

**CITY OF YORK COUNCIL
SUMMONS**

All Councillors, relevant Council Officers and other interested parties and residents are formally invited to attend the **Annual Meeting** of the **City of York Council** at **The Guildhall, York**, to consider the business contained in this agenda on the following date and time

Thursday, 25 May 2017 at 11.00 am

A G E N D A

1. Declarations of Interest

At this point, Members are asked to declare:

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

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

2. Appointment of Lord Mayor

To appoint a Lord Mayor for the 2017/18 Municipal Year.

3. Appointment of Sheriff

To appoint a Sheriff for the 2017/18 Municipal Year.

4. Appointment of Deputy Lord Mayor

To appoint a Deputy Lord Mayor for the 2017/18 Municipal Year.

5. Formal Business of Council - Allocation to Seats and Appointments to the Council Structure and Outside Bodies for 2017/18 and Allocation of Motions (Pages 3 - 54)

To receive a report which asks Council to:

- (i) Agree the allocation of seats in accordance with Annex A ; and
- (ii) Approve appropriate nominations to Committees, other bodies and outside bodies, as well as appointments to Chairs and Vice-Chairs, as set out in this report and its annexes, together with details of any further appointments which may be circulated prior to the meeting; and
- (iii) Approve the proposed allocation of motions for consideration at Ordinary Full Council meetings for the duration of the 2017/18 Municipal Year.

6. Recommendations of Corporate and Scrutiny Management Policy and Scrutiny Committee (Pages 55 - 64)

Meeting	Date	Recommendations
Corporate & Scrutiny Management Policy & Scrutiny Committee	8 May 2017	Minute 60: Proposals for the Future Ways of Working in Scrutiny (<i>copy of Constitution Update attached</i>) http://democracy.york.gov.uk/ieListDocuments.aspx?CId=144&MId=9419&Ver=4

7. Recommendations of the Gambling, Licensing & Regulatory Committee (Pages 65 - 66)

Meeting	Date	Recommendations
Gambling, Licensing & Regulatory Committee	24 April 2017	Minute 33: Council's Constitution – Licensing Appeals http://democracy.york.gov.uk/ieListDocuments.aspx?CId=606&MId=9639&Ver=4

8. Recommendations of the Health and Wellbeing Board (Pages 67 - 72)

Meeting	Date	Recommendations
Health & Wellbeing Board	8 March 2017	Minute 62: Governance Arrangements for the Health and Wellbeing Board (<i>copy of revised terms of reference attached</i>) http://democracy.york.gov.uk/ieListDocuments.aspx?CId=763&MId=9351&Ver=4

9. Urgent Business

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

Democracy Officer for this meeting:

Name: Jill Pickering

Contact details:

- Telephone – (01904) 552061
- E-mail – jill.pickering@york.gov.uk

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

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

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

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

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

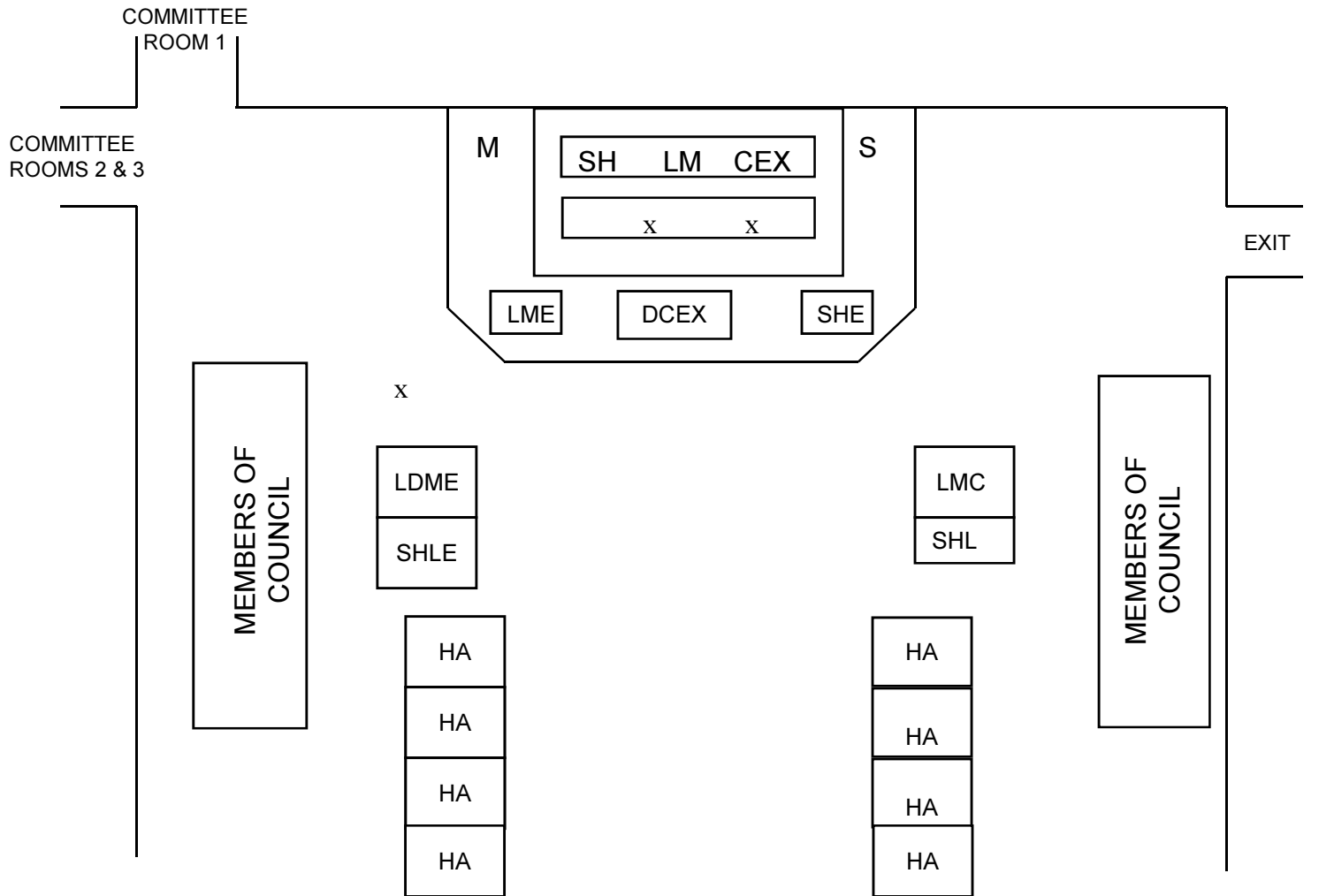
Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

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

 (01904) 551550

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- LM - Lord Mayor
- LMC - Lord Mayors Consort
- SH - Sheriff
- SHL - Sheriff's Lady

- LME - Lord Mayor Elect
- LDME - Lady Mayoress Elect
- SHE - Sheriff Elect
- SHLE - Sheriff's Lady Elect

- CEX - Chief Executive
- DCEX - Deputy Chief Executive

- HA - Honorary Alderman
- S - Sword Bearer
- M - Mace Bearer

- X - Microphones

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Annual Council Meeting

25 May 2017

Report of the Assistant Director, Legal and Governance**Allocation to Seats and Appointments to the Council Structure and Outside Bodies for 2017/18 and Allocation of Motions****Summary**

1. At its Annual General Meeting, Full Council considers the allocation of seats on Committees and other bodies every year and makes appropriate appointments for the coming Municipal Year. This report sets out details of those arrangements, together with a proposed schedule of motions from Groups for consideration at ordinary meetings of Council, as required by the Council Procedural Rules.

Background

2. Council is required to make those appointments and to allocate those places on the committees and other bodies that it wishes to set up in order to run its business during the 2017/18 Municipal Year. These appointments are made in accordance with the political balance requirements set out in the 1989 Local Government & Housing Act, as may be required.
3. In accordance with the Local Government Act 2000, Council appointed its Leader for a full term of office (up until the next local elections in May 2019). Under the same statutory provisions, the appointed Council Leader is responsible for appointing between two and nine Executive Members. Details of those appointees are set out in Annex B to this report together with other nominees to all other Council bodies.
4. Constitutionally, the Annual Meeting must approve a schedule of motions allocated to Groups for consideration at ordinary Council meetings.

Allocation of Seats

5. Under agenda item 5(i), Full Council is asked to approve appointments to those available seats to which the political balance rules must be applied under the terms of the Local Government & Housing Act 1989. Council is also asked to consider applying the rules to the remaining bodies it chooses to set up, in accordance with previous practice. Full details are contained in Annex A to this report.

Appointments to Committees, Working Groups & Outside Bodies

6. Further to the allocation of seats referred to above, under agenda item 5, Full Council is asked to make appointments to those Committees and other bodies set out in Annex B. These include various outside bodies, together with Chairs and Vice Chairs of Committees and membership of Ward Committees. These appointments will be made in accordance with nominations to be made by political groups, together with nominations to places allocated to Independent Members.
7. Also included within Annex B are the details of statutory appointments which the Council is required to make to its Health & Wellbeing Board. This is a Committee of the Council but one to which proportionality rules do not have to be applied. Statutorily, the Council must appoint the Council Leader (or his or her nominee) to the Board. It is proposed that Councillor Runciman as Executive Member for Health & Adult Social Care be appointed as the Leader's nominee for the 2017/18 Municipal Year. At its meeting on 8 March 2017, the Health & Wellbeing Board reviewed its terms of reference and membership. Elsewhere on this agenda, the recommendations of that meeting in relation to updating the Board's terms of reference are before Annual Council for approval.
8. Traditionally, the Council has also appointed a further 3 Members to the Board. In the past, these Members have been appointed from the 3 largest groups on the Council. However, in view of the likelihood of Councillor Runciman (Liberal Democrat) being appointed as the Leader's nominee for 2017/18, it is suggested that the Council may wish to allocate these 3 places as follows:
 - 1 Labour;
 - 1 Conservative;
 - 1 Green.

Fire Authority

9. As shown in Annex A (proportionality of seats), Council must apply proportionality itself to its available places on the Fire Authority. The Council is entitled to 4 places, giving 1 place to each of the Labour, Conservative, Liberal Democrat and Green Groups.

West Yorkshire Combined Authority (WYCA)

10. Details of places available to the Council and its nominations to fill those places are also set out in Annex B referred to. These include nominations to the Combined Authority itself, its Transport and Scrutiny Committees.

The WYCA will be given details of the Leader's appointed relevant Executive Member for co-option by WYCA to its West Yorkshire and York Investment Committee.

Council is further asked to note that the WYCA Member appointed by this Authority is appointed (in their capacity as WYCA Member), to WYCA's LCR Partnership Committee.

Schedule of Motions

11. A proposed schedule of allocation of motions to ordinary Council meetings is attached at Annex C to this report, in accordance with the requirements of the Council's Constitution. For completeness, it shows the proposed allocation for the coming Municipal Year, together with projections for allocations for the remainder of the existing Council 4 year term, up to the local elections.

Consultation

12. In accordance with the usual process for gathering nominations to available places at the Annual Council Meeting, all party Groups have been consulted on and provided with the necessary information on available places.

Options

13. Options open to the Council are:
 - (i) to approve or not approve the allocation of seats in accordance with the arrangements set out in Annex A;

- (ii) to make the appointments proposed at the meeting to Committees and other bodies set out in Annex B, including the appointment of Chairs and Vice Chairs to Committees, or propose alternatives;

Council Plan 2015-19

14. Establishing an appropriate decision making and scrutiny structure, is essential in providing a framework through which the Council can make decisions relating to the delivery of its core priorities set out in the Council Plan, effectively.

Implications

15. There are no known implications in relation to the following in terms of dealing with the specific matter before Members, namely to consider the allocation of seats and places to Committees and other bodies, including Chairs and Vice Chairs, together with the appointment of a Council Leader.
 - Financial
 - Human Resources (HR)
 - Equalities
 - Crime and Disorder
 - Property
 - Other

Legal Implications

16. The Council is statutorily obliged to make appointments to committees, advisory committees, sub Committees and certain other prescribed bodies in accordance with the political balance rules. These rules may only be waived where no Member votes against the proposal. As with previous years, it is suggested that the rules be waived in relation to appointments to the Joint Standards Committee, in the interests of fairness, independence and equality on this Committee.

Risk Management

17. In compliance with the Council's risk management strategy, there are no known risks associated with the recommendations in this report, other than the failure to meet the above legal requirements and the risk of a Council operating with no agreed political management arrangements (in the form of a decision making and

scrutiny structure) should Annual Council fail to make any such arrangements.

Recommendations

- 18. Members are asked to consider the recommendations and annexes attached to this report and
 - (i) Agree the allocation of seats in accordance with Annex A ; and
 - (ii) Approve appropriate nominations to Committees, other bodies and outside bodies, as well as appointments to Chairs and Vice-Chairs, as set out in this report and its annexes, together with details of any further appointments which may be circulated prior to the meeting; and
 - (iii) Approve the proposed allocation of motions for consideration at Ordinary Full Council meetings for the duration of the 2017/18 Municipal Year.

Reason: To fulfil the Council’s statutory and constitutional requirements.

Contact details:

Author:

Dawn Steel
Head of Civic & Democratic Services
Tel: 01904 551030

Chief Officer Responsible for the report:

Andrew Docherty
Assistant Director, Legal and Governance

Report Approved

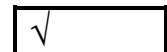


Date 16 May 2016

Specialist Implications Officer(s) None

Wards Affected:

All



For further information please contact the author of the report

Annexes

Annex A - Allocation of seats 2017/18

Annex B - Appointments to Committees and other bodies 2017/18, including outside bodies, and Ward Committees

Annex C – Allocation of Motions

Background Papers

None

Allocation of Seats on Committees, Sub-Committees, Boards and
Working Groups between Political Groups

Note:

Seats in relation to the meetings below have been allocated between groups by agreement and in accordance with the rules on political balance contained within the Local Government and Housing Act 1989.

	Total	Lib Dem	Labour	Green	Con	Ind
Decision Making Committees						
Staffing Matters & Urgency Committee	3	1	1	0	1	0
Planning Committee	15	4	4	1	5	1
Area Planning Sub-Committee	11	3	3	1	3	1
Audit & Governance Committee	7	2	2	1	2	0
Gambling, Licensing and Regulatory Committee	15	4	4	1	5	1
Corporate Appeals Panel	3	1	1	0	1	0
Housing Appeals Panel	3	0	1	0	1	1
Education Appeals Panel	3	1	1	0	1	0
Scrutiny Function						
	Total	Lib Dem	Labour	Green	Con	Ind
Customer & Corporate Services Scrutiny Management Committee	9	2	3	1	3	0
Economy & Place Scrutiny Committee	7	2	2	1	2	0
Economy & Place Policy Development Committee	7	2	2	1	2	0
Health, Housing & Adult Social Care Policy & Scrutiny Committee	7	2	2	0	2	1
Children, Education & Communities Policy & Scrutiny Committee	7	2	2	1	2	0
Other bodies to which proportionality also applies						
North Yorkshire Fire & Rescue Authority	4	1	1	1	1	0
Total seats to which proportionality must be applied	101					
Seat Entitlement per Group		27	29	9	31	5

Note: In view of the nature of the work of the Joint Standards Committee, Council has previously agreed not to apply proportionality strictly to the Committee to which appointments are be made on the following basis:

	Total	Lib Dem	Labour	Green	Con	Ind
Joint Standards Committee	5	1	1	1	1	1

Other Bodies to Which Proportionality Does Not Apply

Although proportionality does not strictly apply on the following, the Council has traditionally decided to apply proportionality on these wherever possible. As such, the proportional figures would be as follows for 2017/18:

Local Plan Working Group	13	3	4	1	4	1
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Health & Wellbeing Board

Council must appoint the Leader or his/her nominee, in addition the Council currently has 3 other Members, one to each of the remaining Groups (excepting Independent Members) is suggested as per the 2015/16 Municipal Year.

City of York Council

Council Leader 2017/18

Councillor Carr

Note: The Council Leader to be appointed by Full Council. The remaining Executive Members listed below to be appointed by the Council Leader.

Portfolio	Executive Member	Substitute
Leader (incorporating Finance & Performance)	Carr	Any Executive Member
Deputy Leader and Executive Member for Economic Development & Community Engagement	Aspden	Any Executive Member
Housing & Safer Neighbourhoods	Lisle	Any Executive Member
Environment	Waller	Any Executive Member
Transport & Planning	Gillies	Any Executive Member
Culture, Leisure & Tourism	Ayre	Any Executive Member
Adult Social Care & Health	Runciman	Any Executive Member
Education, Children & Young People	Rawlings	Any Executive Member

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City of York Council Committees, Sub-Committees, Working Groups and Partnership Bodies 2017/18

Staffing Matters and Urgency Committee (3)			
Group	Composition	Membership	Status
Labour	(1)	Looker	
		TBC	Substitute
Conservative	(1)	Carr	Chair
		Myers(K)	Substitute
Liberal Democrat	(1)	Aspden	Vice-Chair
		Reid	Substitute
		Waller	Substitute

Executive Advisory Groups

Local Plan Working Group (13)			
Proportionality does not apply to this body			
Group	Composition	Membership	Status
Labour	(4)	Barnes (N)	
		Derbyshire	
		Looker	
		Williams	
		TBC	Substitute
Conservative	(4)	Carr	Vice-Chair
		Lisle	
		Mercer	
		Steward	
		Rawlings	Substitute
Liberal Democrat	(3)	Ayre	Chair
		Orrell	
		Reid	
		Cuthbertson	Substitute
		Fenton	Substitute

Green	(1)	D'Agorne	
		Craghill	Substitute
Independent	(1)	Warters	

Equality Advisory Group (3)			
Group	Composition	Membership	Status
Liberal Democrat	(1)	Cullwick	
		Mason	Substitute
Conservative	(1)	Richardson	
		Douglas	Substitute
Labour	(1)	Cannon	
		TBC	Substitute

Quasi-Judicial/Regulatory Functions

Planning Committee (15)			
Group	Composition	Membership	Status
Labour	(4)	Shepherd	
		Derbyshire	Vice Chair
		Funnell	
		Looker	
		TBC	Substitute
Conservative	(5)	Dew	
		Doughty	
		Galvin	
		Richardson	
		Mercer	
		Carr	Substitute
		Gillies	Substitute
Liberal Democrat	(4)	Ayre	
		Cullwick	
		Cuthbertson	
		Reid	Chair
		Hunter	Substitute

		Orrell	Substitute
Green	(1)	D'Agorne	
		Craghill	Substitute
Independent	(1)	Warters	

Area Planning Sub-Committee (11)			
Group	Composition	Membership	Status
Labour	(3)	Cannon	
		Flinders	
		TBC	Substitute
		Shepherd	Vice Chair
		TBC	Substitute
Conservative	(3)	Carr	
		Galvin	Chair
		Gillies	
		Doughty	Substitute
		Richardson	Substitute
Liberal Democrat	(3)	Hunter	
		Orrell	
		Cullwick	
		Cuthbertson	Substitute
		Reid	Substitute
Green	(1)	Craghill	
		Taylor	Substitute
Independent	(1)	TBC	

Joint Standards Committee (5)			
Council has previously decided not to apply proportionality to ensure all Groups are represented			
Group	Composition	Membership	Status
Labour	(1)	Cannon	
		TBC	Substitute
Conservative	(1)	Mercer	
		Galvin	Substitute

Liberal Democrat	(1)	Runciman	
		Reid	Substitute
Green	(1)	Kramm	
		D'Agorne	Substitute
Independent	(1)	Hayes	
Parish Council Member	1	Cllr Sian Wiseman	
Parish Council Member	1	Cllr Chris Perrett	
Parish Council Member	1	Vacant	
Independent Person	1	Angharad Davies	
Independent Person	1	David Laverick	

Audit and Governance Committee (7)			
Group	Composition	Membership	Status
Labour	(2)	Derbyshire	Chair
		Shepherd	
		TBC	Substitute
Conservative	(2)	Dew	Vice-Chair
		Steward	
		Gates	Substitute
Liberal Democrat	(2)	Cuthbertson	
		Fenton	
		Mason	Substitute
Green	(1)	Kramm	
		Taylor	Substitute
Co-opted Non-Statutory Members	(2)	Mr Chris Bateman (year 2 of 4 year term of office)	
		Mr Andrew Mendus (year 2 of 4 year term of office)	

		Mr Dave Mann	Reserve (in the event that Mr Bateman or Mr Mendus resign before the end of their term of office)
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Gambling, Licensing & Regulatory Committee (15)			
Group	Composition	Membership	Status
Labour	(4)	Funnell	Vice Chair
		Crisp	
		Wells	
		Looker	
Conservative	(5)	Douglas	Chair
		Gillies	
		Mercer	
		Richardson	
		TBC	
Liberal Democrat	(4)	Reid	
		Hunter	
		Mason	
		Orrell	
Green	(1)	Taylor	
Independent	(1)	Hayes	

Appeals Panels

Corporate Appeals Panel (3)			
Group	Composition	Membership	Status
Labour	(1)	Shepherd	
		TBC	Substitute
Conservative	(1)	Galvin	
		Gillies	Substitute
Liberal Democrat	(1)	Waller	
		Reid	Substitute

Housing Appeals Panel (3)			
Group	Composition	Membership	Status
Labour	(1)	Shepherd	
		TBC	Substitute
Conservative	(1)	Mercer	
		Doughty	Substitute
Independent	(1)	Warters	
			Substitute

Education Appeals Panel (3)			
Group	Composition	Membership	Status
Labour	(1)	Wells	
		TBC	Substitute
Conservative	(1)	Gates	
		Richardson	Substitute
Liberal Democrat	(1)	Jackson	
		Mason	Substitute

School Admission and/or Exclusion Appeals Panellists

Joyce Bateman	Edward Kendall
Aileen Bloomer	Emma Langton
Christine Burt	Trevor Langton
Peter Cannings	Michael Lewis
Robin Cook	Francis Loftus
Ian Dolben	Paul Lum
Pauline Ensor	Lin McCool
Jill Errington	Reg Parr
Shauna Finch	Ian Savage
Valerie Foote	Rob Stay
Steve Graham	Barry Thomas
Christine Hanby	Jackie Thompson
Pat Hill	Michael Waudby

Ron Humphrys
Allison Jewitt
Philip Johnston

Mike Withers
Alison Yarrow

Independent Remuneration Panel (Independent Panellists)	
David Dickson	Andrew Scott
Elizabeth Heaps	Richard Shephard
Janet Hopton	

Scrutiny Functions

Customer & Corporate Services Scrutiny Management Committee (9)			
Group	Composition	Membership	Status
Labour	(3)	Barnes (S)	
		Flinders	
		Williams	Chair
		TBC	Substitute
Conservative	(3)	Galvin	Vice-Chair
		Gates	
		Steward	
		Myers (K)	Substitute
Liberal Democrat	(2)	Fenton	
		Reid	
		Cuthbertson	Substitute
Green	(1)	D'Agorne	
		Kramm	Substitute

Economy & Place Scrutiny Committee (7)			
Group	Composition	Membership	Status
Labour	(2)	Barnes (N)	Chair
		Funnell	
		TBC	Substitute
Conservative	(2)	Myers (K)	Vice Chair
		Gates	
		Steward	Substitute

Liberal Democrat	(2)	Hunter	
		Orrell	
		Cullwick	Substitute
Green	(1)	D'Agorne	
		Kramm	Substitute

Economy & Place Policy Development Committee (7)			
Group	Composition	Membership	Status
Labour	(2)	Looker	
		Myers (D)	
		TBC	Substitute
Conservative	(2)	Dew	
		Richardson	
		Myers (K)	Substitute
Liberal Democrat	(2)	Cuthbertson	Chair
		Mason	
		Cullwick	Substitute
Green	(1)	Kramm	Vice-Chair
		Craghill	Substitute

Health, Housing & Adult Social Care Policy & Scrutiny Committee (7)			
Group	Composition	Membership	Status
Labour	(2)	Barnes (S)	
		Cannon	
		TBC	Substitute
Conservative	(2)	Doughty	Chair
		Richardson	
		Douglas	Substitute
Liberal Democrat	(2)	Cullwick	Vice-Chair
		Mason	
		Fenton	Substitute
Independent	(1)	TBC	

Children, Education & Communities Policy & Scrutiny Committee (7)			
Group	Composition	Membership	Status
Labour	(2)	Barnes (S)	
		Wells	
		TBC	Substitute
Conservative	(2)	Brooks	
		Dew	
		Mercer	Substitute
Liberal Democrat	(2)	Fenton	Vice-Chair
		Jackson	
		Reid	Substitute
Green	(1)	Taylor	Chair
		Craghill	Substitute

Dr Julie Dickinson

Parent Governor Representative

Mr Andy Hagon

Parent Governor Representative

Vacancy

Church of England Representative

Vacancy

Catholic Representative

Health and Wellbeing Board (3)		
	Membership	Status
CYC Member (Chair, Leader's appointment)	Runciman	
CYC Member Appointment	Rawlings	Portfolio holder for Education, Children & Young People
	Douglas	Substitute
CYC Member Appointment (Labour nomination)	Cannon	
	TBC	Substitute
CYC Member Appointment (Green nomination)	Craghill	
	D'Agorne	Substitute
	Sharon Stoltz, Director of Public	CYC

	Health	
	Fiona Phillips, Assistant Director- Consultant in Public Health	Substitute
	Jon Stonehouse, Corporate Director of Children's Services, Education and Skills	CYC
	Eoin Rush, Assistant Director Children's Specialist Services	Substitute
	Martin Farran, Corporate Director of Adult Social Care	CYC
	Michael Melvin, Assistant Director, Adult Social Care	Substitute
	Keith Ramsay, Chair of CCG (Vice-Chair of HWBB)	NHS Vale of York Clinical Commissioning Group
	David Booker; Lay Member, Chair of Quality and Finance Committee, NHS Vale of York Clinical Commissioning Group	1 st Substitute
	Sheenagh Powell; Lay Member and Audit Committee Chair, NHS Vale of York Clinical Commissioning Group	2 nd Substitute
	Clinical Representative - TBC	NHS Vale of York Clinical Commissioning Group
	Phil Mettam; Accountable Officer	NHS Vale of York Clinical Commissioning Group
	Michelle Carrington, Chief Nurse	Substitute
	Tracey Preece, Chief Finance Officer	Substitute
	Julie Warren, Locality Director	NHS England

	(North) NHS England	
	Shaun Jones, Head of Assurance and Delivery, NHS England	1 st Substitute
	Gillian Laurence; Head of Clinical Strategy	2 nd Substitute
	Colin Martin, Chief Executive,	Tees, Esk and Wear Valleys NHS Foundation Trust
	Ruth Hill, Director of Operations for York and Selby	1 st Substitute
	Brian Coupe; Head of Service, Mental Health Services for Older People (York and Selby), Tees, Esk and Wear Valleys NHS Foundation Trust	2 nd Substitute
	Mike Proctor, Deputy Chief Executive	York Teaching Hospital NHS Foundation Trust
	Patrick Crowley, Chief Executive	1 st Substitute
	Wendy Scott, Director of Community Services, Scarborough, Whitby and Ryedale	2 nd Substitute
	Mike Padgham, Chair	Independent Care Group
	Keren Wilson, Chief Executive	Substitute
	Sarah Armstrong	York Centre for Voluntary Service (CVS)
	Sue Collins, Head of Business Development	1 st Substitute
	Jane Hustwit, Chair of Trustees	2 nd Substitute
	Siân Balsom, Manager	Healthwatch York (no substitute)

	Lisa Winward, Deputy Chief Constable	North Yorkshire Police
	Richard Anderson, Superintendent, North Yorkshire Police	Substitute
	Phil Cain, Assistant Chief Constable Local Policing	Substitute

Corporate Parenting Board

Proportionality does not apply to this committee and the allocations are suggestions only
Membership to be in accordance with the Terms of Reference

Group	Composition	Membership	Status
Labour	(2)	Barnes (S)	Children's Home visits Glen & Wenlock Terrace Show Me That I Matter Panel
		Funnell	Another appropriate elected Member
Conservative	(2)	Brooks	Adoption Panel
		Rawlings	Chair Member for Education, Children and Young People's Services Show Me That I Matter Panel
Liberal Democrat	(2)	Cuthbertson	Vice Chair Children's Home visits Glen & Wenlock Terrace
		Runciman	Fostering & Sharing Care Panel Show Me That I Matter Panel

Shareholder Committee (2)

Group	Composition	Membership	Status
Conservative	(1)	Gillies	Chair
Liberal Democrat	(1)	Ayre	

Other Local Authority Bodies

North Yorkshire Fire and Rescue Authority (4)			
Group	Composition	Membership	Status
Labour	(1)	Myers (D)	
		TBC	Substitute
Conservative	(1)	Richardson	
		Steward	Substitute
Liberal Democrat	(1)	Aspden	
		Waller	Substitute
Green	(1)	Kramm	
		D'Agorne	Substitute

North Yorkshire Police and Crime Panel (2)			
Group	Composition	Membership	Status
Conservative	(1)	Dew	
Liberal Democrat	(1)	Mason	Vice Chair

West Yorkshire Combined Authority			
Group	Composition	Membership	Status
		Aspden	Council's Lead Member
		Carr	Substitute representative

West Yorkshire and York Investment Committee			
Group	Composition	Nomination	Status
	Executive Member for Transport <i>(Nominated for appointment by WYCA)</i>	Gillies Waller	Substitute

West Yorkshire Combined Authority – Transport Committee (1)			
Group	Composition	Membership	Status
Executive Member for Transport Non-Voting Observer status		Gillies	
		Reid	Substitute

West Yorkshire Combined Authority - Scrutiny Committee			
Group	Composition	Membership	Status
Conservative	(1)	Douglas	
Liberal Democrat	(1)	Cuthbertson	
Labour	(1)	Crisp	

Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) (1)			
Group	Composition	Membership	Status
Conservative	(1)	Douglas	
		TBC	Substitute

Appointment of Chairs and Vice-Chairs of Committees,
Sub-Committees and Working Groups 2017/18

Executive Function	Chair	Vice - Chair
Executive	Carr	Aspden
Staffing Matters & Urgency Committee	Carr	Aspden

Quasi-Judicial/Regulatory Function		
Planning Committee	Reid	Derbyshire
Area Planning Sub-Committee	Galvin	Shepherd
Joint Standards Committee	-	-
Audit & Governance Committee	Derbyshire	Dew
Gambling, Licensing & Regulatory Committee	Douglas	Funnell
Corporate Appeals Panel	-	-
Housing Appeals Panel	-	-
Education Appeals Panel	-	-
Environment Appeals Panel	-	-

Scrutiny Functions	Chair	Vice - Chair
Customer & Corporate Services Scrutiny Management Committee	Williams	Galvin
Economy & Place Policy Development Committee	Cuthbertson	Kramm
Economy & Place Scrutiny Committee	N Barnes	K Myers
Health, Housing & Adult Social Care Policy & Scrutiny Committee	Doughty	Cullwick
Children, Education & Communities Policy & Scrutiny Committee	Taylor	Fenton

Executive Working Group	Chair	Vice - Chair
Local Plan Working Group	Ayre	Carr

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**CITY OF YORK COUNCIL
APPOINTMENTS TO OUTSIDE ORGANISATIONS 2017/18**

CATEGORIES

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Organisation	Current Appointee (s)	Category	Total No of Members	Lib Dem	Lab	Con	Green /Ind	Total No of Reps Entitled	Member
Acaster Malbis Knowles Educational Foundation (2 representatives of CYC who are elected or re-elected every 4 years)	Cllr Catherine Lamb Mrs Olivia Blacker	3a	2					2	
Active York Executive Member for Culture, Leisure and Tourism (Substitutes are not permitted)	Ayre	1	1					1	
Adoption Panel (Substitutes are not permitted)	Brooks	2	1					1	
Ainsty 2008 Internal Drainage Board	Galvin Carr Mr G H Smith, (Parish Council Member) Mr John Tull Steve Wragg (officer) 6 x Vacancies	3a	5					11	*

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Arlish and Chambers Charity (W) Christ Parish Estate Charity (for information)	Mr H Briggs (Parish Council)	3b	1					3	
Association for Public Service Excellence (APSE)	Crisp Reid	2	2					2	
Bell Farm Social Hall Management Committee (Representative should be a Ward or Community member)	Funnell 1 Vacancy	4	2					3	2
Board of Directors of Veritau Limited 2 Board Directors to nominate – Senior Officer and appropriate Member portfolio holder	Carr Ian Floyd (officer)	1	2					1	

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British Sugar Community Forum (Acomb Ward Member x 2 Rural West Ward Member Holgate Ward Member)	S Barnes Derbyshire K Myers Gillies	4	4					4	
Bus Lane Adjudication Service Joint Committee (BLASJC)	Gillies	1	1						
Business Support York and North Yorkshire (Subs are allowed)	Aspden Dew (sub)	2	1					1	
Charity of Jane Wright (Subs are not permitted Appointments are for 4 years)	Miss A Sains, (3 Dec 2020) Ms S Cooke (6 Oct 2018)	3b						2	
City of York Trading Company (The Members are non-executive directors. Subs are not permitted.)	Funnell Gates	2	2					2	

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Clifton Backies Management Board (Subs are not permitted Representatives should be a ward or community member 3 Elected Members)	Dew Lisle Wells	4	3					12	3 plus 3 council officers
Community Stadium Lead Members Group (1 should be the local ward member)	Ayre D'Agorne Gillies Looker Orrell Warters 1 Vacancy	2	7					7	
Consultation Meetings with Looked After Children "Show Me That I Matter" (Subs are allowed)	S Barnes Rawlings Runciman	2	3					2	

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Derwenthorpe Partnership Forum (Subs are allowed)	Funnell 3 x Vacancies	2	4					4	
Fairness and Equalities Board	Cullwick Richardson	1	2					2	
Foss 2008 Internal Drainage Board (no subs allowed)	Richardson Warters Craghill Cllr S Wiseman Cllr D Crossley Cllr C Chambers Cllr G Tate Cllr C Perrett (Parish Councillors) Steve Wragg (officer) 1 Vacancy	3b	9					10	*

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Fostering & Sharing Care Panel (No subs permitted)	Runciman	2	1					1	
Friends of St Nicholas Fields	Craghill	4	1					1	1
Fulford Parish Council Cemetery Committee (Must be Ward Member)	Aspden	4	1					1	1
Germany Beck Community Forum (Fulford Ward Member and Fishergate Ward Member)	Aspden D'Agorne	4	2					2	
Glen Family Resource Centre (The) <i>Members' Quarterly</i> (Visits to Children's Homes)	S Barnes Cuthbertson Doughty	2	3					3	

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Heslington East Community Forum (Ward Member for Hull Road, Fulford & Heslington, and Osbaldwick and Derwent) (A sub is permitted)	Aspden N Barnes	4	No set figure					No set figure	
Joint Member Working Group on the Joint Mineral and Waste Plan (Subs are permitted)	Reid Richardson	2	2					2	
Kyle and Upper Ouse Internal Drainage Board (Substitutes are not permitted).	Cllr Rawlings Mr R Binns Mr M Waudby Mr K Hayton (Parish Councillors) Steve Wragg (officer) 4 Vacancies	3a	5					9	*
Learning City York	Rawlings	2	1					1	

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Leeds & York Partnership NHS Foundation Trust (Mental Health) (3 yr appt to Sept 2019)	Brooks	2	1					1	
Leeds City Region LEP Employment & Skills Panel (Subs are permitted)	Runciman Cuthbertson (sub)	1	1					1	
Leeds City Region LEP Leaders Board (subs permitted)	Aspden Carr (sub)	1	1					1	
Leeman Road Millennium Green Trust	Derbyshire 1 Vacancy	4	2					2	2
Local Access Forum	D Myers 1 Vacancy	2	2					2	
Local Government Association – Councillors’ Forum Observer status only, CYC do not	Aspden Reid (sub)	1	1					1	

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appoint direct to this (A sub is permitted)									
Local Government Association – General Assembly (Subs are permitted) At least one of the representatives is to be a Executive Member	Aspden Reid Carr Looker Crisp (Sub)	1	4					4	
Local Government North Yorkshire and York (Must be Leader, subs are allowed)	Carr Aspden (sub)	1	1					1	
Local Government North Yorkshire Spatial Planning & Transport Board The position has to be occupied by the Executive Member for Planning and Transport (A sub is permitted)	Gillies Reid (sub)	1	1					1	

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Local Government York, North Yorkshire & East Riding Housing Board (A sub is permitted)	Lisle Reid (sub)	1	1					1	
Make It York Board Must be Leader (A sub is permitted) Formerly Visit York	Carr Mason Aspden (sub)	1	2					1	
Micklegate York Charitable Trust (Must be a Ward Member)	Vacant	4	1					1	
North Yorkshire Flood Risk Partnership	Waller + Steve Wragg (Officer)	1	1					1	
North Yorkshire Local Transport Body (observer status)	Gillies	2	1					1	

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North Yorkshire Pension Fund Committee (A sub is permitted)	Carr Mercer (sub)	1	1					1	
North Yorkshire Strategic Housing Partnership Exec Member responsible for housing	Lisle	1	1					1	
North Yorkshire Pension Fund – Local Pension Board (Subs are not permitted)	Cuthbertson	2	1					1	
Ouse and Derwent Internal Drainage Board	Cllr Brooks Mr R W Bramley Mr A Vevers (Parish Councillors) Steve Wragg (officer) 1 Vacancy	3a	4					5	*

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PATROL Adjudication Joint Committee	Gillies	1	1					1	
Peasholme Centre Management Committee	Cannon Runciman	2	2					2	
Reserve Forces & Cadets Association for Yorkshire & the Humber	Cuthbertson	2	1					1	
Rural Action Yorkshire	Douglas	3a	1					1	1
SACRE (Standing Advisory Council on Religious Education) (subs not allowed)	Cullwick Funnell Brooks 1 Vacancy	2	4					4	
Safer York Partnership (A sub is permitted)	Lisle Mason (sub)	2	1					1	

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School Improvement and Monitoring Group (A sub is permitted) (formerly Ofsted Sub-Group)	Cannon Cuthbertson Rawlings 1 Vacancy Runciman (sub)	2	4					4	
Schools Forum (Executive Member for Education, Children and Young People Formerly known as York Education Partnership)	Rawlings Runciman	1	2					2	
Shopmobility York	Richardson	2	1					1	
SNAPPY (Subs are permitted CYC Reps are trustees)	Jackson S Barnes	3a	2					2	2
St Michael le Belfrey with St Wilfrid Charities for the Poor (Subs are not permitted)	Cannon	3a	1					1	1

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St Wilfrid's Eleemosynary Charity (CYC representatives are trustees and each appointment shall be made for a term of four years)	Mason (to June 2020) Cuthbertson (to June 2020)	2	2					2	
Tang Hall Community Centre	Shepherd 1 Vacancy	4	2					2	2
Tees, Esk and Wear Valley NHS Foundation Trust (The term of office of the appointment should be for a maximum of three years.)	Mason	2	1					1	
Terry's Community Forum Ward Members from: 3 x Micklegate 1 x Dringhouses & Woodthorpe 1 x Bishopthorpe 1 x Fishergate	Hayes, Kramm & 1 Vacancy Fenton (Mason – sub) Galvin D'Agorne	4	6					6	

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(A sub is permitted)									
The City of York Safeguarding Children Board (Lead Member for Education, Children & Young People observer status)	Rawlings	1	1					1	
The Early Years Steering Group	Rawlings	2	1					1	
The York Quality Bus Partnership (Subs are permitted)	Gillies Richardson Cannon, Looker Orrell, Reid, D'Agorne 1 Vacancy	2	8					8	
Wenlock Terrace (Looked after Children)- <i>Members' Quarterly Visits to Children's Homes</i>	S Barnes Cuthbertson Doughty	2	3					3	

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Without Walls Partnership (Subs are permitted) (The Chair of Health and Wellbeing Board is also invited to attend meetings.)	Aspden Carr Looker Reid (sub)	2	3					3	
York and District Citizen's Advice Bureau The City of York Council representative has observer status	Ayre	2	1					1	
York and North Yorkshire Playing Fields Association	Ayre Crisp	2	2					2	
York and North Yorkshire Waste Partnership (Members) (Subs are permitted)	Waller	2	1					1	
York Central Community Forum Should include 2 Ward Members for Holgate and 2 Ward Members Micklegate	Crisp Derbyshire Kramm 1 Vacancy	4	4						

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(Subs are permitted from the 2 Wards)	(Hayes sub) (Cannon sub)								
York Central Lead Members Should include 1 Ward Member for Holgate and 1 Ward Member Micklegate (A sub is permitted) (formerly York Central Steering Board)	Derbyshire (Holgate Ward) Kramm (Micklegate Ward) Looker (Lab) Hayes (Ind) Reid (Lib/Dem) K Myers (Cons) Craghill (Green) Crisp (sub)	2	7					7	
York Citizens Theatre Trust (formerly York Theatre Royal Board)	Dew Looker Reid	2	3					3	
York City Charities	D Myers 1 Vacancy	3a	2					2	
York College Governing Body	Brooks	2	1						

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York CVS Board of Trustees (observer status only)	Mason K Myers	3a	2					2	2
York Economic Partnership (Subs are permitted)	Aspden Carr Looker Derbyshire (sub) Reid (sub)	2	3					3	
York Environment Forum (non voting members) Representative from each political group Subs are permitted	Craghill Cuthbertson D Myers Richardson 2 x Vacancies	2	6					6	
York Environment Partnership	Waller	2	1					1	

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York Explore Libraries and Archives Mutual Ltd (For information only)	Paul Stead	3a	1						
York Fairtrade City Steering Group (Subs are permitted)	Cullwick Waller (sub)	2	1					1	
York Museums Trust (Subs are permitted)	Cuthbertson (3 yr appointment to Sept 2018) K Myers (3yr appointment to Nov 2018)	2	2					2	
York Outer Ring Road (YORR) Lead Members Board (One Member from Conservative, Liberal Democrat, Labour and Green groups. Subs are allowed at specific meetings).	D'Agorne Dew Looker Orrell	2	4					4	
York Sports Village Stakeholder Group Exec Member responsible for Leisure	Ayre	1	1					1	

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York Wheels	Richardson	2	1					1	1
York, North Yorkshire and East Riding LEP Board (A sub is permitted)	Carr Aspden (sub)	1	1					1	
York, North Yorkshire and East Riding Local Enterprise Partnership Infrastructure Programme Board (A sub is permitted)	Gillies Reid (sub)	2	1					1	
York @ Large Exec Member for Leisure, Culture and Tourism (Subs are permitted)	Ayre	1	1					1	
Yorkshire & Humber (Local Authorities) Employers Association (Formerly The Regional Employers Organisation)	Carr	2	1					1	

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Yorkshire Purchasing Organisation (YPO)	Mercer Waller Reid (sub)	2	2					2	
Yorkshire and Humberside Pollution Advisory Committee	Waller	2	1					1	
Yorkshire Regional Flood and Coastal Committee (jointly with NYCC) (A sub is permitted)	Waller Steve Wragg (sub)	1	1					1	
Yor OK Board (A sub is permitted)	Barnes (S) Rawlings Runciman Reid (sub)	2	3					3	
Yorventure Management Group (A sub is permitted)	Reid Waller (sub)	2	1					1	
Yorwaste	Waller	2	1					1	

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City of York Council Ward Committee Membership 2017/18

Ward Committee	Membership
Acomb	S Barnes and K Myers
Bishopthorpe	Galvin
Clifton	D Myers and Wells
Copmanthorpe	Carr
Dringhouses and Woodthorpe	Fenton, Mason and Reid
Fishergate	D'Agorne and Taylor
Fulford and Heslington	Aspden
Guildhall	Craghill, Flinders, Looker
Haxby and Wigginton	Cuthbertson, Gates and Richardson
Heworth	Boyce, Funnell and Williams
Heworth Without	Ayre
Holgate	Cannon, Crisp and Derbyshire
Hull Road	N Barnes and Shepherd, 1 Vacancy
Huntington and New Earswick	Cullwick, Orrell and Runciman
Micklegate	Hayes and Kramm, 1 Vacancy
Osbaldwick and Derwent	Brooks and Warters
Rawcliffe and Clifton Without	Dew, Lisle, Rawlings
Rural West York	Gillies and Steward
Strensall	Doughty and Douglas
Westfield	Hunter, Jackson and Waller
Wheldrake	Mercer

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Allocation of Motions between Groups**ANNEX C****Proportional allocation using the full four year term**

Four ordinary Council meetings each year, over four years and four motions per meeting

- 64 motions.

Allocating these proportionally:

Labour	20.43 rounded up to 21
Conservative	19.06 rounded down to 19
Lib/Dem	16.34 rounded down to 16
Green	5.45 rounded up to 6
Cllr M Warters	1.36 rounded down to 1
Cllr J Hayes	1.36 rounded down to 1

Council Meetings	Lab	Cons	Lib/Dem	Green	MW	JH	Total Motions
July 15	1	1	1	1			4
October 15	2	1	1				4
December 15	1	2	1				4
March 16	1	1	1	1			4
July 16	1	1	1		1		4
October 16	2	1	1				4
December 16	1	1	1	1			4
March 17	1	2	1				4
July 17	2	1	1				4
October 17	1	1	1	1			4
December 17	1	1	1			1	4
March 18	2	1	1				4
July 18	1	1	1	1			4
October 18	1	2	1				4
December 18	2	1	1				4
March 19	1	1	1	1			4
Total	21	19	16	6	1	1	64

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City Of York Council

Extract from Committee Minutes

Meeting	Corporate and Scrutiny Management Policy and Scrutiny Committee
Date	8 May 2017
Present	Councillors Williams (Chair), Galvin (Vice-Chair), D'Agorne, Fenton, Gates, Reid, Looker (Substitute - Labour Vacancy), Cannon (Substitute for Councillor Crisp) and Richardson (Substitute for Councillor Steward)
Apologies	Councillors Crisp and Steward

Part B - Matters Referred To Council

60. Proposals For The Future Ways Of Working In Scrutiny

[See also Part A minute]

Members considered a report presenting terms of reference for the new scrutiny committees agreed by Council in March 2017, including the two Economy & Place committees which Council agreed to trial for one municipal year.

Recommended: That the Corporate & Scrutiny Management Policy & Scrutiny Committee recommend to Council the proposed terms of reference for the two Economy & Place Committees being trialled throughout the coming municipal year.

Reason: To enable the changes required to the scrutiny function to be presented to Full Council in May 2017 for approval.

Councillor D Williams, Chair
[The meeting started at 5.30 pm and finished at 6.00 pm].

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Constitution Update

10 Customer & Corporate Services Scrutiny Management Committee

10.1 The functions of the Customer & Corporate Services Scrutiny Management Committee are:

No.	Delegated authority	Conditions
1	<p>To overseeing and co-ordinate the work of the Scrutiny Committees.</p> <p>This will include:</p> <ul style="list-style-type: none"> • Allocating responsibility for issues which fall between more than one Scrutiny Committee; • Allocating, in consultation with the Chair/Vice-Chair, urgent issues to be considered by an appropriate committee (including ad-hoc scrutiny committee), as may be necessary; • Reviewing progress against the work plans of the Scrutiny Committees, as may be necessary and receiving bi-annual updates from Chairs of those scrutiny committees, as required; • Receiving periodical progress reports on specific scrutiny reviews, as requested; • Considering and commenting upon any final reports arising from completed reviews produced by the Scrutiny Committees as required. 	Subject to budget and resource availability
2	To provide an annual report to Full Council on the work of the scrutiny function.	
3	To consider and recommend to Executive an appropriate budget to support undertaking scrutiny reviews as part of the Council's budget setting process and to manage the overall allocation of any such budget.	

No.	Delegated authority	Conditions
4	To consider all pre-decision Call-in of any forthcoming Executive decision and any forthcoming Executive Member for Finance & Performance decisions	In accordance with the Scrutiny Procedure Rules as set out in Part 4 of the Constitution and to question any Executive Member, as may be required.
5	To consider all post-decision Call-in for scrutiny	
6	To periodically review the scrutiny procedures to ensure that the function is operating effectively and recommend to Council any appropriate constitutional changes relating to the scrutiny structure or procedural rules.	
7	To receive details of petitions received by the Council in line with the Council's published arrangements and responses or proposed responses to those petitions. To consider using its powers as a scrutiny committee to support the Council in responding appropriately to issues raised by such petitions and, in so doing, to promote public engagement.	

10.2 In addition, the Customer & Corporate Services Scrutiny Management Committee will exercise the powers of an Overview and Scrutiny Committee under section 21 of the Local Government Act 2000, by promoting a culture of continuous improvement through challenging and reviewing performance across the following service plan areas, and assisting in the development of appropriate council policy :

- Legal Services
- Complaints & FOIs
- Civic & Democratic Services
- Elections
- Business Support
- Property Design & Facilities Management
- Customer Services
- ICT

- Registrars
- Communications
- Health & Safety
- Bereavement Services
- Corporate Finance & Procurement
- Human Resources
- Client Management: Magistrates, Probation & Coroners, CYT, Veritau

11 Standing Policy & Scrutiny Committees

11.1 Scrutiny Committees (which are Committees of the Council) have the following common functions in relation to any services which fall within their individual remits

No.	Delegated authority	Conditions
1.	To exercise the powers of an Overview and Scrutiny Committee under section 21 of the Local Government Act 2000 by: <ul style="list-style-type: none"> • Promoting a culture of continuous improvement across specific service plan areas • Challenging and reviewing the performance of those services • Assisting in the development of appropriate council policy in relation to those services 	
2.	Maintain an annual work programme and ensure the efficient use of resources	
3.	Review any issue that it considers appropriate or any matter referred to it by the Executive, Customer & Corporate Services Scrutiny Management Committee or Council and report back to the body which referred the matter.	In accordance with the powers of the Council, the Executive and Customer & Corporate Services Scrutiny Management Committee and
4.	To consider any pre-decision Call-in of a forthcoming Executive Member decision in line with individual scrutiny committee remits	

5.	Identify aspects of the Council's operation and delivery of services, and/or those of the Council's statutory partners, suitable for efficiency reviews	subject to the Scrutiny Review Procedural Rules in Part 4G of this Constitution
6.	Carry out efficiency reviews or set up a Task Group from within their membership to conduct a review on their behalf.	
7.	Scrutinise issues identified from the Executive's Forward Plan, prior to a decision being made.	
8.	Receive Executive Member reports relating to their portfolio, associated priorities & service performance.	
9.	Scrutinise the services provided to residents of York by other service providers, as appropriate.	
10.	Comment on the annual budget proposals and elements of the Council Plan.	
11.	To make final or interim recommendations to the Executive and/or Council	
12.	To report any final or interim recommendations to Customer & Corporate Services Scrutiny Management Committee, if so requested	
13.	Monitor the Council's financial performance during the year.	
14.	Monitor progress on the relevant Council Priorities and advise on potential future priorities.	
15.	Initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework as it relates to their service plan areas	
16.	Support the achievement of the relevant Local Area Agreements priority targets.	

11.2 In carrying out their individual remit each Scrutiny Committee must ensure their work further promotes inclusiveness and sustainability.

11.3 Each Scrutiny Committee is responsible for the following service plan areas:

12 Economy & Place Policy Development Committee

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Client Management: Make it York
- Emergency Planning
- Public Realm
- Waste
- Fleet
- Public Protection
- Client Management: YorWaste

12.1 This committee is responsible for examining long term policy development, strategic objectives and horizon scanning for best and emerging practice across all Economy & Place service plan areas.

13 Economy & Place Scrutiny Committee

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Client Management: Make it York
- Emergency Planning
- Public Realm
- Waste
- Fleet
- Public Protection

- Client Management: YorWaste

13.1 In regard to the above service areas, this committee is responsible for examining performance, operational outcomes and customer expectations across all Economy & Place service plan areas, and major project progress.

14 Children, Education & Communities Policy & Scrutiny Committee

- Social Work & Children's Safeguarding
- Educational Psychology
- Disability Services & SEN
- Youth Offending Team
- School Services
- Children's Centres
- School Improvement
- Connexions Services
- Healthy Child 0-19
- Children's Trust Service
- Virtual School
- Communities & Equalities
- York Learning
- Leisure & Community Centres
- Client Management: School Improvement, York Explore & Museum Trust

15 Health, Housing & Adult Social Care Policy & Scrutiny Committee

- Public Health
- Adult Social Care
- OPH Operations
- Learning Disability Service
- Adult Safeguarding & Mental Health
- Adult Services Commissioning
- Housing Services
- Community Safety
- Building Services
- Client Management: Health & Wellbeing Board, Be Independent, and Safer York Partnership

- 15.1 In addition to the general powers and delegated authorities of Scrutiny Committees of this Council as set out above, the Health, Housing & Adult Social Care Scrutiny Committee is also responsible for:
- (a) the discharge of the health and scrutiny functions conferred on the Council by the Local Government Act 2000
 - (b) undertaking all of the Council's statutory functions in accordance with section 7 of the Health and Social Care Act 2001, NHS Reformed & Health Care Professional Act 2002, and section 244 of the National Health Service Act 2006 and associated regulations, including appointing members, from within the membership of the Committee, to any joint overview and scrutiny committees with other local authorities, as directed under the National Health Service Act 2006.
 - (c) reviewing and scrutinising the impact of the services and policies of key partners on the health of the City's population
 - (d) reviewing arrangements made by the Council and local NHS bodies for public health within the City
 - (e) making reports and recommendations to the local NHS body or other local providers of services and to evaluate and review the effectiveness of its reports and recommendations
 - (f) delegating functions of overview and scrutiny of health to another Local Authority Committee
 - (g) reporting to the Secretary of State of Health when:
 - i. concerned that consultation on substantial variation or development of service has been inadequate
 - ii. it considers that the proposals are not in the interests of the health service
 - (h) the discharge of the crime and disorder functions conferred on the Council by the Police & Justice Act 2006

16 Task Groups

- 16.1 These will be formed from within the membership of an individual Scrutiny Committee to undertake a specific scrutiny review in accordance with the powers conferred by section 21 of the Local Government Act 2000.

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City of York Council

Extract from Committee Minutes

Meeting	Gambling, Licensing & Regulatory Committee
Date	24 April 2017
Present	Councillors Douglas (Chair), Boyce (Vice-Chair), Aspden, Crisp, D'Agorne, Hayes, Hunter, D Myers, Orrell and Richardson (From 4.30pm)
Apologies	Councillors Funnell, Gillies, Mason and Mercer

Part B - Matters Referred to Council

33. Council's Constitution - Licensing Appeals

Members considered a report which sought support for the approval to change the Council's Constitution in relation to the current procedure with regards to appeals relating to licensing decisions.

The Licensing Manager clarified that as far as she was aware CYC were the only Council who gave appellants the chance to appeal via an internal process, in addition to the Magistrates Court. Removing this process would bring CYC in line with other authorities and legislation.

During debate some Members were of the opinion that removing this internal right to appeal would save officer time and money and improve efficiency. They felt that the Magistrates Court was the right forum to deal with the seriousness of the appeals being heard. Conversely, other Members highlighted that the current process was of a high quality and suggested there was merit to having an additional right of appeal.

Members then considered the following options:

1. Recommend to Full Council that the Council's Constitution is changed and a new procedure for dealing with licensing appeals is approved. In line with the requirements of relevant legislation licence applicants and licence holders can appeal a decision made by Officers to refuse/suspend/revoke to the

Magistrates Court, thereby no longer providing an internal appeals process.

2. Recommend to Full Council that a change to the Council's Constitution in relation to the internal appeals process is approved. Licence applicants and licence holders can appeal a decision made by Officers to refuse/suspend/revoke to a Sub-Committee of the Gambling, Licensing and Regulatory Committee. In line with the relevant legislation licence applicants/holders will also be able to appeal Officers decisions to Magistrates Court.
3. Take no further action.

After some debate and consideration of the options, on balance, Members were minded to support Option 2 on the basis that it preserved a staged process for dealing with appeals and provided the opportunity to benefit from the knowledge and experience of Members of this Committee.

Recommended: That, in accordance with Option 2, the Committee recommend to Full Council that a change to the Council's Constitution in relation to the internal appeals process is approved on the basis of:

Licence applicants and licence holders being able to appeal a decision made by Officers to refuse/suspend/revoke to a Sub-Committee of the Gambling, Licensing and Regulatory Committee;

In line with the relevant legislation, licence applicants/holders would also be able to appeal Officers decisions to Magistrates Court.

Reason: To allow applicants/licence holders who are aggrieved by a decision made by an Officer of the Council to appeal that decision in line with the requirements of the relevant legislation.

Councillor Douglas, Chair

[The meeting started at 4.00 pm and finished at 4.40 pm].

City of York Council

Extract from Committee Minutes

Meeting	Health and Wellbeing Board
Date	8 March 2017
Present	Councillors Runciman (Chair), Brooks and Cannon Siân Balsom (Manager, Healthwatch York) David Booker (NHS Vale of York CCG) - substitute for Keith Ramsey Martin Farran (Corporate Director - Health, Housing & Adult Social Care, CYC) Ruth Hill (Tees, Esk and Wear Valleys NHS Foundation Trust) - substitute for Colin Martin [agenda items 6 to 12] Jane Hustwit (York CVS) - substitute for Sarah Armstrong Phil Mettam (Accountable Officer, NHS Vale of York Clinical Commissioning Group CCG) [agenda items 1 to 6 and 8 to 9] Bill Scott (North Yorkshire Police) - substitute for Lisa Winward Wendy Scott (York Hospital NHS Foundation Trust) - substitute for Patrick Crowley) Sharon Stoltz (Director of Public Health, CYC) Jon Stonehouse (Corporate Director Children, Education and Communities, CYC)

Julie Warren (Locality Manger (North) NHS England)

Apologies

Keith Ramsay, Councillor Denise Craghill, Patrick Crowley, Colin Martin, Rachel Potts, Lisa Winward, Sarah Armstrong and Mike Padgham

Part B - Matters Referred to Council

62. Governance Arrangements for the Health and Wellbeing Board

[See also Part A minute]

The Board received a report which asked them to formally approve recommendations which would make amendments to the Board's membership, Terms of Reference and the delivery mechanism for the Joint Health and Wellbeing Strategy.

Board Members' attention was drawn to paragraph 7 of the report, which detailed the proposed changes, and to Annex A of the report which detailed the proposed amended Terms of Reference for the York Health and Wellbeing Board. Board Members were informed that, since the report had been published, further discussions had taken place and it was now proposed to include the wording "*To approve and make recommendations to the Executive and the Clinical Commissioning Group in respect of use of Better Care funding based upon jointly agreed plans*".

Recommended: That the amendments to the Health and Wellbeing Board's Terms of Reference be approved.

Reason: To complete the review of the Health and Wellbeing Board governance arrangements.

Councillor Runciman, Chair
[The meeting started at 4.30 pm and finished at 6.45 pm].

York Health and Wellbeing Board Terms of Reference

The York Health and Wellbeing Board has a key strategic role in carrying out assessments of the health and wellbeing needs of the people of York and in developing strategies to meet those needs. It also has a role in encouraging health and social care providers to work together to meet those needs.

1. Name

- 1.1 The Board will be known as the York Health and Wellbeing Board ('the Board')

2. Membership

- 2.1 Board members will be required to represent their organisation with sufficient seniority and influence for decision making. The membership of the Board will consist of:
- i. The Leader of City of York Council ("the Council) or his/her nominee. The Leader's nominee is the Elected Member Portfolio Holder for Adult Social Care (Chair)
 - ii. Elected Member Portfolio Holder for Education, Children and Young People)
 - iii. Elected Member – Opposition Representative
 - iv. Elected Member – Opposition Representative
 - v. The Chair of NHS Vale of York Clinical Commissioning Group (Vice-Chair)
 - vi. The Accountable Officer of NHS Vale of York Clinical Commissioning Group
 - vii. A clinical representative of NHS Vale of York Clinical Commissioning Group
 - viii. The Director of Healthwatch York
 - ix. The Director of Public Health
 - x. The Corporate Director of Children, Education & Communities of City of York Council
 - xi. The Corporate Director of Health, Housing & Adult Social Care of City of York Council
 - xii. The Chief Executive of York CVS
 - xiii. The Chief Executive of York Teaching Hospital NHS Foundation Trust

- xiv. The Chief Executive of Tees, Esk and Wear Valleys NHS Foundation Trust
- xv. The Chair of the Independent Care Group
- xvi. A representative of NHS England
- xvii. The Deputy Chief Constable of North Yorkshire Police
- xviii. Other members appointed by the Board or the Leader of the Council after consultation with the Board.

3. Legal Status

- 3.1 The Health and Wellbeing Board is a committee of the Council and will adhere to the Constitutional requirements of the Council affecting committees unless alternative provision is made within these terms of reference or the law.

4. Disqualification from Membership

- 4.1 The following are disqualified from being a Board Member
- a. Any person who is the subject of a bankruptcy restrictions order or interim order.
 - b. Any person who has within five years before the day of being appointed or since his or her appointment been convicted in the United Kingdom, the Channel Islands or the Isle of Man of any offence and has had passed on him a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine.

5. Quorum

- 5.1 The quorum shall be 7 members including as a minimum a representative of the City of York Council and a representative of NHS Vale of York Clinical Commissioning Group.

6. Chair and Vice-Chair

- 6.1 The Chair of the Board shall be the Leader of the Council or his or her nominated representative. The Vice-Chair of the Board shall be the Chair of NHS Vale of York Clinical Commissioning Group

- 6.2 The Chair of the Health and Wellbeing Board will be required to hold a named delegate list for board representatives including deputies.

7. Frequency of Meetings

- 7.1 The Board shall schedule meetings at least four times a year.

8. Delegation of Powers

- 8.1 The Board may establish sub-committees to discharge any function of the Board or to advise the Board in respect of its functions.
- 8.2 If the Council delegates any of its public health functions to the Board in accordance with section 196(2) of the Health and Social Care Act 2012 then the Board may arrange for those functions to be discharged by an officer. Other functions of the Board may not be delegated to officers.

9. Functions of the Board

- 9.1 In order to advance the health and wellbeing of the patients and residents in York, encourage persons who arrange for the provision of any health or social care services to work in an integrated manner.
- 9.2 To provide such assistance or other support as it thinks appropriate for the purpose of encouraging the making of arrangements under section 75 of the National Health Service Act 2006 between the Council and NHS bodies in relation to the exercise of NHS functions or health related functions of the Council.
- 9.3 To approve and make recommendations to the Executive and the Clinical Commissioning Group in respect of use of Better Care funding based upon jointly agreed plans
- 9.4 To exercise the functions of a local authority and its partner clinical commissioning groups under sections 116 and 116A of the Local Government and Public Involvement in Health Act 2007 relating to

joint strategic needs assessments, and the joint health and wellbeing strategy.

- 9.5 To exercise the statutory functions of a Health and Wellbeing Board in relation to the carrying out and publication of pharmaceutical needs assessments.
- 9.6 To exercise any other functions of the Council which the Council has determined should be exercised by the Board on its behalf in accordance with section 196(2) of the Health and Social Care Act 2012 including:
 - Overseeing the development of local commissioning plans and, where necessary, initiating discussions with the NHS Commissioning Board (NHS England) if an agreed concern exists
 - Leading cultural and behavioural change to support a joint approach to meeting local need
 - Holding all partners to account for their role in the delivery of joint commissioning and overall stewardship of the health and wellbeing outcomes for patients and residents
 - Working alongside local and regional strategic partnership arrangements to ensure the coordination of city wide ambitions, all of which impact on the health and wellbeing of patients and residents.
- 9.7 Where it considers it appropriate to do so, or when so requested by the Council, to give the Council its opinion on whether the Council is discharging its duty under section 116B of the 2007 Act to have regard to the joint strategic needs assessment and joint health and wellbeing strategy.
- 9.8 To periodically review the York Health and Wellbeing Board constitution.
- 9.9 Board members will be bound by the same rules as Councillors