

**Report of the Chief Officer (Democratic and Central Services)**

**North West (Inner) Area Committee**

**Date: 28<sup>th</sup> June 2012**

**Subject: Local Authority Appointments to Outside Bodies**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Headingley, Hyde Park & Woodhouse, Kirkstall and Weetwood	<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 outlines the procedures for Council appointments to outside bodies, and the Committee is requested to consider and appoint to those bodies listed at Appendix 2 to the report

**Recommendations**

2. The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified at Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report and as detailed at Appendix 1.

## **1 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 determine the appointments to those organisations which fall to the Committee to make an appointment to.

## **2 Background information**

- 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. Attached at Appendix 1 is the agreed Appointments to Outside Bodies Procedure Rules.
- 2.2 The Member Management Committee has responsibilities for Council appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from 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.
- 2.3 Due to the large number of organisations seeking Council representation, Council agreed that appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant Area Committee.
- 2.4 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.

## **3 Main issues**

- 3.1 The Area Committee is requested to determine the appointments to those Outside Body appointments as detailed within Appendix 2.
- 3.2 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder<sup>1</sup> 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.

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

- 3.3 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 Committee as a whole.
- 3.4 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 2. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.5 Elected Members<sup>2</sup> 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 Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.6 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.
- 3.7 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 Appointments 2012-2013**

- 4.1 This year there are nine appointments to be made in relation to Burley Lodge Centre – Committee of Management; Cardigan Centre, Ireland Wood Children's Centre Management Committee, ALMO Inner North West Area Panel, Mary Jane Butler Trust and the Swarthmore Education Centre.

#### **4.2 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 it's 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 Akhtar** and a **vacancy** (Previously Councillor Ewens).

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<sup>2</sup> 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

#### 4.3 **Cardigan Centre**

The Cardigan Centre works in NW Leeds, particularly the inner-city neighbourhoods to facilitate social welfare, recreation, education and economic regeneration. It was established in the late 1980's, starting originally with a building used for community activities and to house small businesses.

The Centre is a registered charity and company limited by guarantee and is managed by a board of directors which employs the thirty two members of staff.

This is an annual appointment and the Council's current representative is:

**Vacancy** (Previously Councillor J Matthews)

#### 4.4 **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 school age 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 S Bentley.**

#### 4.5 **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:

**Councillors J Illingworth and J Chapman.**

#### 4.6 **Mary Jane Butler Trust**

The Mary Jane Butler Trust is a small trust with limited resources which makes small grants of normally no more than £250 at any one time. The area of benefit is Kirkstall Ward and grants are made to help people living in the area of benefit who "are in a condition of need, hardship or distress". Grants are normally made through a reputable organisation or person known to the trustees. There is no formal procedure for requests a simple letter normally suffices.

The Council's representatives are appointed on a four year basis, the current representatives are:

**Councillors B Atha and L Yeadon**

#### 4.7 **Swarthmore Education Centre**

Swarthmore Education Centre is a centre for lifelong learning, community projects, family learning sessions and children's activities with many other additional courses. The centre is a not for profit registered charity and a company limited by guarantee based in Hyde Park and Woodhouse.

This is an annual appointment and the Council's current representatives is:

**Councillor G Harper.**

## **4.8 Area Based Partnership Groups**

Following a decision by Member Management Committee in 2008, in recent years, Area Committees have appointed to area based partnership groups. Specifically, Area Committees have appointed Members acting as local 'champions' in respect of each theme based Leeds Initiative partnership group.

Given the significant reconfiguration which has been made to the structure of Leeds Initiative, the overarching matter of Elected Member representation in respect of Leeds Initiative is scheduled to be considered by Member Management Committee in the new municipal year. Following Member Management Committee's consideration of this matter, further details will be provided to Area Committees at the earliest opportunity.

## **5 Corporate Considerations**

### **5.1 Consultation and Engagement**

5.1.1 This report facilitates the necessary consultation and engagement with Area Committee Members in respect of appointments to the designated Outside Bodies.

### **5.2 Equality and Diversity / Cohesion and Integration**

5.2.1 There are neither equality and diversity or cohesion and integration implications arising from this report.

### **5.3 Council policies and City Priorities**

5.3.1 Council representation on, and engagement with those Outside Bodies to which the Area Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

### **5.4 Resources and value for money**

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

### **5.5 Legal Implications, Access to Information and Call In**

5.5.1 The matters detailed within this report are in relation to Area Committees' Council Functions, and as such, any decisions arising from it are not eligible for Call In.

### **5.6 Risk Management**

5.6.1 In not appointing to those Outside Bodies listed within Appendix 2, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

## **6 Conclusions**

- 6.1 Having regard to the Appointments to Outside Bodies Procedure Rules (attached at Appendix 1), the Area Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 2.

## **7 Recommendations**

- 7.1 The Area Committee is asked to confirm the appointments to those Outside Bodies identified within Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined within this report and as detailed at Appendix 1.

## **8 Background documents<sup>3</sup>**

- 8.1 Appointments to Outside Bodies Procedure Rules
- 8.2 Area Committee Procedure Rules
- 8.3 Area Committees' Terms of Reference

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<sup>3</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.