

Report of the City Solicitor

Report to Inner West Community Committee

Date: 16th July 2014

Subject: Community Committee Appointments

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Armley, Bramley & Stanningley, and Kirkstall	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1 This report invites the Committee to make appointments to the following bodies as appropriate, and consider establishing a new sub group structure to support the work of the Community Committee:-

- Those Outside Bodies as detailed at Appendix 1;
- One representative to the Corporate Carers' Group;
- Community Committee Area Lead Members, as listed at Section 3; and
- Children's Services Cluster Partnerships, also listed within Section 3.
- Community Committee sub groups as required
- Chair of Armley forum

Recommendations

2 The Community Committee is asked to confirm appointments to the following:

- (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
- (ii) Committee Members to the Area Lead Member roles listed in section 3;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee as listed in section 3;
- (iv) One representative to the Corporate Carers' Group.

3 To agree a new Community Committee Sub Group structure and membership.

4 To nominate a new Chair for the Armley forum

1 Purpose of this report

- 1.1 This report outlines the Community Committee's role regarding appointments to: Outside Bodies; Area Lead Members; Children's Services Cluster Partnerships and the Corporate Carers' Group. In addition, the report invites the Committee to determine the appointments to these groups and organisations.
- 1.2 The report also asks Members to consider whether they would like to establish a sub group structure around the Community Committee to support the Committee's delegations and priority work streams.

2 Background information

2.1 Outside Bodies

- 2.2 In July 2004 Member Management Committee met to consider the allocation of appointments to each Area Committee. Attached at Appendix 1 are those organisations that Member Management Committee has determined should be made by this Community Committee.

2.3 Area Lead Members

- 2.4 In May 2013, Executive Board recommended that Area Committees appoint Area Lead Members, in accordance with the defined roles as subsequently presented to the Annual Council Meeting as part of the Council's Executive Arrangements.

2.5 Children's Services Cluster Partnerships

- 2.6 In June 2013, Member Management Committee resolved that the nomination of Elected Member representatives to the local Children's Services Cluster Partnerships be delegated to Area Committees for determination.

2.7 Corporate Carers' Group

- 2.8 In recent years Area Committees have been seen as the appropriate principle body by which local Elected Member representatives are appointed to the Corporate Carers' Group. Further information regarding the Group can be found at section 3 of the report.

2.9 Sub Groups

- 2.10 The Inner North West Area Committee had three sub groups covering Children & Young People, Environment and Planning. The Inner West Area Committee did not have themed sub groups but a General Purposes Sub Group to discuss matters outside of formal Committee meetings.

2.11 Armley Forum

- 2.12 The Armley Forum is a well attended community meeting held ten times per year. The role of Chair is currently vacant, and in accordance with the constitution the Community Committee is asked to nominate an Armley Ward Member to fill this position.

3 Main issues

3.1 Outside Bodies

- 3.2 The Community Committee is requested to determine the appointments to those Outside Bodies as detailed within Appendix 1. The Council's Appointments to Outside Bodies Procedure Rules are available to Members upon request.
- 3.3 The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Community Committee. Such appointments will then be offered on this basis.
- 3.4 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 Community Committee as a whole.
- 3.5 All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.6 Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.
- 3.7 A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles as described above.
- 3.8 Community 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.

3.9 Appointments 2014/2015

- 3.10 This year there are three appointments to be made in relation to the following organisations:-

- Inner West local housing advisory panel (Bramley and Stanningley)
- Mary Jane Butler Trust (Kirkstall)
- Bramley Poors Allotment Trust

3.11 Area Lead Member Roles

- 3.12 The Area Lead Member role aims to provide a local "lead" perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:

¹ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- To provide local leadership and champion the agenda at the Community Committee.
- To represent the Community Committee at relevant meetings, forums and local partnerships.
- To build links with key services and partners.
- To provide a link between the Community Committee and the Executive Member to ensure local needs are represented, issues are highlighted, best practice is shared and to facilitate local solutions to any issues.
- To maintain an overview of local performance.
- To consult with the Community Committee and represent local views as part of the development and review of policy

3.13 As set out in the Constitution, the Community Committee is invited to appoint to the following Area Lead Member roles, in respect of:

- **Environment & Community Safety**
- **Children's Services**
- **Employment, Skills and Welfare**
- **Health, Wellbeing and Adult Social Care**
- **Fuel Poverty Champion**

3.14 In recognition of the differing size of individual Community Committees and that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting two of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

Corporate Carers' Group

3.15 Under the Children's Act 1989, all local Councillors are corporate parents (usually referred to in Leeds as corporate carers), this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after). Executive Board has previously agreed a clearer framework for the corporate carer role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Carer' group. This core group includes representation from each of the 10 Community Committees in the city and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children. The group considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children.

3.16 Community Committee is asked to appoint one representative to the Corporate Carers' Group for the duration of the 2014/15 municipal year. Given the

development of the Area Lead Member for Children's Services, the Committee may deem it appropriate for these roles to be combined.

- 3.17 It should be noted that membership of the Corporate Carers' Group is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Carers' Group.

Children's Services Cluster Partnership Representatives

- 3.18 The Children's Services Cluster Partnerships evolved originally in response to the extended schools initiative, then as extended services partnerships but have evolved to be an integral part of the locality model which sit under the Children's Trust Board. They provide an inclusive partnership offer to our universal services in schools and children's centres. Increasingly, council services are being re-shaped to strengthen and develop relationships through the cluster model. The purpose of cluster partnerships is to:
- Enable local settings and services to work together effectively to improve outcomes for children, young people and their families, focusing on what will make the biggest difference in that area;
 - Build capacity to improve preventative / early help services to meet local needs;
 - Promote the ambition of a child friendly city across the locality.
- 3.19 In April 2011 the Children's Trust Board agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships which included elected members as standing members of the governance group for each partnership. Elected Members also sit alongside a senior leader (local authority partner) from the Children's Services directorate to be part of the Council's representation on each cluster partnership.
- 3.20 In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children's Services Cluster partnerships to Areas Committees. This was with the aim of establishing a clear formal link between Area Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.
- 3.21 The Community Committee is invited to nominate Members to each cluster partnership within their area. The table below sets out the suggested numbers, ward links and current representation as a basis for discussion:

Cluster	No of Elected Members suggested	Suggested Ward link	Current Elected Member Representation
Bramley	1	Inner West	C GRUEN Bramley
ACES (Armley cluster extended services)	1	Inner West	A LOWE Armley

Inner NW Hub	2	Inner West	J ILLINGWORTH 1 Vacant Kirkstall
		Inner North West	To be appointed by INW CC

Community Committee Sub Groups

- 3.22 The Community Committee may wish to establish a sub group structure to support the Committee's delegations, currently Environmental Service Locality Team and Youth Activities Fund.
- 3.23 The Inner North West Area Committee had three sub groups covering Environment, Planning and Children & Young People. The Inner West Area Committee had a General Purposes Sub Group that met six times a year to discuss matters outside of the formal committee meetings.
- 3.24 Appendix 2 outlines a proposed sub group structure the Committee may wish to adopt.

Armley Forum

- 3.25 The Armley Forum is a well attended public meeting held ten times per year and is a consultative forum of the Community Committee. In accordance with the constitution, forum Chairs should be appointed by the Community Committee. The role of Chair of the Armley Forum is currently vacant, and Armley Members are asked to nominate a new Chair.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This report facilitates the necessary consultation and engagement with Community Committee Members in respect of appointments to the designated positions, groups and Outside Bodies. Given that the Community Committee is the relevant appointing body, there is no requirement to undertake a public consultation exercise on such matters.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Both the Area Lead Member roles and the Corporate Carers' role aim to champion, address and monitor issues arising in their respective fields, whilst also providing clear links to the relevant Executive Member, Council service staff and partner agencies. As such, these roles would also look to address any equality, diversity, cohesion or integration issues arising in their specific areas.
- 4.2.2 Also, Council representation on Outside Bodies and Children's Services Cluster Partnerships will enable those appointed Members to act as a conduit in terms of promoting the Council's policies and priorities. As such, this would potentially include matters relating to equality, diversity, cohesion or integration.

4.3 Council policies and City Priorities

- 4.3.1 Council representation on, and engagement with those Outside Bodies, partnerships and organisations to which the Community Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

4.4 Resources and value for money

- 4.4.1 There are neither resource or value for money implications arising from this report.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, the power to Call In decisions does not extend to those decisions taken by Community Committees.

4.6 Risk Management

- 4.6.1 In not appointing to those Outside Bodies or Cluster Partnerships listed within the report, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

5 Conclusions

- 5.1 The Community Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 1.
- 5.2 In addition, the report invites the Community Committee to make appointments to Area Lead Member roles, Cluster Partnerships and Corporate Carers Group for the 2014/15 municipal year.

6 Recommendations

- 6.1 The Community Committee is asked to:
- 1 Confirm appointments to the following:
 - (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
 - (ii) Committee Members to the Area Lead Member roles listed in section 3;
 - (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee as listed in section 3;
 - (iv) One representative to the Corporate Carers' Group.
 - 2 Agree a new Community Committee Sub Group structure and membership.
 - 3 Nominate a new Chair for the Armley forum

7 Background documents²

7.1 There are no Background Documents associated with this report.

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² The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.