
Executive

29 January 2008

Report of the Interim Head of Civic, Democratic and Legal Services

Minutes of Working Groups

Summary

1. This report presents the draft minutes of the Local Development Framework (LDF) Working Group held on 18 December 2007 and asks Members to consider the advice given by the Group in its capacity as an advisory body to the Executive.

Background

2. The revised Constitution agreed by Council on 27 April 2006 created a number of Working Groups whose role is to advise the Executive on issues within their particular remits. The Groups are:
 - Social Inclusion Working Group (equalities issues)
 - Young People's Working Group (young people's issues)
 - LDF Working Group (matters relating to the Local Development Framework)

The Constitution also includes a Protocol on Councillor Working Groups, which sets out rules and guidelines for the establishment and operation of Working Groups.

3. 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. The Executive has also agreed to receive minutes of the meetings of the Economic Development Partnership Board, which acts as an advisory body to the Council and to the Local Strategic Partnership.
4. At the Executive meeting on 4 December 2007, Members requested *"that, in future, draft minutes of Working Groups requiring Executive endorsement be submitted as soon as they become available.* In accordance with that request, minutes of the following meeting are presented with this report:
 - LDF Working Group – draft minutes of meeting on 18 December 2007 (Annex A)

Consultation

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

Options

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

Analysis

7. There are no resolutions within the attached minutes which require the specific endorsement or approval of the Executive. However, Members may wish to note in particular:
 - a) The Group's early stage comments on the proposed scope, purpose and content of the City Centre Area Action Plan (Minute 29 refers);
 - b) The Group's recommendations and comments in respect of Phase 1 of the City of York Strategic Housing Land Availability Assessment, and their delegation of the making of any consequent changes to this document to the Director of City Strategy in consultation with the Executive and Shadow Executive Members (Minute 30 refers).

Corporate Priorities

8. 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

9. 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 Working Groups:
 - **Financial**
 - **Human Resources (HR)**
 - **Equalities**
 - **Legal**
 - **Crime and Disorder**
 - **Property**
 - **Other**

Risk Management

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

Recommendations

11. Members are asked to consider the minutes attached at Annex A and to decide whether they wish to respond to any of the advice offered by the LDF Working Group.

Reason:

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

Contact details:

Author:

Fiona Young
Principal Democracy Officer
01904 551027
email:
fiona.young@york.gov.uk

Chief Officer Responsible for the report:

Colin Langley
Interim Head of Civic, Democratic and Legal Services
01904 551004

Report Approved

Date 15/1/08

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 held on 18 December 2007.

Background Papers

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