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES</b></p> <p>To consider the report of the City Solicitor that sets out a schedule for approval detailing those organisations that the Council will continue to make an appointment to. The report also seeks approval of nominations to those organisations which fall to this Committee to make an appointment to.</p>	81 - 104
11			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>The next meeting will take place on Friday 28<sup>th</sup> February 2020 at 10:30am.</p> <p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ol style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ol>	