
Executive

26 April 2011

Report of the Assistant Director Governance and ICT

Minutes of Working Groups

Summary

1. This report presents the draft minutes of a meeting of the Local Development Framework Working Group (LDFWG) 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 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, draft minutes of the following meeting are presented with this report:

- LDFWG of 14 March 2011 (Annex A)

Consultation

3. 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

4. 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

5. Members are asked to consider endorsing the following recommendations from the LDFWG contained in the attached draft minutes at Annex A (minute refers):

“That the Executive be recommended to approve the proposed Strategic Flood Risk Assessment, included as Annex A to the report, for publication as part of the Local Development Framework evidence base, subject to the comments made by the LDF Working Group and the circulated table of suggested changes provided by Councillor Moore”.

and

“That it be recommended to the Executive that the making of any other necessary changes arising from the recommendation of the LDF Working Group prior to its publication as part of the Local Development Framework evidence base be delegated to the Director of City Strategy in consultation with the Executive Member for City Strategy”.

6. The comments received at the 14 March 2011 LDF Working Group and those comments received after the meeting are included within Appendix A1 and A2 to this report. Appendix A1 highlights the proposed changes and Appendix A2 highlights the comments where ‘no change’ is recommended.

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:

- **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 Annex A and to decide whether they wish to:
- a. Approve the specific recommendations made by the Local Development Framework Working Group, as set out in paragraphs 5 and 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.

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Report Approved ✓ **Date** 7 April 2011

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 LDF Working Group of 14 March 2011

Appendix A1 – Proposed Changes

Appendix A2 – Officer recommendation of “no change”

Background Papers

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