Subject: APPOINTMENT OF PROJECT ADVISORY GROUPS 2013/14: LOCAL DEVELOPMENT FRAMEWORK, ST JAMES’S AREA DEVELOPMENT AND INVESTMENT ADVISORY

Meeting and Date: Cabinet – 13 May 2013

Report of: David Randall, Director of Governance

Portfolio Holder: Councillor Paul Watkins, Leader of the Council

Decision Type: Non-Key

Classification: Unrestricted

Purpose of the report: For Cabinet to appoint three Project Advisory Groups and determine the membership of these as follows: Local Development Framework, St James’s Area Development and Investment Advisory

Recommendation:

1. That Cabinet appoints a Project Advisory Group (Local Development Framework) for the Council year 2013/14 on the basis outlined at Appendix A of the report.

2. In respect of 1, Cabinet is requested to determine who, if anyone, should represent the Dover and District Compact on the Group, and to confirm the nomination of Mr Barry Williams as the local business community representative.

3. That Cabinet appoints a Project Advisory Group (St James’s Area Development) for the Council year 2013/14 on the basis outlined at Appendix B of the report.

4. That Cabinet appoints an Investment Advisory Group for the Council year 2013/14 on the basis outlined at Appendix C of the report.

1. Summary

1.1 The Cabinet has annually appointed a Project Advisory Group (Local Development Framework) to advise the Portfolio Holder for Environment, Waste and Planning, and therefore the Cabinet, on the ongoing processes around the Local Development Plan. In particular, Cabinet is requested to consider who should represent the Dover and District Compact.

1.2 At its meeting held on 6 December 2010, Cabinet agreed that a Project Advisory Group (PAG) should be established to advise Cabinet in respect of proposals for the Dover town centre site at St James’s (CAB 65). The St James’s Area Development PAG last met in June 2011, but it is anticipated that there may be a need for it to meet again this year.

1.3 At its meeting on 12 January 2009, Cabinet agreed the establishment of an Investment Advisory Group (CAB 119). The PAG has not met since July 2010.
However, given recent developments in Cyprus, it is considered prudent to re-appoint the PAG for the Council year 2013/14.

2. **Introduction and Background**

2.1 The Council's Constitution (Part 3 – Responsibility for Functions) outlines the following rules concerning the appointment of Project Advisory Groups:

Unless otherwise agreed by Cabinet, an Advisory Group shall:

(a) comprise of 5 members including the appropriate Portfolio Holder who shall chair the Group;

(b) as far as possible, the Group will be appointed in accordance with the rules on political balance;

(c) particular regard shall be had to include a relevant ward Member on the Group.

*Local Development Framework*

2.2 In respect of the Local Development Framework (LDF), the PAG represents a wide range of interests and organisations. The Group is not a decision-making body but was established to advise the Cabinet via the Portfolio Holder on the preparation of the LDF and its associated documents. For example, the Group has considered all of the sites that were put forward by developers/landowners for inclusion in the Land Allocations Pre-Submission Local Plan. The period for representations on the Plan has now closed and Officers are considering all of the representations. Once this has been undertaken the next stage in the process will be to consider whether there is the need for any focused changes to the Plan prior to it being submitted to the Planning Inspectorate for independent examination.

2.3 Malcolm Barry from the Dover and District Compact was the voluntary sector's representative on the PAG before his resignation in April 2012. Cabinet is requested to consider who, if anyone, should act as the voluntary sector’s representative on the PAG.

2.4 Mr Barry Williams from the Dover District Chamber of Commerce currently represents the local business community on the PAG.

*St James's Area Development*

2.5 The PAG was originally tasked with considering proposals relating to the town centre site in order to advise Cabinet whether they are of a suitable standard and style, and appropriate for the location, taking into account issues such as scale, form, physical constraints and financial viability. The PAG comprises a range of Members from all parties. It is anticipated that the PAG may need to meet in 2013 in order to consider any design changes or alterations that may arise to the layout of the scheme in respect of lettings, operator or user interests which cannot otherwise be agreed.

*Investment Advisory Group*

2.6 The PAG was established in 2009 in the aftermath of the collapse of the Icelandic banks, to increase Member engagement in the Council's treasury management activities. As the situation settled down, the frequency of meetings declined.
Moreover, in September 2010, the PAG’s role in treasury management monitoring and reporting was assumed by the Governance Committee. In the light of these developments, it was decided that the PAG would be retained, but would meet only as necessary. Given continuing problems in the Eurozone, it is considered prudent to re-appointment to the PAG so that it can meet quickly in 2013/14 should the need arise.

3. **Identification of Options**

3.1 Option One – To appoint these Project Advisory Groups.

3.2 Option Two – To not appoint these Project Advisory Groups.

4. **Evaluation of Options**

4.1 It is recommended that Cabinet appoints all these Project Advisory Groups for the following reasons:

- The Local Development Framework PAG was set up with the specific purpose of advising the Portfolio Holder for Environment, Waste and Planning on the LDF process which is ongoing. Taking proposals direct to Cabinet would be time-consuming and lack the Planning expertise that exists within the PAG.

- The St James’s Area Development is also ongoing and it is considered important to engage cross-party support for the scheme’s proposals through the PAG. Taking proposals direct to Cabinet would be time-consuming and lack the cross-party element of the PAG.

- Although Cabinet could choose not to appoint the Investment Advisory PAG for 2013/14, it is considered prudent to do so for the reasons stated elsewhere.

5. **Resource Implications**

5.1 None.

6. **Corporate Implications**

6.1 Comment from the Section 151 Officer: Finance has been consulted and has no further comments to add (SJL).

6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted during preparation of this report and has nothing further to add.

6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications. However, in discharging their responsibilities, and when acting on behalf of the Council, Members are required to comply with the public sector equality duty as set out in section 149 of the Equality Act 2010.
Appendices

Appendix A – Proposed Composition of the Local Development Framework PAG
Appendix B – Proposed Composition of the St James’s Area Development PAG
Appendix C – Proposed Composition of the Investment Advisory Group

Background Papers

None.

Contact Officer: Kate Batty-Smith, Democratic Support Officer
APPOINTMENT OF PROJECT ADVISORY GROUP
(LOCAL DEVELOPMENT FRAMEWORK)

MAY 2013 APPOINTMENTS

Portfolio Holder for Environment, Waste & Planning

Chairman of the Planning Committee

A representative from the Scrutiny (Policy & Performance) Committee – to be determined outside Cabinet

A representative from the town councils – to be advised

A representative from the parish councils – to be advised

A representative from Dover Harbour Board – Mr Richard Christian

A representative from the local business community – Mr Barry Williams

A representative from the voluntary sector – to be determined by Cabinet

Officer representation – Chief Executive/Regeneration and Development Manager

Group Nominations (1 Member each)

Conservative Group: to be determined by Cabinet (currently Councillor S R Nicholas)

Labour Group: to be advised (currently Councillor S J Jones)
APPENDIX B

APPOINTMENT OF PROJECT ADVISORY GROUP

(ST JAMES’S AREA DEVELOPMENT)

MAY 2013 APPOINTMENTS

Portfolio Holder for Access and Property Management

Group Nominations (3 Members each)

Conservative Group: to be determined by Cabinet (currently Councillors S R Nicholas, R S Walkden and P A Watkins)

Labour Group: to be advised
APPENDIX C

APPOINTMENT OF INVESTMENT ADVISORY GROUP

MAY 2013 APPOINTMENTS

Portfolio Holder for Corporate Resources and Performance

Chairman of the Governance Committee

Chairman of the Scrutiny (Policy and Performance) Committee

**Group Nominations (1 non-executive Member each)**

Conservative Group: to be determined by Cabinet (currently Councillor P I Carter)

Labour Group: to be advised