



Report of the Chief Democratic Services Officer

North West (Inner) Area Committee

Date: 2nd July 2009

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

Executive Summary

This report outlines the procedures for Council appointments to outside bodies, and the Committee are requested to consider and appoint to those bodies listed at Appendix 2 to the report.

1.0 Purpose of this Report

1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to :

- Agree the nominations to those organisations which fall to the Committee to make an appointment to.

2.0 Background

2.1 In April 2004 Full Council agreed that in future Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law.

2.2 Attached at Appendix 1 is the agreed Appointment Procedure Rules¹ that have been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and

¹ This Procedure is now incorporated into the Council's Constitution

places responsibility for appointment clearly with Elected Members both through this Committee and the Member Management Committee.

- 2.3 The **Member Management Committee** has responsibilities for Council Appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from all Outside Organisations seeking Elected Member representation
 - Determining the category of appointment which will govern which Committee will make the appointments
 - Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.
- 2.4 Full Council has agreed that due to the large number of organisations seeking Council representation, appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant **Area Committee**.
- 2.5 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Area Committee.
- 2.6 One of the delegated Member appointment functions which Area Committees had **previously** been asked to exercise was making Elected Member appointments to the Boards of Housing Management Arms Length Management Organisations. **However**, on the recommendation of the Executive Board, the Member Management Committee at its meeting on 22nd December 2006 resolved that in future appointments to the re-structured ALMO Boards (down from 6 to 3, with smaller numbers of Directors) would be made by the Member Management Committee itself, hence these appointments no longer appear in the schedule of appointments at Appendix 2.
- 3.0 The Appointment Procedure - Community and Local Engagement Category**
- 3.1 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder² 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 Area Committee. Such appointments will then be offered on this basis.
- 3.2 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.
- 3.3 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.

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

- 3.4 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 such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.5 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.
- 3.6 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.

4.0 Appointments 2009/10

- 4.1 This year there are twelve appointments to be made in relation to Bethel Elderly Day Centre Management Committee; Burley Lodge Centre – Committee of Management; Caring Together in Woodhouse and Little London; Ireland Wood Children's Centre Management Committee, ALMO Inner North West Area Panel and Area Based Partnership Groups.

Bethel Elderly Day Centre Management Committee

Bethel Elderly Day Centre is a registered charity, and company limited by guarantee which provides Day Care Services for those within reach of its premises on Victoria Rd, Leeds 6, mostly serving those in the Leeds 2, 4, 5, 6, 7 & 8 post code areas.

It was founded in 1992 by Pastor Mabel Parris and the elders of Bethel United Church to provide a centre sensitive to the cultural needs of the elderly of the Caribbean Community in Leeds, but always had a non-discriminatory policy, and presently benefits from a very diverse group of Service Users.

The services currently provided include a cooked meal, assistance with bathing, social activities and gentle exercise sessions.

The current officers of the Management Committee are:-
Dr. Doreen Illingworth – Chair
Pastor Mabel Parris – Treasurer and Assistant Secretary
Ms Amogene Parris – Secretary

This is an annual appointment and was previously filled by Doreen Illingworth who resigned as the Council's representative in 2008.

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 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

In terms of background information, Members may recall that Leeds City Council withdrew all funding to this charity and no longer refers people to the service. This was taken as a delegated decision in September 2008.

Burley Lodge Centre - Committee of Management

The Burley Lodge Centre originally began in 1981 as a base for advice, information and group activities. The centre was based in two back to back houses moving to its current building in 1996. The centre has a track record of providing youth work, advice and rooms for hire. In the last five years the Burley Lodge Centre has seen a great increase in activities in response to local consultation, including a counselling service and a community café.

These are annual appointments, and the Council's current representatives are **Councillor Hamilton** and **Councillor Ewens**. There is also a need for the Area Committee to fill an **outstanding vacancy** on this body.

Caring Together in Woodhouse and Little London

Caring Together in Woodhouse and Little London is a small registered charity supporting older people living in inner city Leeds and managed by a voluntary management committee made up of local older people and representatives of older people and representatives of local organisations. They work with volunteers of all ages.

The aim of Caring Together in Woodhouse and Little London is to offer non-bureaucratic and sympathetic services, advice and activities to support older people to live healthy, happy and independent lives.

Following the resignation of Councillor Ewens in 2008, there is a **vacancy** until June 2010 when the three year appointment will be reviewed.

Ireland Wood Children's Centre Management Committee

The aim of Ireland Wood Children's Centre Management Committee is to:-

- Enhance the development and learning of children primarily under statutory schoolage through the provision of inclusive and integrated full day care
- Offer a range of services including parent and child groups which reflect the needs of the local community
- Provide quality play opportunities to children aged 4 – 11 years in out of school and holiday care.
- Offering appropriate play and learning facilities and training courses with the right of parents to take responsibility for and become involved in the activities of the centre, ensuring that opportunities are offered to all children regardless of race, culture, religion, means, needs or ability.

- Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local area
- Instigating and adhering to and furthering the aims of Ireland Wood Children's Centre.

This is an annual appointment and the Council's current representative is **Councillor Bentley**.

ALMO Inner North West Area Panel

The four Area Panels in the West North West area cover the following areas:-

- Outer West - Calverley & Farsley, Pudsey and Farnley and Wortley
- Inner West – Bramley and Stanningley and Armley
- Outer North West – Guisley and Rawdon, Otley and Yeadon, Adel and Wharfedale and Horsforth
- Inner North West – Weetwood, Headingley, Kirkstall and Hyde Park and Woodhouse

Each Area Panel will work to Terms of Reference and a Code of Conduct.

Each Area Panel will consist of:-

- One Board Director
- Two local Ward members
- Six Tenants

The remit of the Area Panels is wide and encompasses several service areas. Area Panels will have a number of functions, ranging from monitoring services, influencing their design and being consulted on policy changes and making recommendations on change to these to the main Board.

Each Area Panel will be responsible for a budget which will cover:-

- Support for tenants groups
- Support for community groups
- Local environmental budgets
- Local Community safety budgets

These are annual appointments, and the Council's current representatives are **Councillor Illingworth** and **Councillor Hussain**.

Area Based Partnership Groups

In November 2008, the Council's Member Management Committee agreed that Member appointments to District and area – based partnerships should be categorised under the Appointments to Outside Bodies Procedure Rules (see Appendix 1) as 'Community and Local Engagement' appointments, to be made by

the relevant Area Committee. For governance and administration purposes, it has been decided to review these appointments annually, and details of this Committee's current appointments are set out later in the report.

At present, there are a number of area based partnership groups established as part of Leeds Initiative – the local strategic partnership. These are:

- Divisional Community Safety Partnerships
- Area Children's Partnerships
- Area Health & Social Care Partnerships
- Area Employment Enterprise and Training Partnerships

There are three of each of these theme based district partnership groups for the City, all broadly co-terminus with the three Area Management wedges of Leeds City Council. The exception to this is the Area Children's Partnerships, where there are to be five, corresponding to the former five Area Management wedges across the City.

These partnership groups have requested that each Area Committee in their patch nominate a local elected Member representative (or 'champion') to participate in the work of the partnership and act as the link between the partnership and the Area Committee.

Local, area - based partnerships make an important contribution in determining the local actions that can be taken to support the delivery of the strategic outcomes and improvement priorities set out in the Leeds Strategic Plan. The broad commitments and actions of these local partnerships are captured in each Area Committee's Area Delivery Plan (ADP), and they are accountable to the Area Committees for these commitments. The accountability and feedback to Area Committees will be through the regular monitoring reports on each ADP and through an annual report from the partnership group to each Area Committee. The Area Management Teams will support local Member involvement and facilitate Member representatives to raise any issues at their Area Committee as appropriate. It is further proposed that the minutes of all such partnership meetings are available to all Area Committee Members.

There is an expectation that Area Committee representatives will share their knowledge and intelligence of the area, to help shape and determine the priorities and action plans of the partnerships, ensuring they are complimentary and supportive of the Area Committees' ADPs. Direct participation by elected Members on these local partnerships will strengthen the role of Members and their voice as 'community champions' within our partner agencies, and overcome any perceived 'democratic deficit' there may have been. Elected Members participation will also help build the links between local partnership working and the work of the Council through the Area Committees.

The Committee's current designated partnership representatives, or 'champions', are as follows :-

- Divisional Community Safety Partnership – **Councillor Bentley**
- Area Children’s Partnership – **Councillor Ewens**
- Area Health and Social Care Partnership – **Councillor Chapman**
- Area Employment, Enterprise and Training Partnership – **Councillor Yeadon**

Members are requested to review the above appointments, and to re-appoint or appoint a new Member in respect of each Partnership.

5.0 RECOMMENDATIONS

- 5.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified in the Schedule at Appendix 2, having regard to the Appointment Procedure Rules outlined in this report and detailed at Appendix 1.

Background Papers

Appointment Procedure Rules