

ARMLEY COMMUNITY FORUM

TERMS OF REFERENCE

1. To promote existing services and facilities available to the people of Armley.
2. To seek to improve and develop the facilities already available to residents of Armley by bringing together service users and providers, the voluntary sector and other stake holders.
3. To give local people, community groups and ward members the opportunity to discuss wider issues affecting the community of Armley.
4. To disseminate information and raise awareness of the forum through the use of consultation and publicity of Leeds City Council's area committees.
5. To promote two way communication between the community of Armley, Elected Members and area committees of Leeds City Council.
6. To raise the profile of Armley within the Leeds area and make it an attractive and safe place to live.
7. To examine ways of bringing new employment training opportunities to Armley.

RULES OF THE FORUM

1. The Chair will be appointed by the Area Committee each year. A Vice Chair, Secretary, Treasurer and up to two Area Committee Co-optees shall be elected each year by a simple majority vote. Two Auditors plus signatories shall be elected each year at the May forum meeting by simple majority vote.
2. General Forum meetings shall be held on the 3rd Tuesday of each month and shall be publicly advertised.
3. Attendance at General Forum meetings shall be open to all.
4. Anyone attending the forum guilty of verbal or physical abuse of other members, councillors or officers attending the meeting shall be excluded from the meeting as requested by the chair and supported from the floor. In extreme cases further action may be taken and individuals removed from the mailing list.