

**Executive**

19 January 2010

**Report of the Acting Head of Civic, Democratic and Legal Services**

**Minutes of Working Groups**

**Summary**

1. This report presents the minutes of a recent meeting of the Social Inclusion Working Group and asks Members to consider the advice given by the Group in its capacity as an advisory body 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 remit. 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.
3. Members have requested that minutes of Working Groups requiring Executive endorsement be submitted as soon as they become available. In accordance with that request, and the requirements of the Constitution, minutes of the following meeting are presented with this report:
  - Social Inclusion Working Group – draft minutes of the meeting of 2 December 2009 (Annex A)

**Consultation**

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

**Options**

5. Options open to the Executive are either to accept or to reject any advice that may be offered by the Working Group, and / or to comment on the advice.

## **Analysis**

6. Members are asked to consider the following recommendations to the Executive contained in the attached draft minutes at Annex A (Minute 24 refers):

- (i) *That the Group recommend that the Hate Incident Reporting Strategy be reviewed as a matter of urgency.*
- (ii) *That the Group recommend that the council works with partner organisations to ensure that a Community Cohesion Strategy is put in place as soon as possible.*

## **Corporate Priorities**

7. 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**

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 by the Board:

- **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 minutes attached at Annex A and to decide whether they wish to:

- a. Approve any specific recommendations made by the Social Inclusion Working Group, as set out in paragraph 6 above, and / or;
- b. Respond to any of the advice offered by the Working Group.

## **Reason:**

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

**Contact details:**

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**Chief Officer Responsible for the report:**

Alison Lowton  
Acting Head of Civic, Democratic and Legal Services

**Report Approved**

**Date**

**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 Social Inclusion Working Group held on 2 December 2009.

**Background Papers**

Agenda and associated reports for the above meeting (available on the Council's website).