



Notice of meeting of

Scrutiny Management Committee

To: Councillors Kirk (Chair), Merrett (Vice-Chair), Blanchard, Cuthbertson, Hill, Hyman and Livesley

Date: Monday, 20 November 2006

Time: 5.00 pm

Venue: Guildhall

AGENDA

1. Declarations of Interest

At this point in the meeting, Members will be invited to declare any personal or prejudicial interests they may have in the business on the agenda.

2. Minutes p1

(Pages 1 - 4)

To approve and sign the Minutes of the meeting held on 23 October 2005.

3. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Friday 17 November 2006 at 10.00am.

- 4. Update on Work of Educations Scrutiny (Pages 5 - 8) Committee [5.00pm-5.20pm]**
To consider a report on scrutiny work undertaken so far during 2005/6 by the Education Scrutiny Committee and ask any relevant questions of the Chair of that meeting.
- 5. Traffic Congestion in York - Registered (Pages 9 - 18) Scrutiny Topic No. 120 [5.20pm-5.45pm]**
Further to the last meeting of Scrutiny Management Committee, to consider a report on potential remit and the feasibility of a review on the above topic, should Members wish to proceed with a review.
- 6. Highways Maintenance Procurement Review (Pages 19 - 24) - Proposed Remit [5.45pm-6.10pm]**
To consider a report setting out a potential remit for the above approved review and asking Members to set an estimated timescale on completion.
- 7. Update on Progress Monitoring (Pages 25 - 28)**
To receive a report on progress with the database for monitoring scrutiny reviews and tracking implementation of any agreed actions.
- 8. Any other business which the Chair decides is urgent under the Local Government Act 1972**

Democracy Officer:

Name: Dawn Steel

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

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

Contact details are set out above.

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City of York Council

Committee Minutes

MEETING	SCRUTINY MANAGEMENT COMMITTEE
DATE	23 OCTOBER 2006
PRESENT	COUNCILLORS KIRK (CHAIR), MERRETT (VICE-CHAIR), BLANCHARD, CUTHBERTSON, HYMAN AND LIVESLEY
APOLOGIES	COUNCILLOR HILL

22. DECLARATIONS OF INTEREST

The Chair invited any declarations of interest from Members in relation to business on the agenda. No such declarations were made.

23. MINUTES

The Minutes of the last meeting of the Committee held on 25 September 2006 were approved as a correct record and signed by the Chair, subject to Councillors Merrett and Blanchard votes being recorded against the decision to reject a review on topic no.121 (parking charges in York) on clarification that such formal request had been made.

24. PUBLIC PARTICIPATION

The Chair reported that no registrations to speak at the meeting under the Council's Public Participation Scheme had been received.

25. REDUCING CARBON EMISSIONS FROM YORK'S PUBLIC SECTOR HOUSING - REPORT BACK ON IMPLICATIONS AND REVISED RECOMMENDATIONS [5.00PM-5.20PM]

Members considered the final report of the Ad-hoc Scrutiny Sub-Committee reviewing carbon emissions from York's public sector housing in the light of revised recommendations and comments on implications, following further officer consultation. The Head of Financial Services attended the meeting to respond to any questions relating to associated resource implications.

RESOLVED: That the final report and recommendations be now endorsed for submission to the Executive and the potential implications arising therefrom be noted.

26. GUIDANCE ON SUSTAINABLE DEVELOPMENT - FINAL AD-HOC SCRUTINY SUB-COMMITTEE REPORT

Members considered the final report and recommendations of the Ad-hoc Scrutiny Sub-Committee reviewing 'Guidance on Sustainable Development'. Councillor Vassie, Chair of the Scrutiny Sub-Committee, attended the meeting to briefly outline the purpose of the review and

summarise the processes involved. He explained that Scrutiny Officers and Members had worked closely with colleagues in preparing the recommendations, including Building Control. Comments on resource implications potentially associated with those recommendations were also included within the final report.

Members discussed the final report and endorsed it for submission to the Executive, with some revisions to clarify understanding of recommendation 12 and to incorporate reference to the statutory consultation process on the Local Development Framework.

RESOLVED: That the final report and recommendations, as revised above, be endorsed for submission to the Executive in due course and any potential resource implications associated therewith, be noted. .

27. SCHEDULE OF REGISTERED SCRUTINY TOPICS - LOCAL TRANSPORT PLAN 2 (LTP2) AND TRAFFIC CONGESTION TOPICS

Members considered a report inviting them to consider further 2 registered scrutiny topics, deferred from the last meeting, in relation to Local Transport Plan (LTP) 2 (No. 139) and traffic congestion in York (No. 120). At the request of Members, the Executive Member for City Strategy attended the meeting to outline the processes involved and participation of Members in implementing LTP2 and determining the strategy. Councillor Simpson-Laing also attended the meeting, as the registering Member, to explain why she believed both topics should be subject to scrutiny review.

In the light of the comments made, Members had a full and wide-ranging discussion on the potential for reviewing either topic and in particular on a focussed review of traffic congestion. The possibility of specifically reviewing consultation processes was raised. The Head of Financial Services also referred to potential funding available to the Council aimed at specifically addressing how it dealt with congestion on roads.

Members agreed not to proceed with topic (No.139) on LTP2 and deferred final consideration of topic 120 on traffic congestion to the next meeting, to enable officers to report back with a potential remit and further information on the funding sources referred to by the Head of Financial Services.

RESOLVED: That (1) topic No. 139 (LTP2) be rejected; and
(2) a further report as outlined above be submitted to the next meeting in relation to topic No. 120 (traffic congestion)

[Councillors Blanchard and Merrett wished it to be recorded that they had voted against the motion to reject topic No. 139 (LTP2)]

28. WORK PLANNING & PROCESS MANAGEMENT FOR SCRUTINY REVIEWS

Members considered a report on further work undertaken to establish some eligibility criteria and processes for managing scrutiny reviews. Attached to the report were some proposed criteria and a flow chart setting out the stages involved in the processes.

A discussion was held about the proposed eligibility criteria and it was explained that, as a minimum, topics should comply with the proposed criterion on public interest and but otherwise should meet 3 of the criteria.

Councillor Merrett proposed and Councillor Blanchard seconded the following amendment to the motion to approve the criteria as drafted:

“That the proposed criteria be extended to include the following:

- (i) policy development/review within the next 15 months; and
- (ii) holding the Executive to account”

On being put to the vote, the above amendment was declared lost and the criteria and processes for managing scrutiny reviews were approved. The Chair suggested that the various scrutiny roles described in the criteria could, however, be amended to read ‘policy development *and review*’ and that was agreed.

RESOLVED: That the proposed eligibility criteria and processes for managing scrutiny reviews be approved, as annexed to the report, with the above slight revision.

29. REMIT FOR SCRUTINY REVIEW OF USE OF COUNCIL- OWNED LAND IN TANG HALL AREA

Members considered a report seeking approval to a proposed remit for the review, commissioned at the last meeting, relating to the ‘community use of Council owned land in the Tang Hall area’. The remit had been drafted following consultation with those Members who had registered the topic and with relevant Council Officers. In line with the constitutional responsibilities of Scrutiny Management Committee, Members were also asked to confirm the proposed proportionality of the agreed Ad-Hoc Scrutiny Sub-Committee.

RESOLVED: That the remit for the Tang Hall Ad-Hoc Scrutiny Sub-Committee be approved, as drafted, and the membership for the Sub-Committee be confirmed as being 3(Lib Dem): 2(Labour) to comply with proportionality, with the Chair being Councillor Looker.

30. UPDATE ON WORK OF HEALTH SCRUTINY COMMITTEE

Members received a report and an update at the meeting from the Chair of the Health Scrutiny Committee relating to progress on the review of the

North Yorkshire & York Primary Care Trust's financial recovery plan. He advised the Committee that Health Scrutiny would be looking at arrangements for community care next and potential dental care in the future.

RESOLVED: That the report and update given by the Chair of Health Scrutiny Committee be noted.

M Kirk, Chair

[The meeting started at 5:00 pm and finished at 7:30 pm

**Agenda Item****Scrutiny Management Committee****20 November 2006****Report of the Head of Civic, Democratic and Legal Services****Update on Work of Education Scrutiny Committee****Summary**

1. The Education Scrutiny Committee's final report on the Extended School service in York has already been considered by the Executive. Members of the Education Scrutiny Committee are now considering home-to-school transport contracts and how pupil safety can be maximised. They are also interested in the role and training of school governors and expect to carry out work in this area in 2007. The Chair of Education Scrutiny Committee will be attending the meeting to update Members on and answer any questions relating to the Committee's work.

Background

2. At their meeting on 12 September 2006 the Executive agreed the recommendations of the Education Scrutiny Committee in their final report on the Extended School Service in York. This concentrated on primary schools and the decisions will result in extended school provision being developed in accordance with community needs, community activities being supported in schools by the introduction of a more flexible lettings policy and support and training being delivered to update the knowledge and skills of staff and governors. Free provision for children may be extended and parenting support improved if the pathfinder bids that this report recommended Council applies for are successful.
3. The Committee are now reviewing the home-to-school transport service. This is concentrating on primary schools and will examine the implications of introducing seat belts onto all buses which transport pupils to primary schools in York. Discussions will take place with contractors and enquiries will be made of other local authorities as to how they introduced them, including the issue of how to ensure that children wear the safety belts

when they are provided.

4. The Committee has an outstanding Scrutiny topic on the role of school governors. It is hoped that this will be progressed early in 2007 when the officers in Children's Services have more capacity to support it. Prior to this it is expected that information on changes to the role of school governors will soon be presented to a meeting of Children's Services EMAP.

Consultation

5. Members of the Education Scrutiny Committee have been in close consultation with the Early Years team in order to complete their successful scrutiny of the Extended Schools service. They are now working with the Education Access team to progress their review of school transport and will be consulting externally as detailed above.

Options

6. Members may receive this report and ask any relevant questions of the Chairman of the Education Scrutiny Committee.

Analysis

7. The Education Scrutiny Committee is one of only two standing Scrutiny Committees and its work so far has resulted in decisions which will lead to improvements in community provision in schools and the services offered to primary age children. Members of this committee are managing their workload so that they can deliver clear and positive recommendations that can make measurable improvements in a short period of time.

Corporate Priorities

8. The report is relevant to Corporate Priority 5 – Increase people's skills and knowledge to improve future employment prospects and Corporate Priority 7 - Improve the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest.

Implications

9. There are no known Financial, HR, Equalities, Legal, Crime and Disorder, IT or other implications at this stage.

Risk Management

10. In compliance with the Councils risk management strategy, there are no known risks associated with the recommendations of this report.

Recommendations

11. Members are asked to receive the report on the progress of the Education Scrutiny Committee.

Reason: in order to meet the delegated authority of Scrutiny Management Committee as defined in CYC's constitution.

Contact details:

Author:

Barbara Boyce
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barbara.boyce@york.gov.uk

Chief Officer Responsible for the report:

Suzan Hemingway
Head of Civic, Democratic and Legal Services

Report Approved



Date 10.11.06

Wards Affected:

All

For further information please contact the author of the report

Annexes

None

Background Papers

None

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Agenda Item

Scrutiny Management Committee

20 November 2006

Report of the Head of Civic, Democratic and Legal Services

Proposed Scrutiny Review of Traffic Congestion in York

Summary

1. The purpose of this report is to ask members to reconsider a registered scrutiny topic which was deferred from the meeting of 23 October. Members may make a recommendation as to whether it can be the subject of an Ad Hoc Scrutiny Sub-Committee either immediately or in the future.

Background

2. At their meeting on 23 October members considered Topic 120 on the subject of Traffic Congestion in York (for registration form see Annex A) which was originally submitted by Cllr Tracey Simpson-Laing. It was decided to defer a decision to enable a draft remit to be produced and discussions to take place with the relevant officers
3. Cllr Simpson-Laing has suggested a draft remit for the review which is attached at Annex B.
4. At the meeting of 23 October the Head of Financial Services mentioned funding sources specifically aimed at reducing congestion on roads. Further investigation of this has revealed that this has been allocated to funding a review by consultants Kendrick Ash and that there is no additional funding via that route.

Officer Response to Draft Remit

5. Discussions with the Head of Transport Planning about the feasibility of carrying out a review based on the draft remit attached at Annex B revealed that current and anticipated future congestion problems have been identified in LTP2. Lists of current schemes are reported to the Executive every three

months.

6. Traffic has been found to be the main contributor to air quality problems in York, however the Council has developed an Air Quality Action Plan which is currently being managed by officers in Environmental Protection.
7. The Head of Transport Planning is of the opinion that work to encourage sustainable travel is already being done by the Transport Planning Team and that projects to promote modal shift are being carried out with colleagues from Lifelong Learning and Leisure.
8. If members wished to research good practice in other authorities they would need to clarify the nature of the good practice they wished to examine as the issues around traffic congestion are very wide. For example, are they considering traffic management, air quality, consultation procedures etc?
9. It was stressed that there are no quick solutions to traffic problems. However there would be value in carrying out a scrutiny review as to how traffic problems could be reduced around an individual event or situation. Such a review would have a limited scope and a relatively quick outcome and could involve the participation of interested parties.
10. Particular traffic problems occur on race days, at car boot sales and around events such as the motor caravan show. Members may be interested in investigating possible tactics to reduce problems around one of these, or another situation which their local knowledge makes them aware of.

Consultation

11. Consultation with relevant officers was carried out when this topic was originally registered and further detailed discussions have been held in order to provide the information presented in this report. This should enable members to decide if it would be useful to take this topic further.
12. In light of the above officer response, Cllr Simpson-Laing, the member who registered the topic, has been re-consulted to ascertain whether she wanted to amend her submission accordingly. At the time of writing no response has been received.

Options

13. Having regard to the topic registration form, draft remit and comments in this report members may decide to:
- a. Not progress the topic further, giving reasons
 - b. Retain the topic on the list of those available for progression to an Ad Hoc Sub Committee pending resources becoming available at a later date.
 - c. Form an Ad Hoc Sub Committee to consider the topic and make amendments to the remit as they consider appropriate. Also establish a timescale for any such review.

Analysis

14. If members decide to create an Ad Hoc Sub-Committee immediately, this will mean the resources of Scrutiny Services will be working to their full capacity. Brief, clear remits and short to medium timescales should ensure that all current reviews are completed during the current municipal year.

Corporate Priorities

15. Members might consider that this topic would contribute to Corporate Priority no 2 – Increase the use of public and other environmentally friendly modes of transport.

Implications

16. There are no known Financial, HR, Equalities, Legal, Crime and Disorder, IT or other implications associated with this report. Should Members decide to proceed with a review of this topic, naturally, there will be usual costs associated with resourcing the review, depending on its agreed remit.

Risk Management

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

Recommendations

18. Members are asked to consider the outstanding scrutiny topic in line with the options above, and to agree a remit and timescale for any review which might be authorised.

Reason: In order to carry out their responsibilities in managing the Scrutiny function in York

Contact details:

Author:

Barbara Boyce
Scrutiny Officer
01904 551714
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Chief Officer Responsible for the report:

Suzan Hemingway
Head of Civic, Democratic and Legal Services

Report Approved



Date 10.11.06

Specialist Implications Officer(s) *None at this stage*

Wards Affected:

All



For further information please contact the author of the report

Annexes

Annex A – Scrutiny Topic Registration Form for Topic 120
Annex B – Draft remit for Topic 120

Background Papers

None

Annex A



SCRUTINY TOPIC REGISTRATION FORM

SUGGESTED TITLE OF TOPIC Reducing Traffic Congestion in York	
ABOUT YOU Please fill in as many of the details as you are able to.	
Title (delete as applicable): Mr Mrs Miss Ms Other please state Councillor	
First Name: Tracey	Surname: Simpson-Laing
Address: 21 Salisbury Rd Leeman Rd York	Daytime Phone: Evening Phone: Email:
Are You (delete as applicable)	
<ul style="list-style-type: none"> • A Resident of York 	YES / NO
<ul style="list-style-type: none"> • A Visitor 	YES / NO
<ul style="list-style-type: none"> • A City of York Councillor 	<u>YES</u> / NO
<ul style="list-style-type: none"> • A City of York Council Employee 	YES / NO
<ul style="list-style-type: none"> • A Representative of a Voluntary Organisation or Charitable Trust (if YES please tell us the organisations title and your relationship to the organisation below) 	YES / NO
<ul style="list-style-type: none"> • Other (please comment) 	

ABOUT YOUR PROPOSED TOPIC

Please write your responses to as many of the questions below as you are able to.

WHY DO YOU THINK THIS TOPIC IS IMPORTANT?

LTP 2 will see set the future of transport and its infrastructure for the coming decades. If the submission is not robust it could have devastating consequences for the city, both materially and financially

DO YOU KNOW IF THIS TOPIC IS IMPORTANT TO OTHER PEOPLE? IF SO, WHO AND WHY?

Residents top concern for a number of years has been the issue of congestion and the future of the city.

WHAT DO YOU THINK SCRUTINY OF THIS TOPIC MIGHT CHANGE, DO OR ACHIEVE?

Scrutiny will give Councillors, organisations and members of the public the opportunity to see the 'document' before submission. The process of Scrutiny will give Councillors the chance to ensure that it meets the aspirations being set by members of the Planning & Transport Panel in their current work and discussions and allow members to question the Executive Member on any issues they have concerns on.

DO YOU HAVE IDEAS ABOUT THE APPROACH SCRUTINY MEMBERS MIGHT TAKE TO YOUR SUGGESTED TOPIC?

Members should be presented with the draft document 4 weeks before the first meeting of discussion to allow time for reading and questions that they may wish to ask officers. At the initial meeting I would see the format of an Officer presentation with Q & A's. Following this at the second meeting the Executive Member would be requested to attend to answer questions/justify decisions. A 3rd and 4th meeting would enable members to address issues and draw up a report to enable amendments to the draft LTP2 before its submission.

WOULD YOU BE HAPPY TO TALK TO SCRUTINY MEMBERS ABOUT YOUR PROPOSED TOPIC AT FORMAL MEETINGS?

Yes

PLEASE ENCLOSE ANY SUPPORTING DOCUMENTS OR OTHER INFORMATION YOU FEEL MIGHT BE USEFUL BACKGROUND TO THE SUBMISSION OF THIS TOPIC FOR CONSIDERATION.

OUR COMMITMENT TO YOU

Thank you for proposing a new scrutiny topic. As Members of the Scrutiny Management Committee and Scrutiny Boards we promise the following things;

- To advise you of any meetings where a decision will be taken as to whether to progress your topic and invite you to attend
- If Members would like you to speak in support of your topic at such meetings you will be notified and supported through the process by a Scrutiny Officer
- If you do not wish to speak you do not have to; your choice will not influence fair consideration of your topic.

Please return this form to the address below or send it by email. If you want any more information about Scrutiny or submitting a new topic for consideration then please contact the Scrutiny Team.

By Writing to:

The Scrutiny Services Team
C/o The Guildhall

Or Email: Scrutiny.services@york.gov.uk

Or Phone: 01904 552038

York
YO1 9QN

For Scrutiny Administration Only

Topic Identity Number	120
Date Received	13 April 2005
SC1- date sent	

DRAFT

Reducing Traffic Congestion in York (topic no. 120)**Remit****Aim**

To understand what contribution LTP2 makes to the reduction of the anticipated 7% rise in traffic and what can be done to eliminate the air quality hotspots and the impact of the forecasted traffic increase on secondary routes.

Objectives

The above aim to be achieved through the following objectives:

- To identify improvements to current and future congestion and air quality problems.
- To investigate issues around the 5 poor air quality 'hot spots' identified in LTP2 and other Council documents.
- To seek quick solutions to immediate problems rather than long term strategies, eg. School term time solutions, inclement weather difficulties or particular events (ie. Caravan show on Knavesmire)
- To promote the use of environmentally viable and financially practical alternative methods of transport.

Scope

1. Consultation with residents – including disadvantaged groups, older and younger people – of the effects of traffic on people's lives.
2. To research good practice in other Authorities.
3. To work with Transport Unit on projects to promote modal shift.

Officer and partner involvement

Other Local Authorities and Europe (Denmark)

Colleagues in Transport Planning

York Cycling groups

Bus Company (Quality Bus Partnership)

Transport 2000

Motoring organisations

York Environmental Forum – Air Pollution

D R A F T

Consultees

Officers from City Strategy

Expert witnesses to be identified and/or coopted by Ad-Hoc Sub-Committee

Timescale

Medium term – estimated to be 3-6 months, in accordance with new scrutiny procedures.

Constraints

Resources

Scrutiny Officer support and involvement of officers in City Strategy, as well as time of any coopted experts.



Agenda Item

Scrutiny Management Committee

20 November 2006

Report of the Head of Civic, Democratic and Legal Services

Draft Remit for Highways Maintenance Procurement Review

Summary

1. At its meeting in September 2006, Scrutiny Management Committee agreed to proceed with a review of topic no. 135 into Highways Maintenance Procurement and the PFI bid. In accordance with the new scrutiny procedures for managing reviews and topics agreed at the last meeting of this Committee, a draft remit (Part A) for the review is now attached for Members' consideration at Annex A.

Background

2. Councillor Simpson-Laing registered the above topic and attended the meeting of this Committee in September to outline her reasons for so doing and in the light of new developments since the topic had originally been registered, she was asked to update her original topic registration to make reference to the PFI bid. A revised registration form was submitted.

Consultation

3. Councillor Simpson-Laing was reconsulted on her original topic registration as indicated above. The remit potentially arising from that registration has subsequently been discussed with the Head of Highway Infrastructure and the Chair/Vice Chair of SMC. Those discussions have resulted in the draft attached at Annex A, proposing the issues raised in this topic registration be dealt with in 2 parts. The attached proposed remit relates only to Part A of this review. The reasons for this are set out in the 'Analysis' Section (paragraph 5) below.

Options

4. Members can approve or amend the proposed remit. A remit must, however, be agreed and in place before the first meeting of the Ad-hoc Sub-Committee can meet.

Analysis

5. It seems that some work is already ongoing within the City Strategy team to prepare for the outcome of the current PFI bid, anticipated in January 2007. This work involves looking at alternative options for the procurement of highways maintenance should the PFI be unsuccessful. The draft remit centres entirely at this stage on how scrutiny might help prepare for the procurement of highways maintenance when the outcome of the PFI is known and consequently, how it can contribute to maximizing the Council's efficiencies and improving its procedures. This is purely to enable the scrutiny review to respond to the immediate needs of its remit and contribute proactively to the ongoing development work in anticipation of the outcome of the PFI bid in January 2007.
6. It is suggested that a further remit (Part B) be brought back to SMC for consideration in due course to deal with the outstanding issues in the revised remit which relate to gaining an understanding of the alleged financial loss to the Council caused by delays in the procurement process since 2003.
7. Naturally, it is anticipated that the same membership of the Ad-Hoc Sub-Committee will move on to consider Part B of its remit once it has completed its review under Part A attached.
8. **Corporate Priorities**
9. This review will contribute to improving 'the actual and perceived condition and appearance of the city's streets and open spaces' through contributing to improving the Council's procurement arrangements for highways maintenance. In rationalizing our procurement arrangements, it may help to improve our organizational effectiveness.

Implications

10. There are no known financial, HR, equalities, legal, crime and disorder, IT or other implications at this stage of the process.

Risk Management

11. In compliance with the Council's risk management strategy, there are no known risks associated with undertaking this review, other than the potential of not maximizing efficiencies in the Council's procurement arrangements for highways maintenance.

Recommendations

12. Members are asked to consider the draft remit (Part A) attached in connection with a two stage approach for dealing with the review of highways maintenance procurement arrangement.

Reason: In order to progress existing agreed scrutiny reviews within procedural and constitutional requirements.

Contact details:

Author:
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Tel: 01904 551030

Chief Officer Responsible for the report:
Suzan Hemingway
Head of Civic, Democratic and Legal Services

Report Approved

Date 14.1106

Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex A – Part A Draft Remit – Highways Maintenance Procurement

Background Papers

Topic Registration Form No. 135

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Remit (Part A) for Scrutiny topic no 135 – Highways Maintenance Procurement

Aims

To contribute to the development and establishment of a strategic and effective highways maintenance procurement strategy in York

To understand the cost implications associated with the PFI bid and its outcome if successful.

Objectives

The above aims to be achieved through the following objectives:

- examining the potential efficiencies from a PFI arrangement;
- making recommendations with regard to available alternative options in the event that a PFI outcome is unsuccessful;
- looking at the cost effectiveness of those options, including improved ways of working;
- profiling expenditure over the lifespan of the PFI and any associated secondary costs.

Scope

1. To consult with officers, potential partners and any other relevant parties as necessary or appropriate to gain the most current information;
2. To understand what needs to be done in the event of a successful PFI outcome with a view to securing any available medium to long term efficiencies;
3. To examine available other options, including financial values to the Council, with a view to making appropriate recommendations to the Executive on those options, in the event of an unsuccessful PFI outcome.

Officer and partner involvement

Officers from Highways Maintenance and any relevant external bodies. Executive Member for City Strategy, if appropriate.

Timescale

Review to be completed by end of January 2007 to enable the findings and subsequent recommendations to assist the procurement of highways maintenance to 2010, when the outcome of the PFI bid (currently with Dti) is known.

Constraints

A PFI bid has already been submitted to Dti and the outcome is awaited in January 2007. The decision to make a bid cannot therefore be influenced.

Resource Needs

Scrutiny Officer and Highways Maintenance Officer support will be required for tasks and meetings associated with this review, the formal structure for which, should, as a minimum, be suggested as:

1. Initial Scoping meeting (how review is to be done; what information will be needed and when; and who will need to be seen and by when.
(Allocate tasks)
2. Interim meeting – to discuss findings and draft report
3. Final meeting – to agree final report for submission to SMC. (29 January 2006)



Agenda Item

Scrutiny Management Committee

20 November 2006

Report of the Head of Civic, Democratic and Legal Services

Progress on Scrutiny Monitoring Arrangements

Summary

1. At its meeting in October 2006, Scrutiny Management Committee received a report on implementing new processes and procedures for managing and monitoring scrutiny reviews. At that meeting, Members agreed various arrangements for managing those reviews. This report deals with progress on systems for monitoring progress with reviews and any recommendations or actions agreed by the Executive.

Background

2. Work on developing a database to hold monitoring information on scrutiny reviews and recommendations is nearing completion. The database is now built and testing is virtually complete. The developer will be working on producing the required reports from the database from the end of November.

Consultation

3. The creation of a database is a working tool to improve processes and effectiveness for monitoring progress with reviews. Members of SMC have been informed of these arrangements and proposals, as indicated above. Colleagues in IT&T have been informed and the chosen developer was recommended by them.

Options

4. This report is for Members information.

Analysis

5. The facility to run reports from the new database will enable scrutiny officers to report on a quarterly basis the following information to Members:

- Current stage/status of new/ongoing/final reviews
 - Progress against timescales per review
 - Details of all topics registered and whether rejected or approved for review, including reasons why rejected where applicable.
 - Timescale for reporting to Executive
 - Details of any recommendations/revised actions agreed by Executive
 - Implementation arrangements for agreed Executive actions (including responsible officers).
6. Members may recall that the new processes and procedures referred to at the last for managing reviews involved the proposal for a Member sponsor (suggested as the Member registering topic) to assist the scrutiny officer in 'chasing' implementation of agreed recommendations/actions. Names of 'sponsors' for reviews will also be included in the database.
7. The reports produced from the database, realistically ever quarter will replace the 6 monthly updates on progress and outstanding actions previously presented to scrutiny.
8. **Corporate Priorities**
9. The new database and reporting arrangements will help improve the Council's organizational effectiveness.

Implications

10. There are no known financial, HR, equalities, legal, crime and disorder, or other implications associated with this report other than the need to ensure the database has built in compliance with existing IT&T systems. The developer was recommended by IT&T and has produced several other working 'access' databases within the Council.

Risk Management

11. In compliance with the Council's risk management strategy, there are no known risks associated with undertaking this report, other than failure to streamline our practices in this way to maximize use of scrutiny resources and keep current with reviews and agreed scrutiny recommendations.

Recommendations

12. Members are asked to note the work ongoing relating to the creation of a working database as a monitoring and reporting tool and, subject to the reporting features being built in time, to

receive the first report off the system at the next meeting of SMC.

Reason: In order to increase efficiencies and maximise resources within the scrutiny function.

Contact details:

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Democratic Services Manager
Tel: 01904 551030

Chief Officer Responsible for the report:

Suzan Hemingway
Head of Civic, Democratic and Legal Services

Report Approved

Date 14.11.06

Wards Affected:

All

For further information please contact the author of the report

Annexes

None

Background Papers

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