

Report of the Cabinet Member for Corporate Services

Minutes of Working Groups

Summary

1. This report presents the draft minutes of meetings of the Local Development Framework Working Group (LDFWG) and the Young People's Working Group (YPWG) and asks Members to consider the advice given by the Groups in their capacity as advisory bodies to the Cabinet.

Background

2. Under the Council's Constitution, the role of Working Groups is to advise the Cabinet on issues within their particular remits. To ensure that the Cabinet is able to consider the advice of the Working Groups, it has been agreed that minutes of the Groups' meetings will be brought to the Cabinet on a regular basis. In accordance with the requirements of the Constitution, draft minutes of the following meetings are presented with this report:
 - LDF Working Group of 9 January 2012 (Annex A)
 - Young People's Working Group of 16 January 2012 (Annex B)

Consultation

3. No consultation has taken place on the attached minutes, which have been referred directly from the Working Groups. It is assumed that any relevant consultation on the items considered by the Groups was carried out in advance of their meetings.

Options

4. Options open to the Cabinet are either to accept or to reject any advice that may be offered by the Working Groups, and / or to comment on the advice.

Analysis

5. At the Cabinet meeting on 10 January 2012, the draft Supplementary Planning Document (Controlling Houses in Multiple Occupation) was approved for consultation purposes. The minutes of the LDFWG of 9 January 2012 (Annex A) are therefore presented for information only.
6. Whilst there are no specific resolutions from the Young People's Working Group that require Cabinet approval, Members' attention is drawn to the work that has been carried out in respect of the next Children and Young People's Plan Annex B (minute 18), an update on progress towards the establishment of a Youth Cafe (minute 19) and the views of the Youth Council (minute 20).

Council Plan

7. The aims in referring these minutes accord with the Council's recognition that to achieve the priorities set out in the Council Plan it needs to be a confident, collaborative organisation completely in touch with its communities.

Implications

8. There are no known implications in relation to the following in terms of dealing with the specific matter before Members, namely to consider the minutes and determine their response to the advice offered:
 - **Financial**
 - **Human Resources (HR)**
 - **Equalities**
 - **Legal**
 - **Crime and Disorder**
 - **Property**
 - **Other**

Risk Management

9. In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report.

Recommendations

10. Members are asked to note the draft minutes attached at Annexes A and B and to decide whether they wish to respond and/or comment on any of the advice offered by the Working Groups.

Reason:

To fulfil the requirements of the Council's Constitution in relation to the role of Working Groups.

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**Report
Approved**

√ **Date** 24.02.2012

Specialist Implications Officer(s) None

Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex A – Draft minutes of the meeting of the LDF Working Group of 9 January 2012.

Annex B – Draft minutes of the Young People’s Working Group of 16 January 2012.

Background Papers

Agendas and associated reports for the above meetings (available on the Council’s website).