

APPENDIX 3

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	DEVELOPMENT MANAGEMENT COMMITTEE	20 JANUARY 2016	5

APPOINTMENT TO OUTSIDE BODIES/WORKING GROUPS

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

Where appropriate, Council has asked that the programme committees make nominations/appointments from within their respective memberships for working groups that are tasked with assisting in the delivery of particular projects that relate to the Development Management Committee matters.

RECOMMENDATION

The committee is invited to recommend nomination(s) to the working party, to be known as the Project Board in the delivery of the local listing of heritage assets, which is a specific project contained within the Council's adopted Built Heritage Strategy, 2015.

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	√	To Encourage Cohesive Communities (People)	
To Promote a Thriving Economy (Prosperity)	√	To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

A report has been considered by Council on 20th May 2015 which seeks recommendations from individual programme committees as to nominations for representation.

REPORT

1. The Council makes a number of appointments to outside bodies and 'internal working groups' in each municipal year. A report was considered at the last AGM, which is in line with the process undertaken each year. Council resolved *'That this matter stands referred to the next council meeting to allow the various programme committees the opportunity to recommend appointments from within their respective memberships for those outside bodies relating to the brief of their committee'*. In the case of the appointment of individual members to 'working groups', largely operated to deliver Council projects, the decision to appoint individual members rests with the appropriate parent committee. In this case, therefore, The Development Management Committee has the authority to appoint members to the working group in line with its terms of reference, approved in June 2015.
2. Development Management Committee is asked to nominate members, no less than two but no greater than three (including a possible substitute), to participate in the undertaking of a project, contained within the Built Heritage Strategy (Theme 1: Conserving the Built Heritage – Project 2). This relates to assessing the scope for the compilation of local lists of buildings and other assets. The initiative has been partly assisted by the provision of support funding from the Lytham St Anne's Civic Society. As such, the project will commence within this area but will be rolled out across the Borough in due course. The initial background work to establish a methodology for this work will, of course, be beneficial for the Borough as a whole.
3. The issue of potentially locally listing buildings or other assets will be undertaken in line with a process and protocol that is now to be developed. This will be based around that suggested by Historic England (tailored to meet local circumstances.) In undertaking the project, technical expertise will be required but equally, it is considered that member involvement would be to the advantage of developing the project. The purpose of the Project Board is to ensure that the processes, protocols and criteria for the potential selection of buildings is transparent, impartial, and objective and that checks and balances are put in place. Member involvement will assist in this process and their inclusion will effectively be on behalf of the Development Management Committee. It will also be an effective way of making relatively simple amendments to the process as the project proceeds.
4. It should be emphasised that apart from managing the technical procedures, the Project Board will not have any powers of decision making, rather one of making recommendations to the Development Management Committee. It is considered that the Board should comprise of Development Committee Members, professional officers – Fylde Council- (maximum of 2) and a representative of the Civic Society.
5. It is important that the members nominated to represent the Council on working groups have an appropriate interest in the body/partnership/subject, can commit to positively represent the Council/Committee and be available to commit the time to attend the majority of the meetings involved. It is envisaged that the Project Board will meet as necessary as a way of discussing issues and monitoring progress. It should not be particularly onerous in respect of the frequency of meetings.
6. The current protocol is that members are required to produce regular reports about the working group on which they serve, currently every six months. It is the intention that this information and progress of this initiative will be made available to the programme committee members on a regular basis. Officers will assist and support this process.

Development Management Committee – working group			
Outside body / partnerships	Role/Purpose	Frequency of meetings	Previous representation
Local Listings Project Board	To establish a process and protocol, to be applied to compiling a local list of heritage assets including buildings. To undertake research in this regard and to make recommendations to Development Management Committee in respect of the potential for local listing and related conservation issues.	When required	N/a

IMPLICATIONS	
Finance	There are no direct implications to The Council
Legal	There are no implications
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability and Environmental Impact	There are no implications
Health & Safety and Risk Management	There are no implications

LEAD AUTHOR	TEL	DATE	DOC ID
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LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Report to Council	20 th May 2015	Council web site