

APPENDIX B

Scrutiny Review of the Gypsy Traveller Site Search Process – Cabinet Action Plan

(NB Only include the recommendations agreed, in the action plan)

Recommendation	Action already being undertaken	New Action Proposed	Timescale	Responsible Officer
1. The process must be clear about the implications of previous policies/decisions and relevant policy framework.	All decisions by Cabinet should give due regard to existing policies, decisions and applicable policy frameworks.	N/A	N/A	N/A
2. There must be clarity about leadership, and the respective roles and responsibilities of those involved in any future search process and relationship, whether member or officer led. This is vital for future accountability, and it is very important that there is transparency about who does what and clear terms of reference so that the purpose of any work is understood.	Currently there would be no immediate actions arising out of this recommendation as Cabinet had previously taken the decision on the 19th November 2015 to provide appropriate Gypsy Traveller provision through the current LDP process.	N/A	N/A	N/A
3. There must be clarity about the establishment and status of future Member Task & Finish Groups, and their appropriateness to assist executive decision-making. The terms of reference of any member (or indeed officer-led group) need to be clear, conveyed without ambiguity, and understood by all parties from the outset. It should be clear from the outset whether such method of working is confidential or otherwise, and implications for participating councillors in relation to interests and conduct.	No specific actions	N/A	N/A	N/A
4. Gypsy Traveller families should be involved, and views considered more significantly, at the earliest stage rather than at the end of shortlisting. In addition, the status of any meeting with the Gypsy Traveller community must be clear within the overall process.	Consultation has taken place with Gypsy Traveller families as a requirement of the housing needs assessment process.	The views of Gypsy Traveller families to be sought at the earliest stage, as part of the delivery of the Council's LDP and any future subsequent site search.	Dependant on LDP process but anticipated during 2016	Director of Place

5.	It is important that the authority does everything in its power to maintain positive relationships and ensure community cohesion as it moves forward. More work needed to be done to ensure awareness and understanding to counter any discrimination.	The Council already has clear policies in relation to Community cohesion and building sustainable communities in line with its corporate priority and further actions will emerge out of the LDP process.	N/A	N/A	N/A
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