



Notice of meeting of

Executive

To:	Councillors Steve Galloway (Chair), Aspden, Sue Galloway, Jamieson-Ball, Reid, Runciman, Sunderland, Vassie and Waller
Date:	Tuesday, 8 April 2008
Time:	2.00 pm
Venue:	The Guildhall, York

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 7 April 2008, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 10 April 2008, if an item is called in *after* a decision has been taken.

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

1. **Declarations of Interest**

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

2. Minutes (Pages 3 - 8)

To approve and sign the minutes of the meeting of the Executive held on 25 March 2008.

3. Public Participation

At this point in the meeting, members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Executive's remit can do so. The deadline for registering is **5:00 pm on Monday 7 April**.

4. Executive Forward Plan (Pages 9 - 12)

To receive details of those items that are listed on the Executive Forward Plan for the next two meetings.

5. Minutes of the Economic Development Partnership Board (Pages 13 - 22)

This report presents the minutes of the most recent meeting of the Economic Development Partnership Board and asks Members to consider the advice given by the Board in its capacity as an advisory body to the Executive.

6. Review of Council's Constitution (Pages 23 - 46)

This report asks Members to consider a number of proposed changes to the Council's Constitution, with regard to the size of the Executive, Standing Orders, terms of reference for the Urgency Committee, clarification around working groups, Champions, and expansion of the role of the Standards Committee.

7. Theatre Royal Funding Agreement (Pages 47 - 70)

This report, deferred from the Executive meeting on 25 March, asks Members to approve a new Service Level Agreement (SLA) with the Theatre Royal.

Note: The agenda was re-published on line, on 31 March 2008, to include an additional annex to the above item (Annex B), containing the further information requested by Members at the last meeting. On 3 April 2008, it was re-published again to include a revised version of Annex B.

8. Urgent Business

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

Democracy Officer:

Name: Fiona Young

Contact details:

- Telephone – (01904) 551027
- E-mail – fiona.young@york.gov.uk

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

Contact details are set out above.

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Further information about what's being discussed at this meeting

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The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive 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 Executive 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

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City of York Council

Committee Minutes

MEETING

EXECUTIVE

DATE

25 MARCH 2008

PRESENT

COUNCILLORS STEVE GALLOWAY (CHAIR),
ASPDEN, SUE GALLOWAY, JAMIESON-BALL,
REID, RUNCIMAN, SUNDERLAND, VASSIE AND
WALLER**183. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda.

Cllr Runciman declared a personal interest in agenda item 6 (Theatre Royal Funding Agreement), as a Trustee of the Theatre Royal.

184. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during consideration of Annex A to agenda item 9 (Gas Servicing Future Procurement), on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information), which is classed as exempt under Paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006.

185. MINUTES

RESOLVED: That the minutes of the Executive meeting held on 11 March 2008 be approved and signed by the Chair as a correct record.

186. PUBLIC PARTICIPATION

It was reported that Dan Bates, Chief Executive of York Theatre Royal, had registered to speak in relation to agenda item 6 (Theatre Royal Funding Agreement). However, in view of the proposal to defer this item, he had asked that his request to speak be held over to the next meeting.

187. EXECUTIVE FORWARD PLAN

Members received details of those items that were currently listed on the Forward Plan for the next two Executive meetings.

RESOLVED: (i) That the Forward Plan for the next two meetings be noted.

(ii) That the Forward Plan be amended to include the following item on the list for the Executive meeting on 6 May 2008:

- A review and updating of the protocol governing the political management of the Council for the 2008/09 year.¹

REASON: So that this item can be included on the Executive agenda for 6 May.

Action Required

1. Add this item to the Forward Plan.

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188. THEATRE ROYAL FUNDING AGREEMENT 2008/09

Members received a report which sought approval for a new Service Level Agreement (SLA) with York Theatre Royal, to come into effect after expiry of the current SLA, on 31 March 2008.

Members expressed concern about the lack of a detailed business plan, measurable performance indicators and milestones in the draft SLA attached as Annex A to the report. Additional information on these issues had been requested but had not been made available before the meeting. It was therefore considered prudent to defer consideration of this item to enable Officers to produce that information and also to respond to suggestions made by the Shadow Executive in relation to extending the theatre's pricing policy for families and those on low incomes.¹

RESOLVED: That consideration of this item be deferred until the next meeting.²

REASON: To receive the additional information required and ensure that there is clarity about the Theatre's plans for the next few years before signing off the agreement.

Action Required

1. Produce the required information to go with the report to Executive on 8 April.

ST
GR

2. Add this item to the agenda for Executive meeting on 8 April.

189. ANNUAL AUDIT LETTER

Members considered a report which summarised the key messages, findings and conclusions set out in the Annual Audit Letter of the District

Auditor in respect of the 2006/07 audit year. Alistair Newall and Alan Humphries from the District Auditor's office were present to answer Members' questions on the Annual Letter.

The Annual Letter, attached as Annex A to the report, was generally positive and recognised the considerable progress made in many areas to improve and develop across the Council. However, it did identify weaknesses for priority action in some areas, including: sickness absence, arrangements for ensuring data quality, the approach to equalities and inclusion, and arrangements for producing the annual accounts. It was confirmed that the letter at Annex A, although marked as a draft, was in fact the final version.

Officers were currently drafting an action plan in response to the issues raised in the Annual Letter. This would be reported to the next meeting of the Audit and Governance Committee. It was suggested that the agreed plan also be incorporated into the corporate OEP action plan and used for in-year progress monitoring and follow up purposed by the Corporate Management Team.

Members noted that the Audit Letter was to some extent out of date, as it represented the position during the 2006/07 financial year and did not take full account of improvements made more recently. However, they noted that it praised the Council for providing 'good value for money' and that a number of key services were rated highly by the District Auditor, including waste management, children and young people, social services and benefits.

Having noted the comments of the Shadow Executive, it was

RESOLVED: (i) That the contents of the report be noted and that the Annual Audit Letter at Annex A be noted as probably the most favourable ever received by a York Council.

REASON: To comply with the statutory requirements for the external audit of the Council.

(ii) That Officers be requested to prepare an action plan aimed at addressing the issues highlighted in the Audit Report as requiring further improvement.¹

REASON: To ensure the effective management and follow up of key action to be taken to support on-going development and improvement work at the Council.

Action Required

1. Prepare action plan.

SA

190. REVIEW REPORT - SAFE CITY

Members considered a review report, produced jointly by the Director of Neighbourhood Services and the Chief Superintendent (Area Commander York), North Yorkshire Police, in response to a request from Group Leaders in their “policy prospectus”. The report highlighted how the Council could assist the police in making improvements in relation to the Safe City agenda.

The report noted the success achieved by joint working between the North Yorkshire Police (NYP), the City of York Council (CYC) and other partners within the Safer York Partnership (SYP). It set out the police approach to Safer Neighbourhoods, using the framework of “Access, Influence, Interventions and Answers” and indicated how CYC could assist, or was already assisting, NYP within this framework.

These existing and proposed joint activities included:

- Working together at a ward and strategic level to identify ‘Tier 1’ police locations, where the public can access their local policing teams.
- The production of jointly owned strategic plans to ensure that policing activity is directed to where it is most needed.
- Safer Neighbourhood teams consulting with communities about their concerns and prioritising these through the Ward Committee structure.
- Engaging CYC and other partners in future discussions on the establishment of safety cameras in York, following a review of their use in the light of the Department for Transport (DFT) criteria.

Details of Neighbourhood Policing Areas, the Tier 1 Policing model, the Community and Engagement and Feedback model for community safety and the DFT criteria for safety cameras were annexed to the report.

Having noted the comments of the Shadow Executive, it was

RESOLVED: (i) That the report be noted and that the local Police Commander and officers of the Safer York Partnership be thanked for the progress made in addressing community safety issues during the past year.¹

(ii) That the North Yorkshire Police Authority be requested at least to continue existing funding levels, through the BCU, for the Safer York Partnership.²

(iii) That the Executive’s support for the Neighbourhood Policing initiative, which has done much to improve public perceptions of the effectiveness of community safety arrangements in the City, be confirmed.

(iv) That the introduction of initiatives such as the mobile speed enforcement service and Capable Guardian scheme be anticipated, as further evidence of the City’s wish to

establish a safe and secure community environment fit for the 21st century.

REASON: In order to maintain the momentum achieved over recent years and to work towards a target to have the safest City in the country, as judged by both crime statistics and public perceptions.

Action Required

1. Pass on the Executive's thanks to Police Commander and SYP officers. KS
KS
2. Pass on this request to North Yorkshire Police Authority.

191. GAS SERVICING FUTURE PROCUREMENT

Members received a report which presented the results of a recent procurement exercise undertaken in relation to gas servicing. The report suggested a future direction for the gas servicing and maintenance service to council dwellings, following expiry of the current contract.

The report recommended an amendment to the current Housing Repairs Partnership between the Council's Housing and Neighbourhood Services departments to enable Neighbourhood Services to carry out all of the gas servicing in the City. In view of the comments made by the Shadow Executive on this proposal and the need to establish conclusively that a new internal contract would be in the best interests of tenants, it was suggested that the item be deferred to a future meeting.

Officers confirmed that the information required could be supplied in time for the item to be considered at the Executive meeting on 6 May 2008.

RESOLVED: (i) That consideration of this item be deferred to a future Executive meeting.¹

(ii) That additional information on the options available to the Executive be provided before the end of the current Municipal Year.²

REASON: To enable Officers to test the options available and to justify their proposals.

Action Required

1. Add this item to the Forward Plan for Executive on 6 May 2008. LE
LE
2. Provide the required additional information to go with report to Executive on 6 May.

S F Galloway, Chair
[The meeting started at 2.05 pm and finished at 2.45 pm].

EXECUTIVE FORWARD PLAN

Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 22 April 2008		
Title & Description	Author	Portfolio Holder
<p>Carbon Management: Strategy and Implementation Plan</p> <p><i>Purpose of Report: To outline how the City of York Council will reach its target to reduce carbon dioxide emissions by 25% by April 2013.</i></p> <p><i>Members are asked to: Approve the strategy and implementation plan.</i></p>	Tom Shepherd	Executive Member for City Strategy
<p>Regional Transport Board Park & Ride Bid Result and Application to Use Contingency Funds</p> <p><i>Purpose of report: To provide details of the result of a bid for funds to the Regional Transport Board and request approval for the release of funds from contingencies to develop major scheme bids for the new Park & Ride sites and improvements to the Outer Ring Road.</i></p> <p><i>Members are asked to: Note the result of the Park & Ride bid to the Regional Transport Board and approve release of funds to develop major schemes bids for the provision of the sites and improvements to the Outer Ring Road.</i></p>	Tony Clarke	Executive Member for City Strategy
<p>Highways Scrutiny Final Report</p> <p><i>Purpose of report: To inform Members of the findings of the Highways Maintenance Procurement Scrutiny Review.</i></p> <p><i>Members are asked to: Approve the recommendations agreed previously by Scrutiny Management Committee.</i></p>	Melanie Carr	Executive Member for City Strategy
<p>Minutes of Working Groups</p> <p><i>Purpose of report: To present minutes from a recent meeting of the Social Inclusion Working Group.</i></p>	Fiona Young	Executive Member for Youth and Social Inclusion

Members are asked to: Note the minutes and consider any advice put forward by the Working Group in its capacity as an advisory body to the Executive.

Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 6 May 2008

Title & Description	Author	Portfolio Holder
<p>Residents Opinion Survey Results 2007/8</p> <p><i>Purpose of the report: To provide the Executive with data and analysis relating to the latest survey of customer satisfaction.</i></p> <p><i>Members are asked to: Note the results of the survey and recommend resulting action.</i></p>	Sophie Gibson	Executive Leader
<p>Use of LPSA2 Reward Grant</p> <p><i>Purpose of report: To aid Members in approving a methodology for allocating the LPSA2 reward grant.</i></p> <p><i>Members are asked to: Approve a methodology for the allocation of LPSA2 reward grant.</i></p>	Nigel Burchell, Steve Morton & Simon Hornsby	Executive Leader
<p>Golden Triangle Partnership Board – Member Representation</p> <p><i>Purpose of report: The Executive Member for Housing will represent the Council on the new Golden Triangle Partnership Board. The new Partnership Board will set the strategic direction for the Golden Triangle and receive quarterly performance information. The first partnership board meeting will take place in early May 2008.</i></p> <p><i>Members are asked to: Agree to the establishment of a Golden Triangle Partnership Board and nominate the Executive Member for Housing to be the Council Member representative and the Head of Housing to be the officer representative on the Board.</i></p>	Steve Waddington	Executive Member for Housing

<p>Gas Servicing – Future Procurement</p> <p><i>Purpose of report: To inform Members that the contractor who carries out gas servicing and maintenance for half of the city will change from April 2008 onwards.</i></p> <p><i>Members are asked to: Agree the awarding of the gas servicing contract under the MEAT criteria within the Council's financial and procurement regulations.</i></p>	Steve Waddington	Executive Member for Housing
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Table 3: Items slipped on the Forward Plan with the agreement of the Group Leaders					
Title & Description	Author	Portfolio Holder	Original Date	Revised Date	Reason for Slippage
None					

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Executive 8 April 2008

Report of the Head of Civic, Democratic and Legal Services

Minutes of the Economic Development Partnership Board

Summary

1. This report presents the minutes of the most recent meeting of the Economic Development Partnership Board and asks Members to consider the advice given by the Board in its capacity as an advisory body to the Executive.

Background

2. The revised Constitution agreed by Council on 27 April 2006 created a number of Working Groups whose role is to advise the Executive on issues within their particular remits. To ensure that the Executive is able to consider the advice of the Working Groups, it has been agreed that minutes of the Groups' meetings will be brought to the Executive on a regular basis. The Executive has also agreed to receive minutes of the meetings of the Economic Development Partnership Board, which acts as an advisory body to the Council and to the Local Strategic Partnership.
3. Members have requested that draft minutes of Working Groups requiring Executive endorsement be submitted as soon as they become available. In accordance with that request, and the requirements of the Constitution, minutes of the following meeting are presented with this report:
 - Economic Development Partnership Board (EDPB) – draft minutes of the meeting held on 11 March 2008 (Annex A).

Consultation

4. No consultation has taken place on the attached minutes, which have been referred directly from the Partnership Board. It is assumed that any relevant consultation on the items considered by the Board was carried out in advance of its meeting.

Options

5. Options open to the Executive are either to accept or to reject any advice that may be offered by the Board, and / or to comment on the advice.

Analysis

6. Members are invited to consider in particular the Board's resolutions in respect of the future membership of the EDPB, at Minute 28 in Annex A. These require the specific approval of the Executive before they can be submitted to full Council for consideration.

FUTURE MEMBERSHIP OF THE ECONOMIC DEVELOPMENT PARTNERSHIP BOARD

Corporate Priorities

7. The aims in referring these minutes accord with the Council's corporate values to provide strong leadership in terms of advising these bodies on their direction and any recommendations they wish to make.

Implications

8. There are no known implications in relation to the following in terms of dealing with the specific matter before Members, namely to consider the minutes and determine their response to the advice offered by the Board:
 - **Financial**
 - **Human Resources (HR)**
 - **Equalities**
 - **Legal**
 - **Crime and Disorder**
 - **Property**
 - **Other**

Risk Management

9. In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report.

Recommendations

10. Members are asked to consider the minutes attached at Annex A and to decide whether they wish to respond to any of the advice offered by the Economic Development Partnership Board.

Reason:

To fulfil the requirements of the Council's Constitution in relation to the role of Working Groups and the Partnership Board.

Contact details:

Author:

Fiona Young
Principal Democracy Officer
01904 551027
email:
fiona.young@york.gov.uk

Chief Officer Responsible for the report:

Quentin Baker
Head of Civic, Democratic and Legal Services

Report Approved



Date 28/3/08

Specialist Implications Officer(s) None

Wards Affected:

All



For further information please contact the author of the report

Annexes

Annex A – Draft Minutes of the meeting of the Economic Development Partnership Board held on 11 March 2008.

Background Papers

Agenda and associated reports for the above meeting (available on the Council's website).

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City of York Council

Committee Minutes

MEETING	ECONOMIC DEVELOPMENT PARTNERSHIP BOARD
DATE	11 MARCH 2008
PRESENT	COUNCILLORS JAMIESON-BALL (VICE-CHAIR IN THE CHAIR), KIRK, ALEXANDER, GILLIES (NOT PRESENT FOR MINUTES 27 - 29), LOOKER, SCOTT AND TAYLOR MARK SESSIONS (MANUFACTURING SECTOR) AND JULIE HUTTON (YORKSHIRE FORWARD)
APOLOGIES	COUNCILLOR STEVE GALLOWAY, MR ANDREW SCOTT (FIRST STOP YORK TOURISM PARTNERSHIP), JEZ WILLARD (RETAIL SECTOR), BRIAN ANDERSON (TRADES UNIONS), LEN CRUDDAS (CHAMBER OF COMMERCE), MIKE GALLOWAY (EDUCATION/LIFELONG LEARNING PARTNERSHIP), KEVIN MOSS (FINANCE SECTOR) AND PROF TONY ROBARDS (UNIVERSITY OF YORK)

21. DECLARATIONS OF INTEREST

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda.

None were declared.

22. MINUTES

RESOLVED: That the minutes of the last meeting held on 28 November 2007 be approved and signed as a correct record.

23. PUBLIC PARTICIPATION

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

24. PROGRESS WITH THE REVIEW OF THE SUSTAINABLE COMMUNITY STRATEGY

Board members considered a report which set out background information on progress with the review of the Sustainable Community Strategy (SCS), and sought comments from the Board on this matter.

In accordance with paragraph 9 of the report, the Economic Development Partnership Board was requested to review the "Thriving City" chapter of the Sustainable Community Strategy. A draft was appended at Annex A

and comments were invited. Following consideration of this draft chapter, it was proposed to prepare a more detailed economic development strategy and action plan for consideration by partners prior to the next Board meeting.

A colour copy showing the tracked changes to Annex A was distributed at the meeting. The following comments were made on the Annex:

- The sixth strategic aim should include the fact that the University was in the Top 30 in the world.
- In the new section about cross-cutting issues, “An independent group” should be changed to say “Future York Group”.
- The top level objective should include the previous reference to existing businesses, should promote York’s economy, and should mention about education partnerships and retail.
- The ninth strategic aim should mention about maximising income.
- The lead name under Partnership Arrangements should refer to the chair of EDPB rather than a specific name.

Board members looked forward to receiving the action plan to see what the tangible outputs would be.

RESOLVED: That the progress in reviewing the Sustainable Community Strategy and the above comments on the proposed revisions to the “Thriving City” chapter be noted.

REASON: To help shape the effectiveness of future action.

25. PROGRESS WITH THE REVIEW OF THE LOCAL AREA AGREEMENT FOR YORK

Board members considered a report which set out background information on progress with the review of the Local Area Agreement (LAA) for York, and sought comments from the Board on this matter.

A draft list of indicators had been submitted to Government Office with the caveat that it might be subject to change as the refresh of the Sustainable Community Strategy takes shape. Suggestions for the up to 35 indicators related to the Economic Development Partnership Board were detailed under paragraph 15 of the report.

In relation to NI152 about working age people, it was highlighted that this would be difficult to measure as the school leaving age was being raised from 16 to 18 and women’s retirement age had been increased from 60 to 65 and potentially men’s retirement age could be raised from 65 to 70. Officers reported they had raised this issue and were awaiting advice from the DWP on this.

It was agreed that officers would circulate to Members by email the proposed 35 national indicators and the 15 local ones, along with all the

relevant economic development indicators contained in the 198 national indicators.¹

RESOLVED: That the progress with the preparation of the Local Area Agreement and the above comments on the proposed draft indicators, which are still to be agreed with the Government, be noted.

REASON: To help shape the effectiveness of future action.

Action Required

1. Officers to circulate to Members by email the proposed 35 JB national indicators and the 15 local ones, along with all the relevant economic development indicators contained in the 198 national indicators.

26. REVIEW OF SUB-NATIONAL ECONOMIC DEVELOPMENT AND FUTURE WORKING WITHIN THE LEEDS CITY REGION

Board members considered a report which set out background information on the Government's Sub-National Review of economic development and regeneration (SNR), considered the implications of this for the Leeds City Region (LCR), and proposed specific actions to consider in order to maximise the benefits for York.

A summary of the proposals set out in the SNR was appended to this report (Annex A). Some of the proposed structural changes would require legislation and the Government had indicated that they would consult on how the regional strategy might be implemented and on the creation of a focused duty placed on local authorities to carry out assessments of local economies. This consultation was likely to take place early in 2008.

Paragraph 9 of the report detailed a number of actions, primarily for the Council, which were recommended to ensure that York helped to shape the LCR agenda and to articulate the ambitions and potential.

Board members highlighted that this could be an opportunity to increase and improve access to higher education in North Yorkshire, especially with the national challenge to increase the number of universities in towns.

It was queried how central this would be to Yorkshire Forward in future. It was reported that it was a fundamental shift for Yorkshire Forward but it was in the direction of travel already being taken, and Yorkshire Forward were working with the Council to put a programme of activity together.

RESOLVED: That the actions set out in paragraph 9 of this report in order to maximise the benefits of the Sub-national Review and the Leeds City Region to York be noted.

REASON: To help shape the effectiveness of future action.

27. PROGRESS ON KEY ISSUES

Board members considered a report which briefed them on issues/progress on key areas of economic development activity in the past six months, since the previous update in September 2007.

A performance report from york-england.com was circulated at the meeting for Board members' information.

RESOLVED: That the contents of the report be noted.

REASON: To help shape the effectiveness of future action.

28. FUTURE MEMBERSHIP OF THE ECONOMIC DEVELOPMENT PARTNERSHIP BOARD

Board members considered a report which set out some options for the Board to consider regarding future membership and composition prior to formal approval by the Council.

A review of the Council's constitution was underway and would be considering the role of working groups generally. This provided an opportunity to consider the future status of the Board. Board members' views were sought on two possible options for the future of the Economic Development Partnership Board:

Option 1 - the Board remains as a working group of the Council

Option 2 – the Board becomes a partnership body. In this case the Council would nominate representatives to the Partnership Board, and any actions considered by the Board which require a Council decision would need to be considered separately under the Council's constitution.

In both these cases the terms of reference presented to the last Board meeting would need to be re-written to reflect any decision made by the Council in its constitutional review.

In addition, there were four options left unresolved from the last meeting which required further consideration by the Board:

1. The establishment of a wider Economic Development Forum under the Board;
2. The number of private sector representatives to the Board and how these should be determined;
3. How best for the Education/Skills sector to be represented on the Board;
4. Whether the number of councillors should be extended from 3 to 4 to cover all political parties.

Board members made the following comments:

- Option 2 should be supported, so that the Board could become a Partnership Body.
- An Economic Development Forum should be established.
- There should be six business sector representatives on the Board.

- The Learning City York Partnership should be invited to appoint a representative to the new Board to cover education, skills and training.
- There should only be 2 councillors on the new Board.

RESOLVED:

- (i) That the Council consider the constitutional issues for reviewing the Economic Development Partnership Board in order that a newly constituted arrangement can commence as soon as possible in the new municipal year, including the establishment of an Economic Development Forum working with the Chamber of Commerce, the Future York group and other stakeholders to determine its operation;
- (ii) That the Council be asked to support:
 - (a) That the number of business representatives on the new Board be set at 6;
 - (b) That the Learning City York Partnership be invited to appoint a representative to the new Board to cover education, skills and training;
 - (c) That the number of Councillor representatives on the new Board be set at 2;

when it considers its future status under the constitutional review referred to at (i) above.

REASON: To help shape the effectiveness of the future role of the Board.

29. FUTURE MEETINGS OF ECONOMIC DEVELOPMENT PARTNERSHIP BOARD

This item informed the Board of the dates for future meetings of the Economic Development Partnership Board as set in the new Corporate Diary for the civic year 2008/09. Board members were requested to note the following dates:

Tuesday 17 June 2008 – 6pm
Tuesday 23 September 2008 – 6pm
Wednesday 26 November 2008 – 6pm
Tuesday 10 March 2009 – 6pm

RESOLVED: That the above dates be noted.

REASON: To inform Board members.

Cllr Steve Galloway, Chair
[The meeting started at 6.05 pm and finished at 7.30 pm].

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**Full Council – 10 April 2008
(Executive 8 April 2008)**

Report of The Head of Civic, Democratic & Legal Services

Proposed Changes to the Constitution

Summary

1. This report contains a number of proposed changes to the constitution which are being brought forward for a variety of reasons and which concern the following; the size of the Executive; Standing Orders; expanding the terms of reference for the Urgency Committee; clarification around working groups; Champions; expansion of the role of the Standards Committee.
2. The proposals contained in this report are a selection from the recommendations set out in the report of Colin Langley, the interim Monitoring Officer, which was presented to Group Leaders at their meeting held on 8 February 2008. Further recommendations will be brought forward by the Monitoring Officer over the coming months.

Background

3. The Monitoring Officer is charged with keeping the constitution under review in order that it is legally compliant, fit for purpose and up to date in light of legislative developments and changes in best practice. From time to time the Monitoring Officer will advise the Council on amendments and modifications to the constitution which are either necessary, or in the opinion of the Monitoring Officer, advisable.
4. During his interim appointment, Colin Langley prepared a report containing a number of recommendations for amendment of various aspects of the constitution. The reasons underlying the recommendations include, amongst others, the need to comply with new legislation and a desire to simplify decision-making processes in order to make them more transparent and streamlined. This report seeks to implement some of the proposals from that report and others will follow in the near future.
5. Below I have set out the separate proposals in sections identified from A to G. Each one deals with a specific amendment and in some cases the revised wording is attached to the report as an appendix.

A) Expanding the Role of the Standards Committee to Undertake the Local Assessment of Complaints Against Members of the Council.

6. The Local Government and public involvement in Health Act 2007,(LGPIH), introduces changes to the ethical framework whereby the initial assessment of complaints, which is currently undertaken by the Standards Board for England, (SBE), will be transferred to the local standards committee. In accordance with constitutional requirements, a report has been taken through the CYC standards committee, which approved these recommendations at a meeting on the 25 January 2007.
7. In short, the changes involve increasing the size of the standards committee by 5 members, those being 2 parish representatives, 2 independent co-opted members and 1 elected member. This will result in a committee of 11 members which is in-line with many other authorities. The committee delegations shall require amending accordingly. The full detail of the changes and their rationale, is set out in the full report to standards committee which I have listed as a background document.
8. Regarding the recruitment of new Independent Co-opted Members and Parish Representatives, we have experienced a disappointing response to our adverts for these vacancies. I would note that York is in the minority of authorities who do not attach any allowance for the role of Independent Co-opted Member of Standards Committee, and this is something which should perhaps be reviewed at the next opportunity. In light of the poor response it has been necessary to embark on a process of more targeted recruitment by highlighting the vacancy with bodies such as CVS and the Magistrates Courts Service. In this way it is hoped that more applications will be forthcoming. However, to facilitate the selection and appointment process I recommend that Full Council delegates to the Standards Committee the power of selection and appointment of elected Member, Independent Co-opted Members and Parish Representatives.
9. Article 8 and Part 3 of the constitution to be amended accordingly. I have attached the amended terms of reference for the Standards Committee as Appendix A.

B) Various Changes to Standing Orders

10. Time limit on Leader's speech on their report reduced from 10 to 5 minutes:- Rule 8(1)(a) to be changed accordingly.
11. Written answers to be circulated where exec member not able to provide response within the time limit:- Rule 10(a) to be amended accordingly.
12. Full Council appointments to outside bodies to be dealt with annually at the first ordinary council meeting following the annual meeting:- Rule 4(c)(17) to be amended accordingly.

C) Expansion of the Functions of the Urgency Committee to Include Staffing Matters.

13. The council doesn't currently have a standing committee with responsibility for staffing matters which fall within the auspices of Full Council, (with the exception of appeals against disciplinary action). The primary function in this respect is that under S.112 of the Local Government Act 1972 which covers the appointment of staff and their terms and conditions. Whilst the Chief Executive is authorised under the Scheme of delegation to exercise any function of Full Council, including those relating to staffing matters, this is subject to certain specified exclusions which include the recruitment and appointment of chief officers. In order to avoid the need to take all such matters to Full Council, I recommend that Council delegates these functions to one of its committees. Such arrangements are the norm amongst other similar councils and enable matters to be dealt with more quickly and at the appropriate level whilst retaining Member involvement.
14. The terms of reference and delegations to the Urgency Committee shall be amended to reflect this expanded role. I have attached the proposed terms of reference at Appendix B.

D) Reduction in the size of the Executive and adjustment to portfolios – Effective from the commencement of the next Annual Meeting of Council

15. Under the current arrangements Full Council determines the number of Executive Members and their Portfolios, (N.B. the LGPIH includes a requirement that this be changed to enable the Leader to determine these matters, and I shall be bringing forward proposals regarding this in the near future). The Leader has indicated that he wishes to make the following changes to the Executive and, accordingly, seeks the approval of Full Council in order that they will take effect from the date of Annual Meeting.
16. It is proposed that the number of Executive Members be reduced by two this being achieved by the merging of the Housing and Adult Social Services portfolios and the deletion of the Social Inclusion & Youth portfolio with the functions be distributed to the Children's Services and Leisure portfolios.
17. Part 3, Executive Portfolios and scheme of delegation, to be amended accordingly. The relevant sections of Part 3 have been extracted and are attached as Appendix C.

E) Economic Development Partnership Board (EDPB) – Removal from the Constitution

18. The EDPB is a working group of Council. As such it does not exercise any functions on behalf of the Council but acts in an advisory capacity. It has been suggested that, in view of its connections with the Local Strategic Partnership, it would be more effectively situated under the wings of the LSP itself. Essentially this will involve disbanding the EDPB as a working group and transferring its work to a body formed by the LSP. As is currently the practice the newly formed body will make recommendations to the CYC Executive where it is inviting the council to act on a matter.

19. It is envisaged that the Council will be entitled to nominate at least three elected Members to sit on the newly formed LSP EDPB in order that each of the three main party groups may be represented. These nominations will be dealt with in due course once the new body is formulated.
20. Part 3 of the Constitution to be amended accordingly to remove reference to the EDPB.

F) Member Champions

21. It is proposed that the various Member Champions be consolidated into the following list:-
 - Older Peoples Champion
 - Information Management & E-Gov Champion
 - Children and Young People's Champion
 - Efficiency, procurement and risk management Champion
 - Energy Efficiency Champion
 - Heritage Champion
 - Cycling Champion

Part 3 of the constitution (p81) to be amended accordingly.

G) Working Groups

22. Working Groups are currently listed in Part 3 of the constitution alongside the committees of council. These are as follows:-
 - i. Social Inclusion Working Group
 - ii. Local Development Framework Working Group
23. Working Groups are fundamentally different entities to committees and it is recommended that they be listed elsewhere within the document so as to avoid the potential for confusion as to their status. It is suggested that, in circumstances where it is felt sensible to make reference in the constitution to a working group, for instance where it is expected to be a semi permanent arrangement, then this can be listed as an appendix to Article 10 of the constitution.
24. Article 10 to be amended accordingly to include list of the standing working groups.

Consultation

25. Consultation was carried out with political groups after the election in 2007. This has been followed by consultation with Chief Officers and the proposals have been discussed on two occasions at Group Leader’s meetings.

Options

26. Members have the option of deciding whether or not to approve the various proposals put forward in relation to the constitution.

Implications

27.

Legal	<p>The Constitution is an amalgam of different parts drawn from a variety of sources. Some parts are prescribed by legislation or guidance whereas some parts are a matter for local decision.</p> <p>The responsibility for maintaining the constitution lies with Full Council and any changes, apart from those covered by the delegations to the Monitoring Officer, must be approved by Full Council.</p> <p>Quentin Baker</p>
Financial	There are no financial implications arising from these recommendations.
Human Resources	There are no human resource implications arising from these recommendations.

Recommendations

28. I therefore recommend that Full Council:-
- i. **Agrees the proposed amendments to the constitution listed A – G.**
 - ii. **Instructs the Monitoring Officer to make the necessary amendments to the written document.**

Contact Details

Author:

Author's name:

Quentin Baker

Title: Head of Civic Legal and Democratic Services

Chief Officer Responsible for the report:

Chief Officer's name: Heather Rice

Title: Dir of People and Improvement

Report Approved

Date 28/3/08

Dept Name

Tel No.01904 551004

Chief Officer's name

Title

Co-Author's Name

Title

Dept Name

Tel No.

Specialist Implications Officer(s) *List information for all*

Implication ie Financial

Name

Title

Tel No.

Implication ie Legal

Name: Quentin Baker

Title

Tel No.

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers:

Report of the Interim Head of Civic Legal and Democratic Services, presented to Group Leaders at their meeting on 8 February 2008.

Appendices:

Appendix A:- Terms of reference for the Standards Committee

Appendix B:- Terms of reference for the Human Resources and Urgency Committee

Appendix C:- Revised Executive portfolios

Article 8

The Standards Committee

The Standards Committee

- 1 The Council will establish a Standards Committee composed of:
 - i. four Councillors (who may not include the Executive Leader);
 - ii. four Independent Members who will have a vote (appointed in accordance with Local Government Act 2000 and its subsidiary regulations) and one of whom will Chair the Committee;
 - iii. three Parish Councillors of a Parish Council in the Council's area, who are not also City Councillors.
- 2 A Parish Council Member must be present when matters relating to Parish Councils or their Members are being considered.

General Role

- 3 The Standards Committee will:
 - seek to promote and maintain a high standard of conduct in the transaction of all Council and Local Council business.
 - assist in the observation of the Members' Code of Conduct (set out in Part 5 of this Constitution)
 - advise on the adoption, revision or monitoring of the Members' Code of Conduct
 - take a general overview on all ethical issues and issues of probity
 - undertake assessments, appeals against assessments or conduct hearings into complaints received by it directly or into such matters as are referred to it by and in accordance with the procedural rules of the Standards Board for England
 - submit an Annual Report of the business undertaken by the Committee to Full Council
 - liaise as necessary with the Audit and Governance Committee on any matter that may be of common concern to both, principally in relation to any matter arising in relation to corporate governance.
 - maintain an oversight of complaints handling and Ombudsman investigations

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The Standards Committee

The functions of the Standards Committee are:

Delegated authority	Conditions
<p>To perform all functions given to Standards Committees by the Local Government Act 2000 as amended by the Local Government and Public Involvement in Health Act 2007 and any regulations made under those Acts, including:</p>	
<p>a promoting and maintaining high standards of conduct by the Members and co-opted Members of the Council</p>	
<p>b assisting Members and co-opted Members of the Council to observe the code of conduct adopted by the Council under section 51 of the Act</p>	
<p>c advising the Council on the adoption or revision of a code of conduct</p>	
<p>d monitoring the operation of the Council's Code of Conduct</p>	
<p>e advising, training or arranging to train Members and co-opted Members of the Council on matters relating to the Council's Code of Conduct.</p>	
<p>f functions given by any regulations made under Section 66 of the Act (functions in connection with investigations carried out by the Monitoring Officer) and</p>	
<p>g the equivalent functions of those referred to above in respect of Local Councils and Local Councillors</p>	
<p>h the assessment of complaints in relation to Councillors and Local Councillors, and conducting appeals against those assessments</p>	
<p>i consideration of reports from the Standards Board or the Council's Monitoring Officer in relation to complaints about the conduct of Members and the holding of local hearings</p>	
<p>j Consideration of requests from Members for dispensations regarding the declaration of interests.</p>	

-
- k consideration of requests from Local Councils and/or Local Councillors for dispensation regarding declarations of interests.
 - l the granting of exemptions from politically restricted posts in accordance with the Local Government and Housing Act 1989 as amended by the Local Government and Public Involvement in Health Act 2007.

To provide advice to the Council on issues relating to Member/Officer relations.

Delegated authority	Conditions
<p>To provide advice to the Council on any employee Code of Conduct, including any statutory code issued under Section 82 of the Act.</p>	
<p>To ensure that a local investigation into the alleged misconduct of Members is undertaken when such matters are referred to the Standards Committee by the Standards Board for England or referred to the Monitoring Officer for investigation.</p>	<p>In accordance with the Standards Board for England procedures and any procedure agreed by the Standards Committee.</p>
<p>To provide advice to the Council and Local Councils in respect of any issues relating to Member conduct under the current legislation, regulations and the National Code of Conduct for Members .</p>	
<p>To provide advice to the Council and Local Councils of any issues arising out of Member misconduct and report on action which has or ought to be taken by the Council and/or Local Councils.</p>	
<p>To establish Panels consisting of at least 3 members of the Standards Committee to conduct an assessment of a complaint or an appeal against an assessment and a local hearing following receipt of a report from the Monitoring Officer or an Ethical Standards Officer.</p>	<p>Any such Panel shall consist of at least one member of the Council if the City of York, one Independent Member and, if the matter relates to a Parish Councillor, one Parish Representative. The Monitoring Officer in consultation with the Chair of the Standards Committee shall have authority to convene a Panel.</p>

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Appendix B

The Staffing Matters & Urgency Committee

The HR & Urgency Committee is a formally constituted, politically proportionate committee of council which may undertake all non-executive functions relating to HR matters and all non-executive functions in case of emergency.

Delegations to the Staffing Matters & Urgency Committee:

Delegated authority	Conditions
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Human Resources:- The committee is empowered to exercise all functions of Full Council concerning Staffing Matters, (other than those which by law are reserved to Full Council), including but not limited to matters under S.112 of the Local Govt. Act 1972.

For the avoidance of doubt this shall include the following:-

- To arrange for the conduct of or conduct the recruitment and selection process and to make recommendations to Full Council as to whom an offer of appointment to the said post(s) should be made in respect of the following vacant posts:-
 - Head of Paid Service
 - Directors
 - Monitoring Officer
 - S.151 Officer
- In conducting its recruitment functions the committee shall be empowered to establish recruitment sub-committees of no less than three elected Members.

Urgency:- The committee is empowered to authorise all non-executive functions, (other than those which must, by law, be exercised by Full Council), in circumstances of urgency where it is necessary to obtain a decision on any matter without delay.

In relation to any urgent matter, which involves the exercise of Executive functions, the Committee shall act in an advisory capacity to the Executive Leader or his or her substitute Executive Member, who shall have regard to the advice when exercising the relevant function.

Subject to legal requirements for taking an urgent Executive decision.

For the purposes of determining whether the Urgency Committee ought to exercise the above delegations a decision is regarded as urgent if it cannot reasonably be deferred to the next available Council, Executive or Committee

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for determination and any such delay is likely to seriously prejudice the Council's or the public's interests.

Appendix C

Executive Portfolios

Overview

Executive Member portfolios have been constructed to achieve a balance between financial responsibilities, strategic management responsibilities (as opposed to operational Directorate management roles) and the number and variety of Service Plan areas and issues covered by each portfolio.

Leader

The Leader will have authority over, lead, chair and make recommendations on corporate and strategic budgetary and financial issues to the Executive. The Leader will also have a personal portfolio consisting of an overview of the following departments/units of the organisation and will ensure the delivery of those services for which they are responsible.

Service plan areas	EMAP	Responsible Director
Policy & Development (including the Chief Executive's Office)	<i>City Strategy</i> ¹	Chief Executive
Civic, Democratic & Legal Services	City Strategy ¹	<i>Chief Executive</i>
Marketing & Communications	<i>City Strategy</i> ¹	Chief Executive ¹
Performance & Improvements (including Safer City ²)	<i>City Strategy</i> ¹	<i>Chief Executive</i> ¹
Human Resources	<i>City Strategy</i> ¹	<i>Chief Executive</i> ¹
Economic Development & Strategic Partnerships	City Strategy	City Strategy

¹ ***Please note the items shown in italics may change subject to final decisions being made as to which EMAP these parts of the organisation will report to***

² ***There is currently no separate Service Plan for Safer City/Community Safety so this item has been included here for completeness***

Executive Member for City Strategy

This portfolio is designed to reflect the strategic links between the regulation of the built environment and transport, to as to ensure the effective and joined up delivery of the services set out below. The portfolio holder will also be responsible for corporate and strategic issues considered by the Executive which arise from the work of the Directorate other than those corporate and strategic matters which are the responsibility of the Leader.

Service plan area	EMAP	Responsible Director
Planning	City Strategy	City Strategy
City Development & Transport	City Strategy	City Strategy
Waste Management Strategy (Client)	City Strategy	City Strategy
Resources and Business Management	City Strategy	City Strategy

Executive Member for Corporate Services³

This portfolio will oversee the work of the Resources Directorate and will ensure the delivery of those services for which the Directorate is responsible. The portfolio holder will have an overview of the following departments/units of the organisation and will ensure the delivery of those services for which they are responsible. The portfolio holder will also be responsible for corporate and strategic issues considered by the Executive which arise from the work of the Directorate other than those corporate and strategic matters which are the responsibility of the Leader.

Service plan area	EMAP	Responsible Director
Audit & Risk management	Corporate Services	Resources
Strategic Finance	Corporate Services	Resources
Business Management	Corporate Services	Resources
IT&T	Corporate Services	Resources
Public Services	Corporate Services	Resources
Property Services	Corporate Services	Resources

³ *Please note the scope of this portfolio may change subject to final decisions being made further to note 1 above*

Executive Member for Neighbourhood Services

This portfolio is designed so as to ensure the delivery of a range of related environmental issues. The portfolio holder will also be responsible for corporate and strategic issues considered by the Executive which arise from the work of the Directorate other than those corporate and strategic matters which are the responsibility of the Leader.

Functional area	EMAP	Responsible Director
Environmental Health & Trading Standards	Neighbourhoods	Neighbourhood Services

Licensing & Regulation	Neighbourhoods	Neighbourhood Services
Neighbourhood Pride Unit	Neighbourhoods	Neighbourhood Services
Street Scene	Neighbourhoods	Neighbourhood Services
Cleansing Services	Neighbourhoods	Neighbourhood Services
Waste Collection Services	Neighbourhoods	Neighbourhood Services
Building Cleaning Services	Neighbourhoods	Neighbourhood Services
Highways Maintenance Services	Neighbourhoods	Neighbourhood Services
Business Support Services	Neighbourhoods	Neighbourhood Services
Street Environment	Neighbourhoods	Neighbourhood Services
Bereavement Services	Neighbourhoods	Neighbourhood Services

Executive Member for Housing and Adult Social Services

This portfolio is designed to ensure the delivery of the following services. The portfolio holder will also be responsible for corporate and strategic issues considered by the Executive which arise from the work of the Directorate other than those corporate and strategic matters which are the responsibility of the Leader.

Service plan area	EMAP	Responsible Director
Housing Landlord	Housing & Adult Social Services	Housing & Adult Social Services
Housing General	Housing & Adult Social Services	Housing & Adult Social Services
Corporate Services	Housing & Adult Social Services	Housing & Adult Social Services
Adults Learning Disability	Housing & Adult Social Services	Housing & Adult Social Services
Adults Older People and people with physical and sensory impairment	Housing & Adult Social Services	Housing & Adult Social Services
Adults Mental Health	Housing & Adult Social Services	Housing & Adult Social Services

Executive Member for Leisure & Culture

This portfolio is designed to ensure the delivery of the following services. The portfolio holder will also be responsible for corporate and strategic issues considered by the Executive which arise from the work of the Directorate other than those corporate and strategic matters which are the responsibility of the Leader.

Service plan area	EMAP	Responsible Director
Arts & Cultural services	Leisure & Culture	Learning, Culture & Childrens' Services
Libraries & Heritage Services	Leisure & Culture	Learning, Culture & Childrens' Services
Parks & Open Spaces	Leisure & Culture	Learning, Culture & Childrens' Services
Sport & Active Leisure	Leisure & Culture	Learning, Culture & Childrens' Services
ICT Client	Leisure & Culture	Learning, Culture & Childrens' Services
Directorate Financial Services	Leisure & Culture	Learning, Culture & Childrens' Services
Directorate HR Services	Leisure & Culture	Learning, Culture & Childrens' Services

Executive Member for Children's Services

This portfolio is designed to ensure the delivery of the following services. The portfolio holder will also be responsible for corporate and strategic issues considered by the Executive which arise from the work of the Directorate other than those corporate and strategic matters which are the responsibility of the Leader.

Functional area	EMAP	Responsible Director
Youth Offending Team	Children's Services	Learning, Culture & Children's Services
Early Years, Schools & Communities	Children's Services	Learning, Culture & Children's Services
Education Development Services	Children's Services	Learning, Culture & Children's Services
School Governance Service	Children's Services	Learning, Culture & Children's Services
Special Educational Needs	Children's Services	Learning, Culture & Children's Services
Adult Education	Children's Services	Learning, Culture & Children's Services
Management Information Services	Children's Services	Learning, Culture & Children's Services
Access	Children's Services	Learning, Culture & Children's Services
ICT Client	Children's Services	Learning, Culture &

Directorate Financial Services	Children's Services	Children's Services Learning, Culture & Children's Services
Directorate HR Services	Children's Services	Learning, Culture & Children's Services
Education Planning & Resources	Children's Services	Learning, Culture & Children's Services
Young People's Service	Children's Services	Leisure, Learning & Children's Services

The Executive Member for Children's Services

In addition to the functions and responsibilities held in common with the other Executive Members detailed above, the Executive Member for Children's Services has the following delegated authorities as set out in the table below.

Delegated authority	Conditions
Corporate	
To bring to the Executive the following draft plans, strategies and policies: <ul style="list-style-type: none"> The Children and Young People's Plan The Youth Justice Plan 	
To approve the fees and charges for services provided on behalf of children and young people.	
Education	
To consult on school organisation matters including school closures, change of character, and new schools (including nurseries)	
To approve the establishment of: <ul style="list-style-type: none"> A Standing Advisory Council for Religious Education (SACRE) A Local Admission Forum A Schools Forum 	
To approve the Local Authority scheme for Local Management of Schools (LMS) and	Subject to consultation with the Schools Forum.

the allocation formula.

To act as the Admission Authority giving delegation to school governing bodies as necessary (Including publications of admission arrangements)

To fix term dates and holidays for all community schools.,

To remove delegation from school governing bodies

Subject to compliance with statutory powers.

To respond to proposals from school governing bodies to federate according to the provisions of the Education Act 2002 and the policy established by the Local Authority

Delegated authority

Conditions

To decide the arrangements for nomination of Local Authority representatives on school governing bodies and to make appointments to vacancies.

Children's Services

To exercise the Council's functions on behalf of children as specified in the Children's Act 2004.

To determine the scheme for payment of allowances for adoption and fostering.

To approve the placement strategy for Looked After Children and Young People.

To receive the Annual Adoption Report.

To determine the Council's input to the Youth Offending Team

Youth Service

To make decisions on all matters arising in connection with the powers and duties of Council under the various acts and regulations relating to the Youth Service and to enforce and administer their provisions.

Except where the decision has been delegated in accordance with this Constitution.

To liaise with voluntary and community groups on issues relating to Youth.

The Executive Member for Leisure and Culture

In addition to the functions and responsibilities held in common with the other Executive Members detailed above, the Executive Member for Leisure and Culture has the following delegated authorities as set out in the table below.

Delegated authority	Conditions
Leisure and Culture	
Following transfer of the management of the Museums service to the York Museum and Gallery trust, to monitor and review the performance of the Trust and to take reports on that performance including issues which arise in connection with the agreement and other arrangements with the Trust and the funding of its activities	
To determine appeals against refusal of DRR	
To approve leisure events to be staged in the City in which the Council is participating if net cost exceeds £10,000 in each case and where such events are unplanned and not specified in the appropriate Service Plan.	Subject to budget provision
Social Inclusion	
To liaise with voluntary and community groups on issues relating to Social Inclusion.	

The Executive Member for Housing and Adult Social Services

In addition to the functions and responsibilities held in common with the other Executive Members detailed above, the Executive Member for Housing and Adult Social Services has the following delegated authorities as set out in the table below.

Delegated authority	Conditions
Housing Services	
To bring to the Executive the draft Housing Strategy.	

To authorise the acquisition of land and building for housing purposes, up to the value of £100,000

Subject to the advice given by the Head of Housing Services and the Chief Finance Officer

To authorise changes in the use of Council owned land and buildings

Where the change is within the housing programme area.
Where the change in use affects the value by 10% or less.
Subject to the advice given by the Head of Housing Services and the Chief Finance Officer

To authorise lease/rights/privileges of all Council owned housing land and/ or buildings to external bodies and to approve the terms and conditions (and variations thereto) governing such use

Where use by way of hire and for more than one calendar month. Where new leases tenancies, licenses, assignments and other agreements renewals and rent reviews have an annual rental or capital value of less than £100,000 subject to the advice of the Head of Housing Services and the Chief Finance Officer

To authorise the disposal of land and buildings appropriated for housing purposes.

Where the aggregate value of the property is less than £100,000 subject to the advice of the Head of Housing Services and the Chief Finance Officer

To approve variations to the:-

- Jobbing repairs policy
- Planned maintenance policy
- Rent collection policy
- Rent arrears recovery policies
- Policies in respect of allocations of private sector housing grants
- Estate management policies
- Housing allocation policies
- Housing association – nominations policy

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To write off irrecoverable housing and mortgage debts exceeding £2,000

Subject to and in accordance with advice given by the Head of Housing Services and the Chief Finance Officer

Adult Social Services

To bring to the Executive draft plans, strategies and policies as required relating to:

- Older people
- People with learning disabilities
- People with long term health conditions
- People with mental health problems

To exercise the social services functions of the Council with regard to the provision of services for adults, including older people.

Except where the legislation requires that a decision must be made by the Council

To exercise the social services functions of the Council with regard to community care responsibilities, liaison with health and housing authorities and community based organisations and services.

Except where the legislation requires that a decision must be made by the Council

To develop joint working, including joint commissioning of services with the relevant health authorities and trusts for the provision of social and health care.

To receive reports from the Commission for Social Care Inspection (or successor bodies) on service inspections or performance reviews and to approve action plans in relation to their findings.

To approve variations to the

- Discretionary charging policy
- Eligibility Criteria (Fair Access to Care Services) policy
- Continuing Care policy.

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Executive

8 April 2008

Report of the Assistant Director (Lifelong Learning and Culture)

Renewal of the Service Level Agreement between City of York Council and the York Theatre Royal**Summary**

1. The current 3-year service level agreement (SLA) with York Theatre Royal comes to an end on 31 March 2008. This report recommends a new service level agreement for the next period.

Background

2. In accordance with best practice recommended by the Department of Culture, Media and Sport (DCMS) we have previously negotiated 3-year partnership funding agreements with our significant cultural organisations in York. The previous 3-year funding agreement set out the following key requirements:
 - The need to provide a year round programme of high quality work promoting the city regionally, nationally and internationally
 - The potential for the theatre to take a more significant role in supporting children and young people to enjoy and achieve in schools and in extended schools settings
 - The opportunity for the Studio theatre to support new talent in the creative sector in the region
 - The need to ensure that the theatre was accessible and developed its audiences especially within those sectors of the community that traditionally had low attendance or participation rates
 - The need to improve the proportion of earned income against public investment.
3. In the three years since 2005 the Theatre has clearly been through a period of change with a renewed emphasis on education and young people's provision, the introduction of a second performance space and the establishment of a national production and touring reputation. This has coincided with some difficult financial issues, which has seen a marked reduction in the Theatre's reserves. However, the Theatre is making progress towards becoming less financially dependant on the Pantomime box office and currently has a healthy financial position this year.

4. The increase over the last 3 years in Youth Theatre Provision, outreach project work and new work in the Studio with the Higher Education sector has been positively welcomed by partners. National figures for 2006 from the Arts Council England show that the York Theatre Royal has one of the broadest social mix of audiences in the country, supported by a pricing policy that encourages attendances by young people.
5. In addition to the requirements of the SLA the Theatre has been a positive partner in the development of the vision for a Cultural Quarter in the city. Work with the City of Festivals initiative and tourism product development, though slow to start with because of forward planning timescales, is now imbedded in the management planning at the Theatre.

Consultation

6. Following three way discussions between the Council, the Theatre and the Arts Council England: Yorkshire (ACE:Y), and in the light of its own internal review, ACE:Y has indicated that it will increase the funding of the Theatre Royal by nearly £47K over the next three years. A condition of the Theatre receiving this increase is that the investment by the council does not reduce over the same period.
7. At the Culture and Heritage EMAP in January 2008 members discussed the 2005/08 SLA. Issues raised and suggestions made for improved reporting have been included in the proposed SLA, which is set out in Annex A.

Options

8. The negotiations have centred on the following key performance areas and these are reflected in the targets set out in the proposed SLA Annex A.
 - Develop provision as a local, regional and national theatre provider, creating productions of quality, daring, delight and accomplishment for the citizens of York and the region, and for visitors to the city
 - Create opportunities for all ages, but particularly young people, to create and learn. By using the entire theatre building and organisation as a resource ensure developing a wide range of skill-based programmes
 - Work in active partnership with business, education, community and arts organisations, and local authority service providers to extend both the range and reach of the Theatre's work
 - Contribute to York's economy and to strengthen the evening economy of the city by attracting visitors to the city. Play an active role city wide initiatives including the development of the Cultural Quarter and in promoting York- City of Festivals

9. Under the previous SLA an inflationary increase was allocated to the Theatre. If this was to be applied at the beginning of the SLA round this would mean an increase of £6,860 (2.3%) on the current allocation of £298,200. However this year in the budget setting process no provision for inflation has been made. Therefore an increase for the Theatre in 2008/09 is not possible unless resources are diverted from other areas of the Arts & Culture budget. However, in order to secure the increase in funding for the theatre from the Arts Council England they have indicated that they would be able to accept standstill award this year and inflation increases in the following years if the SLA would then run for 4 years.
10. Therefore our proposed options for consideration are:
 - Option 1.** SLA to run for 2008/09 only with no inflationary increase included. This would give the council the opportunity to review future funding levels in light of the overall budget position from 2009/10.
 - Option 2.** SLA to run for 3 years (1 April 2008 to 31 March 2011) with no inflationary increase included across the 3-year period.
 - Option 3.** SLA to run for 4 years (1 April 2008 to 31 March 2012) with no inflationary increase in 2008/09 but with inflationary increases guaranteed for the following three years.

Analysis

11. To avoid the renewal of the SLA falling in the same year as the renewal of funding from the Arts Council England, and therefore allowing the Theatre some stability, a four-year funding agreement is the preferred option. This would also allow for the inflationary increases to be built into future years budget processes. Inflation increases would always be calculated on the same basis that the council calculates its own standard inflation rate used in the relevant years budget process.

Corporate Priorities

12. The theatre contributes some £11.2 M to the local economy (figures provided by EDU), and is a key stakeholder in the development of the cultural quarter for the city. In addition to its economic contribution the theatre is a regionally and nationally recognised producing theatre and its work with Families and Young people (in partnership with the council) is a DCSF model of good practice. It has been actively involved in work to support the priority outcomes of the Lifelong Learning and Culture Plan.

Implications

Finance

13. The following implications have been considered

- **Financial** The 2008/09 budget for the Theatre Royal SLA is £298,200, representing a cash freeze on the payment made to the Theatre in 2007/08. As none of the options for consideration propose an increase in the payment for 2008/09 they are all affordable within the existing 2008/09 budget.

If Option 3 is chosen then the Executive will have to agree a pre-commitment to inflationary increases in each of the years 2009/10 to 2011/12. Assuming a standard inflation rate of 2.3% pa this would equate to estimated payments to the Theatre of:

2008/09	£298,200
2009/10	£305,060
2010/11	£312,070
2011/12	£319,250

14. There are no Human Resources, Equalities, Legal, Crime and Disorder, IT, or Property implications arising from this report.

Risk Management

15. The performance of the Theatre is subject to regular monitoring with twice-yearly reports on the SLA to EMAP. The Council also has 3 councillors on the Theatre board and an officer attends board meetings in a client role.

Recommendations

16. The Executive is asked to approve the proposed Service Level Agreement set out in Annex A and to agree a 4 year service level agreement as set out in paragraph 8 above.

Reason: To provide programme at the Theatre that meets the Council's objectives and to secure the additional investment of the Arts Council England.

Contact Details

Author:

Gill Cooper
Head of Arts and Culture
Learning Culture and Children's
Services
Tel No. 554671

Chief Officer Responsible for the report:

Charlie Croft
Assistant Director, Lifelong Learning and
Culture
Tel No. 553371

Report Approved

Date 12/3/08

Specialist Implications Officer(s) *List information for all*

Financial
Richard Hartle
Head of Finance (LCCS)
Tel No. 554225

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers:

Purchasing from the Not for Profit sector 2008/09: Service Level Agreements

Annexes

Annex A York Theatre Royal Partnership Agreement 2008 - 2012

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SERVICE LEVEL AGREEMENT 2008/20xx

This is a (three/ four) year service level agreement (SLA) is between The City of York Council and York Citizens' Theatre Trust Ltd. It will commence on 1st April 2008 and end on 31st March (2011 / 2012).

PARTNERSHIP OUTLINE

Aims

1. To maintain and develop York Theatre Royal as a local, regional and national theatre provider, creating productions of quality, daring, delight and accomplishment for the citizens of York and the region, and for visitors to the city.
2. To continue to develop local and nationally significant programmes of work with partnerships across the UK and internationally, that contribute to making York a vital and vibrant city.
3. To encourage creative expression and engagement with the community through a diverse programme of work, both on and off stage, that offers a cultural mix of entertainment, innovation, participation and enjoyment.
4. To create opportunities for all ages to learn, develop skills and use the entire theatre building and organisation as a resource. To offer the building, and the Theatre staffs' knowledge, skills and experience as a resource to local people, schools, universities and colleges and to create opportunities for the creative activity of the community.
5. To continue to develop the Youth Theatre, and links with educational institutions, and to create opportunities for skills development and learning at all ages.
6. To continue to develop the infrastructure of York Theatre Royal to ensure the building is fully accessible and to raise the quality of the facilities provided for all audiences and visitors.
7. To contribute to York's economy by attracting visitors to the city, play an active role in the City of Festivals Initiative, and to strengthen the evening economy of the city.
8. To work collaboratively to support the "Cultural Quarter" initiative.
9. To work in active partnership with business, education, community and arts organisations, and local authority service providers to extend both the range and reach of the Theatre's work.

PARTNERSHIP DELIVERY 2008/xx**In order to achieve the aims listed above The Theatre Royal will:**

- Provide a year round programme of work which shall include in-house productions, including a pantomime, youth theatre productions, touring drama productions, and hires to local amateur companies.
- Provide sign language interpreted and audio described performances, and touch tours.
- Provide a regular Youth Theatre for at least 250 young people annually.
- Provide educational activities related to each main house production, including special matinees, talks, teachers' packs, workshops and visits to schools.
- Develop The Studio programme promoting new and culturally diverse work: using the space to provide opportunities for local voluntary arts organisations and a programme for Young people and families.
- Continue to offer discounted tickets for school groups and young people. To monitor and report specifically on the effectiveness of these for the York population by post code analysis.
- Continue to develop the education/outreach service, in liaison with the Council, providing curriculum and non-curriculum related events including the P.E.T. project to six agreed schools annually. (PET provision specified in separate SLA).
- Provide student placements and careers advice to support the development of a strong local creative sector.
- Continue to pursue options for an improved provision for rehearsal, youth theatre and production facilities for the Theatre.
- Work with key stakeholders on the Cultural Quarter developments as well as other developments as appropriate.
- Ensure that all publicity material, brochures and print acknowledge the support of the Council.
- Continue to address Arts Council and CYC objectives relating to diversity and inclusion programmes.

In order to achieve the aims listed above the City of York Council will:

- Provide grant support, as detailed below, payable on the 1st of April annually.
- Ensure the building is kept in good working repair in terms of the council's obligations as set out in the lease.
- Provide support and advice, through the person of the Lead Officer in the first instance.
- Support the work of the Theatre in schools, facilitating clear communication and collaborations with educational settings.
- Ensure that the Theatre is involved in cultural and community development projects and activities.
- Facilitate effective working relationships with all council departments and ensure access to potential partnership and stakeholder groups.

- Seek ways to continue to strengthen the role of the Theatre in civic and cultural life of the city.

OPERATION OF PROGRAMME

Weeks in Operation	52	Target total audience*	160,000
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Amount allocated	£
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* This represents an annually increasing trend and a detailed breakdown of this target into the operational areas will be agreed annually and reported to E MAP. Operational area categories will include Youth Theatre numbers, No. of young people participating in educational activities, average % audience per show, % audience from post code areas. The targets agreed may differ depending on the negotiated balance of activities each year. They will be negotiated with the Lead Officer and reported to E MAP every six months.

REPORTING, MONITORING AND EVALUATION

The Theatre will provide information to the Lead Officer in the following areas:

Annually

- Health and Safety Policy (including list of currently certified first aiders)
- Child Protection Policy
- Race Equality Action Plan
- Equal Opportunities Policy
- Insurance Certificate
- Audited accounts
- Annual operational review report (including a post code analysis of the audience figures targeting agreed priority areas).

Bi Annually

- Report to Executive Member and Advisory Panel for Culture and Heritage

Quarterly

- Main house, studio and workshop attendance figures broken down by production
- An analysis of financial actual figures against budget
- Copy of any promotional materials
- Summary of Youth Theatre membership
- Summary of Education and Outreach activities
- Press pack and evaluation for each season.

The Lead Officer and the senior management of the Theatre, will meet at least four times each year to monitor and review the agreement.

PARTNERSHIP REQUIREMENTS**The Theatre will undertake to:**

1. Operate the Theatre in accordance with the recognised industry safety and public service standards, and, where relevant, a quality assurance programme.
2. Operate an effective access and equal opportunities policies, which will give full consideration to the access needs of people with disabilities, different cultures and gender, and ensure that the programme reflects their needs and integrates them fully.
3. Ensure that the funds allocated are used specifically for the provision of the agreed services and by the named organisation only.
4. Maintain appropriate insurance to cover public liability and employment liability.
5. Notify the Lead Officer, or their representative, if unable to sustain the services as specified and return such part of any unspent support, allocated pro rata, as the City of York Council may determine.
6. Make provision for the inspection of the accounts by Council officers at any reasonable time, if requested, within 14 days.
7. Consult with the Lead Officer, or their representative, over any changes to charging policies.
8. Consult with the Lead Officer, or their representative, over staffing matters and recruitment of senior staff.
9. Keep and supply a copy of all minutes of all Trustee meetings to the Lead Officer, or their representative, and ensure that the Lead Officer, or their representative, are invited in advance to Trustee meetings of the Theatre.
10. Abide by all requirements of current child protection legislation.

In the event of the Theatre committing a serious breach of its obligations under this agreement, the Council will be entitled to terminate this agreement by notice and reclaim on a pro rata basis such sum as represents all funding from the date of the breach. Any subsequent entitlement to funding will cease immediately.

The City Council's financial contribution for 2008/2009 will be £ xxxx

GENERAL CONDITIONS

1. The agreement will last for (3 / 4) years and end on 31st March (2011 / 2012) subject to annual renegotiation as outlined above.
2. The level of funding and the specific service content will be renegotiated each year. The intention is for the City of York Council to maintain funding value at current levels and increase by the council agreed level of inflation (applied to its own labour costs), but not to decrease it.
3. This agreement can be terminated by the Theatre by giving 3 months notice prior to each annual monitoring review.

SIGNED ON BEHALF OF YORK CITIZENS' THEATRE TRUST

	PRINT NAME	
CHAIR		
CHIEF EXECUTIVE		
DATE		

SIGNED ON BEHALF OF THE CITY OF YORK COUNCIL

	PRINT NAME	
LEAD OFFICER		
ASSISTANT DIRECTOR		
DATE		

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Renewal of the Service Level Agreement between City of York Council and the York Theatre Royal

This Annex provides further information regarding the performance of the York Theatre Royal from 1999 up to the end of the last Service Level Agreement (Table 1), and projections for the new 4 year period (Table 2).

KEY FACTS

Table 1

			2002/05 SLA					2005/08 SLA			
		Notes	1999/00	2000/01	2001/02	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08
Grants	City of York		291,890	297,727	284,230	288,000	311,000	311,000	283,000	289,510	298,200
	Arts Council		392,000	413,760	419,200	448,050	470,000	486,750	535,000	549,710	564,830
% Increase	City of York			2.00%	-4.53%	1.33%	7.99%	0%	-9.00%	2.30%	3.00%
	Arts Council	1		5.55%	1.31%	6.88%	4.90%	3.56%	9.91%	2.75%	2.75%
Total Income		2	1,645,023	1,696,538	1,965,533	2,025,434	2,243,240	2,599,758	2,657,410	2,570,033	2,669,054
Grants as % of Income		3	42%	42%	36%	36%	35%	31%	31%	33%	32%
Other Data	Performances	4	263	256	331		449	452	486	547	578
	Audiences	5	117,667	114,692			136,616	137,368	142,073	136,883	152,000
	No. of Concessions	6							53,431	77,951	
	Sold to Young Persons	7		9,000	13,500	14,500	22,270	23,500	24,800	26,000	27,500
	Education sessions	8	143	121						1,020	1,050
	Education Attendances	9	3,476	4,684						23,381	24,000

Table 2

		Estimate	Estimate	Estimate	Estimate
		2008/09	2009/10	2010/11	2011/12
Grants	City of York	298,200	305,059	312,075	319,253
	Arts Council	580,080	595,743	611,828	625,900
% Increase	City of York	0%	2.30%	2.30%	2.30%
	Arts Council	2.70%	2.70%	2.70%	2.30%
Total Income		2,966,643	3,002,642	3,079,646	3,150,478
Grants as % of Income		30%	30%	30%	30%
Other Data	Performances	580	585	590	595
	Audiences	154,000	156,000	158,000	160,000
	Sold to Young Persons	29,000	30,500	32,000	33,500
	Education sessions	1,070	1,090	1,110	1,130
	Education Attendances	24,500	25,000	25,000	26,000

OVERALL FUNDING

1. The top two lines of Table 1 show the grant levels from the Council and the Arts Council England (Yorkshire) since 1999. The Council's grant starts at £291,890 in 1999 rising to £298,200 in 2007/8. (The same level is proposed for 2008/9 meaning an increase of just 2.16% over the 10 years).
2. Furthermore, during this period the Theatre has been required to take on additional functions following the merger of Youth Theatre Yorkshire with the Theatre Royal. This is reflected in the uplift in funding for 2003/4. Whilst the youth theatre function has continued the additional funding was removed in 2005/06 when the Theatre's grant was cut by 9%.
3. Note 1 in Table 1 shows that the Arts Council support on the other hand has increased by 47.98% over the same period.

4. Note 2 in Table 1 shows the annual income that the Theatre has recorded. In 2007/08 the theatre undertook a three year budgeting plan and the resulting projections are shown for 2008-10. It should be noted that the income for 2008/09 is increased to reflect the plan to stage the Railway Children at the NRM this summer (with commensurately increased costs).
5. Note 3 in Table 1 demonstrates that grants as a percentage of income have fallen from 42% in 1999 to a projected 30% in 2008/9.
6. Comparative figures for other theatres for 2005 are attached and show the Theatre Royal's healthy performance. Provisional Figures obtained from theatres in this region for 2007/8 suggest that whilst the Theatre Royal drew just 32% of its income from grant, the Hull Truck Theatre received 38% of its income in grant, the West Yorkshire Playhouse 40%, and the Stephen Joseph Theatre 42%.
7. The Theatre has recently been asked to join a more formal 'benchmarking' study with ACE on the 'midscale producing theatre' and more information on this will be made available on a regular basis in the future.
8. The Theatre has also commissioned consultants Bonnar Keenlyside to undertake a financial 'health check' together with some benchmarking and this will be made available to the Council as soon as it is formally adopted by the Theatre trustees.
9. Note 4 in Table 1 shows that performances have risen over the period from 263 to 580 per annum.
10. Note 5 in Table 1 shows that attendances have risen from 118k in 1999 to 150k projected for this year. The SLA provides for an increase to 160k by the end of the next 4 year period.
11. Notes 6 and 7 in Table 1 demonstrate increasing concessionary ticket sales including to young people with a very high number of young people using the £5 ticket prices (19% of total audiences).
12. Notes 8 and 9 in Table 1 show the increased education and youth provision.

PRICING POLICY

13. The Theatre offers a wide range of pricing policies to ensure that access is available to all, and a more detailed document setting these out is available if required. The 52% of tickets sold at a concessionary rate last year clearly demonstrate the need for this.
14. Regarding concessions for the Pantomime, the Theatre does offer a YorkCard discount for most productions, and discounts for all concessions, but is unable to offer the young persons ticket price on this production. However, the cheapest tickets are set at £10, and Partnership schools are able to come for £8. The theatre has 4.30 pm Friday performances in January at a reduced price from £10 and these performances are very popular with families.

15. It should be noted that the Pantomime audiences have increased year on year, and the matinees (especially on Saturdays) are the first performance to sell out.
16. The Theatre also gives 800 tickets to the local Roundtable to sell at a public dress rehearsal and over half of these tickets are given to young people, and 'hard to reach' groups – the Round table also makes donations to local charities from the proceeds of the performance. The Theatre gives most years tickets to the Lord Mayor to sell to support their chosen charities.
17. In discussions with the Theatre, it is clear that there is concern about reducing ticket prices for the pantomime at the same time as we are asking them to be less reliant on public funding and more reliant on generating income for themselves. However, it should be noted that the Theatre has not raised the prices for the 2008 Pantomime as it is concerned that customers may become price resistant in light of the current economic outlook.
18. Regarding the profile of the audience compared the local population (and with other theatres) has been undertaken by Audiences Yorkshire (the ACORN profiling). The analysis is attached. A map showing where the audience is drawn from is also attached.

CUSTOMER SATISFACTION MEASURES

19. As part of its newly adopted Customer Service development policy, the Theatre has plans for focussed customer service questionnaires as well as a wider consultation. The new Theatre membership scheme with 450 members shows that people have a desire for a closer relationship with the Theatre. The loyal and devoted panto. audience also demonstrates this. The Theatre currently deploys various ways of gathering feed back through emails, letters and phone calls.
20. The CPA measure for resident satisfaction with theatres and concert halls has remained fairly static during this period falling from 72% in 2000 to 70% in 2007/8 despite the fact that the Barbican has not been operating during much of this period.

OTHER INFORMATION

21. Using the Council's multipliers the economic benefit to the city from visits to the Theatre Royal is £11.3m per annum.

THEATRE BENCHMARKING

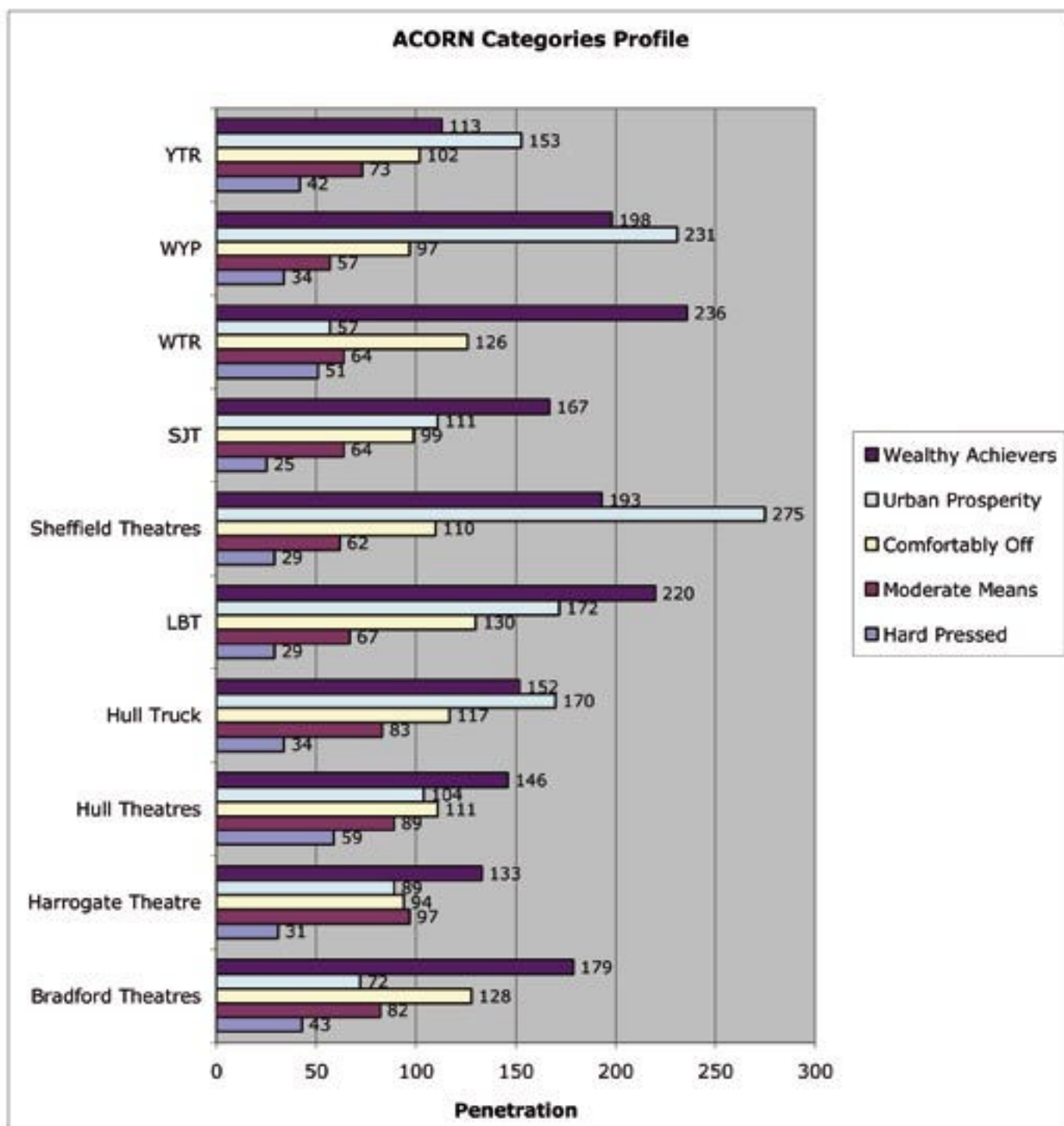
	YORK 2004/5	COLCHESTER 2005	SALISBURY 2005	BOLTON 2005	HARROGATE 2005	HULL 2005	MANCHESTER 2005
ACE Grant	486,750	711,789	773,055	527,876	377,700	380,000	2,290,332
Local Authority Grant	311,000	350,505	216,683	136,967	183,390	286,780	226,900
Grant as % of total income	30.69	41.22	43.32	41.92	38.16	40.27	38.92
% of self-generated income	69.31	58.78	56.68	58.08	61.84	59.73	61.08

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3.5.4 The Big Picture participants' ACORN profiles

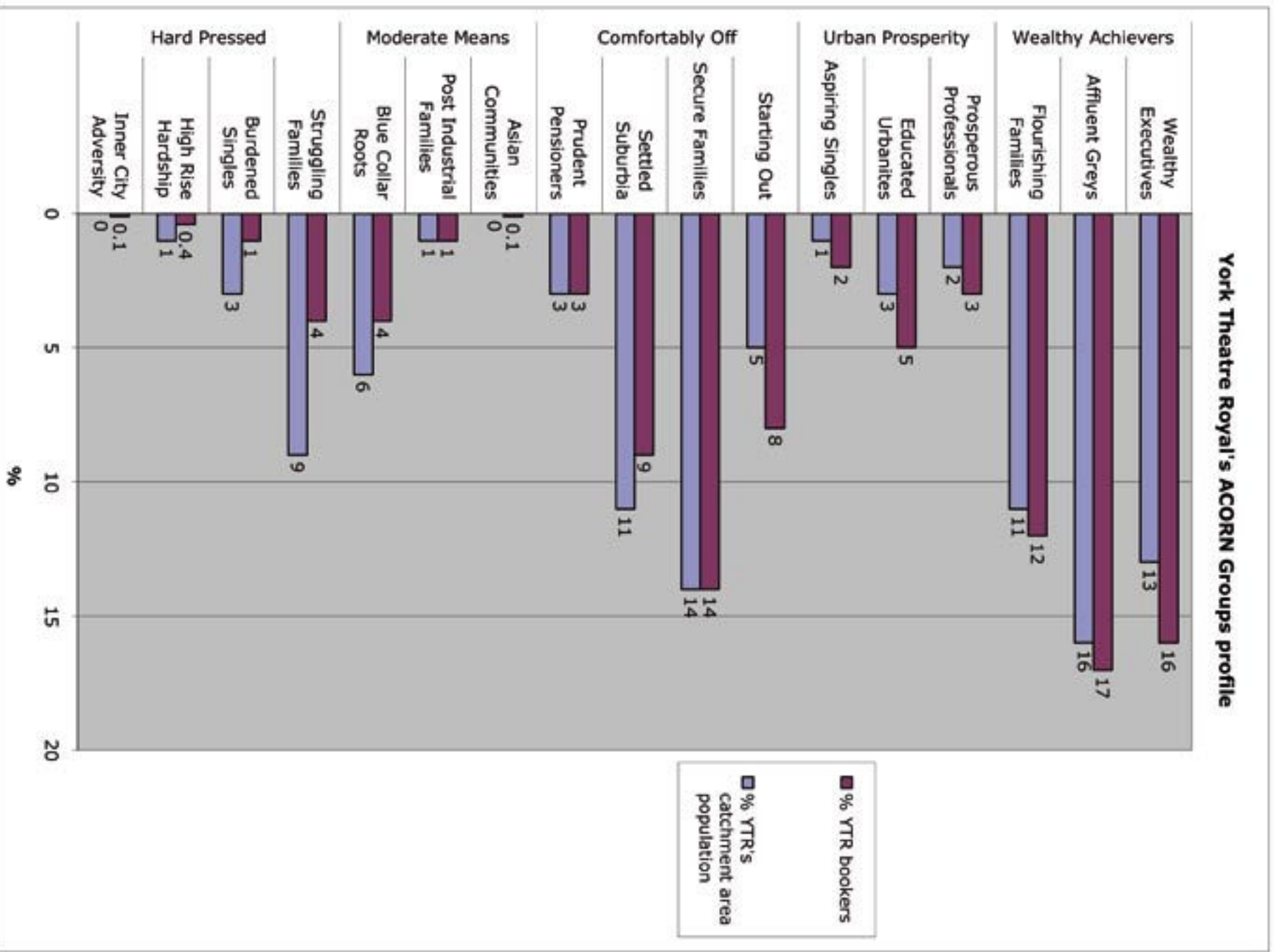
The graph below shows ACORN Category *percentage penetration* for all The Big Picture participants:

- A score of 100% means that an ACORN Category made up a proportion of bookers equal to that Category's presence within the participant's catchment area
- A score of over 100% means that a Category was over-represented amongst a participant's bookers
- A score of below 100% means that a Category was under-represented amongst a participant's bookers.



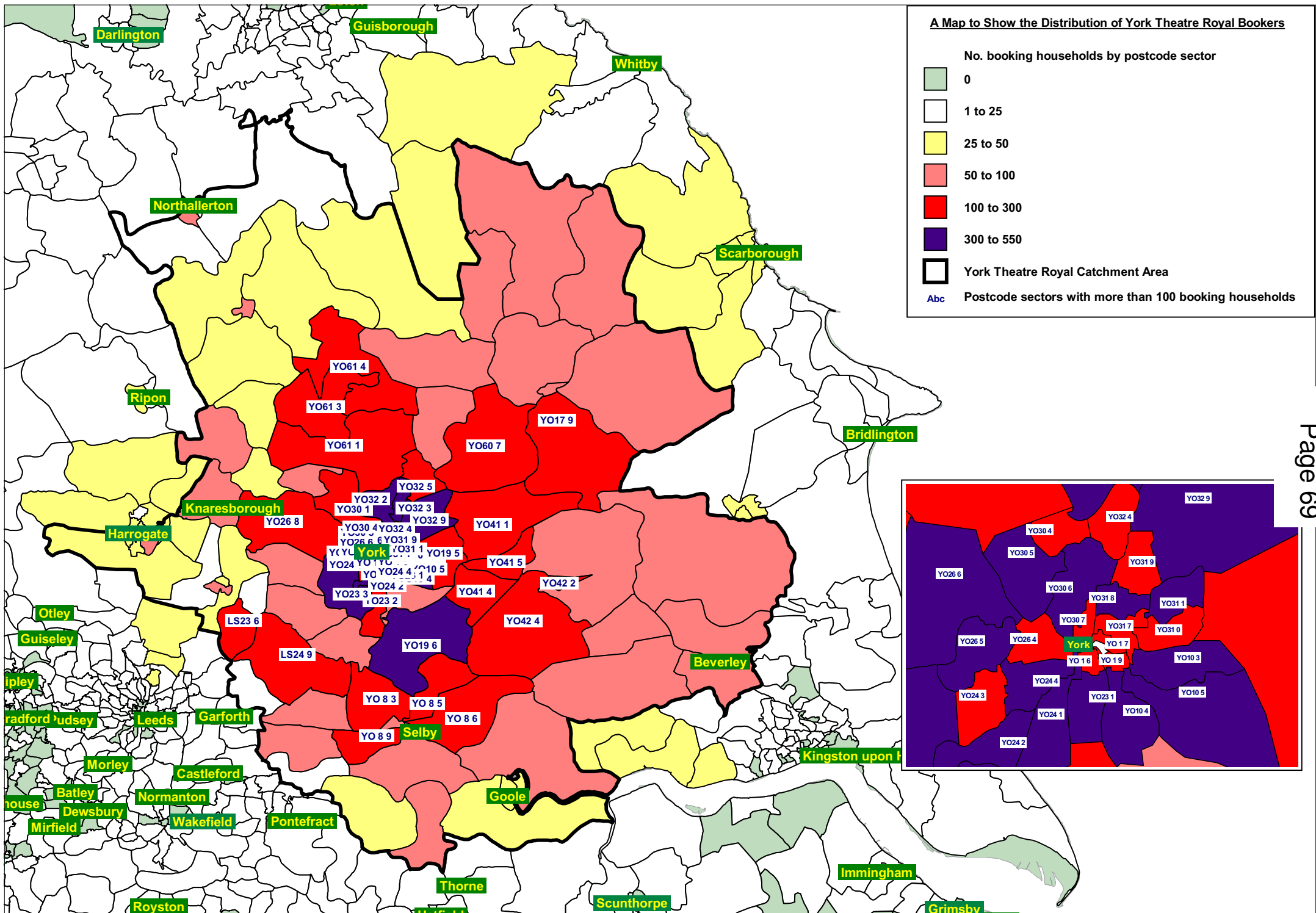
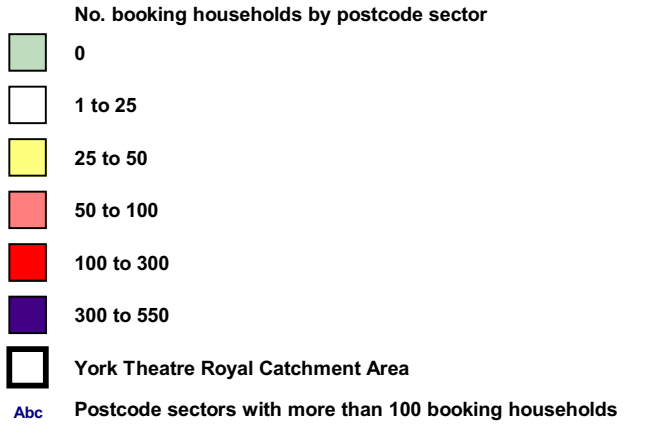
ACORN Category	ACORN Group	% GB population who "currently attend" the theatre
1. Wealthy Achievers	A Wealthy Executives	62
	B Affluent Greys	48
	C Flourishing Families	53
2. Urban Prosperity	D Prosperous Professionals	63
	E Educated Urbanites	53
	F Aspiring Singles	36
	G Starting Out	52
3. Comfortably Off	H Secure Families	41
	I Settled Suburbia	38
	J Prudent Pensioners	48
4. Moderate Means	K Asian Communities	16
	L Post-Industrial Families	37
	M Blue-Collar Roots	32
	N Struggling Families	21
	O Burdened Singles	22
5. Hard Pressed	P High-Rise Hardship	20
	Q Inner City Adversity	24

Attendance within ACORN groups is less consistent; different groups within the same category can have very different levels of theatre attendance. For example, Aspiring Singles have much lower levels of attendance than other groups within the Urban Prosperity category; Prudent Pensioners have a relatively high level of attendance.



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A Map to Show the Distribution of York Theatre Royal Bookers



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