

Report of the Assistant Director Governance and ICT

Minutes of Working Groups

Summary

1. This report presents the minutes of meetings of the Local Development Framework Working Group (LDFWG) and the Equality Advisory Group and asks Members to consider the advice given by the Groups in their capacity as advisory bodies to the Executive.

Background

2. Under the Council's Constitution, the role of Working Groups is to advise the Executive on issues within their particular remits. To ensure that the Executive 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 Executive on a regular basis. In accordance with the requirements of the Constitution, minutes of the following meetings are presented with this report:
 - LDFWG of 14 February 2011 (Annex A)
 - Equality Advisory Group of 15 February 2011 (Annex B)

Consultation

4. 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

5. Options open to the Executive 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

6. Members are asked to consider endorsing the following recommendation from the LDF Working Group contained in the attached minutes at Annex A (minute 34 refers):

“That it be recommended to the Executive that the two sites be added to the list attached at Appendix 1 of the Biodiversity Report, as considered at the meeting on 10 January”

The sites concerned are the British Sugar Site and the Severus Hill Water Reservoir.

7. At the Executive meeting on 1 February 2011, approval was given for the Biodiversity Audit to be published as part of the LDF evidence base, including the lists of sites in Appendix 1 of the Biodiversity Report as Sites of Importance for Nature Conservation.
8. At the meeting of the LDF Working Group held on 10 January 2011, letters had been circulated from Atkins Ltd and Colliers International disputing the designation of the British Sugar site and the Severus Hill Water Reservoir. On 8 February 2011 the SINC panel had met to re-consider the SINC designations and subsequently these sites had been re-confirmed as SINC.
9. Those issues in the minutes of the LDF Working Group meeting of 14 February 2011 (Annex A) which relate to the City of York Local Development Framework – Core Strategy Submission Draft, were considered by the Executive on 1 March 2011 as the minutes were included as Annex F to that report.
10. Members are asked to consider endorsing the following recommendation from the Equality Advisory Group contained in the attached draft minutes at Annex B (minute 19 (i) refers):

“That it be recommended to the Executive that the Equalities Monitoring Form (attached as a minute annex) be adopted for use by all council departments”.

11. The Equalities Profiling Form has previously been considered by the Equality Advisory Group at their meetings on 11 November 2010 and 30 June 2010. The version recommended by the Group takes into account views put forward by representatives of organisations including the LGBT Forum.
12. Members are asked to consider the following recommendation from the Equality Advisory Group contained in the attached draft minutes at Annex B (minute 19 (ii)) refers:

“That it be recommended to the Executive that consideration be given to linking the alarms in the accessible toilets to the Warden

Call Service or, if this was not possible, to ensure that signs were placed outside of the toilets to alert members of the public as to the action that they needed to take if the alarm was activated.”

13. Members of the Equality Advisory Group are concerned that the emergency alarms are not currently linked to a source of help if activated and believe that this may give users a false sense of security. Although a light is activated, members of the public may not be aware that action needs to be taken to call for assistance and may assume that the system does this automatically.
14. Members’ attention is also drawn to the following recommendation from the Equality Advisory Group contained in the attached draft minutes at Annex B (minute 19 refers):

“That it be recommended to the Executive that the Council compile a comprehensive list of organisations that should be consulted when consultation exercises take place and that all council consultations be made available for organisations and members of the public to complete on the council’s website”.

15. Members of the Equality Advisory Group were concerned that when the Council had carried out consultation exercises, some organisations that could have made a contribution had been omitted. They also suggested that that all council consultations should be available for organisations and members of the public to complete on the Council’s website.

Corporate Priorities

16. The aims in referring these minutes accord with the Council’s corporate values to provide strong leadership in terms of advising these bodies on their direction and any recommendations they wish to make.

Implications

17. 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

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

Recommendations

19. Members are asked to note the minutes attached at Annexes A and B and to decide whether they wish to:
- a. Approve the specific recommendations made by the Local Development Framework Group and the Equality Advisory Group, as set out in paragraphs 6 to 15 above, and/or;
 - b. Respond to 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** 16/3/11

Specialist Implications Officer(s) None

Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex A – Minutes of the LDF Working Group of 14 February 2011.

Annex B – Draft minutes of the meeting of the Equality Advisory Group of 15 February 2011.

Background Papers

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