



**Notice of a public meeting of  
Customer and Corporate Services Scrutiny Management  
Committee**

- To:** Councillors Williams (Chair), Galvin (Vice-Chair),  
N Barnes, Brooks, D'Agorne, Fenton, Gates, Looker and  
Reid
- Date:** Monday, 11 June 2018
- Time:** 5.30 pm
- Venue:** The Thornton Room - Ground Floor, West Offices (G039)

**AGENDA**

**1. Declarations of Interest**

At this point, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

**2. Minutes (Pages 1 - 6)**

To approve and sign the minutes of the meeting held on 18 April 2018.

**3. Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Friday 8 June 2018**. Members of the public can speak on agenda items or matters within the remit of the Committee.

To register to speak please contact the Democracy Officer for the meeting, on the details at the foot of the agenda.

### **Filming, Recording or Webcasting Meetings**

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Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

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#### **4. Attendance of the Executive Leader (Finance and Performance) - Priorities and Challenges for 2018-19** (Pages 7 - 12)

The Executive Leader (incorporating Finance and Performance) will be in attendance to discuss his priorities and challenges for the forthcoming year.

#### **5. Schedule of Petitions** (Pages 13 - 20)

This report provides Members with details of new petitions received to date, together with those considered by the Executive or relevant Executive Member/Officer since the last report to the Committee.

#### **6. Review of Changes to Scrutiny Committee Structure** (Pages 21 - 32)

This report provides an update on the implementation of the changes to this Council's scrutiny function, resulting from its review of 'Future Ways of Working in Scrutiny' completed in March 2017.

**7. Six-Monthly Review of One Planet York Strategy**

(Pages 33 - 38)

This provides a further update on the implementation of recommendations from One Planet York Scrutiny Review.

**8. Corporate Approach to Social Value** (Pages 39 - 52)

This report sets out work that is currently being undertaken across the Council in relation to Social Value.

**9. Draft Annual Scrutiny Report** (Pages 53 - 62)

This report summarises the work of the various committees for the municipal year June 2017 – May 2018, and asks Members to agree the report prior to its presentation to Council in July 2018.

**10. Draft Work Plan 2018-19 (including Potential Scrutiny Topics)**

(Pages 63 - 66)

Members are asked to consider the Committee's draft work plan for the municipal year.

**11. Urgent Business**

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

**This information can be provided in your own language.**

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

City of York Council

Committee Minutes

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Meeting	Customer and Corporate Services Scrutiny Management Committee
Date	18 April 2018
Present	Councillors Williams (Chair) [items 5 – 8], N Barnes (Substitute), Brooks, D’Agorne, Fenton, Flinders, Gates and Reid [in the Chair for items 1 – 4]
Apologies	Councillors Galvin (Vice-Chair) and Looker

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#### 45. Chairing the Meeting

Due to Chair’s late arrival and apologies sent by Vice-Chair, Councillor Flinders moved and Cllr Brooks seconded the nomination of Councillor Reid to chair the meeting until such time as the appointed Chair arrived. It was then

Resolved: That Councillor Reid be elected to chair the meeting until the arrival of the appointed Chair.

#### 46. Declarations of Interest

Members were asked to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests that they had in respect of business on this agenda.

No additional interests were declared.

#### 47. Minutes

The minutes from the meeting held on 22 January 2018 were presented to Members.

Councillor Flinders requested addition of the items in bold to the last bullet of item 43 (*Work Plan 2017 and Discussion on Further Potential Scrutiny Topics*):

- A six-monthly review of the One Planet York Strategy to include a briefing on how social value is considered **and achieved** with regards

to corporate investments and within the Council's commissioning, procurement and **divestment** policies.

Resolved: That the minutes from the meeting held on 22 January 2018 be approved and signed by the Chair as a correct record, subject to the amendments as set out above.

#### **48. Public Participation**

It was reported that there had been one registration to speak under the Council's scheme of public participation.

Marie Dowling spoke in relation to item 4 of the agenda (*Schedule of Petitions*), referring to Petition 101 (*Installation of a zebra or pelican crossing on York Road, Haxby*), due to be considered by the Executive Member for Transport and Planning on 17 May 2018. She highlighted the following arguments supporting the request for a pedestrian crossing to be installed on York Road:

- the petition had been signed by over 1,000 residents;
- a few incidents and near-misses (including children) on the road;
- location of two primary and one secondary school in the area;
- local public provision such as Older Persons Accommodation and sports facilities in the area.

In view of the submission made by Ms Dowling, Members requested that the minutes of this meeting relating to her participation and to relevant petitions' item be forwarded to the Executive Member for Transport and Planning in advance of his decision session held on 17 May 2018.

#### **49. Schedule of Petitions**

Members were presented details of new petitions received to date, together with those considered by the Executive Members, Officers and the Executive since the last report to the Committee. There was no Officer update to the report. Members were reminded that they would have an opportunity to review any actions taken in relation to petitions reported and that the role of the Committee was to ensure whether the petitions had been handled appropriately.

It was

Resolved: (a) That Petition 92 (*Petition on behalf of Friends of Holgate Community Garden and local residents in the Holgate Ward to Stop York Council from Bulldozing through Holgate Community Garden and Play Park*) be reviewed again by the relevant Directorate as part of the Masterplan Development.

(b) That a briefing note be provided on the following:

- progress on action point (v) (*That the use of enforcement to supplement the existing awareness-raising activities to reduce stationary vehicle idling in York be approved*) in relation to Petition 86 (*Petition for a Clean Air Zone*)

- length of waiting time on the Residents' Priority Parking waiting list in relation to 15-37 Albemarle Road

Reason: To ensure that the Committee carries out its requirements in relation to petitions.

## **50. Third Quarter Finance & Performance Monitoring Report**

*[At this point in the meeting, Cllr Williams returned in his capacity as the Chair]*

Members considered a report providing a high-level analysis for the services falling under the responsibility of the Customer and Corporate Services Scrutiny Management Committee, which included all corporate, strategic and business services. The Corporate Finance & Commercial Procurement Manager and the Shared Intelligence Bureau Group Manager were in attendance to answer Members' queries.

In response to Members' questions, the following information was clarified:

- there was no set time for managers to complete Performance Development Reviews (PDRs) on staff; the only requirement was that one PDR be completed every rolling 12 months;
- compared with Q2, the number of complaints that had been responded to within 5 days increased by approximately 4.6%.

Including the following in future reports was then suggested:

- additional information on the Freedom of Information (FOIs) requests where in-time compliance had not been achieved as well as FOI benchmarking figures in the end-of-year *Finance and Performance* report;
- more specific measures relating to staff morale and staff survey;
- classification of customer complaints & identification of complaint trends, particularly customer satisfaction with online services;
- update on CYC's digitalisation targets and progress on targets set as part of the "Re-wiring project" in 2014;
- quantitative benchmarking and quantitative performance comparison (fluctuations) with previous periods in the performance framework table;
- quantitative performance comparison with previous periods in the procurement performance table.

It was also suggested that the updated report on sickness absence, due to be considered by the Committee, included the following information:

- identification of departments / sectors with particularly high sickness absence;
- identification of work practice and varied terms & conditions on sickness;
- influence of the new self-service reporting system on sickness records.

Resolved: That the report be noted.

Reason: To update the Committee on the forecast position for 2017/18.

## **51. Update Report on Section 106 Agreements**

Members considered a report providing further information on the administration and monitoring of Section 106 agreements, including the implementation of the planning mitigation measures secured by those agreements. The Assistant Director for Planning and Public Protection, the Principal Planning Enforcement Officer and the Planning Enforcement Officer were in attendance to answer Members' queries.

The Officers explained that a simplified template had been designed to make the relevant S106 information more accessible for public view. However, it was not always possible to include all information in a simplified



table due to the differences in developers' requests within the S106 agreements.

On being requested for feedback, Members suggested the following:

- introducing the system showing the progress of S106 arrangements (e.g. tracked changes);
- working with other local authorities (and the Local Government Association) to see how the simplified S106 agreement template could be developed further;
- including the breakdown of financial sources in future case reports;
- including the high-level summary on the CYC website and providing more details about the S106 agreements upon request.

The Officers were thanked for their hard work in their efforts to make the detail of S106 agreements more accessible and it was

Resolved: That the information received in the report be noted and a further update be received in six months.

Reason: To ensure Members are aware of the follow-up of the agreed actions from the 2015/16 audit of Section 106 agreements and the anticipated further audit work during 2018.

## **52. Work Plan 2017/18**

Members considered the Committee's draft work plan for the remainder of the municipal year. It was

Resolved: (a) That item 2 of the meeting taking place on 14 May 2018 (*Update report on Attendance and Wellbeing Project: Sickness Absence*) be deferred to the meeting in June.

(b) That item 4 of the meeting taking place on 14 May 2018 (*Update report on ways of working in scrutiny and effectiveness of scrutiny*) be deferred to the meeting in June.

(c) That the work plan for the municipal year be approved, subject to the above amendments.

Reason:

(a) To allow for wider consultations with Members of the Overview & Scrutiny Committees and Members of the Council Management Team to take place.

(b) So that the end-of-year sickness absence figures can be included in the report.

(c) To keep the work plan maintained.

Cllr D Williams, Chair

*[The meeting started at 5.30pm and finished at 7.00pm]*

**Customer & Corporate Services Scrutiny  
Management Committee**

11 June 2018

**Report of the Executive Leader (Finance and Performance)**

This is a wider ranging portfolio which covers the majority of our corporate functions, customer services, and asset management. Some of the major priority areas are covered below.

**Financial Management**

Ensuring the Council's finances remain in a strong position is a fundamental priority for my Portfolio.

This consists of ensuring the accounts are completed effectively, that we have effective financial monitoring, and the preparation of revised Financial Strategy.

We again delivered an underspend of over £1m last year demonstrating that we are in control of our finances, at a time when the challenges are very significant, and one does not need to go too far to find some other public organisations struggling. This will allow us to invest some funds in some priority areas.

Our financial strategy approved in February of this year set out a wide range of affordable investment, with further investment in adult social care, in particular for winter pressures and delayed transfers of care, education psychology and traveller support.

This was in addition to a large additional programme of capital investment, and moving forward ensuring we deliver on a wide range of capital schemes, with a focus on frontline services such as highways, housing, drainage and street lighting, alongside making affordable investment in developing the economy of York through major regeneration schemes. Total capital expenditure in the present 5 year programme is forecast to be £315m. Together with the revenue budget this ensures continued investment in key frontline service delivery and supports the council's key priorities. It is through having strong financial health that we are able to then make the required prioritised investments we need to make for the City.

Together with the current members of the Leeds City Region (LCR) business rates pool the council submitted a successful application to be part of a pilot programme for 100% business rates retention.

This opportunity builds on many years of successful regional collaboration providing the opportunity to further develop existing relationships and processes to help in the move towards powers, resources and decision-making being undertaken at the optimum level to deliver a growing, inclusive economy.

### **Customer Services**

The service is involved with the effective collection of income, benefits administration and delivering improvement in key customer performance measurements to deliver the best possible customer experience. This Spring has seen the implementation of a pilot for booking for Council Tax and Housing Benefit customers to better manage resource and provide shorter waiting times and customer certainty.

Customer satisfaction has remained high year to date, with an average of 93.1% across all channels which is higher than last year (92.5%). Success with on-line services continue, with transaction figures for Revenues & Benefits now approximately 50,000 pa with over 60% in the Revenues area fully automating requiring no human intervention.

The digital rollout continues to be expanded to take in Register Office Services with their online solution currently been rolled out. This allows customers to book and pay for appointments online 24/7.

The website also continues to be developed the most recent enhancement (May 18) meaning customers using mobile phones now get the Google type search bar in the centre of their screen making it much easier to find the council service they require.

Collection levels are high in relation to Council Tax and Business rates with a combined annual collection exceeding £200 m. Business Rates and Council Tax collection remain high regionally and all collection rates surpass the national average performance figures. Performance levels for benefits processing times are the best in the region.

### **Human Resources**

Ensuring we support and develop our employees to be able to perform to the best of their ability is a key priority.

We have introduced new values for the Council, developed a workforce plan, and we will continue to support staff wellbeing. We have many excellent staff, and ensuring a skilled and trained workforce is critical to the organisations effectiveness.

However, I also recognise that we need to at times develop a stronger approach to issues such as absence – we have many areas of the Council who have very low absence rates that compare with the best organisations in the private sector – but also there are some areas where performance is not as I would like and we will look to provide targeted support in these areas.

### **Asset Management**

The agenda regarding the use of our assets and the regeneration of parts of the city in the coming years is extremely active, with a number of major projects shaping up for delivery (many of which such as York Central and Castle Gateway have been stalled for many years and we are now actively engaged in delivery). Executive agreed a new Asset Management Strategy in September 2017 and work has now started on crafting a detailed strategy for the use of those assets that sit in community settings, working with city partners to identify opportunities for service improvement and integration. A number of community asset transfers have been agreed by Executive to put some of these community assets such as playing fields and bowling greens into community control.

### **Major Projects**

There are a number of major projects already in train such as;-

York Central - partnership delivery of up to 2,500 homes and 100,000 sq m of commercial office space. Work is progressing well and a comprehensive consultation and engagement has just concluded with a report to June Executive recommending a masterplan to be submitted as an outline planning application in the late summer. A detailed planning application for the enabling road and bridge infrastructure will follow in the autumn with a view to construction starting on site in 2019.

Castle Gateway - development of the area around Piccadilly, Coppergate, Castle Car Park and St George's Field car park to expand the city centre and create new commercial and residential opportunities.

Following extensive public engagement through the My Castle Gateway project Executive agreed a masterplan and phased delivery plan in April 2018 and work is now underway to design a residential development on the Castle Mills car park site and a multi story car park on St George's field to free up the castle area, with submission of planning applications in the autumn and further public engagement on the design brief for new public open space around Clifford's Tower..

Guildhall - the Executive has recently restated its commitment to regenerating this iconic building and construction procurement will commence soon.

Mansion House - has now reopened to considerable acclaim with far greater public access than ever before being given to the House and the historic civic collection.

Community Stadium – work is fully underway on this project with the steel structure of buildings beginning to appear.

Housing delivery - Executive agreed a vision for the acceleration of the delivery of housing on public land. A report will be brought to Executive in July, setting out a business case containing proposals for site development and delivery mechanisms. This has significant cross over with the Housing Portfolio.

## **ICT**

We continue to deliver a range of projects including an updated version of email and Microsoft office to all staff and elected members, Skype for business, and a full refresh of our hardware estate focussed on maintenance and upgrade of infrastructure. We are also ensuring information security remains high as part of protecting CYC from new and ever changing cyber security threats. We identified, procured and implemented Trend security during 2016/17 which provides a constantly evolving suite of protection products including anti-ransomware.

### **Procurement of ICT Managed Services - update**

Following the approval by Executive on December 7th to work in collaboration with Harrogate Borough Council (HBC) a prior information notice (PIN ) was published in December to inform the technology providers of our intention to go to tender during 2018.

We received expressions of interest from 34 x companies who were invited into West Offices for a supplier session where we shared Harrogate and York's ambition.

Next steps will include working with the market space to establish our invitation to tender requirements with a view to award the contract early 2019.

## **Digital City**

We have continued to secure significant private sector investment in York to make the city a Digital City, with this leading to significant coverage in the press.

In terms of exploiting this digital platform, we have made some very good progress within the City, in particular linked to our transport and CCTV provision supporting the great work that Transport has led on that will also help support our future traffic management demands.

One of active themes to make the most of York's connectivity landscape is our Digital Inclusion work stream where we are working with Joseph Rowntree Foundation, Explore Centres, Customer Services, Workforce Development Unit and Regional groups as this work stream cuts across the city and our residents, communities, partners, businesses and our own staff base.

## **Other Areas**

The Portfolio also deals across all areas of the Council, providing a range of support and I would touch upon just a few matters within this Portfolio

- Supporting Savings and Change - supporting all directorates in delivery of savings plans, including changes in service delivery
- Effective Governance - working with Directorates on information security, complaints, performance data
- Procurement Compliance - supporting all services on Procurement issues, ensuring effective controls and compliance, and completion of a new procurement and commissioning strategy
- Compliance and Assurance - ensuring effective internal audit, , HR processes, and other systems and controls including ICT security
- Ensuring Effective Risk Management/ Project Management Across the Organisation

This is clearly a very wide ranging portfolio – ranging from leading the financial strategy, collecting council tax, providing a range of professional support, ensuring compliance, and managing our facilities. I am confident that we can approach the next year with optimism, built on a sound financial basis, and with an emphasis on the customer throughout everything we do.





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**Customer & Corporate Services Scrutiny  
Management Committee**

11 June 2018

Report of the Assistant Director - Legal and Governance

**Schedule of Petitions****Summary**

1. Members of this Committee are aware of their role in the initial consideration of petitions received by the Authority. The current petitions process was considered by the Audit and Governance Committee on 2 October 2014 and endorsed by Council on 9 October 2014. This process aims to ensure scrutiny of the actions taken in relation to petitions received either by Members or Officers.

**Background**

2. Following agreement of the above petitions process, Members of the Corporate and Scrutiny Management Policy and Scrutiny Committee (CSMC) had been considering a full schedule of petitions received at each meeting, commenting on actions taken by the Executive Member or Officer, or awaiting decisions to be taken at future Executive Member Decision Sessions.
3. However, in order to simplify this process Members agreed, at their June 2015 meeting, that the petitions annex should in future be provided in a reduced format in order to make the information relevant and manageable. At that meeting it was agreed that future petitions reports should include an annex of current petitions and agreed actions, but only following consideration of the petitions by the Executive or relevant Executive Member or Officer.
4. This was agreed, in the knowledge that the full petitions schedule was publicly available on the Council's website and that it was updated and republished after each meeting of the Committee.  
<http://democracy.york.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13020&path=0>

## **Current Petitions Update**

5. A copy of the reduced petitions schedule is now attached at Annex A of the report which provides a list of new petitions received to date together with details of those considered by the Executive or relevant Executive Member/Officer since the last meeting of the Committee in April. Further information relating to petitions which have been considered by the Executive Members/Officers since the last meeting are set out below:

### **Petition Number:**

#### **97. Petition from residents of Strensall objecting to proposals for waiting restrictions on Barley Rise, advertised as part of the Annual Review Process on 15 December 2017**

This 39 name petition was emailed to the Council on 2 January 2018. It was considered by the Executive Member for Transport and Planning on 17 May 2017, along with other objections within the Annual Review Process, when it was resolved that no further action be taken and the proposal was abandoned.

#### **101. We believe a zebra or pelican crossing needs to be provided on York Road, Haxby**

This 1,050 name petition (120 on paper and 930 online) was emailed to officers on 7 March 2018 and was considered by the Executive Member for Transport and Planning on 17 May 2018. The Executive Member gave approval for officers to investigate whether a crossing is justified on the section of York Road as suggested and, if a crossing is justified, to identify whether there is a suitable location. The outcome of this work will be brought back to the Executive Member for further approvals as appropriate.

### **The Process**

6. There are a number of options available to the Committee as set out in paragraph 7 below, however these are not exhaustive. Every petition is, of course, unique, and it may be that Members feel a different course of action from the standard is necessary.

### **Options**

7. Having considered the reduced Schedule attached which provides details of petitions received and considered by the Executive/Executive

Member since the last meeting of the Committee; Members have a number of options in relation to those petitions:

- Request a fuller report, if applicable, for instance when a petition has received substantial support;
- Note receipt of the petition and the proposed action;
- Ask the relevant decision maker or the appropriate Executive Member to attend the Committee to answer questions in relation to it;
- Undertake a detailed scrutiny review, gathering evidence and making recommendations to the decision maker;
- Refer the matter to Full Council where its significance requires a debate;

If Members feel that appropriate action has already been taken or is planned, then no further consideration by scrutiny may be necessary.

8. Following this meeting, the lead petitioner in each case will be kept informed of this Committee's consideration of their petition, including any further action Members may decide to take.

### **Consultation**

9. All Groups were consulted on the process of considering more appropriate ways in which the Council deal with and respond to petitions, resulting in the current process. Relevant Directorates are involved and have been consulted on the handling of the petitions outlined in Annex A.

### **Implications**

10. There are no known legal, financial, human resources or other implications directly associated with the recommendations in this report. However, depending upon what, if any, further actions Members agree to there may, of course, be specific implications for resources which would need to be addressed.

### **Risk Management**

11. There are no known risk implications associated with the recommendations in this report. Members should, however, assess the reputational risk by ensuring appropriate and detailed consideration is given to petitions from the public.

**Recommendations**

- 12. Members are asked to consider the petitions received on the attached Schedule at Annex A and as further outlined in this report, and agree an appropriate course of action in each case.

Reason: To ensure the Committee carries out its requirements in relation to petitions.

**Contact Details:**

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Chief Officer Responsible for the report:  
Andrew Docherty  
AD Legal and Governance

Report  
Approved



Date

23 May 2018

Wards Affected:

All



**Background Papers:** None

**Annexes:**

Annex A – Extract from schedule of petitions received and action taken to date

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
<b>97. Petition from Residents of Strensall objecting to proposal for waiting restrictions on Barley Rise, advertised as part of the Annual Review Process on the 15<sup>th</sup> December</b>	Emailed In on the 2 <sup>nd</sup> January 2018	39	Sue Gill  <i>to be considered along with other objections received within the Annual Review Process</i>	<i>Executive Member for Transport and Planning –.</i>	17-05-2018	No Further Action, proposal abandoned	
<b>99. Petition from patrons and supporters of The Sun Inn, Acomb Green, York, in objection to the proposed position of a new bus stop outside the property.</b>	Handed in at the Executive Member Decision Session – Transport and Planning on 15 March 2018.	116	Dave Mercer	<i>Executive Member for Transport and Planning</i>	12-07-2018		
<b>100. Petition presented to Cllr Aspden from residents of Arlington Road/Tamworth Road Permission Estate to adopt all highways on the Arlington Road/Tamworth Road Persimmon Estate.</b>	Handed to Cllr K Aspden and emailed to Neil Ferris/James Gilchrist 23.3.18.	144	Tony Clarke / Richard Bogg	<i>Executive Member of Transport and Planning</i>	12-07-2018		
<b>101. Petition emailed on 7.3.18 to officers. “We believe a zebra or pelican crossing needs to be provided on York Road, Haxby”</b>	Email and online petition sent on 7-3-18.	120 – paper 930 - online	Andy Vose	<i>Executive Member of Transport and Planning</i>	17-05-18	The Executive Member gave approval to Officers to investigate whether a crossing is justified on the section of York Road as suggested	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
						and, if a crossing is justified, to identify whether there is a suitable location. The outcome of this work will be brought back to the Executive Member for further approvals as appropriate.	
<b>102. Tanghall Lane Road Safety</b> "Even with the automatic crossing outside the co-op store, crossing Tanghall Lane can be dangerous. We call on York City Council to place traffic calming measures, the resighting of the automatic system and its replacement to a push button system"	EPetition	0	Tony Clarke	N/A	N/A	Note: Petition received 0 signatures. Tony Clark to contact lead petitioner with further information in response to the petition request	
<b>103. Approve more houses for lower income residents in York – CYC to change its planning permission procedures etc.</b>	Letter to Mary Weastell – forwarded to Neil Ferris	1011	Rachel Macefield	<i>Executive Member of Transport and Planning</i>	June / July subject to LP commitments	Acknowledged as part of LP consultation in the interim.	
<b>104. Petition requesting Residents Parking from Residents</b>	Handed to Sue Gill in Transport	32 signatures from 29	Alistair Briggs	<i>Executive Member for Transport and</i>	TBC		

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
of Main Avenue, First Avenue and Second Avenue		properties		<i>Planning</i>			

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## **Customer & Corporate Scrutiny Management Committee**

11 June 2018

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Report of the Assistant Director Legal & Governance

### **Review of Changes to Scrutiny Committee Structure**

#### **Summary**

1. This report provides an update on the implementation of the changes to this Council's scrutiny function, resulting from its review of 'Future Ways of Working in Scrutiny' completed in March 2017.
2. Members are asked to consider the issues raised and specifically whether they wish to extend the trial of the two Economy & Place Committees to the end of this municipal year.

#### **Background**

3. In September 2015 the then Corporate & Scrutiny Management Committee (CSMC) agreed to undertake a review to examine alternative committee structures to support the better delivery of this Council's scrutiny function, based on the following review remit:

'To review all options for revising the scrutiny committee remits, including the financial implications, in order to:

- Ensure an annual scrutiny workplan that better supports the Council's priorities
  - Improve the Council's scrutiny function and working arrangements;
  - Better balance the committees' workloads;
  - Increase corporate engagement;
  - Encourage more policy development work, and;
  - Allow for reactive scrutiny
4. The review looked at scrutiny arrangements in good practice authorities, identified a range of issues with the scrutiny arrangements in York and examined the advantages and disadvantages of five alternative options for committee structures.
  5. The review also highlighted a number of specific issues around the work of the Health Policy & Scrutiny Committee. It had completed only 9

scrutiny reviews since 2005, with the majority of its time spent on overview work, bringing together external health colleagues to discuss ongoing health issues within the city and region.

6. Having considered the findings of the review, CSMC identified two preferred options (Option iii – aligning committee remits with Directorates and Option iv – a new structure based on scrutiny functional roles) and sought feedback from the political groups and the corporate management team on those options.
7. Having considered the feedback, CSMC agreed to recommend scrutiny committees with remits in line with directorates, with the exception of Economy & Place Directorate which because of the size of the workload the Directorate was likely to generate, they agreed should be split across two policy & scrutiny committees. However after further consideration, CSMC agreed to propose one committee be responsible for all the services within the Economy & Place Directorate, which would have resulted in the number of standing Policy & Scrutiny Committees being reduced by one, leading to an annual saving of £4,200 i.e. one less Scrutiny Chair Special Responsibility Allowance.
8. Full Council considered CSMC's proposals in March 2017, and approved the terms of reference for the proposed new scrutiny committees, with the exception of that proposed for Economy & Place. In regards to that Directorate, Members agreed to trial Option iv (one of the original options), with two Economy & Place committees; one focussed on Policy Development and the other on Scrutiny, and agreed they should be piloted for 12 months and then reviewed.

### **Consultation**

9. Feedback on the pilot was requested from both Economy & Place Committees and the Corporate Director of Economy Place. The general consensus from members of the Economy & Place Policy Development Committee was that overall it had been successful, once they had taken time to undertake some overview of the various services areas. They were mindful that in some cases the work they had undertaken involved looking ahead at future medium term policy development opportunities which did not therefore lead to immediate policy/strategy recommendations, although it would overtime prove helpful in steering direction of travel. Feedback from members of the Economy & Place Scrutiny Committee was less positive, and concerns were raised about understanding their remit. Formal feedback from the Chairs of both Economy & Place Committees is shown at Annex A.

10. Feedback from the Corporate Director for Economy & Place is shown at Annex B.
11. Feedback from the new Health, Housing & Adult Social Care Policy & Scrutiny Committee suggests its members have felt unable to focus on health issues to the same degree as previously done, as a result of having both housing and crime and disorder as part of their remit.

### **Analysis**

12. The trial of the alternative way of working for the two Economy & Place Committees has led to mixed results. Where this council has previously been strong in holding to account Executive decisions and examining ways of working, the Economy & Place Scrutiny Committee has struggled to identify any subjects worthy of review. In contrast, where the Council's scrutiny function has previously been comparatively weak i.e. policy development, the Economy & Place Policy Development Committee has risen to the challenge and undertaken some useful and informative work over this municipal year. Both Committees were supported by the same senior officers, which suggests technical support from officers has not been a factor.
13. The workplan of the new Health, Housing & Adult Social Care Policy & Scrutiny Committee remains predominantly focussed on overview, and whilst the quantity of overview reports presented at a formal public meeting has been reduced (as a result of some papers being circulated by email rather than being included in a published agenda), its ability to challenge constructively is still a matter of concern. For example, the Committee recently considered proposals for the relocation of health services to a new Health Centre. Whilst the information provided did contain some consultation feedback, the Committee could have chosen to challenge the findings by complementing and contrasting the information provided against the views of some service users. Without such challenge the scrutiny process becomes ineffective and over time is likely to lead to external providers being less willing to participate.
14. It was hoped that the shift in focus of the Health, Housing & Adult Social Care Policy & Scrutiny Committee would assist the Committee in moving away from an excessive overview of health issues, and help concentrate its focus on only those health issues that were a strategic priority for the city. However, some of its members are uncomfortable with the change to its remit and would prefer to return to a Committee solely focussed on Health.

## Options

15. In light of the information received in this report, Members could:
  - (i) Extend the pilot arrangement with the two Economy & Place Committees for a further year running up to the local elections in 2019 to allow time for it to properly embed and in particular for the Economy & Place Scrutiny Committee to establish its area of focus more clearly now that it has operated for a year, or;
  - (ii) Request Council to formally end the pilot arrangement for the two Economy & Place Committees and revert to one Policy & Scrutiny Committee in line with that Directorate.
  - (iii) Consider any further changes it may wish to make to the council's scrutiny committees, in light of the comments in this report

## Implications

16. Legal – Overview and Scrutiny is a required function of local authorities in England and Wales. It was introduced by the Local Government Act 2000 which created separate Executive and Overview and Scrutiny functions within councils.
17. Those Councils operating executive arrangements are required to have an Overview and Scrutiny Committee composed of Councillors who are not on the Executive Committee, or Cabinet, of that council. Overview and Scrutiny Committees are required to meet the rules on proportionality defined in the Local Government & Housing Act 1989 (i.e. the committee must reflect the respective sizes of the political groups on the council).
18. This is a specific duty for the Council put in place measures that enable the scrutiny of Education, Health, Crime & Disorder & Flood Plans, although there is flexibility as to how this duty is met. In relation to Health specifically, the Council has a statutory obligation to scrutinise substantial developments of, or variations to, the health service in the council's area as well as NHS Bodies annual statement to the Care Quality Commission on how they have complied with the NHS core standards.
19. There are no Financial, HR or other known implications associated with the recommendation in this report.

## Risk Management

20. An effective and robust scrutiny function can go beyond the traditional adversarial and organisational boundaries and be a genuinely creative force in generating new policy and ways of working. It also enables the public to engage in the difficult choices a council has to make and can play a significant role in ensuring implementation is done correctly. Without a robust function fit for purpose, this Council is at risk of not being able to demonstrate how non executive members engage with the big issues facing the city and those shared across the country, or how the Council is equipped to tackle and challenge those issues in an open, inclusive and democratic way.

## Recommendations

21. Members are asked to consider the information contained within this report, including the options identified and make appropriate recommendations to Full Council, if required.

Reason: To ensure the most appropriate scrutiny model continues to be identified for York to ensure its effectiveness for the future.

## Contact Details

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Andrew Docherty  
Assistant Director Legal & Governance

Report Approved  Date 25 May 2018

### Wards Affected:

All

For further information please contact the author of the report

**Background Papers:** None

### Annexes:

- Annex A – Feedback from the Chair of Economy & Place Policy  
Development Committee & the Chair of Economy & Place  
Scrutiny Committee  
Annex B – Feedback from the Corporate Director of Economy & Place

**Abbreviations:**

CSMC - Corporate & Scrutiny Management Committee

CMT - Corporate Management Team

DMT – Directorate Management Team

## **Economy & Place Policy Development Committee**

### **Assessment of Trial Period 2017-18**

This Committee was formed at the start of 2017/18 and met from June of that year. As its Chair, I felt that I understood what would be needed but recognised that the emphasis on policy development as opposed to scrutiny would present challenges. It quickly became clear that there was some uncertainty (shared by officers and members alike) about how it would work and what it would do.

The Committee's first meeting centred on a discussion of its terms of reference and introductory presentations by the three Assistant Directors and the Programmes Lead Officer about the main workstreams of the directorate and the policy development process. It was envisaged that the Committee would use formal and informal meetings, workshops and discussions with partners and external advisors who have the relevant expertise and that its conclusions would both respond to the work of officers and inform future decision-making by the Executive. Members engaged in a useful preliminary discussion of the areas covered by the Assistant Directors and the Programmes Lead Officer.

The following meeting received two presentations on priorities and challenges for 2017/18, from the Executive Member for Economic Development and Community Engagement and from the Executive Member for Environment; both generated many questions and resulted in useful discussion. An informative presentation on CYC Fleet Emissions also produced questions and a decision to examine fleet renewal policy.

At our third meeting, a presentation on the medium-term future of urban transport from the CYC Transport Systems Manager added to members' awareness of the nature of car ownership and usage, the future of autonomous vehicles and the introduction of smart traffic control systems in which vehicles take a more active part in speed and junction control mechanisms. A report on the Impact of Arts and Culture on York's Economy initiated by the predecessor Scrutiny Committee was considered and it was decided to extend it to embody recent reports from NESTA and Sir Peter Bazalgette on the Creative Industries. A workshop on CoYC's Asset Management Strategy was arranged.

A presentation on priorities and challenges for 2017/18 from the Executive Member for Planning and Transport at the next meeting attracted some

public participation and generated both questions and a lively discussion which considered the impact of the emerging Local Plan. The report on Impact of Arts and Culture on York's Economy, now strengthened and emphasising CoYC's strategic role in this area, was accepted for presentation to the Executive.

An initial discussion of the MakeltYork SLA was held at January's meeting and, after discussion, it was agreed to hold an informal workshop to discuss a draft SLA. A report on CoYC Fleet Renewal, which had been discussed earlier at an informal workshop, was also considered and was approved by the Committee.

At the Committee's last formal meeting for 2017/18, the report on Asset Management Strategy was received, discussed and accepted. A presentation on Local Cycling and Walking Strategy by the Head of Transport generated many relevant questions and a lively discussion. A briefing on York's creative industries by the Head of Economic Development followed and stimulated a productive discussion.

Finally, an informal workshop on the draft MakeltYork SLA also generated a productive discussion and some observations on the initial draft document.

### Conclusions

A fuller appreciation of both the breadth and depth of discussion over a wide range of subjects can be obtained by reading the Minutes of each of the meetings. As Chair, my feeling is that many of the initial concerns about changing our way of working from the previous 'scrutiny-oriented' approach can be overcome - noticeable progress has been made, though there is still some way to go. Members are still not entirely clear that the Committee's work is essentially forward-looking and is about formulating approaches rather than specifying do's and don'ts in exact terms.

The discussion of the draft MakeltYork SLA has demonstrated that such agreements, designed to describe target behaviours as opposed to imposing specific performance figures, need a different approach – one which, while including only the relevant numbers-based metrics, relies more on its content, clarity of language and written style to evoke the required behaviour. One additional observation is that it would be helpful if the policy formation process could be linked more tangibly to the workplan of the Committee. Nevertheless, it has been satisfying to be able to achieve what has been done during 2017/18.



## **Assessment of Economy & Place Scrutiny Committee's Trial Period**

I was appointed chair of this scrutiny committee in May 2018, at the same time as it was set up under the trial way of working. What follows is a brief personal observation of the trial.

The first meeting of the committee served as a very useful introduction to the new way of working, and it was resolved that a task group should explore themes and topics that the committee might include in its work plan.

With the initial enthusiasm of the relevant directorate's officers, the task group were able to help inform an outline work plan of planned reports to the committee – alongside the committee's standing reports. This worked well as a starting point to the municipal year.

The challenge arose in trying to draw a dotted line between what the committee should then have reviewed as part of those reports, and what would be covered by the 'sister' committee as policy development. Councillors are, rightly, naturally enthusiastic to work out how they can scrutinise and develop subsequent policy to improve future council working.

This dotted line between the two committees meant that it was a challenge to do much more than review and oversee existing work, due to the dangers of duplication or crossing over into policy development. The result being that many reports from the initial task group's recommendations were scrutinised and noted, without much further action or work undertaken.

The committee also suffered from a drought of relevant Economy and Place scrutiny topics being submitted by members of the council, topics which could well have helped inform the work plan and resulted in task groups. This wasn't necessarily a result of the new way of working, but does highlight that scrutiny also relies on members' willingness to use the process.

In my opinion, to improve scrutiny of the Economy and Place function, there should be a single committee. We should not be afraid of the size of the directorate and a single committee would offer better synergy. Alternatively, should the council be minded to maintain two committees, the chairs and vice-chairs of the committee should be encouraged to undertake regular joint briefings to better map work plans. But my preference would be towards the former option.

In conclusion to this brief report, the 12 month trial resulted in standard scrutiny work being undertaken, primarily in overview of different topics. But

nothing that fundamentally impacted on the council's work, which would suggest the way of working needs more work or a change.

**Councillor Neil Barnes**

**Chair, Economy and Place Scrutiny Committee**

**16<sup>th</sup> April 2018**

## **Update on Ways of Working in Scrutiny & its Effectiveness**

### Feedback from Corporate Director of Economy & Place

Whilst both Scrutiny panels got off to a slow start and there was some inherent political scepticism as to the new structure because of the way it came into being, I believe the new structure has significant merit and should remain for another year to allow the trial to continue and then a new administration can take a view as to the organisation of scrutiny after next year's elections.

The Policy Development Committee which was initially considered to be the more radical proposal has in part due to the hard work of the chair being the most successful and really started to grasp and relish the role of looking at policy and thinking strategically about the Councils objectives. It is however early days and the potential for this scrutiny role is significant over the next few years following the submission of the Local Plan with a number of strategic documents now capable of starting the renewal process as we head towards plan adoption.

The power of this Committee is that it encourages Members to consider the levers they need to use to achieve their political objectives and also recognise the complexity of policy development with many actions, creating reactions or unintended consequences. This committee allows officers and members to explore these issues ahead of policy adoption so is politically quite a safe space.

The more traditional scrutiny committee has surprisingly not been as successful and confused policy and operational issues regularly. Its ability to scrutinise a number of operational performance issues has also been impacted by the fact that they are part of CSMC's remit i.e. sickness absence and budget allocation.

There is undoubtedly an officer element to this in that inviting scrutiny or constructive criticism in public is not easy but we have endeavoured to engage proactively with both Committees. It does however often bring into stark relief the level of resources the Council has and the impact that budget choices have on outcomes - perhaps something that possibly Members do not wish to explore, preferring to target specific areas of complaint.

In summary whilst I wouldn't want to say we have got it right, the scrutiny is I believe of a better quality. From a policy perspective, it is also concentrating on issues more strategic and relevant than previously.

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**Customer and Corporate Services Scrutiny Management Committee**

**Further Update of implementation of Recommendations from One Planet York Scrutiny Review**

<b>Recommendations</b>	<b>Implementation January 2018</b>	<b>Implementation as of June 2018</b>
<p><b>Recommendation B</b></p> <p>Communication of the One Planet York framework, vision and 10 principles are sustained across all media platforms and that widespread use of the One Planet York or One Planet Council logos is encouraged to demonstrate a united commitment in the One Planet York principles by City of York Council and our city partners.</p>	<p><b>One Planet York</b></p> <p>One Planet York has been widely promoted through:</p> <ul style="list-style-type: none"> <li>• A number of Buzz articles</li> <li>• Bi-monthly One Planet York news updates to subscribers</li> <li>• Regular OPY mingles — social events which provide an informal networking and skills share opportunity</li> <li>• Presentations at a number of ward committees</li> <li>• The One Planet York Twitter feed and Facebook page.</li> <li>• Discussion on the 2 Rivers community radio by the OPY chair</li> <li>• The annual One Planet York Expo</li> </ul>	<p>A One Planet Council Social Value Policy has now been developed and is currently going through our internal processes. The policy sets out our commitment to delivering additional social, economic and environmental benefits through the goods and services we provide. The policy will be discussed at supplier engagement events, which will help to further raise the profile of One Planet Council/ One Planet York and the council’s commitment to sustainability.</p> <p>Officers have been working with Cafe West and a local supplier of re-useable coffee cups. A communication campaign around</p>

	<p>Several organisations are now using the OPY logo (e.g. University of York’s annual OP Week / St Nicks / York Environment Forum / Public Health).</p> <p><b>One Planet Council</b> One Planet York has been promoted through:</p> <ul style="list-style-type: none"> <li>• A number of Buzz articles</li> <li>• A display board, encouraging staff engagement</li> <li>• A stall at the annual One Planet York Expo</li> </ul> <p>We are currently reviewing how we mainstream One Planet Council into the council’s operations and an essential part of this will be to make the One Planet Council vision central to the council’s narrative. As part of this, the programme has moved into the centralised Corporate Strategy and City Partnerships team.</p> <p>We are also looking at how to ensure that One Planet Council’s social and economic sustainability aims receive the same prominence as its</p>	<p>this will be publicised on multiple media channels.</p> <p>Conversations have begun with the One Planet York Leadership Group on rebalancing the principles to ensure they recognisably reflect economic, environmental and social outcomes.</p> <p>An event is being held on 12 June 2018, branded as a collaboration between One Planet York and the Health and Wellbeing Board. Entitled “Paradise Found – How one place can work for everybody” it will look at how a city can be a healthy place and consider the broad range of factors.</p>
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	environmental aspirations.	
<p><b>Recommendation K</b></p> <p>One Planet York notice boards, literature and static presentations are made available for ward committees interested in utilising the framework to further mobilise neighbourhoods / communities to get behind the OPY vision and to stimulate new neighbourhood conversations.</p>	<p>A variety of One Planet resources have been developed and are available for ward committees to utilise.</p> <p>We are currently in discussion with the Communities and Equalities Team and different officer groups across the council, to look at how best to promote the One Planet Framework within communities.</p>	<p>One Planet resources continue to be available on the Council's website.</p> <p>Initial discussions have been held with new Head of Communities and Equalities, to ensure the One Planet York framework is understood.</p>
<p><b>Recommendation L</b></p> <p>An elected member toolkit / resource pack is developed to assist ward committees, and is made available to community and voluntary groups to assist in making informed decisions within the One Planet York framework</p>	<p>A practical OPY toolkit is currently available for individuals and for businesses and can be found on the OPY web pages. Ward committees will be directed towards this resource.</p>	<p>The resources remain available on the council's website.</p> <p>Initial discussions have been held with new Head of Communities and Equalities, to ensure the One Planet York framework is understood.</p>

<p><b>Recommendation N</b></p> <p>That CSMC request a report on the Urban Living Pilot Project once this work has been completed.</p>	<p>The Urban Living Pilot is due to end in July 2018, at which point an update will be provided.</p>	<p>The University of York and City of York Council have established a unique City Environment Observatory (YCEO) to further our understanding of how health, well-being and economic issues are linked to the quality of the environment.</p> <p>Our pilot phase has been funded by the Research Councils UK and Innovate UK's Urban Living Partnership. Over the last 18 months, the YCEO has engaged with over a hundred York residents to understand the environmental themes that are most important to them. We have also identified the types of data needed to support effective-decision making and explored possible innovative future techniques for collecting data (e.g. sensor networks). To ensure that crucial information is available, City of York Council have created and grown the YCEO York Open Data</p>
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		<p>site (<a href="http://yceo.org.uk">yceo.org.uk</a>), which contains approximately one thousand openly accessible datasets relating to the environment and health and well-being. Finally, YCEO has been scoping the development of a decision-making support tool – YorDecision – that would allow users to draw on disparate data sources to answer their specific questions.</p> <p>Findings from the workstreams above have been provided back to RCUK for future rounds of funding bids.</p>
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**Customer & Corporate Services Scrutiny Management Committee**

11 June 2018

**Corporate Approach to Social Value****Purpose of Report**

1. At their January meeting members of the committee requested a report on the Corporate Approach to Social Value. This report sets out work that is currently being undertaken across the Council.

**Background and Analysis**

2. The Social Value Act requires all public bodies to consider how they might improve the economic, social and environmental wellbeing of their area when buying services above the Official Journal of European Union (OJEU) threshold (currently £181k for services and £4.5m for works). To comply with the Act, we must think about how what we buy, or how we buy it, could add these benefits.
3. The Act does not take a prescriptive approach and gives freedom to determine what additional benefit or value would best meet the needs to the local community, as well as giving suppliers opportunity to innovate. There is no “one size fits all” model and each procurement exercise needs to be dealt with on a case by case basis.
4. In 2014 a government review reported on progress made by public bodies on implementing the Social Value Act. The report reinforced that there is still further work to be done to support local authorities to achieve social value in practice. The government has also introduced a social value website which provides useful guidance, support and examples of best practice.
5. The term “Social Value” is generally recognised as being the achievement of extra social or community benefits through procurement. It involves thinking beyond the price of each individual contract and looking at the collective benefit to a community when a public body chooses who to award a contract to.
6. The application of a social value policy can also be used to promote inclusive growth by buying goods and services in a way that helps to create better jobs and strengthen skills and employability, which

contributes towards the attraction of wealth, enhancing economic growth and addressing poverty.

7. However, it is clear that as well as procurement activity, the Council can secure additional social value benefits through the use of its assets and the awarding of grants.
8. At its meeting on 28 September 2017 Executive agreed a council Asset Management Strategy that set out how the consideration of future use of assets seeks to balance social and financial value on a case by case basis. Some assets are specifically designated to deliver social outcomes through community asset transfers. Other surplus assets are disposed of in order to support programmes of service remodelling or regeneration which deliver social benefit.
9. The key principles in this strategy are:
  - a. Make best use of publicly owned assets across York
  - b. Encourage shared use of property resources
  - c. Minimise cost of occupation of land and buildings
  - d. Ensure assets comply with the Council's sustainability policies
10. The report also outlines how the Council has continued to transfer assets to the community where a community group are able to use the asset for improved community or social outcomes. It is acknowledged that there is not a one size fits all solution to shape community provision and that each area has a different starting point and has different needs. Rather than devising a high level, theoretical vision and trying to apply this top down approach across a range of different localities with different needs and starting point, a more detailed piece of work is being undertaken to understand:
  - a. Changing service delivery models in our people and place based services
  - b. The potential for collaboration with our partners in the city
  - c. The state of our estate, the future liabilities and the potential of our assets
  - d. Through engagement with our communities, to better understand what they value and what they need

### **CYC context**

11. The remainder of this report is focused on the approach to embedding social value within the council's procurement process and the work that is ongoing to help embed social value across the council, including communication and engagement and monitoring of our performance.

12. The council spends approx £140m every year with a range of suppliers. We believe that this expenditure should contribute as much as possible to the delivery of social value in the city. Whilst we have a number of good examples of using social value to drive out additional benefits, there is no clear statement, framework or agreed definition of what social value means to the council. CYC doesn't have an overarching social value policy or specific social value priorities against which activity can be planned, measured and evaluated.
13. The LGA peer review of procurement in June 2017 identified that whilst there were examples of procurement being used to achieve broader socio-economic objectives, for example employment and skills plans for construction projects, there was not a Council policy/toolkit relating to 'social value', including how to comply with the statutory obligations in this area such as the Social Value Act. Their recommendation was that this was something the Council should consider addressing.
14. In the absence of a corporate social value policy, the current process of achieving Social Value is variable and depends on the size and type of contract. The policy will enable a more consistent approach and strengthen the council commitment to delivering Social Value.
15. However, whilst there is no corporate social value policy, much of the One Planet Council initiative is about changing the way we work, so that we more carefully consider and balance the social, economic and environmental implications of the decisions we make.
16. One Planet Council seeks to make sustainability part of everyone's job and encourages officers from different service areas to come together to share ideas and work together. The draft social value policy attempts to add to, rather than replace, this existing council policy.
17. The draft policy attached at annex one to this report sets out our social value and inclusive growth priorities along with some examples of how they could be achieved. An action plan is being developed to create the additional guidance material, training, and other processes needed to implement the policy. These additional documents need to be easy to understand and any additional processes not too time consuming to achieve.

### **Opportunities**

18. The development of a policy will give contractors and residents a clear definition of expectations and requirements in the commissioning, implementation and evaluation of Social Value benefits. It will also ensure

we can focus social value initiatives on the delivery and support of council plan priorities.

19. We recognise that council influence extends beyond our core role through to local businesses, partners and other external bodies. In addition to securing more social value through our own contracts, we should also consider our role in providing wider support and engagement to encourage everyone to be responsible employers and address social value where possible.
20. The Council continues to offer local suppliers and businesses encouragement to engage in tenders through meet the buyer events and engagement with the Federation of Small Businesses and the Chamber of Commerce, as well as offering training and support where needed to submit good quality tenders. We also actively encourage suppliers to make use of the potential local supply chain. The Council pays suppliers promptly and expect this prompt payment to be delivered throughout the supply chain.
21. Social value should be deliverable, measureable and achievable and using social value as a tool to lever in additional benefits wherever possible should be seen as integral to the procurement process. In order to maximise the benefits from social value a consistent approach is needed across the council.

### **Challenges**

22. The policy needs support from senior managers and members to ensure it is embedded in day to day activity and that it remains prominent in the long term.
23. One of the main challenges identified is how we can measure and evaluate social value outcomes achieved. Social value measurement needs to be proportionate, appropriate and realistic. Striking the right balance is crucial to prevent the measurement process being too rigid or complex and slowing down day to day business activity.
24. We also need to understand that there may not be opportunities in all contracts to secure social value because of the need to achieve value for money and the need to consider the profitability of contractors.

### **What do we need to do?**

25. An action plan is being developed to include
  - a. Ongoing training, communication and engagement with managers and members.

- b. Engagement of suppliers, partners and other stakeholders in achieving more social value benefits for the city
- c. Development of more guidance and support for suppliers, particularly SME's and the voluntary sector.
- d. Developing an approach to monitoring and measuring social value outcomes
- e. Improved cross council working to avoid a disconnect between the contracting process and the delivery of social value benefits

### Implications

26. The financial implications of a greater focus on social value can't be accurately quantified. Whilst any additional costs should be relatively small, they could be justified by the wider benefit to residents and economic wellbeing of the city in general. Any additional costs would have to be identified from within existing budgets and this will be considered as part of the action plan.

### Next steps

27. An action plan will be developed and a final version of the policy taken to Executive for approval.

### Recommendation

28. Members are asked to note the contents of the report.

Reason: To update the Committee on the corporate approach to social value

<b>Author:</b>	<b>Chief Officer responsible for the report:</b>		
Debbie Mitchell Finance & Procurement Manager Tel: (01904) 554161	Ian Floyd Deputy Chief Executive / Director of Customer & Corporate Services		
	<b>Report Approved</b>	✓	<b>Date</b> 21 May 2018
<b>Wards Affected:</b> All			
<b><i>For further information please contact the author of the report</i></b>			

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## Social Value Policy

### Introduction

As a council we spend £140m on goods and services each year, more than any other organisation in the city. This provides the council with significant leverage to incentivise suppliers to be more sustainable in their practices and to encourage the organisations we buy from to deliver additional social, environmental and economic benefits to the city. The term 'Social Value' has been developed to refer to the achievement of these extra benefits through procurement and commissioning. Social value is a way of thinking about how resources are allocated, looking beyond the cost of a contract to the collective benefits the contract will deliver to the wider community.

This statement sets out City of York Council's commitment to embedding social value into its procurement and commissioning processes, creating a supply chain that helps us work towards our strategic priorities. As service delivery increasingly shifts to external providers, this will become ever more important part of the council's aspiration to become a more sustainable and resilient city.

The statement will also enable us to meet our legal obligations set out in the Social Value Act (2012). The Act requires all public bodies to consider how they might improve the economic, social and environmental wellbeing of their area when buying services above the OJEU threshold, currently £181k for services and £4.5m for works.

### Our social value priorities

Three key social value priorities have been identified: 'Strong Community', a 'Vibrant and Inclusive Economy' and a 'Healthy Environment'. These are the foundations of the One Planet York framework, which aims to drive progress towards a more sustainable and resilient city. Within this, One Planet Council makes a commitment to put economic, social and environmental sustainability at the heart of our organisation. These high level principles have been further broken down into a number of key objectives that we wish suppliers to contribute towards. Whilst these objectives are fixed, suppliers may propose to deliver social value in any number of ways. This is to cater for the varied nature of public sector contracts; encourage innovative approaches to service delivery; and ensure that any benefits meet specific local needs. There is no "one size fits all" model and each procurement exercise needs to be dealt with on a case by case basis.

Annex 1

The tables below set out our key objectives and provide examples of how suppliers may help us meet them. The examples and associated outcome measures are illustrative rather than exhaustive.

**1) Strong Community**

Objective	Examples of social value	Outcome measures
Investing in the health and wellbeing of communities	<ul style="list-style-type: none"> <li>• Providing health and wellbeing programmes for staff</li> <li>• Promoting education campaigns (for example, around debt or physical and mental health)</li> </ul>	<ul style="list-style-type: none"> <li>• Number of employees benefitting from health and wellbeing programmes</li> <li>• Campaign reach</li> <li>• Staff behavioural change</li> </ul>
Building capacity	<ul style="list-style-type: none"> <li>• Allowing voluntary sector organisations / community groups to make use of business premises</li> <li>• Providing pro bono consultancy to voluntary sector organisations e.g. marketing, digital skills, financial management, etc.</li> <li>• Establishing an employee volunteering scheme</li> </ul>	<ul style="list-style-type: none"> <li>• Number of hours premises rented out for</li> <li>• Number of hours of consultancy provided</li> <li>• Number of employee hours volunteered</li> </ul>
Supporting the most vulnerable residents & bringing communities together	<ul style="list-style-type: none"> <li>• Supporting employees who are vulnerable or on low income with their childcare</li> <li>• Engagement with community cohesion projects</li> <li>• Running or supporting befriending / mentoring schemes for vulnerable adults or children</li> </ul>	<ul style="list-style-type: none"> <li>• Number of employees benefitting from childcare</li> <li>• Number of community projects supported</li> <li>• Number of vulnerable adults or children supported</li> <li>• Number of hours volunteered</li> </ul>

Relevant One Planet Principles: Health & wellbeing, Strong resilient community, A city working together

## 2) Vibrant & Inclusive Economy

Objectives	Examples of social value	Outcome Measures
Supporting the local economy	<ul style="list-style-type: none"> <li>• Maximising the total spend within the local supply chain</li> <li>• Involving SMEs, voluntary sector organisations and social enterprises within the supply chain</li> <li>• Providing support to new businesses, SMEs, social or green enterprises or voluntary sector organisations</li> <li>• Attracting inward investment into the city or wider region</li> </ul>	<ul style="list-style-type: none"> <li>• % of total spend within the local supply chain</li> <li>• Number of SMEs etc. supported</li> <li>• Amount of inward investment achieved</li> </ul>
Helping residents to get good quality jobs and ensuring we have the workforce of the future	<ul style="list-style-type: none"> <li>• Creating new jobs within the local economy</li> <li>• Providing apprenticeships or work experience placements</li> <li>• Supporting young people to develop their skills (e.g. by providing training courses, mentoring, career guidance, talks, mock interviews, advice on CVs, etc.)</li> <li>• Offering curriculum support to schools</li> <li>• Providing training courses or workshops to improve digital literacy</li> </ul>	<ul style="list-style-type: none"> <li>• Number of jobs created</li> <li>• Number of apprenticeships or work experience placements provided</li> <li>• Number of young people supported</li> <li>• Number of schools engaged with and / or time committed</li> <li>• Number of digital literacy courses offered / reach of course</li> </ul>
Promoting equity and financial inclusion	<ul style="list-style-type: none"> <li>• Paying the Living Wage</li> <li>• Providing specific employment support to vulnerable or underrepresented groups, such as the long-term unemployed, ex-offenders, or individuals with disabilities</li> </ul>	<ul style="list-style-type: none"> <li>• Number of vulnerable individuals receiving support</li> <li>• % increase in pay for lowest paid staff or reduction in the pay gap between lowest and highest paid</li> </ul>

Annex 1

	<ul style="list-style-type: none"> <li>• Targeting recruitment of the one or more of the above groups</li> <li>• Increasing the rate of pay for lowest-paid staff</li> <li>• Supporting staff with additional needs by permitting flexible working</li> <li>• Working with schools to support children at risk of poor educational attainment or becoming NEET (not in education, employment or training), such as those in care</li> <li>• Providing guaranteed interview schemes for the unemployed</li> </ul>	<p>staff members</p> <ul style="list-style-type: none"> <li>• Number of staff with additional needs supported</li> <li>• Number of children engaged with</li> </ul>
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Relevant One Planet Principles: Decent standard of living, Education & opportunity, Fairness & inclusion, Sustainable food and materials

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### 3) Healthy Environment

Objective	Examples of social value	Outcome measure
Minimising waste, water usage and energy consumption	<ul style="list-style-type: none"> <li>• Reducing waste sent to landfill*</li> <li>• Maximising % of waste recycled*</li> <li>• Maximising use of renewable and/or low-carbon energy sources *</li> <li>• Supporting local sustainable transport initiatives</li> <li>• Minimising distance travelled to access services</li> <li>• Supporting or delivering environmental education campaigns</li> <li>• Maximising use of sustainable materials</li> </ul> <p>*should be considered in relation to the entire supply chain</p>	<ul style="list-style-type: none"> <li>• Reduction in waste sent to landfill by X% (compared to previous contract)</li> <li>• % of waste recycled</li> <li>• % reduction in energy usage (compared to previous contract)</li> <li>• % of energy from a renewable source</li> <li>• % of service users or employees travelling by sustainable modes of transport</li> <li>• Number / reach of environmental campaigns</li> </ul>
Protecting and enhancing the natural environment	<ul style="list-style-type: none"> <li>• Providing additional open space</li> <li>• Significant investment in trees and landscaping</li> <li>• Minimising the impact on air quality</li> <li>• Minimising noise pollution</li> </ul>	<ul style="list-style-type: none"> <li>• Amount of open space provided</li> <li>• Spend on trees / landscaping</li> <li>• Reduction in noise or air pollution compared to previous contract</li> </ul>
Supporting local and sustainable food suppliers	<ul style="list-style-type: none"> <li>• Maximising the use of locally-sourced, sustainable and / or fair-trade food</li> </ul>	<ul style="list-style-type: none"> <li>• % of food products that are locally-sourced, sustainable and / or fair-trade</li> </ul>

Relevant One Planet Principles: Zero carbon and sustainable transport, Zero waste, Land use and wildlife, Sustainable food, water and materials

### **Why have we developed a social value policy?**

- To maximise the value we obtain from public spending
- To reduce demand on services, by encouraging suppliers to support our strategic priorities
- To meet our legal obligations
- To help support local businesses and the voluntary sector
- To enable us to deliver social value in a manner that is consistent and measurable

### **What will success look like?**

- An increase in the number of procurements that include social value in their specification and bid evaluation
- Social value is discussed at all meet the buyer events and throughout the pre-procurement stage
- Managers, members and suppliers are aware of what social value means and how they can help deliver it

### **How will we incorporate social value into the procurement process?**

Separate guidance will be developed to ensure that social value is fully embedded into procurement processes. Ongoing support and training will be provided for managers and members. We will engage with suppliers, partners and other stakeholders to ensure they are fully aware of what social value means and how they can contribute. Additional guidance and support will be offered to SME's and voluntary sector organisations.

### **When should the policy be applied?**

The policy should be considered when buying goods or services over the value of £100K. The degree of consideration should be proportionate to the value of the contract. At least 10% of bid scoring should be allocated to social value. An exception must be sought if this is to be waived.

### **How has the policy been developed?**

The priorities set out in this social value policy reflect the principles underpinning One Planet Council and One Planet York. Both initiatives seeks to mobilise the city towards a more sustainable, resilient and collaborative future, with a vibrant and inclusive economy, strong community and healthy environment. One Planet Council addresses this from our own internal organisational perspective, whilst One Planet York is externally-focused and concerned with mobilising the city. At the centre of the two initiatives are ten key sustainability principles:

The ten principles are:

- Decent standard of living

## Annex 1

- Education and opportunity
- Fairness and inclusion
- Health and wellbeing
- Strong resilient community
- A city working together
- Zero carbon and sustainable transport
- Zero waste
- Land use and wildlife
- Sustainable food, water and materials

The social value objectives that have been identified accord with these principles. The policy also draws heavily upon the Council Plan (2014-19) priorities and a number of other strategic documents. In particular, the policy supports the council's ambition:

- to create a prosperous city for all
- to create happy, healthy and resilient communities
- that everyone has access to opportunities regardless of their background
- to support the environmental sustainability of the city

The policy promotes the council values of working together to improve and make a difference.

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## Customer & Corporate Services Scrutiny Management Committee

11 June 2018

Report of the Assistant Director of Legal and Governance

### Draft Annual Scrutiny Report 2017-18

#### Summary

1. This Draft Annual Scrutiny Report summarises the work of the various Committees for the municipal year June 2017 – May 2018, and asks Members to agree the report prior to its presentation to Council in July 2018.

#### Background

2. This committee is charged with monitoring overall performance in relation to scrutiny work and providing an Annual Report to Full Council. The last Annual Report for the period June 2016 – May 2017 was presented to this Committee on 12 June 2017 and to Council on 20 July 2017.

#### Consultation

3. Consultation was not required for the production of this Annual Report. However, consultation is an important element of scrutiny and is regularly carried out in support of all scrutiny reviews.
4. The final reports produced for each of the reviews completed during the period June 2017 – May 2018 detail all of the work undertaken, including any consultation carried out. Those final reports and all supporting information can be viewed in full at:

<http://modgov.york.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13029&path=13028>

#### Scrutiny Reviews in 2017-18

5. In the last municipal year Members of the **Customer & Corporate Services Scrutiny Management Committee (CSMC)** completed one scrutiny review.

6. Electoral Arrangements.

This review began in July 2016 following CSMC's consideration of an overview report on electoral arrangements, and while Members acknowledged that overall the current arrangements in York were working effectively, they agreed to carry out a scrutiny review to examine ways of maximising the number of people eligible to vote and improving the performance of the count while maintaining a high standard of accuracy. Over a series of meetings the Task Group considered a number of issues including the impact of Individual Electoral Arrangements; creative solutions to improving performance at the count; the requirements of the Higher Education and Research Bill which allows the Electoral Services manager to reach a data sharing agreement with York's two universities; and further exploring the availability of larger venues in the city to improve performance at the count. The Task Group also met the Electoral Commission Regional manager and the Electoral Services Manager from Sheffield City Council to help further inform their deliberations. The draft final report was considered by CSMC in November 2017 when Members made three additional recommendations around review of count procedures; review of resources available and examination of targeted response times for the receipt of postal votes, before the final report and review recommendations were submitted to the Returning Officer.

7. The **Economy & Place Policy Development Committee** carried out two reviews during 2017-18.

8. Impact of the Arts and Culture Sectors on the Economy of York.

In July 2016 the former Economic Development & Transport Policy and Scrutiny Committee agreed to carry out a review on the impact of the arts and culture sectors on the economy of York, with the aim of understanding the value and impact of the arts and culture sectors on York's economy and identifying how their impact could be increased and additional high-value jobs might be created in the city. The objectives were to promote cultural amenities in the city for the purpose of attracting economic investment, leading to an increase in high-value jobs and the retention of high-quality employees; examine the City Council's role within those sectors and assess what further interventions the Council could undertake to support those sectors, and to identify ways to facilitate more and better joint working among cultural organisations. The review continued into the 2017/18 municipal year during which time, the Task Group consulted widely with leading arts and culture organisations, and the business community. In January 2018 the final report arising from the review was presented to the Executive, with a number of key recommendations e.g. the Council should demonstrate its commitment to

the city's cultural sector by progressing the development and promotion of a clearly defined Cultural Strategy with the Cultural Leaders Group, with the Council showing leadership in its creation and adoption; and as part of renewing MIY's Service Level Agreement, the Council should clarify the role of Make It York in supporting York's cultural sector and offer etc.

9. Renewal of Make it York's Service Level Agreement

In January 2018 the Committee received an overview of the issues around the renewal of Make it York's Service Level Agreement (SLA). Using the information learnt through their Arts, Culture & Economy Review, they went on to hold a number of additional meetings to identify the appropriate principles and priorities that would inform the drafting of a new SLA for Make it York.

10. The **Economy and Place Scrutiny Committee** did not carry out any reviews during the municipal year, and instead focussed their time on their overview work listed below in paragraph 21.

11. The **Health, Housing & Adult Social Care Policy & Scrutiny Committee** was involved in one review during 2017-18.

12. NHS Engagement Scrutiny Review

In June 2017 the Health, Housing and Adult Social Care Policy and Scrutiny Committee agreed to undertake a review aimed at improving engagement with NHS organisations. A Task Group appointed to carry out this work began by considering current legislation and guidance and different working models and practices adopted by health scrutiny bodies within other local authorities to ensure that the interests of citizens are best safeguarded by the function of the scrutiny committee. The aim is to develop a list of criteria against which health scrutiny can in future review all commissioning activities of NHS organisations, with a clear set of guidelines making clear the categories of commissioning decisions the committee would expect to be informed of in the future. Key stakeholders identified of contributors to the progress of the review were Vale of York Clinical Commissioning Group; York Teaching Hospital NHS Foundation Trust; Tees, Esk and Wear Valleys NHS Foundation Trust; City of York Council and Healthwatch York. After a series of meeting with representatives from these key partners an initial draft engagement protocol was considered at a meeting in March 2018 and this has been circulated to health partners to be shared with senior officers for their consideration. The review is expected to be completed in summer 2018 when the Health, Housing and Adult Social Care Policy and Scrutiny Committee Chair will be asked to invite representatives from all partner

organisations to a meeting to discuss, refine and agree the protocol.

13. Finally, the **Children, Education and Communities Policy & Scrutiny Committee** carried out a review during the municipal year.

#### World War One Commemoration

In July 2017, the Children, Education & Communities Policy & Scrutiny Committee considered a Council Motion proposed in March 2017 concerning the planning of an overall strategy for the Council's commemoration activities. A Task Group formed to carry out this work agreed that the Council's primary role should be to facilitate the coordination of a programme of events organised by others, and help in the promotion of those events to residents and visitors. They also contacted numerous city organisations to understand what if any plans were already in place across the city, to gather their views and record their plans. The final report and recommendations which reflected the appreciation of York residents to all those who sacrificed so much during the conflict were endorsed by the full Committee in January 2018 and by the Executive later the same month.

#### **Supporting the Council Plan 2015-19**

14. All of the reviews carried out during 2017-18 (identified above) took account of the Council's need to be inclusive and ensure equality in accessing the services being reviewed. Each review also supported a number of the council's other improvement priorities and direction statements:
15. The following reviews were directly linked to the 'Prosperous City for All' element of the Council Plan:
  - Impact of the Arts and Culture Sectors on the Economy of York;
  - Renewal of Make it York's Service Level Agreement
16. The following reviews were directly linked to the 'Focus on Frontline Services' element of the Council Plan:
  - NHS Engagement
  - Renewal of Make it York's Service Level Agreement
17. The following reviews were directly linked to the 'Council That Listens to Residents' element of the Council Plan:
  - NHS Engagement
  - Electoral Arrangements

- World War One Commemoration

### **Finance & Performance Monitoring**

18. Throughout 2017-18 the Policy & Scrutiny Committees received regular quarterly monitoring reports relating to the council's performance and finance management, in service areas specific to their individual remits.
19. In addition, they also received other monitoring reports specific to their individual terms of reference, as detailed below:
20. The **Customer & Corporate Services Scrutiny Management Committee** considered a Schedule of Petitions at each meeting and other overview and updates reports throughout the year i.e.:
  - Annual Scrutiny Report for 2016-17;
  - Future Governance of North Yorkshire Fire and Rescue;
  - Section 106 Agreements;
  - Attendance and Wellbeing Project (Sickness Absence);
  - Delivery of ICT Strategy;
  - Financial Inclusion;
  - Annual Review of Complaints;
  - Customer Relations Management System;
  - The Annual Scrutiny Report for 2015-16.
21. The **Economy & Place Scrutiny Committee** received a number of overview reports, looking at:
  - The impact of new developments on air quality
  - Building control and fire risks
  - Progress on Allerton Park Waste Recovery Treatment Centre
  - Implementation of the council's flood defence action plan
  - Emergency Planning
  - The Park & Ride contract
  - The Economy & Place Directorate's use of volunteers and their integration into service delivery
  - The work of BID
  - The work of Make it York
22. The **Economy & Place Policy Development Committee** has also assisted officers in the formation of a draft emissions policy; been consulted on the strategic management of CYC's commercial portfolio and the development of the Council Asset Management Strategy; and considered the medium term future of urban transport and what that

might mean for the city.

23. The **Health, Housing & Adult Social Care Policy & Scrutiny Committee** has a statutory role to review and scrutinise the impact of services and policies of key partners on the health of the city's population. As such it received updates on:
- York Health and Wellbeing Board;
  - Safeguarding Arrangements;
  - Residential, Nursing and Home Care Services;
  - Healthwatch York Performance;
  - Plans to cope with winter pressures;
  - York Hospital's winter experience;
  - Decisions taken on smoking cessation and their impact;
  - The Retreat Action Plan following CQC inspection;
  - York's Future Focus Programme
  - Be Independent;
  - Progress of Humber, Coast and Vale Sustainability and Transformation Partnership;
  - Elderly Persons' Homes programme;
  - York Teaching Hospital CQC inspection
  - Increase in mental health Crisis calls handled by NY police.
24. The Committee were also consulted on a number of health topics:
- Proposed new mental health hospital for York;
  - York Hospital's financial situation;
  - New Mental Health strategy for York
  - Priory Medical Group proposals to relocate services to Burnholme Health Campus.
25. To satisfy the Housing and Community Safety elements of the Committee's expanded remit they also received reports on:
- Safer York Partnership;
  - Implications of Homelessness Reduction Act;
  - Fire Safety and Housing;
  - Housing Allocations Policy and Choice-Based Lettings;
  - Housing Revenue Account Business Plan;
  - Housing Registrations update report.
26. In addition the Committee was consulted on the city's Community Safety Strategy and its Homeless Strategy.

27. Throughout the year the Committee expressed concern about its increased workload following the decision to align the remit of the Committee with the work of the Health, Housing and Adult Social Care directorate. As a consequence it was agreed that some reports previously considered as agenda items could be dealt with via email with issues only being brought to Committee if Members had concerns.
28. The **Children, Education & Communities Policy and Scrutiny Committee** has received overview and monitoring reports relating to aspects of its remit. These have included:
- Bi-annual updates on York Museums Trust's partnership delivery plan;
  - Update on York's 30 hours free childcare for working families;
  - Biannual progress reports on Safeguarding and Looked After Children;
  - Update on Learning Services;
  - Bi-Annual updates on Explore York Libraries and Archives Mutual Ltd SLA;
  - Bi-annual updates from the Managing Director of Make It York;
  - Updates on Early Help Strategy, Local Area Teams and 30 Clarence Street;
  - School Improvement and Ofsted Updates on School Performance;
  - Updates on Academisation, Place Planning & Additional School Places required;
  - York Museum Trust Custodianship Arrangements;
  - Update on School Meals take-up;
  - SACRE (Standing Advisory Committee on RE) annual report and review of York Schools' agreed syllabus;
29. In addition the Committee received presentations on the Vision for the City's Library Service and on Library Consultation Findings.

### **Acting as Critical Friend**

30. During the municipal year 2017-18 each of the Policy & Scrutiny Committees met with the relevant Executive Members to hear about their challenges and priorities for the year. They also met with some of the council's appropriate statutory partners to hear about their priorities and challenges.

### **Monitoring Previous Recommendations**

31. Finally, each of the committees received bi-annual updates on the implementation of the approved recommendations arising from their

previously completed scrutiny reviews. Those deemed to be fully completed were signed off.

### **Post-decision call-in**

32. Throughout the municipal year 2017-18 there were three Executive/ Executive Member decisions called-in for consideration by CSMC. The decision of the Executive was confirmed in two instances. These were:
- City of York Local Plan;
  - Review of the Evidence Base Supporting the Case for the Extension of Licensing of Houses in Multiple Occupation (HMO) across the City.
33. A further post decision call-in – Disposal of Willow House, Walmgate – was referred back to the Executive (Calling-in) Committee with a recommendation that the sale of this land be delayed in order to allow for a detailed consideration of each of the available options for protecting this important piece of green space, so that future generations may continue to enjoy its use. Subsequently the Executive (Calling-in) Committee resolved that the decision to sell the whole of the Willow House site be re-affirmed.

### **Pre-decision call-in**

34. At its meeting in August 2015, the Executive agreed some operational guidelines for enabling and supporting a pre-decision call-in process. This supplements the pre-existing arrangements for post-decision call in and is intended to provide all backbench and scrutiny Members with opportunities to comment upon relevant upcoming Executive or Executive Member decisions.
35. During the 2017-18 municipal year there were two pre-decision call-ins:
- CSMC – Removal of Parliament Street Fountain and St Sampson Square Toilets**. The Committee agreed there were no grounds to make specific recommendations to the Executive Member.
36. **Economy and Place Scrutiny Committee – Future Management of Allotments Next Steps**. The Committee made several comments and recommendations for submission in the report to the Executive Member for Culture, Leisure and Tourism and the Executive Member was invited to make his decision in light of those additional comments and recommendations.



### **Options**

37. Having considered the draft Annual Report, Members may choose to:
- Agree any amendments required to the report
  - Approve the report for presentation to the meeting of Full Council in July 2018.

### **Implications**

38. There are no known legal, HR and financial implications associated with the recommendation within this report.

### **Risk Management**

39. There are no known risks associated with the recommendation in this report.

### **Recommendations**

40. Having considered the information within this report, Members are asked to approve this Annual Scrutiny Report which covers the period between June 2017 and May 2018.

Reason: To enable its presentation to Full Council in July 2018, in line with Constitutional requirements.

**Contact Details**

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**Report Approved**  **Date:** 24 May 2018

**Specialist Implications Officer(s)** - None

**Wards Affected:**

**All**



For further information please contact the authors of the report

**Background Papers:** None

**Annexes:** None

**Abbreviations:**

CQC – Care Quality Commission

CSMC – Customer and Corporate Services Scrutiny Management Committee

CYC – City of York Council

HMO – Houses in Multiple Occupation

HR – Human Resources

NHS – National Health Service

SYP – Safer York Partnership

## Customer and Corporate Services Scrutiny Management Committee

### Draft Work Plan 2018-19

<p>11 June 2018 @ 5.30pm</p>	<ol style="list-style-type: none"> <li>1. Attendance of the Executive Leader (Finance and Performance) – Priorities &amp; Challenges for 2018-19</li> <li>2. Schedule of Petitions</li> <li>3. Update Report on Ways of Working in Scrutiny and Effectiveness of Scrutiny</li> <li>4. Six-monthly Review of One Planet York Strategy</li> <li>5. Overview Report on Corporate Approach to Social Values</li> <li>6. Draft Annual Scrutiny Report</li> <li>7. Draft Work Plan 2018-19 including potential scrutiny topics</li> </ol>
<p>9 July 2018 @ 5.30pm</p>	<ol style="list-style-type: none"> <li>1. Schedule of Petitions</li> <li>2. Implementation Update from Electoral Arrangements Scrutiny Review</li> <li>3. Year End Finance and Performance Monitoring Report</li> <li>4. Update Report on Attendance and Wellbeing Project (Sickness Absence)</li> <li>5. Update Report on Delivery of ICT Strategy</li> <li>6. Work Plan 2018-19</li> </ol>
<p>10 Sept 2018 @ 5.30pm</p>	<ol style="list-style-type: none"> <li>1. Schedule of Petitions</li> <li>2. 1<sup>st</sup> Qtr Finance and Performance Monitoring Report</li> <li>3. Update Report on Section 106 Agreements</li> <li>4. Work Plan 2018-19</li> </ol>
<p>12 Nov 2018 @ 5.30pm</p>	<ol style="list-style-type: none"> <li>1. Schedule of Petitions</li> <li>2. Work Plan 2018-19</li> </ol>
<p>14 Jan 2019 @ 5.30pm</p>	<ol style="list-style-type: none"> <li>1. Schedule of Petitions</li> <li>2. 2<sup>nd</sup> Qtr Finance and Performance Monitoring report</li> <li>3. Annual Review of Complaints</li> </ol>

	4. Work Plan 2018-19
11 March @ 5.30pm	1. Schedule of Petitions 2. Work Plan 2018-19

## **Agreed Council Motion, December 2017**

“Council notes:

- There are significant environmental problems with disposing of single use plastics, which release toxic chemicals when they break down, are a non-recyclable material and therefore a waste of energy and economic value, and also contribute significantly to waterway litter in York, which can then contribute to long lasting plastic pollution on beaches and in the marine environment.
- The harmful effects this has on marine life and the increased amount of plastic entering the food chain.
- Existing initiatives aimed at reducing the numbers of single use disposable coffee cups being used for take-away drinks, such as the ‘Freiburg cup’ and the York manufactured ‘iamreusable’ cup.

Council therefore:

- Requests the appropriate Scrutiny Committee to consider the merits of undertaking a scrutiny review in order to investigate the council’s use of single use plastics in its buildings etc. and through its procurement arrangements, and how the behaviour of others may be influenced in relation to this particular form of pollution in support of the coalition’s broader environmental policies. Options to reduce the use of single-use disposable cups in York should include working with Make it York (possibly via its new service level agreement with the Council) and the York BID to reduce waste and tackle litter and rubbish collection challenges within the city centre.”

## **Economy and Place Policy Development Committee**

March 2018

The Chair referred Members to the agreed Council motion regarding the disposal of single use plastics. It was agreed that a task group be set up

to undertake a policy development review of the Council's use of single use plastics, and how the Council might influence its use by others.

The committee resolved:

A Task Group be formed to undertake a Policy Development Review of 'The Use of Single Use Plastics'

However, in subsequent discussion with officers it became clear that this topic should have been considered by the CSMC as it about developing the Council's procurement policy on plastic goods.

The Council motion and topic suggestion has therefore been added to CSMC's June discussions around their work plan for the coming year.