

East Sunderland Area Committee

9th November 2009

Report of the Chief Executive

Area Committee Handbook

1. Why has it come to Committee?

1.1 During the development of the new Area Arrangements, the Area Arrangements Project Board began the development of an Area Committee Handbook to reflect the new arrangements and to facilitate the operations' of the Area Committees with their partners.

2. Description of Decision (recommendation)

2.1 Area Committee is asked to agree the adoption of the Area Committee Handbook 2009/10.

3. Background

3.1 In May 2009, at its workshop on New Governance Proposals, the Area Committee agreed to a number of partners being co-opted as members of the Committee. In addition, there was agreement in principle to the Committee having representatives of the local Voluntary and Community Sector as members.

3.2 To ensure effective participation in the refreshed governance arrangements, it was felt the production of a handbook to provide practical guidance to all those involved in the area Committee – Elected Members, members of the public, Service Delivery Partners and Council Officers.

3.3 The guidance in the Handbook should be read alongside the Council's constitution.

4. Background Papers

- Sunderland Strategy Delivery Plans
- Community Leadership Programme Project Board
- Updating Area Arrangements Project Board
- West Local Area Plan

5. **Contact Officer:** Nicol Trueman, Area Officer for Sunderland West
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Annex 1: Area Committee Handbook