



**Notice of a public meeting of  
Children, Education & Communities Policy & Scrutiny Committee**

**To:** Councillors Taylor (Chair), Fenton (Vice-Chair), Brooks, Crawshaw, Jackson, Rawlings and Wells

**Date:** Tuesday, 12 June 2018

**Time:** 5.30 pm

**Venue:** The Craven Room - Ground Floor, West Offices (G048)

**AGENDA**

**1. Declarations of Interest**

At this point, Members are asked to declare:

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

which they may have in respect of business on this agenda

**2. Minutes** (Pages 1 - 8)

To approve and sign the minutes of the meeting held on 22 May 2018.

**3. Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Monday 11 June 2018**. Members of the public can speak on agenda items or matters within the remit of the committee.

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

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- 4. Attendance of Executive Member for Education, Children & Young People - Priorities & Challenges for 2018/19**  
Councillor Keith Myers, the Executive Member for Education, Children & Young People, will be in attendance to provide an update on his priorities and challenges for the 2018/19 municipal year.
- 5. York Theatre Royal Bi-annual Update** (Pages 9 - 12)  
This report is to inform the Scrutiny Committee of the progress and performance of York Theatre Royal.
- 6. York CVS Annual Activity Report 2017/18** (Pages 13 - 18)  
This report from York CVS provides an update on their activity during 2017/18.
- 7. School Meals Scrutiny Review** (Pages 19 - 24)  
This final report presents an update on the impact on schools in York of the introduction of universal infant free school meals (UIFSM) in September 2014.

## 8. Workplan 2018/19

(Pages 25 - 26)

Members are asked to consider the Committee's work plan for the 2018/19 municipal year.

## 9. Urgent Business

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

### Democracy Officers

Catherine Clarke and Louise Cook (job share)

Contact details:

- Telephone – (01904) 551031
- Email [catherine.clarke@york.gov.uk](mailto:catherine.clarke@york.gov.uk) and [louise.cook@york.gov.uk](mailto:louise.cook@york.gov.uk)

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

For more information about any of the following please contact the Democratic Services Officers 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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City of York Council

Committee Minutes

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Meeting	Children, Education & Communities Policy & Scrutiny Committee
Date	22 May 2018
Present	Councillors Taylor (Chair), Fenton (Vice-Chair), Brooks, Crawshaw, Rawlings, Wells and Mason
Apologies	Mr Hagon

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#### **45. Declarations of Interest**

Members were asked to declare, at this point in the meeting, any personal interests, not included on the Register of Interests, or any prejudicial or disclosable pecuniary interests they may have in respect of business on the agenda.

Cllr Brooks declared a personal non prejudicial interest in agenda item 4 (Explore York Libraries & Archives Mutual Ltd, Bi-Annual Update) that she was a member of Friends of Dunnington Library and in agenda item 6 (Standing Advisory Council on Religious Education (SACRE) Annual Report), as a Council appointed representative on SACRE.

Cllr Mason declared a personal non prejudicial interest in agenda item 7 (Make it York), as a Council appointee to the Make it York Board.

#### **46. Minutes**

Resolved: That the minutes of the meeting of the committee held on 28 March 2018 be approved as a correct record and then signed by the Chair.

#### **47. Public Participation**

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

#### **48. Explore York Libraries & Archives Mutual Ltd, Bi-Annual Update**

Members considered a report that updated them on the performance of Explore York Libraries & Archive Mutual Ltd.

The Chief Executive of Explore York Libraries and Archives was in attendance to give an update on their performance and achievements. She highlighted the key activities taking place including the opening of a new Explore centre and Gateway library, which would represent significant change for Explore as an organisation and would allow the cultural business to grow. She presented her report and Members noted that:

- Book issues were above average, with ebooks also doing extremely well.
- Visits to libraries were in the upper quartile.
- Volunteers provided invaluable support to paid staff.
- Archives Accreditation had been achieved which was a recognised national quality standard for archive service and was administered by The UK Archive Service Accreditation Partnership.
- The Past Caring project had now been catalogued and conserved and was available to the public.
- The 2018 summer reading challenge for children would be 'Mischief Makers,' to celebrate 80 years of the Beano.
- The Big City Read would launch on Thursday 20 September where 5000 free copies of Matt Haig's book, The Radleys, set in Bishopthorpe, would be available.
- Acomb Explore were celebrating their 10<sup>th</sup> birthday.
- The new Explore centre at Burnholme would be opening to the public on 23 June 2018 and thanks were expressed to CYC officers for their help and support during the development.
- The Gateway library in New Earswick was relocating from the primary school to the Folk Hall and opening on 26 May 2018, allowing a partnership with Joseph Rowntree Housing Trust to develop and the local community to use the library until 10pm.
- Officers were working on a 20 year plan and the renewal of the 5 year contract with City of York Council.

In response to Members questions the Chief Executive confirmed:

- 87 school visits had taken place between January and March 2018 and she would ensure Committee Members received a breakdown of these visits, including the trends over the years.<sup>1</sup>
- The cafe infrastructure had become an essential part that brought people and books together, which had helped with library growth.
- Key performance indicators for New Earswick Gateway library were being developed and officers would work with Folk Hall staff to monitor the usage during the extended opening hours.
- Paid staff and volunteers had a clear understanding of their roles and worked very well together.

Following further discussions around reading cafes and the use of the lawn at York Explore, Members were informed that:

- The cafe at York Explore was 'breaking even' and staff were working hard to compete with the city centre competition to improve their figures.
- The New Earswick cafe would be managed by the Joseph Rowntree Foundation.
- The cafe at Burnholme Explore would run similar to Acomb Explore.
- Officers would be considering the cafe configurations over the next 20 years.

Members thanked the Chief Executive for her update and noted that the book issues had been consistent over the 5 year contract.

Resolved: (i) That the report be noted.  
(ii) That Members receive comprehensive and accurate figures on school visits.

Reason: To help monitor the service received under the contract.

Action Required

<1> That Members receive comprehensive and accurate figures on school visits.

<1>  
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#### 49. Library Service: Comprehensive Statement of Need

Members considered a report that presented the Comprehensive Statement of Need for Library Services for York that would form the basis of the council's service specification in the forthcoming retendering exercise.

The Assistant Director of Communities & Equalities gave an update and confirmed after a 5 year deal with Explore York a new contract was due. He invited the Committee to comment on the city's needs for library services as set out in the Statement of Need, (Annex 1 to the report). Members were informed that their comments would be reported to the Executive as part of the report to the 21 June meeting.

Following discussion the following comments were made:

- Dunnington should not be included in the 'barriers to services' highlighted on page 31 of the agenda, as a vast majority of residents could walk to local amenities.
- It should be noted, on page 41 of the agenda, that Fulford library was attached to St Oswald's Primary School, which would have an effect on the visitor numbers.
- Hob Moor Children's Centre and primary school was in Westfield Ward.
- Ways to develop a collaboration between primary schools and library services, to support children's reading, should be explored and considered.
- Community Liaison Officers could help develop and support the home library service.

Following further discussion around the need for a premises strategy that would address the £3m worth of repairs over the next 20 years, it was agreed that the following sentence, on page 45 of the agenda, '*It will be essential to secure new premises that are more fit for purpose and which reduce this significant financial liability on the council*' should be redrafted to ensure it clearly stated that the council would provide more fit for purpose buildings and not necessarily to find new premises.

In answer to Members questions, it was noted that:

- The Stakeholders consultations would be hard to deliver in house and officers felt they had offered



good value for money that helped increase confidence in the process and generated enthusiasm.

- Wireless printing was available for customers to print from their own technology and PC rooms would start to include cutting edge technology such as 3D printing.
- There was a planned replacement of IT equipment in process and the Internet access would be provided throughout the contract and the broadband would be supplied by City of York Council.
- Explore works closely with York Learning to support customers with job seeking and Universal Credit.

The Committee agreed that each library was unique in the services it offered and following discussions around new library cafes competing with existing independent businesses, Members were informed that consultation and collaboration within communities takes place to ensure each library Gateway offered the right service for each community.

Members thanked officers for their update.

Resolved: That the Committees comments on the city's needs for library services, as set out in the document attached at Annex 1, be noted.

Reason: To allow the committees comments to be reported to the Executive as part of the report to the 21 June meeting.

#### **50. SACRE (Standing Advisory Council on Religious Education) Annual Report**

Members considered a report that provided them with details of the work of the City of York Standing Advisory Council for Religious Education (SACRE) from January to December 2017.

The Chair of SACRE attended the meeting to provide additional information on their annual report and during discussion it was noted that:

- It was a statutory requirement for every Local Authority to have a SACRE and currently the membership was healthy.

- The Church of England schools in York, that had been SIAMS inspected, were incredibly successful.
- Collective worship guidance for York schools was now published on their website and was included in the weekly Heads newsletter
- There was no national agreed syllabus for RE so each Local Authority SACRE had to produce its own syllabus for its schools.
- RE does not form part of the 'EBacc' measure for GCSEs, which could be a reason for a decrease in pupils taking RE. Although it was in a stronger position than some arts subjects, when included in the Progress 8 measures for schools, it did not carry as many points as other subjects.
- Despite a growing national movement of parents removing their children from elements of RE, which was usually due to a misunderstanding, York had seen minimal requests.

In answer to Members questions it was noted that:

- The complaint raised at a Local Authority maintained secondary school was due to a misunderstanding of some words used in an RE lesson. It had been addressed and had reminded staff to be more careful about the wording used when teaching young children who were impressionable.
- Tougher assessments for schools were putting them under pressure meaning some schools were narrowing the curriculum in RE.
- All stakeholders in RE were continuing to lobby the importance of this subject.

Members thanked officers for their report.

Resolved: That the report be noted.

Reason: To update the committee on the work of SACRE and the outcomes in religious education in York's schools, in line with the statutory requirement to report annually to elected members.

## **51. Make it York Annual Report**

Members considered a report from Make It York (MIY) that provided an update on the Service Level Agreement (SLA) activity from April 2017 to March 2018.

The Assistant Director of Communities & Equalities presented the report. He welcomed Members thoughts on any particular areas or priorities of interests they would like the Managing Director of Make it York to engage on.

Following discussion around Make it York's involvement in the cultural offer at Castle Gateway and the inward investment cultural offer for York Central, officers stated that Make it York had not yet engaged but that a Cultural Strategy was being considered. The Committee agreed that they would like to participate in the development of the strategy and officers confirmed there would be opportunities for them to be involved and a report on this would be presented at a future meeting.

Members questioned Make it York's involvement in the Channel 4 Bid for York and officers confirmed that MIY were not involved in this.

Following discussion around tourism, Members felt that the offer to visitors when they arrived, in particular at Union Terrace car park, was poor. Officers confirmed this was part of Make it York's remit and that the Tourism Strategy for York was due to be updated.

Some Members questioned the use of a permitted area in the city centre where local events could be advertised and the diversity of the judging panel used for the Cultural Awards was raised. The Assistant Director agreed to consult with the Managing Director to provide an update.

Members thanked The Assistant Director of Communities & Equalities for his update.

Resolved: That the update be noted.

Reason: To fulfil the Council's role under the agreed partnership arrangements.

**52. Children, Education & Communities Policy & Scrutiny Committee Draft Work Plan for 2018/19 & Discussion re Potential Scrutiny Topics for 2018/19**

Members considered the committee's work plan and potential scrutiny topics for the 2018-19 municipal year. The Scrutiny Officer explained that this was a basic work plan based on the previous year's work plan.

Following discussion it was agreed that Members would:

- Be involved in the development of the Cultural Strategy for the city, with a report being presented at a future meeting.
- Engage with the development of a revised Tourism Strategy
- Identify specific issues the Managing Director of Make it York could present to the Committee.

The Assistant Director of Communities & Equalities agreed to keep Committee Members updated on future events associated with the development of the Cultural Strategy.

To allow them to consider the cultural offer put forward for York, Members questioned if they could view the reports submitted for the Channel 4 Bid. The Scrutiny Officer agreed to investigate this further.

Resolved: That the work plan be approved subject to the above amendments/additions.

Reason: To keep the committee's work plan updated

Cllr Taylor, Chair

[The meeting started at 5.30 pm and finished at 7.15 pm].

**York Theatre Royal: Update Report  
June 2018**

State of play

2017 was a year of transition for the theatre, as it was led by three different chief executives during the calendar year. Following the departure of Liz Wilson, Simon Glinn took on the role of Interim Chief Executive, before Tom Bird joined the organization as Executive Director (CEO) in December 2017.

In 2017/18, York Theatre Royal:

- Had a turnover of £4.14m
- Sold 119,452 tickets (125,756 in 2016-17)
- Worked with 4320 community participants via Youth Theatre etc.
- Employed 55 people on a permanent basis, with many more joining for specific projects

Recent highlights of the theatre's work include:

<b>COMMUNITY</b>	<b>MAKING</b>
<ul style="list-style-type: none"> <li>• The establishment of the <b>Visionari</b>, a community programming group. The group has been meeting since late 2017 and will programme a festival in the Studio in autumn 2018.</li> <li>• The influential <b>Takeover Festival</b> continues in 2018, in collaboration with York Mediale, a major new media arts festival in the city. Takeover allows young people in York to programme and run a week-long festival every year; a number of its alumni already hold influential positions in arts organisations across the country.</li> </ul>	<ul style="list-style-type: none"> <li>• Alongside Pilot Theatre, Mercury Theatre Colchester, Belgrade Theatre Coventry and Derby Theatre, York Theatre Royal established the <b>Young Person's Theatre consortium</b>, that will see four titles co-produced over four years. This is a fantastic opportunity for us to further diversify our main stage programme.</li> <li>• A major new large-scale production of <b>Brighton Rock</b>, adapted by Bryony Lavery, was co-produced with Pilot Theatre and played in February and March in York before embarking on a national tour.</li> </ul>

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| <ul style="list-style-type: none"> <li>• <b>Legacy</b> by Paul Birch was a production of a newly-commissioned dystopian play, performed by an intergenerational community cast of youth theatre members and over-65s.</li> <li>• The biennial <b>Little Feet Festival</b> of Children's Theatre took place again in June 2018 in collaboration with Tutti Frutti, providing a vibrant programme for 0-12 year olds in many spaces on site.</li> </ul> | <ul style="list-style-type: none"> <li>• <b>The Be All and End All</b> by Jonathan Lewis saw the world première of a new play to 2998 people in the main house, to very good national reviews.</li> <li>• A partnership was established with <b>Theatre by the Lake</b> that saw the theatres co-produce <i>Hymn to Love</i>; York Theatre Royal reviving the Theatre by the Lake production of <i>The Secret Garden</i>; and the Lakes' rep season running for two weeks in York with <i>Sense &amp; Sensibility</i>, <i>Jeeves &amp; Wooster</i>, Alan Bennett's <i>Single Spies</i>, Simon Longman's <i>Rails</i> and Rona Munro's <i>Bold Girls</i>.</li> <li>• York Theatre Royal's first ever Studio winter production, <b><i>The Book of Dragons</i></b>, adapted by Juliet Forster, played in December 2017. It was designed for ages 3 to 8, played to good houses and received positive reviews.</li> <li>• Due to promising advance sales, 2018-19 looks likely to be the theatre's <b>busiest ever winter</b>, with sales for Berwick Kaler's 40<sup>th</sup> York Theatre Royal pantomime, <i>The Grand Old Dame of York</i>, reaching £506,000 at the time of writing - £93,000 ahead of last year's pantomime. In addition, Juliet Forster's production of <i>The Elves and the Shoemaker</i>, adapted by</li> </ul> |
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	<p>Mike Kenny, will play for 30 performances in December 2018.</p> <ul style="list-style-type: none"> <li>• A new co-producing relationship was established with Emma Rice's <b>Wise Children</b>, which sees York Theatre Royal co-produce that company's first show, <i>Wise Children</i>, alongside the Old Vic, Oxford Playhouse and the Belgrade Theatre Coventry.</li> </ul>
<p><b>OUR TEAM</b></p> <ul style="list-style-type: none"> <li>• A grant of just under £80,000 was secured from the Patricia and Donald Shepherd Charitable Trust to support the crucial role of <b>Outreach Director</b> for three years. The role underpins our community engagement work in the city.</li> <li>• The organisation undertook a <b>staff survey</b> and Senior Management <b>team-building</b> exercises in conjunction with Pro-Development, a local business-development company.</li> </ul>	<p><b>OUR SPACES</b></p> <ul style="list-style-type: none"> <li>• The theatre completed a £100,000 project to <b>renovate, refurbish and redecorate the De Grey Rooms</b> with a view to a highly improved revenue stream from the Events side of the organisation.</li> <li>• The theatre launched a new c. £50,000 project to renovate the <b>patio / garden</b> between the 1967 Patrick Gwynne foyer and De Grey House. It is envisaged that this can become an outdoor community space for the city.</li> </ul>

### Strategic Direction

The key strategy to maintain and develop the theatre's identity as a producing house, by producing as much work as possible in, with and for York. We are looking at a scenario where every production involves the community in some way (whether it be choirs, actors, costume-makers, props, brass bands...). This would be as well as professional performers etc and is not a cost-cutting

measure. We would commit to employing the same number of professional performers.

**Our aims are:**

- to grow and diversify our audience;
- to make as much theatre as possible, here, with our community;
- to uncover new revenue streams by doing what we're good at;
- to reverse negative perceptions of the organisation, internally and externally;
- to work with more people.

We will finalise a business plan in July 2018, which has a detailed list of SMART objectives in order to fulfil the above.

Major upcoming productions include *The Secret Garden* in summer 2018 and *The Grand Old Dame of York* in winter 2018-19.

A key objective for the theatre that I would like to bring to the attention of the Council is to locate a permanent new rehearsal/creation space in the city.

Tom Bird

Executive Director (CEO)

York Citizens Theatre Trust

1<sup>st</sup> June 2018





## **York CVS Annual Activity Report 2017-18**

### Background

York CVS is a social action organisation. This means we take steps to make positive change, challenge issues and grow new ideas which strengthen communities. Since 1939, York CVS has supported thousands of local charities, voluntary organisations and social enterprises to do just this. We help them focus on what they do best – making a difference for individuals and their communities.

### What do we do?

We have a simple framework for our work:

- Support the sector to survive and thrive
- Represent the sector and provide a voice
- Deliver services with a social impact
- Sustain our organisational strength

We provide practical support such as room hire and office accommodation, essential services such as payroll and HR, we design and deliver training on important issues such as GDPR. We have a 'fixed and flexible' delivery approach – 'fixed services' which groups and organisations rely on, and a range of 'flexible' responsive offers which meet need as it occurs.

This type of bespoke support builds strength and resilience in our sector, so local charities, voluntary organisations and social enterprises can provide and grow essential services for the communities they serve.

This report provides a very brief summary of highlights across the last operating year, aligned to the headings of our simple framework.

Organisational objectives

**Support the sector to survive and thrive**

- We held a series of **‘commissioning for breakfast’** sessions to de-mystify the process of commissioning and build relationships between the sector and commissioners. We involved City of York Council and Clinical Commissioning Group commissioners and reached over 50 groups and organisations in total.
- York declared itself the **UK’s first Human Rights city** in April. As part of the steering group we helped organise and deliver this important event, and held a separate session for the sector on how this relates to their work.
- The **Community Voices** work was launched in early April with four sessions held in the year to better understand more about who we reach with our work and who we are not reaching. In total, 26 organisations were engaged in this work.
- **National Co-Production Week** took place in July and we delivered an event to raise awareness of what this is and how it can be embedded in to the sector’s work. Over 40 individuals/organisations attended.
- We were an active partner in the development and delivery of **National Safeguarding Week** in October. This week long programme was designed to raise public and professional’s awareness of what keeps people safe. We hosted a workshop on the effects of grooming entitled; ‘it lasts a lifetime’, and launched our first ever nursery ‘Parents Forum’.
- Using evidence gathered from focus groups and surveys we developed a volunteering collaboration. Partners include City of York, York Teaching Hospital NHS Foundation Trust, International Service, York Cares and York Universities. The purpose was to develop a city wide impact volunteering strategy – **People Helping People**. The approach mobilises volunteers and community assets to address city challenges such as loneliness/social isolation. We delivered a launch event with local, regional, national and international guests in November 2017.
- We delivered a range of **free training workshops** over the year including two free twitter workshops for over 20 organisations to understand more about how to use social media strategically and more effectively, and four free GDPR workshops for over 350 groups and organisations to help them prepare for the changes in how to process personal data.
- We also accessed a range of **free training opportunities** working in partnership with organisations

Organisational objectives	April 2017 – March 2018
<p><b>Support the sector to survive and thrive</b></p>	<p>such as York College and The Coaching Bug to further develop IT and coaching/leadership skills.</p> <ul style="list-style-type: none"> <li>• Changes to payment regulations in January meant we would have needed to register with the Financial Conduct Authority if we were to continue taking payments from groups/organisations which we then pay to their staff members as part of our <b>payroll service</b>. We explored a number of options as we wanted to ensure we continued this very important service. We found a way to continue (we will still calculate payments and HMRC contributions, but groups/organisations will make the payments themselves). We now provide this at a reduced cost and have continued to deliver this to over 60 groups/organisations.</li> <li>• In partnership with City of York Council/Health and Wellbeing Board we held a <b>mapping day</b> in February to capture information about activities, services and groups provided in York in relation to the Health and Wellbeing Strategy. This ambitious event enabled organisations to ‘drop in’ and tell us about their work so we have a clearer picture of what goes on in York, and where there may be genuine gaps. Over 90 organisations dropped into tell us more about their work!</li> <li>• We have successfully gained a small amount of funding to deliver <b>free monthly ‘clinics’</b> for groups and organisations needing help with governance issues and fundraising activity. This model was thoroughly tested in the year and proved immensely valuable - we previously supported over 120 groups/organisations with a wide range of needs. This will begin in summer 2018.</li> </ul>
<p><b>Represent the sector and provide a voice</b></p>	<ul style="list-style-type: none"> <li>• Our four <b>themed Forums</b> continue to bring together groups and organisations to share learning, make connections, develop ideas and understand issues. The four forums are Mental Health, Ageing Well, Learning Difficulties and Voluntary Sector. Over the year they covered a range of relevant topics including Older People’s Survey findings, understanding GDPR, and increasing partnerships and engagement in the CQC system review. In total, 16 forums were held in the period.</li> <li>• Working in partnership with City of York Council, we jointly delivered a <b>Leaders for York</b> session on social value, what it is, and what it means for York. Attended by over 40 representatives from all three sectors, this event enabled new relationships to be developed and provided opportunities to sharing learning.</li> <li>• We were an active partner in <b>the CQC system review</b>. We helped prepare the ‘story of York’,</li> </ul>

Organisational objectives	April 2017 – March 2018
<p><b>Represent the sector and provide a voice</b></p>	<p>delivered part of the opening presentation and hosted a series of engagement activities, enabling the sector to talk about their experiences.</p> <ul style="list-style-type: none"> <li>• At our <b>AGM in December</b> Julia Unwin delivered an exceptional key note speech on the future of civil society which was very well received.</li> <li>• We asked 30 organisations about their <b>safeguarding support needs</b> during the later part of the year. This was asked for by the Safeguarding Children’s Board to find out what groups and organisations (delivering activities for children and young people) might need from the board. This work continues, but detailed responses have been received by 6 organisations so far.</li> <li>• Over the year we continued to represent the sector at over <b>30 boards/groups/partnerships</b> including; Safeguarding Adults Board and Safeguarding Children’s Board, Better Care Fund Task Group, Health and Wellbeing Board, Local Area Coordination Leadership Group, and the Local Area Delivery Partnership. In addition, York CVS has the ‘Ageing Well’ champion role for the Health and Wellbeing Strategy; ensuring the work done by the sector to support people in this group is recognised.</li> <li>• Our <b>Voluntary Voice and York Bulletin</b> newsletters provide regular updates on what’s happening in York and is also an opportunity for organisations to share their news. This is distributed to over 1400 recipients.</li> </ul>
<p><b>Deliver services with a social impact</b></p>	<ul style="list-style-type: none"> <li>• We hosted the first <b>Regional Social Prescribing Networking</b> event to bring together over 50 practitioners and commissioners to share learning and thoughts on the future of this model.</li> <li>• <b>Ways to Wellbeing</b> Continues to grow with over 300 referrals and evaluation showing a significant increase in participants' wellbeing and confidence. A deep data dive showed a significant reduction of use of GP time for non-medical issues.</li> <li>• The <b>Dementia Action Alliance</b> newsletter was developed earlier in the year and allows the sector to communicate what is happening for people living with dementia in York. The network of public, private and third sector organisations grew to 52, all working together to ensure York is a dementia friendly city.</li> <li>• The new contract for <b>Healthwatch York</b> began in this period. The team released the well-received ‘Healthwatch Dementia Guide to Services’ and played an active role in an event for GP’s in June to</li> </ul>

Organisational objectives	April 2017 – March 2018
<p><b>Deliver services with a social impact</b></p>	<p>promote dementia understanding, awareness, diagnosis and support pathways. The team also focused their attention on dental services in York; what is working well and what can be improved. Their reports continue to be useful, well received and prompting change.</p> <ul style="list-style-type: none"> <li>• The <b>Ready for Anything</b> website page was launched early in 2017, helping to raise the profile of this work and increase volunteer numbers. Almost 70 volunteers are now engaged in this, giving the city a network of volunteers ready to help in any disaster.</li> <li>• <b>The Growing Green Spaces</b> project was launched in the year enabling organisations to develop volunteering opportunities in local green spaces in the city. This will enable more local people to play an active role in taking care of their local green space.</li> <li>• A small amount of funding was successfully gained from York BID towards the end of the year to further develop the <b>Safe Place Scheme</b>. A ‘safe place’ helps vulnerable people if they feel scared or at risk while they are out and about in the community and need support right away. This had been developed for York but needed a small amount of funding to ‘go live’.</li> </ul>
<p><b>Sustain our organisational strength</b></p>	<ul style="list-style-type: none"> <li>• The <b>Priory Street Nursery</b> developed a digital learning journey to track children's progress and share with parents. We also developed Activity Bags themed around flooding, which are used to talk about flooding with children to enable them to make sense of what it is – especially useful for those who have experienced flooding themselves.</li> <li>• By November 2017, our next OFSTED inspection was due. The nursery team have been busy preparing for this, and undertook a practice inspection with an external consultant, which was very positive.</li> <li>• During the year, we carried <b>vacancies</b> and also had an unusually high instance of staff bereavement/compassionate leave. Although challenging, we have completed most recruitment processes and supported staff back to work who had time off, and staffing issues are now decreasing.</li> <li>• Despite staffing issues we have been able to undertake <b>staff training</b> in a range of areas including customer care, understanding sexual harm, and we completed our own GDPR training for teams to become GDPR compliant.</li> <li>• <b>Our strategy</b> expired at the end of 2017 so work began to develop a new strategy, beginning with</li> </ul>

Organisational objectives	April 2017 – March 2018
<b>Sustain our organisational strength</b>	internal reviews with staff and trustees. In addition, we have undertaken work on our values and we are exploring having only one value; 'we care', with an explanation of 'it means we care for each other and the work we do together.' This work will continue over 2018-19.



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**Children, Education & Communities Policy & Scrutiny Committee****12 June 2018****School Meals Scrutiny Review****Purpose of Report**

1. This final report presents an update on the impact on schools in York of the introduction of universal infant free school meals (UIFSM) in September 2014.

**Recommendations**

2. Committee are recommended to note the contents of this report which provides an update on take-up and impact of UIFSM across York Primary schools.

**Background**

3. In June 2013, the Committee began its review of school meals; their agreed remit was to consider the take up of both school meals and free school meals across York schools. In January 2017 a final report was presented to the committee providing an update on the implementation of the recommendations that they had highlighted during their investigation.
4. During the period of the Committee's review of school meal take-up, the then coalition government introduced in September 2014 universal infant free school meals across the country. Although the committee signed off their final report in January 2017, they asked for one final report to be brought back to them in 2018. This report would enable them consider the impact on schools of the introduction of universal infant free school meals in key stage 1 (5 – 7 year olds) and whether it had improved take up in key stage 2 (8 – 11 year olds).

**Position Prior to September 2014**

5. Prior to September 2014 statistics were not collected either locally or nationally on school meal take up in primary schools on a regular basis.

However in the City of York, because we managed a central catering contract used by 40 primary schools we have been able to provide some comparisons of school meal take up both prior and post September 2014.

6. During the 2013/14 school year (last year before UIFSM) 36% of pupils across those 40 schools were on average taking a school meal each day. That equated to an estimated 3500 meals being served per day. These figures include both key stage 1 and key stage 2 pupils, as separate figures for each of the two key stages were not collected.

### **Introduction of Universal Infant Free School Meals**

7. Central government provided some grant funding to Local Authority's prior to the introduction of UIFSM to support schools through the changes required. The City of York Council received £325k. This grant allowed the Local Authority, where required, to improve kitchen facilities, provide additional equipment and improve and modernise dining area facilities. All this was required in anticipation of the estimated increase in school meal take up particularly in key stage 1.
8. Because of the anticipated increase in school meal take up it also allowed for the potential for schools and Local Authorities to re-negotiate existing school meal catering contracts. The impact in York was that for those schools in the central contract the cost of key stage 2 meals were reduced from £2.25 to £2.00 per day.

### **Take-up of Universal Infant Free School Meals (UIFSM)**

9. During the 2014/15 school year, the first year of UIFSM 79% of pupils on average in key stage 1 had a school meal each day. During the same period 43% of key stage 2 pupils took a school meal each day. Across those 40 primary schools in the central contract that meant on average each day across both key stage 1 and 2 59% of pupils were taking a meal, equating to 5420 each day.
10. In the 2015/16 school year that figure went up to 60% (5451 meals). Key stage 1 take up dropped by 1% to 78% whilst key stage rose by 2% to 45%.
11. Partly due to academisation, but also because more schools wanted to choose their own school meals catering provider and negotiate their own contracts, the City of York Council made a decision in 2016 that from



July 2017 they would no longer manage a centrally provided school meals catering contract. Multi Academy Trust's and schools considered their future school meal catering options as a result of this decision. The result being that the number of school meal catering providers across York schools increased from 4 to 8 and an increase in the number of schools bringing their school meals catering services in-house.

12. Extensive support was provided to schools during the tendering and transition phases. As children are defined as a vulnerable group in food safety terms, it is critical that school meals have a robust "field-to-fork" chain of accountability that protects food safety, nutritional standards, quality and schools' reputations. The City of York Council therefore adapted its previous catering contract management service to offer schools a higher level of operational advice as well as performance monitoring. This has involved a focus on quality and whether the provision meets contractual and legislative demands, which requires working proactively but also preventatively to identify risks and unacceptable practices and provision.
13. The withdrawal of a central school meals contract has meant that it has become more difficult to monitor the uptake of schools meals. The only data now available to the Local Authority is information which is collected and collated on school census date. Data on school meal uptake is only taken twice a year, which means we can only compare data between one year and the next and does not give a full picture over the whole year.

### **Current Picture and Impact**

14. The introduction of universal infant free school meals in key stage 1 has seen an increase in the number of pupils eating a school meal each day across York schools. Schools have had to adapt to accommodate increased school meal numbers. Although we are not aware of any school staggering their lunch breaks, some schools have increased numbers of midday supervisors to manage queues and flow through the dining room.
15. Take-up across the city's primary schools of UIFSM has remained consistent at around 78%-79% since its introduction in 2014. Whilst in key stage 2 there has been a small increase (3% - 5%) year-on-year in pupil take-up. It was anticipated that growth in take-up across key stage 2 may occur because of free meals in key stage 1. There are some positive signs across some York schools that this may be happening.

16. There is a range of selling prices for key stage 2 primary pupil meals varying in this current academic year from £2.00 to £2.48, most schools however have kept to the 2016/17 price which is £2.15. Price variations can be affected by the size of school, take up, what is provided by the contractor and each schools cost for providing the service. Variables include age and condition of kitchen equipment, condition of the kitchen premises, employers pension costs and other meals-related costs.
17. The impact of UIFSM on take up of school meals in key stage 2 will also be more difficult to assess as from the 31<sup>st</sup> March 2018 as there have been changes to eligibility for free school meals due to changes within the universal credit system. This is because protections have now been put in place meaning no child will lose their eligibility. All children entitled on 31 March 2018 will now be entitled until at least the 31<sup>st</sup> March 2022. Furthermore any child that becomes entitled after 31 March 2018 will also have this protection until the 31<sup>st</sup> March 2022. As schools and/or the Local Authority will not have to recheck eligibility because of these protections, it will not be until 2023 when data will be checked against eligible pupils in 2022, will there be any clear picture as to the impact of the changes in the legislation, and the impact on take up.
18. Changes to the assessment process do not allow comparisons to be made between primary school attainment and progression statistics pre the introduction of UIFSM and post. Attendance figures across primary schools in York have always been high compared to national figures. There has therefore been no major impact on primary school attendance data since the introduction of UIFSM with a 0.1% reduction between 2013/14, the year before UIFSM was introduced and 2016/17, the last full school year.
19. **Implications**
  - **Financial** – Paragraph 6 provides details of expenditure to support UIFSM introduction in York and paragraph 15 provides information on school meal prices.
  - **Human Resources (HR)** – There are no HR implications
  - **Equalities** - There are no equalities implications
  - **Legal** – There are no legal implications

**Contact Details**

**Author:**

Mark Ellis  
Head of School Services  
Children, Education and  
Communities  
554246

**Chief Officer Responsible for the report:**

Maxine Squire  
Assistant Director, Education and Skills

**Scoping Report**  
**Approved**

**Date** 1/6/18

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

**All**

**For further information please contact the author of the report**

**Background Papers: None**

**Annexes: None**

**Abbreviations:**

UIFSM - Universal Infant Free School Meals

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<b>Meeting Dates</b>	<b>Children, Education &amp; Communities Policy &amp; Scrutiny Committee Work Plan 2018-19</b>
Tues 12 June 2018 @ 5:30pm	<ol style="list-style-type: none"> <li>1. Attendance of Exec Mbr for Education, Children &amp; Young People – Priorities &amp; Challenges for 2018/19</li> <li>2. York Theatre Royal Bi-annual Update (Tom Bird)</li> <li>3. CVS Bi-annual Service Level Agreement Update (CVS Sarah Armstrong)</li> <li>4. Update on School Meals Take-up (Mark Ellis)</li> <li>5. Workplan 2018/19</li> </ol>
Tues 10 July 2018 @ 5:30pm	<ol style="list-style-type: none"> <li>1. Attendance of Exec Mbr for Culture, Leisure &amp; Tourism &amp; Exec Mbr for Community Engagement – Priorities &amp; Challenges for 2018/19</li> <li>2. York Museums Trust – Partnership Delivery Plan Bi-annual Update (Reyahn King)</li> <li>3. Year End Finance &amp; Performance Monitoring Report (Richard Hartle)</li> <li>4. CYC Bi-annual Update on Safeguarding &amp; Looked After Children (Dot Evans)</li> <li>5. Update on the Development of a Cultural Strategy (Charlie Croft)</li> <li>6. Workplan 2018/19</li> </ol>
Tues 11 Sept 2018 @ 5:30pm	<ol style="list-style-type: none"> <li>1. First Quarter Finance &amp; Performance Monitoring Report (Richard Hartle)</li> <li>2. City of York Safeguarding Children Board Bi-annual Update- with attendance of NYP, CCG &amp; CYCSB Chair (Will Boardman)</li> <li>3. Update on Skills Plan (Julia Massey)</li> <li>4. Adult Learning Services Bi-annual Update (Alistair Gourlay)</li> <li>5. Workplan 2018/19</li> </ol>
Wed 7 Nov 2018 @ 5:30pm	<ol style="list-style-type: none"> <li>1. York Theatre Royal Bi-annual Update (Tom Bird)</li> <li>2. Explore York Libraries &amp; Archives Mutual Ltd SLA Bi-Annual Update (Fiona Williams)</li> <li>3. School Improvement and Ofsted Update on Schools Performance (Maxine Squire)</li> <li>4. Update on Academisation, Place Planning &amp; Additional School Places Required (Maxine Squire)</li> <li>5. Workplan 2018/19</li> </ol>
Tues 15 January 2019 @ 5:30pm	<ol style="list-style-type: none"> <li>1. York Museums Trust – Partnership Delivery Plan Bi-annual Update (Reyahn King)</li> <li>2. CVS Bi-annual Service Level Agreement Update (CVS Sarah Armstrong)</li> <li>3. Second Quarter Finance &amp; Performance Monitoring Report (Richard Hartle)</li> <li>4. CYC Bi-annual Update on Safeguarding &amp; Looked After Children (Dot Evans)</li> <li>5. Workplan 2018/19</li> </ol>

<p>Wed 13 March 2019 @ 5.30pm</p>	<ol style="list-style-type: none"> <li>1. Attendance of Chair of York@Large (Chris Bailey)</li> <li>2. Third Quarter Finance &amp; Performance Monitoring Report (Richard Hartle)</li> <li>3. York Safeguarding Board Bi-annual Update (Will Boardman)</li> <li>4. SACRE (Standing Advisory Committee on RE) Annual Report &amp; Review of York Schools' Agreed Syllabus (Mike Jory &amp; Shabana Jabbar-Chair of SACRE)</li> <li>5. Adult Learning Services Biannual Update &amp; Draft Self-Assessment Report (Alistair Gourlay)</li> </ol>
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#### Items for June 2019 Meeting

Induction for New Members - Introduction to the Arrangements for Overview & Scrutiny in York  
 Draft Workplan & Discussion re potential scrutiny topics for 2018/19  
 Explore York Libraries & Archives Mutual Ltd SLA Bi-Annual Update (Fiona Williams)

#### List of Previously Completed Reviews:

Casual Play – January 2011  
 School Travel Plans – January 2011  
 Admission Arrangements & Travel Policies - April 2012  
 York Museums Trust Collections Management – November 2012  
 Libraries Review – June 2013  
 Careers, Education, Information Advice & Guidance – November 2013  
 School Meals - May 2014  
 Entrepreneurship in Schools – April 2015  
 Disabled Access to York's Heritage & Cultural Offer – June 2015  
 Narrowing the Gap – June 2015  
 York Museums Trust Renewal of Funding Agreement - April 2016  
 Tour de France – September 2017  
 The Effect of Arts & Culture on the Economy – November 2017  
 WW1 Centenary Commemorations – January 2018