



**Notice of meeting of
Decision Session - Cabinet Leader**

To: Councillor Alexander
Date: Tuesday, 5 July 2011
Time: 4.30 pm
Venue: The Guildhall

AGENDA

Notice to Members – Calling In

Members are reminded that, should they wish to call in any item on this agenda, notice must be given to Democracy Support Group by:

10.00 am on Monday 4 July 2011 if an item is called in before a decision is taken, or

4.00pm on Thursday 7 July 2011 if an item is called in after a decision has been taken.

Items called in will be considered by the Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5.00pm on Friday 1 July 2011**.

1. Declarations of Interest

At this point Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

- 2. Minutes** (Pages 3 - 4)
To approve and sign the minutes of the meeting held on 14 June 2011.

- 3. Public Participation - Decision Session**
At this point in the meeting, members of the public who have registered their wish to speak at the meeting can do so. The deadline for registering is **5:00pm on Monday 4 July 2011** .

Members of the public may register to speak on:-

- an item on the agenda;
- an issue within the Executive Member's remit;
- an item that has been published on the Information Log for the current session.

Information reports are listed at the end of the agenda.

- 4. Future Jobs Fund** (Pages 5 - 12)
This report seeks approval to allocate funding from the Jobs Fund established at the Council's budget meeting for specific initiatives. It follows up on the reports presented at the meetings of the Leader's decision session held on 1 March 2011 and 5 April 2011, which highlighted the current economic position facing the City of York.

- 5. Urgent Business**
Any other business which the Chair considers urgent under the Local Government Act 1972.

Information Reports

No information only reports have been published on the Information Log for this session.

Democracy Officer:

Name: Catherine Clarke and Louise Cook (job share)

Contact Details:

- Telephone – (01904) 551031
- E-mail – catherine.clarke@york.gov.uk and louise.cook@york.gov.uk

(If contacting by email, please send to both Democracy officers named above.)

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

- Registering to speak
- Written Representations
- Business of the meeting
- Any special arrangements
- Copies of reports

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About City of York Council Meetings

Would you like to speak at this meeting?

If you would, you will need to:

- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

A leaflet on public participation is available on the Council's website or from Democratic Services by telephoning York (01904) 551088

Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

Access Arrangements

We will make every effort to make the meeting accessible to you. The meeting will usually be held in a wheelchair accessible venue with an induction hearing loop. We can provide the agenda or reports in large print, electronically (computer disk or by email), in Braille or on audio tape. Some formats will take longer than others so please give as much notice as possible (at least 48 hours for Braille or audio tape).

If you have any further access requirements such as parking close-by or a sign language interpreter then please let us know. Contact the Democracy Officer whose name and contact details are given on the order of business for the meeting.

Every effort will also be made to make information available in another language, either by providing translated information or an interpreter providing sufficient advance notice is given. Telephone York (01904) 551550 for this service.

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Holding the Cabinet to Account

The majority of councillors are not appointed to the Cabinet (39 out of 47). Any 3 non-Cabinet councillors can 'call-in' an item of business from a published Cabinet (or Cabinet Member Decision Session) agenda. The Cabinet will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Cabinet meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

Who Gets Agenda and Reports for our Meetings?

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
- Relevant Council Officers get copies of relevant agenda and reports for the committees which they report to;
- Public libraries get copies of **all** public agenda/reports.

City of York Council

Committee Minutes

MEETING

DECISION SESSION - CABINET LEADER

DATE

14 JUNE 2011

PRESENT

COUNCILLOR ALEXANDER

1. DECLARATIONS OF INTEREST

At this point in the meeting the Executive Member was asked to declare any personal or prejudicial interests he may have in the business on the agenda. None were declared.

2. MINUTES

RESOLVED: That the minutes of the meeting held on 5 April 2011 were signed by the Chair.

3. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak under the Council's Public Participation Scheme.

4. EXECUTIVE DECISION MAKING

The Cabinet Leader considered a report which proposed and simplified the scheme of delegations for executive functions.

The Cabinet Leader confirmed that he was satisfied with the content of the report with the exception of one amendment as detailed below.

RESOLVED: (i) That the Cabinet Leader confirmed the allocation of the portfolios referred to in the report to the named portfolio holders.

(ii) That the Cabinet Leader confirmed the scheme of Executive delegations referred to in the report with the amendment of the words 'Environment Strategy' to 'Environment Sustainability' under the City Strategy portfolio.

(iii) That the Cabinet Leader asked the Monitoring Officer to exercise his powers under Article 16 of the Constitution to amend the Constitution accordingly.

REASON: In order to allow lawful and effective decision making.

Councillor Alexander , Chair

[The meeting started at 3.30 pm and finished at 3.35 pm].

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Decision Session – Cabinet Leader

5 July 2011

Report of the Director of City Strategy

Jobs Fund

Summary

1. This report seeks approval to allocate funding from the Jobs Fund established at the Council's budget meeting for specific initiatives. It follows up on the reports presented at the meetings of the Leaders decision session held on 1st March 2011 and 5th April 2011, which highlighted the current economic position facing the City of York. This recognised that the Council and its partners can take action to assist the city during a slow recovery from the period of downturn to help business as well as those individuals and communities hardest hit.
2. This report has a good strategic fit with the long term aspirations of the city under the Inclusive City, Learning City, Sustainable City and Thriving City themes in the Sustainable Community Strategy.

Background

3. Previous report to the Council's Executive in 2008 and 2009 outlined the implications of the global recession on the local economy of York and identified a number of actions for the Council to take in response to this. It was recognised that York was initially better placed than some other cities to respond to the changing economic picture. It has experienced relatively high levels of employment and encouraging economic growth over recent years especially in the technical, creative and scientific sectors. The City has strong partnership working and a good support infrastructure which has been responsive to changing economic circumstances. This has been key to ensuring that York remains vibrant and successful at attracting investment and visitors. Whilst apparently affluent, there are, however, significant pockets in York where deprivation is relatively high and where action is required if the circumstances of those least well off are not to be exacerbated by the prevailing economic climate. There remain concerns regarding the high level of public sector employment in the city which highlights the importance of both encouraging private sector employment and supporting initiatives to help local people get into work.
4. The Council's budget meeting in February established a budget of £98,000 to support additional initiatives to respond to these objectives under the collective title of the Jobs Fund. Work is well underway with a range of partners to develop proposals to use this funding in the most effective ways. Proposals will be brought forward for consideration at the Leaders decision making sessions as these are developed. Two initial proposals were approved in April 2011 approving additional support of £53,000 for one year only to Science City York and £20,000 per annum for each of 3 years to Future Prospects in order to roll out proposals for income maximisation developed through area based approaches in Kingsway West and Clifton. This report highlights two additional initiatives, namely support for Higher York and the York and North Yorkshire Local Enterprise Partnership.

Consultation

5. Previous consultation has taken place with the York Economic Partnership, York Business Forum, Science City York, york-england.com, Visit York, York Professionals, Retailers Forum and Chamber of Commerce.

Higher York

6. Annex 1 sets out a briefing note regarding the activities of Higher York and the contribution that these make to supporting the local economy, as well as supporting efficiencies for the Council such as through the encouragement of shared services. The Council is a full member of Higher York and it is therefore an appropriate time to regularise the Council's contribution to this organisation. Due to the other funding contributions made to Higher York and the need to cover its liabilities, the level of the Council's contribution would be £10,000 for the current financial year, £12,500 for 2012/13, and £14,500 for 2013/14.

York and North Yorkshire Local Enterprise Partnership (LEP)

7. The York and North Yorkshire LEP has now been approved by the Government and a board established to guide its work. The leader of the Council is a member of the LEP board. In order to cover the secretarial and administrative support to the LEP, contributions have been sought from all local authorities within the LEP. The contribution requested from the Council is £8,000. In view of the potential of the LEP to contribute towards jobs and growth in the City, it is recommended that this contribution is made from the Jobs Fund. Any funding for subsequent years will be determined when a business plan is in place to determine in more detail activity to be undertaken by the LEP.

Options

8. The purpose of this report is to note progress with the initiatives report and the current state of the local economy. Reference is made to the budget allocation of £132,000 agreed by the Council for the Jobs Fund. The option for the decision by the Executive Leader is therefore to accept these recommendations or not to do so.

Corporate Priorities

9. The actions in this report support the Inclusive City, Learning City and Thriving City elements of the Sustainable Community Strategy and the Council's Corporate Strategy.

Implications

Financial

10. The recommendations can be supported through existing budgets, given the allocation of £98,000 agreed at Budget Council for the Jobs Fund.

Human Resources (HR)

11. There are no specific HR implications arising from this report.

Equalities

12. This paper proposes action to support the least well of in York and promotes financial inclusion and economic participation for all.

Legal

13. There are no immediate legal implications.

Crime and Disorder

14. This paper supports the consideration of crime and disorder in the context of deprivation in ward planning as demonstrated by the Kingsway Pilot.

Information Technology (IT)

16. There are no strategic IT implications.

Property

17. Previous actions have supported some businesses within the Council's portfolio that have suffered down-turn as a result of the prevailing financial climate.

Risk management

18. The projects previously approved have been assessed to ascertain their effectiveness

Recommendations

19. That the Leader notes the progress made with measures undertaken by the Council in response to the economic downturn.
20. That the Leader agrees to allocate £10,000 for the current year only from the approved Jobs Fund to support additional activities to be undertaken by Higher York as outlined in this report.
21. That the Leader agrees to allocate £8,000 for the current year only to support the York and North Yorkshire Local Enterprise Partnership.
22. That the Executive Leader agrees to receive further updates on York's economic climate and assessment of the effectiveness of actions initiated as a result of this report.

Reason

To enable the Council to respond effectively to the economic downturn, and promote jobs and growth in the City.

Contact Details

Author:

Author's name: Roger Ranson
Title: Assistant Director,
Dept Name: Economy and
Asset Management
Tel No. 01904 551614

Chief Officer Responsible for the report:

Chief Officer's name: Bill Woolley
Title: Director of City Strategy

Report Approved

Date 20 June 2011

Specialist Implications Officer(s)

Implication: Financial
Name Patrick Looker
Title Finance Manager
Tel No. 01904 551633

Wards Affected: List wards or tick box to indicate all

All

For further information please contact the author of the report

Annex 1 – Briefing note re Higher York



Briefing note, June 2011

Background

Higher York is a partnership between the Council with the four higher education institutions in York (University of York, York St John, York College and Askham Bryan College). In addition, Craven College is an associate member of HY.

In terms of representation Kersten England currently chair the Higher York Board; John Thompson (CYC 14-19 manager) and Roger Ranson (Assistant Director Economy and Asset Management) sit on the Higher York Executive group.

There is a small team of about 3 FTE who facilitate the partnership. Their role includes opportunity spotting, facilitating links and projects, doing the 'leg work' for many of the collaborative activities to ensure that outcomes are achieved, support both strategic and operational planning of the partnership. They also bring specialist expertise, e.g. information, advice and guidance (IAG) NVQ Level 4 accredited (qualified IAG adviser).

Having started life as a HEFCE funded lifelong learning partnership, Higher York is now a member organisation delivering objectives set by the partnership. The vision and key strands are in Appendix 1.

Higher York's Activities

Higher York supports the aims and objectives of each of the partners. In terms of the Council the following seem particularly relevant:

Shared services – Higher York is leading on a number of activities within this strand. Do date meetings and activities have been organised looking at aspects within the facilities management and estates area. This has included print facilities, fleet management, waste and energy, health and safety training. These meetings have illustrated that there are a number of opportunities to benefit from services across the partners, potentially reduce costs and improve quality. The next meeting will convene procurement leads to look at procurement models. A presentation will be made to the York Asset Board regarding progress made in this area and to open up for other city partners. Shared services will continue to be facilitated through the Higher York partnership as part of the wider initiatives in the city and build on past successes such as the Higher York Access Centre based at York St John University (disability assessment for anyone wanting to attend HE).

Student community relations - This has been a particularly important area of focus for the partnership this year and will continue to be so. A briefing pack is being

organised for Councillors and support has been secured from both radio and press locally. It is suggested that a city-student forum could be set up and administered by Higher York as part of the activity to support positive community relations. It is intended that social media will play a significant part in this initiative. In addition, the Director of Higher York has been supporting work with the Council such as consultation for a recent proposed scrutiny committee topic relating to student and local community relations.

This year another successful Higher York Volunteering Awards took place and this is now an annual event organised through Higher York. Higher York has also established and organise a city welcome annually for international students, usually held in December at Mansion House.

Higher York continues to support the development of volunteering in the city through coordinated student and staff engagement; input and support of the York Volunteering City charter and strategy; leading on the volunteering strand within York @ Large; supporting and facilitating student engagement in council activities such as arts and culture, public art.

Policy development and support – Higher York has supported the Council's policy development through various events and linking academic expertise to policy makers. This has also included working with the Council to develop student work experience and internship opportunities. This work is on-going.

Employer engagement, jobs and skills - last year Higher York secured £600,000 to support businesses and individuals during the recession. 396 businesses and other organisations have accessed the programme. This includes all organisations that have made enquiries, accessed a taster session, training and/or consultancy. A total of 64 organisations took advantage of the business diagnostic service. Over 350 employees from 243 businesses accessed training. 50 businesses were involved in HEI-lead consultancy projects which focussed on a specific element of their business. A further 60 business attended taster sessions. The total figure (396) also included businesses which have been referred on to other types of provision not included in the project (e.g. postgraduate programme, construction qualifications).

During the programme over 400 individuals accessed careers support through one to one sessions, careers coaching and specific workshops. Careers workshops were offered in a variety of areas including: interview techniques; preparing job applications; the Myers Briggs personality assessment tool, understanding business and enterprise/business start-up. The wider offer included workshops focussed on the specific areas of the creative industries; IT, project management and sports coaching. A total of 271 personal planning interviews took place. 114 careers workshop places were attended. A further 145 individuals affected by the recession benefitted from specific training. Over 250 of the individuals supported were recent graduates; 145 other individuals facing unemployment were supported.

Although the funding for this project is now finished the programme created an important legacy for York which continues to be developed by Higher York. Far more contact and profile has been established with local businesses; careers services are still able to offer recent graduates (3 years graduated and unlimited for

alumni) locally access to careers information on campus. Internships have also been very successful and clearer access and processes have been developed for businesses and organisations seeking to access both internships and volunteers.. Overall, there is a clearer offer to business in York from both universities and colleges and the partnership will continue to work to improve this.

Higher York has led the way in developing the construction skills academy model otherwise known as 'targeted training and recruitment'. This concept supports the engagement of local people in skills development and jobs on major construction sites in and around the city. So far this activity has delivered internships, work experience, training for teaching staff, schools activities to support curriculum, local jobs and access to contracts for local businesses. This has all been coordinated by Higher York.

Progression and access

Progression and fair access remain important activity areas for the partnership. Higher York continues to provide free information via the www.studyork.com website, a variety of downloadable information sheets, training sessions for advisers. More recently specific information has been circulated regarding fees and student finance changes and Higher York is facilitating and organising additional support for local schools, colleges, pupils and parents/carers.

Appendix 1

Mission

- a) Facilitate access to higher-level learning, progression and provision through innovative joint-working.
- (b) Underpin the economic and social agendas of the City of York and adjacent areas.
- (c) Exploit opportunities for mutual benefit between partners.

Key activity strands

Progression and Curriculum: expand the number of learning opportunities available in partner organisations and enable progression between levels of learning;

Skills and Employability: enable those entering and currently in the workforce to be better equipped;

Learner Needs: support learners in a variety of ways to achieve their aspirations and positive outcomes;

Promoting HE in the City: raise the position and profile of higher education and higher level skills in the City and adjacent areas (including capturing the civic contribution of its staff and students);

Internationalisation: seek opportunities to develop collaborative activity relating international student recruitment and education and skills investment.

Collaborative Opportunities: seek efficiencies and great effectiveness through collaboration.