



Notice of meeting of

Executive

To:	Councillors Waller (Chair), Steve Galloway, Sue Galloway, Moore, Reid, Runciman and Vassie
Date:	Tuesday, 18 November 2008
Time:	2.00 pm
Venue:	The Guildhall, York

AGENDA

Notice to Members - Calling In:

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

10:00 am on Monday 17 November 2008, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 20 November 2008, if an item is called in *after* a decision has been taken.

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

1. Declarations of Interest

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

2. Minutes (Pages 3 - 8)

To approve and sign the minutes of the meeting of the Executive held on 4 November 2008.

3. Public Participation

At this point in the meeting, members of the public who registered their wish to speak regarding an item on the agenda or an issue within the Executive's remit can do so. The deadline for registering is **5:00 pm on Monday 17 November 2008**.

4. Executive Forward Plan (Pages 9 - 10)

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

5. Minutes of Working Groups (Pages 11 - 28)

This report presents the minutes of recent meetings of the Social Inclusion Working Group and the Young People's Working Group and asks Members to consider the advice given by the Groups in their capacity as advisory bodies to the Executive.

6. Local Transport Plan 2006-2011, Mid-term Report (Pages 29 - 44)

This report asks Members to approve the City of York Local Transport Plan Mid-Term Report for submission to the Government Office for Yorkshire and the Humber, and ultimately the DfT, by the required deadline.

Note: Annex A to this report has been made available to view on the website but copied to Members only, as a separate document. Copies can be obtained on request from Democratic Services (contact details at the foot of this agenda).

7. Final report of the Barbican Ad-Hoc Scrutiny Committee on the sale of The Barbican (Pages 45 - 54)

This report presents the conclusions of the Barbican Ad-hoc Scrutiny Committee on their review of the sale of the Barbican and asks Members to approve the recommendations arising from the review, as previously agreed by Scrutiny Management Committee.

8. Final report of the Education Scrutiny Committee - School Governors (Pages 55 - 90)

This report presents the conclusions of the Education Scrutiny Committee on their review of School Governors and asks Members to approve the recommendations arising from the review, as previously agreed by Scrutiny Management Committee.

9. Golden Triangle Partnership – Mortgage Rescue Scheme (Pages 91 - 98)

This report seeks the Executive's support for the Golden Triangle Mortgage Rescue Scheme, due to be launched in December 2008 by the Golden Triangle Partnership, and seeks approval for administration of the Mortgage Rescue Scheme to be delegated to Leeds City Council.

10. Amendments to Officer Scheme of Delegation to Provide for an Officer to Act in the Absence of the Chief Executive (Pages 99 - 102)

This report recommends amendments to the officer scheme of delegation in the Council's Constitution, to allow one of the Directors to be identified as the officer who will deputise for the Chief Executive in their absence.

11. Urgent Business

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

Democracy Officer:

Name: Fiona Young

Contact details:

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

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

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

Contact details are set out above.

About City of York Council Meetings

Would you like to speak at this meeting?

If you would, you will need to:

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

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

Further information about what's being discussed at this meeting

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

Access Arrangements

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

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

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

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Holding the Executive to Account

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

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

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

Who Gets Agenda and Reports for our Meetings?

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

City of York Council

Committee Minutes

MEETING

EXECUTIVE

DATE

4 NOVEMBER 2008

PRESENT

COUNCILLORS WALLER (CHAIR),
STEVE GALLOWAY, SUE GALLOWAY, MOORE,
REID, RUNCIMAN AND VASSIE**105. DECLARATIONS OF INTEREST**

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

Cllrs Waller, Sue Galloway and Steve Galloway each declared a personal, non prejudicial interest in agenda item 7 (Urgent Business – Thriving City: Action Plans) as members of the York Credit Union.

106. MINUTES

RESOLVED: That the minutes of the Executive meeting held on 21 October 2008 be approved and signed by the Chair as a correct record.

107. PUBLIC PARTICIPATION

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

108. EXECUTIVE FORWARD PLAN

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

109. CASTLE PICCADILLY - PROCUREMENT ISSUES

Members considered a report which outlined the current understanding of the Council's aims and objectives in respect of the Castle Piccadilly area, explained the legal position on the options available to achieve these objectives and set out a recommended course of action.

It was understood that the Council's objectives were as set out in the planning brief for the site, adopted in 2006, and also to obtain best consideration for the land. Members were asked to confirm that this was still the case. The majority landowner in the Castle Piccadilly area was currently La Salle, who had appointed Centros as development managers. Legal advice was that, in the light of the 2007 case of Jean Auroux v

Roanne, it was no longer an option for the Council to enter into direct negotiations with a potential developer prior to selling the land to them with a Development Agreement. Should the Council wish to achieve something more than simply payment for the land, then the Procurement Regulations 2006 would apply.

Under these Regulations, different procedures were applicable, depending on whether the public works were being delivered to or for the benefit of the Council, or whether they were, in part, concessionary in nature. In this case the latter applied and it was therefore recommended that a works concession process be adopted, in order to progress the Council's aims and objectives. This would enable the Council to negotiate with potential developers and could include public consultation. The successful bidder would have to undertake a competitive tender process to locate sub-contractors.

Officers confirmed that the legal costs associated with the Procurement Regulations could be up to £50k. Members noted that representations had been made to one of the region's MEPs in respect of this additional burden on local authorities.

Having noted the advice of the Shadow Executive on this item, it was

RESOLVED: (i) That the Council's aims and objectives be confirmed as:

- a) To achieve best consideration for its land;
- b) To achieve the Council's vision and planning objectives as set out in the planning brief, including a high quality development which helps to meet the retail needs of the City;
- c) A development that is viable and helps to deliver wider planning objectives for the area, e.g. provision of quality civic and open space, links across the river, riverside paths and relocation of the Castle car park; and
- d) To achieve the comprehensive regeneration of the Castle Piccadilly area.

(ii) That the commencement of a works concession procurement process to support the bringing forward of possible alternative developer solutions in a fair, transparent and proportionate manner, be approved.¹

(iii) That authority be delegated to the Director of City Strategy, in consultation with the Director of Resources, to approve a set of criteria upon which the procurement competition process will be measured.²

REASON: In order to achieve the Council's objectives whilst complying with the Council's own rules and the current regulatory framework.

Action Required

1. Begin works concession procurement process SL
2. Approve procurement criteria, in consultation with the Director of Resources SL

110. REFERENCE REPORT - NATIONAL SERVICE PLANNING REQUIREMENTS FOR ENVIRONMENTAL HEALTH AND TRADING STANDARDS SERVICES

Members considered a reference report which presented a recommendation from the Executive Member for Neighbourhood Services to approve the service plans for food law enforcement, health and safety law enforcement and animal health enforcement.

The recommendation had been made at the meeting of the Executive Member and Advisory Panel (EMAP) held on 15 October 2008. A copy of the report considered at that meeting was attached as Annex A to the reference report.

Having noted the advice of the Shadow Executive on this item, it was

RESOLVED: That the service plans for food law enforcement, health & safety law enforcement and animal health enforcement be approved.¹

REASON: In line with Constitutional requirements and the recommendation of the Executive Member for Neighbourhood Services.

Action Required

1. Implement service plans KS

111. URGENT BUSINESS - THRIVING CITY: ACTION PLANS

Members considered a report which responded to a resolution made by the Executive at their last meeting (Minute 101 refers), requesting detailed project plans for specific actions to assist the City of York during the current period of economic downturn. The Chair had agreed to deal with this item as urgent business, so as to avoid any unnecessary delay in progressing the actions agreed.

Action plans were presented for proposals to:

- Establish a York Enterprise Fund to support existing and new local business (Annex A)
- Develop enterprise, entrepreneurship and skills in young people across the City of York (Annex B)
- Sustain activities previously undertaken by the York City Centre Partnership Company Ltd. (Annex C)

- Extend York Credit Union services into those communities where they were most needed (Annex D)
- Produce and distribute information to help people reduce the cost of living, reduce debt, maximise income and seek further support (Annex E).

In relation to the Enterprise Fund, it was noted that an investment of £50k by the Council could be increased to £250k due to direct engagement with Norwich Union, York Professionals and York Business Development.

With reference to the recommendations to Council made at the last meeting regarding funding for these proposals (Minute 104 refers), the Chair confirmed that any item requiring ongoing expenditure would need to be the subject of a growth bid as part of the budget setting process for the 2009/10 financial year.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That the Action Plans set out in Annexes A to E be endorsed,¹ subject to the following additional requirements:

- a) The Action Plan for Nurturing Talent / Enterprising York (Annex A) to include measurements of:
 - The attendance and participation levels at the events listed
 - The number of start up companies and the proportion of employees in the City who are self employed.²
- b) The Action Plan for the Credit Union community savings points (Annex D) to include measurements of:
 - The number of customers attending each community savings point (CSP) per month, and the global number of presentations across all CSPs
 - Number of new accounts opened per CSP each month
 - Average balance of the accounts operated through the CSPs
 - Number and value of loans issued through each CSP.³

REASON: As part of the Council's response to the current economic situation and to ensure careful monitoring of actions so that effective use is made of resources.

Action Required

- | | |
|--|----|
| 1. Take action to implement the Action Plans, subject to Council approval of funding recommendations | SL |
| 2 Make the requested changes to the Action Plan for Nurturing Talent / Enterprising York | SL |
| 3. Make the requested changes to the Action Plan for the Credit Union savings points | SL |

A Waller, Chair

[The meeting started at 2.00 pm and finished at 2.20 pm].

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EXECUTIVE FORWARD PLAN

Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 2 December 2008		
Title & Description	Author	Portfolio Holder
<p>Child Poverty in York</p> <p><i>Purpose of report: In response to a recommendation at Full Council meeting in June 2008.</i></p> <p><i>Members are asked to: Note the current analysis of levels of child poverty in the city and targeted efforts to reduce it locally.</i></p>	Pete Dwyer	Executive Member for Children & Young People's Services
<p>IT Strategy 2007-2012</p> <p><i>Members are asked to agree the strategic objectives for use of technology in the Council over the next 5 years which will drive our investment in IT.</i></p>	Roy Grant	Executive Member for Corporate Services
<p>IT Development Plan 2009/10</p> <p><i>Members are asked to agree the funding of IT projects for 2008/9 for the whole of CYC. Members will be asked to review the benefits and risks associated with each proposal and decide which ones to fund.</i></p>	Tracey Carter	Executive Member for Corporate Services
<p>Corporate Strategy Refresh</p> <p><i>Purpose of report: To bring to Members' attention proposed changes to the corporate strategy.</i></p> <p><i>Members are asked to: Consider the changes to the refreshed corporate strategy, in order for the actions to be taken forward and completed.</i></p>	Janna Eastment	Executive Member for Corporate Services
<p>Meals Provision in Elderly Persons' Homes</p> <p><i>Purpose of report: To inform Members of the proposal to change the meals service within Elderly Persons Homes with effect from 1st April 2009. This will affect residents of elderly persons homes.</i></p>	Val Sutton	Executive Member for Housing and Adult Social Services

Members are asked to: Approve the recommendations in the report to change the provision of and procurement of meals and catering within EPHs.

Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 23 December 2008

Title & Description	Author	Portfolio Holder
<p>The Future of York City Archives</p> <p><i>Purpose of report: To ask the Executive to agree a strategic plan for the future development of the City Archive service.</i></p> <p><i>Members are asked to: Agree a strategic plan for the future development of the City Archive Service.</i></p>	Charlie Croft	Executive Member for Leisure, Culture & Social Inclusion

Table 3: Items slipped on the Forward Plan with the agreement of the Group Leaders

Title & Description	Author	Portfolio Holder	Original Date	Revised Date	Reason for Slippage
<p>The Future of York City Archives</p> <p><i>Purpose of report: To ask the Executive to agree a strategic plan for the future development of the City Archive service.</i></p> <p><i>Members are asked to: Agree a strategic plan for the future development of the City Archive Service.</i></p>	Charlie Croft	Executive Member for Leisure, Culture & Social Inclusion	2 December 2008	23 December 2008	For further work



Executive

18 November 2008

Report of the Head of Civic, Democratic and Legal Services**Minutes of the Social Inclusion Working Group and the Young People's Working Group****Summary**

1. This report presents the minutes of recent meetings of the Social Inclusion Working Group and the Young People's Working Group and asks Members to consider the advice given by the Groups in their capacity as advisory bodies to the Executive.

Background

2. Under the Council's Constitution, the role of Working Groups is to advise the Executive on issues within their particular remits. To ensure that the Executive is able to consider the advice of the Working Groups, it has been agreed that minutes of the Groups' meetings will be brought to the Executive on a regular basis.
3. Members have requested that minutes of Working Groups requiring Executive endorsement be submitted as soon as they become available. In accordance with that request, and the requirements of the Constitution, draft minutes of the following meetings are presented with this report:
 - Social Inclusion Working Group – meeting on 17 September 2008 (Annex A)
 - Young People's Working Group – meeting on 22 October 2008 (Annex B)

Consultation

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

Options

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

Analysis

6. There are no recommendations within the attached minutes that require the specific approval of the Executive. However, Members may wish to note in particular, and endorse where appropriate:
 - a) The decisions of the Social Inclusion Working Group regarding the projects they would like to be funded from the Equalities budget (Minute 15 in Annex A)
 - b) The comments of the Social Inclusion Working Group in respect of the Local Development Framework and Core Strategy (Minute 16 in Annex A).
 - c) The views of the Young People's Working Group regarding the Council's potential membership of the UK Youth Parliament (Minute 13 in Annex B).
 - d) The advice of the Young People's Working Group in respect of the proposed bid for MYPLACE government funding of a city centre facility for young people (Minute 14 in Annex B).

Corporate Priorities

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

Implications

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

- **Crime and Disorder**
- **Property**
- **Other**

Risk Management

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

Recommendations

9. Members are asked to consider the minutes attached at Annexes A to E and to decide whether they wish to:
- a) Agree the specific recommendations made by the Working Groups, as set out in paragraph 6 above;
 - b) Respond to any of the advice offered by the Working Groups.

Reason:

To fulfil the requirements of the Council's Constitution in relation to the role of Working Groups

Contact details:

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

Chief Officer Responsible for the report:
Quentin Baker
Head of Civic, Democratic and Legal Services

Report Approved



Date 4/11/08

Specialist Implications Officer(s) None

Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex A – Draft minutes of the Social Inclusion Working Group meeting held on 17 September 2008

Annex B – Draft minutes of the Young People's Working Group meeting held on 22 October 2008.

Background Papers

Agendas and associated reports for the above meetings (available on the Council's website).

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City of York Council

Committee Minutes

MEETING	SOCIAL INCLUSION WORKING GROUP
DATE	17 SEPTEMBER 2008
PRESENT	COUNCILLORS VASSIE (CHAIR), ASPDEN, BROOKS, GUNNELL (JOINED THE MEETING AT 7.20PM) LOOKER (VICE-CHAIR) JACK ARCHER (NON-VOTING CO-OPTED MEMBER) SUE LISTER (NON-VOTING CO-OPTED MEMBER) DARYOUSH MAZLOUM (NON-VOTING CO-OPTED MEMBER) LYNN JEFFRIES (NON-VOTING CO-OPTED MEMBER) AND TRICIA CASTLE (NON-VOTING CO-OPTED MEMBER) <u>EXPERT WITNESSES IN ATTENDANCE</u> STEVE ROUSE – CYC NICOLA BEDFORD – HIGHER YORK GEORGE WOOD – VALUING PEOPLE PARTNERSHIP SANDRA GILPIN – YORK PEOPLE FIRST BECCA COOPER – YORK PEOPLE FIRST ANDY POLLIN – YORK PEOPLE FIRST
APOLOGIES	PETER BLACKBURN, SARAH FENNELL, RITA SANDERSON, JAN JAUNCEY AND PAUL WORDSWORTH

9. DECLARATIONS OF INTEREST

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

No interests were declared.

10. PUBLIC PARTICIPATION

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

11. MINUTES

Sue Lister referred to Minute 5 (Community Forum Reports and Feedback) and to her update on the Older People's Assembly 50+ Festival. She confirmed that there would be no 50+ Games as part of this year's event.

RESOLVED: That the minutes of the last meeting of the Group held on 8 July 2008 be approved and signed by the Chair as a correct record and the "easy read" version be noted.

12. MATTERS ARISING

The Group were reminded that, at their last meeting, members had referred to problems they had encountered with taxis. It had been agreed that Officers would investigate and report back.

The Council's Head of Licensing and Regulation attended the meeting and reported that legislation for taxis had come into effect from 31 March 2001, which had required taxis to carry assistance dogs. The only exemption had applied to drivers who had exemption certificates related to medical conditions. At that time all drivers had been sent a letter and a copy of a government advice leaflet. This had not applied to private hire vehicles, as they were not covered by the Disability Discrimination Act 1995.

Following a request from the York Access Group and York Blind and Partially Sighted Society the Council had consulted on, and introduced the same requirement for private hire vehicles, which was effective from 31 March 2004.

He reported that following feedback from the Groups last meeting the guidance notes for new applicants had been amended to include specific reference to the carriage of assistance dogs and that specific questions had been included in the knowledge test which all drivers were required to pass.

He also told the Group that drivers were encouraged to attend a BTEC course, which included a day on disability issues, which covered assistance dogs. Members of the Group offered their assistance in delivering training to drivers to make them aware of the issues involved to assist them in treating all groups fairly.

The Group were informed that earlier this year of 158 vehicles, 20 were wheelchair accessible (12%) and that in July 2008 an additional 15 vehicles had been licensed, with a further 10 due to be added by 2011 (24%).

Members of the Group referred to problems where the visually impaired had been mistaken by some drivers as drunk, to problems with the securing of wheelchairs in vehicles and of the need to book wheelchair friendly vehicles months in advance. Reference was also made to additional charges being made for the additional time taken in using ramps and securing wheelchairs.

He confirmed that the Government would shortly be undertaking consultation on regulations to be imposed by 2010 to make taxis an accessible fleet for all disabled people. He confirmed that he would report back to the Group in due course to obtain their views on the consultation.

Following further discussion it was

- RECOMMENDED:
- (i) That the Head of Licensing and Regulation report back to the next meeting of the Group on the following matters:
 - Details of what can and cannot be charged for by taxi drivers;
 - The possible creation of a complaints and accreditation scheme for taxi drivers;^{1.}
 - (ii) That a representative of the Hackney Carriage and Private Hire Associations be invited to the next meeting of the Group for consideration of this issue.^{2.}

Action Required

- 1. Report back to next meeting on information requested. GR
- 2. Representatives of the these two bodies to be invited to attend next meeting. GR

13. CHAIRS REPORT

- (a) Social Inclusion Working Group, Forward Plan 2008/09

Copies of the Social Inclusion Working Group's updated Forward Plan (Work Plan) 2008/09 was circulated at the meeting. This detailed the busy programme scheduled for the remainder of the 2008/09 municipal year:

SIWG Equality Impact Assessments Fair – 5 November 2008
Meeting on 19 November 2008
Meeting on 14 January 2009
SIWG Development Day – 20 February 2009
Meeting on 11 March 2009
Meeting on 13 May 2009

Members of the Group referred to the number of large strategies to be considered at future meetings and they expressed the wish that easily read versions of these documents should be available, in order to gain as many comments as possible. A request to reschedule some of the strategies proposed for the 14 January 2009 meeting was also made.

A request was made for Catherine Leonard, the Council's Ethnic Minority Co-ordinator to attend the meeting on 19 November 2008 for consideration of the community engagement strategy.^{1.}

The Group also asked Officers to consider preparing a large visual display on each of the strategies to explain how each related to one another.

- (b) Equality Impact Assessment's Fair - 5 November 2008

The Chair explained that there were nine Equality Impact Assessments covering the following areas on which the Council wished to receive the Groups comments:

- Leisure facilities (such as swimming pools and libraries) and information about them.
- The future of our city (documents called the Sustainable Community Strategy and the Local Area Agreement).
- Homelessness Strategy (how we will help homeless people in York to have a home).
- Making contact with the council easy for our customers.
- The way we deal with waste and recycling.
- Plans for the future for our children and young people.
- Helping adults decide on the type of social care they need and how to access it and pay for it.
- Dealing with housing and council tax benefits abuse.
- Safeguarding adults.

He requested six volunteers from the Group, including the expert witnesses, but not Council Members, to act as critical friends to help the Equalities team and other Council staff plan the day and provide feedback. It was explained that each Assessment would be summarised in an easily read form and that the critical friends feedback would contribute to development of the assessments.

Any volunteers were asked to contact Evie Chandler, Equalities Officer, either after the meeting, by email at evie.chandler@york.gov.uk or by telephone (01904) 551704.

Action Required

1. Catherine Leonard to be invited to attend the next meeting.

GR

14. COMMUNITY FORUM REPORTS AND FEEDBACK

Sue Lister, one of the Older People's Assembly representatives, reported on their Photograph/Information Fair held in the Guildhall with 30 stands and attended by the Lord Mayor. She circulated copies of the programme booklet for the York 50+ Festival to be held from Saturday 27 September to Sunday 5 October 2008, which contained details of around 70 events to be held during the week. She also reported that Ingram's Solicitors had

chosen the Older People's Assembly as their Charity of the Month for September/October.

George Wood, of the Valuing People Partnership, reported that the partnership board had been restructured and that it was now in a position to support and bring together disabled people and develop a single strong voice for them. He confirmed that their first meeting was to be held shortly and that it was hoped to make some strong connections.

At the invitation of Lynn Jeffries Evie Chandler spoke on issues regarding the development of the Disabled Peoples Forum. She reminded the Group that last year student volunteers had assisted in developing a voice for disabled people but that they were still to report back on their findings. She confirmed that a number of the students involved in this work had now withdrawn from the project either due to study pressures or because they graduated leaving only two students. Higher York had indicated that they could possibly support the project. Lynn Jeffries and Nicola Bedford from Higher York would meet to discuss.

Nicola Bedford, representing Higher York, confirmed that their group was a partnership with University of York students to support voluntary groups and that they were discussing joint collaborative voluntary projects.

Steve Rouse, representing Young People, reported that students from Applefield's School had recently undertaken their first expedition in connection with the Bronze Duke of Edinburgh Award. He confirmed that they had overcome a number of difficulties to successfully arrange for the expedition to take place. He also confirmed that funding had been made available to hold a young people's disabled trampolining group, which would be held on Monday evenings for 12 weeks.

Daryoush Mazloun, told the Group that the BME Citizen's Open Forum had been involved in the Early Music Festival on 22 July 2008. The BME Elders Group were examining advocacy and accessing advice together with networking with different ethnic backgrounds. He confirmed that they were encouraging the elderly to participate in new ventures and he referred to the International Shared Meal event to be held on Saturday 25 October 2008 at the Central Methodist Hall in St Saviourgate, which they were helping to organise.

Tricia Castle, representing York Interfaith Group, confirmed that their Group was also involved in the organisation of the Shared Meal. She went on to state that the information received from the questionnaires sent out requesting details of the current work and concerns of faith and belief groups in York were now being input into their database. She confirmed that part of their SIWG budget money had enabled them to arrange additional meetings of their Group in Priory Street, which allowed better access for all. She also confirmed that their calendar on the York Interfaith webpage had now been updated. Their next meeting coincided with the 50+ Festival and was to be held at Priory Street on 1 October.

Sandra Gilpin, reported that York First were involved in "The Dream Snatcher" a project in the Studio at York Theatre Royal, on 29 November

2008. She explained that the author and performers would be in attendance to answer questions after the performance. She reported that their group had been involved in a hate crime drama and had attended Police and Safer York meetings. The previous day they had been involved in a very enjoyable visit to the Call Centre at Fulford Police Station. She confirmed that the Safer York Partnership had paid for the production of a leaflet on hate crimes. Finally the group had started an Archaeology Club to introduce its members to history and archaeology.

Becca Cooper, also from York People First, circulated copies of their newly published Autumn 2008 newsletter and told the Group of work they had undertaken. She also told the Group about a meeting they had had with the Healthcare Commission about how services were commissioned.

15. POSSIBLE CROSS-STRAND PROJECTS FOR FUNDING FROM THE SOCIAL INCLUSION WORKING GROUPS BUDGET FOR 2008/09.

Consideration was given to a report, which discussed possible one year cross-strand projects for funding from the Social Inclusion Working Group budget that would commence in 2008/09.

The Group considered the following projects to decide which to take forward and which would benefit as many York people from groups protected by Equality legislation as possible:

- Project 1 – Celebrate Yorkshire Day Together (cost in excess of £1,000)
- Project 2 – Diverse York photo database (cost to discuss)
- Project 3 – Community development resources to support multi-strand working (likely to take up all the budget)
- Project 4 – BME Elders befriending project (cost to be advised).

Officers confirmed that the Group had a budget of £5,100 which would probably only be enough to finance two projects from the list above. The Group were also asked to consider who could or would lead the development of the projects that it was decided to take forward.

Members questioned the use of the City's existing festivals to obtain the widest involvement of equality stands. Reference was also made to a previous request for assistance with a women's event in connection with International Women's Week. Following further discussion it was

- RECOMMENDED:
- (i) That the following projects be pursued from the Groups budget with proposals and costings for each being brought back to the next meeting:
 - Project 1 – Explore a Day Event which Brings all Strands Together (Sue Lister);
 - Project 2 – Diverse York photo data-base (Lynn Jeffries);
 - Project 4 – BME elders befriending project (Steve Rouse/Rita Sanderson) ¹.

- (ii) That Officers report back to the next meeting with proposals for a project/event based around women's issues to take place during International Women's Week.²

REASON: To ensure that inclusion and equality activity is supported in the City.

Action Required

1. Further details of the listed projects to be brought back to the next meeting. GR
2. Report back required to next meeting on proposals for a project/event to take place during Women's Week. GR

16. LOCAL DEVELOPMENT FRAMEWORK CORE STRATEGY - EQUALITY ISSUES

Martin Grainger and Claire Beech, Development Officers from City Development and Transport, attended the meeting and gave a presentation to the Group on the Local Development Framework Core Strategy (LDF) and the Equality Issues (copy attached to Minutes).

They told the Group that the strategy was made up of a folder of documents, which described what the Council thought York would be like to live in and look like in 20 years' time. They explained that they wanted to get this consultation right as this would serve as a template for all their future consultation exercises with Groups on similar strategies. They stated that the contents of these documents made it difficult to engage with the public and they wanted the Groups feedback on what would work well when consulting.

They also asked the Group whether there were any issues that would affect people protected by Equality legislation in a negative way and if so what should be done about these issues. They explained that the following were the main equality issues and they asked what they could do to deal with them:

- Housing
- Accessibility
- Employment
- Community Space Buildings

Members then made the following comments:

- A large document was a turn off;
- It was often felt that if a comment was made that it would not make any difference;
- An "easy read" version of such documents would be helpful to get the message across to as many people as possible;
- Consultation could be brought to the Young People's Forum and residential homes;
- Need for Officers to be trained on these issues;

- With large planning schemes it would be better to show how people could influence the proposals;
- Employment for young people was an important issue;
- affordable housing needed to be matched to peoples needs;
- Showing the outcomes for communities would gain better engagement;
- That talking was better than printed documents;
- Special needs housing provision was required in all areas;
- The possibility of providing short concise summaries of documents with a CD to provide more details;

RECOMMENDATION: That the comments of the Group be noted by Officers involved in the preparation of the Local Development Framework and Core Strategy. ¹.

REASON: To ensure that the City is inclusive and accessible as it develops in the future.

Action Required

1. Comments to be noted by Officers involved in preparing the LDF and Core Strategy.

GR

CLLR C VASSIE, Chair

[The meeting started at 6.30 pm and finished at 9.40 pm].

City of York Council

Committee Minutes

MEETING	YOUNG PEOPLE'S WORKING GROUP
DATE	22 OCTOBER 2008
PRESENT	COUNCILLORS AYRE, FRASER, FUNNELL, LOOKER (CHAIR) AND RUNCIMAN
APOLOGIES	COUNCILLOR VASSIE
IN ATTENDANCE	COUNCILLOR ALEXANDER

9. DECLARATIONS OF INTEREST

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

- Councillor Fraser – a personal interest in agenda item 6 (myplace) as an affiliated member of the Club and Institute Union and as a City of York Council nominated participating observer on York CVS Board of Trustees.
- Councillor Looker - a personal non prejudicial interest in item 6 (my place) as Company Secretary of York Theatre Royal.
- Councillor Runciman – a personal interest non prejudicial interest in item 6 (myplace) as a Trustee of York Theatre Royal.

10. MINUTES

RESOLVED: That the minutes of the last meeting of the Working Group, held on 10 July 2008, be approved and signed by the Chair as a correct record.

11. PUBLIC PARTICIPATION/OTHER SPEAKERS

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme.

In addition, Bill Eave, the Regional Contact for UK Youth Parliament had been invited to attend the meeting in relation to agenda item 5. He brought 3 young people to talk to members about UK Youth Parliament.

12. CHILDREN AND YOUNG PEOPLES PLAN 2009-12 PROGRESS ON CONSULTATION.

Members considered a report which gave an update on the progress of the consultation on the Children and Young Peoples Plan 2009-12, which is being developed by the Yor-OK Board.

Children from Tang Hall and Heworth Primary Schools took part in an exercise which saw them explore some of the issues raised by children and young people during the consultation so far. Comments in relation to how to improve York were evaluated by the children and placed on a diagram in order of importance.

Officers advised that the decisions made by the children during the exercise would be taken into account and reflected in the Children and Young Peoples Plan.

RESOLVED: That Members note the developments outlined in the report and receive a future report on the consultation activity conducted.¹

REASON: To ensure children and young people's views are conveyed directly to Members.

Action Required

1. Arrange to write report for an appropriate future meeting CB

13. UK YOUTH PARLIAMENT

Members considered a report which provided supplementary information to that received by Members at the previous meeting of the Young Peoples Working Group, on the level of support that would be required if York was to resume membership of UK Youth Parliament (UKYP).

UKYP was launched in July 1999 as an independent national charity which works closely with the Government. According to UKYP, 90% of all LEAs in England are currently participating, meaning York is included in only 10% who do not participate. There are currently over 500 Members of the Youth Parliament (MYPs). York is allocated 1 MYP place and a number of Deputies can also be nominated. UKYP is for young people aged 11 to 18 years and enables them to be involved at a national and local level with the democratic process and to become involved with issues of concern.

Mr. Joe Armer who had registered to speak on this item under the Public Participation Scheme, spoke in support of York joining UKYP. UKYP had been brought to his attention through the media and he was disappointed when he found York was no longer a member. He would like to see York involved in the future and felt UKYP was something young people in York would be interested in.

As requested from the previous meeting, Members heard a presentation from 3 young people who are currently involved in UKYP in Leeds, Sheffield and Barnsley. They advised members on the benefits of a City being involved in UKYP, such as

- Enables young people to work in conjunction with the local council to bring a fresh perspective on issues concerning the community.
- Provides young people with a way in which to be heard.
- Can break down barriers between the young and the wider community.
- Can tackle local issues which are important to young people.
- Promotes self confidence and personal development in the individuals involved.

In Leeds the MYP has worked on behalf of 9 separate issues and advised that a potential MYP for York would need to be prepared for a large workload. He stated that although it can be hard work it is rewarding. The role can attract media interest and the Sheffield representative outlined a scenario where the MYP for Sheffield met with the editor of the local newspaper. In Barnsley, the MYP had been involved with the tackling of graffiti and the creation of a skate park. The young people advised that the UKYP also has an effect nationally and that the recent Government announcement detailing plans to make sex and relationship education compulsory in schools was a result of a UKYP campaign.

Members queried the costs involved in running UKYP, such as the provision of a Youth Worker to work alongside the elected young person and travel expenses but said that in general the information they had received had provided them with an insight into how York could benefit from being involved in the UKYP. Members were advised that some funding is provided by UKYP for expenses and that due to York's location, it would be likely that travel expenses would be minimal.

Youth Workers in attendance at the meeting advised that while York does have several Youth Groups in existence, it could be useful for York to have the UKYP in operation as a centralised means for these groups to channel their ideas and share information with each other.

The Chair also allowed Councillor James Alexander to speak on this item who was in attendance as the Children and Young Peoples Champion. He reiterated the views of the Youth Workers and agreed that York would benefit from being a UKYP member.

RESOLVED: (i) That the options outlined in the report be noted by Members.

REASON: To give due attention to whether City of York should support the UKYP or not.

(ii) That the Executive be advised of the views of the working group, to the effect that Members were

impressed at the potential benefits of supporting the UKYP and hoped ways could be found to overcome the funding and other resource issues.

(iii) That an officer report be brought forward to the appropriate EMAP detailing the issues debated at this meeting.¹

(iv) That the YPWG Committee meet with Officers for a further informal discussion on this item prior to the issue being brought to EMAP.²

REASON: To support the Executive in making an informed decision on future involvement with UKYP.

Action Required

1. That a further report on UK Youth Parliament be received CB
by the appropriate EMAP detailing the issues highlighted at CB
the YPWG, including how York could get involved.
2. Liaise with appropriate parties to facilitate this

14. MYPLACE

Members considered a report which updated on the progress in identifying a suitable city centre facility that could be developed for young people's use and made the subject of a bid for MYPLACE government funding.

Following a consultation with young people over the summer, it became clear that the city centre would be the preferred location for such a facility. A possible site was identified along with partners with whom to pursue the idea. However, due to the unique nature of central York the site in question presented officers with some difficulties. A series of planning issues came to the forefront along with other issues such as the deployment of existing tenants on the site and the ability to secure a long enough lease on the building in time for submitting the bid. Upon consultation with officers experienced in submitting bids through the Big Lottery Fund, it was with some reluctance, agreed to withhold making a bid for the deadline of 30 September. Instead, a bid for the second deadline of 30 March is likely to be made. This will give officers the chance to work in more detail on the technical obstacles which prevented a bid being submitted in September. Officers commented that although the bid had not gone ahead, progress had been made on the consultation and a clear picture of what is required had now been established.

Members commented on the importance of a city centre site, as this is what young people have asked for. They understood the difficulties faced by officers in trying to secure a site in central York in a relatively short timescale and queried if enough resources were available to the officers involved.

Members present who represent the city centre wards commented that no facility for young people exists in the centre of York. Somewhere for young people to go is the top priority for many residents when asked what they would like to see put in place in the city centre and stated that it was important that officers made this a high priority.

The possibility of devising a back up plan was discussed in the eventuality that a viable city centre location could not be found. It was the general consensus that a facility in an outlying area would be better than not having one at all. In light of the difficulties experienced by officers in attempting this bid, it was agreed that it may be useful for officers to look into a less complex site.

Members queried if this funding would be the last of this type, Officers advised that if the Government keeps to its 10 year strategy then there would possibly be more funding made available in the future.

- RESOLVED:
- (i) That the progress in consultation with young people on the facilities they would like to see be noted, along with the difficulties faced in bringing forward a suitable site in the timescales available.
 - (ii) That officers look into an alternative plan of action, including the possibility of a less complex site and that additional resources to support a successful bid be made available if possible.¹

REASON: To advise the Executive of the continued need to develop such facilities for young people.

Action Required

1. Liaise with the appropriate parties to facilitate this and a further officer report for an appropriate future meeting. CB

Councillor Janet Looker, Chair
[The meeting started at 4.10 pm and finished at 6.45 pm].

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Executive**18 Nov 2008**

Report of the Director of City Strategy

Local Transport Plan Mid-Term Report**Summary**

1. All local authorities are required by the Department for Transport (DfT) to review progress in implementing their second Local Transport Plans, and submit a Mid-Term Report by the end of December 2008.
2. This report informs the Executive that the City of York Local Transport Plan Mid-Term Report has been prepared, and asks Members to approve it for submission to the Government Office for Yorkshire and the Humber, and ultimately the DfT, by the required deadline.

Background

3. The City of York Second Local Transport Plan (LTP2) was submitted to the DfT in March 2006. It set out the transport strategy for York over the five-year period 2006 to 2011, in the context of a longer-term transport strategy to 2021. The council received an 'excellent' grading for LTP2 from the DfT, which was the highest grading possible for Local Transport Plans. As a result of this grading, the Integrated Transport funding allocation for 2007/08 was increased by £460k (12.5% of the original allocation).
4. During the first LTP (LTP1) period (2001-06), the council was required to produce Annual Progress Reports (APRs) on the progress of the transport strategies and schemes set out in LTP1. However, the DfT decided that annual reports would not be required for LTP2, and authorities would only be required to produce biannual reports, with the first report expected in 2008.
5. Unlike the APRs during LTP1, progress reports in LTP2 will not be used as a basis for allocating Integrated Transport funding in future years. Guidance from the DfT states that the Mid-Term Report should be '*a concise analysis of the progress of an authority in implementing its second Local Transport Plan. It should summarise the difference the authority has made to local transport provision in its plan area (identifying areas of good practice and of concern), and demonstrate the effectiveness of local and national funding of local transport*'.

6. The guidance requires authorities to review delivery during the first two years of the LTP2 period (April 2006 to March 2008), and also to look forward to the remainder of the period to March 2011, in order to review the risks to implementation of LTP2 and the opportunities for future delivery.

Summary of LTP2 Strategy

7. The second LTP was based on the government's four shared priorities for transport: Tackling Congestion, Delivering Accessibility, Safer Roads, and Better Air Quality. As the consultation carried out for LTP2 showed that York residents considered reducing congestion to be the most important transport priority for the city, tackling congestion is the primary focus of LTP2. Many of the measures set out to address congestion also contribute to the other shared priorities for transport.
8. The transport strategy set out in LTP2 aims to:
 - Improve the Outer Ring Road (junctions) to improve capacity and reduce vehicle delays along it to encourage drivers away from undertaking cross city movements along the radial routes;
 - thereby reducing traffic levels along the radial routes allowing capacity reallocation to improve journey times and safety for more sustainable forms of transport, such as walking, cycling and public transport; thereby
 - enabling further improvements to bus services, augmented by improvements to, and expansion of, the cycle network and pedestrian routes, supported by;
 - suitable promotion, marketing and travel planning to raise the awareness of the more sustainable travel options in the city, and;
 - utilising developer contributions for improving the network as appropriate.
9. The Mid-Term Report (See Annex A) aims to recap the policies and strategies in LTP2, report on the progress of their implementation, and review LTP2 in light of changes in national and local policy, and changes in York, since the document was published. As with the Annual Progress Reports produced for LTP1, the report aims to inform residents, councillors, and stakeholders of LTP2 progress, as well as central government. The report also reviews progress towards achieving the targets set in LTP2.

Major Achievements

10. The council's second Local Transport Plan set out a range of schemes and initiatives planned for the five-year period 2006-11 in order to achieve the aims of the transport strategy. It included 'Action Plans' for each of the shared priorities, which set out the schemes to be implemented during the LTP2 period, and schemes planned for post-2011. Progress against these action plans is reviewed in the Mid-Term Report.
11. An outline capital programme was included in LTP2 to show how the proposed schemes would be implemented over the five-year period. While there have been some delays to the programme, many of these schemes have been completed as planned.

Tackling Congestion

12. The Outer Ring Road improvements included in the LTP2 programme were the Moor Lane Roundabout scheme, the new left turn lane at the A1237/Strensall Road roundabout, and a contribution to the Highways Agency scheme for improvements at the A64/Hopgrove roundabout. The Moor Lane Roundabout and Strensall Roundabout schemes have been completed as planned. The Hopgrove Roundabout scheme was delayed due to the increased scheme cost, but the Highways Agency has now received funding for the scheme, which is due to start imminently. The council's contribution to this scheme will be required in 2009/10 (value to be confirmed).
13. Phase 1 of the James St Link Road, connecting Lawrence Street and Layerthorpe, was completed in November 2006. This scheme was part of the Foss Basin Transport Masterplan, which aimed to address the transport issues caused by the expected level of development in the Foss Basin area. The northern section of Phase 2 of the link road (Layerthorpe to Heworth Green) has been constructed as part of a development off Heworth Green, but the completion of the remaining short, southern section is dependent on its construction by the developer of an adjacent site. Other schemes in the Masterplan are also dependent on the progress of developments in the area, and the current economic climate means there is some uncertainty regarding their progress.
14. Other schemes implemented to address the issue of congestion include:
 - The relocation of the Designer Outlet Park & Ride site (within its current site), which has reduced journey times and contributed to increased patronage numbers (along with the introduction of a Sunday service).
 - Infrastructure improvements to bus routes, including the completion of work on the **ftr** route following its launch in May 2006.
 - Schemes to improve pedestrian facilities, including the completion of improvements to radial routes (Haxby Road, Huntington Road, and Shipton Road) following audits carried out in previous years, and the construction of new pedestrian crossings across the city.
 - The construction of two new off-road cycle routes along Heslington Lane and Hull Road, and a new link to the Hob Moor path, along with smaller schemes such as new lighting on part of the Haxby to York path and various smaller schemes such as additional cycle parking.
15. There are some elements in the 'Tackling Congestion' action plan that have not progressed as planned. As mentioned previously, the Hopgrove Roundabout improvements (a Highways Agency scheme), was delayed due to funding issues. It is expected to start in late 2008 and be completed in 2009.
16. The proposed expansion of the Askham Bar Park & Ride site has now been included in the 'Access York Phase 1' Park & Ride Major Scheme Bid, with completion of all three Park & Ride sites expected by 2012 should the bid be approved by the DfT.
17. The Fulford Road (A19 South) bus priorities scheme proposed in LTP2 was expanded to consider improvements for pedestrians, cyclists and other road

users, to ensure that all transport issues along the route were considered. This expansion of the scope of the scheme, along with the extensive consultation carried out on the proposed improvements, has delayed implementation of this scheme. It is now planned to be implemented in stages over the next three years.

Delivering Accessibility

18. The second LTP included an accessibility strategy, which set out the issues regarding access to jobs and services. The Government's 'Making the Connections' report, published by the Social Exclusion Unit, identified the following barriers to accessing services:
 - The availability and physical access of transport.
 - Cost of transport.
 - Services and activities located in inaccessible places.
 - Safety and security.
 - Information and travel horizons.
19. Many of the measures implemented as part of the 'Tackling Congestion' programme will also improve accessibility by providing improved facilities for pedestrians, cyclists and public transport. However, there are also other improvements to accessibility that have been carried out in the past two years.
20. Since April 2006, the council has provided free bus travel in the York and North Yorkshire area (as part of the North Yorkshire Concessionary Fares partnership) for people over 60 and people under 60 with disabilities through the concessionary fares scheme (prior to this date half-fare bus travel was available to those eligible). The number of bus pass holders increased following the introduction of free travel from 18,625 in 2005/06 to 27,826 in 2007/08.
21. Following the introduction of the new English Concessionary Fares scheme in April 2008, all existing passes had to be replaced with the standard national pass. Over 36,000 national passes have now been issued in York.
22. The council has also carried out a re-launch of the YOzone card in March 2007 to encourage increased take-up of the discount. The YOzone card is issued to secondary school pupils aged 11-16 who live or study in the York area. It allows reduced fare travel for all local journeys on bus services provided by participating companies, at no cost to the council. The council held road show events at secondary schools in October 2008 to encourage new pupils to apply for YOzone cards, and plans to continue these on an annual basis.
23. The council's Quality Bus Partnership (QBP) was re-launched in August 2007 following the appointment of a new independent chair, and is made up of council officers, councillors, and representatives from local bus companies, passenger groups, and North Yorkshire police. The QBP aims to ensure good partnership working to improve bus services, information, and infrastructure, and has been involved with the production of the new bus route map and other promotional work, and improvements to the real-time information system in York.

24. Most of the bus services in York are run by private operators on a commercial basis. However, the council does subsidise some services which would not otherwise be provided by bus operators. These include evening and Sunday services in the urban area, and some rural bus services through the Rural Bus Subsidy Grant, many of which are run in partnership with neighbouring local authorities. The council is currently carrying out a review of subsidised bus services in York to review current provision and identify possible improvements and priorities for future spend.
25. The second LTP included the proposal for a car club to be set up in York as part of the 'Smarter Choices' strategy to promote the use of sustainable forms of transport. Use of a car club allows people to live without a car, knowing that they will have access to a car when needed. They also provide access to a car for people who could not afford to run a car.
26. York's car club was launched, in partnership with WhizzGo, in autumn 2006. The car club has been a success since its launch, and cars are now available at eleven sites across the city. Funding for the car club has been secured through developer contributions. Currently there are over 350 members in York, with between 10 and 15 new members added each month.

Safer Roads

27. The second Local Transport Plan included a revised Road Safety Strategy, which set out the council's proposals to improve safety for all road users. The three main approaches to tackling road safety issues are engineering work at locations identified as having a high number of casualties, publicity campaigns, and road safety training.
28. Local Transport Plan funding is used for the development and implementation of schemes at locations where a road safety issue has been identified. Work carried out over the past two years has included the construction of a new right turn lane at the A166/Murton Lane junction, the closure of the junction of the A166 with Panman Lane at Holtby, and installation of traffic signals at two major junctions: the York Road Dunnington/A1079 junction and the Wheldrake Lane/A19 junction. A number of smaller schemes have also been implemented across the city.
29. A new data-led approach to dealing with issues raised by residents and councillors regarding speeding traffic has been introduced, which ensures that funding is allocated in the most effective way. The use of Vehicle Activated Signs (VAS) to address speeding issues was trialled at the end of the first LTP period and has continued during LTP2. The signs are activated when drivers exceed the speed limit, and have proved to be a useful way of addressing speeding issues.
30. In addition to these engineering measures, the Road Safety team carries out road safety campaigns and education work in partnership with North Yorkshire Police and North Yorkshire Fire & Rescue Service. Pedestrian and cycle training is also provided to all schools in York.

31. The council also employs two School Travel Advisors who work with schools in York to improve road safety through the Safe Routes to School work (including the provision of cycle parking at schools), and to develop measures to increase sustainable travel by pupils and staff, as 'school run' traffic was one of the issues raised during consultation for LTP2.

Better Air Quality

32. The council submitted an Air Quality Action Plan (AQAP) to the Department for Environment, Food and Rural Affairs (DEFRA) in July 2004, following the declaration of an Air Quality Management Area (AQMA) for nitrogen dioxide in 2002. The AQMA covered five areas around the inner ring road where annual average concentrations of nitrogen dioxide were above the objective annual level. The council has a duty to improve air quality in these areas.
33. The first AQAP set out the measures the council intended to take to achieve a reduction in nitrogen dioxide concentrations across the city. The development of LTP2 provided an opportunity to review the content of the first AQAP and reconsider some of the air quality improvement measures. An updated AQAP (AQAP2) was submitted with LTP2 in 2006.
34. As motorised road transport accounts for the majority of nitrogen dioxide emissions in the city, most of the measures in AQAP2 are aimed at reducing traffic emissions and are being delivered through the implementation of LTP2, such as the launch of the car club, the launch of the **ft**r service and associated Pay Before You Board ticketing, and the ongoing feasibility work into a possible Low Emission Zone in the city.
35. The specification included in the tender for the new Park & Ride contract included options for the operators to provide vehicles at Euro IV, V and EEV emission standards. Members agreed to accept the contract offer from First York which specified EEV standard vehicles, despite the additional cost to the council, due to the benefit the higher emissions standard would provide.

Funding

36. The schemes included in LTP2 are mainly funded through Local Transport Plan funding from central government, which is supplemented by funding from the council's own capital resources, Section 106 agreements, and grant funding.
37. In the past two years over £12m of LTP funding has been spent on Integrated Transport and Structural Maintenance schemes, which has been supplemented by £5.6m of other capital funding.
38. Other work such as campaigns, concessionary fares, and subsidised bus services are funded through the council's revenue funding. Additional revenue funding for road safety measures is provided through the DfT's Road Safety Grant funding. In the past two years, £7.3m of revenue funding has been spent on public transport (including concessionary fares) and over £20m has been spent on highways, which includes highway maintenance, road safety, street lighting, and winter maintenance.

39. Due to changes in the way the DfT allocates funding for Integrated Transport across the country, the LTP funding allocation for York for LTP2 was lower than originally expected. The Integrated Transport allocation will decrease over the LTP2 period from £4,478k in 2006/07 to £2,986k in 2010/11.
40. As a result, it is essential that proposed schemes are prioritised to ensure the best use is made of available funding. A draft prioritisation methodology was included in LTP2, which assesses proposed schemes against their contribution towards achieving the aims of LTP2 and the council's corporate priorities, and an estimate of the number of people who will directly benefit from the scheme.

Progress Towards Targets

41. The second LTP included 39 indicators in order to measure progress towards the objectives of LTP2. Each indicator has a target set for the end of the LTP2 period. The Mid-Term Report reviews the progress towards achieving these targets.
42. A set of nine 'headline' targets were selected from these indicators to represent the main areas of transport considered in LTP2, as shown in the tables below.

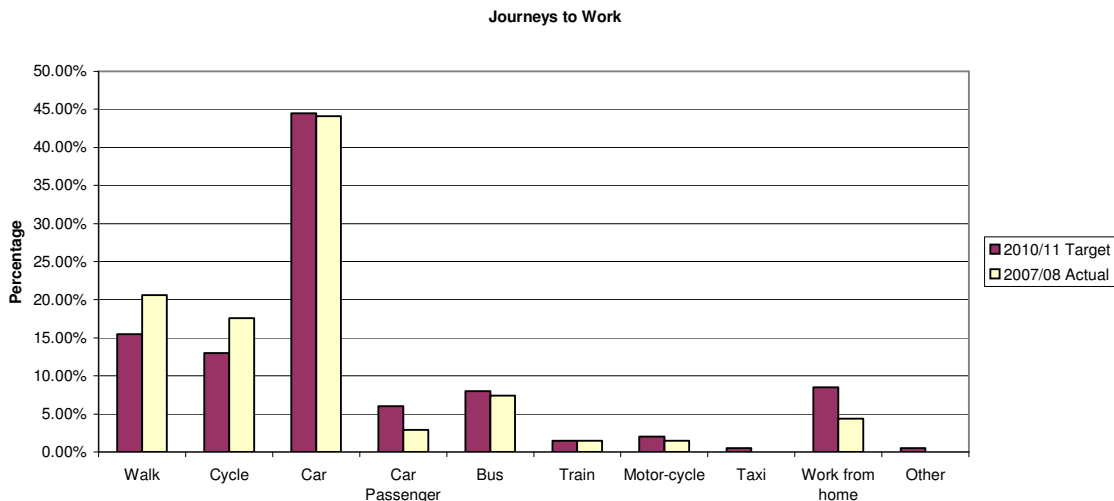
Indicator	Baseline	2007/08 Results	Performance against target trajectory
Traffic Levels	AM Peak: 103,709 veh km PM Peak: 107,006 veh km Off Peak: 71,721 veh km 12 Hour: 1,009,293 veh km	107,857 veh km 111,286 veh km 74,590 veh km 1,049,665 veh km	On-Track On-Track On-Track On-Track



Comment

Restricting traffic growth (overall) to 7% above 2003/04 levels is on course to be achieved. The highest growth trend is for off-peak journeys, but this is forecast to be below 7% growth by 2011.

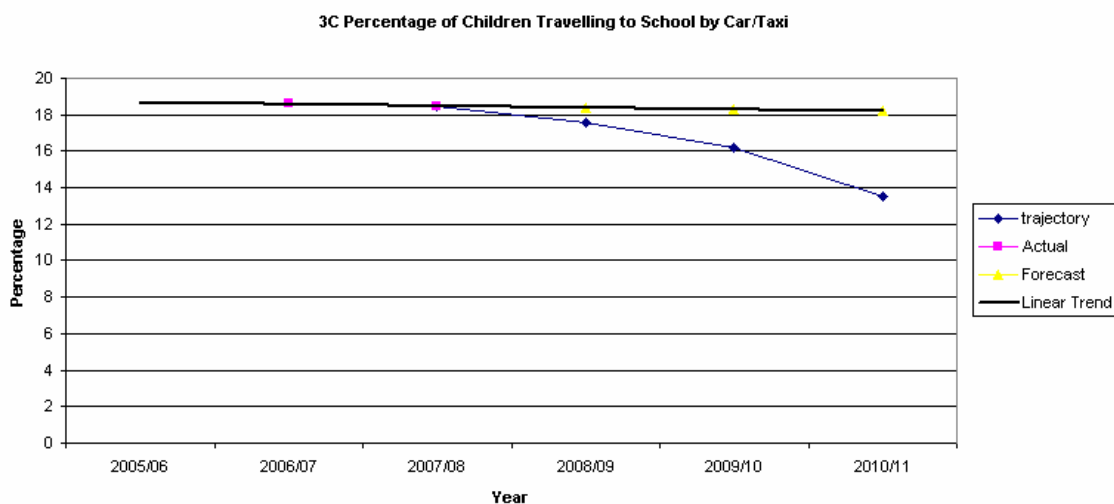
Indicator	Baseline	2007/08 Results	Performance against target trajectory
Journeys to work by car	48.2% car driver	44.1%	Target achieved



Comment

'Talkabout 31' results (1,451 responses) used as a proxy for more extensive survey data.

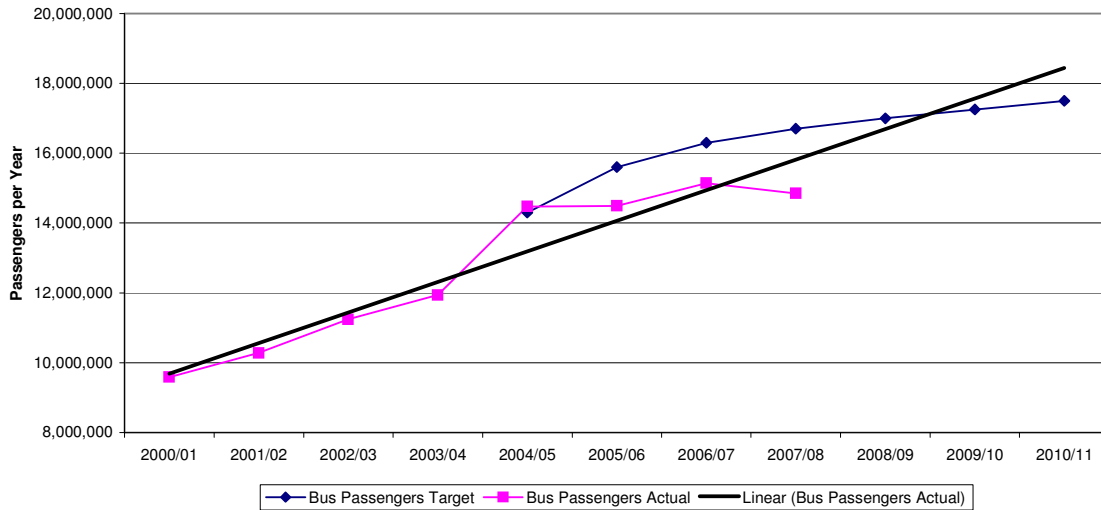
Indicator	Baseline	2007/08 Results	Performance against target trajectory
Journeys to school by car	18.6%	18.5%	Not on-track



Comment

In previous years the uncertainty about the validity of the results of school surveys have prevented a suitable target being set. Now that two years consistent results have been obtained, a challenging target of 13.5% journeys to school by car/taxi in 2011 has been set.

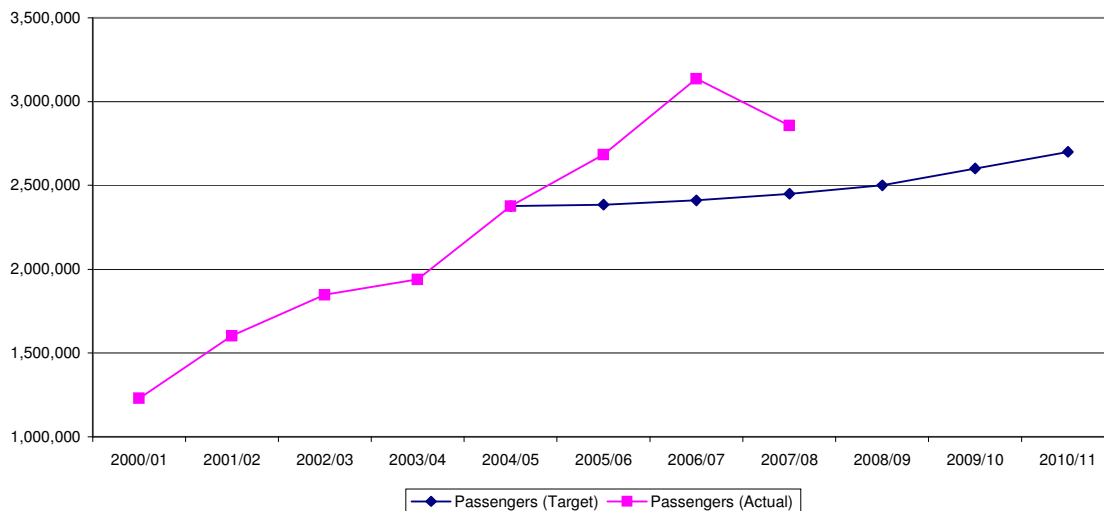
Indicator	Baseline	2007/08 Results	Performance against target trajectory
Use of local bus services	11,942,000	14,853,143	On-Track



Comment

The target for use of local bus services is on course to be achieved.

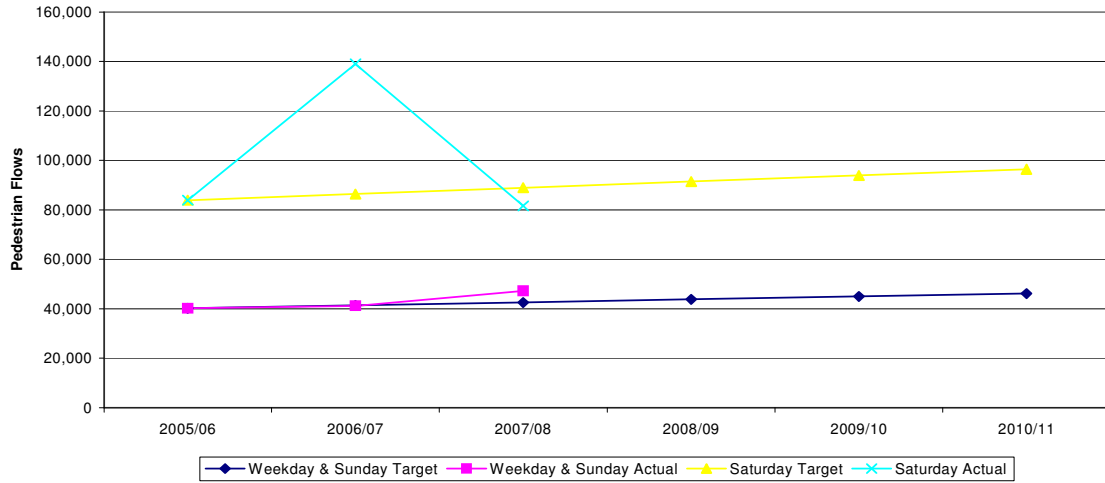
Indicator	Baseline	2007/08 Results	Performance against target trajectory
Use of Park & Ride	1,926,196	2,857,301	Target achieved



Comment

The target for Park & Ride passengers has already been achieved.

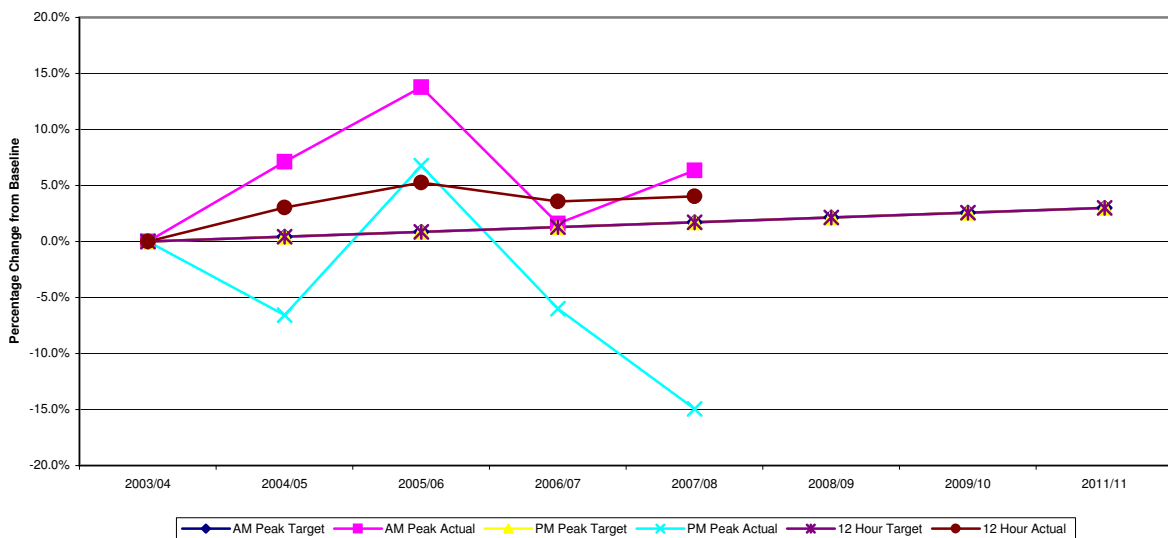
Indicator	Baseline	2007/08 Results	Performance against target trajectory
Level of walking in and around the city centre	Average: 40,000 Saturday: 84,000	42,554 81,661	On-Track On-Track



Comment

People's propensity to do shopping visits to the city centre may be the cause of the large fluctuation for Saturday, but overall the target is on track.

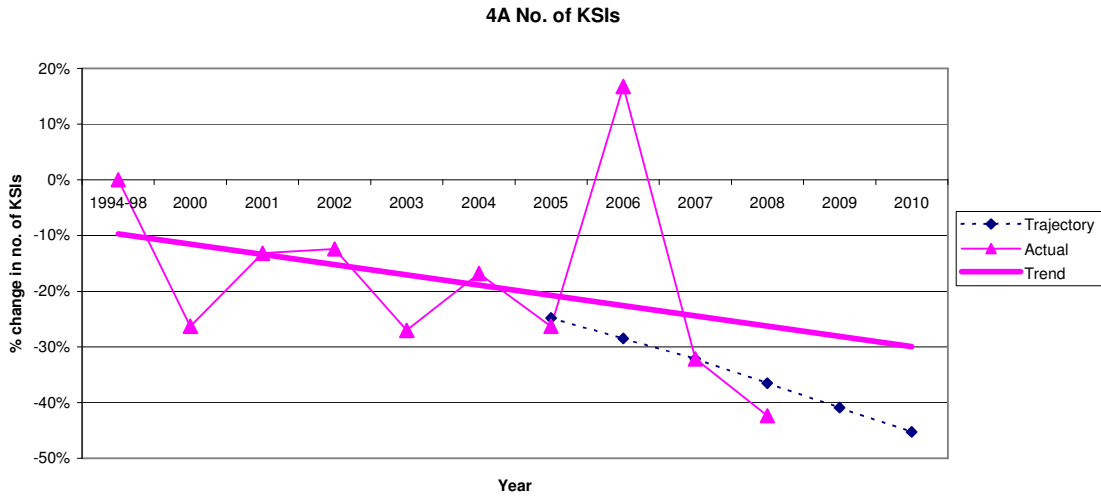
Indicator	Baseline	2007/08 Results	Performance against target trajectory
City-wide cycle usage	AM Peak: 1,686 PM Peak: 1,520 12 Hour: 10,320	1,793 1,293 10,736	Target achieved Not on-track Target achieved



Comment

The drop in PM peak cycling journeys may be attributable to 'peak spreading', where people are adjusting their travel patterns to avoid high traffic during the traditional PM peak hour (5pm-6pm).

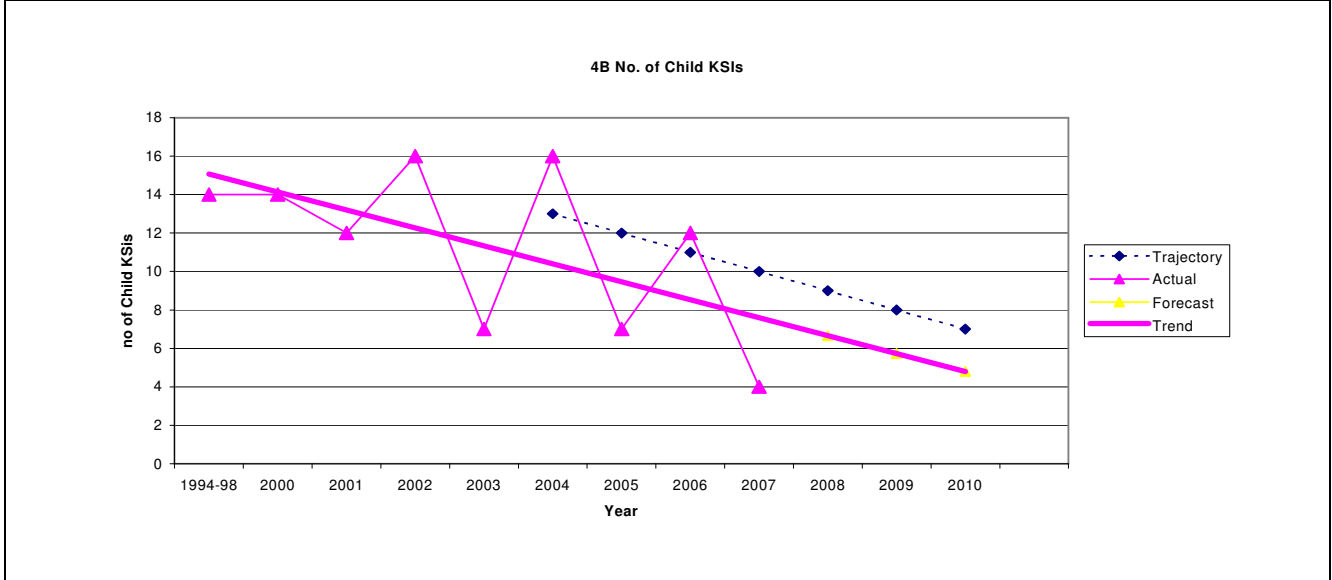
Indicator	Baseline	2007/08 Results	Performance against target trajectory
Number of people killed or seriously injured in road traffic accidents (KSIs)	1994-98 average: 137	160	Not on-track



Comment

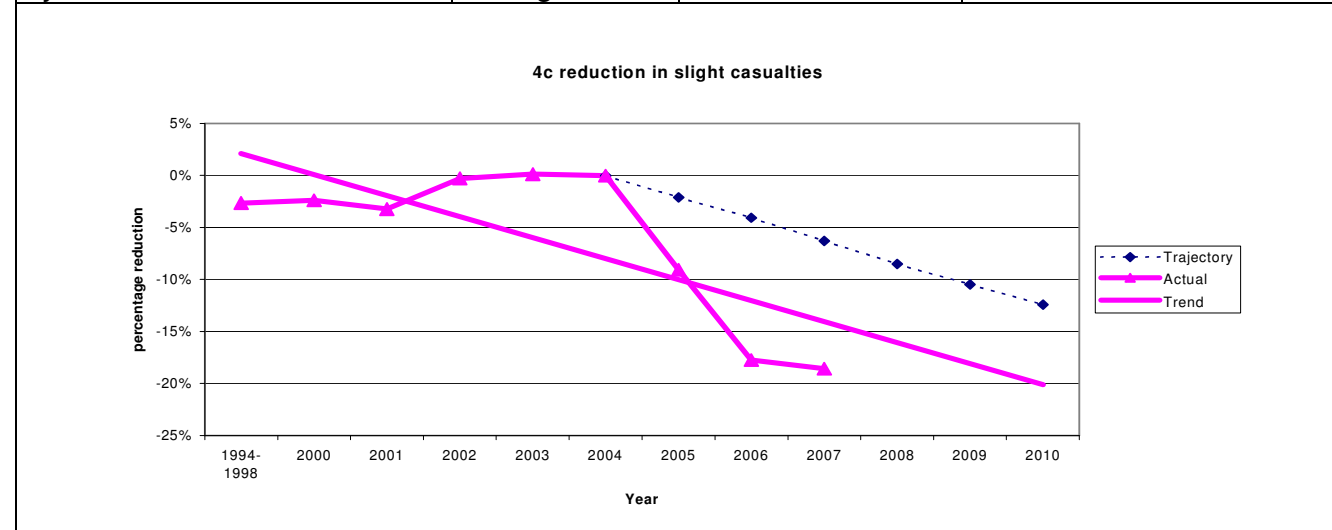
The apparent spike in the 2007/08 value (result for 2006 calendar year) is not consistent with historical data. Further investigation shows no discernable pattern or cluster sites for this inconsistency. Preliminary indications are that KSI results for 2007 and 2008 are lower than the target trajectory requires.

Indicator	Baseline	2007/08 Results	Performance against target trajectory
Number of children (aged under 16 years) killed or seriously injured in road traffic collisions	1994-98 average: 14	12	On-Track



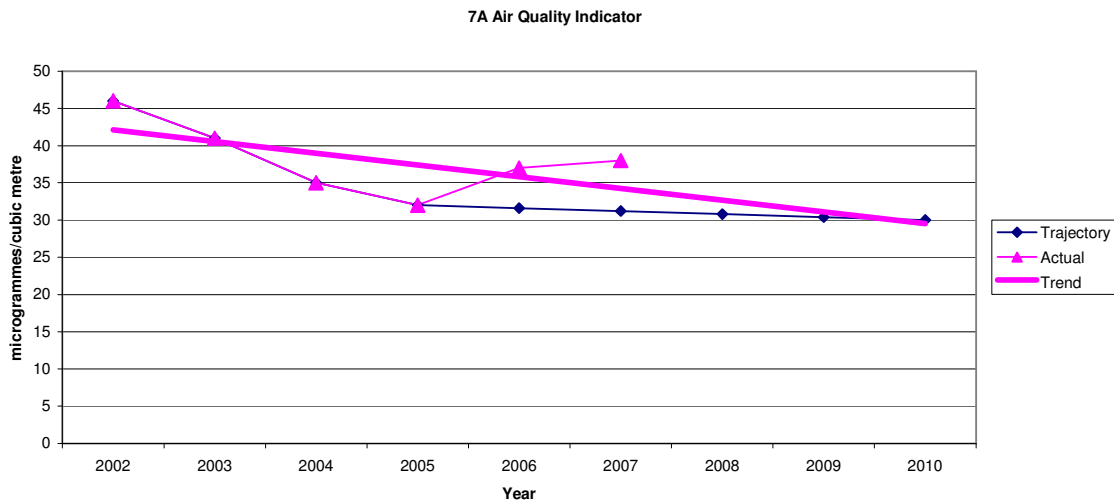
Comment
 As only small numbers are recorded, any change has disproportionate effect on percentage. Preliminary indications are that KSI results for 2007 and 2008 are lower than the target trajectory requires.

Indicator	Baseline	2007/08 Results	Performance against target trajectory
Number of people slightly injured in road traffic collisions	1994-98 average: 697	589	Target achieved



Comment
 The target for reducing the number of people slightly injured in road traffic collisions has been achieved.

Indicator	Baseline	2007/08 Results	Performance against target trajectory
Air Quality	35 ug/m ³	38	On-Track



Comment

The long-term trend shows that the air quality target is on track to be achieved.

43. Work to address those areas where we are not on course to achieve the LTP2 targets will continue over the remainder of the LTP2 period.

New Initiatives Since LTP2

44. Since LTP2 was published, there have been several new transport-related initiatives developed by the council, which will affect the way the transport strategy set out in LTP2 is implemented.
45. The proposals for the 'Access York' Major Scheme Bid were included in LTP2, as it was recognised that it would not be possible to fund all the major infrastructure improvements outlined in LTP2 with the Integrated Transport funding allocation alone over the five-year period.
46. Phase 1 of the bid (for three new Park & Ride sites) was approved by the Regional Transport Board earlier this year, and will be submitted to the Department for Transport in early 2009 for their decision. Phase 2 of the bid, for further improvements to junctions on the Outer Ring Road, was submitted to the Regional Transport Board in October, and a decision is expected in the new year.
47. Following a successful bid to Cycling England earlier in the year, York was awarded 'Cycling City' status in June, and has received £3.68m of match-

funding over the next three years for cycling schemes, in addition to the programme outlined in LTP2.

48. Other new initiatives since the publication of LTP2 include the ongoing review of the council's transport strategy carried out by the Traffic Congestion Scrutiny Committee, the procurement of a new Park & Ride contract, the development of the Sustainable Street Lighting policy, and the development of a land-use and transport model as part of the work on the Local Development Framework.

Publication

49. The Mid-Term Report is to be submitted to the Government Office for Yorkshire and the Humber (GOYH) by the end of December 2008. It will then be published on the council's website and made available in libraries and council receptions.

Consultation

50. Consultation on the progress of the transport strategies and schemes in LTP2 was carried out earlier in 2008, in order to review resident and stakeholder opinions of transport issues since the start of LTP2. A section of questions on transport issues were included in the July Talkabout questionnaire, and a consultation leaflet was produced and distributed to council receptions and libraries, and was also made available online.
51. The Talkabout results showed that there was low awareness of the Local Transport Plan and schemes completed as part of LTP2. Traffic congestion and traffic levels were thought to be the main transport issues in York, followed by 'school run' traffic. There was support for most of the proposed measures for the rest of the LTP2 period, particularly the new Park & Ride sites and expansion of the cycle network. However, a slight majority of respondents did not support traffic calming measures.
52. The responses from the consultation leaflets also put traffic levels and congestion as the main transport issues, with school run traffic and the safety of cyclists as the next most important issues. Improvements to public transport and more cycle routes and facilities were thought to be the best way of dealing with transport issues.

Options

53. Members are asked to approve the LTP2 Mid-Term Report for submission to GOYH in December 2008, and delegate authority to the Director of City Strategy and the Executive Member to approve the final report.

Analysis

54. The council is required to submit a Mid-Term Report on the second Local Transport Plan (LTP2) by the end of December 2008. The assessment of the report will not be used as a basis for allocating Integrated Transport funding, but the report will provide GOYH with information on the progress of York's

LTP2 and any challenges to implementing the transport strategy over the next two years.

55. The report also provides an opportunity to inform residents, councillors and stakeholders of the progress towards implementing LTP2.

Corporate Priorities

56. The council's second Local Transport Plan supports the sustainable city element of the Corporate Strategy

Increase the use of public and other environmentally friendly modes of transport

Implications

- **Financial** – There are no financial implications at this time
- **Human Resources (HR)** – There are no HR implications
- **Equalities** – There are no equalities implications
- **Legal** – There are no legal implications
- **Crime and Disorder** – There are no crime and disorder implications
- **Information Technology (IT)** – There are no IT implications
- **Property** – There are no property implications
- **Other** – There are no other implications

Risk Management

57. The LTP2 Mid-Term Report is produced to inform residents and stakeholders of the progress of LTP2. The report will be submitted to the Government Office for Yorkshire and the Humber (GOYH), who will assess the report, but will not score it in the same way that previous Annual Progress Reports were scored. The assessment will not affect the allocation of funding for future years, but a poor appraisal may affect the council's reputation for transport planning. However, preliminary discussions with GOYH indicate that such a view would be unlikely.

Conclusion

58. The LTP2 Mid-Term Report provides an opportunity for the council to review its progress against the aims of LTP2, consider the changes that have affected transport in York since LTP2 was published, and the issues and opportunities for the rest of the LTP2 period.

Recommendations

59. Members are asked to:
 - i. Approve the LTP2 Mid-Term Report for submission to GOYH in December 2008, and delegate authority to the Director of City Strategy and the Executive Member to approve the final report.

Reason: To ensure the report can be submitted by the deadline set by GOYH.

- ii. Propose any suggestion alterations, if required.

Reason: To ensure changes can be made to the report before it is submitted.

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Chief Officer Responsible for the report:
Bill Woolley
Director of City Strategy

Report Approved **Date** *06 11 08*

Damon Copperthwaite
Assistant Director City Development and
Transport

Report Approved **Date** *06 11 08*

Specialist Implications Officer(s)
None

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

All

For further information please contact the author of the report

Annexes:
Annex A - Draft Local Transport Plan 2 Mid-Term Report

Background Papers:
The City of York Local Transport Plan 2006-2011



Executive

18 November 2008

Report of Democratic Services Manager

Barbican Scrutiny Ad-hoc Scrutiny Committee – Final Report**Summary**

1. This report presents the final report for the Barbican Ad-hoc Scrutiny Review and asks Members to approve the recommendations previously agreed by Scrutiny Management Committee.

Background

2. In coming to a decision to carry out a review of this topic, the Scrutiny Management Committee recognised certain key objectives and the following remit was agreed:

Remit

‘To investigate the arrangements surrounding the sale of the Barbican site, with the purpose of learning some key lessons for the future, in the event of developments of a similar nature or scope being proposed.

- To understand why the contract in relation to the sale of the Barbican site was not signed, sealed and delivered until after May 2003.
 - To understand the public consultation process which took place and the resulting decisions.
 - To assess whether decisions taken in relation to the sale resulted in a loss of capital to the Council.
 - To understand the changes in land values with a view to establishing whether best value was actually achieved in this case.’
3. The final report from this review was presented to Scrutiny Management Committee on 15 September 2008. They questioned whether the Ad-hoc Scrutiny Committee had fully considered if the findings from the second consultation process had been taken fully into account at the time it was carried out. They also felt that inappropriate language had been used in the final report when referring to pressure groups and would have preferred the use of the words “working with” rather than “dealing with” in finding (v). With that in mind, the Chair on behalf of the Barbican Ad-hoc Scrutiny Committee agreed that the wording of that finding should be revised accordingly.

Consultation

4. As part of their review, the Barbican Ad-hoc Scrutiny Committee carried out a number of consultation sessions, as detailed in their final report attached at Annex A.

Options

3. Having regard to the aim and objectives of the remit for the review and having considered the information provided in the final report and, the options available to the Executive are:
 - i. to approve the recommendations arising from the ad-hoc scrutiny review in full;
 - ii. to amend the second recommendation in line with the wording suggested by the Head of Audit & Risk Management – see paragraphs 6-7 below, and approve the revised recommendations;
 - iii. to reject the recommendations and outline alternative proposals, where applicable.

Analysis

4. The final report attached at Annex A provides a full analysis of all of the information gathered and the arising issues.

Summary of Recommendations Arising From Review

5. The final report of the Barbican Ad-hoc Scrutiny Committee recommends that the Executive:
 - Commission an officer report which sets out a corporate approach for the Council when working with pressure groups
 - Ensure all future projects have a robust system of risk management which is regularly reviewed and updated throughout the period of each project

Reason: To ensure that any future projects are managed effectively and take into account lessons learnt from this review.

6. As part of the lead up to this report being presented to the Executive, it was considered by the Quality Control Group (QCG) to check in regard to Legal, Governance and Finance issues. The new Head of Audit & Risk Management felt that the wording of the second recommendation arising from this review needed strengthening and suggested the following change:

'Ensure all future projects have a ~~robust~~ formal documented system of risk management which details key actions and controls, is regularly reviewed and

updated throughout the period of each project, and is reported to a senior level project board where appropriate.'

7. Unfortunately, as the Chair of the Barbican Ad-hoc Scrutiny Committee is currently on leave, it has not been possible to present this alternative wording for her consideration prior to this meeting, and therefore this suggested change has not yet been endorsed on behalf of the Ah-hoc Scrutiny Committee. The Chair has been asked to attend this meeting to present the final report, and at that time will be able to clarify the position on this suggested change.

Corporate Priorities

6. It was recognised that this review would support the following direction statements as set out in the Council's Corporate Strategy:
 - We will listen to communities and ensure that people have a greater say in deciding local priorities
 - Our ambition is to be clear about what we will do to meet the needs of our communities, and then deliver the best quality services that we can afford
7. The review also provided an opportunity for the Council to consider the procedures followed and the decisions taken at the time of the sale of the Barbican, in order to identify ways of improving what we do, in line with our Corporate Values.

Implications

8. There are no known legal, Financial, Equalities, HR, or other implications associated with the recommendation below or the recommendations within the final report at Annex A.

Risk Management

29. There are no known risks associated with Recommendation (a). Recommendation (b) recognises that there is a risk to the Council if risk assessments are not regularly reviewed and updated during the period of a project. If a decision is taken not to approve Recommendation (b), then the levels of risk associated with projects will remain unknown.

Recommendations

9. Members are asked to note the contents of the attached final report and approve the recommendations arising from the review as detailed in paragraphs 5 above.

Reason: To enable the Executive to introduce appropriate changes to working practices and/or Council policy and procedures.

Contact Details

Author:

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Chief Officer Responsible for the report:

Dawn Steel
Democratic Services Manager

Report Approved

Date 7 November 2008

Wards Affected:

All

For further information please contact the author of the report

Background Papers: None

Annexes:

Annex A - Final Report for Barbican Ad-hoc Scrutiny Review



Barbican Ad-Hoc Scrutiny Committee

16 July 2008

Final Report

Background

1. In July 2007, Scrutiny Management Committee (SMC) considered a scrutiny topic proposed by Cllr Joe Watt relating to the sale of the Barbican. SMC agreed that the scale of the topic as proposed was too wide ranging for review and requested Cllr Watt's attendance at their next meeting to discuss the possibility of a review tailored to learn key lessons and achieve improvements in handling future developments of a similar scale and nature.
2. Cllr Watt attended the meeting of SMC in September 2007 and agreed to revise his topic submission in order that it did not duplicate the work that was ongoing at the time as part of the review commissioned by the Executive on swimming provision in York.
3. In coming to a decision to review this topic, the Scrutiny Management Team recognised certain key objectives and the following remit was agreed:

'To investigate the arrangements surrounding the sale of the Barbican site, with the purpose of learning some key lessons for the future, in the event of developments of a similar nature or scope being proposed.

- To understand why the contract in relation to the sale of the Barbican site was not signed, sealed and delivered until after May 2003.
- To understand the public consultation process which took place and the resulting decisions.
- To assess whether decisions taken in relation to the sale resulted in a loss of capital to the Council.
- To understand the changes in land values with a view to establishing whether best value was actually achieved in this case.

Consultation

4. This review has been carried out in consultation with the Assistant Director of Lifelong Learning & Leisure, the Head of Property Services, Political Group Leaders i.e. those involved in the decision making process relating to the Barbican, and representatives of the Save Our Barbican Group and the Barbican Action Group.

Information Gathered

5. In order to understand the full sequence of events leading to the Barbican sale, the Committee were given copies of all the reports previously presented at formal decision making meetings together with the minutes of those meetings. They then held a number of informal meetings where they met separately with officers, Members and representatives of the local action groups, to discuss their understanding of the events and to ask a number of questions.
6. From this process the Committee were able to clarify the following information:

To understand why the contract in relation to the sale of the Barbican site was not signed, sealed and delivered until after May 2003

7. In 2001 sales particulars for the site were issued, and 11 bids were received. Five of these were long listed and invited to make further bids based on a number of objectives. Four schemes were submitted as a result of this process from which two were short listed. In November 2002, Barbican Venture Ltd (BV) was selected as the preferred developer. This was a company formed for this particular project with the intention of building a serviced residential home and two hotels on the site, and refurbishing and selling the Kent Street car park. The deal also included a county standard pool at no cost to the Authority (to be operated by Cannon Leisure) and for the refurbishment of the Barbican Centre (to be operated by Absolute Leisure), plus a capital receipt of £3m.

Issues Arising

8. While the council was trying to assemble a workable scheme only a limited amount of consultation was done with a small number of representatives. As there was strong disagreement within the Council about the BV scheme and bid, and the council's plans for the other two pools in the city, a decision was taken in February 2003 to launch a city-wide public consultation prior to the signing of any contractual agreement, to ensure the proposals were broadly publicly acceptable.
9. A consultation leaflet was issued in March 2003 which pointed out that there would be no fitness or crèche facilities with the county standard pool. The results of the consultation were not fully available until after the election period, which in turn, delayed any final decision by the Council as to the way forward.
10. The Barbican Action Group which had formed to protect the swimming facilities on the Barbican site were broadly satisfied with the resulting proposed scheme and therefore disbanded.

To understand the public consultation process which took place and the resulting decisions

11. There was a mixed response to the consultation leaflet. Although the results broadly supported the refurbishment and renewal of the Barbican, there was

some criticism of the lack of community and play facilities and the level of fitness equipment.

12. The incoming administration in 2003 wanted to revisit the amount of the capital receipt to allow it to fund the refurbishment of the other two pools in the city, and decided to continue running the Barbican pool as a Council service whilst they renegotiated the agreement with BV. They also chose to re-run the consultation process in order to gauge public opinion on their alternative package which would address the capital receipt issue. This further delayed the final decision.

Issues Arising

13. During the period of renegotiation, the Council received external legal advice that it would be illegal to allow BV to build the pool as part of the development bid. It was advised that even though BV's intention was to gift the pool to the City, the contract to construct the pool would have to be tendered by the Council, in accordance with European procurement rules.
14. A further public consultation was carried out in July 2003 on a revised package which asked whether residents preferred a community pool with considerable investment in other city pools, or a county standard pool with fewer resources available for the other pools. The result was marginally in favour of the community pool, and this was selected by the Executive in September 2003.

To assess whether decisions taken in relation to the sale resulted in a loss of capital to the Council & To understand the changes in land values with a view to establishing whether best value was actually achieved in this case

15. In October 2003 an archaeological survey showed that parking for the apartments and hotel could be put in an undercroft under the buildings. BV became Barbican Venture (York) Ltd and submitted a new scheme and offer. A decision was taken not to consult on the new scheme as it reflected the Executive's view of the outcome of the second consultation process, and would be subject to the planning process.
16. As part of the new scheme, Barbican Venture increased the number of apartments and included a new 4 star hotel. They also moved the council's community pool on to the Kent Street coach park site, requiring a third of the car park to be demolished. The revised scheme which included a capital receipt of £4.4m was accepted by the Council's Executive in December 2003.
17. In February 2004 the Executive agreed to split the sale of the site into two contracts. The residential and hotel sites and the Kent Street car park to be sold to Barbican Venture and a lease of the auditorium to Absolute Leisure Ltd.

Issues Arising

18. The Save our Barbican Group (SOB) started in spring 2003 when the consultation document was issued. Its purpose was to report local resident's concerns over the amount of residential development and the impact on the neighbourhood of the proposed casino and nightclub. For some, the involvement of Absolute Leisure also caused concern, and things intensified following the enlargement of the residential development. SOB's aim was to stop the development, to enable a rethink and consideration of other alternatives, with proper consultation. This aim was not achieved and ceased to be possible at the granting of planning permission.
19. In 2004, SOB took legal action due to the Council not having carried out an Environmental Impact Assessment (EIA), which council officers had been advised was not legally required as part of the planning process. This eventually led to judicial review by which time, it was too late for the Council to get an EIA as this was needed prior to planning approval. The advice given to the Council at that time, was that the judicial review would take approximately three months. But, in fact it took much longer because when SOB lost the judicial review, they chose to appeal as they felt it would be of national importance to other environmental groups. They then had to fight a decision not to grant them legal aid which they won. Having got financial aid, their original appeal was heard but it was unsuccessful. This series of events could not have been predicted in advance.
20. It is recognised that the scheme could have been built had the delays not occurred, as it was a good time to sell property and the best possible offer had been made. But, by the time the judicial review was rejected in late 2005, a downturn in the property market had begun. As a result, Barbican Venture submitted a revised lower offer which excluded any build of a pool, and as a consequence of the downturn, the Council had little option but to accept.
21. At the same time, the University as part of their Heslington expansion, had put forward a proposal for a new pool to be built on their site. This contributed to concerns as to whether the pool at the Barbican would continue to be viable.
22. Subsequently, there was a review as to whether CYC should have re-tendered the whole scheme in light of the revised Barbican Venture proposals. It found that as the market was dropping and not many companies were interested in this mix of development, the Authority would have been worse off.

Analysis

23. Having considered all of the information gathered, the Committee discussed the problems that had led to the initial delays in selling the site. They expressed the view that it was realistic to take two years to formulate a proposal and that it was not unreasonable for a new administration to exercise its democratic right and change the proposal. The committee recognised however, that there was no evidence that any risk assessment had been carried out in regard to reopening the process. They also concluded that there was no evidence to suggest that use of an external project manager would have been beneficial.

24. The Committee agreed that the decisions taken in relation to the sale had resulted in a significant reduction of capital receipt to the Council. They concluded that this had been due to the complicated nature of the transaction, the changes to the brief by both the Council and the developer, the issues and the subsequent legal actions around an Environmental Impact Assessment, and the lack of periodic reviews of the project, including updates to the risk assessment, especially given the speculative nature of land values. Taking the project as a whole, the Committee acknowledged that best value had not been achieved, but recognised that each decision had been taken in good faith.
25. Finally, the Committee expressed the view that there might have been a more effective way of dealing with the protest movement and agreed to recommend that the Council should review the way it handles objections to schemes.

Options

26. Having regard to the remit for this review and the information contained within this report, Members may agree to make the recommendations below in full or in part, or agree some alternative recommendations.

Corporate Direction & Priorities

27. It is recognised that this review supports the following direction statements as set out in the Council's Corporate Strategy:
 - We will listen to communities and ensure that people have a greater say in deciding local priorities
 - Our ambition is to be clear about what we will do to meet the needs of our communities, and then deliver the best quality services that we can afford
28. The review also provides an opportunity for the Council to consider the procedures followed and the decisions taken at the time of the sale of the Barbican, in order to identify ways of improving what we do, in line with our Corporate Values.

Implications

29. There are no Financial, HR, Equalities, Legal, Crime and Disorder, ITT or other implications associated with the recommendation within this report.

Risk Management

30. There are no known risks associated with Recommendation (a). Recommendation (b) recognises that there is a risk to the Council if risk assessments are not regularly reviewed and updated during the period of a project. If a decision is taken not to approve Recommendation (b), then the levels of risk associated with projects will remain unknown.

Recommendations

31. In light of the above options, Members are asked to agree that:
- i. it was realistic to take two years to formulate a proposal
 - ii. it was not unreasonable for a new administration to exercise its democratic right and change the proposal, taking into account the associated risks
 - iii. although each decision taken in relation to the sale had been taken in good faith, the delays in making those decisions, the longevity of unforeseen legal action and the shift in land values, had resulted in a significant reduction in capital receipt to the Council
 - iv. best value was not achieved taking the project as a whole, even with recognising the reasons outlined in paragraph 24.
 - v. there might have been a more effective way of working with the pressure groups
32. Therefore, the Committee are asked to **recommend** that the Executive:
- a) Commission an officer report which sets out a corporate approach for the Council when dealing with pressure groups
 - b) Ensure all future projects have a robust system of risk management which is regularly reviewed and updated throughout the period of each project

Reason: To ensure that any future projects are managed effectively and take into account lessons learnt from this review.

Contact Details

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Dawn Steel
Democratic Services Manager

Interim Report Approved

Date 28 July 2008

Wards Affected:

All

For further information please contact the author of the report



Executive

18 November 2008

Report of Democratic Services Manager

School Governors Review Final Report - Education Scrutiny Committee**Summary**

1. This report presents the final report for the review of Schools Governors, carried out by the Education Scrutiny Committee and asks Members to approve the recommendations previously agreed by Scrutiny Management Committee.

Background

2. In coming to a decision to carry out a review of this topic, the Education Scrutiny Committee recognised certain key objectives and the following remit was agreed:

Remit

'In regard to Governing Bodies, to encourage an improved level of community involvement and maximise their diversity and skills.'

Key Objectives

- i. Investigate the current composition of governing bodies with an effort to find ways of improving the diversity of governing bodies to better reflect the community
 - ii. Identify ways of increasing the number of community Governors
 - iii. Identify ways of increasing community involvement with Governing Bodies
 - iv. Investigate ways of maximizing the skills that individual members of governing bodies bring to their role
3. The final report from this review was presented to Scrutiny Management Committee on 15 September 2008. They paid tribute to the hard work undertaken by Governors and to their immense workload, noting the high level of commitment required. They also expressed their thanks to the Education

Scrutiny Committee for carrying out the review and endorsed the recommendations arising from the review in full (as shown below in paragraph 7).

Consultation

4. As part of their review, the Education Scrutiny Committee carried out a number of surveys and consultation sessions, as detailed in their final report attached at Annex A.

Options

5. Having regard to the aim and objectives of the remit for the review and having considered the information provided in the final report and, the options available to the Executive are:
 - i. to approve the recommendations arising from this scrutiny review in full or part;
 - ii. to reject the proposed recommendations and outline alternative proposals, where applicable

Analysis

6. The final report attached at Annex A provides a full analysis of all of the information gathered and the arising issues.

Summary of Recommendations Arising From Review

7. The final report recommends that the Executive:
 1. Acknowledge the significant voluntary contribution of school governors to the successful running of York schools
 2. Note the work of the Governor Support & Development Service Team, in particular in supporting this scrutiny review and the resulting benefits gained to their service area as referenced in Annex F to the final report
 3. Instruct the Governor Support & Development Service Team to:
 - i) Continue to develop improved methods for advertising governor vacancies i.e. by targeting specific organisations, in order to attract a more diverse mix of individuals to the role of governor and ensure it captures the information necessary to reflect changing circumstances and monitor diversity
 - ii) Create an information guide which identifies the most effective methods for finding and recruiting potential community governors and distribute it to all York schools
 - iii) Continue use of the 'Exit Questionnaire' in order to investigate and understand governors motivation for leaving their post

- iv) Regularly maintain, update and develop their database to ensure it remains an effective tool
- v) Share information on best practice with all York schools
- vi) Consider the most applicable form of training for maximizing skills, whether that be whole governing body or online training

Reason: To improve the working methods of the Governor Support & Development Service team in order to improve the number of individuals taking up the role of Governor and reducing the number of Governors standing down.

Corporate Priorities

- 8. Although the remit for the School Governors review did not fit directly with any of the Corporate Priorities, it was recognised that it could indirectly have a positive effect in relation to Corporate Priority No.7 – ‘Improve the life chances of the most disadvantaged and disaffected children, young people and families in the city’.

Implications

- 9. There are no known legal, Financial, Equalities, HR, or other implications associated with the recommendation below or the recommendations within the final report at Annex A.

Risk Management

- 10. Without the thorough engagement of current governors the findings from this review could be limited which in turn, could have a negative effect on the number of new applicants. It is recognised that some schools have difficulties in attracting community governors and therefore it is important that governing bodies are supported in attracting applicants for vacant seats, and retaining governing body members.

Recommendations

- 11. Members are asked to note the contents of the attached final report and its annexes and approve the recommendations arising from the review as detailed in paragraphs 7 above.

Reason: To enable the Executive to introduce appropriate changes to working practices and/or Council policy and procedures.

Contact Details

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Chief Officer Responsible for the report:

Dawn Steel
Democratic Services Manager

Report Approved



Date

30 October 2008

Wards Affected:

All



For further information please contact the author of the report

Background Papers: Interim Reports dated 26 February 2008, 3 April 2008 & 27 May 2008

Annexes:

Annex A – School Governors Review - Final Report dated 30 July 2008

Annex AA – Ethnicity Information

Annex AB – Information From Completed Exit Questionnaires

Annex AC – Information Relating To Community Governors

Annex AD – Information On Community Involvement With Governing Bodies

Annex AE – Information On Training Requirements

Annex AF – Update From Governor Support & Development Service



Education Scrutiny Committee

30 July 2008

Final Report For School Governors Review

Background

1. In coming to a decision to review this topic, certain key objectives were recognised. Due to the work involved in examining these objectives, the Committee chose to split the review into two parts, and the following revised remit was agreed:

Remit

2. In regard to Governing Bodies, to encourage an improved level of community involvement and maximise their diversity and skills.

Part A - Key Objectives

- i. Investigate the current composition of governing bodies with an effort to find ways of improving the diversity of governing bodies to better reflect the community
- ii. Identify ways of increasing the number of community Governors
- iii. Identify ways of increasing community involvement with Governing Bodies
- iv. Investigate ways of maximizing the skills that individual members of governing bodies bring to their role

Part B – Key Objective

- v. Investigate the role of Governors and current clerking arrangements in extended schools
3. At a meeting on 30 October 2007, Members considered a scoping report for Part A of the review which identified the current composition of governing bodies and gave a snap shot of the number of vacant seats at the time of providing the information.
4. In December 2007, Members were provided with information which identified York as having one of the fastest growing 'Black, Minority & Ethnic (BME) communities in the country, and the following statistics from the most recent Pupil Levels Annual School Census (PLASC) :

- b) There are at least 49 languages spoken by children in York schools
 - There are 1340 minority ethnic pupils in York schools
 - All York schools have minority ethnic pupils
 - Until recently the largest ethnic group were Travellers, but this is an overarching term that includes several distinct groups
 - There are significant Bangladeshi, Chinese and Turkish/Kurdish communities in York
 - Only 27 out of 1578 teachers in York schools are from minority ethnic backgrounds (1.7%)
- 5. At a meeting in May 2008, the Committee considered a scoping report for Part B of this review, having received an update from the Head of Early Years & Extended Schools. Members acknowledged that that was no issue around the current clerking arrangements in extended schools and therefore agreed not to proceed with part B of the review. Instead they agreed that the broader issue of governance of extended school provision should be considered as a possible separate topic in the future. Members agreed to consider this along with other topic suggestions at their next meeting in June 2008.

Consultation

- 6. As part of this review the Committee carried out a number of consultation exercises:
 - The Committee issued an individual survey to all 1090 governors at the beginning of January 2008, to identify the age, gender, ethnicity, skills, and economic background of all current school governors. The survey was aimed at understanding the correlation between the governing bodies of the schools within each ward and each ward's local community. 354 responses were received and fed into the Governor Support & Development Service database to generate a number of reports for the Committee's consideration.
 - Members created an exit questionnaire for use by the Governor Support & Development Service, in order to identify the reasons why governors stood down and why some schools have a bigger turnover than others. This was issued to all governors who had resigned since the start of the academic year 2006-07, to information on any unresolved issues within their governing bodies, or with the training / level of support they had received.
 - In February 2008, an informal consultation session was held for all Governors. Attendance was good and the Committee explained the reasons for carrying out this review and gathered insight into some of the different methods used for recruiting new members and how governing bodies were coping with their ever increasing workloads.
 - In April 2008, the Committee sent a copy of their latest interim report together with a questionnaire to each school's governing body requesting further information to support the review. Much thought was given to the

content of the questionnaire in an effort to the information already gathered as a result of the individual governor survey.

Information Gathered

7. In cases where individuals had been governors for many years, the information originally gathered when they first became a governor had never been recorded electronically. For more recently appointed governors, only some of the personal information they originally provided had been entered into the Governor Support & Development Service database, due to the restrictions of the electronic system. At the beginning of this review, the Committee were informed of the planned work of the Governor Support & Development Service to upgrade their database and check the validity of the information currently held on each Governor. The Committee recognised the opportunity to support this work and at the same time gather information pertinent to the objectives of this review and therefore agreed to finance a number of additional improvements to the database.
8. Throughout the review the Committee gave much consideration to how the information gathered would be presented to them, as any personal information provided by individual governors was covered by the Data Protection Act. The Committee was careful not to receive information in such a way that it would identify individuals. Instead, the Committee sought information on a ward by ward basis and by school type i.e. primary or secondary.

Objective (i) - To investigate the current composition of governing bodies with an effort to find ways of improving the diversity of governing bodies to better reflect the community

9. A recent report from the ODPM identified York as having one of the fastest growing Black, Minority & Ethnic communities in the country. All York schools have minority ethnic pupils, and although it was thought that the Governing Bodies of York schools reflected their local community, there was no evidence to support this. Historically in York, the role of governor has attracted white middle class, middle aged applicants. To encourage a more diverse mix that better represented the school's local community, the Committee wanted to identify the barriers e.g. language, work commitments, childcare issues and look at ways of addressing those issues.
10. In an effort to identify ways of improving the diversity of governing bodies, to better reflect the population of their school and their community, Members recognised it would first be necessary to clarify their current level of diversity and therefore a number of questions were included in both the survey and the Governing Body questionnaire.
11. The ethnicity information provided by governors was grouped on a ward basis and by school type, and then compared to the ethnic balance of school pupils within each ward – see Annex A.

Analysis

12. As a high number of governors did not identify their ethnicity in their completed surveys etc, it was not clear from results whether the ethnic diversity within the schools in each ward was equally reflected in their governing bodies. The committee concluded that irrespective of the completeness of information provided by governors, if governing bodies were truly to reflect their local community and attract a more diverse mix of individuals to the role, improved methods for advertising all types of governor vacancies would need to be identified to ensure they were accessible by everyone within the local community particularly hard to reach groups.

Recommendation

13. That the Governor Support & Development Service (GSDS):
 - (a) continue to develop improved methods for advertising governor vacancies, e.g. by targeting specific organizations, in order to attract a more diverse mix of individuals to the role of governor; and
 - (b) regularly maintain, update and develop its database to ensure it captures the information necessary to reflect changing circumstances and monitor diversity.

Objective (ii) - To identify ways of increasing the number of Community Governors

14. Through the various consultation exercises it became clear that some governing bodies were more successful than others at finding community (and parent) governors and providing support to new governing body members, and that this was directly affecting whether individuals were attracted to the role and retained in post.
15. The Committee were informed that at any given time there would generally be a higher percentage of vacancies within the community governor category than any other category. The responses to the exit questionnaire showed that governors left their post for a number of reasons and that the number of community governors leaving their post was no higher than the number from other categories of governor. In fact a high number of governors took up the role of Community governor having previously been a governor from a different category - see Annex B.

Analysis

16. The information gathered suggested therefore that there was not a problem with retaining community governors but that the difficulty lay initially in recruiting into the post. The Committee therefore recognised the need to identify the most effective methods for finding and recruiting potential community governors and a number of questions were included in the governing body questionnaire to identify the methods currently in use – see Annex C.
17. The information provided showed that the method yielding the most results was through existing governing body members approaching their personal contacts.

The committee recognised that this approach was not ideal as it relied heavily on the good will of existing members (and their knowledge of the skills of those they approached) it ran the risk of duplicating the existing profile

Recommendation

18. That the Governor Support & Development Service (GSDS):
 - (a) continue to develop improved methods for advertising governor vacancies, e.g. by targeting specific organizations, in order to attract a more diverse mix of individuals to the role of governor; and
 - (b) create an information guide to identify the most effective methods for finding and recruiting potential community governors and distribute it to all York schools.

Objective (iii) - To identify ways of increasing community involvement with Governing Bodies

19. In order to identify ways of increasing community involvement with Governing Bodies, Members agreed it would be necessary to understand the methods used and the level of involvement attained currently. Questions were therefore included in the Governing Body questionnaire to gather the relevant information. The responses are shown at Annex D.

Analysis

20. Many schools take advantage of their local parish council's newsletters and ward committee meetings to circulate information about what is happening in their school. Others are more adventurous, using local press and radio to advertise events etc. The Committee recognised that other schools could benefit from trying alternative methods and that sharing information and raising awareness, could be facilitated by the Governor Support and Development Service. Information on best practice could then be shared with all York schools.

Recommendation

That the Governor Support & Development Service (GSDS) ensure information on best practice be shared with all York schools.

Objective (iv) - Investigate ways of maximizing the skills that individual members of governing bodies bring to their role

21. In order to identify each governor's current skills and highlight any additional training they might require to support them in their role, a number of questions were included in the individual school governor survey. The responses are shown at Annex E. The information gathered was then used to populate the upgraded Governor Support and Development Service database.

Analysis

22. The committee recognised that a fully populated database would be a really useful tool for identifying training needs. The Governor Support & Development Service Manager subsequently provided an update on the training requirements identified as a result of the improvements to the database – see Annex F.
23. The Committee recognised that in order for the database to continue to be a useful tool, the information contained therein would need to be regularly revised to include up-to-date information. This could then be used to:
 - look specifically at individual governors to identify gaps in their skills and identify any future training requirements.
 - highlight the skills that were available within each governing body that were not currently being utilised and those that they were collectively lacking
24. It is recognised that the improvements made to the Governor Support & Development Service database and the information gathered as a result of this review will also allow the Governor Support & Development Service team to:
 - provide information from the database to Governing Bodies to assist them with their skills audit and to inform their discussions about their training needs,
 - Support the governing body self-review exercise that many carry out on a regular basis.
 - Inform the Governor Support & Development Service Manager decision-making process, when placing new governors into Local Authority governor vacancies or when suggesting possible candidates for community governor vacancies to ensure the new appointee brings the relevant skills required to the governing body .
 - Identify all of the relevant training required for new governors to enable them to fulfil their role.

Recommendation

That the Governor Support & Development Service (GSDS) be encouraged to consider the most applicable form of training for maximizing skills, whether that be whole governing body or online training.

Options

25. Having considered the information contained within this report and associated annexes, Members may decide to amend and/or agree the recommendations within the report

Implications

26. There are no known legal, Financial, Equalities, HR, or other implications associated with the recommendations within this report.

Corporate Priorities

27. Although the remit for this review does not fit directly with any of the Corporate Priorities, it could indirectly have a positive effect in relation to Corporate Priority No.7 – ‘improve the life chances of the most disadvantaged and disaffected children, young people and families in the city’.

Risk Management

28. Without the thorough engagement of current governors the findings from this review could be limited which in turn, could have a negative effect on the number of new applicants. It is recognised that some schools have difficulties in attracting community governors and therefore it is important that governing bodies are supported in attracting applicants for vacant seats, and retaining governing body members.

Recommendation

29. In light of the above options, Members are asked to note the contents of the draft final report, agree any amendments and recommend to the Executive that:
- i) the significant voluntary contribution of school governors to the successful running of York schools, be acknowledged;
 - ii) the work of the Governor Support & Development Service Team be noted, in particular in supporting this scrutiny review and the resulting benefits gained to their service area as referenced in Annex F.
 - iii) the Governor Support & Development Service Team be instructed to:
 - a) Continue to develop improved methods for advertising governor vacancies i.e. by targeting specific organisations, in order to attract a more diverse mix of individuals to the role of governor and ensure it captures the information necessary to reflect changing circumstances and monitor diversity. *(objective (ii))*
 - b) Create an information guide which identifies the most effective methods for finding and recruiting potential community governors and distribute it to all York schools *(objective (ii))*
 - c) Continue use of the ‘Exit Questionnaire’ in order to investigate governors motivation for leaving their post *(all objectives)*
 - d) regularly maintain, update and develop their database to ensure it remains an effective tool *(objective (i))*;
 - e) share information on best practice with all York schools *((objective (iii))*

- f) be encouraged to consider the most applicable form of training for maximizing skills, whether that be whole governing body or online training. (*objective (iv)*)

Reason: To ensure this review complies with scrutiny procedures, protocols and workplans.

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Interim Report Approved

Date

6 June 2008

Wards Affected:

All

For further information please contact the author of the report

Background Papers: Interim Reports dated 26 February 2008, 3 April 2008 & 27 May 2008

Annex A – Ethnicity Information

Annex B – Information From Completed Exit Questionnaires

Annex C – Information Relating To Community Governors

Annex D – Information On Community Involvement With Governing Bodies

Annex E – Information On Training Requirements

Annex F – Update From governor Support & Development Service

Ethnicity Information Provided by Governors Via the Individual Governors Survey
& The Governing Body Questionnaire

Do you feel the economic balance on your governing body reflects the economic balance within the community local to your school?

YES	NO
213	106

Do you feel the ethnic balance on your governing body reflects the ethnic balance...

- a) amongst pupils at your school
b) within the community local to your school

YES	NO
275	64
264	66

Ethnic Group	Ethnicity	Ethnicity Notes	No.Of Governors
White	British	My children are	1
White	Irish		2
White	Other Please Specify		1
White	Other Please Specify	American	2
White	Other Please Specify	Anglo-American	1
White	Other Please Specify	English	2
White	Other Please Specify	Finnish	1
White	Other Please Specify	German	1
White	Other Please Specify	Scottish	1
NO DATA	Other Please Specify		1
NO DATA	NO DATA		711
Total Number of Responses Received			724

School Type	Ethnic Group	Ethnicity	Ethnicity Notes	No. of Governors
Primary	Asian or Asian British	Indian		1
	NO DATA	Other		1
	NO DATA	NO DATA		565
	White	British		247
	White	British	My children	1
	White	Other	No Data	1
	White	Other	American	1
	White	Other	English	1
	White	Other	Finnish	1
	White	Other	Scottish	1
Secondary	Asian or Asian British	Bangladeshi		1
	NO DATA	NO DATA		146
	White	British		77
	White	Irish		2
	White	Other	American	1
	White	Other	Anglo-	1
	White	Other	English	1
	White	Other	German	1

For the purposes of this exercise Applefields School is classed as secondary and Hob Moor Oaks as primary.

Ethnicity By Ward

Ward/Parish	Ethnic Group	Ethnicity	Ethnicity Notes	No.of Governors
Acomb	NO DATA	NO DATA		29
	White	British		19
	Asian or Asian British	Bangladeshi		1
Bishopthorpe	NO DATA	NO DATA		19
	White	British		9
	Asian or Asian British	Indian		1
Clifton	NO DATA	NO DATA		32
	White	British		15
Derwent	NO DATA	NO DATA		9
	White	British		7
Dringhouses & Woodthorpe	NO DATA	NO DATA		21
	White	British		12
Fishergate	NO DATA	NO DATA		31
	White	British		17
	White	British	Chinese adopted.	1
Fulford	NO DATA	NO DATA		20
	White	British		15
	White	Other	German	1
Guildhall	NO DATA	NO DATA		19
	White	British		8
Haxby & Wigginton	NO DATA	NO DATA		31
	White	British		15
Heslington	NO DATA	NO DATA		13
	White	British		4
Heworth	NO DATA	NO DATA		53
	White	British		23
Heworth Without	NO DATA	NO DATA		14
	White	British		4
Holgate	NO DATA	NO DATA		63
	White	British		30
	White	Other	Finnish	1
Hull Road	NO DATA	NO DATA		38
	White	British		12
	White	Other	American	1
	White	Other	Anglo-American	1
	White	Other	Scottish	1
Huntington and New Earswick	NO DATA	NO DATA		63
	White	British		25
	White	Other	Irish	1
Micklegate	NO DATA	No DATA		59
	White	British		25
	White	Other	American	1
	White	Other	English	1
	White	Other	Irish	1
Osbaldwick	NO DATA	NO DATA		11
	White	British		3

Ward/Parish	Ethnic Group	Ethnicity	Ethnicity	No. of
Rural West	NO DATA	NO DATA		1
	White	British		32
	White	Other		1
	White	Other	Scottish	1
Skelton, Rawcliffe & Clifton Without	NO DATA	NO DATA		44
	White	British		19
Strensall	NO DATA	NO DATA		24
	White	British		9
Westfield	NO DATA	NO DATA		60
	White	British		33
	White	Other	Finnish	1
Wheldrake	NO DATA	NO DATA		31
	White	British		8

Ethnicity Figures For York's School Population By Ward (5-16 year olds)

Ward	Ethnicity								
	Any other ethnic background	Asian / Asian British	Black / Black British	Chinese	Information Not Obtained	Mixed	Refused	White - British	White - Other
Acomb	0.09%	-	-	-	1.03%	1.03%	1.03%	95.99%	0.84%
Bishopthorpe	-	-	-	-	-	1.93%	0.39%	94.98%	2.70%
Clifton	0.25%	3.30%	0.68%	0.25%	0.17%	1.44%	0.76%	90.01%	3.13%
Derwent	-	0.50%	-	-	-	0.25%	1.50%	93.50%	4.25%
Dringhouses & Woodthorpe	0.16%	0.90%	0.41%	0.33%	1.31%	1.06%	2.45%	87.75%	5.64%
Fishergate	0.77%	6.91%	0.77%	0.92%	0.15%	5.07%	0.77%	78.34%	6.30%
Fulford	0.40%	2.02%	-	-	-	2.02%	-	93.95%	1.61%
Guildhall	0.32%	2.92%	0.32%	0.65%	0.32%	4.22%	0.97%	80.52%	9.74%
Haxby & Wigginton	0.32%	0.57%	0.32%	0.49%	-	0.49%	0.16%	96.51%	1.14%
Heslington	5.98%	9.40%	5.13%	1.71%	-	2.56%	0.85%	62.39%	11.97%
Heworth	0.20%	1.56%	0.34%	0.07%	0.14%	1.22%	0.61%	92.80%	3.05%
Heworth Without	0.55%	0.82%	-	0.55%	0.27%	-	0.27%	94.51%	3.02%
Holgate	0.09%	0.78%	0.52%	0.17%	0.52%	1.57%	1.13%	92.77%	2.44%
Hull Road	0.94%	1.88%	0.31%	0.10%	0.42%	1.36%	0.73%	91.62%	2.62%
Huntington & New Earswick	0.07%	0.94%	0.07%	0.07%	0.61%	0.67%	0.34%	96.23%	1.01%
Micklegate	0.13%	0.90%	-	0.51%	0.26%	3.60%	0.90%	85.59%	8.11%
Osbaldwick	0.29%	1.16%	0.29%	0.87%	-	1.16%	2.02%	90.17%	4.05%
Rural West	-	0.42%	-	0.63%	0.10%	0.52%	0.31%	95.92%	2.09%
Skelton, Rawcliffe & Clifton Without	0.18%	0.49%	0.18%	0.31%	-	1.60%	1.05%	94.58%	1.60%
Strensall	-	0.89%	0.09%	0.18%	0.27%	1.25%	0.18%	96.17%	0.98%
Westfield	0.05%	0.60%	0.55%	0.16%	2.13%	0.98%	0.71%	93.44%	1.37%
Wheldrake	0.19%	0.19%	-	-	-	1.51%	-	96.79%	1.32%

Produced by : Management Information Service, LCCS (February 2008)

Responses From School Governor Exit Questionnaire

School	Length of		Category	Office Held
	Years	Month		
Millthorpe School	3	6	Community	
Oaklands School	2	6	Community	
York High School/Oaklands Schools	2		Community	Vice Chair
Scarcroft CPS, St Paul's CofE PS, Millthorpe	10		Community	Scarcroft-Special Needs, Millthorpe-Link Gov for Music & Drama
Burholme	4		Community	Technology, Pupil Discipline Committee
Haxby Road Primary School	Many!		Community	Chair of Governors
Oaklands / York High School	11		Community	Chair of Governors
Fulford School	5		Co-opted	Chair of Finance, Chair of Pupil Discipline
Haxby Road Primary School	12		Co-opted then Community	Chair - Governor with responsibility for special needs
Oaken Grove/Wigginton Primary	8/9?		Co-opted then Community	
St Lawrences	7		Foundation	
Dunnington Primary School	7		Foundation	Chair Jan to Sept 2007; Chair of Personnel 2002 - 2007
Archbishop Holgate's School	3		Foundation	
Elvington CE School	8?		Foundation	On Performance Management Team
Wheldrake with Thorganby CE Primary	4		Foundation	
Heworth Primary School	5	5	Foundation	Child Protection
Wheldrake with Thorganby Ce Aided	2	6	Foundation	
Naburn Primary School	3		LA	Chairman for two years
Lowfield School	7		LA	Chairman - Pupil Welfare
Scarcroft Primary	3	4	LA	
Hob Moor Primary School		18	LA	
St Wilfrid's Primary School	3		LA	Chair, Staff and Finance Committee
Lowfield School after 10 yrs on joint Carr GB	17+10		LA then Parent	Chaired Curriculum
Hob Moor Oaks Special School	10		LA/Voluntary	Chair of Governors
Dringhouses Primary School	4		Parent then Community	Chair Performance Management; Chair Curriculum
Oaklands and Queen Anne Schools	20		Parent then Community	Chair - Queen Anne; Chair Finance - Oaklands
Hob Moor Primary, Oaks and Millthorpe	10		Parent then Community	Chair of Governors
Lowfield School	8		Parent then Community	Chair
Lowfield School	6?		Parent, then Community	
Lowfield School	13		Parent then Co-opted	Chair Curriculum (2 years)
All Saints School	6	2	Parent, then Foundation	
Lowfield School	2		Support Staff Governor	
Lowfield School	12		Teacher	
Carr Junior, Acomb	5			Subject: Literacy; Responsibility: Nutrition/school meals

Reason(s) for Leaving

End of term of office
 Workload too great
 Work commitments
 Family commitments
 Ill health
 Children left the school
 Other

Number
5
3
7
5
3
2

See comments on next sheet

Support you received as a Governor

Did you attend Governor training?
 Did you find the termly mailout for the Local Authority useful
 did you ever contact the Governor Support & Development Service?
 Did the call resolve your query
 As a new Governor, did you have a mentor?
 As a new Governor, did your Governing Body offer any induction?
 Would you consider being a Governor again in the future?

	YES	NO
Did you attend Governor training?	31	2
Did you find the termly mailout for the Local Authority useful	30	1
did you ever contact the Governor Support & Development Service?	14	18
Did the call resolve your query	13	1
As a new Governor, did you have a mentor?	8	24
As a new Governor, did your Governing Body offer any induction?	10	21
Would you consider being a Governor again in the future?	18	12

Number of Leavers per Governor Category

Community = 7
 Co-opted = 3
 Foundation = 7
 LA = 7
 Parent = 7
 Support Staff = 1
 Teacher = 1

No. of Governors who became a 'Community' Governor having previously been a governor within a different category = 7

Reason for Leaving - Other

Left the area and associated employment

Relocation to SE England owing to my husband's promotion

Headteacher retired. Decided time for me to go

I began working away from home for an extended period and couldn't attend meetings

Lowfield School merged with Oaklands to create York High School - I served on the temporary Gov to YHS until its start September 2007

School closed as part of reorganisation of West of York secondary provision

I didn't know I had been sacked - no reason to leave at all

Other commitments

Disagreement over the management and suspension of teacher

Lowfield School merged with Oaklands to create York High School

Moved to Oaklands School to promoted post

House move

I have given 20 years service as a Governor. Creation of York High School provides opportunity to withdraw

Wanted to support Lowfield School, first as a parent then to support school and local community. Did not agree with decision to close the school

End of Lowfield School - felt that I was too old to do two terms which I thought desirable to establish continuity with new school. Left Carr Governors after term ran out and my children left junior school

School closed

Having served for 10 years as a Governor I decided that I would like a change to alternative community work to community archaeology at Hungate. I still occasionally go into Millthorpe to helping History

I had no respect for current Chair and didn't like the direction she was taking the board

Oaklands School closed summer 2007

Moved away from york

Additional Information Regarding Support Received As A Governor

If you didn't attend training, please tell us why:

Never offered - not necessary

As a newly retired village school head, I felt I could offer support without (Church and school links)

This Gov did attend training and commented "I'd rather state the positives - that I always found the School Governor Support and Development Service, and the staff and others very helpful, during some difficult times at Haxby Road

If you didn't find the termly mailout useful, please tell us why:

A lot of non-relevant information

Can't remember enough to pass comment

If the call did not resolve your query, please tell us why:

If you would not consider being a Governor again, please tell us why:

I have done it twice (primary school in Devon before). I work as a volunteer counsellor at Relate so there is a limit as to how many hours I volunteer

Time for others to have an input

Grandparent duties and occasional ill health

Little chance to have an impact

This is a voluntary unpaid activity and being a school Governor is very time consuming particularly if your retired when there is a constant demand for involvement with pupil discipline cases

I am moved away from that part of York - and have retired

From a personal development point of view and as a teacher, I learnt a lot but I don't really think Governors add any value

Would need a reason to want to support a particular school

Too old

Could not make the time commitment to a school where I would have no connection
Long term illness. Also I'm more hands on and prefer to help in class with the children

What did you enjoy about being a Governor?

Making a contribution

Working together

Friendship of colleagues and staff

Having an inside knowledge of how a truly innovative school worked

Contributing to the life of the school

Satisfaction at "putting something back into the community"

I felt I represented the staff and was called on many times to express their feelings and explain things to other Governors

The people, the role, the school

Sitting on the appeal panels - pupil exclusion, etc. Meeting and dealing with the headmaster and staff

What did you enjoy about being a Governor? (Cont...)

Promoting links during the church's year. Christmas stories by candlelight (infants - KS1). Helping during new head appointment

Contribution to development of school and pupils with particular emphasis on the Christian values

The involvement in whole school process

Trying to do one's best for the school

Being involved in a school (secondary) - getting to know the procedures

Getting to know the school and seeing the children thrive and develop

Seeing that I was welcomed by teachers and staff and that the input and support appreciated. Learning about trends in education

Contact and team effort with other school Governors, Head Teacher and Teaching Staff

Being involved in the decisions affecting school/staff and pupils

Contact with school staff and children - helping to "make a difference"

Being involved in the creation of a new school

Contributing to and acting as a critical friend in the school

Training, experience running committees

Cared about the school (staff and pupils) therefore wanted to support in any way I could

Being involved in trying to improve quality of local schools

The Governing Body were a very special group of people - the school was well run by a dynamic head and an interesting and committed team, and was doing excellent work

Being involved in the inner workings of a school

Great for learning more about the strategic management of schools and feeling contribution welcomed and useful

The community spirit, being part of an establishment that had challenges and success's

Seeing how schools work; making a contribution to the community; working as a team with Governors, teachers and other parents; occasional teaching; support from yourselves - especially Annual Ed Lectures

Being part of a team which worked together for the benefit of the pupils

Taking an active part in the direction the school was going and working with the Head and staff to improve the school and provision for the children

What did you not enjoy about being a Governor?

The long delay before the papers went through after I was asked to be a Governor. It felt a bit like an old body's club when I started and fellow Governors were not welcoming. It think it improved over the year.

Not being able to commit enough time to the school and my departmental links

Too much unnecessary paperwork

The amount of time taken up with sub Committees then going over it again at full Gov

Some of the decisions that had to be made

Nothing

Paperwork

What did you not enjoy about being a Governor? (Cont...)

Selective inclusion by the Headteacher in the decision making process

The workload/legal duties/responsibilities. To-ing and fro-ing of decision making

Little effect you can have

Working through financial details

Feeling that as a Governing Body we did not always have the required expertise/skills for some of the decisions required

Excessive demands on time available. I already have an ongoing 26 year voluntary service commitment with York Lions Club (with additional activities in Yorkshire and UK)

As Chair of Governors, the responsibility and knowledge required was increasingly suggestive of a part-time appointment

Translating "professional language" used in too many reports

Feeling that you're not sure there's any real point to what you're doing. Takes up too much time

Far too much paperwork to read from Government and York Council - a lot of it worded in jargon difficult to understand, unnecessary bureaucratic documentation - overwhelming

Lowfields: Struggling with a deficit budget;

The painful end to it all

Long meetings!

Nothing

The paperwork!

Occasionally feeling that I was not being shown the whole picture - I would have liked more (and varied) opportunities to be involved in the work of schools

I thoroughly enjoyed my years as a Governor until the appointment of the current Chair - as my term was coming to an end I reluctantly decided to call it a day

Anything else about being a Governor?

Workload is what you make it

Overrated in my view

Best thing I did in the last seven years

I thoroughly enjoyed my time as a Governor, I felt I played an important role representing staff but also in my own right as part of appointment panels including for headships (though this occasioned a lot of pressure).

One of the most worthwhile experiences I have undertaken. Totally different to my working life, made to feel useful

I always wanted to be involved with school and Church services, but am dubious about Governors moving "jobs" like a cabinet, when some of us have experience and expertise in the slot we were chosen for

Arising out of being a school Governor, I trained to be a Pupil Mentor, a commitment

I enjoyed greatly and I have been invited to return to York High School to resume this activity now that CRB check has been cleared

Anything else about being a Governor? (Cont...)

Format of finance reporting - top down driven - most conform with centralist dictat, rather than respond to cost centres appropriate to a devolved school

Over my years as a governor, paperwork increased in amount and complexity - experience did not help in dealing with this

Lowfields: I was only able to really pull my weight after my retirement as a member of Pupil Welfare Committee. We had great help from LA Link Advisor

It was very pleasant and probably thus unrepresentative!

Would consider doing secondary school - All Saints

On occasion, it would have been useful to provide childcare for some daytime meetings eg like the Surestart Local Action group meeting. Thanks

I asked to move from Scarcroft to St Paul's because I wanted to see how smaller denominational schools differed from larger community schools.

I really loved being a Governor most of the time but the task became more and more onerous and time consuming - at times almost like a full-time job, But extremely rewarding

I would have welcomed more support when Oaklands was having inspection difficulties

At one stage the school was very disorganised about advanced papers - the LA clerking service made a major positive benefit in resolving this.

The work put in by the Governance Service in supporting the establishment of York High School was very good - professional and helpful

Very Requiring! Gave me experience that enhanced my CV that I would not have gained at work

Being a Governor was another chore in a busy life. I didn't feel I contributed anything significant and I missed meetings I didn't have time to attend.

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Responses From the Governing Body Questionnaire Relating to Community Governors

Responses to Qu.6 - Difficulties recruiting and/or retaining Community Governors - give details.....	
School	Response
Archbishop of York's Junior	No
Burton Green Primary	Yes - We have had people who say they are interested then they never make it to a meeting
Carr Junior	N/A
Clifton Green Primary	No - considerable effort goes into finding the appropriate people to ensure a balance of competencies across the Governing Body
Lord Deramore's?	No
Poppleton Ousebank Primary	No
Scarcroft Primary	Yes - a small community means limited people available
Woodthorpe Primary	Yes - The LA try to help but without any success. We have one vacancy and the one remaining leaves this

	Responses to Qu.7 - From what sources do you seek Community Governors?	Responses to Qu.8 - Which sources have been most successful?
School	Response	Response
Archbishop of York's Junior	Governing Body member's contacts on needs/skills analysis	Personal Contacts
Burton Green Primary	Mainly approach people personally	People who already have a connection with the school
Carr Junior	Living or working in the school area or immediate surrounds.	No one source better than another
Clifton Green Primary	Personal contacts with York St John, Local Business and community groups e.g. churches	All equally
Copmanthorpe Primary	Pre-school group / parish council / advert in village newsletter / contacts or current governors	All successful at different times - 4 responses from village newsletter
Dringhouses Primary	word of mouth, community networks, schools newsletter and wider community newsletters	word of mouth
Huntington Primary	Various	
Poppleton Ousebank Primary	Parish Councils, people known to the school/governors	Parish Councils

Cont/d....	Responses to Qu.7 - From what sources to you seek Community Governors?	Responses to Qu.8 - Which sources have been most successful?
School	Response	Response
Rufforth Primary	People in the community either express an interest in being a governor or welcome an approach to be one	looking for people with the appropriate skills and the time
Scarcroft Primary	Recommendations from existing governors	
Skelton Primary	Personal approaches / contacts, advert in parish magazine,	All
Westfield Primary Comm	Business contacts, associates of other governors, former parent governors, bank manager, local medical services	Local business, personal/governor contacts and former parents
Woodthorpe Primary	Headteacher / Chair - but real sources to tap into	None

Responses to Qu.9 - What reasons do people give for not taking on the role of community governors?	
School	Response
Archbishop of York's Junior	Time Commitments
Burton Green Primary	Do not have the time
Carr Junior	Time, commitment, availability during school hours
Clifton Green Primary	Time demands
Copmanthorpe Primary	Lack of time - prior commitments
Dringhouses Primary	Not enough time, misunderstanding or role
Poppleton Ousebank Primary	Luckily no one has refused yet
Scarcroft Primary	work commitments and commitment required to role of governor
Skelton Primary	Time commitment, not addressing the issues they are interested in
Westfield Primary Community	Too busy, work commitments, lack of knowledge of education, time commitment required, some don't even respond to letter, medical reasons
Woodthorpe Primary	When we have known of someone we have been successful. The LA says that being a primary school is not attractive and our geography has been cited (i.e. location)

Responses From the Governing Body Questionnaire Relating to Ways of Increasing Community Involvement with Governing Bodies

Responses to Qu.11 - What involvement does the local community have in the life of your school and vice versa?	
School	Response
Burton Green Primary	We have 2 volunteers (RSVP) who help in classes, students (YSIS) give voluntary help. The school is a hub for information and help for parents, summer and christmas fairs open to all, school used as a site for community liaison - CYC Neighbour fairs/events
Carr Junior	Children's centre, use of school facilities (swimming pool, hall hire) visits from police, fire & religious bodies. Presence at open days, school fairs and events
Clifton Green Primary	Although there is much involvement with families of pupils, 50% of local population are students, elderly and high turnover of young professionals. However, the school encourages activities throughout the year to work in partnership with local businesses and local churches. Senior citizens are involved in Citizenship work to enable the children to have an experience of working with senior citizens in local residential care homes. This work with the pupils is to nurture a respect and care for all members of the local community.
Copmanthorpe Primary	Pre-school partnership, use of school pool, rooms in schools for lettings, field used by local junior teams. Also guides/brownies.
Dringhouses Primary	Strong support from local business, faith groups, sports and social groups and local residents
Lord Deramore's	Local Secondary Schools, Community Police, Universite, Church and Science Park Companies
Poppleton Ousebank Primary	A number of local people and groups come into school to take specialist clubs/groups
Rufforth Primary	PTA, Community hall for hire, after school club, attend school events, as Governors
Scarcroft Primary	Partnerships/visits with local businesses, nurseries, St Clements Church, local secondary schools, using school as polling station, location for weaving classes, occasional visits to residential care homes, visits from Police, Fire Brigade & School Nurse
Skelton Primary	Visits into community/church/Doctors surgery. Events open to all e.g. 50yr anniversary. Carol singing at Tesco, gardening at shop & other activities
Westfield Primary Community	Through the extended schools and Children's Centre services e.g. 'The Westfield Wiggle', Toy Bus, 'Tea & Tunes', Food Festival, Harvest Festival, Music Concerts - as featured in the Press
Woodthorpe Primary	Soccer Team, Girl Guides, Parents Group and our family room is well used; Playgroup is sited within school

School	Response	
Burton Green Primary	Regular letters to parents, articles in the local press	Yes - we get excellent attendance at events - parents, grandparents, former pupils etc
Carr Junior	Friends of Carr (a wider ? PTA organisation) via Children's Centre	No - the social economic make-up of the community includes a significant lack of interest
Clifton Green Primary	Through local church magazine (delivered to 2000 homes), Press coverage, inviting local residents to school events, advertised school fund raising activities, working with the Children's Centre	No - some of local community has little interest in Primary School activities
Copmanthorpe Primary	Newsletter, Info on village newsletter, invites to special events	No - people too busy to read info
Dringhouses Primary	Some Gobs who live in the area are recognised community leaders involved in numerous other community organisations and networks. Good use of school website and popular venue for local ward committee	No - you can never reach all parts of the community but rather a good proportion which reflects levels of proportionality on cohesion matters and the associated equality impacts
Huntington Primary	Fairs, PTAs	Yes - Parish Council, Parent Body, Law Enforcement, Community
Poppleton Ousebank Primary	Through a 'School Brochure' which is delivered to every house in the village and through links with the Parish Council	No - We are currently looking for community sponsorship and recognise that we could do more
Rufforth Primary	Parents Newsletters, parish magazine, Yes Street Press every term, school profile on line / school website	Yes
Scarcroft Primary	Via the local press, school billboards to advertise local events, police bulletin board, newsletter displayed at school	No - Not possible to ensure that everyone in the local community sees the publicity/news items about the school
Skelton Primary	Via children and parents, parish newsletter, posters in village	Yes - we try hard to reach everyone but the nature of Skelton makes this difficult. Parish Council sees same problem
Westfield Primary Community	School newsletter, Governors newsletter, School Home Support, Family Learning Outreach, leaflet drops, the Press, Local Radio, Information letters, Doctors Surgeries, Libraries	Yes
Woodthorpe Primary	Governors newsletter to parents but there is no community as such in Woodthorpe/Acomb Park	No

Responses to Qu.14 - How do you consult the school local community?	
School	Response
Archbishop of York Junior	Stakeholder questionnaire
Burton Green Primary	Parent Questionnaires
Carr Junior	Parent Surveys, pupil surveys, ICC Partnership Board (local parents group)
Clifton Green Primary	Other than statutory consultation e.g. 'Building Works', tends to be via parents
Copmanthorpe Primary	Through links listed in Qu.11
Dringhouses Primary	with due regard to the issue being consulted on and which groups need to be actively engaged in that consultation. On wider matters good use has previously been made of the ward committee
Huntington Primary	Surveys, word of mouth, summer fayres
Lord Deramore's	We consult parents/ carers regularly by questionnaire, meetings, working groups and open events in school
Poppleton Ousebank Primary	Not sure what we need to consult on ? We are having an open evening this term which all member of the community will be invited to but more for information than consultation
Rufforth Primary	Consultation, questionnaires, public meetings
Scarcroft Primary	Through ward committee where relevant, parents regularly consulted on relevant issues obtaining views and
Skelton Primary	Via children and parents. Governor of Parish Council
Westfield Primary Community	Pupil and parent surveys, feedback on school and governing body letters, OFSTED survey, Children's Centre
Woodthorpe Primary	We Don't

Responses to Qu.15 - Are you aware of any need within the school's local community that the school does or could help to meet?

School	Response
Archbishop of York Junior	Recently sent out Extended School questionnaire but results not available yet - not expecting any major gaps
Burton Green Primary	Give a lot of support to families (many of whom are in great need) If we had more resources we could do more
Carr Junior	Provision of 'Learning to Swim' classes
Clifton Green Primary	Working with the police to reduce anti-social behaviour. Activities to promote community cohesion e.g. multi-cultural evenings, senior citizenship events
Copmanthorpe Primary	None that we are aware of
Dringhouses Primary	No
Huntington Primary	Childcare
Lord Deramore's	No
Poppleton Ousebank Primary	We are starting Parents Forums which may raise some needs
Rufforth Primary	Contribution to the Parish Plan. Provision of facilities for young people in the village
Scarcroft Primary	Holiday and extra after school provision
Skelton Primary	No
Westfield Primary Community	Extended provision as detail in Qu.18. Also provide services for Polling Station use, Pilot for Community Policing,
Woodthorpe Primary	We are the only available resource for the community to meet in, but there is no sense of 'Community' - perhaps our

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Responses From the Governor Survey Relating to Training Requirements

Qu6. **Does Core Training Provide all of your Training Needs?**

YES	NO
161	62

Qu7. **What form of training do you prefer?**

Whole Governor Body Training

Distance Learning

On-line Training

Other - please specify...

Individual as required

Focus groups

courses run by LA

conferences

paper based

college based

workshop/practical

content is important

be specific per Gov Body

Web based

courses as currently

core training package for all govts

selecting relevant courses at convenient times

Number
231
39
96
3
7
5
3
2
2
1
1
1
1
3
1
1

Qu 6a. **If Core Training does not provide all your needs what improvements could we make?**

Training to understand forms and legal responsibilities

Talk to the governors of the school to see what they need

Be updated at same time as Headteacher with new developments

Increase daytime opportunities

More central location

Training needs to have a more practical application

Difficulties for 1 person to attend the training and then feedback to rest of the governing body

Further development courses needed

Good to learn from experience eg governing body

Training cancelled due to low numbers, more info needed on interviewing prospective staff

Access to courses due to full time working, therefore on line courses with tutor would be

Make all training available online and improve the website
Current health issues make it difficult to attend training courses
Clearer understanding of role of governor needed
Last course was cancelled which was frustrating
Training sessions need to be more forward and discussion led rather than powerpoint presentations
More convenient times needed
More in depth training needed for continuing governors
More local in house training would be beneficial
More courses focused on secondary education
More appropriate training to knowledge level of governors
Training courses cancelled to frequently
Understanding of key deliveries eg what key actions and levels of input for a Gov.
How to make better use of financial reporting systems
More in depth training needed on a range of issues
More choice of venue, more in depth training on specific issues
Less cancellations and ensure all trainers are fully qualified
More courses aimed at secondary school
More finance training needed as this is vital to understand school budget
More in depth training needed
More sessions for secondary schools
meetings of governing bodies from similar schools to share ideas
Daytime courses preferred
More capsular evening courses in accessible venues
Provision for subject updates and legislation changes before they happen
Less cancellations of training sessions
Hold GB training together
More use of online references
Opportunities for governing bodies to work together
More sessions on secondary schools
Training sessions at the weekend if possible
More notice regarding training sessions
catch up' groups for people who have missed training sessions
More courses during the day
Formatting of some courses are not appropriate
More secondary school courses
More daytime and evening courses
More daytime and evening courses
Video downloads/CD's maybe more helpful as when you miss a course it is hard to catch up
More training aimed at secondary schools
Specific primary school courses not mixed with secondary so can be more focused
More central locations for non-drivers and daytime courses
Sending out leaflets for training sessions on time and less cancellations
more daytime training
Training on School Development Plan

Qu 8. What additional training do you need to support you in your role as a Governor?

General

Heads & Chairs working together / Work life balance
 Understanding and overview of what is appropriate at the time you become a governor
 Experience and knowledge of other parent governors would help
 Better access to LA officers and their work
 better links with the community
 curriculum issues
 Awareness bulletins
 Marketing in how to increase school volunteers
 Developing the role of a new governor and integration into the GB
 dealing with practical issues and developing problem solving skills
 practical skills in how to monitor school effectively
 help in integrating old and new governors
 Procedures and who to contact with regard to issues with Headteacher and staff
 Time management training
 Regular e-mail updates about new responsibilities of governing bodies
 Opportunities to observe teaching sessions, eg videos at home
 Refresher courses to keep informed of updates
 To be kept up to date with educational developments
 Availability of training is more important than the content at present
 refresher courses to keep up to date
 Question and answer sessions prove very useful
 Short policy updates or key briefings
 More computer based courses because of time constraints
 ongoing refresher training
 Further guidance on monitoring and evaluation role
 training specific to ones own school would be beneficial
 Governor body training to understand the role of the governor
 Clear indications of how to run a years work and info on new responsibilities, eg examples of good practice

Government/Law

Help understanding jargon / and constantly changing political requirements / & changing means of assessment
 To be kept up to date with new requirements / Law etc.
 Timely updates on key government initiatives required
 Ongoing changes to legislation
 Continual updating on curriculum and legislation developments
 new initiatives/change to law
 Updates on government legislation as and when required

Finance

More insight into budget flow charts
Financial/budget training needed
Further training eg education budget, law relating to governors
more support with financial requirements
More financial training
understanding of the school budget
understanding financial spreadsheets

Health & Safety

health and safety training
Health and safety updates

Specific Roles

Help in understanding the role of governors in church schools
link governor - lesson observation technique and do's and don'ts
Roles and responsibilities of personnel chair
Role as curriculum committee chair
To fully understand my role as a parent governor, chair of finance committee & link governor for numeracy.

Specialist Training

Specialised training event courses and new curriculum issues
Child protection training courses to get more involved and qualified
Special needs and disability equality
Training on bullying, as this has been cancelled
Training on special needs if possible
Working with children course

Benefits to the Governor Support & Development Service As A Result of the School Governor Scrutiny Review

Training Provision

The responses to the questionnaire sent to individual governors have underpinned the and added weight to the case for extended training provision for governors. This extended provision will now provide access to three types of training:

Generic Core Training

The core training programme will continue to be offered.

Online Training

This is currently being piloted in all schools and governors are coming back with helpful and positive feedback. It is envisaged that online training will be offered to all schools from September 2008.

Whole Governing Body Training

A list of titles suitable for whole governing body training will be offered from September 2008. Where this training is taken up, and where it is appropriate to do so, the opportunity to participate will be opened up to other schools in the vicinity of the hosting school - this will ensure that the very best use of Officer time and value for money can be achieved.

These are all opportunities identified through the individual school governor survey and selected by governors as helpful methods of training.

In addition, as a result of the responses to the governing body questionnaire, it is planned to reinstate the annual governors' conference, although the responses showed a reluctance by governing bodies to contribute to the actual cost of such a conference, which is disappointing.

The take-up of governing body self-review continues and this also provides an opportunity to identify individual training needs.

Other Benefits

The governance service database has been updated with the equalities information gathered via the individual governor survey. This information has already been used to complete the National Benchmarking exercise, which asks for details of the ethnic representation amongst governors, the gender balance and other details collected by the survey.

The exit questionnaire is now part of the process undertaken when a governor resigns or ends his or her term of office and the information contained in that may provide invaluable information to support retention strategies.

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Executive**18 November 2008**

Report of the Head of Housing Services

Golden Triangle Partnership – Mortgage Rescue Scheme**Summary**

1. This report seeks the Executive's support for the Golden Triangle Mortgage Rescue Scheme, due to be launched in December 2008 by the Golden Triangle Partnership (GTP).
2. Approval is also sought from the Executive for administration of the Mortgage Rescue Scheme to be delegated to Leeds City Council (LCC). This includes LCC acting as 'banker' for the GTP - providing grants to one or more Registered Social Landlords (RSLs) to enable equity loans to be payable to homeowners threatened with homelessness. Progress of the scheme will be dependant on the necessary approvals of LCC, City of York Council and Harrogate Borough Council as member authorities of the GTP. It is recommended that approval be delegated to the Head of Civic, Democratic and Legal Services to sign the delegation arrangements and contract documentation on behalf of the Council.
3. At the 6th May 2008 Executive meeting members approved the terms of reference for the Golden Triangle Partnership Board which included the delegated responsibility to the board for agreeing future schemes / projects. Approval is now sought for the Head of Civic, Democratic and Legal Services to be delegated to sign any arrangements and contract documentation for any future projects where any scheme / project has been agreed by the Golden Triangle Partnership Board.

Background

4. The Golden Triangle is a partnership between housing and planning professionals within City of York Council, Leeds City Council and Harrogate Borough Council, Home Housing Association and York Housing Association. The Housing Corporation, Government Office for Yorkshire and the Humber and Yorkshire Forward act in an advisory capacity to the partnership.
5. The Partnership was created in 2004 and has an overall remit to develop initiatives to increase the amount of affordable housing across the high demand areas of York, Harrogate and North Leeds. The Partnership has for three years operated a Homebuy Plus scheme that provides equity loans to assist in purchasing homes. To date 25 homes have been purchased in York under the scheme. In the current year, Homebuy Plus has been aimed at social housing

tenants. Of the 9 households currently acquiring properties through Homebuy Plus in York, 5 are vacating social rented properties, thereby increasing opportunities for others in housing need. Homebuy Plus is administered by LCC on behalf of the GTP. Funds are held by LCC as banker and allocated in accordance with the approved scheme.

6. The Partnership has also funded a youth-build project in Harrogate, produced a good practice guide to the delivery of affordable housing through planning gain, and has recently agreed to support a pilot under-occupation scheme in York. Funding for the Partnership comes from the Regional Housing Board and in 2008/09 includes £450,000 for new initiatives including a mortgage rescue scheme.
7. A Golden Triangle Partnership Executive Board has been formed to oversee and direct the work of the Partnership's officers. The Board comprises the Chief Housing Officers and Portfolio Holders of the three authorities. Prior to formal constitution of the Board, it is necessary to seek in principle support from the three authorities for the Mortgage Rescue Scheme and approval for delegation of the Scheme's administration to LCC. The Council is able to discharge this function under its general powers of well being and the Scheme is consistent with the priorities set out in the Council's corporate priorities and recently published Homelessness Strategy.
8. Approval is required at this stage in order to launch the Scheme by late 2008/early 2009. Delay until the formal constitution of the Board is likely to put allocated RHB funding of up to £450,000 at risk. Expansion of existing GTP initiatives is being considered alongside the development of Mortgage Rescue should full spend on Mortgage Rescue not be possible by the financial year-end

MORTGAGE RESCUE SCHEME

9. In 2008/09, the emphasis of the GTP is divided between new affordable housing provision (through equity loans) and mortgage rescue, as it responds to current market conditions. The number of repossessions nationally is increasing as discounted rate mortgages come to an end and the effects of the credit crunch bite. The Government has recently announced its plans to see mortgage rescue schemes administered across the country in an attempt to stem rising homelessness.
10. The Mortgage Rescue Steering Group started work on proposals and a specification for such a scheme in early 2008/09. An overview of the Scheme is given at Appendix A. The detailed specification and tendering documentation is being finalised, and will be subject to scrutiny and approval by legal officers from all three authorities.
11. The Mortgage Rescue Scheme will involve housing associations taking equity stakes in the homes of eligible applicants at risk of repossession, thereby releasing funding to pay off arrears and/or reduce mortgage debt to a manageable level, or simply to allow time for a planned sale. Eligible applicants are as defined by Government proposals, namely those in priority need under homelessness legislation. Equity stakes will be funded by the GTP and recycled

by the housing association within the Golden Triangle on redemption of the mortgage or sale of the property.

12. On the basis of the maximum allocation of £450,000 and modelling based on the three mortgage rescue options set out at Appendix A, it is anticipated that up to 28 households will be rescued from repossession under the pilot scheme, distributed evenly between the three participating local authority areas.
13. It is proposed that Leeds City Council be the accountable body and banker of the Regional Housing Board funds, responsible for the allocation of funds in accordance with the approved Scheme. The procurement process will also be undertaken by LCC. This replicates arrangements already in place for the Homebuy Plus scheme.
14. Subject to approval of the Scheme and delegation of its administration to LCC by all three authorities, the Scheme is due to launch in late 2008/early 2009.
15. Mortgage Rescue will save priority needs households from homelessness and help meet homelessness prevention targets. The GTP has devised a flexible Mortgage Rescue Scheme to assist homeowners threatened with repossession and homelessness. It requires support and approval for delegation of the Scheme's administration to LCC. In advance of the formal constitution of the Golden Triangle Partnership Board, this approval is required from each of the three member authorities of York, Leeds and Harrogate. Members in both Leeds and Harrogate have already approved the delegation to Leeds.

Consultation

16. Legal Services have been consulted in the preparation of this report and are involved in scrutinising the specification and tendering documents of the scheme.
17. Consultation has taken place with Homelessness managers in each of the three local authorities and with a range of housing and debt advice agencies including the Citizens Advice Bureau and the North Yorkshire Housing Advice Resource Project.

Options

18. Not to participate in the Scheme. This would deny local homeowners threatened with repossession of their homes the opportunity to save them. It would also mean City of York Council missing out on funding allocated via the GTP to the three authorities of Leeds, York and Harrogate (up to £450,000 in 2008/09).
19. Not to delegate administration of the scheme to LCC. Neither Harrogate nor York Councils have the resources to administer the scheme on behalf of the GTP. Without delegation to LCC, the Scheme will not proceed or at best would be considerably delayed.

Corporate Priorities

20. A mortgage rescue scheme will support the Inclusive City and Healthy City elements of the Sustainable Community Strategy, under which future corporate priorities are being formed.

Implications

- 21.
- **Financial.** There are no direct financial implications for the council; full funding for this scheme is from the Regional Housing Board.
 - **Human Resources (HR).** There are no HR implications.
 - **Equalities.** There are no equalities implications.
 - **Legal.** The Local Authorities (Arrangements for the discharge of Functions) (England) Regulations 2000, enable the Executive of an authority to make arrangements for the discharge of its functions by another authority or its Executive.

Legal Services are scrutinising the tender and specification documents relating to the scheme. Officers will not sign-off the scheme, or any future scheme, until solicitors in all three Local Authorities have agreed there are no adverse legal implications.

- **Crime and Disorder.** There are no crime and disorder implications.
- **Information Technology (IT)** There a no crime and disorder implications.
- **Property.** There are no property implications.

Risk Management

22. If the Executive do not agree to delegate authority to Leeds City Council for the administration of this scheme, York will miss out on a share of the allocated funding and may even put to the overall scheme at risk. In the current economic climate we know that more households are facing repossession. A clear risk in not supporting this scheme is that households who's homes are repossessed will in all likelihood put a further strain on the council's homelessness resources due to statutory obligation to find them temporary accommodation.
23. There is, of course, some risk that interest in the scheme will not be as great as anticipated or that other factors – such as the launch of a national government mortgage rescue scheme – will effectively overtake this one. It is considered that both of these risks are unlikely especially given that it is hoped the Golden Triangle Mortgage Rescue Scheme will be launched ahead of the proposed national one. In the event that any of the £450,000 budgeted for the scheme is unlikely to be spent, the Golden Triangle Partnership have in place already other uses for the money including purchasing homes on the open market for affordable rent.

Recommendations

24. The Executive are recommended to:

- Support the development and launch of the Golden Triangle Partnership Mortgage Rescue Scheme.
- Approve the delegation of the administration of the Mortgage Rescue Scheme to Leeds City Council which will also include LCC acting as banker for the scheme.
- Delegate to the Head of Civic, Democratic and Legal Services authority to approve and sign off the delegation arrangements and contract documentation for the Mortgage Rescue scheme and any future scheme on behalf of the Council where the scheme has been approved by the GTP Board.

Contact Details

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Report
Approved



Date 4th Nov 2008

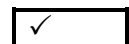
Specialist Implications Officer(s)

Legal

Brian Gray
Principal Commercial Lawyer
Chief Executives

Wards Affected:

All



For further information please contact the author of the report

Background Papers:

Golden Triangle Partnership Homebuy Plus Scheme 2006-07. Executive meeting 12th September 2006.

Annexes

Annex 1: Background context to the Golden Triangle Mortgage Rescue Scheme.

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1. BACKGROUND CONTEXT TO THE GOLDEN TRIANGLE MORTGAGE RESCUE SCHEME

- 1.1 The Scheme aims to prevent homelessness and support home ownership. The Scheme will provide equity loans to eligible homeowners experiencing financial difficulty with their mortgage payments, and will provide support and access to financial, housing and debt advice. It is a pilot scheme that helps homeowners remain in their home and where this is not possible, enable a planned sale.
- 1.2 The Equity Loan is secured against the property.
- 1.3 Where home ownership cannot be sustained, the Loan will be provided to allow sufficient time for a household to sell their property at its market value.
- 1.4 Homeowners will be required to take independent financial advice. The Scheme will not be the best option for everyone.

2.0 OUTLINE OF THE SCHEME

2.1 Following a debt/financial assessment by an accredited advice agency (CAB/ Shelter / HARP) and a housing options assessment by the local authority to confirm eligibility, successful Homeowners will be provided with an Equity Loan under one of the options below:

- Option One – Equity Loan to clear outstanding mortgage arrears and future monthly mortgage payments for a maximum of 12 monthly mortgage payments;
- Option Two - Equity Loan to clear outstanding mortgage arrears and a lump sum to reduce future mortgage payments to an affordable level;
- Option Three - Equity Loan to clear outstanding mortgage arrears and payment of future mortgage payments to enable a planned sale.

2.2 The minimum amount of equity loan is £2,000. The maximum amount available under each of the options is shown below:

	Option One	Option Two	Option Three
Maximum Equity Loan	£10,000	£35,000	£10,000

2.3 In calculating the loan assistance that can be offered, the RSL will take into account the amount of arrears outstanding on the existing mortgage at the date of the loan application, and a maximum of 12 months future monthly instalments

on the mortgage. Alternatively, the loan may be based on the redemption figure of the mortgage, if this is below the maximum loan amount.

- 2.4 By way of guidance, the Scheme is a pilot and as such a degree of flexibility to the above figures is allowed depending on the homeowner's circumstances. The RSL must contact the Golden Triangle Partnership for confirmation and approval before allowing any flexibility.



Executive**18 November 2008****Report of The Head of Civic, Democratic & Legal Services****Amendments to Officer Scheme of Delegation to Provide for an Officer to Act in the Absence of the Chief Executive****1 Summary**

1.2 The existing constitutional arrangements at City of York Council do not provide for any other officer to exercise the delegated powers of the Chief Executive when the Chief Executive is absent or otherwise unable to act.. This could potentially lead to difficulties regarding decision making in the event that the Chief Executive were absent for an unforeseen circumstances or an extended period.

1.3 This report recommends that the officer scheme of delegation be modified to allow one of the Directors to be identified as the officer who will deputise for the Chief Executive in their absence.

2 Background

2.2 The existing officer scheme of delegation sets out the various powers delegated to the Chief Executive, the Directors and a number of other officers. The Scheme is divided into two categories the first of which provides general delegation common to all Directors and the second element identifies delegations for specific Directors and other officers.

2.3 The existing scheme results in the possibility that, in the Chief Executive's absence, no officer is delegated with the powers of the Chief Executive such as the power to act in an emergency or in a situation of urgency. In the absence of such delegated authority any such decision would have to be taken to the Executive, Executive Member or a committee of the council which would add additional delay.

2.4 In order to ensure that there is always an officer able to act with the full range of powers accorded to the Chief Executive, many authorities provide for another officer to act as deputy to the Chief Executive when they are absent. In such cases the scheme of delegation provides that, in the absence of the Chief

Executive, another designated officer may exercise the delegated authority of the Chief Executive.

3 Implementation

- 3.2 Subject to members approval of this approach, the amendments required are minor and can be effected with the addition of a paragraph within the Officer Scheme of Delegation at Part 3D of the Constitution.
- 3.3 The officer scheme of delegation contains powers delegated from both the Executive and from Full Council and, as such these proposed amendments require approval by both the Executive and Full Council. As such, the Executive is asked to endorse this recommendation and forward it on to the next meeting of Full Council.
- 3.4 It is recommended that the actual designation of an officer for this purpose should be a matter for the Chief Executive in consultation with political group leaders.

4 Implications

- 4.2 **Legal:-** Local authorities are required to maintain a constitution setting out the key processes and procedures which govern the decision making and regulation of that body. The ability to make and alter provisions with the constitution is dependent upon the nature of the provision. Some matters are dictated by statute and others may be decided at a local level, usually by full council or a committee specifically delegated for this purpose. In this instance the scheme of delegation concerns both executive and council powers and, as such, requires the approval of both limbs of the council.
- 4.3 **HR:-** There are no HR implications arising from this decision if implemented.
- 4.4 **Finance:-** There are no financial implications arising from this decision if implemented.

5 Recommendations:-

To Executive

- 5.2 In so far as they relate to executive functions the Executive approves the amendment of the officer scheme of delegation to enable a member of the board of Directors of the authority, designated by the Chief Executive, to exercise all the powers and functions of the Chief Executive when they are absent from the authority.
- 5.3 The Monitoring Officer is authorised to make the necessary amendments to the scheme of delegation to give effect to this recommendation.
- 5.4 The Executive refers this report to Full Council for consideration.

To Full Council

- 5.5 In so far as they relate to council functions, Full Council approves the amendment of the officer scheme of delegation to enable a member of the board of Directors of the authority, designated by the Chief Executive, to exercise all the powers and functions of the Chief Executive when they are absent from the authority.

- 5.6 The Monitoring Officer is authorised to make the necessary amendments to the scheme of delegation to give effect to this recommendation.

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Chief Officer Responsible for the report:
Chief Officer's name: Quentin Baker
Title: Monitoring Officer

Report Approved *tick* **Date** *Insert Date*

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Report Approved *tick* **Date** *Insert Date*

Specialist Implications Officer(s)

Legal:- Quentin Baker
HR:-
Finance:-

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

All *tick*

For further information please contact the author of the report

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