

## **APPENDIX B**

# **Article 11 – My Neighbourhood Areas**

### **11.01 My Neighbourhood Areas**

After consulting with councillors, Council partners and members of the public, the Council decided to establish My Neighbourhood areas in order to strengthen communications with members of the local community and to increase their involvement in Council decisions about services which affect them.

### **11.02 Form, Composition and Functions**

- (a) **Membership.** My Neighbourhood areas consist of all councillors from the wards in each area identified in 11.02 (b) below.
- (b) **Boundaries/Names.** The current boundaries and names of the My Neighbourhood areas are as follows:

#### **1) Western Parishes**

Hoole, Longton and Hutton West, New Longton and Hutton East

#### **2) Penwortham**

Broad Oak, Charnock, Howick and Priory, Middleforth

#### **3) Central**

Farington East, Farington West, Lostock Hall.

#### **4) Leyland**

Broadfield, Buckshaw and Worden, Earnshaw Bridge, Leyland Central, Moss Side, Seven Stars, St Ambrose.

#### **5) Eastern**

Bamber Bridge East, Bamber Bridge West, Coupe Green and Gregson Lane, Samlesbury and Walton, Walton-le-Dale East, Walton-le-Dale West

### **11.03 Functions.**

Each My Neighbourhood area is responsible for drawing up a Community Improvement Plan to identify neighbourhood priorities. These plans shall be drawn up by elected members working alongside the public and the council's partners in the manner outlined in [4B](#).

### **11.04 Proceedings**

My Neighbourhood meetings shall be informal and would not normally be expected to have agendas and minutes.

## **APPENDIX B**

### **4B. MY NEIGHBOURHOOD AREA PROCEDURE RULES (STANDING ORDERS)**

#### **1. Appointment of Chairman and Vice-chairman**

- 1.1 Appointment of My Neighbourhood area chairmen and vice-chairmen shall be ratified by full Council following one nomination for each from the political group with the majority of seats from amongst the ward members representing each My Neighbourhood area for a period of one year following which it shall be reviewed.
- 1.2 In the event of an equality of seats within the My Neighbourhood area, appointment of My Neighbourhood area chairmen and vice-chairmen shall be ratified by full Council following one nomination from each political party from amongst the ward members representing each My Neighbourhood area to serve for a period of one year following which it shall be reviewed.
- 1.3 In the event of the position of chairman or vice-chairman of a My Neighbourhood area becoming vacant during a municipal year, the appointment of a new chairman or vice-chairman shall be made in accordance with (1.1 and 1.2) above.

#### **2. Removal of Chairman or Vice-chairman**

- 2.1 A My Neighbourhood area may remove the chairman or vice-chairman of the My Neighbourhood area during the municipal year if a motion submitted to full Council in accordance with Standing Order 9 (Part 4), is passed by a simple majority of those members present at the Council meeting at which it is considered.

#### **3. My Neighbourhood Meetings**

- 3.1 My Neighbourhood meetings shall be held up to four times annually. The date, time, location and number of meetings shall be decided by each My Neighbourhood area chairman in consultation with other local neighbourhood members.

#### **4. Community Improvement Plans**

- 4.1 My Neighbourhood area members shall work in conjunction with partners and the public to identify neighbourhood priorities and establish Community Improvement Plans.
- 4.2 Community Improvement Plans shall align with the Corporate Plan and the Local Development Framework and shall take into account existing plans such as those of Parish and Town Councils and other partners.
- 4.3 Community Improvement Plans shall identify actions and funding for small scale community improvements and shall be reviewed annually as part of the corporate budget process. Any expenditure shall be of a one-off nature and shall not generate further on-going revenue expense to the Council.

#### **5. Decision-making**

- 5.1 My Neighbourhood area decision-making shall be by delegation to the My Neighbourhood chairman in consultation with the Director of Development, Enterprise and Communities in accordance with Article 14.08.

