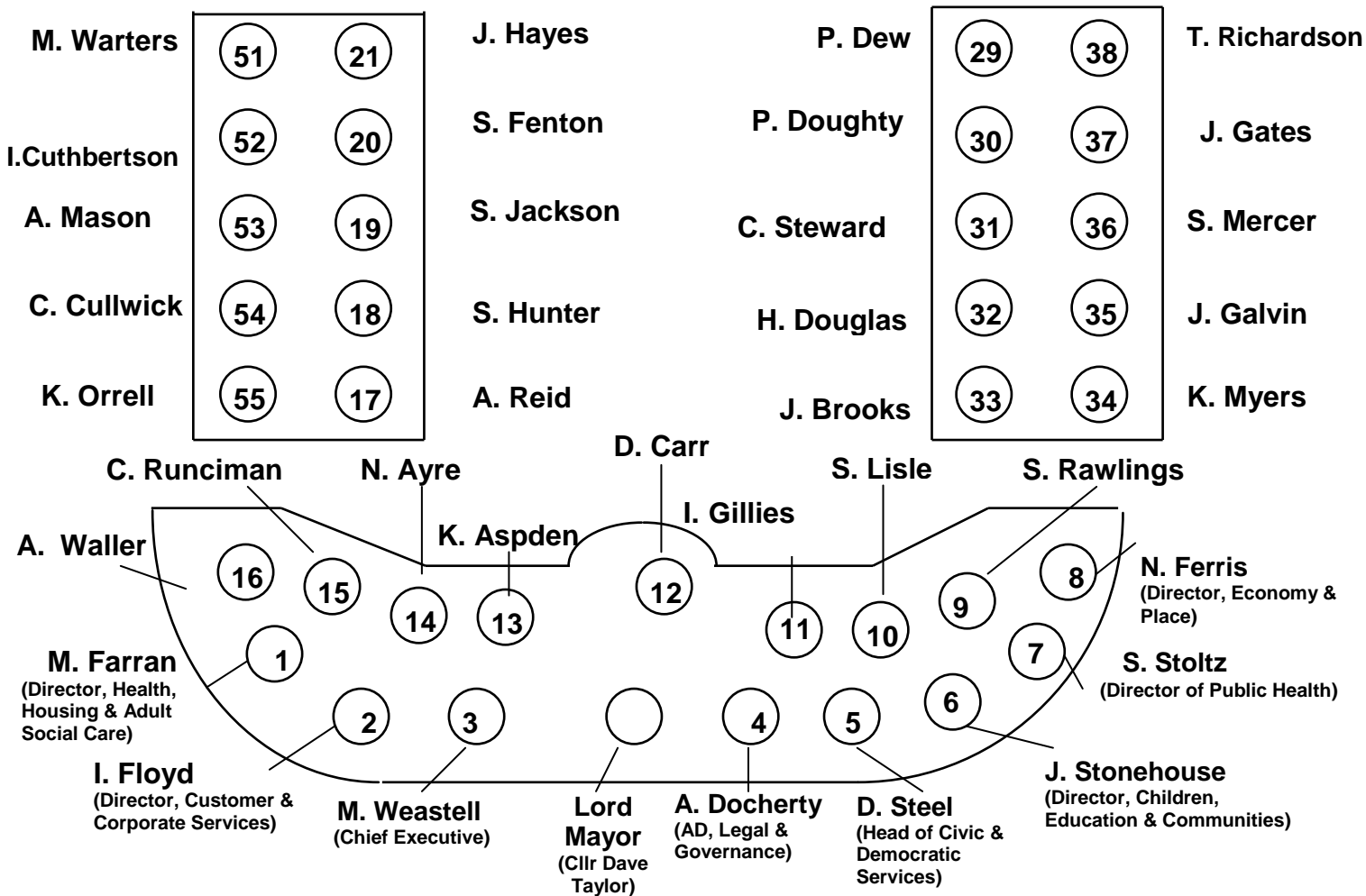
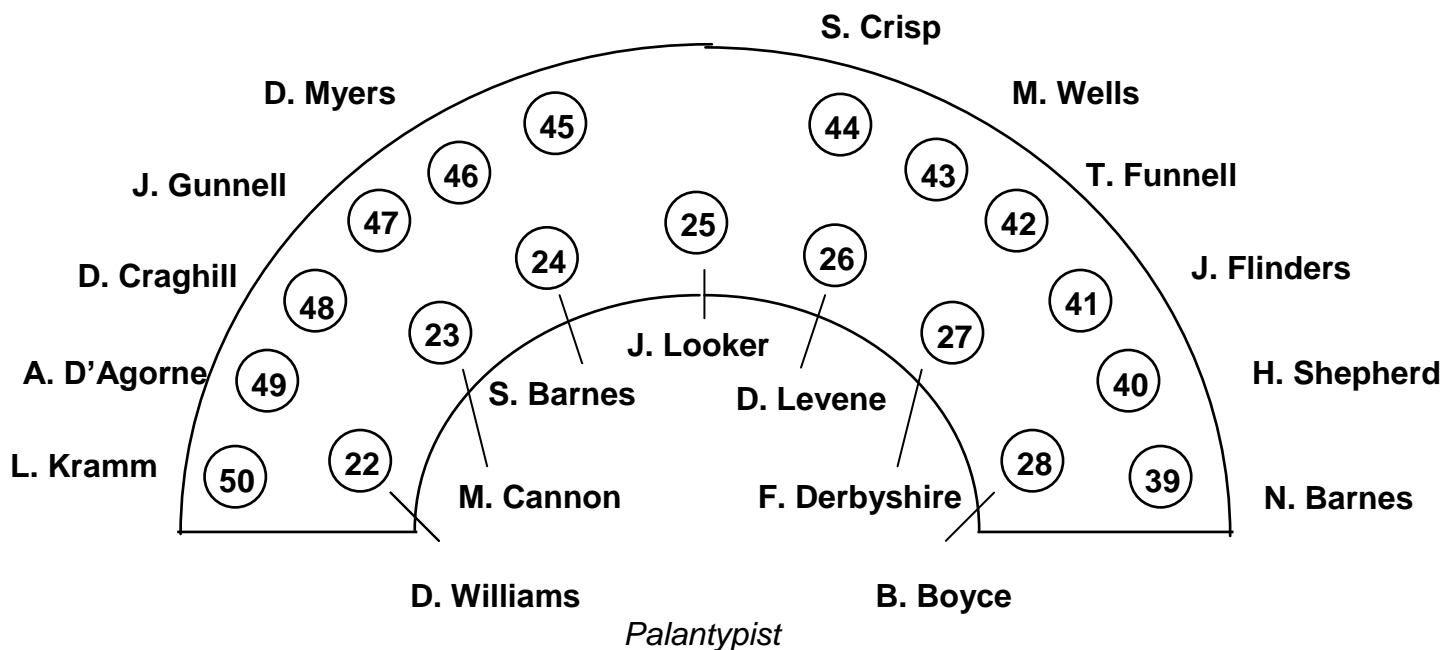


**CITY OF YORK COUNCIL
SUMMONS**

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

Thursday, 30 March 2017 at 6.30 pm

COUNCIL CHAMBER



A G E N D A

1. Declarations of Interest

At this point, Members are asked to declare:

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

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

2. Minutes (Pages 1 - 46)

To approve and sign the minutes of the last Ordinary meeting of Council held on 15 December 2016 and the Budget Council meeting held on 23 February 2017.

3. Civic Announcements

To consider any announcements made by the Lord Mayor in respect of Civic business.

4. Public Participation

At this point in the meeting, any member of the public who has registered to address the Council, or to ask a Member of the Council a question, on a matter directly relevant to the business of the Council or the City, may do so. The deadline for registering is **5:00pm on Wednesday 29 March 2017**.

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

WEBCASTING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the internet - at the start of the meeting the Lord Mayor will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Public seating areas will not be filmed by the Council.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at

http://www.york.gov.uk/download/downloads/id/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

5. Independent Flood Inquiry (Pages 47 - 72)

In accordance with the terms of reference of the Independent Flood Inquiry, Ms Angharad Davies, Chair of the Independent Inquiry will present the findings of the Inquiry to Council. A copy of the 9 February 2017 Executive report on the Inquiry and its recommendations are attached for information.

6. Petitions

To consider any petitions received from Members in accordance with Standing Order No.15. Notice has been received of five petitions to be presented by:

- Cllr Mason on behalf of local residents calling on the Council to take action to improve the condition of the road surface on The Horseshoe, Tadcaster Road which they consider is dangerous to cyclists and vehicles.
- Cllr D'Agorne, on behalf of 35 residents of the Danesmead Estate calling for double yellow lines and residents parking to address inconsiderate parking on the estate.
- Cllr D'Agorne, on behalf of residents of Barbican Mews requesting action on inconsiderate parking in the area by the use of yellow lines or the implementation of a residents only parking scheme.
- Cllr Warters on behalf of residents in Bransdale Crescent, Osbaldwick calling for 'City of York Council To Retain The Spelling of Bransdale Crescent As It Has Been Known For Over Fifty Years'.
- Cllr Danny Myers on behalf of 500 residents calling for City of York Council to press Post Office Ltd to open a new branch in Clifton Ward, following the closure in December

of the ward's last remaining branch on Crichton Avenue.

7. Report of Executive Leader and Executive Recommendations and Questions (Pages 73 - 82)

To receive and consider a written report from the Leader and, to answer questions on the work of the Executive, together with the Executive recommendations for approval, as set out below:

Meeting	Date	Recommendations
Executive	16 March 2017	Minute 140: The Development of the Guildhall Complex Minute 141: Update on the Re-Provision of the Ordnance Lane Temporary Homeless Accommodation http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&MId=9311&Ver=4

8. Report of Deputy Leader and Questions (Pages 83 - 86)

To receive and consider a written report from the Deputy Leader and, to question the Deputy Leader thereon.

9. Motions on Notice

To consider the following Motions on Notice under Standing Order 22:

Motions submitted for consideration directly by Council, in accordance with Standing Order 22.1

(i) From Cllr Gillies

Commemoration of Great War

“Council notes that 2018 will mark 100 years since the ceasing of the hostilities in the Great War;

Council recognises that residents of York will wish to commemorate this event and to express their appreciation to all

who sacrificed so much during that conflict;

Council therefore instructs the Leader and Deputy Leader to set up a working group to coordinate a series of commemorative events for next year, such working group to include, at their discretion, councillors, officers, civic leaders, organisations representing the armed forces and similar groups; artists and residents. The working group will plan an overall strategy for the council's commemoration activities, determine and address its funding needs as the steering group deem appropriate."

(ii) From Cllr Mason

Purple Flag Accreditation

"Council notes:

The importance of a safe and welcoming city-centre economy to residents of and visitors to York.

The work of the Business Improvement District, Make It York, and City of York Council officers in investing in a clean and safe city centre and promoting York as a great place to visit.

That the Association of Town & City Management runs a Purple Flag accreditation process for town and city centres that meet defined standards in managing the evening and night-time economy.

That the accreditation process measures such indicators as:

- the standard of public utilities, including street lighting and cleanliness
- the prevalence of harmful and hazardous drinkers and figures on night time-related accidents and injuries
- the safety and affordability of public transport.

That 42 locations around the United Kingdom have already been awarded Purple Flag status, including Leeds, Sheffield, and Halifax.

That the Purple Flag scheme provides research and training to

help tackle issues such as anti-social behaviour.”

Council therefore resolves:

To ask Council officers to:

- make contact with the Business Improvement District, Make It York, and North Yorkshire Police to start exploring an application for Purple Flag status for York city centre
- report back within three months to a decision session of the Executive Member for Economic Development and Community Engagement with an analysis of the costs, risks, and benefits of an application.

(iii) From Cllr Flinders

Closure of Imphal and Queen Elizabeth II Barracks

“Council acknowledges and values the social and economic contribution made by the Army’s long standing presence in York, currently through a combined 866 military staff and 417 civilian staff based or working at Imphal and Queen Elizabeth II Barracks, as well as associated jobs in the wider supply chain.

Council notes that there has been a barracks in Fulford since 1795 and an army base in Strensall since 1884, notes the vital role the Army has played during major flooding events in the past, including Christmas 2015, and further notes that York is proud to be a Garrison City.

Council resolves:

That the Chief Executive write to the Secretary of State for Defence, to express Council's opposition to the planned closures of Imphal and Queen Elizabeth II Barracks; and further resolves to lobby the city’s two MPs to support City of York Council’s position in Parliament.”

(iv) From Cllr Steward

Charity Fundraisers

“Council believes York has a problem with overly aggressive charity fundraisers (known as ‘chuggers’) and so-called ‘gag mag’ sellers;

Council notes that whilst York supports licensed charity fundraising it takes issue with the intrusive and high pressure tactics often exhibited by both chuggers and gag mag sellers, which disrupt peoples’ enjoyment of their time in our city;

Further notes that although officers have taken a number of steps to address this issue, as a result of national legislation and long-existing statutes they have found it extremely difficult to effectively penalise street traders or charity fundraisers who persistently annoy members of the public;

Council therefore instructs officers, in consultation with Make it York and the York BID to:

- a) Review the present circumstances and determine whether any additional steps can be taken to improve the situation, and
- b) Take a lead with the LGA in lobbying the Government to bring national legislation up to date to reflect modern realities.”

10. Questions to the Leader or Executive Members

To question the Leader and/or Executive Members in respect of any matter within their portfolio responsibility, in accordance with Standing Order 20.

11. Report of Executive Member (Pages 87 - 90)

To receive a written report from the Executive Member for Economic Development & Community Engagement, and to question the Executive Member thereon, in accordance with Standing Order 19.

12. Scrutiny - Report of the Chair of the Corporate and Scrutiny Management Policy and Scrutiny Committee (Pages 91 - 142)

To receive a report from Councillor Williams, the Chair of the Corporate and Scrutiny Management Policy and Scrutiny Committee (CSMPSC) on the work of the Committee and to consider the recommendations of CSMPSC from their meeting held on 6 March 2017 in respect of the new ways of working in scrutiny.

13. Pay Policy 2017/18 (Pages 143 - 164)

To consider a report seeking approval to the Pay Policy Statement for 2017/18 relating to the pay of the Council's senior staff, to fulfil the requirements of Sections 38 – 43 of the Localism Act 2011.

14. Constitution Updates (Pages 165 - 170)

This report advises Members of changes to the Constitution consequent upon the decisions taken by the Executive.

15. Urgent Business

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

Democracy Officer for this meeting:

Name: Jill Pickering

Contact details:

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

MOTIONS, RECOMMENDATIONS AND AMENDMENTS FOR CONSIDERATION AT THE MEETING

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

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

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

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

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

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

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

 **(01904) 551550**

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City of York Council

Resolutions and proceedings of the Meeting of the City of York Council held in the Guildhall, York on Thursday, 15th December, 2016, starting at 6.30 pm

Present: The Lord Mayor (Cllr Dave Taylor) in the Chair, and the following Councillors:

Acomb Ward	Bishopthorpe Ward
K Myers S Barnes	Galvin
Clifton Ward	Copmanthorpe Ward
D Myers Wells	Carr
Dringhouses & Woodthorpe Ward	Fishergate Ward
Fenton Mason Reid	D'Agorne Taylor
Fulford and Heslington Ward	Guildhall Ward
Aspden	Craghill Flinders Looker
Haxby & Wigginton Ward	Heworth Ward
Cuthbertson Gates Richardson	Boyce Funnell Williams
Heworth Without Ward	Holgate Ward
Ayre	Cannon Crisp Derbyshire

Hull Road Ward

Huntington and New Earswick
Ward

Levene

Cullwick
Orrell
Runciman

Micklegate Ward

Osbaldwick and Derwent Ward

Gunnell
Hayes
Kramm

Brooks
Warters

Rawcliffe and Clifton Without Ward

Rural West York Ward

Dew
Lisle

Gillies
Steward

Strensall Ward

Westfield Ward

Doughty
Douglas

Hunter
Jackson
Waller

Wheldrake Ward

Mercer

Apologies for absence were received from Councillors N Barnes,
Shepherd and Rawlings

In attendance Honorary Alderman Brian Watson

43. Declarations of Interest

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

The following **personal** interests were declared:

<u>Councillor</u>	<u>Agenda Item</u>	<u>Description of Interest</u>
S Barnes	8.(ii) Motions on Notice – Local Pharmacies 8. (iii) Access to NHS Services	Employee of NHS Leeds North Clinical Commissioning Group
Fenton		Employee of NHS England
Richardson		Niece works for NHS and took no part in discussion or voting thereon
Flinders	10. Report of Executive Member and 11. Report of the Chair of CSMC – Operation Erase	Employment by Network Rail and took no part in discussion or voting thereon
Levene	6. Executive Recommendations – West Yorkshire Transport Fund	Employee of Transport for the North
Crisp	8.(ii) Motions on Notice – Local Pharmacies 8. (iii) Access to NHS Services	Daughter works for the NHS
Doughty		Employee of Network Rail
Kramm		Father and sister in law work for the NHS
Gates		Wife works for NHS

The following **prejudicial or disclosable pecuniary** interests were declared and the Members withdrew from the meeting and took no part in the discussion or voting thereon:

<u>Councillor</u>	<u>Agenda Item</u>	<u>Description of Interest</u>
Mason	8.(ii) Motions on Notice – Local Pharmacies 8. (iii) Access to NHS Services	Employment funded by Vale of York Clinical Commissioning Group
Ayre	8.(ii) Motions on Notice – Local Pharmacies 8. (iii) Access to NHS Services	Employed by Healthwatch North Yorkshire
Flinders	7. Report of Deputy Leader – York Central	Employed by Network Rail

44. Minutes

Resolved: That the minutes of the last Ordinary Council meeting held on 20 October 2016 be approved and signed by the Chair as correct record.

45. Civic Announcements

The Lord Mayor reported on his visit to Nanjing, China, for the World Historical and Cultural Cities Expo and Mayors Forum, and the signing of a Memorandum of Understanding with the Mayor of Nanjing to formalise a 'Sister Cities' relationship. Also whilst there he had spoken at conferences in Nanjing, Changsha and Suzhou.

He also confirmed receipt of the civic gift of a plate from a delegation from Tongzhou Bay, which was displayed at the meeting.

The Lord Mayor also announced the retirement of George Edwards, Civic Officer at the Guildhall, for the last 26 years and all Members joined him in wishing Mr Edwards a long and happy retirement.

46. Public Participation

Peter Richardson spoke as a local resident to raise his concerns regarding government plans which would allow local authorities to raise Council Tax by an extra 6% over the next two years to pay for social care. He also referred to the existing precept raised from

the North Yorkshire Fire and Rescue Authority and suggested the refurbishment of Bootham Park Hospital to assist with hospital discharges.

Honorary Alderman Brian Watson spoke regarding delays to the Community Stadium project and issues relating to the football and rugby clubs use of the Bootham Park ground. He suggested the purchase and refurbishment of the Bootham Park ground to provide joint use for both clubs.

Rory Barke spoke as a resident of the city and requested Council protection for Clifford's Tower, including the removal of the adjacent car park. He expressed support for an improved gateway to the city and concern at the recent permission granted for a visitor centre to English Heritage.

47. Petitions

Under Standing Order 15, the following petitions were presented by the following Members for reference to the Corporate and Scrutiny Management Policy and Scrutiny Committee, in accordance with the Council's petition arrangements:

- Cllr Johnny Hayes, on behalf of local residents and visitors, which called on the Council to stop English Heritage's redevelopment plans for Clifford's Tower, for a proposed visitor centre (online petition 3,617 signatories and 161 hard copy signatories). ¹
- Cllr Paul Doughty, on behalf of 73 residents of Strensall Road in Earswick Parish and Strensall Ward, calling upon the Council for a reduction from the current 60mph national speed limit for the third of a mile section of Strensall Road between Towthorpe and Earswick and replace it with a consistent 40mph zone. ²

Action Required

1./2. Add to Council's petitions schedule and refer to CSMC.

JP

48. Report of Executive Leader and Executive Recommendations and Questions

A. Executive Leader's Report

A written report was received from the Executive Leader, Cllr Carr on the work of the Executive.

Members were then invited to question Cllr Carr on his report and questions were received from the floor from the following Members in relation to the subjects listed:

- Cllr Levene – contact with the Department of Communities and Local Government regarding the Local Plan delay and receipt of new homes bonus
- Cllr Levene –confirmation regarding the Local Plan delay had been received in writing from the Department of Communities and Local Government
- Cllr Williams – opposition to the closure of the MoD barracks
- Cllr Williams – city's link with barracks and need for opposition to the closure
- Cllr Levene – lobbying of government on barracks closure
- Cllr Crisp – opposition to closure of MoD bases
- Cllr Kramm – West Yorkshire Transport Fund (WYTF) projects and receipt of support and Council approval
- Cllr Kramm – decision process for allocation of funds to WYTF projects
- Cllr Looker – level of discussion with North Yorkshire County Council (NYCC) regarding Local Plan changes
- Cllr Levene – discussions with NYCC regarding their change of position regarding the Local Plan

Cllr Carr responded directly to all the questions, including supplementary ones, put to him.

B Executive Recommendations

Funding Major Transport Projects – West Yorkshire Transport Fund

Cllr Carr moved, and Cllr Aspden seconded the following recommendations contained in Minute 78 of the Executive meeting held on 24 November 2016:

Recommended: That Council agree to:

- (i) Formally join the West Yorkshire Transport Fund.
- (ii) Accept the financial liability that arises from joining the fund and to note that future increases in the levy would represent as unavoidable additional cost in future budgets. Although the precise figures could not be determined at this stage it would be within the parameters identified in the report which estimated an increase from the budgeted contribution of £500k per annum to £1m to £1.5m per annum in 2025.
- (iii) Delegate to the Deputy Chief Executive/Director of Customer and Corporate Services the finalisation of the legal agreement in consultation with the Leader of the Council, the Deputy Leader of the Council and the Finance Portfolio holder.¹

- Reason:
- (i) To ensure the delivery of the York Outer Ring Road improvements and York Central Access Road and Station Gateway schemes.
 - (ii) To ensure proper financial planning within the authority.
 - (iii) To ensure that York's position is fully protected in line with the principles set out in the report.

On being put to the vote, the recommendations were declared CARRIED and it was

Resolved: That the above recommendations in respect of the West Yorkshire Transport Fund be approved.

Capital Programme – Monitor 2 2016/17

Cllr Carr moved, and Cllr Aspden seconded the following recommendations contained in Minute 79 of the Executive meeting held on 24 November 2016:

Recommended: That Council:

- (i) Agree to make adjustments resulting in a decrease in the 2016/17 programme of

£29.080m as detailed in the report and contained in Annex A.

- (ii) Approve the loan of £1.110m the Council will provide to Yorwaste, as set out in paragraphs 23 – 29 of the report, to be funded from the Waste reserve and note that this will have no impact on the Council's overall borrowing levels. ²

Reason: To enable the effective management and monitoring of the Council's capital programme.

On being put to the vote, the recommendations were declared CARRIED and it was

Resolved: That the above recommendations in respect of the adjustments to the capital programme and approval of a loan to Yorwaste, be approved.

Burnholme Health and Wellbeing Campus: Key Decisions to further progress this development

Cllr Carr moved, and Cllr Aspden seconded the following recommendations contained in Minute 93 of the Executive meeting held on 7 December 2016, circulated at the meeting:

Recommended: That Council agree to:

- (i) Add the estimated £4.727m of costs for the community and library facilities to the Capital Programme with the costs to be funded from the capital receipt received from the future disposal of surplus development land on the Site subject to obtaining DfE consent necessary for such disposal. No capital costs will be incurred until official confirmation of the DfE consent has been received.
- (ii) The estimated £200,000 of costs for urgent repairs and works to the sports facilities are added to the Capital Programme with the costs initially

being funded from capital held for the use of the Older Persons' Accommodation Programme and subsequently being paid back from the capital receipt received from the disposal of development land on the Site.³

Reason: To progress to delivering the Burnholme Health & Wellbeing Campus including the delivery of a Care Home as part of the Older Persons' Accommodation Programme.

On being put to the vote, the recommendations were declared CARRIED and it was

Resolved: That the above recommendations in respect of the funding of the Burnholme Health and Wellbeing Campus, be approved.

Lowfield Green Development: Moving forward to deliver a care home, health facility and housing

Cllr Carr moved, and Cllr Aspden seconded the following recommendation contained in Minute 94 of the Executive meeting held on 7 December 2016, circulated at the meeting:

Recommended: That Council agree the estimated £993,000 of costs for the enabling works and the access road needed to facilitate the development are added to the Capital Programme with costs initially being funded from capital held for the use of the Older Persons' Accommodation Programme and subsequently being paid back from the capital receipt received from the disposal of development land on the Site.⁴

Reason: To progress with the Lowfield Green development and deliver additional care, health and housing facilities for the residents of York.

On being put to the vote, the recommendation was declared CARRIED and it was

Resolved: That the above recommendation in respect of the costs of the enabling works and access road for the Lowfield Green development, be approved.

Action Required

- | | |
|---|--------|
| 1. Confirm membership of WYTF and finalise legal agreement in consultation with those listed. | IF, NF |
| 2. Make necessary arrangements for Yorwaste loan and adjust the capital programme. | DM |
| 3/4. Make arrangements to adjust the capital programme to enable the schemes to progress. | RW |

49. Report of Deputy Leader and Questions

A written report was received from the Deputy Leader, Councillor Aspden, on his portfolio area.

Members were then invited to question Councillor Aspden on his report and questions were received from the floor from the following Members in relation to the subjects listed:

- Cllr Craghill – omission of Navigation Road/Fossgate area from Environment Agency's five year flood plan
- Cllr Williams – Deputy Leader's response to the recent Ministry of Defence announcements regarding the closure of sites
- Cllr Williams – cross party support to lobby government against MoD closures
- Cllr Cullwick – update on York's response to the refugee crisis
- Cllr Boyce – government suggestion to raise Council tax by up to 6% to support social care
- Cllr Williams – scale of governments cuts has required cuts in services
- Cllr Levene – context where it would be acceptable for Council to make cuts
- Cllr Hayes – timescales for report back on flood inquiry ¹.
- Cllr Lisle – reference in report to Job Seekers Allowance

Councillor Aspden responded directly to all the questions put to him, including supplementaries, but agreed to respond in more detail in writing to Councillor Hayes. ¹.

Action Required

1. Circulate written reply to Members.

JP

50. **Motions on Notice**

Motions submitted for consideration directly by Council, in accordance with Standing Order 22.1

(i) **Review of Gaming Machines and Social Responsibility Measures**

(proposed by Cllr Gillies and seconded by Cllr Douglas)

'Whereas Council

Notes the launch of the Government's 'Review of Gaming Machines and Social Responsibility Measures' consultation;

Further notes that rates of problem and at-risk gambling, particularly on gaming machines, have been found to be higher among loyalty card holders and where there are clusters of gaming shops;

Recognises that whilst York does not have a severe problem of clusters of betting shops per se it does host a large number of betting shops, some of which, particularly in the city centre, are in close proximity to each other and all of which have gaming machines;

Council therefore requests that officers respond to the Government's consultation and to include the following points:

To ask the Government to address the evidence and widespread public concern over the use and abuse of gaming machines by reducing gaming machine stakes to £2;

To represent that local authorities should be given more powers to manage and respond to clusters of gambling premises in their areas; and

To support the introduction by the Government of a statutory cumulative impact approach to gambling licensing, in line with its approach to alcohol licensing.'¹

An amendment was proposed by Cllr Kramm as follows:

At the end of the motion the **addition** of the following paragraph:

That Officers present to the Local Plan Working

- *options for policy improvements which prevents clustering of betting shops, pay day loan shops, and pawnbrokers in the city and town centres,*
- *possibilities to restrict the change of use to Sui Generis uses and to limit the presence of fixed odds betting terminals (FOBTs) in premises. ²*

On being put to the vote the amendment was CARRIED.

A vote was then taken on the original motion, as altered by Cllr Kramm's amendment, which was also CARRIED and it was

Resolved: That the original motion, as altered by Cllr Kramm's amendment, be approved.

(ii) **Local Pharmacies**

(Proposed by Cllr Runciman and seconded by Cllr Cullwick)

'Council Notes:

- Local pharmacies in York and North Yorkshire provide a range of NHS services and ensure residents can get face-to-face professional healthcare advice without an appointment.
- Our pharmacies play an important role in promoting wellbeing such as healthy eating, smoking cessation, exercise, flu vaccination and sexual health.
- 96% of people can get to a pharmacy within 20 minutes, making them a health and social care asset close to where people live, work, and shop.

This Council is therefore extremely disappointed that the Department of Health (DH) proposes budget cuts of £200 million to pharmacies over the next two years to take effect from this month. This means a cut of 12% during the financial year and could lead to the loss of up to a quarter of pharmacies, putting extra pressure on our already strained GPs and hospitals.

The cuts to pharmacies come at a time of unprecedented pressure on wider health and social care services exacerbated by the following failures of the current Government:

- Giving the NHS less than half of the £10 billion it promised before last year's General Election
- Cutting public health budgets, including in York where our public health grant has been reduced by £1.2 million over the last two years
- A failure in the Autumn Statement to recognise or address the potential £2.6 billion national funding gap and growing crisis in social care
- Earmarking a further £420 million of potential cuts to local services through the 'Humber Coast and Vale' Sustainability and Transformation Plan (STP).

Council therefore resolves to write to the Secretary of State for Health, NHS England and Vale of York Clinical Commissioning Group detailing our concerns and demanding an immediate reversal of the pharmacy proposals, as well as outlining our growing anxiety about the wider picture for local health and care services.'

On being put to the vote the motion was CARRIED.

Resolved: That the motion be approved.³

(iii) **Access to NHS Services**

(Proposed by Cllr S Barnes and seconded by Cllr Boyce)

'Council notes:

- the financial crisis in health facing the NHS and City of York Council, whose public health funding has seen cutbacks in recent years;
- The decision of Vale of York NHS Clinical Commissioning Group (CCG) to ration access to NHS services by imposing conditions for surgery on some who smoke or who are obese;
- The expert clinical view put forward by the Royal College of Surgeons, and comments from its President, Clare Marx, who has labelled Vale of York NHS CCG's policy as 'frankly shocking'.

Council agrees with the CCG's aim to reduce levels of obesity and smoking prevalence among York residents, and recognises that individuals themselves must play a part and take responsibility for looking after their own health.

But Council believes the recent CCG policy change regarding the provision of surgery to patients who are obese, or who smoke, sets a dangerous precedent. A change to restrict and ration health services to specific groups of people is unfair.

Furthermore, Council believes this policy threatens to exacerbate existing health inequalities.

Council resolves:

- To write to Vale of York Clinical Commissioning Group (CCG), Sir Simon Stevens, Head of NHS England, and Jeremy Hunt MP, Secretary of State for Health objecting to this decision in the strongest possible terms; ⁴.
- To request that the Executive commissions the Director of Public Health to assess the impact of this policy, including the impact on health inequalities, reporting back to Health and Adult Social Care Policy and Scrutiny Committee, with options recommended to Executive for what the council can do to mitigate its impact on health inequalities.' ⁵.

An amendment was proposed by Cllr Craghill as follows:

After 'health inequalities' in the last paragraph before 'Council resolves' **add** *'and is just one example of the sort of decisions which could limit access to NHS services for York residents as a result of the Government imposed Humber, Coast and Vale Sustainable Transformation Plan. There is still little clarity as to how the required £420 million saving will be made or which NHS facilities in the region will be closed or rationalised, jeopardising future free access for all.*

'In addition Council also notes there is clear opposition to the imposition of Sustainable Transformation Plans by an increasing number of Councils and Health and Well Being Boards, including Liverpool, Shropshire, Telford & Wrekin, Hammersmith & Fulham and Ealing.'

Under 'Council resolves' **add** a third bullet point:

'To write to the Head of NHS England and the Secretary of State for Health to express this Council's opposition to yet further cuts and service changes to the NHS through the Government imposed Sustainable Transformation Plans and to express this Council's unwillingness to work with the Humber, Coast and Vale STP

without a fully accountable governance structure and transparent public consultation on how the £420 million will be saved and the impact it will have on patients in York and across the region.'

On being put to the vote the amendment was LOST.

A vote was then taken on the original motion, which was CARRIED and it was

Resolved: That the original motion, be approved.

(iv) **Air Quality**

(Proposed by Cllr D'Agorne and seconded by Cllr Kramm)

'Council notes:

- That improving air quality is a key objective in the Council Plan and a matter of significant public concern;
- That recent data shows that between 94 and 163 people die prematurely in York each year due to the impacts of poor air quality (Local Air Quality Management Status Report 2016, City of York Council);
- That 50-70% of nitrogen dioxide pollution in York is from vehicle traffic, largely diesel vehicles and the annual average air quality objective for NO₂ is still being breached at numerous locations around the inner ring road (Local Air Quality Management Status Report 2016, City of York Council)
- A report by the Royal College of Physicians and the Royal College of Paediatrics and Child Health in Feb 2016 estimated that the adverse impact on public health caused by air pollution costs the UK economy more than £20bn per year – around 16% of the current annual NHS budget.
- The publication in December 2016 of draft guidelines by NICE (National Institute for Clinical Excellence) calling on local authorities to take a range of actions to reduce the impact of road traffic related pollution on health including putting air quality at the centre of Local Plans, introducing Clean Air Zones and reducing emissions from public transport.

Council further notes:

- That with the measures listed in York's Third Air Quality Action Plan (AQAP3) in place, together with the emission reduction measures through modal shift included in the Third

Local Transport Plan (LTP3), the health based national air quality objectives for NO₂ would be met by 2021 in all the current air quality 'technical breach' areas in York.

- However, that while York has successfully secured 'Go Ultra-Low City' status and is making progress on establishing an electric charging network, there are significant actions identified in AQAP3 where a great deal still needs to be done to achieve targets. These include making tangible progress towards establishing a freight transshipment facility to keep delivery vehicles out of the city centre/urban areas, enforcement of anti-idling zones such as Rougier St, implementation of procurement requirements for council contracts, and firm plans for the establishment of a city centre Clean Air Zone by 2018.
- That the AQAP3 plan makes no strategic assessment of the likely growth in traffic by 2021 and beyond arising out of housing growth within the draft Local Plan.
- That the Council has a statutory public health responsibility to 'improve the health of the local population', with the overall management of air quality allocated to the Executive (section 3A, para. 2.1, no. 6 of the constitution).

Council therefore resolves to:

- Request an annual joint strategic report to Executive by the Director for Place Services and the Director of Public Health on the progress towards targets and further actions proposed for all the elements of the Third Air Quality Management Plan (AQAP3), including the proposed Clean Air Zone for public transport, the Low Emission Strategy and the elements of the Third Local Transport Plan which relate to improving air quality.
- Request a report to the Local Plan Working Group and Executive setting out how the emerging Local Plan will ensure that development does not detract from improvements in air quality in York. The completion of the city-wide transport model should include a cost/benefit analysis of the options for investment in a tram, light rail or guided bus way system to facilitate very low emission/zero carbon development, drawing on the experience of other cities in the UK and abroad.'

Cllr Galvin then moved and Cllr Aspden seconded referral of the motion to Corporate and Scrutiny Management Policy and Scrutiny Committee (CSMC) to enable a detailed examination of the

motions content and recommendations to take place and on being put to the vote the motion to refer was CARRIED.

Resolved: That the motion be referred to CSMC for further examination.⁶

Action Required

- | | |
|--|--------|
| 1. Respond to Government consultation on the lines stated. | LC |
| 2. Compile report to future LP Working Group to include possible options and restrictions. | MS, MG |
| 3. Write to the bodies listed on the lines stated in the local pharmacy motion. | SS |
| 4. Write a letter of objection to those listed in relation to access to NHS Services. | SS |
| 5. Prepare report for H&ASCP&S Committee to assess the impact of the CCG policy, to include options. | SS |
| 6. Refer Air Quality motion to CSMC for in depth examination and consideration. | JP |

51. Questions to the Leader or Executive Members

In accordance with Standing Order 20, Members were then invited to question Cllr Carr and/or the Executive Members in respect of any matters within their portfolio responsibility. Questions were received from the floor from the following Members in relation to the subjects listed:

- (i) To Cllr Aspden, Deputy Leader & Executive Member for Economic Development & Community Engagement:
- Cllr Kramm – support for local businesses in recruiting skilled staff, in particular the hospitals and hospitality industry
 - Cllr Dew – improvements in the Christmas lighting on the Bar walls from Business Improvement District funds
- (ii) To Cllr Waller, Executive Member for Environment:
- Cllr Flinders – cleanliness of the city following visit to Aldwark area

- Cllr Flinders – meeting with Guildhall residents and Ward Members to discuss cleanliness concerns
 - Cllr Kramm – funding assistance to provide litter bins in Micklegate Ward
 - Cllr D’Agorne – Street sweeping issues, concerns regarding wet leaves on pavements
- (iii) To Cllr Gillies, Executive Member for Transport and Planning:
- Cllr Gunnell – monitoring, inspection and action taken following pavement excavation works by utility companies
- (iv) To Cllr Steward, Executive Member for Finance and Performance:
- Cllr D Myers – examples of improved standards and better outcomes across the city following receipt of lower funding
 - Cllr D Myers – request for specifics which resulted in the same or better outcomes as reported by the Executive Member
- (v) To Cllr Ayre, Executive Member for Culture, Leisure and Tourism:
- Cllr Looker – public statement of support regarding for Community Stadium

The Executive Members responded directly to all the questions, including supplementary ones, put to them.

52. Report of Executive Member

Council received a written report from Cllr Carr, Executive Member for Housing and Safer Neighbourhoods as set out in the agenda papers at pages 35 to 48.

Cllr Carr moved, and Cllr Aspden seconded receipt of the report.

Resolved: That the report of the Executive Member for Housing and Safer Neighbourhoods be received and noted.

Members were then invited to question Cllr Carr on his report and questions were received from the floor from the following Members in relation to the subjects listed:

- Cllr Derbyshire – meaningful interventions to enable key workers to live in the city
- Cllr Derbyshire – how the coalition would enable key workers to live in the city
- Cllr Danny Myers – low level of home ownership and policies to assist
- Cllr Reid – allocation of ward funding and the use of Estate Improvement Grants
- Cllr Gates – achievement and receipt of Gold Standard in relation Council's housing
- Cllr Crisp – owner occupiers and social housing tenants
- Cllr Levene – extension of licensing regime to all houses in multiple occupation

Cllr Carr responded directly to the questions put to him, including supplementaries.

53. Scrutiny - Report of the Chair of the Corporate and Scrutiny Management Policy and Scrutiny Committee

Council received the report of the Chair of the Corporate and Scrutiny Management Policy and Scrutiny Committee, at pages 49 to 52 of the agenda papers, on the work of the Committee since the last report to Council in October 2016.

Resolved: That the scrutiny report be received and noted.

54. Recommendations of Gambling, Licensing and Regulatory Committee

Cllr Douglas, as Chair of the Gambling, Licensing and Regulatory Committee moved the following recommendations from the Gambling, Licensing and Regulatory Committee meeting held on 7 November 2016.

18. City of York Council Community Governance Review

Recommended: (i) That Heslington Parish Council should

no longer be divided into wards and there be a single parish area represented by nine councillors.

- (ii) That Council formally confirms that Heslington Parish should not be abolished, that its area and name should be unchanged and that it should continue to have a Parish Council.
- (iii) That the name of Kexby Parish Council be changed to Kexby and Scoreby Parish Council.¹

Reason: To allow better local representation for the electors of the parishes.

On being put to the vote the recommendations were declared CARRIED and it was

Resolved: That the above recommendations of the Gambling, Licensing and Regulatory Committee meeting held on 7 November 2016 be approved.

Action Required

1. Implement new parish arrangements for Heslington and Kexby.

AF

55. Recommendations of the Audit and Governance Committee

Cllr Dew, as Vice Chair of the Audit and Governance Committee, moved the following recommendations from the Audit and Governance Committee meeting held on 7 December 2016, copies of the draft Audit and Governance minutes and Code of Corporate Governance for 2016/17 were circulated at the meeting.

39. Appointment of External Auditor

Recommended: That Council opt-in to the approved sector led body, Public Sector Audit Appointments Ltd (PSAA), to act as the appointing person for the appointment of external auditors for the council for five years commencing 1 April 2018.¹

Reason: To enable the council to take advantage of the national scheme for appointing external auditors.

40. Local Code of Corporate Governance

- Recommended:
- (i) That the current Code of Corporate Governance be removed from the Constitution.^{2.}
 - (ii) That the revised Local Code of Corporate Governance, as attached at Annex A of the report, be adopted.^{3.}
 - (iii) That any future changes to the Code of Corporate Governance be presented to the committee for consideration.^{2.}

Reason: To ensure appropriate governance arrangements are in place.

On being put to the vote the recommendations were declared CARRIED and it was

Resolved: That the above recommendations of the Audit and Governance Committee meeting held on 7 December 2016 be approved.

Action Required

- 1. Opt in to the sector led body for the appointment of an external auditor. DM
- 2. Remove current code from constitution and ensure any future changes are reported to A&G Committee. JC
- 3. Adopt revised Local Code of Corporate Governance. DM

56. City of York Council Joint Standards Committee

Council considered a request to establish a new Joint Standards Committee in place of the former Joint Committee, set up on 8 October 2015 and, to confirm the new terms of reference, as set out at pages 55 to 57 of the agenda papers.

Councillor Runciman moved and Councillor Kramm seconded the following recommendations:

Recommended: Council is asked to;

- (i) establish a new Joint Standards Committee in place of the former Joint Committee set up on 8 October 2015 and to confirm the terms of reference for the new committee as set out in the attached. This follows the nomination of Sian Wiseman, Earswick Parish Councillor, as a parish council representative on the Joint Standards Committee.
- (ii) note that there remains a vacancy for a Parish Council representative on the Joint Standards Committee following the resignation of Mark Waudby and that arrangements are in place to seek a replacement.

Resolved: That the recommendations to appoint a new Standards Committee and confirm the terms of reference of that Committee as set out above, be approved. ¹.

On being put to the vote the recommendations were declared CARRIED and it was

Resolved: That the above recommendations relating to the Joint Standards Committee be approved.

Action Required

1. Establish new Committee and implement terms of reference.

AD, JC

57. Constitution - Scheme of Delegation

Council received a report from the Council's Monitoring Officer which advised Members of changes to the Constitution consequent upon recent Chief Officer restructuring and of a minor change to the Executive scheme of delegation approved by the Leader.

Councillor Carr moved and Councillor Aspden seconded the following recommendations in relation to the report:

Recommended: Members are asked to:

- a) Note and confirm the constitutional changes made by the Monitoring Officer under delegated powers following the recent restructuring.
- b) Agree the designation of the Assistant Director Customer Services and Digital as Proper Officer for registration functions.¹
- c) Note the changes made to the Constitution to reflect the Leader's allocation of executive decision making responsibilities.

Reason: The Council is legally obliged to prepare and keep its constitution up to date.

Resolved: That the recommendations set out in the Monitoring Officer report set out above, be approved.

Action Required

1. Note agreement to designation as Proper Officer for registration functions.

PS

58. Appointments and Changes to Membership

Resolved: That the appointment of Mr John Tull as a member of the Ainsty 2008 Internal Drainage Board, be approved.¹

Action Required

1. Inform appointee and IDB.

JP

Cllr Dave Taylor

LORD MAYOR OF YORK

[The meeting started at 6.30 pm and concluded at 9.40 pm]

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City of York Council

Resolutions and proceedings of the Meeting of the City of York Council held in the Guildhall, York on Thursday, 23rd February 2017, starting at 6.30 pm

Present: The Lord Mayor (Cllr Dave Taylor) in the Chair, and the following Councillors:

Acomb Ward	Bishopthorpe Ward
K Myers S Barnes	Galvin
Clifton Ward	Copmanthorpe Ward
D Myers Wells	Carr
Dringhouses & Woodthorpe Ward	Fishergate Ward
Fenton Mason Reid	D'Agorne Taylor
Fulford and Heslington Ward	Guildhall Ward
Aspden	Craghill Flinders Looker
Haxby & Wigginton Ward	Heworth Ward
Cuthbertson Gates Richardson	Boyce Funnell Williams
Heworth Without Ward	Holgate Ward
Ayre	Cannon Crisp Derbyshire

Hull Road Ward

Huntington and New Earswick Ward

N Barnes
Levene (joined the meeting at 8.05pm)
Shepherd

Cullwick
Orrell
Runciman

Micklegate Ward

Osballdwick and Derwent Ward

Gunnell
Hayes
Kramm

Brooks
Warters

Rawcliffe and Clifton Without Ward

Rural West York Ward

Dew
Lisle
Rawlings

Gillies
Steward

Strensall Ward

Westfield Ward

Doughty
Douglas

Hunter
Jackson
Waller

Wheldrake Ward

Mercer

59. Declarations of Interest

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

It was noted that the Monitoring Officer had confirmed that Government guidance stated that Members did not have a disclosable pecuniary interest in the business of setting the council tax and that the Council's Code of Conduct also confirmed that Members did not have a prejudicial interest in that business on the agenda.

The following **personal** interest was declared:

<u>Councillor</u>	<u>Agenda Item</u>	<u>Description of Interest</u>
Reid	6 – Recommendations of Executive on the Council's Capital and Financial Strategy & Treasury Management Strategy Statement & Prudential Indicators 8 – Council Tax Resolution	Son is a Council tenant

60. Civic Announcements and Announcement of Lord Mayor and Sheriff Elect

The Lord Mayor reported that following his visit to China in October, that the city would be welcoming a senior business and state delegation from the city of Nanjing on the 24th and 25th March. He confirmed the focus for the visit being around tourism, education and business collaboration.

The Lord Mayor then invited Cllr Looker to nominate the Lord Mayor Elect for the 2017/18 Municipal Year. Cllr Looker nominated Cllr Barbara Boyce as the Lord Mayor Elect and this nomination was unanimously agreed.

Cllr Boyce confirmed that she would be honoured to accept this office for the 2017/18 Municipal Year with the assistance of her Consort Valerie Clark. She also announced Gill Bryan as her Sheriff and Ann Bush as Sheriff's Consort for the 2017/18 Municipal Year.

61. Public Participation

The Lord Mayor announced that there had been six registrations to speak at the meeting.

Peter Richardson spoke in relation to the decision, to be taken later in the meeting, to set the Council Tax for 2017/18. He referred to the additional social care precept which local authorities, with responsibilities for adult social care, had been given the flexibility to charge to fund adult social care and suggested that this should form a separate charge rather than be included as part of the Council Tax.

Richard Bridge spoke in relation to Council tax billing and in particular to the recent option to pay Council tax in 12 monthly instalments. He requested the inclusion of this information in the same size print on all 2017 Council tax bills.

Gwen Swinburn referred to the public sector equality duty and the need for fuller consultation on the Council's budget. She highlighted consultation undertaken by other local authorities.

Anne Leonard, speaking on behalf of Defend our NHS referred to Government plans to integrate health and social care which also included cuts to budgets. She confirmed the need for financial support to assist both the Clinical Commissioning Group's current deficit and support health and social care.

Tom Franklin spoke as Co-Chair of the York Green Party to express his concerns regarding the budget cuts and the effects of these on services and, in particular, vulnerable people. The results of which he felt would increase NHS costs and he therefore asked Members to support the Green Party amendment.

Hazel Palmer, representing York People's Assembly confirmed her support for the investment being made in mental health services and drainage improvements. However she expressed concern at cuts being made to over 50's sessions, the healthy child service, transport for disabled children and to the Citizens Advice Bureau debt advice service.

62. Petitions

The Lord Mayor stated that he had not received notification of any petitions to be presented to Council in relation to the setting of the Council's budget.

63. Recommendations of Executive in respect of the Capital Programme 2016/17 Monitor 3

Councillor Carr moved and Councillor Aspden seconded the recommendation made by Executive at their meeting held on 9 February 2017, following consideration of the third monitor report on the Capital Programme (minute 123 refers) as follows:

“That Council agree to the decrease in the 2016/17 programme of £18.638m as detailed in the report and contained in Annex A.

On being put to the vote the recommendation was declared CARRIED and it was

Resolved: That the recommendation contained in minute 123 of the Executive meeting on 9 February 2017 be approved. ¹

Action Required

1. Make necessary changes to capital programme for 2016/17.

DM

64. Recommendations of Executive on the Council's Capital Strategy for 2017/18 to 2021/22, the Financial Strategy 2017/18 to 2021/22 (including the Council's detailed Revenue Budget Proposals for 2017/18) and the Treasury Management Strategy Statement and Prudential Indicators for 2017/18 to 2021/22

Cllr Carr moved and Councillor Aspden seconded, the motions relating to the following proposals, as set out at pages 1 to 3 of the papers circulated at the meeting (now included in the republished agenda), in relation to:

- a) The Council's Capital Programme Budget for 2017/18 to 2021/22 and
- b) The Council's Revenue Budget proposals for 2017/18 to 2021/22

- c) The Council's Treasury Management Strategy Statement and Prudential Indicators for 2017/18 to 2021/22

Capital Strategy

39. Executive recommends that Council;

- i. Agree to the revised capital programme of **£215.036m** that reflects a net overall increase of **£36.140m** (as set out in paragraph 54 table 9 and in Annex B). Key elements of this include;
 - a. Extension of prudential borrowing funded Rolling Programme schemes totalling £8.240m as set out in table 3 and summarised in table 9;
 - b. New schemes totalling £11.024m including an increase in prudential borrowing of £11.024m as set out in tables 4 & 5 and summarised in table 9;
 - c. Extension of externally funded Rolling Programme schemes totalling £6.764m as set out in table 5 and summarised in table 9;
 - d. An increase in HRA funded schemes totalling £10.112m funded from a combination HRA balances/Right to Buy receipts as set out in table 6 and summarised in table 9
- ii. Approve the full restated programme as summarised in Annex A totalling **£215.036** cover financial years 2017/18 to 2021/22 as set out in table 10 and Annex A
- iii. Approve the proposal to allow wards, if required to bring forward their share of the 2018/19 Highways Resurfacing allocation (£250k in total per annum) to allow the potential for higher impact schemes as set out at paragraph 31.

Reason: To set a balanced capital programme as required by the Local Government Act 2003.

Revenue Budget

40. Executive recommends that Council;

- i. Approve the budget proposals outlined in the Financial Strategy report and in particular;
 - a. The net revenue expenditure requirement of £119.659m
 - b. A council tax requirement of £81.630m
 - c. The revenue growth proposals as outlined in the body of the report
 - d. The 2017/18 revenue savings proposals as outlined in annex 2
 - e. The fees and charges proposals as outlined in annex 4
 - f. The Housing Revenue Account (HRA) budget set out in annex 5 and the HRA savings proposals set out in annex 6
 - g. The dedicated schools grant proposals outlined in paragraphs 149 to 156
 - h. The use of £147k New Homes Bonus funding to fund one off investment, as outlined in paragraph 73
 - i. The use of £156k funding from the Leeds City Region Business Rates Pool to support cultural and sporting events, including cycling, as outlined in the report in paragraph 104, which will be subject to a report to the Executive during the year
 - j. The use of £750k from the Waste Reserve to fund additional one off waste disposal costs in 2017/18, prior to the planned full operation of the Allerton Waste Recovery Park facility in February 2018, as described in paragraph 108.
 - k. The use of £676k from the Lendal Bridge Reserve to fund transport improvements, including investigating

options for cycling improvements and a cycle hire scheme, pothole repairs, and footway repairs, as described in paragraph 110, which will be subject to a further report to the Executive

- I. The use of £630k from the York Financial Assistance Scheme (YFAS) Reserve to support financial inclusion and investment in mental health, which will be subject to further reports to the Executive or the Executive Member as described in paragraph 111.
- ii. Note that the effect of approving the income and expenditure proposals included in the recommendations would result in a 3.7% increase in the City of York Council element of the council tax, 3% of which would relate to the social care precept.

Reason: To ensure a legally balanced budget is set.

Treasury Management Strategy Statement and Prudential Indicators

41. Executive recommends that Council approve;

- i. The proposed Treasury Management Strategy for 2017/18 including the annual investment strategy and the minimum revenue provision policy statement;
- ii. The prudential indicators for 2017/18 to 2021/22 in the main body of the report;
- iii. The specified and non-specified investments schedule (annex B)
- iv. The scheme of delegation and the role of the section 151 officer (annex D)

Reason: To enable the continued effective operation of the treasury management function and ensure that all Council borrowing is prudent, affordable and sustainable.

Labour Amendment

Councillor Looker then moved and Councillor Neil Barnes seconded, an amendment to the above recommendations on behalf of the Labour Group, as follows:

“Capital Strategy

In relation to the Executive’s recommendations on the capital budget (paragraph 39 of page 11 of Council papers refers):

In paragraph 39 (i), first line, **replace** ‘£215.036m’ with ‘£216.836m’ and second line, **replace** ‘£36.140m’ with ‘£37.940m’

Under paragraph 39 (i), insert new sub paragraph:

(e) Include a new scheme to invest in Park and Ride fleet – introducing circa 9 new Ultra-Low Emission Vehicles (ULEV), part funded by use of the Lendal Bridge reserve (£676k) and increasing prudential borrowing by £1,124k.

In paragraph 39 (ii), second line, **replace** ‘£215.036m’ with ‘£216.836m’

Revenue Budget

In relation to the Executive’s recommendations on the revenue budget (paragraph 40 of page 12 of Council papers refers):

In (i) sub paragraph (a) delete ‘£119.659m’ and **replace** with ‘£120.674m’

In sub paragraph (b) delete ‘£81.630m’ and **replace** with ‘£82.645m’

In sub paragraph (c) add at the end of the sentence ‘subject to the following amendments;

- An additional £120k one off investment for work to close the attainment gap
- An additional £40k one off investment for feasibility study to explore council-run energy provision

- An additional £48k ongoing investment to fund 1FTE community engagement officer
- An additional £74k ongoing investment to fund 2FTE enforcement officers – split between planning and housing
- An additional £48k to halve the rate for bulky waste collection from £43 to £21.50
- An additional £79k to support the revenue cost of additional prudential borrowing (£1,800k capital amendment, part funded from prudential borrowing)

In sub paragraph (d) add at the end of the sentence ‘subject to the following amendments;

- Reversal of HHASC11: Contribution towards ASC preventative services £50k
- Reversal of HHASC12: Contribution towards ASC preventative services delivered by the voluntary sector £25k
- 50% reversal of HHASC14: Assessment & Care Management model £148k
- Reversal of HHASC21: Older Person’s Homes residential care fees £23k
- Reversal of CEC1: Neighbourhood Management Team £17k
- 50% reversal of CEC5: Home to School Transport £100k
- 50% reversal of CEC7: Looked After Children £100k
- Reversal of CEC8: The Glen Respite Care Centre £75k
- Reversal of EP1: Public Protection – Reduction in Staffing £45k
- Reversal of one aspect of EP10: Parking income – the inflationary Respark increase £23k

In sub paragraph (e) add at the end of the sentence ‘subject to the following amendments;

- Halving the rate for bulky waste collection from £43 to £21.50 (£48k)
- Reversal of the inflationary Respark increase (£23k)
- Reversal of Older Person’s Homes residential care fees (£23k)

In order to decrease fees and charges by £94k

In sub paragraph (i) delete ‘support cultural and sporting events, including cycling, as outlined in the report in paragraph 104, which will be subject to a report to the Executive during the year’ and **replace** with ‘create an Economic Fund to provide capacity to explore ways to reverse the trend of York wages falling relative to the UK’

In sub paragraph (k) delete ‘fund transport improvements, including investigating options for cycling improvements and a cycle hire scheme, pothole repairs, and footway repairs, as described in paragraph 110, which will be subject to a further report to the Executive’ and **replace** with ‘part fund a new capital project to invest in Park and Ride fleet – introducing circa 9 new Ultra-Low Emission Vehicles (ULEV)’

At the end of paragraph 40 (l), add an additional sub paragraph;

- m. The use of £80k from the Venture Fund to fund a feasibility study to explore establishment of council-owned housing development company

In paragraph 40 (ii) second line, delete ‘3.7%’ and **replace** with ‘4.99%’.

In accordance with the regulations a named vote was then taken in relation to the Labour amendment relating to the setting of the budget, with the following result:

For	Against	Abstained
Cllr N Barnes	Cllr Aspden	Cllr Craghill
Cllr S Barnes	Cllr Ayre	Cllr D’Agorne

Cllr Boyce	Cllr Brooks	Cllr Kramm
Cllr Cannon	Cllr Carr	
Cllr Crisp	Cllr Cullwick	
Cllr Derbyshire	Cllr Cuthbertson	
Cllr Flinders	Cllr Dew	
Cllr Funnell	Cllr Douglas	
Cllr Gunnell	Cllr Doughty	
Cllr Hayes	Cllr Fenton	
Cllr Looker	Cllr Galvin	
Cllr D Myers	Cllr Gates	
Cllr Shepherd	Cllr Gillies	
Cllr Wells	Cllr Hunter	
Cllr Williams	Cllr Jackson	
	Cllr Lisle	
	Cllr Mason	
	Cllr Mercer	
	Cllr K Myers	
	Cllr Orrell	
	Cllr Rawlings	
	Cllr Reid	
	Cllr Richardson	
	Cllr Runciman	
	Cllr Steward	
	Cllr Waller	
	Cllr Warters	
15	27	3

The Labour amendment was declared LOST.

Green Amendment

Councillor D'Agorne then moved, and Councillor Craghill seconded, an amendment to the Revenue Budget, on behalf of the Green Group.

“Revenue Budget

In relation to the Executive’s recommendations on the revenue budget (paragraph 40 of page 12 of Council papers refers):

In (i) sub paragraph (a) delete ‘£119.659m’ and replace with ‘£124.618m’

In sub paragraph (b) delete '£81.630m' and **replace** with '£86.589m'

In sub paragraph (c) add at the end of the sentence 'subject to the following amendments;

- One off investment of £260k to cover the cost of a referendum on council tax increase
- Additional investment in Financial Assistance/ Council Tax Discretionary Reduction Scheme £200k
- Financial Assistance/ Council Tax Support Outreach Worker £44k
- Debt advice £17.5k
- Substance Mis-use – Drugs & Alcohol £100k
- Adult Social Care new ways of working and developing prevention services £295k
- Alternatives to residential care £34k
- Alternatives to Nursing Care £141k
- Investing in community support & rehabilitation (incl. support to Be Independent) £182k
- Residential and nursing care £100k
- Supporting people with learning disabilities £300k
- Invest further in supporting carers £150k
- Supporting independent travel to services £25k
- Invest in services to young people, children & families via LATs £490k
- Additional investment in Mental Health Services £100k
- Invest in Respite Care £75k

- Invest in the Healthy Child Service £100k
- Up to £52k to York Museums Trust – to continue and expand some free access for York residents
- Year-round participatory council budget process £36k
- 1 FTE Air Pollution Reduction Officer - Transport Team £44k
- 1 FTE External Funding Officer £44k
- 1 FTE Energy Poverty and Affordable Warmth Officer - Housing Team £44k
- 0.5 FTE Sustainable Schools Officer - Public Health £22k
- Reinvest in subsidised bus services £100k
- Additional investment in drainage maintenance and repairs to reduce flooding £100k
- Increase the ward funding pot, specifically to compensate for the cut to the Estate Improvement Grant £50k
- One off investment in a feasibility study on improved riverside lighting in city centre to improve river safety £35k

In sub paragraph (d) add at the end of the sentence ‘subject to the following amendments;

- Reversal of HHASC1: CAB Debt Worker £17.5k
- Reversal of HHASC2: Housing Staffing £34k
- Reversal of HHASC6: Sexual health £48k
- Reversal of HHASC7: Substance Misuse – Drugs & Alcohol £75k
- Reversal of HHASC8: Smoking Cessation £50k
- Reversal of HHASC9: Wellness Service £50k

- Reversal of HHASC11: Contribution to ASC preventative services £50k
- Reversal of HHASC12: Contribution ASC preventative services delivered by the voluntary sector £25k
- Reversal of HHASC14: Assessment & Care Management Model £295k
- Reversal of HHASC15: Residential Care (2 of 3yr) £34k
- Reversal of HHASC16 : Nursing Care (2 of 4 yr) £156k
- Reversal of HHASC17 : Community Support £232k
- Reversal of HHASC20: Transport of Service Users to Services £48k
- Reversal of HHASC21: Older People's Homes Residential Care Fees £23k
- Reversal of HHASC24: Reduce funding to Be Independent £50k
- Reversal of HHASC23: Contracted services £75k
- Reversal of HHASC24: Sheltered Housing with Extra Care £23k
- Reversal of CEC1: Neighbourhood Management Team £17k
- Reversal of CEC4: Early Years Services £96k
- Reversal of CEC6: Local Safeguarding Children Board £20k
- Reversal of CEC8: The Glen Respite Care £75k
- Reversal of CEC10: Healthy Child Service £50k
- Reversal of EP1: 1 FTE Trading Standards Officer £45k
- Reversal of EP2: 0.5 FTE Licensing Officer £15k

- Reversal of EP9: Transport CCTV £75k
- Part Reversal of EP10: Parking Income £15k
- Reversal of CCS8: York Financial Assistance Scheme £100k
- Part reversal of CCS10: HR Training & Workforce Delivery Unit £25k

In sub paragraph (e) add at the end of the sentence ‘subject to the following amendments;

- 10p per hour further increase on non- resident city centre parking charges to incentivise the use of park and ride (£40k additional income)
- Reduce the standard Respark fee to £90 pa (cost £40k)
- Increase second car parking permit to £200pa (£15k additional income)
- Retain current discount for Vehicle emission bands A-C (cost £30k)
- Reversal of Older Person’s Homes residential care fees (cost £23k)

In order to decrease fees and charges by £38k

In paragraph 40 (ii) second line, delete ‘3.7%’ and replace with ‘10%’.

After paragraph 40 (ii) insert a new sub paragraph;

(iii) To approve the planned substitute budget (attached as an Annexe) if a referendum is rejected, and consequent council tax increase of 4.99%”

A named vote was then taken on the Green Group amendment, with the following result:

For	Against	Abstained
Cllr Craghill	Cllr Aspden	Cllr N Barnes
Cllr D’Agorne	Cllr Ayre	Cllr S Barnes

Cllr Kramm	Cllr Brooks	Cllr Boyce
	Cllr Carr	Cllr Cannon
	Cllr Cullwick	Cllr Crisp
	Cllr Cuthbertson	Cllr Derbyshire
	Cllr Dew	Cllr Flinders
	Cllr Douglas	Cllr Funnell
	Cllr Doughty	Cllr Gunnell
	Cllr Fenton	Cllr Hayes
	Cllr Gates	Cllr Looker
	Cllr Galvin	Cllr D Myers
	Cllr Gillies	Cllr Shepherd
	Cllr Hunter	Cllr Wells
	Cllr Jackson	Cllr Williams
	Cllr Lisle	
	Cllr Mason	
	Cllr Mercer	
	Cllr K Myers	
	Cllr Orrell	
	Cllr Rawlings	
	Cllr Reid	
	Cllr Richardson	
	Cllr Runciman	
	Cllr Steward	
	Cllr Waller	
	Cllr Warters	
3	27	15

The Green amendment was declared LOST.

A named vote was then taken on the original motion, with the following result:

For	Against	Abstained
Cllr Aspden	Cllr N Barnes	
Cllr Ayre	Cllr S Barnes	
Cllr Brooks	Cllr Boyce	
Cllr Carr	Cllr Cannon	
Cllr Cullwick	Cllr Craghill	
Cllr Cuthbertson	Cllr Crisp	
Cllr Dew	Cllr D'Agorne	
Cllr Douglas	Cllr Derbyshire	
Cllr Doughty	Cllr Flinders	
Cllr Fenton	Cllr Funnell	

Cllr Galvin	Cllr Gunnell	
Cllr Gates	Cllr Hayes	
Cllr Gillies	Cllr Kramm	
Cllr Hunter	Cllr Levene	
Cllr Jackson	Cllr Looker	
Cllr Lisle	Cllr D Myers	
Cllr Mason	Cllr Shepherd	
Cllr Mercer	Cllr Wells	
Cllr K Myers	Cllr Williams	
Cllr Orrell		
Cllr Rawlings		
Cllr Reid		
Cllr Richardson		
Cllr Runciman		
Cllr Steward		
Cllr Waller		
Cllr Warters		
27	19	0

The original motion was then declared CARRIED and it was

Resolved: That the Executive recommendations, in respect of the Capital Strategy, Financial Strategy and Treasury Management Strategy Statement and Prudential Indicators be approved. ¹.

Action Required

1. Revise the capital strategy and implement the budget proposals.

DM

65. Council Tax Resolution 2017/18

A named vote was then taken on the Council Tax recommendation, with the following results:

For	Against	Abstained
Cllr Aspden	Cllr N Barnes	Cllr Craghill
Cllr Ayre	Cllr S Barnes	Cllr D'Agorne
Cllr Brooks	Cllr Boyce	Cllr Kramm
Cllr Carr	Cllr Cannon	
Cllr Cullwick	Cllr Crisp	
Cllr Cuthbertson	Cllr Derbyshire	
Cllr Dew	Cllr Flinders	

Cllr Douglas	Cllr Funnell	
Cllr Doughty	Cllr Gunnell	
Cllr Fenton	Cllr Hayes	
Cllr Galvin	Cllr Levene	
Cllr Gates	Cllr Looker	
Cllr Gillies	Cllr D Myers	
Cllr Hunter	Cllr Shepherd	
Cllr Jackson	Cllr Wells	
Cllr Lisle	Cllr Williams	
Cllr Mason		
Cllr Mercer		
Cllr K Myers		
Cllr Orrell		
Cllr Rawlings		
Cllr Reid		
Cllr Richardson		
Cllr Runciman		
Cllr Steward		
Cllr Waller		
Cllr Warters		
27	16	3

The motion was declared CARRIED and it was

Resolved:

- (i) That it be noted that on 8 December 2016 the Deputy Chief Executive/ Director of Customer and Corporate Services, under his delegated authority, calculated the council tax base for the year 2017/18:
 - (a) for the **whole Council area** as 65,570.0 [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the “Act”)]; and
 - (b) for those dwellings in those parts of its area to which a **Parish** precept relates as in column 1 in the attached Schedule A.
- (ii) Calculate that the Council Tax requirement for the Council’s own purposes for 2017/18 (excluding Parish precepts) is £81,630,060.

- (iii) That the following amounts be calculated for the year 2017/18 in accordance with Sections 31 to 36 of the Act:
- (a) £376,005,892.50 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - (b) £293,672,785.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £82,333,107.50 being the amount by which the aggregate at 14(a) above exceeds the aggregate at 14(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. [Item R in the formula in Section 31B of the Act].
 - (d) £1,255.65 being the amount at 14(c) above [Item R], all divided by Item T (12(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - (e) £703,047.50 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Schedule A).
 - (f) £1,244.93 being the amount at 14(d) above less the result given by dividing the amount at 14(e) above by Item T (12(a) above), calculated by the Council, in accordance

with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

- (iv) To note that North Yorkshire Police and Crime Commissioner and the North Yorkshire Fire and Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Act for each category of dwellings in the Council's area as indicated in the tables below.
- (v) That the Council, in accordance with sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in the tables below, and at Schedule B for Parished areas, as the amounts of council tax for 2017/18 for each part of its area and for each of the categories of dwellings.

City of York Council

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
829.95	968.28	1,106.61	1,244.93	1,521.58	1,798.23	2,074.88	2,489.86

North Yorkshire Police and Crime Commissioner

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
147.55	172.14	196.73	221.32	270.50	319.68	368.87	442.64

North Yorkshire Fire and Rescue Authority

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
44.79	52.26	59.72	67.19	82.12	97.05	111.98	134.38

Aggregate of Council Tax Requirements (excluding Parished Areas)

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
1,022.29	1,192.68	1,363.06	1,533.44	1,874.20	2,214.96	2,555.73	3,066.88

- (vi) Determine that the Council's basic amount of council tax for 2017/18 is not excessive in accordance with the principles approved under section 52ZB of the Act. As the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of council tax for 2017/18 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.

Cllr Dave Taylor

LORD MAYOR OF YORK

[The meeting started at 6.30 pm and concluded at 9.20 pm]



Executive

9th February 2017

**Report of the Director of Economy & Place
Portfolio of the Executive Member for Environment**

City of York Council Response to the Independent Flood Inquiry

Summary

1. The flooding in late December 2015 followed an intense period of rainfall across November and December due to the impacts of Storms Desmond and Eva. Record river levels were observed in many river catchments across the north of England. More than 4000 homes and 2000 businesses flooded across Yorkshire with 453 properties and 174 businesses flooded in York.
2. Council leadership called for an independent inquiry to investigate the causes and impacts of the floods, the York Flood Inquiry was set up in April 2016 chaired by Ms Angharad Davies and supported by Mr Tom Toole and Mr Laurence Waterhouse. The terms of reference for the inquiry can be seen in Annex 1.
3. The Inquiry Panel have held public meetings, received over 50 written submissions, issued questionnaires to flooded residents and businesses and consulted widely with all agencies. The full inquiry report can be seen at the below link:

https://www.york.gov.uk/downloads/file/12456/york_flood_inquiry_main_report
4. The inquiry has made 90 recommendations, these can be seen in Annex 2 of this report.
5. We welcome the findings and recommendations of this report, it has drawn a range of conclusions on the cause of flooding and the impacts that occurred, the council support the key findings of the report namely:

- a. Flooding was caused by record flows on the River Foss which overwhelmed the Foss Barrier, the work that has begun on the Foss Barrier is essential to manage future flood risks in the River Foss basin
 - b. Levels on the River Ouse were the second highest on record, the extent of flooding on the River Ouse was managed through the provision of existing flood defences but future investment is needed to ensure these defences can manage future risks, and those areas that remain undefended require further work
 - c. A sustained and committed response was given by all authorities, however, a range of recommendations are made to illustrate how communications, plans and procedures can be improved to manage future events and better involve wider groups and volunteers
6. The recommendations listed in Annex 2 of this report have been initially considered by City of York Council. A range of debriefs have already been carried out by CYC following the Boxing Day floods and a rolling action plan had already been developed to take forward recommendations and lessons learnt. The existing action plan has been updated to highlight how existing CYC work is already progressing many of the 90 recommendations made by the inquiry, this can be seen in Annex 3. Further work is required to update the CYC plan to cover all agreed CYC recommendations and ensure all partners have considered the actions within their plans.
7. CYC are working closely with the Environment Agency to deliver a range of localised improvements to the cities flood defences, this work – the York Five Year Plan – has been developed following the floods and is supported by Government investment. In addition to this we are working with the EA on a catchment scale study to identify opportunities for wider interventions across the River Ouse catchment to further reduce future flood risks, this work will be developed for a formal consultation in Spring 2017.
8. The resources and governance structures required to deliver these projects are key to their successful implementation. The recommended approach to deliver the Five Year Plan is provided at Annex 4, the wider catchment work will require a similar approach but this will need to be embedded through a wider set of agencies

and cross border working will need to be reinforced and formalised. This will be brought for wider agreement at a later date.

Recommendations

9. City of York Council accepts the work carried out by the York Flood Inquiry team and will work with partners to review and understand its findings and implement actions to progress the agreed recommendations from the report.

It is recommended that:

- The Inquiry has achieved the aims of the Terms of Reference as laid down in Annex 1 of this report
- City of York Council accepts the output of the report as detailed in the recommendations detailed in Annex 2 of this report
- City of York Council continues to deliver a range of actions following flood debrief sessions, recommendations from the inquiry have been mapped across to these as detailed in Annex 3 of this report. Further work will be carried out to identify wider actions that may be needed to deliver all agreed recommendations
- One off funding is allocated to assess and deliver the agreed recommendations from the inquiry report
- City of York Council continues to commit to close working with the Environment Agency and other partners to deliver the Five Year Plan and the emerging catchment wide solutions work. Annex 4 details the recommended approach to deliver the localised defence improvement work and further work will be brought in a later report to detail the approach to progress catchment wide solutions. It is recommended that the Flood Risk and Asset Manager acts as the council Senior User and the Executive Member for the Environment sits on the Executive Steering Group for this project

Reason – To formally accept the findings of the City of York Council commissioned York Flood Inquiry and identify the approach to develop agreed recommendations from the report. To approve the governance approach for the delivery of the Environment Agency led flood risk management investment programmes.

Background

10. Storms Desmond and Eva caused widespread flooding across northern England in December 2015, record river levels were recorded at many river level monitoring points including the River Foss in York, the River Ouse reached the second highest level on record, the same level as the autumn 2012 flood event.
11. 453 properties and 174 businesses flooded in York and the wider impact of infrastructure and communications resilience affected many who had not been directly flooded.
12. An independent investigation into the causes of and impacts from the floods was initiated by the City of York Council. This report details the initial City of York Council response to this report and its recommendations, links are made to wider debrief sessions that have been held by the council since the floods. Further work is needed to fully understand and respond to all of the 90 recommendations but many of these have already been considered in the actions that have arisen from the debriefs, this report makes links between the existing actions and how they are contributing towards the inquiry's recommendations. Some recommendations in the report will need further consideration as to how they could be delivered before they can be agreed.
13. All risk management authorities and partners need to consider and respond to the findings of the inquiry and further reporting will be developed as necessary based on any responses that are made to the report.

Consultation

14. This report details the work carried out by the York Flood Inquiry and represents City of York Council's initial response to this commission. The Inquiry have carried out a wide range of consultations with agencies and partner organisations involved in flood management, response and recovery and have consulted widely with those affected by the impacts of the Boxing Day floods.

Options

15. As an initial response to the findings of the York Flood Inquiry only one option exists at this stage:

- a. City of York Council accepts the work carried out by the York Flood Inquiry team and will work with partners to review and understand its findings and implement actions to progress the agreed recommendations from the report.

It is recommended that:

- The Inquiry has achieved the aims of the Terms of Reference as laid down in Annex 1 of this report
- City of York Council accepts the output of the report as detailed in the recommendations detailed in Annex 2 of this report
- City of York Council continues to deliver a range of actions following flood debrief sessions, recommendations from the inquiry have been mapped across to these as detailed in Annex 3 of this report. Further work will be carried out to identify wider actions that may be needed to deliver all agreed recommendations
- One off funding is allocated to assess and deliver the agreed recommendations from the inquiry report
- City of York Council continues to commit to close working with the Environment Agency and other partners to deliver the Five Year Plan and the emerging catchment wide solutions work. Annex 4 details the recommended approach to deliver the localised defence improvement work and further work will be brought in a later report to detail the approach to progress catchment wide solutions. It is recommended that the Flood Risk and Asset Manager acts as the council Senior User and the Executive Member for the Environment sits on the Executive Steering Group for this project

Council Plan

16. The York Flood Inquiry has developed an investigation into the causes and effects of the Boxing Day Floods, its recommendations will enable all risk management authorities and partners to develop communications, policies and procedures that are more resilient to future flood risk.

The inquiry supports Council Plan objectives to deliver 'a prosperous city for all' and through its independent process

supported by significant consultation it shows that 'we are a council that listens to residents'.

Implications

17. There are no risks and implications associated with this cover report into the initial outputs of the York Flood Inquiry. The recommendations made in the inquiry, once agreed by all partners, will lead to wider work and consultation and implications will be identified at an appropriate stage.

Contact Details

Author:

Chief Officer Responsible for the report:

**Steve Wragg
Flood Risk and Asset
Manager**

**Neil Ferris
Director of Economy & Place**

Tel: 01904 553401

**Report
Approved**



Date 25/01/17

Wards Affected:

All

For further information please contact the author of the report

Background Papers: York Flood Inquiry report

https://www.york.gov.uk/downloads/file/12456/york_flood_inquiry_main_report

Annexes:

Annex 1 York Flood Inquiry Terms of Reference
Annex 2 York Flood Inquiry Recommendations
Annex 3 CYC Boxing Day Flood Action Plan
Annex 4 York 5 Year Plan Project Governance

Terms of Reference for a review of the floods in York over the Christmas period 2015

Scope of the inquiry

This is to be an independent inquiry into the flooding which occurred in York in December 2015.

The inquiry is commissioned by the City of York Council as lead local flood authority for the City.

The inquiry will include, but not be restricted to, an investigation under section 19 of the Flood and Water Management Act 2010¹. This relates to the exercise of flood management functions by the City Council, the Environment Agency, the Highways Agency, Internal Drainage Boards and Yorkshire Water.

The inquiry will also consider the response of other agencies as well as that from the people and businesses of York and further afield.

The inquiry will provide an opportunity for those directly affected by the flooding, the agencies involved, individuals with expertise in the subject matter of the review and elected representatives to provide evidence and express their views on the lessons which can be learned from the floods and the response to it.

Process for the Inquiry

The Chair of inquiry is requested to report by [six months from commencement]

The inquiry is to be inquisitorial rather than adversarial in nature and not to be constrained by following quasi judicial procedures. The Chair is asked to consider the extent to which the objectives of the inquiry can best be achieved through:

- The giving of oral evidence in public
- A call for written evidence
- Consideration of records of public meetings

- The use of workshops or seminars, or further public meetings, to gather information
- Such other techniques as the inquiry team may determine

Information and evidence submitted will generally be published.

Objectives of the inquiry

1. To understand the reasons for the extent of the flooding.
2. To review the emergency response including specifically:
 - i) The warning of householders and businesses of the likelihood of their premises being flooded;
 - ii) Arrangements for supporting vulnerable residents;
 - iii) The effectiveness of existing plans;
 - iv) The effectiveness of mutual aid arrangements;

together with

 - v) any other issues which the inquiry team considers should be brought to the attention of responders and the general public
3. To consider the effectiveness of the response during the transitional and recovery phases.
4. To identify improvements which may be made in the future to the arrangements for responding to an emergency and its aftermath and to identify the lessons which can be learned and shared from those aspects of the response which worked well.
5. To consider the resilience of infrastructure in the City to withstand flooding. This consideration should include the actual or potential impact on the emergency response arising from the loss of infrastructure and identify improvements which may be made.

6. To consider the resilience of key public services to the impact of flooding and to make such recommendations as may be required.
7. To make recommendations as to the most effective further measures which may be taken to protect residents and business against future flooding events and, in doing so, to consider the possible impacts of changing weather patterns to the adequacy of York's existing flood defences and plans.

Conduct of the Inquiry

The inquiry will have an independent Chair and two independent Panel Members appointed by Councillors on a cross party basis

The inquiry will be supported by expert advisers to ensure that the Panel as a whole has expertise in the following areas:

- Emergency planning
- Flooding
- Social Care
- Other areas as the panel may deem appropriate

The City Council will provide administrative support and cover reasonably incurred costs.

Governance

The independent Chair will report to a meeting of the Full Council.

The report will be shared with the relevant agencies and will be published.

The City Council's Executive will develop an action plan in response to the recommendations.

The City Council's Community Safety Policy and Overview and Scrutiny Committee will review the action plan and monitor its delivery.

ⁱ Section 10 of the Flood and Water Management Act 2010 provides:

(1) On becoming aware of a flood in its area, a lead local flood authority must, to the extent that it considers it necessary or appropriate, investigate—

(a) which risk management authorities have relevant flood risk management functions, and
(b) whether each of those risk management authorities has exercised, or is proposing to exercise, those functions in response to the flood.

(2) Where an authority carries out an investigation under subsection (1) it must—

(a) publish the results of its investigation, and
(b) notify any relevant risk management authorities.

York Flood Inquiry Recommendations

The York Flood Inquiry has made 88 recommendations, these are listed below and brief comments are made to expand on some of these recommendations, respond to their intentions or identify how they will be considered further.

All recommendations are reproduced as per the Inquiry document based on the chapter's contained in the report, they are not numbered in the report but are numbered below to support cross referencing with the CYC Action Plan in Annex 3 where appropriate – all linked actions are in bold text below.

Local Emergency Response Recommendations

1. RMA's and Emergency Responders should review their emergency and business continuity plans to incorporate the lessons learnt during the Boxing Day flood, to increase resilience and to ensure that they are robust enough to cope with a sustained period of emergency.
 - All RMA's and the LRF have carried out reviews following the flood, a range of action plans have been developed to deliver the outputs of the reviews. The CYC action plan in Annex 3 develops approaches to many of the below recommendations

EA Recommendations

2. The EA should further develop its tools and techniques for predicting and modelling river flooding, particularly on the Foss, taking account of extreme and multiple events.
 - New telemetry, monitoring and forecasting is being developed by the EA on the River Foss catchment
3. The EA should endeavour to discuss decisions, such as opening the Foss Barrier, with their Multi-Agency partners, where possible.
4. EA should work with its partners to progressively develop and bring into use flood visualisation and mapping tools that are designed to meet the needs of flood-risk managers and emergency responders.
5. The EA should continue to work with the utilities companies (i.e. Category 2 Responders) to improve their understanding of risk and their capacity to make assets more resilient.
 - EA and CYC work with utilities companies as part of the LRF set up, in addition to this the National Flood Resilience Review has pushed utility companies to reassess their resilience to flooding. **See action 27**
6. EA to consider as part of their ongoing review of flood warning measures, loud hailers and/or the installations of sirens along the urban stretch of the Foss catchment, together with a plan for education of the public, annual testing and maintenance.

7. EA should consider the feasibility of an opt-out telephone flood warning schemes to all homes and businesses liable to flooding, including those with ex-directory numbers.
8. EA should consider reviewing trigger levels to ensure that the flood warning measures can be issued in a timely manner, to allow residents and businesses the maximum prospect of instigating their own flood resilience measures.
9. EA to incorporate information about how the Flood Warnings operate in their next educational campaign.

CYC Recommendations

10. CYC should do their best to ensure that staff on the customer service line are kept up to date with information, including road closures and contact details to pass out, during an emergency, a direct link to Silver Command could be considered.
 - A wide range of steps have been taken following CYC debriefs. **See actions 2, 9, 10, 13, 14, 15, 18, 30, 43, 46, 47**
11. RMAs should develop plans for door-knocking, coordinated by CYC, to enhance flood warnings before flooding and to provide information and assess welfare needs once flooding has receded.
 - Door knocking post floods is carried out by RMA's to enable identification of flooded properties, support needed for vulnerable people and to support future flood defence/resilience programmes, this was carried out following the event and more than 900 properties were visited. It is, however, extremely difficult to comprehend that this could be achieved in advance of a flood event, with 7000 properties theoretically at risk the resource and training needs for any RMA would be significant. It is not accepted that this is a realistic expectation and the inquiry report accepts this (p47 and 52) but it will be discussed with all partners.
There are opportunities to reinforce warning messages in some locations that are more vulnerable to flooding. **See action 4**

Demountable Defence Recommendations

12. CYC should investigate the use and deployment of both temporary and demountable barriers along the river Foss and Ouse where appropriate.
 - Both watercourses are Main River, this action should be directed towards the the EA with CYC in support.
All defence needs in the city are currently being consider by the EA and CYC as part of the York 5 Year plan, demountable and/or permanent defence measures will be consider as part of this work.
13. CYC should conduct a review of how to involve volunteers in filling sandbags should be carried out to ensure that a protocol is in place that has considered health and safety issues.

- The role of volunteers is being considered in some detail, registers of volunteers are being developed and supporting procedures will be formulated. **See action 42, 58**
14. CYC should give some considerations as to whether a more efficient method can be adopted to communicate the address of residents requesting sandbags.
- Will need to be considered further, however, a range of measures have been considered to identify how information can be easier transferred between the depot and Customer Services. **See action 13, 14, 15**
15. CYC should consider making reciprocal arrangements with another Council or outsource the service to a customer care centre to ensure a resilient service.
- To be developed further. **See action 11**
16. CYC should continue to improve the resilience of the customer care department during an emergency which should include considering providing maps, considering locating them in the same place as the communications team.
- A range of actions have already been considered. **See action 6, 7, 8, 9, 10, 11, 13, 14, 15, 17, 43, 46, 47, 56**
17. Risk Management Authorities should consider the resilience of their communication systems to ensure that they can cope in the event of the failure of critical infrastructure. This should include an evaluation of the use of RAYNET (the Radio Amateurs' Emergency Network).
- A range of radios have been purchased and tested for CYC operational staff to utilise in the event of comms failure. **See action 10, 38**
18. EA and CYC to consider sending letters annually to residents, in flood risk areas, reminding them of the flood risk and emergency plans and to encourage them to prepare personal emergency plans and to have flood boxes and remove all important possessions to a safe place.
- **See action 4, 5**
19. CYC staff to record their good practice during the flood event so that this can be used as a source of guidance for future emergencies.
- The wide range of debriefs recorded in Annex 3 show that CYC have consider good practice and areas where lessons can be learnt.
20. RMA's to review and enhance their Emergency Plan so that it contains clear roles and responsibilities for warning and informing and a clear evacuation plan, with sufficient information about vulnerable residents, so that the effort can be co-ordinated effectively.
- **See action 21, 29, 50**
21. CYC to review the internal resources required to deliver their role as LLFA which should include considering the provisions to fulfil their flood risk management role and a trial of training reserve emergency planning officers, to offer resilience to the current duty rota.
- The delivery of the LLFA role has not been consider to this point, further work required to achieve this. Some consideration has been made to identify opportunities to reinforce the emergency planning resources available during an event. **See action 30**

Communications Recommendations

22. NYLRF, CYC and EA should consider reviewing their communication strategy to embed further system and protocols to engage with social media
- Significant resources are required to stay aware of all social media sources during a rapidly escalating flood event but it is accepted that this is an important role. **See action 12, 16, 44**
23. RMA's should ensure that media briefings are co-ordinated to avoid conflicting messages.
- **See action 12, 16, 23, 31, 32**

Councillors Recommendations:

24. Flood/Emergency Procedures Awareness training should be considered for councillors and councillors should commit to attend the training.
- Guidance and training has been previously provided to councillors, need to ensure this is updated and reinforced. **See action 22, 23, 24, 39**
25. A short guidance document should be produced for councillors so that they have reference material to assist councillors with what to do in an emergency.
26. Information should be given or made available for councillors to access during an emergency so that a consistent message can be communicated to residents.
- **See action 22, 23, 24, 39**

James Street Recommendations

27. CYC and the Travellers Trust should give consideration as to whether a specific evacuation plan is needed for the site.
- Currently being considered in partnership with the Travellers Trust
28. CYC should give consideration to see whether the site could be made more resilient to flooding which includes looking at flood alleviation measures to see if greater protection can be provided.
- Currently being considered in partnership with the Travellers Trust
29. Efforts should be made to see whether insurance can be secured, via Flood Re, by residents of the James Street site.

NYP Recommendations

30. The Inquiry agrees with NYP, CYC and NYLRF proposal that a different venue is identified to locate Silver Command in for any future flood incidents. This should mean that those people working hard to respond to an emergency on our behalf can do so in an environment that facilitates them in carrying out their role.
- **See action 3, 36**
31. If a problem arises with Foss Barrier or other protection measures, partner agencies should be consulted, before any decisions are taken by the EA, where the situation allows.

32. Trigger levels should be reviewed in the Multi-Agency Flood Plan to ensure that they allow sufficient time for consultation.
33. Maps of York identifying the potential flood zones and predicted inundation, along with information about vulnerable residents should be made available to Silver Command, as soon as it is convened.
34. With the details known about flood risk a detailed Evacuation plans should be developed as part of the Multi-Agency plan so that flood risk and information about residents could be incorporated.
35. Agencies should consider to whether relevant flood visualisation data, held in electronic map format, can be made available online to Gold and Silver Commands.
36. NYLRF to continue to provide training including simulations of emergency situations and the Emergency Responders to endeavour to participate in such exercises.

NYFR Recommendations

37. NYFR to formalise the arrangements adopted as a result of the Boxing Day floods as a model for future emergency deployments.
38. NYFR to consider a review of the coordination of a multi-agency flood rescue to establish a clear command structure and protocol to incorporate the volunteer services.

NYLRF Recommendations

39. NYLRF and Risk Management Agencies should consider whether Bronze Command can be located separately from any Rest Centre that is set up in an accessible location.
40. SRMRT to review their deployment plans/shift patterns to ensure that there is sufficient resilience for personnel to be deployed for a safe amount of time and so that procedures can be adopted to see if working arrangements can be agreed with other rescue organisations. Any requirements for additional equipment be met.
41. Silver Command to ensure Mountain Rescue have relevant flood zone/inundation maps to assist with evacuation as soon as possible.
42. Emergency Responders to consider a review of the coordination of a multi-agency flood rescue to establish a clear command structure and protocol to incorporate the volunteer services potentially under the control of the Fire and Rescue Service.
43. When the Multi-Agency Flood Plan is updated NYLRF to consider input from the Mountain Rescue Service to enhance the emergency planning for evacuation and to consider suitable rest areas so that volunteer organisations can be given food and rested.

YAS Recommendation

44. YAS to review their business continuity and emergency plans to ensure their resilience in light of what was learnt during the response to the Boxing Day flood.

Military Response Recommendation

45. The Multi-Agency Emergency Plan should be reviewed to ensure that there is sufficient resilience should military assistance be unavailable.

Utilities Recommendations

46. NYLRF, CYC and the Utilities companies should continue to work together to share data and coordinate their actions so that there is a clear understanding of the parties roles and responsibilities as defined in the Multi-Agency Emergency Plan.

- EA and CYC work with utilities companies as part of the LRF set up, in addition to this the National Flood Resilience Review has pushed utility companies to reassess their resilience to flooding. **See action 27, 50**

47. NYLRF, CYC, EA and the utilities should continue to work together to improve the understanding of risk and their capacity to make assets more resilient.

- **See action 27, 50**

48. BT should conduct a review of the resilience of their critical infrastructure to ensure that there is a suitable plan in place to protect the assets in case of future flooding, this may include retaining demountable flood defences.

49. BT should remain signed up to EA Flood Alerts and Warnings and has a robust system in place to monitor and respond appropriately to them.

50. BT should review its business continuity to ensure that there are suitable contingency plans should the Stonebow Exchange be affected again.

Voluntary Sector Recommendations

51. The role of the voluntary sector is already mentioned in the Multi-Agency Emergency Flood Plan but the Inquiry feel that this needs to be updated in light of the work that has been done by the various Third Sector Organisations.

- **See Action 58**

52. York CVS and CYC/NYLRF should ensure that contact details are updated regularly to that they can be used to mobilise and co-ordinate the volunteer effort.

- **See Action 58**

53. York CVS should agree a protocol with the NYLRF/CYC as to how the voluntary sector will be involved in emergencies situations.

54. Consideration should be given by York CVS to support an event or emergency drill to ensure that the learning captured by the “Ready for Anything” conferences held this year are not lost.

55. Multi-Agencies including CYC should consider whether Third Sector input could be utilised to provide support in identifying and assisting the vulnerable in future emergency situation.
56. CYC and Multiagency should consider how a clear message could be given inviting/tailoring donations to what is required and creating a clear policy to deal with surplus donations.
57. MIRT should review their plans to incorporate the lessons learnt from December including considering zoning rest centres so that they can be set up in areas of the city where they are easily accessible to the residents that need them.

Recovery Recommendations

58. CYC and NYLRF should evaluate and share lessons from the recovery phases to inform their planning for future emergencies.
 - A wide range of issues have already been considered by CYC/NYLRF to further inform the recovery phase, however, there are no formal roles and responsibilities for many risk management authorities in the recovery phase following a flood. This is recognised nationally and will be reinforced by CYC officers following the recommendations made in this report. **See Action 43, 45, 49, 54**
59. CYC should consider whether there is any solution to the issue created by the fact that often the most vulnerable tenants were allocated ground-floor flats (the most affected by flooding).
60. CYC to consider the take-up of property flood resistance and resilience by residents and businesses.
61. Government to consider whether there could be a mechanism to ensure that adequate resources are available to local authorities to be applied to the recovery phase.

Insurance Recommendations

62. It would be beneficial if those companies who offer Flood RE ensure that their sales staff are fully aware of the criteria for acceptance to Flood Re and promote its use.
63. CYC should continue to promote and raise awareness of Flood Re to those residents in areas at risk of flooding.
 - CYC have promoted Flood Re across a wide range of flood meetings and will continue to do so. All Flood Re issues raised in the report will be raised nationally.
64. Government should give consideration to an extension of Flood Re for Businesses.
65. CYC to consider should encourage the take-up of property flood resistance and resilience by residents and businesses.

- CYC have fully implemented the property resistance and resilience grant that has been provided by Government in response to the floods. CYC will continue to promote flood resilience at all opportunities.

Grants Recommendations

66. The Inquiry supports the recommendations of the Bonfield Report and would encourage CYC and Government to adopt them.
67. Consideration be given by Government to make the Property Level Resilience Grant automatically available to the property owners or their contractors before repair works start.
68. Residential and business properties need to be made more flood resilient and CYC and Make it York should explore ways to support and encourage that process.
69. Flood Re should consider requiring insurers to incorporate flood resilience measures into any reinstatement works after a property has been flooded.
70. Government should consider providing funds to local authorities to assist with the administration of the Property Level Resilience Grants.
71. CYC should review the grant processes in order to learn from and improve their processes.
72. CYC to consider providing a list of accredited/approved surveyors and contractors to residents to ensure quality and confidence in the measure chosen.
73. CYC and Make it York should encourage businesses in flood risk areas to increase their resilience and prepare business continuity plans.
74. Government should undertake a review of the post flood recovery grants, including an assessment of whether a marketing grant for business could be introduced in conjunction with CYC and grant recipients in order to improve its administration and accessibility.

- CYC accept all of the above and will progress issues internally and with national colleagues. CYC fully support the Bonfield Review and have liaised closely with DCLG throughout the current flood resilience grant process, we will input the recommendations from the inquiry.
- Further work is required to identify how the promotion, management and delivery of flood resilience can be delivered outside of the current Government funded initiative. Significant resources are required to deliver this work and although the interventions are funded the officer resources are not. CYC would need to consider the need for further resilience work and the ways in which it could be funded.

TRCF Recommendations

75. CYC to reinforce the existing training guidance to those departments directly dealing with issues arising from flooding events in the future.

76. CYC to consider whether they can provide ongoing support to council tenants following the flooding when they have moved back in.
77. TRCF to continue to work with CYC and NYLRF to share lessons from the recovery phase to inform planning for future emergencies.
- CYC Have worked with all council tenants extensively since the floods, further work is needed to understand the issues raised by TRCF and embed the lessons learnt into our procedures.

Community Ideas Recommendations

78. To capture the current enthusiasm for flood wardens some training should be considered for any new volunteers.
- CYC Emergency Planners work with the EA to identify and train flood wardens, further work is required to identify how this can be expanded.
79. CYC should continue to encourage communities to prepare Neighbourhood and Community Action Plans.
- CYC Emergency Planners are working with a range of communities to support the development of plans. **See Action 5**
80. York CVS and the Third Sector should consider how they can encourage and promote community groups that have formed in response to the floods.

The Future Recommendations

81. The Inquiry endorses the six steps identified to improve communication about flood risk identified by the NFRR and would recommend that these were taken into consideration by CYC and the EA in future communications about flood risk.
82. CYC and utility providers should work more closely to improve the resilience of critical infrastructure and ensure that they all have a better understanding of their obligations under the emergency plans.
- **See Action 27, 50**

Catchment Management Recommendations

83. RMA's, of which the IDB is one, need to share ideas to co-ordinate their efforts so that solutions can be reached that can take into account the whole of the catchment area this includes considering new areas or methods for water attenuation and storage.
84. The Inquiry has been told about the benefits of whole catchment models therefore we would recommend additional modelling of the waterways in York, particularly the Foss.
85. Consideration should be given to developing the most effective ways of ensuring that development does not result in increased flood risk, including considering of land drainage and whether developments should be able to automatically connect to the current sewage system.

86. CYC should continue its commitment to co-ordination with neighbouring local authorities so that catchment wide solutions can be developed.

- The EA and CYC are currently developing a catchment wide plan to identify ways in which interventions remote from York can reduce future flood risks, all relevant RMA's and partners will be included in this work, consultation will be carried out on the initial outputs in Spring 2017.
- CYC work closely with all neighbouring authorities and partners and will continue to do so, however, effective cross boundary catchment solutions need to be considered in the context of shared roles/resources and how all authorities can work together to achieve this.
- The City of York Strategic Flood Risk Assessment is currently being reviewed to ensure the latest modelling and climate change information is utilised to ensure developments are carried out in a resilient and sustainable way. All partners will be involved in this commission to ensure a shared and agreed approach to planning led flood resilience and sustainable drainage.

Flood Defence Upgrade Recommendations

87. The Inquiry fully supports the public consultation on the proposed flood defences upgrades in York and would encourage residents to express their views to the EA.

88. The Inquiry would encourage the EA to consider early implementation, subject to Government funding rules, of their plans to protect the currently unprotected parts of York.

89. The Inquiry would encourage the EA to consider demountable defences in unprotected areas of York such as at Clementhorpe.

90. Additional funding and the appropriate resources for the EA and CYC therefore should be confirmed at the earliest opportunity to enable all of the necessary works to be undertaken including the uplands water catchment management proposals.

- CYC are working closely with the EA in the development of the current 5 year plan, the demands on resources will be significant in the delivery of the schemes and interventions that the plan has initially recommended. Both authorities will need to review the delivery mechanisms for this work, an initial approach is detailed in Annex 4 of this report.

Action No.	Action	Independent Inquiry Rec No.	Actions taken to progress	Status
1	To develop a generic standby contract to cover all situations in which council highway operations staff may be recalled to duty.		Approach currently being agreed with front line operatives	In Progress
2	Communication problems due to loss of phone system between front line staff (bronze) and (Silver). To investigate the Parking Services radio system and potential for expanding this to provide an in-house system for use in emergencies.	10, 17	See Action 38	Complete
3	To research alternative venues for Silver Command.		Issue raised in LRF debriefs all statutory partners investigating options - LRF working group to be set up to progress	In Progress
4	Residents of Tower Place, Peckett Street, Friars Terrace & Clemthorpe require more information on the limitations of the current temporary flood defence measures that are deployed. To reissue the 'withdrawal of defence' letter each year with explanation to the residents of Tower Place, Peckett Street, Friars Terrace and Clemthorpe.	18, 20	Discussed with residents in flood drop in sessions, letter re-drafted but held until initial outputs of the York 5 year plan. Letter to be agreed by all partners and re-issued.	In Progress
5	Development of specific evacuation plans for the named areas (Peckett Street, Friars Terrace, Tower Place and Clemthorpe), as part of the re-write of the flood plan post this event.	18, 20, 79	The creation of individual evacuation plans for these areas is considered disproportionate, CYC encouraging communities to develop community emergency plans. Individual householders should develop their own actions up to and including evacuation based on the issue of EA warnings. This will be covered in the communications linked to Action 4	Complete
6	Develop clear procedures for setting up out of hours Call Centre	16	All Customer Centre Staff have amended Ts&Cs to improve Council's ability to 'staff up' customer contact service in emergency	Complete
7	To update mobile phones with customer contact centre staff at regular intervals	16	The stock of mobiles used during the flood have been retained and updated	Complete
8	Include Head of Business Support on initial call out list for customer services and admin.	16		Complete
9	Comms to ensure Customer Services are included in briefings.	10, 16	Customer services will be included in any briefings. All Customer Services staff are on the press release/statement distribution list	Complete
10	Regular updates from Silver to Customer Centre would help set clear messages for staff. Need for Loggist / administrative support at Silver to ensure regular updates can be provided.	10, 16	Permanent Loggist built into Silver Command structure and loggist training carried out for key support staff	Complete
11	To consider options for partners taking calls overnight if customer centre is not open.	15, 16	Not explored at this point although we still look to provide 24 Hr cover through the customer centre if required	To be considered
12	Internet information is critical to keep residents informed, ensure more staff are trained and have appropriate editing rights for the website.	22, 23	The web team has been further developed to create additional resilience.	Complete
13	To explore the creation of a dormant CYC emergencies telephone number to be enacted when necessary	10, 14, 16		Complete
14	To explore the possibility of creating a permanent flood@york.gov.uk email address and ensuring a variety of people can have access.	10, 14, 16	Set up but as Emergency@york.gov.uk to cover all crisis situations	Complete
15	A0 size maps to be printed of the CYC area for future use in Customer Services area	10, 16		Complete
16	Increased access to @YorkPrepared twitter feed for Comms to ensure coordination between twitter accounts to ensure all messages are shared / retweeted.	14, 22, 23		Complete
17	Need for coordinating role at the Depot to link better with Customer Services to ensure requests are directed as effectively as possible	14, 16	To be built into operational procedure.	In Progress
18	Emergency Plans / Rest Centre information to be built into customer services procedures. On going updates to come via regular updates to CC from Silver.	10	An ongoing action. Details of customer centre in the Rest Centre plan and flood plan. Reinforcement of the details to be provided in briefings and staff communications	Complete
19	To investigate the possibility and logistics around having one number for the Duty Chief Officer.		Currently being considered, however it is not straight forward as it requires a handover of equipment each week	In Progress
20	Generic mail boxes and instructions are included in relevant emergency plans and colleagues are aware.		Major incident mailboxes set up with IT and section to be included in Emergency Handbook	Complete

Action No.	Action	Independent Inquiry Rec No.	Actions taken to progress	Status
21	Review Plans to consider the unexpected and model the impact	20	The flood plan has been updated to take account of internal debriefs and lessons learnt. Will be updated further with any outcome / recommendations of the inquiry.	In Progress
22	Rota for comms support to enable comms person in Silver at all times – to take responsibility for pulling together key messages for public and members.	23, 24	Need to consider how we strengthen our capacity given limited resources to enable effective management of increased communications coming out of lessons learnt / Flood Inquiry.	In Progress
23	Effective communication to members to be built into the plan, Comms team to support CLG/emergency planning to cascade briefings to members	24		Complete
24	Agree communication updates to all members (see above)	24		Complete
25	Agree updates to Executive (see above)		Build into emergency plans / check list (Silver Command to sign off)	Complete
26	Consider option to build into plan need to advise Leader of need to call an emergency Executive.		Emergency Handbook now prompts the Silver Command team to include early communication with the Council Executive	Complete
27	LRF need better understanding of key strategic infrastructure (physical and digital) that may be affected by flooding and challenge the partner organisations on what their plans are to protect their assets.	5, 46, 47, 82	Gas/Yorkshire Water/Northern Powergrid and BT all contacted by following the event with copies of the map frame of the flood outline for review. All relevant providers contacted as part of the annual multi agency flood review in September 16.	In Progress
28	Need a named person for organising the Silver rota.			Complete
29	Develop briefing for wider staff involved in emergencies on roles within a major incident	20	Information on the role of Silver (and Bronze and Gold) during an emergency is contained in Section C of the Emergency Handbook, to be reinforced during briefings.	Complete
30	Loggist needed to support Silver and keep running note of issues and decisions made.	10, 21	8 council staff trained to act as loggists. Incident Log book designed and issued to Loggists spares held at EPU	Complete
31	Structured hand over between Silver to aid understanding of what happened so far.	23	Handover procedure to be established - structured handover sheet to be developed	In Progress
32	Ensure staggered hand over of Silver & EP Officer	23	This was done over the Christmas period and will continue as best practice. With the provision of 'supplementary EP Officers' 8 hour staggered rotas will be in place.	Complete
33	Directorate Major Incident Plans needed which cover how a directorate will support i.e. Housing plan to show how it will deal with temporary housing in any incident, Adult Care plan to show how it will support vulnerable individuals who receive care.		Directors need to nominate a lead in each directorate to be responsible for this and then EPU can support this work.	To be considered
34	Directorates need to consider access to key staff during holiday periods as part of directorate Major Incident Plan		(See also Actions 33 & 51)	To be considered
35	Consider early teleconference between all potential Silver Reps – Potential to have handover between physical Silver's as a teleconference also that other 'off duty' Silver's can dial into to keep up to date.		Building into procedure for handover sheet, need to understand infrastructure capacity / location to see if teleconference handover viable.	In Progress
36	Research alternatives for Silver Command accommodation		CYC have suggested that West Office could be used as Silver Command but would need some minor changes to infrastructure etc. See Action 3 above	In Progress
37	Need to reinforce Health Input (CCG) through NYLRF		Amended procedures within the rest centre plan following consultation and have back up numbers from CCG colleagues.	Complete
38	Loss of BT exchange limited communications. Need to consider a stand alone radio system that we can use as back up communication between bronze / silver & gold	17	Radio's purchased and tested.	Complete
39	Review the Councillor's guidance on their roles within emergency situations. Improved communication to Cllr's from Silver	24	See Actions 23 - 26 for communication with Members 04/10/16 Guidance for Councillors is included in both the River Flood Emergency Plan and the Emergency Handbook	Complete
40	Consider need to arrange for accommodation / catering for agencies / official volunteers (i.e. mountain rescue) as part of Silver response		The requirements may change for any given incident depending on the support agencies/volunteers deployed and what equipment they may bring with them. It is better to address these issues 'on the day'	Complete

Action No.	Action	Independent Inquiry Rec No.	Actions taken to progress	Status
41	Access to 'kit' for rest centres need to be built into plan. Rest Centre kit is stored in Roll cages in 2 containers at Hazel Court.		Remedial work on kit store carried out to ease access. Consideration to be given to training both EPU members to drive the vehicles required to transport the equipment when the depot staff are fully committed elsewhere	In Progress
42	Need to have pre identified list of people (CYC staff) who have volunteered to be on a list to be called in, this would increase the efficiency of pulling together wider support rota's	13	Weekend standby rota in place for customer centre. Agreed an approach for wider teams where key contacts have their own service contact list - still to complete.	In Progress
43	More detail required as to the roles of officers outside of Silver - volunteer coordinator for eg.	10, 16, 58	New section of Emergency Handbook in Draft form detailing the additional roles performed by colleagues in support of the response to the flooding. Draft circulated for comment.	Complete
44	Need to ensure a proactive approach to social media. Consider a resource who's role is to constantly monitor social media and respond with official message to any miss information.	22	Comms have identified all social media account holders, comms to manage and coordinate their messages in emergency situations.	In Progress
45	Lack of processes and procedures in place to deal with safeguarding issues in a developing situation. Need to consider as part of refresh of emergency plan and recovery section of the plan.	58	See Nos 56 & 57 Guidance in the Emergency Handbook for those setting up response groups in connection with an emergency includes the need to utilise the systems in place to check re safeguarding issues.	Complete
46	Wider awareness of Silver Command staffing rota's	10, 16	See Actions 19 & 20	Complete
47	Develop briefing note on working of command structure and the roles of Gold, Silver and Bronze together with any forms or templates developed as a result of this event or the debrief of it.	10, 16	Linked to Action 21 - Section C in the Emergency Handbook provides information on the Gold, Silver, Bronze system of command & control. The Emergency Handbook contains explanatory text on the Gold, Silver, Bronze command and control system. All Directors and AD's have received Gold/Silver training an LRF document "Response to Critical and Major Incidents", containing details on the response at various levels of command and control	Complete
48	Review the resilience of the organisation during an event		Development of structured planning of staff available / willing to be called upon in the event of a major incident will improve resilience by making more people available	In Progress
49	Review Recovery section of Emergency Plan to incorporate long term accommodation challenge	58	Linked to Action 21	In Progress
50	Improve GIS mapping capacity and understand format for sharing digital information. Information sharing between utilities and other agencies within Silver Command could be improved to prevent significant delays in warning properties of potential flooding or being unable to deal effectively with homes without electricity	20, 46, 47, 82	Environment agency (and other relevant bodies) have been contacted to attend an external open data event with a view to asking all agencies to store "some" data on he yorkopendata.org platform. This will increase the availability of 3rd party data.	Complete
51	Directorate to consider their own resilience in time of major incidents as part of their Major Incident Response Plan		Linked to action 33 Review of available staff to cover 'core' functions happens as part of existing management to sure continued delivery of core services, need to build into Directorate Major Incident Plans how increased demand will be addressed.	In Progress
52	Security to arrange for spare access badges sitting with the Night Service Co-ordinator at the Depot for use in emergencies.			Complete
53	Updated summary of key roles carried out in a flood event.	58	new Section of the Emergency Handbook to be written to include role guidance sheets. Emergency Handbook minus personal contact details to be placed on Intranet for access by all staff.	Complete
54	Enhanced role guide for all activities taken post floods within recovery guidance.			In Progress
55	Improved information on door knocking and donations procedure in the CYC recovery plan	58	See Action 43 & 21.	Complete
56	Create generic mail boxes for a variety of staff to utilise rather than personal mailboxes for use in an emergency to improve communication links with Silver and other flood management groups	16	Suite of 'Major Incident' e-mail boxes developed for use during a major incident.	Complete
57	Ensure all staff involved in emergency response have the Emergency Planning Duty Officer number		The number is available in the Emergency Handbook, a copy of which will be placed on the intranet following the reissue at the end of Sept.	Complete
58	Improve volunteer co-ordination procedures through closer working with CVS	13, 51, 52	Volunteers and donation centres asked to register with CVS. This will be followed up by training delivered by CYC & CVS. Future plans for volunteers and donation centres will be drawn up and added to the emergency plans.	In Progress

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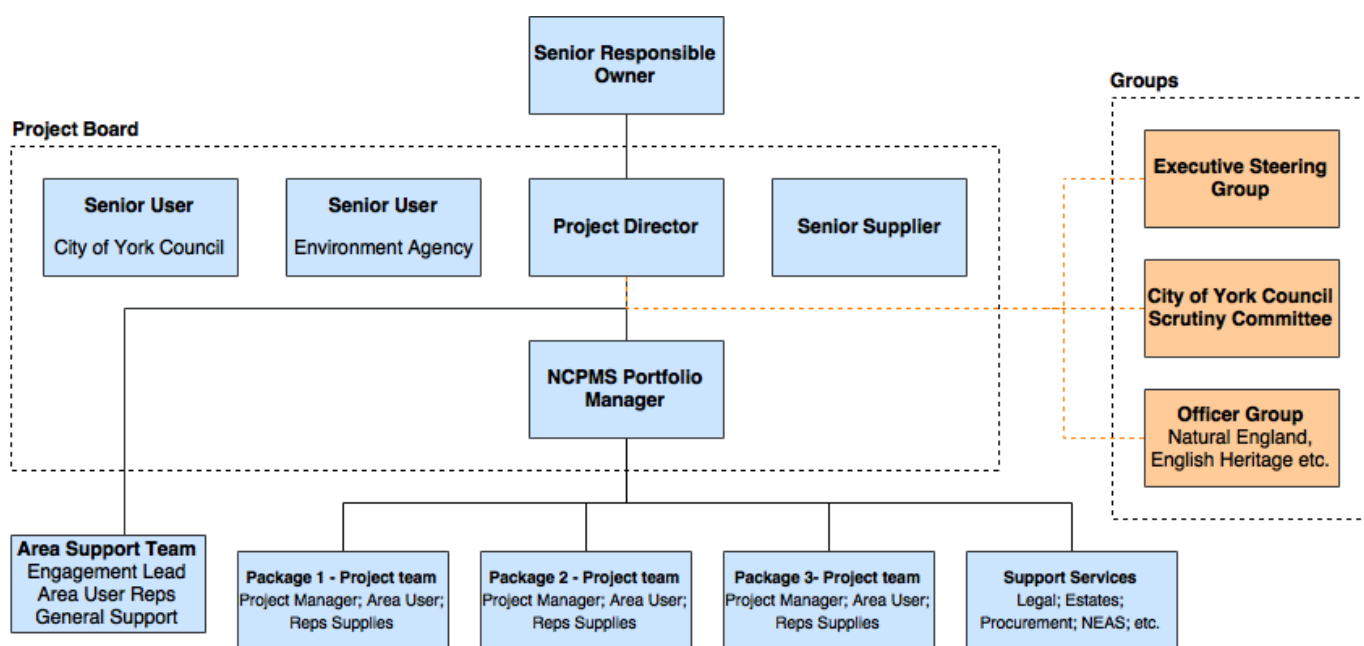
Flood Risk Management

York Five Year Plan – Project Governance

Following the flooding in December 2015 the Environment Agency successfully bid for funding from Government to reduce flood risk within the City of York.

In the past, both the Environment Agency and our partners have invested substantially in York, which has significantly reduced the risk of flooding for thousands of residents and businesses. However, the recent floods and the increase in frequency of high river levels on the River Ouse have demonstrated that the flood defences in York are no longer providing the standard of protection that they were designed for. Our work over the next five years will improve the standard of protection to York and take into account climate change.

To manage any project the Environment Agency follows project guidance HM Treasury (2016), Treasury approvals process for programmes and projects¹ and uses standard project governance Prince2² (PProjects IN Controlled Environments). It is on this basis that we are proposing the following project governance for the delivery of our York Five Year Plan.



Senior Responsible Owner

The Environment Agency's Senior Responsible Owner (SRO) has personal accountability for the project, managing upwards and outwards. They are responsible for securing the resources necessary for the success of the project, and for ensuring that the related implementation and transition activities realise the agreed objectives and benefits.

Project Board

The role of the project board is to provide direction for the project, including technical matters, issues, risks and change.

¹ HM Treasury (2016), Treasury approvals process for programmes and projects, www.gov.uk/government/publications

² Prince2 (PProjects IN Controlled Environments), www.prince2.com/uk

Project Director

The SRO appoints the Environment Agency's project director who has responsibility for supporting them in managing upwards, whilst overseeing delivery. The Project Director receives delegated responsibility from the SRO and operates in the SRO's absence as the SRO's deputy.

Senior Users

The senior user represents the interests of the users who will benefit from the project's products and deliverables. They are responsible for specifying the needs of those who will use the project products and monitoring that the solution will meet the needs of the business within the constraints of the business case.

Senior Supplier

The senior supplier represents the interests of those designing, developing, facilitating, procuring and implementing the project's products.

NCPMS Portfolio Manager

Responsible for running the projects and appointing the project managers. They ensure the project produces the required products to the required standard of quality and within the specified constraints of time and cost. They ensure the project delivers results capable of achieving the business benefits set out in the business case.

Groups

A group of people who have an interest in a project and are non-decision making. The Project Director will engage with the groups, updating them on progress and look for advice and steer on how the project moves forward. There could be more groups than shown above.

Area Support Team

The area support team provides support to the Project Director.

LEADER'S REPORT TO COUNCIL - MARCH 2017

1. My report this time provides an overview of the significant progress this administration is making across a wide range of important Council projects, activities and initiatives.

The Older Persons' Accommodation Programme

2. There is a shortage in York of accommodation with care for older people. This is caused by previous under-investment in this area, as well as the expected growth in the size of the over-75 population in the City, which is expected to increase from around 17,000 presently to nearly 26,000 by 2030.
3. The Older Persons' Accommodation Programme, which is now well underway, aims to address this shortfall and deliver a greater variety and better quality of accommodation with care for York's older residents, whilst at the same time replacing Council-run accommodation which is no longer fit for purpose. By 2019 we expect to deliver at least 230 new extra care apartments and bungalows, and to provide over 300 new care beds, with much of this new provision catering for the needs of those with dementia. Locations where investment in improved facilities has been made or is under way include Auden House, Glen Lodge, and Marjorie Waite Court. Locations where investment is proposed include Acomb Road, Burnholme school site, and Lowfields school site.
4. As part of this programme of change, people will move (54 residents in the past year) from existing care homes which are no longer fit for purpose or down-size from a family home into extra care accommodation. These moves must always be handled with sensitivity and care. The potential closure of a council-run care home will be subject to consultation, and where the home is closed, the Council follows a strict protocol to ensure that each individual 'Moves Home Safely' which includes a series of follow-up visits by Council officers. The feedback has been very positive, with many taking the opportunity to move closer to family or choosing to move from residential care to an extra-care facility, thus regaining independence and control over their own home, whilst maintaining a sociable environment which is an important factor in combating loneliness and isolation.

The Castle Gateway

5. This is a regeneration programme which aims to revitalise that quarter of the City lying just south of the city centre and bounded by the River Ouse and Piccadilly and including the confluence of the Rivers Ouse and Foss. It includes the area around Piccadilly, the Coppergate Centre, the Castle Museum, Clifford's Tower, St George's Field and the Foss Basin.
6. The character of the area may be described as generally under-invested, in parts semi-derelict, and mostly of poor urban quality, although it contains two of the City's major cultural attractions; Clifford's Tower and the Castle Museum. As one of the principal landowners in the area, City of York Council is taking the lead in shaping and facilitating an urban renaissance for this neglected part of the City and it is doing that by:
 - Formulating a vision and development framework for this part of the City which will inform the Castle Gateway Area of Opportunity Policy to be included in the emerging Local Plan.
 - Engaging with and partnering various commercial property interests, in particular Steamrock Capital, the head-leaseholder (from the City Council) of the Coppergate Centre and one of the principal landowners of other properties in the vicinity, in order to maximise private-sector investment in the area.
 - Developing a cultural partnership with owners of heritage assets and interested parties, for example, York Civic Trust, York Archaeological Trust, York Museums Trust and Historic England/English Heritage, both of whom have substantial investment programmes of their own, in order to enhance the significant, but under-used, areas of public space.
7. The broad aims of the project are to:
 - Improve the quality of the built environment of the Castle Gateway and contribute to the economic resilience and prosperity of the City.
 - Improve the quality of the public realm and the setting of the heritage assets to complement the investment set to be made in these assets.

- Improve pedestrian and cycle access to the area and enhance the setting of the River Foss.
 - Provide new homes and employment space.
8. This is a regeneration programme of significant ambition and complexity and it will not be realised overnight. The programme envisages a total period of at least 5 years, and is split into three broad overlapping phases:
- The first phase over the next 2 years is to bring forward commercial investment and development proposals, in partnership with Steamrock Capital, for example, revitalising the Coppergate Centre and Ryedale House in Piccadilly.
 - The second phase, starting later this year and lasting at least 4 years, is to reconfigure car-parking provision in the area by building a new multi-story car-park on Piccadilly and to allow parking to be relocated away from Clifford's Tower. It has been suggested that alternative car-parking might be provided by building an underground car-park on the present Castle car-park site and this possibility is being investigated. Also in this second phase will be improvements to the public realm including a bridge over the Foss and riverside walkways. The former Reynard's Garage site will be built out following the proposed 3 year occupation of the site (subject to planning permission) by Spark, a mixed-use 'pop-up' interim development.
 - The final phase starting next year will see detailed proposals worked up for St George's Field and the Foss Basin.
9. There are obviously constraints, challenges, and risks to a proposal of this magnitude. The principal ones of these are:
- Planning and conservation. Whilst it is self-evident that this part of the City has suffered from a lack of investment, both private and public, in the past, it nevertheless contains some significant and sensitive heritage assets and public realm.
 - Car-parking revenue derived from this area is an important element of the City Council's total income and this will be an important factor in commercial negotiations.

- The strength of the commercial property market and the health of the local and national economies.
10. Finally, beyond the partnerships already referred to, the evolution of these proposals will be subject to consultation with a broad range of stakeholders including the Ministry of Justice, the Guildhall planning panel, ward councillors and local businesses, and it is intended to gain exposure to this wider community through a series of public engagement events and other means.

The Guildhall Restoration

11. The Guildhall complex spans some 600 years of development on a riverside site which contains evidence of around 2000 years of urban settlement. The range of buildings making up the complex are listed at Grade I, II*, and II, thus making the site hugely significant in historic, civic, cultural, and heritage terms.
12. The Council vacated its former offices in the complex in 2013, and since then, its value has been under-utilised and furthermore, there has been an increasing amount of maintenance and repair which surveys confirm will cost over £2M to address. Since 2013, a series of proposals have been examined which aim to allow continuation of Council and civic uses of the complex, bring in new income-producing uses, and address the repairs and restoration backlog. A series of public consultation and engagement events were held during 2016 as the development proposals evolved.
13. The key elements of the final scheme approved by the Executive are:
- The refurbished Guildhall and riverside meeting rooms
 - A cafe unit to the south range
 - Refurbished and new build office space
 - A new riverside restaurant unit.
14. The most important factor in developing these new proposals has been to secure proper provision for Full Council meetings in the Council Chamber and to maintain Civic and ceremonial use of the Guildhall. The design proposals for Common Hall Yard also recognise the need for space to serve both the Mansion House and the Guildhall, supporting the Lord Mayoralty and the important civic role of both buildings.

15. The total estimated cost of the project including all design fees, project management and furnishing costs is £12.780M. This will be funded by prudential borrowing of £8.683M and a Local Growth Fund grant of £2.347M from the Leeds City Region Local Enterprise Partnership. The balance of £1.75M is covered by a capital budget approved in 2013 and covers project development work and emergency roof repairs.
16. The finally accepted scheme was granted planning permission last month. One of the conditions of the planning permission, which was endorsed in the Executive approval of the project's business case and capital budget, was the establishment of a Management Plan for the Mansion House, Guildhall, and Common Hall Yard to govern how the shared elements of the scheme will facilitate the operation of the Guildhall complex and the effective occupation of the Mansion House by the Civic Party. This will ensure the status of the Lord Mayoralty is protected and enhanced, with safe and effective management and use of the public space and amenity for the Civic Party in the Mansion House. It is intended that this Management Plan will be examined and reviewed by a cross-party working group, working with Civic and Democratic Services, both prior to its completion of the development and during its operation.

Joint Venture with Homes and Communities Agency

17. I am pleased to announce our intention to form a strategic partnership between the City of York Council and the Homes and Communities Agency, the Government's housing delivery arm of the Department of Communities and Local Government. This will bring capacity and funding to this important area of activity. We have a well-reported mismatch between housing supply and demand in York and this unique partnership will represent a radical step change for house-building in the City, focussing initially on speeding up delivery on Council-owned brownfield sites, for example, the former Askham Bar car-park site, the former Burnholme school site, and the former Lowfields school site.
18. This unique partnership will be one of the first of its kind in the country. It aims to increase the speed of delivery on sites from the house-building industry norm of 30 - 40 units per annum at a particular site or location to around 80 units a year, thus 'front-loading' the supply of new housing in the City. This initiative comes on top of the funding from the HCA of £2.75M announced last Autumn for the development of more shared ownership housing in the City.

19. This strategic partnership could deliver over 5000 homes over the next 15 years, with the potential for over 1000 in the next 3 years alone, all on brownfield sites. Future housebuilding in York is dependent on having an approved Local Plan, something that York has failed to achieve for several decades. This administration will put that right.
20. By partnering with the HCA, we will be able to achieve two key goals; to increase the speed of delivery to alleviate the housing situation now, and to deliver a more varied tenure mix to bridge the affordability gap. This includes increasing the level of our social housing stock, affordable rent, shared ownership, market-priced properties, self-build, and much more. Together with this initiative, we shall also be bringing forward proposals later this year to establish a Council-owned housing development company. This will enable us to maximise the potential of our own sites – quickly – and ensure that the right mix of housing is delivered, and thereby grow the affordable housing stock in the City.

Young People and Education

21. This administration is committed to remodelling service provision and achieving better results from the best possible use of taxpayers' money. A prime example of this is the introduction of Local Area Teams. This transfers support for some of our most vulnerable children into more localised facilities out in the communities, and making the service more responsive to needs. This has reduced the cost of the service by around £1.4M, but most importantly it has greatly improved the service. Last month, OFSTED complemented the Council on its vision and gave a rating of 'OUTSTANDING' for the Safeguarding Children's Board. We are only the second Council in the UK to have achieved this rating.
22. In Education, we have refocused government grant money to ensure school places are again available in the local community. This is investment which has made the City's results the best in Yorkshire and giving York one of the best educated workforces in the North of England, and with the City's best practice being recognised by Government. We are pleased to take part in the new 30 hours pre-school education project which is aimed at getting parents back to work whilst giving children the best possible start in life. Our strong partnerships have resulted in all our private providers joining the scheme.

Council Budget

23. The Council budget we passed last month has been greeted by most residents as a sensible compromise. As I said at Budget Council, the council tax increase of 3.7%, comprising a 3% adult social care precept and a 0.7% general increase, will be thought too high by some and too low by others, but this Council was faced with the need to keep costs at a reasonable level for hard-pressed taxpayers on the one hand, most of whom will see little increase in their wages over the coming year, and on the other hand those, particularly the elderly and the vulnerable, who rely on our services. I believe the budget we approved struck a fair and realistic balance between these two competing forces.
24. As an administration we pledged to concentrate on front-line services and to do these well. Our budget also included a much-needed long-term investment in roads and footpaths of up to £20M over five years, and a comprehensive increase in money for basic services such as gully cleaning, gritting and bins. We have provided more support for mental health services, which we consider to be an essential front-line responsibility of the Council, and we will continue to work closely with the city's mental health providers to improve this provision.
25. During this coming year, we will continue to work with officers and partners to develop ways of delivering better services at lower cost as we constantly re-evaluate how our Council can best respond to the needs of York residents.

Cllr. David Carr

Leader, City of York Council

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Meeting	Executive
Date	16 March 2017
Present	Councillors Carr (Chair), Aspden (Vice-Chair), Ayre, Gillies, Lisle, Rawlings, Runciman and Waller
Other Members participating in the meeting	Councillors D'Agorne and Looker

Part B - Matters Referred to Council

140. The Development of the Guildhall Complex

[See also Part A minute]

Members considered a report which outlined proposals to develop the Guildhall complex.

Following discussion it was:-

Recommended: That Council approve a total capital budget of £12.780m with prudential borrowing of £8.683m to fund the construction works to develop the Guildhall complex.

Reason: To ensure the future viability and effective re-use of the Guildhall as one of the City's most significant historic buildings, through the creation a vibrant business and civic venue, with supporting commercial development on the riverside.

141. Update on the Re-Provision of the Ordnance Lane Temporary Homeless Accommodation

[See also Part A minute]

Members considered a report which provided an update on the proposals for the re-provision of the temporary homelessness accommodation at Ordnance Lane, York.

Following discussion it was:-

Recommended: That Council approve a revised overall budget of £10.5m from the Housing Revenue Account for the purchase (subject to contract) and conversion of James House as a permanent replacement for the council's current temporary homeless accommodation at Ordnance Lane.

Reason: To enable the re-provision of the council's temporary homeless accommodation at Ordnance Lane, Holgate Road, Crombie House and Acomb Road to a single service based at James House.

Cllr D Carr, Chair

[The meeting started at 5.30 pm and finished at 8.40 pm].

Deputy Leader's report:National Budget

1. The Chancellor's Budget contained a number of announcements relevant to local government.

The announcement of additional funding for adult social care is particularly important. My colleague Councillor Runciman has been highlighting the significant pressures that the health and care system faces. I know that concerns have been raised about the recent news of £50m in health cuts announced by Vale of York Clinical Commissioning Group, for example.

2. Additional funding is therefore welcome, but further scrutiny is needed to determine how far this money can go to meet the pressures facing local government and in the system. In addition, Councillors will have noted the Chancellor's U-turn on National Insurance increases for the self-employed; this measure was intended to part-fund the adult social care announcement, so we will be watching closely to see how this gap is filled. I know officers will be examining the figures to understand the full implications for York before bringing forward a proposal for the Executive to consider.

York Central

3. We have made further progress with the joint administration's plans for the York Central site. We are continuing to work with our partners Network Rail, the Homes and Communities Agency, and the National Railway Museum to define the approach to development. The recent focus has been on establishing formal partnership arrangements and developing a robust development proposition.
4. There is a recruitment process underway for a Chair of the York Central Partnership, which will help us to make further progress. The Leader and I are also meeting with the Dean of York, Independent Chair of the York Central Community Forum, to discuss next steps for the project. Further public consultation on the master plan and access options will take place with the community over the summer.

One Planet York

5. We continue to work towards making the Council and our City more environmentally-friendly. We want to boost recycling rates, promote sustainable travel, and make York the Greenest City in the North. Work to become a greener Council is an essential part of that process – especially because greater pressure on services means that we should already be thinking about how we can work more sustainably.
6. I am pleased that Executive recently approved the final framework for One Planet Council, which sets out our ambition to put sustainability and resilience at the heart of our decision-making processes. The framework sets out a number of areas for action, including:
 - Reducing the Council’s carbon footprint
 - Embedding ‘One Planet’ opportunities into ongoing projects and policies
 - Strengthening communication and collaboration between different service areas on issues relating to sustainability.
7. We are also piloting a ‘Better Decision-Making’ tool to help embed One Planet principles into Executive reports, as well as improving how we engage with staff to improve awareness and encourage people to bring forward their ideas about sustainability.

Haxby Library

8. I am delighted that a £500,000 investment into a new library service in Haxby has been approved as part of the budget process. The old library closed in summer of last year after a structural survey found that the building was likely to collapse. An interim solution has been found through council officers working with Explore to relocate the children’s library offer to Oaken Grove Community Centre.
9. The £500,000 investment now allows further welcome discussions to take place between the Council, Explore, and Trustees of the Haxby Memorial Hall towards a permanent solution.

Devolution

10. York hosted a meeting of Yorkshire Council Leaders at the beginning of March chaired by Cllr Carr. We had constructive discussions about how

we can work collaboratively across the region. Our goal remains to find a deal that meets priorities for York, such as increased investment and sustainable growth. Devolution presents a number of opportunities for York but it is right to continue to work to find the right arrangements to best reflect our city's interests. We agreed the following statement:

“Most Yorkshire Local Government Leaders, including those from North Lincolnshire, met in York today. They unanimously agreed that there is great benefit in the Yorkshire brand, which could be further capitalised on for the good of our people. Leaders agreed that they could and should continue to collaborate, ensure that they meet regularly as a Yorkshire Leaders Board, and that discussions should take place with the Government to explore all of the possible options for local decision making. They agreed that Yorkshire should have a strong voice in the Brexit negotiations. Leaders will engage with business, MPs and partners to make sure that our voice is heard on a clear set of priorities.”

11. York will host further meetings and I look forward to continuing discussions about devolution and regional cooperation.

Human Rights City launch

12. In December last year, I was very pleased to receive on behalf of the city an award recognising York as a 'City of Sanctuary'. I am now looking forward to attending the Lord Mayor's declaration of York as the UK's first Human Rights City.
13. The York Human Rights City Network has done excellent work to promote a culture of human rights, for example through training workshops and public events.
14. If members have any questions on the content of this report or would like further information on other issues then please email me on: cldr.kaspden@york.gov.uk

Cllr Keith Aspden

Deputy Leader of City of York Council

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Report from Cllr Keith Aspden, Executive Member for Economic Development and Community Engagement

Local area approach to financial inclusion

1. 4CommunityGrowth is a local area-based financial inclusion initiative, supported with £250,000 at this year's Budget Council. This project is informed by a number of local models of good practice including the Kingsway West Area Project and the Tang Hall Big Local.
2. The project will allocate grants and commission work over 2 years through a multi-agency Local Action Group. This will maximise opportunities for local networking and for local residents and stakeholders to shape the delivery programme. Activities and opportunities could include:
 - benefit take-up campaigns
 - personal development and wellbeing support
 - employability workshops
 - volunteering and work experience opportunities
 - community engagement and capacity building events.

Review of Play Policy and Playground Investment

3. In February I received a report detailing the allocation of £170,000 in capital funding to invest in York's playgrounds. This broke down into £17,000 for ten locations in eight different wards around York.
4. The 5 key principles in the policy are that play opportunities will:
 - meet a clearly identified need
 - be developed through inclusive involvement and participation that empowers and encourages the community to take a lead
 - be based on the right of the child to access inclusive, quality and locally based play opportunities
 - promote and recognise the benefits of play and its impact on health and development of the child
 - be reflective of best practice.

Ward working

5. We are continuing to make improvements to our ward working processes. This includes a new system for highways projects to help councillors make informed choices, improvements to the presentation of ward profile data, and a new monitoring form for ward grants.

6. I have highlighted some data summarising some key aspects of ward working:
- 228 ward grants have been approved to voluntary and community groups to date
 - 46 Ward Committee meetings/events have been held to date, attended by over 1,100 residents
 - £603,000 has been allocated to ongoing schemes to date, not including future plans.

Spotlight on Communities

7. In January I opened a 'Spotlight on Communities' event exploring challenges and approaches on a theme of retaining a neighbourhood focus as resources shrink. York has a lot to showcase, with a devolved budgeting process through our Ward Committee system and extensive support for community engagement and voluntary activity.
8. Feedback from the event was very positive. A short write-up and all of the presentations from the event can be accessed at <http://localneighbourhood.org/archives/2082>

Armed Forces Community Covenant

9. As York's Armed Forces Champion, I chair quarterly meetings of the York Armed Forces Covenant Forum. The meetings are attended by representatives from a range of services and charities. The Forum collectively work to implement their action plan that aims to support veterans, serving personnel and families under themes such as housing, employment, health, and commemoration. The Forum are currently working on plans for an Armed Forces Day celebration in June 2017 and have commissioned a piece of work involving the armed forces and local communities.
10. The Council is also collaborating with regional partners to lead on a bid to the national Covenant Fund. The proposed project will substantially improve awareness and delivery of the Covenant in North Yorkshire and York through integrated training, research, and information sharing. The outcome of the bid is expected in March 2017.

Mansion House and Full Council meetings

11. The Mansion House refurbishment is back underway. This follows a short delay after the previous building contractors sadly went into

administration. Painting has begun underneath the scaffolding and inside works including conservation of the state room ceiling and restoration of the kitchens are moving apace. I look forward to the Mansion House reopening in the summer.

12. The decision to move ahead with the Guildhall project means that an alternative venue needs to be found for Council meetings while the building work takes place. Officers in democratic services have identified a range of options and will be working with a cross party group to explore them in more detail. We will still be meeting in the Guildhall though until the Autumn.

Economic Strategy 2016-2020, Job Fairs and employment statistics

13. Following the launch of the Strategy in July 2016, we are now in the process of gathering the updates for the objectives and actions in the Delivery Plan, such as with York Business Week.
14. The most recent statistics show that the total of Jobseekers Allowance and other out of work claimants has fallen by 7% since February 2016. However, there has been a small increase in claimants between January and February 2017.
15. This demonstrates the importance of continuing work to support the local economy and help for those looking for work and in low-paid or part-time roles. We are continuing to fund city wide Job Fairs, working towards being a more business friendly council and will work with partners including the Business Improvement District and Make It York to support a healthy local economy.

York Business Improvement District (BID)

16. The BID is now heading towards its first anniversary. There have been a number of successful projects, including:
 - Winter lights – a major success, with at least 10,000 related interactions on social media and plenty of positive press coverage
 - A rapid response street cleaning team, Future Cleaning Services, has now been established for the streets within the BID levy area, building on the cleansing efforts provided by the Council
 - The Street Rangers have begun work on a rough sleeping initiative, signposting rough sleepers to charities able to support them with food and shelter. The Rangers have also been instrumental in monitoring criminal activity and anti-social behaviour in the city centre
 - Sponsoring the 22nd York Residents Festival in January.

17. As of February 2017, 96% of the BID levy had been paid, exceeding predications of non collection by 2%, and amounting to over £820,000 for the benefit of the City.

York Skills Plan 2017-2020 and apprenticeships

18. We are developing a second all-age Skills Plan for York. The Plan focuses on how the Council and partners will work together to develop, retain, and attract talent in York, and ensure we have a prosperous city for all. The Skills Plan will set out 5 essential 'to-dos':

- support the transition of all young people from learning to earning
- connect more adults to jobs and career progression
- grow the apprenticeship offer
- make better use of higher education talent, resources, and learning
- tackle skills shortages.

19. On the issue of apprenticeships specifically, the Council-led York Apprenticeship Hub has continued to work closely with employers, training providers, schools, and LEPs to raise awareness and develop opportunities. York is now the 6th-highest ranked local authority in the UK for growth in apprenticeships.

20. To conclude I would like to thank council officers working across my portfolio area for their ongoing hard work since my last report. If members have any questions on the content of this report or would like further information on other issues then please email me on: cldr.kaspden@york.gov.uk

Cllr Keith Aspden

Executive Member for Economic Development and Community Engagement

Report of the Chair of Corporate & Scrutiny Management Policy & Scrutiny Committee

30 March 2017

1. This report is submitted by the Chair of Corporate & Scrutiny Management Policy & Scrutiny Committee (CSMC), in accordance with the constitutional requirements set out in Standing Order 8.3 (m) to update Council on scrutiny work and to set out any recommendations such as may be made to Council in relation to that work.

Finance and performance

2. Since the last report to Council on 15 December 2016, the Health & Adult Social Care Policy & Scrutiny Committee has received its 3rd Quarter Finance and Performance Monitoring Report at its meeting in February 2017. CSMC and the three other standing scrutiny committees have all received their 2nd and 3rd Quarter Finance and Performance Monitoring Reports between January and March 2017.

Attendance of Executive Members

3. The Executive Member for Environment attended a meeting of the Communities & Environment Policy & Scrutiny Committee in January 2017 to provide an update on the replacement of the FAME waste collection lorries, information on the revised waste collection calendar due to be implemented in April 2017 and the communications strategy to inform residents about the changes.
4. The Leader also attended the meeting of the Communities & Environment Policy & Scrutiny Committee in January 2017, to talk the Committee through the decision to incorporate priorities and actions relating to Hate Crime into the new Community Safety Plan for 2017-20 rather than the Council having a separate Hate Crime Strategy.
5. In regard to CSMC and the other standing scrutiny committees, there have been no other attendances by Executive Members since the last report to Council.

Pre-Decision Call-ins

6. There has been only one pre-decision call-in since the last report to Council. In late January 2017, CSMC considered the Executive report on the review of Yearsley Pool, ahead of the Executive meeting on 16 March 2017. CSMC were frustrated over the lack of detail in the report and expressed concern that not all of the options had been fully explored. Whilst CSMC agreed there were no grounds to make specific

recommendations or comments to the Executive in respect of the report, they did express concern about the pre-decision call-in process and agreed it should be reconsidered as the current timescales are proving unworkable.

Corporate & Scrutiny Management Policy & Scrutiny Committee

Call-ins

7. There have been two post-decision call-ins since the last report to Council. In early January 2017, CSMC considered the Executive's decision on the Park and Ride Service Operator Specification approved in early December 2016. CSMC agreed to uphold the Executive decision, although they did request that the Executive Member for Transport and Planning attend an appropriate future meeting with a report as to how he would encourage bus operators to adopt ultra low emission vehicle standards over the course of the contract.
8. In early March, CSMC considered the Executive's decision in regard to the disposal of land for the proposed Clifford's Tower Visitor Centre, and agreed to uphold the Executive decision.

Petitions

9. At each of its meetings, CSMC continues to receive its standing report on Council petitions providing details of new petitions received by the Council and the appropriate course of action.

Scrutiny Work

10. CSMC has met twice since the last report to Council. In February the committee received a report on an Air Quality motion referred by Council in December 2016. However, as the Motion related specifically to air quality, carbon reduction, the Local Plan, environment strategy and transport strategy, all of which fall within the remit of the Economic Development & Transport Policy & Scrutiny Committee, CSMC chose to refer the motion to that committee for its consideration, with the proviso that if its workload did not allow the Motion to be reviewed in a timely manner it should be referred back to CSMC.
11. Also in February, as part of its scrutiny management role, the Committee considered scrutiny expenditure in this financial year and the scrutiny budget for the coming year. Finally, they considered the findings from their review of future ways of working in scrutiny, and consultation feedback on their preferred options for revisions to the remits for the

scrutiny committees – for further information on the review and the recommendations arising, see paragraphs 25 -28 below.

12. Subsequently in early March, CSMC agreed their proposals for revised terms of reference for the new scrutiny committees they are recommending – see paragraph 29 below. They also received a verbal update on their ongoing One Planet York Scrutiny Review.

Communities & Environment Policy & Scrutiny Committee

13. The Committee has met twice since the last report to Council. In January the Committee received a Safer York Partnership bi-annual performance report, together with an update on the Safer York partners' achievements in response to the priorities and actions within the current Community Safety Plan, and the plans for the new Community Safety Plan for 2017-20. The Committee also received a detailed update on domestic violence and drug related crime and disorder across the city. Finally, the Committee considered the draft final report arising from their Ward Funding scrutiny review, which was subsequently presented to the Executive earlier this month.
14. In March the Committee received an update on the council's Flood Defences Strategy Consultation, with officers from the Environment Agency giving feedback on the findings and a progress update on the ongoing work. The Committee also received an implementation update on the recommendations arising from their previously completed Goose Management scrutiny review. The Committee noted the progress made in trialling the various methods and were pleased to note that Micklegate ward were giving serious consideration to funding the city-wide survey work, but agreed it was too early to sign off any of the recommendations.

Economic Development and Transport Policy & Scrutiny Review

15. This committee has met twice since the last report to Council. In January 2017 the committee received a presentation on the Guild of Media Arts. It also received an update on the ongoing York Central project which summarised the Council's commitment to join the West Yorkshire Transport Fund (WYTF) and to use the funding to deliver access on to the York Central site. It also received an overview of the latest available wage data for York which identified some key trends and issues and explored the possible policy responses.
16. Earlier this month the Committee met again to receive a number of update reports, which included an update on the Southern Gateway project, a report on Assess Fund York to enable Members to make further progress towards a decision on whether to undertake a scrutiny

review into modal shift in transport across the city, and an interim update on their scrutiny review into the impact of the arts and culture sectors on economic development in the city. The Managing Director of the York Business Improvement District (BID) was also in attendance to provide an update on the work of the BID.

17. Finally the Committee gave due consideration to the Council Motion on Air Quality referred to them by CSMC. The Committee agreed to form a Task Group to undertake further work on this issue on their behalf.

Health & Adult Social Care Policy & Scrutiny Committee.

18. The Health & Adult Social Care Policy & Scrutiny Committee has met four times since the last report to Council. In December 2016 the committee received a number of bi-annual updates – a quality monitoring report on residential, nursing and homecare services, and updates from Be Independent and Healthwatch. The also received a progress update on the delivery of the council's older persons' accommodation programme, and noted the positive comments made by the Mazars auditors in relation to programme progress and management. Finally, the Committee gave consideration to a draft report on a new joint health and wellbeing strategy for the city and welcomed the council's work towards 'Suicide Safer City' accreditation.
19. In January 2017, the Committee received its bi-annual assurance report on safeguarding vulnerable adults which outlined the arrangements in place to ensure adults with care and support needs are protected from abuse and neglect, whilst maintaining their independence and wellbeing. It also received an update on the healthy child service and a report on a range of Vale of York Clinical Commissioning Group issues, namely their 2017/19 Operational Plan; Delayed Transfers of Care; Continuing Health Care and the Partnership Commissioning Unit.
20. In February 2017 the Committee received a report on the Care Quality Commission's findings following its inspection of the Yorkshire Ambulance Service NHS Trust, and a TEWV / CCG report on the outcome of the consultation to seek the views of local people on the development of mental health services for the city. Finally, the Committee received an update on the implementation of the approved recommendations arising from their previously completed scrutiny review into the closure of Bootham Park Hospital. While the Committee were happy that several of the recommendations had been fully implemented they agreed not to sign off the report until they had considered an update of the action plans of partner organisations following the NHS England

Transfer of Services review, in which the scrutiny review task group played an active part.

21. Since this report was published, the Health & Adult Social Care Policy & Scrutiny Committee were scheduled to meet again in late March to receive the update on the action plans mentioned above, and update reports on Health Protection Assurance and the CCG's finance and recovery plan. They were also due to consider a Council Motion on access to NHS services and the draft final report of the Public Health Grant Spending scrutiny review.

Learning & Culture Policy & Scrutiny Committee

22. This Committee has met twice since the last report to Council. In January 2017 the Committee received an update on the uptake of school meals following the introduction of universal infant free school meals in September 2014. They also received a bi-annual progress report on the council's work on Safeguarding & Looked After Children, together with an update on the York trial of 30 hours free childcare for working families.
23. In addition, the chief operating officer from York Museums Trust attended to provide an update on the current activities of the York Museums Trust (YMT) against the agreed core partnership objectives. Finally, the committee considered the draft final report arising from their play provision scrutiny review and agreed the recommendations which were subsequently presented to the Executive earlier this month.
24. Since the publication of this paper, the Learning & Culture Scrutiny Committee were due to meet again to receive a bi-annual update from York's Safeguarding Board, an annual report from the Standing Advisory Committee on Religious Education (SACRE) together with information on York schools' agreed syllabus. They were also due to receive an implementation update on local area teams, and the chair of York@Large was scheduled to attend to provide an overview of how York@Large has been working with the Council and other partners to deliver joint services. Finally, the Committee were expecting a further update on the implementation of the four outstanding recommendations arising from their previously completed scrutiny review of Disabled Access to York's Heritage & Cultural Offer.

Review of Future Ways of Working in Scrutiny

25. In September 2015 CSMC agreed to undertake a review to examine alternative committee structures to support the better delivery of this Council's scrutiny function, based on the following review remit:

'To review all options for revising the scrutiny committee remits, including the financial implications, in order to:

- Ensure an annual scrutiny workplan that better supports the Council's priorities
- Improve the Council's scrutiny function and working arrangements;
- Better balance the committees' workloads;
- Increase corporate engagement;
- Encourage more policy development work, and;
- Allow for reactive scrutiny

26. The review looked at scrutiny arrangements in good practice authorities, issues with the current scrutiny arrangements in York and examined all the possible alternative options for committee structures. As a result of that work, CSMC identified their two preferred options and instructed officers to consult on those.

27. In February 2017 CSMC received an update report on its two preferred options, and considered feedback from the political groups and the corporate management team on those options – see full details in report at Appendix 1.

28. Having considered the feedback in conjunction with information previously provided on national best practice etc, CSMS agreed to recommend option (iii) – scrutiny committees with remits in line with directorates, with the exception of Economy & Place Directorate which they agreed should be split across two scrutiny committees due to the size of the workload the Directorate was likely to generate (see paragraph 13 of the report at Appendix 1). They also instructed officers to draft revised terms of reference for those new scrutiny committees – see the Part B Minute from February 2017 at Appendix 2.

29. In early March 2017 CSMC received a report suggesting terms of reference for their proposed new scrutiny committees – see Appendix 3. However, after much consideration, CSMC agreed to propose one scrutiny committee be responsible for all the service plan areas within the Economy & Place Directorate (Annex A to Appendix 3 reflects that view) – see Part B Minute from March 2017 at Appendix 4. This proposal will reduce the number of standing Policy & Scrutiny

Committees by one, leading to an annual saving of £4,200 i.e. one less Scrutiny Chair Special Responsibility Allowance (SRA).

30. CSMC also considered how it might progress positive change in scrutiny through improvements to annual work planning, and agreed they would in the future invite the Leader and/or Deputy Leader to attend at the beginning of each municipal year (early June), to advise on key priorities for the Council for the year ahead.
31. Finally, as part of its work on the restructure of and terms of reference for the scrutiny committee, CSMC expressed concern about the current operation of the pre-decision call-in process. Whilst endorsing the principle of early scrutiny engagement, CSMC agreed the current process was restricting the freedom of the scrutiny committees to engage early. CSMC have therefore commissioned a report to review the effectiveness of the current arrangements.

Recommendations

32. In light of the information provided in this report and in Appendices 1-4, Council is recommended to:
 - a) Approve and adopt Option (iii) to align Scrutiny Committees to the new Directorates in accordance with the approach for this option set out in the report at Appendix 1.
 - b) Approve the terms of reference for the proposed new scrutiny committees, as shown at Annex A to Appendix 3.

Reason: To ensure the scrutiny function remains fit for purpose and capable of supporting the work of the Council.

Appendices:

- Appendix 1** – CSMC Report dated 13 February 2017
- Appendix 2** – CSMC Part B Minute 13 February 2017
- Appendix 3** – CSMC Report dated 6 March 2017
- Appendix 4** – CSMC Part B Minute 6 March 2017

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Corporate & Scrutiny Management Policy & Scrutiny Committee 13 February 2017

Report of the Director, Customer & Corporate Services

Proposals for the Future Ways of Working in Scrutiny**Introduction**

1. This report provides an update on the ongoing work to examine alternative committee structures to support this council in delivering its scrutiny function, and reports back on the consultation with political groups and the corporate management team. The report asks this committee for further direction in examining the way forward.

Background

2. Issues Affecting Current Scrutiny Function
Historically in York, there has been limited policy development scrutiny carried out since the introduction of overview and scrutiny in 2000. A majority of scrutiny review work has been reactive – looking at the way the Council delivers its services and holding to account previous Executive/Executive Member decisions.
3. The current scrutiny committee structure has been in place since 2009 and was designed around cross cutting Local Area Agreement themes. That agreement has long since been replaced by other working arrangements and there have been significant changes to the organisation's working model. This has resulted in a scrutiny function that bears little relation to the way in which the council currently operates or its structure.
4. Furthermore, the differing work priorities for previous Cabinets/ Executives and the scrutiny committees, and those in place for the current Executive, present a continuous challenge in terms of corporate capacity to consistently provide effective support to scrutiny. This has become an increasing challenge as the size of the senior officer corps continues to diminish, and has been compounded as some senior officers are now required to support the work of more than one scrutiny committee. The knock on effect of this strain on corporate support is that some scrutiny committees struggle to identify suitable topics for review

i.e. topics that will result in ambitious recommendations with measurable outcomes.

5. There is also the ongoing issue of scrutiny committee members being expected to participate in Task Group review work regardless of their interest in or knowledge of the subject matter, or their skills in regard to the purpose of the scrutiny work i.e. developing policy or holding to account.
6. Finally there are some very specific issues around the work of the Health Committee. It has completed only 9 scrutiny reviews since 2005, with the majority of its time spent on overview work, bringing together external health colleagues to discuss ongoing health issues within the city and region. How it works and the reports it receives has not changed even though Public Health is now a responsibility of the Council and a Health & Wellbeing Board has been introduced. Whilst the name and focus of all of the scrutiny committees has recently changed to policy and scrutiny, the Health Committee's workplan has remained predominantly focussed on overview.
7. Recent Changes
Following the local election in 2015, in response to an Executive proposal for greater cross-party involvement in the decision making process, a new system for pre-decision scrutiny was introduced and new 'Policy & Scrutiny' committees were created. The purpose being, to enable future decisions to be taken in a more open and transparent way, and give policy and scrutiny committees the opportunity to debate and make comments on matters requiring an executive decision, before a final decision is taken.
8. To do this effectively, it was recognised that scrutiny committees would need reports on significant issues much earlier, in advance of the Executive considering them, in order to inform policy development and the contents of Executive reports. This would not preclude them from considering an Executive report in its final (or close to final) form and debating the report recommendations prior to the final decision being made. It was also hoped it would help shift the focus of scrutiny committees from an over emphasis on overview to one of policy development, to address the limited policy development work being undertaken and to bring the committees' work in line with the change to their committee titles.
9. Whilst supporting those changes, this Committee recognised the effect the additional work would have on the scrutiny committee workloads, and

agreed that scrutiny committees may need to meet more frequently, and that discipline would be required to make the new system work, with improved Member commitment, and improved corporate engagement and support.

10. In September 2015 this Committee agreed to undertake a review of the scrutiny function based on the following review remit:

‘To review all options for revising the scrutiny committee remits, including the financial implications, in order to:

- Ensure an annual scrutiny workplan that better supports the Council’s priorities
- Improve the Council’s scrutiny function and working arrangements;
- Better balance the committees’ workloads;
- Increase corporate engagement;
- Encourage more policy development work, and;
- Allow for reactive scrutiny

Progress Update

11. An initial report containing an analysis of a range of possible scrutiny structures was considered by this Committee in March 2016, together with information on national best practice. However at that time the results of the review of the council’s operating model were yet unknown and the Committee were unable to consider the option of aligning scrutiny committee remits to Directorates.

12. In July 2016 when that review had been completed and the new structure of senior management roles agreed, this committee met again to consider all of the possible structure variations (including aligning scrutiny committee remits to directorates), and as a result were able to narrow down its preferred options to the following:

13. Option (iii) - Current structure with no change other than bringing remits in line with Directorates

If this option was to be progressed and the scrutiny Committee remits revised to simply match the new directorates, it would result in the remits being imbalanced. In July 2016 this Committee therefore agreed to consult based on the following:

Scrutiny Committee	Proposed Remit
Customer & Corporate Services Scrutiny	Legal Services Complaints & FOIs

Management Committee:	Civic & Democratic Services Elections Business Support Property Design & Facilities Management Customer Services ICT Registrars Communications Health & Safety Bereavement Services Corporate Finance & Procurement Human Resources <i>Client Management: Magistrates, Probation & Coroners, CYT, Veritau</i>
Standing Committee 1 - Children, Education & Communities Scrutiny Committee	Social Work & Children's Safeguarding Educational Psychology Disability Services & SEN Youth Offending Team School Services Children's Centres School Improvement Connexions Services Healthy Child 0-19 Children's Trust Service Virtual School Communities & Equalities York Learning Leisure & Community Centres <i>Client Management: School Improvement, York Explore & Museum Trust</i>
Standing Committee 2 - Health, Housing & Adult Social Care	Public Health Adult Social Care OPH Operations Learning Disability Service Adult Safeguarding & Mental Health Adult Services Commissioning Housing Services Emergency Planning Community Safety Building Services <i>Client Management: Health & Wellbeing Board, Be Independent, Safer York Partnership</i>

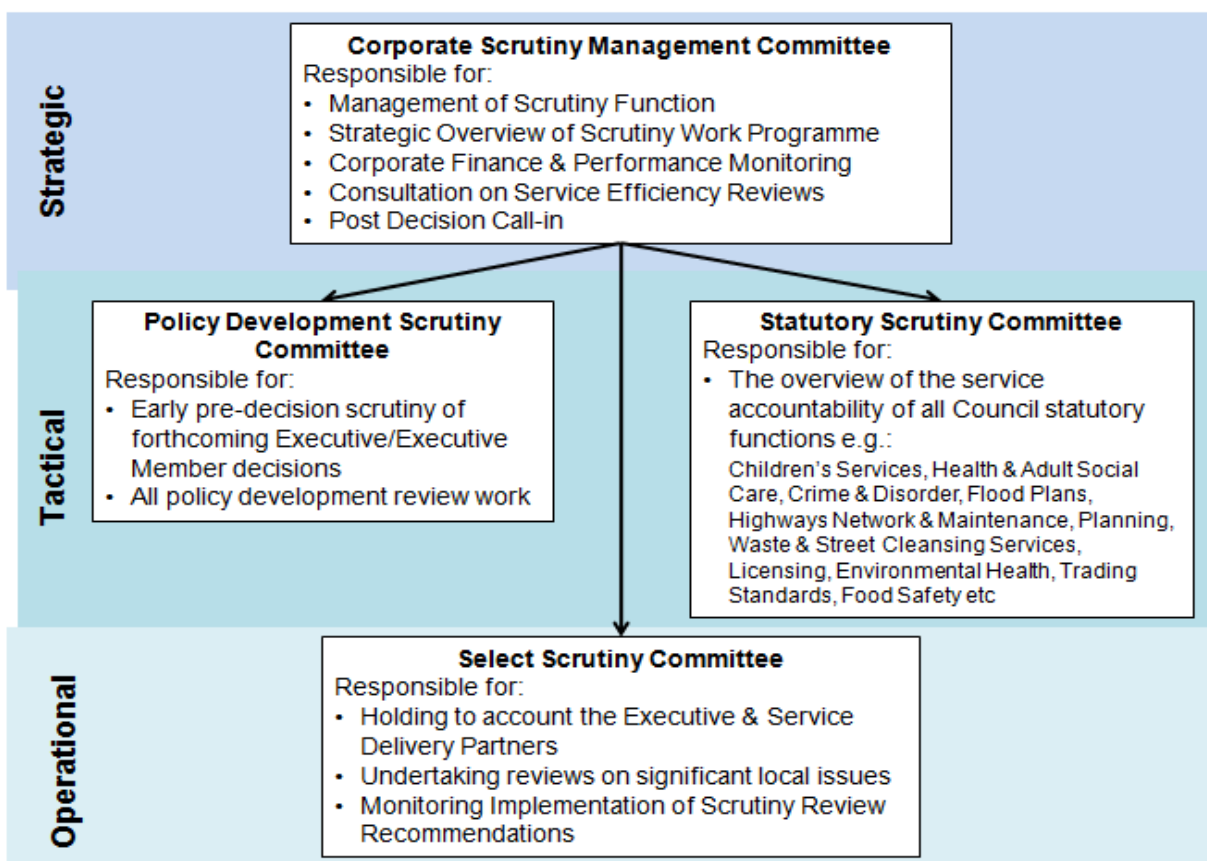
Standing Committee 3 - Economy & Place - Travel & Infrastructure	Highways Transport & Parking Planning & Development Regeneration & Asset /Property Management <i>Client Management: Make it York</i>
Standing Committee 4 - Economy & Place - Environment & Assets	Public Realm Waste Fleet Public Protection (Trading Standards, Environmental Health & Food Safety, Licensing) <i>Client Management: YorWaste</i>

14. This proposed split would result in the same number of Committees as currently in place and would support the delivery of the council's new operating model taking account of a number of emerging national policy changes including new funding arrangements for councils; housing; education and schools; and devolution. However, its similarity to the current arrangements is unlikely to provide the level of cultural shift required to achieve full and proper engagement by officers and members across the roles of scrutiny. Further advantages and disadvantages of this option are detailed in Annex A.
15. The workplans for the proposed committees in option (iii) would require input from each Directorate and would need to reflect each Directorate management team's workplan in order to address the issues around corporate capacity and ensure support for the work of scrutiny.
16. Option (iv) – New structure based on scrutiny functional roles
This option would reduce the number of scrutiny committees from 5 to 4 resulting in a small saving of £5,200 i.e. the saving of 1 SRA. In addition there may be some savings through a reduction in the overall number of scrutiny meetings held per year, resulting in a reduction in print costs and Democracy officer support time. This option would also support the delivery of the council's new operating model as referred to in paragraph 14 above. The scrutiny committees introduced in support of this option would be task orientated, each focussing on a specific scrutiny function, as follows:
- Corporate & Scrutiny Management Committee – Responsible for managing and monitoring the scrutiny function, this committee would also be responsible for having a strategic overview of the scrutiny work programme, corporate finance and performance monitoring,

carrying out any post-decision call-ins, and being consulted on service efficiency reviews.

- Policy Development Scrutiny Committee - Responsible for all early pre-decision scrutiny of forthcoming Executive & Executive Member decisions, and any policy development scrutiny reviews e.g. the recent Housing Allocations Scrutiny Review where the review supported an ongoing officer led Allocations Service Development review, and the recent Economic Strategy review in which scrutiny members worked with partners and the business community to help develop a draft strategy for the Executive's consideration.
- Statutory Scrutiny Committee – Responsible for the overview of all the statutory scrutiny functions i.e. Health, Education, Crime & Disorder and Flood Plans, and the Council's statutory functions e.g. Highways Network & Maintenance, Planning etc. This would require a risk based approach to work programming to ensure those areas of greater risk were scrutinised regularly throughout the year e.g. Children's Services, and those with less associated risk scrutinised perhaps over a four year period e.g. Trading Standards.
- Select Scrutiny Committee – Focussing on operational matters, this committee would be responsible for holding the Executive to account and undertaking any reviews on significant local issues e.g. Bootham Hospital, Floods etc. This committee would also receive performance reports from partner organisations where appropriate e.g. York Explore, Make it York etc, and monitor the implementation of all previously approved scrutiny recommendations.

17. The individual committee roles are illustrated in the workflow diagram below:



18. The advantages and disadvantages of this option are detailed in Annex B. As this option proposes a new structure, to support Members in understanding how it might work in practical terms, a sample workplan has been drafted for each of the above Committees – see Annex C. These have been created using the items of business appearing in the current scrutiny committee's 2016/17 workplans and are only indicative of the type of business each committee would undertake.

Consultation

19. The scrutiny team were instructed to consult with political groups and the corporate management team (CMT) on the preferred options above.
20. Between September and December 2016, members of the scrutiny team attended group meetings of the Labour group, the Green group and the Conservative group. Meetings were also held with the Leader, the Deputy Leader, and the views of the independent members were sought. Some Cllrs also sought additional clarification on the preferred options and expressed their individual views – group preferences are shown below:

Group	Option iii – In line with Directorates	Option iv – In line with scrutiny functional roles
Conservatives	✓	X
Green	X	✓
Labour	X	✓
Liberal Democrats	X	X
Independent		
Independent		

21. The Liberal Democrats confirmed their preferred option was not one of those proposed by this committee. They confirmed their preference would be to have scrutiny committee remits in line with Executive Member portfolios.
22. CMT discussed the options at a number of CMT meetings and the Chair of this Committee also met with CMT to examine which option might best:
- Improve officer and Member engagement
 - Increase capacity for officers supporting scrutiny
 - Deliver an annual scrutiny workplan that assists the Council in achieving its priorities
 - Increase scrutiny's involvement in policy development
 - Improve non executive members involvement in the decision making process
23. As a result, CMT confirmed their views on a number of issues:
- i. The current arrangements for pre-decision scrutiny are not working. There have been many instances where a forthcoming decision has been called-in just prior to the Executive decision date, allowing no time to debate and influence the contents of the report. CMT would welcome a move towards scrutiny's much earlier involvement in the process and confirmed their view that option (iv) would be most likely to achieve this through the introduction of a Policy Development Committee.
 - ii. The cycle of annual change to the membership of scrutiny committees (and particularly after a local election) has previously been detrimental to the productivity of scrutiny committees as the level of knowledge and understanding within the committees is diminished. To address this, CMT suggested there should be a limit to the number of changes to the membership each year and new committee members should

receive specific induction training and regular peer support to assist them to get up to speed as quickly as possible.

- iii. Added to this, whilst some Members choose to go on a scrutiny committee because of their interest in the subject matter e.g. education or adult social care, others are simply there to represent their group. Some Members skills are better suited to assisting in the development of policy. Others are more interested in holding the Executive to account. CMT agreed that option (iv) would enable scrutiny members to make a more informed choice about which Committee to be on based on either their interests or skills, which in turn was likely to have a positive effective on their level of engagement.
- iv. To address the recognised strain on corporate capacity to support the scrutiny function, CMT proposed there should be much closer collaboration between senior officers and scrutiny members to produce scrutiny workplans, to ensure they focus on the big issues facing the city and the priorities of the Council. To do this effectively CMT agreed CMT / DMT work plans should be made available to inform scrutiny workplan deliberations. Whilst this would ensure scrutiny made a more significant contribution to the council's direction of travel, it would not preclude reactive scrutiny on issues identified by non-executive members.
- v. Careful consideration should be given to nominating scrutiny Chairs as some struggle to commit the necessary time to their role due to other external commitments. Members signing up to the role of chair should receive mandatory training to ensure they have the necessary skills to:
 - Lead on the work of a scrutiny committee
 - Effectively examine and challenge etc
 - Encourage/support other committee members to engage and fully participate
- vi. Whilst it is recognised that scrutiny members have been offered extensive training in the past, take up has not always been high. Scrutiny members may benefit from specific training in how best to challenge and question effectively, particularly as the Council continues to move towards a commissioning role, requiring scrutiny to spend more time holding to account the delivery of services by external bodies.

- vii. Some areas of scrutiny may benefit from co-opting appropriate independent representatives to inform the work of scrutiny committees e.g. where Health issues are being considered.
- viii. Senior officers should be more instrumental in ensuring that scrutiny committees are kept informed of ongoing work in Directorates to ensure:
 - The timeliness of reporting to scrutiny
 - Scrutiny's engagement in policy development
 - Appropriate and time relevant topics are identified for review

24. Specifically in regard to the issues around the current Health Policy Scrutiny Committee, CMT commented:

- There is too much time spent generating overview reports and not enough time spent on identifying appropriate scrutiny review work to undertake
- The Committee would benefit from pre-meetings to highlight issues and inform questioning.
- Understanding the role of CYC officers at the meeting – whilst they can advise the committee on technical issues they are also responsible for the delivery of some services and therefore should be subject to scrutiny in the same way as health partners.
- The role of the Health Scrutiny Committee and that of the Health & Wellbeing Board (HWB) should remain distinct i.e. Health scrutiny should focus on operational matters and the HWB on strategic aims. They should therefore not be receiving the same reports.
- The Committee should be meeting with their peers to question on service delivery e.g. the Chair of York Hospital Trust, and not the Chief Executive or responsible officer.
- Verbal updates from key partners are not appropriate as they prevent opportunities for informed challenge.

25. Health & Adult Social Care related items of business have been included in the sample workplans shown at Annex C (based on the Health Scrutiny committee workplan for 2016/17), to show how they would be incorporated into the workplans for the proposed scrutiny committees associated with Option (iv). However, the Corporate Director of Health, Housing & Adult Social Care proposed that an alternative approach to annual work planning may be required to ensure that going forward the scrutiny of Health & Adult Social Care is more focussed and fit for purpose.

26. Having agreed that all of the above would establish a positive platform from which both Members and officers could deliver improved engagement and outcomes in scrutiny, CMT went on to agree that Option (iv) – 1 Parent Committee and 3 standing scrutiny committees with specific functional roles, was the more progressive option and most likely to achieve a positive cultural change across the organisation.
27. Further Proposals for Change
Regardless of which option is progressed, this Committee is asked to consider its management role in progressing positive change in scrutiny, and agree what if any changes may be required e.g. whether in the future it wishes to:
- Invite the Leader and/or Deputy Leader to attend at the beginning of each municipal year (early June), to advise on key priorities for the Council for the year ahead. This would enable CSMC to feed potential areas for scrutiny involvement into scrutiny committee work planning discussions
 - Advise on and sign off each scrutiny committee's annual workplan (late July) – see example workflow at Annex D
 - Receive regular updates from the new scrutiny committees on progress with their workplans through regular meetings with the Chairs of the new scrutiny committees (November & May)
28. Currently each Executive Member reports annually to the appropriate scrutiny committee on their priorities and challenges. However, this Committee is asked to consider whether the current method is delivering on identifying issues of concern appropriate for scrutiny review and/or enabling scrutiny members to hold to account Executive / Executive Member decisions as well as it could.
29. If the current method is still considered fit for purpose and Option (iii) were progressed, a number of Executive Members would have to report to each Scrutiny Committee and some Executive Members may need to report to more than one.
30. If Option (iv) were progressed, a more flexible approach may prove more effective. For example, an invitation to attend scrutiny could be issued to the relevant Executive Member in support of a specific piece of work being undertaken by any of the scrutiny committees, as and when required. In addition, as a result of CSMC's consideration of the quarterly finance and performance monitoring reports, if specific issues are identified that require further examination, CSMC may choose to refer those issues to the next meeting of the Select Committee, to which

the relevant Executive Member(s) could be asked to attend – see example workflow at Annex D.

Implications

31. The implications of each option in regard to their ability to deliver a robust and effective scrutiny function are detailed in Annexes A & B.
32. Finance – In regard to Option (iv) to have CSMC plus three standing Policy & Scrutiny Committees in line with corporate priorities - this option would reduce the number of Scrutiny Chair SRAs by one, leading to an initial annual saving of £5,200.
33. The costs associated with providing specific training to scrutiny chairs and all other non-executive members (see paragraph 23v & 23vi) would be in the region of £7-10k, dependent on the provider and the content of the training package(s) – see budget report elsewhere on this agenda.
34. HR – The implementation of either option would not change the level of officer support required.
35. Legal – Overview and Scrutiny is a required function of local authorities in England and Wales. It was introduced by the Local Government Act 2000 which created separate Executive and Overview and Scrutiny functions within councils.
36. Councils operating executive arrangements are required to create an Overview and Scrutiny Committee which is composed of Councillors who are not on the Executive Committee, or Cabinet, of that council. Overview and Scrutiny Committees are required to meet the rules on proportionality defined in the Local Government & Housing Act 1989 (i.e. the committee must reflect the respective sizes of the political groups on the council).
37. This is a specific duty for the Council put in place measure to enable the scrutiny of Education, Health, Crime & Disorder & Flood Plans, although there is flexibility as to how this duty is met. In relation to Health specifically the Council has a statutory obligation to scrutinise substantial developments of, or variations to, the health service in the council's area as well as NHS Bodies annual statement to the Care Quality Commission on how they have complied with the NHS core standards.
38. There are no other known implications associated with the implementation of either preferred option detailed in this report.

Risk Management

39. An effective and robust scrutiny function can go beyond the traditional adversarial and organisational boundaries and be a genuinely creative force in generating new policy and ways of working. It also enables the public to engage in the difficult choices a council has to make and can play a significant role in ensuring implementation is done correctly. Without a robust function fit for purpose, this Council is at risk of not being able to demonstrate how non executive members engage with the big issues facing the city and those shared across the country, or demonstrate how it is equipped to tackle and challenge those issues in an open, inclusive and democratic way.

Recommendations

40. In light of the information contained within this report and the feedback gathered from the groups and the corporate management team, Corporate & Scrutiny Management Committee are recommended to:
- a) Note the contents of this report
 - b) Recommend Option (iv) to Council
 - c) Identify any necessary changes to its management role to ensure it remains fit for purpose in light of the proposed changes to the scrutiny function
 - d) Receive a further report at its next meeting proposing terms of reference for the new scrutiny committees

Reason: To fulfil the scrutiny management role of this Committee, and enable any changes required to the scrutiny function to be presented to Full Council in March 2017 for approval.

Contact Details

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Andrew Docherty
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Report Approved

Date

Jan 2017

Wards Affected:

All



For further information please contact the author of the report

Background Papers: N/A

Annexes:

Annex A – Option (iii) Advantages & Disadvantages

Annex B – Option (iv) Advantages & Disadvantages

Annex C – Sample Workplans for Committees proposed in Option (iv)

Annex D – Sample Workflow for Finance & Performance Monitoring
proposed for Option (iv)

Abbreviations:

CfPS – Centre for Public Scrutiny

CMT – Corporate Management Team

DMT – Directorate Management Team

SRA – Special Responsibility Allowance

Review of Scrutiny Function

Analysis of Option (iii) – No Change to current structure other than bringing remits in line with Directorates

1. Disadvantages with Current Structure

Making no change to the current structure other than bringing remits in line with Directorates will do nothing to address the known disadvantages of the current arrangements, as detailed in paragraphs 2-9 of the main report e.g.:

- Lack of corporate capacity
- Limited number of suitable scrutiny topics submitted
- Limited number of ambitious recommendations and measurable outcomes
- Lack of engagement by non-Executive members
- Too much focus on Health overview – only 9 Health scrutiny reviews completed since 2005
- Minimal policy development work undertaken (The current pre-decision scrutiny arrangements put in place following the local election in 2015 have not resulted in the hoped for shift towards scrutiny's earlier involvement in the decision making process)

2. Furthermore, there are some additional disadvantages of this option, as it would:

- Encourage directorate/silo working - working in silos has the potential for scrutiny committees to become less corporately supportive, and less outward looking – may require some other mechanism to ensure this
- Lose the independence and challenge of scrutiny as committees become 'owned' by directorates
- Become out of date quickly through regular directorate change
- Require finance and performance monitoring information to be aligned differently to how it is provided to the Executive and CMT.
- Does not guarantee a universal approach to scrutiny work planning or ensure a consistent level of corporate engagement.
- Result in Committee 2 – 'Adult Services & Public Health' being responsible for two of the main statutory scrutiny functions conferred on the Council by various Acts i.e. crime & disorder and health, which

would be time consuming based on the amount of associated overview and review work and the number of partners involved.

- The suggested split of Place Services would result in three Executive Members being required to attend meetings of the two Place Services Committees, with one of those having to report to both i.e. the Executive Member for Environment. This replicates the current situation with the Executive Member for Environment reporting to both the Economic Development & Transport Committee and the Communities & Environment Committee.

3. The advantages of this option over the current arrangements are:

- Officer clarity on which Committee they report to – ADs will be required to support one scrutiny committee only
- Scrutiny Committees and officers can establish a clear and consistent working relationship
- Senior officer support may be improved as they take more direct ownership
- Publicly transparent – easily understood reporting lines throughout organisation
- Better supports the new relationship between scrutiny committees and Executive members than the current arrangements, and may encourage more pro-active scrutiny i.e. more policy development work through closer working with Directorate management teams.

Review of Scrutiny Function

Analysis of Option (iv) - New Structure – 1 Parent Committee & 3 Standing Committees with specific functional roles

Advantages

- Scrutiny committee members could choose which scrutiny committee to be on based on their individual skills i.e. developing policy or holding the Executive to account etc and not just on their interest in or knowledge of a particular subject e.g. education or health.
- Finance and performance monitoring information could be reported in line with how it is reported to the Executive and CMT.
- Allows for the new Executive/scrutiny working arrangements detailed in paragraph 7 of the report and would help promote more transparently opportunities for earlier effective policy development work.
- Would better support the earlier involvement of scrutiny members in pre-decision scrutiny, by virtue of the scrutiny committees being more explicit in their function.
- Would help to minimise the issues currently with corporate capacity as the scrutiny committees would better reflect the ongoing work of senior officers and the Executive. For example, by reflecting CMT/DMT workplans and developing policies and practices, and delivering improvements in services.
- Would enable scrutiny to focus on the way it works in a more coherent and strategic way, by streamlining the purpose of each committee to a specific scrutiny function.
- Would help focus review topics before proceeding i.e. the purpose of each scrutiny topic would need to be clearly identified in order to identify which would be the appropriate scrutiny committee to consider it.
- Would help address the recognised issues with the current Health Scrutiny committee as detailed in paragraph 23 of the report.
- Prevents silo working
- Not affected by future changes to Executive Member portfolios or changes in directorates
- Would encourage more ambitious recommendations and measurable outcomes
- This option is in line with best practice scrutiny elsewhere (as detailed in previous reports).

- Delivery of the council's statutory scrutiny functions would be streamlined and improved through improved work planning and alignment with key council plans and strategies, and partnership working arrangements. This would help address the issues with the current Health Scrutiny Committee – see paragraphs 23 & 24 of report.

Disadvantages

- Senior officers would be required to attend more than one scrutiny committee as necessary, but not necessarily more meetings across the year.
- Because of the reduction in scrutiny committees, if committee membership remains at 7/8 members, not all non-Executive Members will be involved in Scrutiny. However a slight increase in committee membership (2 Committees with 9 and 2 Committees with 10) would address this.

Review of Future Ways of Working in Scrutiny - Sample Workplans

Corporate & Scrutiny Management Committee

5 June 2017	Attendance of Leader & Deputy Leader - Key Council Priorities & Challenges for the year ahead
31 July 2017	Year End Finance & Performance Report Overview of Scrutiny Committee Workplans
Sept 2017	
9 Oct 2017	Finance & Performance Monitor 1
Nov 2017	Update Report of Scrutiny Committee Workplans & Attendance of Scrutiny Chairs Bi-annual Update on Major Projects affecting Strategic Development of the City
4 Dec 2017	Finance & Performance Monitor 2
Jan 2018	
26 Feb 2018	Finance & Performance Monitor 3
Mar 2018	Update Report of Scrutiny Committee Workplans & Attendance of Scrutiny Chairs
April 2018	
May 2018	Bi-annual Update on Major Projects affecting Strategic Development of the City

Policy Development Committee

20 June 2017	Report on CYC Priorities & Challenges for 2017/18
18 July 2017	Introductory Update on York Trial of 30 Hours Free Childcare for Working Families Consultation on Draft Alcohol Strategy Housing Allocations Policy Development Review Draft Final Report Update Report on the Housing & Planning Bill Report of Possible Topics for Scrutiny Review, including Feasibility on impact of arts and culture sectors on the economy of York. Draft Workplan 2017/18
Sept 2017	Feasibility report on modal shift in transport in the city Update report on impact of arts and culture sectors on the economy of York
Oct 2017	
Nov 2017	Draft Skills Strategy Update on Schools Response to White Paper Update on Development of Sustainability & Transformation Plan
Dec 2017	
Jan 2018	Draft Joint Health & Wellbeing Strategy Consultation Update Update on York Trial of 30 Hours Free Childcare for Working Families Update on School Meals Update report on Wage data. Guild of Media Arts Presentation
Feb 2018	
Mar 2018	Update on Academisation, Place Planning & Additional School Places Report on Modal Shift in Transport in the City Arts & Culture Scrutiny Review - Interim Report
April 2018	
May 2018	

Select Committee

14 June 2017	Report on CYC Priorities & Challenges for 2017/18 Be Independent – end of Year Report Ward Funding Scrutiny Review Scoping Report
5 July 2017	York Museums Trust – Partnership Delivery Plan Bi-annual Update Report Report of Possible Topics for Scrutiny Review TEWV report on consultation for proposed new mental health hospital for York Healthy Child Service Board Performance Update Draft Workplan
Sept 2017	Bootham Park Hospital Scrutiny Review – Draft Final Report Explore York Libraries & Archives Mutual Ltd SLA & Bi-annual Update Make it York Bi-annual Update Presentation on Allerton Park Waste Recovery Treatment Centre Update Report from York Business Improvement District (BID) Manager
w/c 23 Oct 2017	CSMC Finance & Performance Referral (if req'd) & Attendance of appropriate Exec Mbrs (if req'd)
Nov 2017	Learning Services Biannual Update & Draft Self-Assessment Report York Theatre Royal SLA Performance Bi-annual Update Report Healthwatch York Bi-annual Performance Update Report on Ambulance Cover in York
w/c 18 Dec 2017	CSMC Finance & Performance Referral (if req'd) & Attendance of appropriate Exec Mbrs (if req'd) Be Independent Bi-annual Update Report
Jan 2018	York Museums Trust – Partnership Delivery Plan Bi-annual Update Report Update on Mixed Recycling & Waste Collection, including tangible timelines Ward Funding Scrutiny Review – Draft Final Report Update Report on York Central Project
Feb 2018	

w/c 12Mar 2018	CSMC Finance & Performance Referral (if req'd) & Attendance of appropriate Exec Mbrs (if req'd) Update on Implementation of Local Area Teams (Children's Services) Explore York Libraries & Archives Mutual Ltd SLA & Bi-Annual Update Make it York Bi-annual Update Update Report from York Business Improvement District (BID) Manager Update Report on Southern Gateway
April 2018	
May 2018	Healthwatch York Bi-annual Performance Update Learning Services Biannual Performance Update York Theatre Royal SLA Performance Bi-annual Update Report Implementation Update on Grass Verges Scrutiny Review Recommendations

Statutory Committee

22 June 2017	Report on CYC Priorities & Challenges for 2017/18	
18 July 2017	Safeguarding Vulnerable Adults Annual Assurance report Health & Wellbeing Board Bi-annual Update Tees, Esk & Wear Valley's NHS Foundation Trust Annual Report Residential, Nursing & Homecare Services - Bi-annual Report Archways Intermediate Care Unit – Report on Change of Services Update on CCG Turnaround & Recovery Plans Draft Workplan	Health & ASC
Sept 2017	<u>Education</u> York Safeguarding Board Biannual Update <u>Flood Plans</u> CYC Flood Defences Action Plan <u>Highways</u> Grass Verges Scrutiny Review Draft Final Report	Education Meeting + Flood Plans
Oct 2017	Community Safety Plan - Partner Updates: CYC, North Yorkshire Police & Probation Service	Crime & Disorder Meeting
Nov 2017	<u>Education</u> CYC Biannual Progress Report on Safeguarding & Looked After Children School Improvement & Ofsted Update on Schools Performance <u>Flood Plans</u> Feedback on Environment Agency Consultation on Flood Action Plan	Education Meeting + Flood Plans

Dec 2017		
Jan 2018	Local Account Annual Report York Teaching Hospital Annual Report CCG & Update on Recovery Plans Residential, Nursing & Homecare Services - Bi-annual Report Health & Wellbeing Board Bi-annual Update Update on York's Elderly Persons' Homes	Health & Adult Social Care
Feb 2018		
Mar 2018	York Safeguarding Board Biannual Update SACRE Annual Report & Review of York Schools' Agreed Syllabus	Education Meeting
April 2018	Community Safety Plan - Partner Updates: North Yorkshire fire & Rescue, PCT & Lifeline	Crime & Disorder Meeting
May 2018	Attendance of Chair of Learning City CYC Biannual Progress Report on Safeguarding & Looked After Children	Education Meeting

	5 June 2017	13 July 2017	31 July 2017	28 Sept 2017	9 Oct 2017	w/c 23 Oct 2017	23 Nov 2017	4 Dec 2017	w/c 18 Dec 2017
Executive		Year End Finance & Performance Report		Finance & Performance Monitor 1			Finance & Performance Monitor 2		
CSMC	Attendance of Leader & Deputy Leader		<ul style="list-style-type: none"> Year End Finance & Performance Report Overview of Scrutiny Committee Workplans 		Finance & Performance Monitor 1			Finance & Performance Monitor 2	
Select Committee	14 June: Report on CYC Priorities & Challenges for 2017/18	5 July: <ul style="list-style-type: none"> Draft Workplan Report on possible review topics 				CSMC Performance Referral & Attendance of relevant Exec Mbrs (if req'd)			CSMC Performance Referral & Attendance of relevant Exec Mbrs (if req'd)
Policy Development Committee	20 June: Report on CYC Priorities & Challenges for 2017/18	18 July: <ul style="list-style-type: none"> Draft Workplan Report on possible review topics 							
Statutory Committee	22 June: Report on CYC Priorities & Challenges for 2017/18	18 July <ul style="list-style-type: none"> Draft Workplan 							

	15 Feb 2018	26 Feb 2018	w/c 12 March 2018
Executive	Finance & Performance Monitor 3		
CSMC		Finance & Performance Monitor 3	
Select Committee			CSMC Performance Referral & Attendance of relevant Exec Mbrs (if req'd)

City Of York Council

Extract from Committee Minutes

Meeting	Corporate and Scrutiny Management Policy and Scrutiny Committee
Date	13 February 2017
Present	Councillors Williams (Chair), Crisp, D'Agorne, Fenton, Gates, Levene, Reid, Dew (Substitute for Councillor Galvin) and Steward (Substitute for Councillor Lisle)
Apologies	Councillors Galvin and Lisle

Part B - Matters Referred to Council

45. Future Ways of Working in Scrutiny

[See also Part A minute]

Members were asked to consider a report which provided an update on the ongoing work to examine alternative committee structures to support the Council in delivering its scrutiny function and reported back on the consultation with political groups and the Corporate Management Team.

The Corporate Director of Economy and Place was in attendance in order to give the Committee feedback from the Corporate Management Team (CMT). He stated that whilst this was purely a Member decision, CMT were in full support of the recommendation of Officers. They felt that scrutiny in its current format was ineffective and that the suggested structure would allow a culture change; moving away from silo working towards a one council approach. In response to member questions he clarified that CMT were in full support of Option (iv).

Officers gave a brief background to the report and an overview of how the new structure would work in practical terms. They also circulated an update to the table at para.13 of the report.

After questions from Members they stated:

- The number of statutory co-opted Members required under the new structure would be the same as under the existing structure. This would be on an invitation basis to

any committee where relevant matters were being discussed. In the example of parent governors, it could be that work plans were organised to ensure that discussion of education matters be limited to a set number of meetings per year.

- Research for the report had been sourced from the Centre for Public Scrutiny in December 2016. It was clarified that Selby was used as an example as they were the authority which had most recently gone through the process of making changes to overview and scrutiny.

Members then extensively debated the issue, which focussed on:

- what model might best achieve the organisational cultural change required to improve the effectiveness of scrutiny in York
- existing skills and specialisms already developed by Members in scrutiny and what model would best utilise those
- the advantages and disadvantages of the models before them: aligning to Directorates might exacerbate silo working but might also provide simpler working lines/reporting structures; option (iv) would give clear focus on scrutiny roles, providing early opportunities for engaging with and flagging up policy development
- appropriate skills training for Members
- irrespective of the model adopted, Members expressed some concerns about the operation of the current pre-decision call in process, triggered by business appearing on the Forward Plan. Officers added that Option (iv) would facilitate removal of the current process by providing a clear route for early policy development and engagement

Councillor Levene then moved and Councillor Crisp seconded the adoption of Option (iv) to Council. On being put to the vote that motion fell.

Option (iii) aligning Scrutiny Committees to Directorates was then moved and seconded on the understanding that opportunities be made available to review the current pre-decision call in arrangements and to improve engagement generally with scrutiny.

Recommended: That Council approve and adopt Option (iii) to align Scrutiny Committees to the new Directorates in accordance with the approach for this option set out in the report.

Reason: To fulfil the scrutiny management role of this Committee, and enable any changes required to the scrutiny function to be presented to Full Council in March 2017 for approval.

Councillor D Williams, Chair

[The meeting started at 5.30 pm and finished at 7.40 pm].

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Corporate & Scrutiny Management Policy & Scrutiny Committee

6 March 2017

Report of the Director, Customer & Corporate Services

Proposals for the Future Ways of Working in Scrutiny – Revised Terms of Reference**Introduction**

1. This report proposes terms of reference for the new scrutiny committees to be considered by Council in March 2017. The Committee are asked to consider the draft terms of reference and agree a recommendation to Council.

Background

2. In September 2015 this Committee agreed to undertake a review of the scrutiny function based on the following review remit:

‘To review all options for revising the scrutiny committee remits, including the financial implications, in order to:

- Ensure an annual scrutiny workplan that better supports the Council’s priorities
- Improve the Council’s scrutiny function and working arrangements;
- Better balance the committees’ workloads;
- Increase corporate engagement;
- Encourage more policy development work, and;
- Allow for reactive scrutiny

3. An initial report containing an analysis of a range of possible scrutiny structures was considered by this Committee in March 2016, together with information on national best practice. However at that time the results of an officer review of the council’s operating model and the new structure of senior management roles were unknown, so the Committee were unable to consider the option of aligning scrutiny committee remits to Directorates.

4. In July 2016 following completion of the officer review this committee met again to consider all of the possible structure variations, and as a result were able to narrow down its preferred options to the following:
- Option (iii) - Current structure with no change other than bringing remits in line with Directorates
 - Option (iv) – New structure based on scrutiny functional roles

Consultation

5. The scrutiny team consulted with political groups and the Corporate Management Team (CMT) on the preferred options above, and this Committee considered detailed consultation feedback at its last meeting in February 2017.

Review Conclusion

6. In February 2017, having considered all of the information provided and the consultation feedback, this Committee agreed to recommend to Council Option (iii) above, i.e. 'No change to the current structure other than bringing remits in line with the new Directorates' and requested that appropriate terms of reference for the new scrutiny committees be drafted for consideration at this meeting – see Annex A.

Outstanding Issues

7. In regard to the most appropriate split of the Economy & Place Directorate, Annex A suggests a straightforward split of the Directorate service plan areas across two standing scrutiny committees (see paragraphs 12 & 13 of Annex A). However, the Director of Economy & Place has proposed an alternative split for this Committee's consideration:
- Economy and Place Policy Scrutiny Committee – focussing on policy development, strategic objectives and horizon scanning for best and emerging practice across all Economy & Place service plan areas.
 - Economy and Place Service Scrutiny Committee – focussing on performance and customer expectations across all Economy & Place service plan areas, and major project progress.

8. In February 2017 this Committee considered a report which contained a number of proposals for how this Committee in its management role, might progress positive change in scrutiny through improvements to annual work planning. The report asked the Committee to consider whether in the future it wishes to:
- Invite the Leader and/or Deputy Leader to attend at the beginning of each municipal year (early June), to advise on key priorities for the Council for the year ahead. This would enable CSMC to feed potential areas for scrutiny involvement into scrutiny committee work planning discussions
 - Advise on and sign off each scrutiny committee's annual workplan(late July)
 - Receive regular updates from the new scrutiny committees on progress with their workplans through regular meetings with the Chairs of the new scrutiny committees (November & May)
9. If the Committee agreed to proceed along these lines, the draft terms of reference attached at Annex A would need to be revised to reflective this approach prior to their presentation to Council in late March 2017.

Implications

10. Finance – There are no financial implications associated with option (iii) as it maintains the same number of scrutiny committees as currently in place.
11. HR – The implementation of option (iii) would not change the level of officer support required.
12. Legal – Option (iii) meets the Council's legal requirements in regard to scrutiny i.e. Councils operating executive arrangements are required to create an Overview and Scrutiny Committee which is composed of Councillors who are not on the Executive Committee, or Cabinet, of that council. Overview and Scrutiny Committees are required to meet the rules on proportionality defined in the Local Government & Housing Act 1989 (i.e. the committee must reflect the respective sizes of the political groups on the council).

Risk Management

13. Not having clearly defined terms of reference may lead to ambiguity as to the role and responsibilities of the individual committees, which would therefore minimise the effectiveness of scrutiny.

Recommendations

14. The Corporate & Scrutiny Management Committee are asked to:
- i) Consider and agree the most appropriate split of the Economy & Place Directorate across two standing scrutiny committees, as referred to in paragraph 7 above.
 - ii) Consider and agree proposals for improved annual scrutiny work planning as detailed in paragraph 8 above.
 - iii) Agree to recommend to Council the proposed Terms of Reference for the new scrutiny committees at Annex A, subject to any necessary revisions agreed at this meeting.

Reason: To fulfil the scrutiny management role of this Committee, and enable the changes required to the scrutiny function to be presented to Full Council in March 2017 for approval.

Contact Details

Author:

Melanie Carr
Scrutiny Officer
Ext. 2063

Chief Officer Responsible for the report:

Andrew Docherty
Assistant Director, Legal & Governance

Report Approved



Date

21 February 2017

Wards Affected:

All



For further information please contact the author of the report

Background Papers: N/A

Annexes:

Annex A – Draft Terms of Reference for Revised Scrutiny Committees

Abbreviations:

CMT – Corporate Management Team

10 Customer & Corporate Services Scrutiny Management Committee

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

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

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

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

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

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

11 Standing Policy & Scrutiny Committees

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

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

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

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

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

12 Economy & Place Policy & Scrutiny Committee

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

13 Children, Education & Communities Policy & Scrutiny Committee

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

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

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

14.1 In addition to the general powers and delegated authorities of Scrutiny Committees of this Council as set out above, the Health, Housing & Adult Social Care Scrutiny Committee is also responsible for:

- (a) the discharge of the health and scrutiny functions conferred on the Council by the Local Government Act 2000
- (b) undertaking all of the Council's statutory functions in accordance with section 7 of the Health and Social Care Act 2011, NHS Reformed & Health Care Professional Act 2002, and section 244 of the National Health Service Act 2006 and associated regulations, including appointing members, from within the membership of the Committee, to any joint overview and scrutiny committees with other local authorities, as directed under the National Health Service Act 2006.
- (c) reviewing and scrutinising the impact of the services and policies of key partners on the health of the City's population
- (d) reviewing arrangements made by the Council and local NHS bodies for public health within the City
- (e) making reports and recommendations to the local NHS body or other local providers of services and to evaluate and review the effectiveness of its reports and recommendations
- (f) delegating functions of overview and scrutiny of health to another Local Authority Committee

- (g) reporting to the Secretary of State of Health when:
 - i. concerned that consultation on substantial variation or development of service has been inadequate
 - ii. it considers that the proposals are not in the interests of the health service
- (h) the discharge of the crime and disorder functions conferred on the Council by the Police & Justice Act 2006

15 Task Groups

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

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City Of York Council

Extract from draft Committee Minutes

Meeting	Corporate and Scrutiny Management Policy and Scrutiny Committee
Date	6 March 2017
Present	Councillors D'Agorne, Fenton, Gates, Levene, Reid and Steward (Substitute)

Part B - Matters Referred To Council**51. Report on Terms Of Reference for Proposed New Scrutiny Committees**

[See also Part A minute]

Members gave consideration to a report which proposed terms of reference for the new scrutiny committees to be considered by Council in March 2017. The Committee were asked to consider the draft terms of reference and agree a recommendation to Council.

Officers gave a brief background to the report and referred Members to an alternative split for the Economy & Place Directorate proposed by the Corporate Director of Economy & Place for the Committee's consideration (agenda Pg. 14).

During debate some Members felt that this proposed split would be a good trial for alternative ways of working in scrutiny, conversely some disagreed as the Committee decided against this at the last meeting in favour of splits by Directorate. However, there was agreement that splitting the Economy & Place functions across two committees by whichever method may prove problematic.

Councillor Levene moved on favour of the proposed alternative split, with Councillor D'Agorne seconding. When put to the vote this motion fell.


It was then moved that the Economy and Place Directorate be dealt with via one standing scrutiny committee.

Resolved: That Members agree to recommend to Council the proposed Terms of Reference for the new scrutiny committees at Annex A, subject to Economy and Place being dealt with via one standing scrutiny committee rather than two.

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

Councillor D Williams, Chair

[The meeting started at 6.30 pm and finished at 7.20 pm].

	
Council	30 th March 2017
Executive Leader, Finance and Performance	

Pay Policy 2017/18

Summary

1. The purpose of the report is to present the council's Pay Policy Statement for 2017/18 for approval.
2. To note that Annex A reflects the Chief Officer structure in existence at the time of adoption of the Policy.

Background

3. Section 38 – 43 of the Localism Act 2011 introduced a requirement for the council to produce and publish an annual policy statement that covers a number of matters concerning the pay of the council's senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.
4. Guidance has been issued by the Secretary of State for Communities. This guidance has been followed in the production of the Pay Policy Statement.

Consultation

5. Approval of the Policy Statement is by full council, consultation with other management bodies is not required. However, where changes to policy are proposed that affect terms and conditions of employment appropriate consultation with the relevant parties will be carried out.

Options

6. Option one - To endorse the Pay Policy Statement.
7. Option two - To reject / amend the Pay Policy Statement.

Analysis

8. The Localism Act 2011 sets out specific details of what should be included in the Policy Statement. Local Government Yorkshire and Humber have provided guidance and templates which comply with these requirements. The council has adopted these templates as have many others in the region.
9. The salaries quoted in the documents are based on full time equivalent salaries and the median average has been used in calculating the pay multiple. It should also be noted that apprentices have been excluded from the statement as they are employed on training contracts, and paid outside of the council's grading structure. School staff are also excluded from this statement.
10. The Living Wage Supplement rate will be increased on 1st April 2017, taking the rate of pay for the lowest paid individuals to £8.45 per hour, the equivalent of £16,302 per annum.
11. Salary information is already published for certain senior staff under the requirements of The Accounts and Audit (England) Regulations 2015 and the Local Authorities Transparency Code. Information can also be found on the council's website at:
<http://www.york.gov.uk/council/information/opendata/salaries/>.
The Pay Policy Statement and its Annexes will also be published in this section of the website.
12. The pay multiple (the ratio between the highest paid base salary in the council and the median salary) has again decreased this year to 5.24:1 from 5.59:1 last year.

Council Plan

13. The production of this Policy Statement contributes to the Council's key priorities of being a prosperous city for all, by meeting its legal obligations in a timely and effective way.

Implications

(a) Financial

There are no financial implications for the report.

(b) **Human Resources (HR)**

There are no human resources implications for the report, other than this statement reflects current HR Policy in relation to senior pay in the council.

(c) **Equalities** (Contact – Equalities Officer)

There are no equalities implications for the report.

(d) **Legal**

The Pay Policy Statement meets the requirements of the Localism Act 2011 and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act.

(e) **Crime and Disorder**

There are no implications for crime and disorder.

(f) **Information Technology (IT)**

There are no implications for IT.

(g) **Property**

There are no implications for property.

(h) **Other**

Other implications are covered in the body of the report.

Risk Management

14. There are no significant risks associated with production of the Policy.

Recommendations

15. That in order to fulfil the requirements of Sections 38 - 43 of the Localism Act 2011:

- (i) Council approves the Pay Policy Statement for 2017/18 relating to the pay of the Council's senior staff.
- (ii) Council notes that Annex A reflects the Chief Officer structure in existence at the time of adoption of the Policy.

Reason: In order to fulfil the requirements of Section 38 – 43 of the Localism Act 2011 for the council to produce and publish an annual policy statement that covers a number of matters concerning the pay of the council's senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.

Contact Details

Authors:	Executive Member Responsible for the report:		
Judith Bennett Resourcing Manager Tel No. 01904 551716	Executive Leader		
	Report Approved	√	Date 14 March 2017
Ian Floyd Deputy Chief Executive & Director of Corporate Services 01904 552909			
Specialist Implications Officer(s) AD Governance & ICT			
Wards Affected: None			All
For further information please contact the author of the report			

Background Papers:

None

Annexes:

Annex A - City of York Council Pay Policy Statement 2017 to 2018

Annex B – Chief Officer Remuneration Details

Annex C - Chief Officer Remuneration Policies

Annex D – NHS Public Health Remuneration Policies

Annex E - Publication Requirements

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Annex A

City of York Council –Pay Policy Statement for the period 1 April 2017 to 31 March 2018.

Introduction

Under Sections 38 – 43 of the Localism Act 2011 the council is required to produce a Policy Statement that covers a number of matters concerning the pay of the council’s senior staff.

This Policy Statement meets the requirements of the Localism Act in this regard and also meets the requirements of guidance issued by the Secretary of State for Communities & Local Government to which the council is required to have regard under Section 40 of the Act. This Policy also relates to the data on pay and rewards for staff which the council publishes under the Local Authorities (Data Transparency) Code 2015 and the data which is published under The Accounts and Audit (England) Regulations (2011). It should be noted that the requirements to publish data under the Secretary of State Guidance, the Code of Practice and the Regulations do differ and the respective requirements are summarised in Annex E to this Policy Statement. This Policy Statement does not cover or include school staff and is not required to do so.

Publication of this Policy Statement

This Policy Statement was considered and approved by full Council at its meeting on 30th March 2017. The council has taken the following action to ensure that this Policy Statement is easily accessible to the public: it is publicised on the council website in a readily accessible place - Senior Salary information, under Governance and Transparency. It can also easily be found under global web searches.

Definition of officers covered by the Policy Statement

This Policy Statement covers the following posts:

1. Head of the Paid Service, which in this council is the post of Chief Executive.

2. Monitoring Officer, which in this council is the post of Assistant Director of Legal and Governance.
3. Statutory Chief Officers, which in this council are the posts of:
 - Corporate Director of Children, Education and Communities.
 - Deputy Chief Executive and Director of Customer and Corporate Services.
 - Corporate Director Health, Housing and Adult Social Care
 - Director of Public Health
4. Non-statutory Chief Officers which in this council are the posts of:
 - Corporate Director of Economy and Place
 - Assistant Director - Adults and Social Care
 - Assistant Director Adult Services Commissioning
 - Assistant Director - Housing and Community Safety
 - Assistant Director (Consultant) in Public Health
 - Assistant Director - Children's Specialist Services
 - Assistant Director - Education and Skills
 - Assistant Director – Communities and Equalities
 - Assistant Director – Customer Service and Digital
 - Assistant Director – Transport, Highways and Environment
 - Assistant Director - Planning and Public Protection
 - Assistant Director - Regeneration and Asset Management

Policy on remunerating Chief Officers

It is the policy of this council to establish a remuneration package for each Chief Officer post based on evaluation of the role to determine its size and consequently its position in the Chief Officer grading structure. The salaries attached to the structure are derived from the national framework for Chief Officers.

Increases to the salary scales are based on nationally negotiated settlements by the Joint Negotiating Committee for Chief Officers of Local Government, and progression through a salary scale is incremental and based on performance.

The remuneration of the Chief Executive is set by the council and is that

which is sufficient to attract and retain staff of the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the council's requirements of the post in question at the relevant time.

Further details on the council's remuneration of Chief Officers is set out in the schedule that is attached to this policy statement at Annex B.

Policy on remunerating the lowest paid in the workforce

The council applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of council decisions, these are then incorporated into contracts of employment.

The council is a Living Wage accredited employer which means its lowest pay point is currently £8.25 per hour (£15,917 per annum). This will increase to £8.45 per hour (£16,302 per annum) with effect from 1st April 2017. The Living Wage rate is a consolidation of basic salary and a Living Wage supplement.

Increases to the council's salary scales are in accordance with national pay settlements reached through negotiation by the National Joint Councils.

Apprenticeship Pay

With effect from 1st October 2015 apprentices pay was linked to the National Minimum Wage (NMW). Year 1 apprentices receive the equivalent of the NMW hourly rate for 18 to 20 year olds. Year 2 apprentices receive the equivalent of the NMW hourly rate for 21 year olds. Rates increase annually following any changes made to the NMW.

Policy on the relationship between Chief Officer remuneration and that of other staff

The highest paid base salary in this council is £131,300 which is paid to the Chief Executive. The median salary in this council is £25,069. The ratio between the two salaries, the 'pay multiple' is 5.24:1. This council does not have a policy on maintaining or reaching a specific 'pay multiple', however the council is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the council as expressed in this Policy Statement.

The council's approach to the payment of other staff is based on locally or nationally negotiated grading and salary structures. It is to pay that which the council needs to pay to recruit and retain staff with the skills, knowledge and experience needed for the post in question and to ensure that the council meets any contractual requirements for staff including the application of any local or national collective agreements, or council decisions regarding pay.

Policy on other aspects of Chief Officer remuneration

Other aspects of Chief Officer remuneration are appropriate to be covered by this Policy Statement, these other aspects are defined as recruitment, pay increases, additions to pay, performance related pay, earn back, bonuses, termination payments, transparency and re-employment when in receipt of an LGPS pension or a redundancy/severance payment.

These matters are addressed in the schedule that is attached to this policy statement at Annex C.

Approval of Salary Packages in excess of £100k

The council will ensure that, at the latest before an offer of appointment is made, any salary package for any post (not including schools) that is in excess of £100k will be considered by full Council. The salary package will be defined as base salary, any bonuses, fees, routinely payable allowances and benefits in kind that are due under the contract.

Flexibility to address recruitment issues for vacant posts

In the vast majority of circumstances the provisions of this Policy will enable the council to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment. This Policy Statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this Policy can be implemented without having to seek full Council approval for a change of the Policy Statement. Such a departure from this Policy will be expressly justified in each case and will be approved through an appropriate authority

decision making route.

Amendments to the policy

If a change is considered to be appropriate during the year then a revised policy will be presented to full Council for consideration.

Public Health

Responsibilities for Public Health functions transferred to the council, together with staff on 1st April 2013. The staff transferred under TUPE principles. and their Terms and Conditions of Employment are set out in the NHS Terms and Conditions – Consultants (England 2003)'.
The Public Health posts in this council are:

NHS Clinical Advisor

Details of Public Health remuneration details and policies can be found in Annex D.

Policy for future years

This Policy Statement will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the council prior to the start of each financial year.

Annexes:

- Annex B - Chief Officer Remuneration Details
- Annex C - Chief Officer Remuneration Policies
- Annex D – Public Health Remuneration Details and Policies
- Annex E - Publication Requirements

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Senior Employees Remuneration Details (Excludes Public Health)

Post (Job Title)	Base Salary	Employers Pension Contributions (mandatory)	Market Supplement	Stand by Payment	Expenses	Bonus	PRP	Earn Back	Honoraria	Ex gratia Payment	Election Fees	Joint Authority Duties	Severance Arrangements
Chief Executive	£131,300	£26653.92		N/A	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment provide for a performance element to the salary scale .	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities do not apply	There are no plans for the post holder to receive any ex-gratia payments	The Chief Executive is the Returning Officer and receives a fee for local elections based on those payable for national elections.	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder.
Corporate Director of Children, Education and Communities.	£103,794	£23593.44	£12,234	£195.84	The details above also apply to this and all jobs below.	The details above also apply to this and all jobs below.	The details above also apply to this and all jobs below.	The details above also apply to this and all jobs below.	The details above also apply to this and all jobs below.	The details above also apply to this and all jobs below.	Fees will be payable if appointed to perform local election duties	The details above also apply to this and all jobs below.	The details above also apply to this and all jobs below.
Deputy Chief Executive & Director of Corporate Services	£103,794	£21110.00		£195.84							The details above also apply to this and all jobs below.		
Corporate Director	£103,794	£21110.00		£195.84									

Senior Employees Remuneration Details (Excludes Public Health)

Health Housing & Adult Social Care													
Post (job Title)	Base Salary	Employers pension Contributions (mandatory)	Market Supplement	Stand by Payment	Expenses	Bonus	PRP	Earn Back	Honoraria	Ex gratia Payment	Election Fees	Joint Authority Duties	Severance Arrangements
Corporate Director of City Economy & Place	£95,284	£19382.40		£195.84									
Assistant Director Legal & Governance	£75,618	£15390.24		£195.84									
Assistant Director Customer Services & Digital	£75,618	£15390.24		£195.84									
Assistant Director, Transport, Highways & environment	Vacant												
Assistant Director Planning & Public Protection	£75,618	£15390.24		£195.84									
Assistant Director Regeneration & Asset management	£75,618	£15390.24		£195.84									
Director of Public Health	£90,740	£18459.96		£195.84									
Assistant Director (Consultant) in	£61,311	£12446.28		N/A									

Senior Employees Remuneration Details (Excludes Public Health)

Public Health													
Post (job Title)	Base Salary	Employers pension Contributions (mandatory)	Market Supplement	Stand by Payment	Expenses	Bonus	PRP	Earn Back	Honoraria	Ex gratia Payment	Election Fees	Joint Authority Duties	Severance Arrangements
Assistant Director – Adults & Social Care	£68,063	13856.52		£195.84									
Assistant Director Adult Services Commissioning - currently covered by interim arrangements	Vacant												
Assistant Director Housing & Community Safety	£68,063	£13856.52		£195.84									
Assistant Director Children's Specialist Services	£75,618	£17420.16	£9,999.96	£195.84									
Assistant Director Education & Skills	£75,618	£15390.24		£195.84									
Assistant Director Communities & Equalities (0.8 FTE)	£60,494	£12320.16		£195.84									

Note: the information provided is taken from data as at 23rd January 2017

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Aspect of Chief Officer Remuneration	Council Policy
Recruitment	The post will be advertised and appointed to at the appropriate approved salary for the post in question level unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the authority's policy and any variation will be approved through the appropriate authority decision making process.
Pay Increases	The council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The council will also apply any pay increases that are as a result of council decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts.
Additions To Pay	The council would not make additional payments beyond those specified in the contract of employment.
Market Supplement	A Market Supplement Policy is in place for Chief Officers which allows where there is objective justification and evidence, a supplement to pay to reflect a market premium for a specific role.
Stand by Policy	A contractual standby requirement is in place for Chief Officers to participate in a Stand By rota to provide emergency cover out of hours. Payment for hours on Standby is at the agreed rate in force under the Council's standard Stand By Policy.
Performance Related Pay	Chief Officer and Chief Executive pay link incremental progression to the achievement of objectives as set in the annual performance development review (PDR) process. This allows for where agreed targets and standards have been achieved an individual may progress by one increment annually until they reach the top of the grade. The council does not currently operate a performance related pay system for other posts.
Earn-Back (Withholding an element of base pay related to performance)	The council does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.

Bonuses	The council does not pay bonus payments to senior officers.
Termination Payments	The council applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The council also applies the appropriate Pensions regulations when they apply. The council has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred by the council regarding senior officers are published in the authority accounts as required under the Accounts and Audit (England) Regulations 2015 Chief Officer severance packages over £100k in value are subject to approval by the Council's Staffing Matters & Urgency Committee.
Returning Officer Fees	The statutory appointed position of Returning Officer for the relevant election is paid a fee, either dependant on the Regulations in force for that election or in the situation of elections for the local authority area, in respect to the fee schedule set by North Yorkshire Councils for the conduct of elections. The fee is variable depending on the election, based on electorate or the relevant Regulations.
Transparency	The council meets its requirements under the Localism Act, the Code of Practice on Data Transparency and the Accounts and Audit Regulations in order to ensure that it is open and transparent regarding senior officer remuneration.
Re-employment of staff in receipt of an LGPS Pension or a redundancy/severance payment	The council is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation. The council will always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities and qualities needed for the post. The council will therefore consider all applications for candidates to try to ensure the best available candidate is appointed. If a candidate is a former employee in receipt of an LGPS pension or a redundancy payment this will not rule them out from being re-employed by the council. Clearly where a former employee left the authority on redundancy terms then the old post has been deleted and the individual cannot return to the post as it will not exist. The council will apply the provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payments if this is relevant. Pensions Regulations also have provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.

Post	Base Salary	Clinical Excellence Award Supplement	Supplement based on band of post and population of the post	Additional Programmed Activity	Expenses	Performance Related Pay (PRP)	Severance Arrangements
Clinical Advisor	£84,667.00 0.3 FTE Pro rata £25,400.10	There are no payments made related to supplements	Not Applicable	Not Applicable	Travel and other expenses are re-imbursed through normal authority procedures	Annual Progression through pay threshold on anniversary of appointment subject to meeting pay threshold criteria.	The NHS terms and conditions for consultants regarding redundancy and early retirement apply to the post holder.

Aspect of Public Health Remuneration	NHS Terms and Conditions – for Consultants
Clinical Excellence Award	Clinical Excellence Awards recognise and regard NHS consultants and academic GPs who perform 'over and above' the standard expected of their role. Awards are given for quality and excellence, acknowledging exceptional personal contributions.
Additional Programmed Activity	Additional payment for undertaking remunerated clinical work that falls under the definition of Private Professional Services that does not fall within their Job Plan.
Post and Population Supplement	Only payable to Director of Public Health – depending upon the band within which their posts fall and the weight of the post as assessed by their employing organisation.

Pay thresholds – Performance Related Pay PRP	The employee will progress to the next pay threshold provided they have met the pay threshold criteria, based upon length of service and performance.
Expenses	Expenses are paid in line with NHS nationally agreed rates.
Severance Arrangements	Redundancy, early retirement and retirement are managed in accordance with NHS terms and conditions of employment for consultants.

Note: the information provided is taken from data as at 23rd January 2017

Publication Requirements - Pay Policy Statement – Annex E

In addition to the requirement Under Sections 38 – 43 of the Localism Act 2011 the council has further obligations to publish information.

The Local Government Transparency Code 2015 (current code) indicates that local authorities should publish the following data concerning staff:

- The number of employees whose remuneration in that year was at least £50,000 in brackets of £5,000
- Details of remuneration and job title of certain senior employees whose salary is at least £50,000 employees whose salaries are £150,000 or more must also be identified by name.
- A list of responsibilities (for example, the services and functions they are responsible for, budget held and number of staff) and details of bonuses and 'benefits in kind', for all employees whose salary exceeds £50,000.
- The 'pay multiple' – the ratio between the highest paid salary and the median average salary of the whole authority workforce
- Publish an organisation chart covering staff in the top three levels of the organisation. The following information must be included for each member of staff included in the chart: grade, job title, local authority department and team whether permanent or temporary staff, contact, salary in £5,000 brackets, consistent with the details published for Senior Salaries, salary ceiling (the maximum salary for the grade).

The Accounts and Audit (England) Regulations 2015 require that the following data is included in the authority's accounts:

- Numbers of employees with a salary above £50k per annum (pro-rata for part-time staff) in multiples of £5k
- Job title, remuneration and employer pension contributions for senior officers. Senior officers are defined as Head of Paid Service, Statutory Chief Officers and Non-Statutory Chief Officers by reference to Section 2 of the 1989 Local Government & Housing Act.
- Names of employees paid over £150k per annum

For the above remuneration is to include:

- Salary, fees or allowances for the current and previous year
- Bonuses paid or receivable for the current and previous year
- Expenses paid in the previous year
- Compensation for loss of employment paid to or receivable, or payments made in connection with loss of employment
- Total estimated value of non-cash benefits that are emoluments of the person

For the above pension contributions to include:

- The amount driven by the authority's set employer contribution rate
- Employer costs incurred relating to any increased membership or award of additional pension

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Council

30 March 2017

Report of the Monitoring Officer

Constitution Updates

Summary

1. This report advises Members of changes to the Constitution consequent upon the decisions taken by the Executive.

Shareholder Committee

2. The Executive has approved the creation of a Shareholder Committee. That is a Committee of the Executive although provision has been made for attendance at its meetings of members of opposition groups and an independent Councillor.
3. The creation of the Committee needs to be reflected in the Constitution. It is therefore proposed to add a section 3BA to the Constitution as set out in the annex to this report which reflects the terms of reference and delegated powers granted by the Executive to that Committee.

Delegated powers in respect of Academy conversions

4. The Executive has also agreed to:
 - a) give delegated powers to the Corporate Director, Children, Education and Communities and the Assistant Director Legal and Governance in consultation with the Executive Member for Education, Children and Young People, to negotiate and conclude the Commercial Transfer Agreements and Land Leases in future academy conversions where there are no proposals to change the designation of land currently used for educational purposes.
 - b) delegate the Private Finance Initiative (PFI) academy conversion process to Officers, in consultation with the

Executive Member for Education, Children and Young
People

5. As these delegated powers are to take effect on a continuing basis they need to be incorporated within the Officer delegation scheme set out in section 3D of the Constitution.

Council Plan

6. The Constitution is the Council's key governance document and therefore supports the delivery of all the Council's priorities.

Implications

7. **Legal**

The Council is legally obliged to prepare and keep its constitution up to date.

8. **Risk Management**

There are no specific risks arising from this report.

Recommendations

9. Members are asked to:
 - a) Formally confirm the constitutional changes set out in this report.

Reason: To ensure the Constitution is updated following decisions taken by the Executive.

Contact Details

**Author and Chief
Officer responsible for
the report:**

Andy Docherty
Assistant Director
Telephone: 01904

**Report
Approved**

Date

21st March 2017

Specialist Implications Officers

Not applicable

Wards Affected:

All

For further information please contact the author of the report

Background Papers

None

Annexes

Annex 1 - Proposed Section 3BA to the Constitution

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Section 3BA – Shareholder Committee

1. Composition of the Committee

1.1 The Committee is a Committee of the Executive comprising of Executive Members appointed to it by the Executive.

2. Terms of Reference

2.1 The Committee is established to:

- a) Act as the owner or joint owner of the Council's companies;
- b) Approve Strategic business plans;
- c) Monitor performance and financial delivery against strategic business plans;
- d) Exercise decision making over reserved matters;
- e) Determine the remuneration of Directors and any senior managers as identified in the specific scheme of delegation and agreeing any performance related bonus payments to staff;
- e) Make recommendations to Executive for any investment in/asset transfers to or lending to companies;
- f) Delegate specific functions to Officers of the Council to increase commercial flexibility.

3. Delegated powers

3.1 The Committee has the power the power within its terms of reference to exercise all the Council's powers arising from its ownership role other than those reserved to the Executive.

3.2 The Executive has reserved to itself the power to:

- a) Make changes to Company governance including amending Articles, shareholder agreement etc
- b) Make agreements to amalgamation, merger, joint venture, profit sharing or similar arrangements
- c) Approve the taking of steps to wind up a company

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Council Meeting – 30 March 2017**Motions, Recommendations and Amendments****A. Agenda Item 7 – Recommendations of Executive**

Recommendations and Motions to be moved by Cllr Carr as follows:

Executive, 16 March 2017**140. The Development of the Guildhall Complex**

Recommended: That Council approve a total capital budget of £12.780m with prudential borrowing of £8.683m to fund the construction works to develop the Guildhall complex.

Reason: To ensure the future viability and effective re-use of the Guildhall as one of the City's most significant historic buildings, through the creation a vibrant business and civic venue, with supporting commercial development on the riverside.

141. Update on the Re-Provision of the Ordnance Lane Temporary Homeless Accommodation

Recommended: That Council approve a revised overall budget of £10.5m from the Housing Revenue Account for the purchase (subject to contract) and conversion of James House as a permanent replacement for the council's current temporary homeless accommodation at Ordnance Lane.

Reason: To enable the re-provision of the council's temporary homeless accommodation at Ordnance Lane, Holgate Road, Crombie House and Acomb Road to a single service based at James House.

B. Agenda Item 9 – Motions on Notice

Motions submitted for consideration directly by Council, in accordance with Standing Order 23.1

(i) From Cllr Gillies

Commemoration of Great War

“Council notes that 2018 will mark 100 years since the ceasing of the hostilities in the Great War;

Council recognises that residents of York will wish to commemorate this event and to express their appreciation to all who sacrificed so much during that conflict;

Council therefore instructs the Leader and Deputy Leader to set up a working group to coordinate a series of commemorative events for next year, such working group to include, at their discretion, councillors, officers, civic leaders, organisations representing the armed forces and similar groups; artists and residents. The working group will plan an overall strategy for the council’s commemoration activities, determine and address its funding needs as the steering group deem appropriate.”

Under SO 27, Cllr Gillies will seek Council’s consent to alter his motion as follows:

“Council therefore ~~instructs~~ *invites* the Leader and Deputy Leader to set up a working group to coordinate a series of commemorative events for next year, such working group to include, at their discretion, councillors, officers, civic leaders, organisations representing the armed forces and similar groups; artists and residents. The working group will plan an overall strategy for the council’s commemoration activities, determine and address its funding needs as the steering group deem appropriate.”

Amendment from Cllr Craghill as follows:

“**Add** new paragraph at the end:

‘Council further instructs that the working group should ensure that the programme of activities fully reflects the following:

- the horrors of war, including the suffering caused by the 37 million military and civilian casualties during the First World War;
- a diversity of perspectives on the causes and consequences of the war;

- and a commitment to learn the lessons of the past to help build peace in the future.”

For information the effect on the original motion of this amendment:

“Council notes that 2018 will mark 100 years since the ceasing of the hostilities in the Great War;

Council recognises that residents of York will wish to commemorate this event and to express their appreciation to all who sacrificed so much during that conflict;

Council therefore instructs the Leader and Deputy Leader to set up a working group to coordinate a series of commemorative events for next year, such working group to include, at their discretion, councillors, officers, civic leaders, organisations representing the armed forces and similar groups; artists and residents. The working group will plan an overall strategy for the council’s commemoration activities, determine and address its funding needs as the steering group deem appropriate.

Council further instructs that the working group should ensure that the programme of activities fully reflects the following:

- *the horrors of war, including the suffering caused by the 37 million military and civilian casualties during the First World War;*
- *a diversity of perspectives on the causes and consequences of the war;*
- *and a commitment to learn the lessons of the past to help build peace in the future.”*

(ii) From Cllr Mason

Purple Flag Accreditation

“Council notes:

The importance of a safe and welcoming city-centre economy to residents of and visitors to York.

The work of the Business Improvement District, Make It York, and City of York Council officers in investing in a clean and safe city centre and promoting York as a great place to visit.

That the Association of Town & City Management runs a Purple Flag accreditation process for town and city centres that meet defined standards in managing the evening and night-time economy.

That the accreditation process measures such indicators as:

- the standard of public utilities, including street lighting and cleanliness
- the prevalence of harmful and hazardous drinkers and figures on night time-related accidents and injuries
- the safety and affordability of public transport.

That 42 locations around the United Kingdom have already been awarded Purple Flag status, including Leeds, Sheffield, and Halifax.

That the Purple Flag scheme provides research and training to help tackle issues such as anti-social behaviour.”

Council therefore resolves:

To ask Council officers to:

- make contact with the Business Improvement District, Make It York, and North Yorkshire Police to start exploring an application for Purple Flag status for York city centre
- report back within three months to a decision session of the Executive Member for Economic Development and Community Engagement with an analysis of the costs, risks, and benefits of an application.”

Under SO 27, Cllr Mason will seek Council’s consent to alter his motion as follows:

- “report back within three months to ~~a decision session of the Executive Member for Economic Development and Community Engagement~~ with an analysis of the costs, risks, and benefits of an application.”

(iii) From Cllr Flinders

Closure of Imphal and Queen Elizabeth II Barracks

“Council acknowledges and values the social and economic contribution made by the Army’s long standing presence in York, currently through a combined 866 military staff and 417 civilian staff based or working at Imphal and Queen Elizabeth II Barracks, as well as associated jobs in the wider supply chain.

Council notes that there has been a barracks in Fulford since 1795 and an army base in Strensall since 1884, notes the vital role the Army has played during major flooding events in the past, including Christmas 2015, and further notes that York is proud to be a Garrison City.

Council resolves:

That the Chief Executive write to the Secretary of State for Defence, to express Council's opposition to the planned closures of Imphal and Queen Elizabeth II Barracks; and further resolves to lobby the city's two MPs to support City of York Council's position in Parliament."

First Amendment from Cllr D'Agorne as follows:

"After second paragraph **add:**

Council further notes that the assumption by the Ministry of Defence that the Imphal Barracks site is appropriate to release for large scale housing development rather than its current mix of employment land and housing is premature given that the proposal has yet to be considered through the local plan process."

For information the effect on the original motion of this amendment:

"Council acknowledges and values the social and economic contribution made by the Army's long standing presence in York, currently through a combined 866 military staff and 417 civilian staff based or working at Imphal and Queen Elizabeth II Barracks, as well as associated jobs in the wider supply chain.

Council notes that there has been a barracks in Fulford since 1795 and an army base in Strensall since 1884, notes the vital role the Army has played during major flooding events in the past, including Christmas 2015, and further notes that York is proud to be a Garrison City.

Council further notes that the assumption by the Ministry of Defence that the Imphal Barracks site is appropriate to release for large scale housing development rather than its current mix of employment land and housing is premature given that the proposal has yet to be considered through the local plan process."

Council resolves:

That the Chief Executive write to the Secretary of State for Defence, to express Council's opposition to the planned closures of Imphal and Queen Elizabeth II Barracks; and further resolves to lobby the city's two MPs to support City of York Council's position in Parliament."

Second Amendment from Cllr Carr as follows:

“Following the second paragraph **add** additional paragraph:

Council notes that the Leader and Deputy Leader of the Council have written to the Secretary of State for Defence expressing the council’s extreme concern regarding the closure of these barracks and seeking further clarification from the MoD of their intentions.

Final paragraph second line, **delete** “opposition to” and **replace** with “*extreme concern relating to*”.”

For information the effect on the original motion of this amendment:

“Council acknowledges and values the social and economic contribution made by the Army’s long standing presence in York, currently through a combined 866 military staff and 417 civilian staff based or working at Imphal and Queen Elizabeth II Barracks, as well as associated jobs in the wider supply chain.

Council notes that there has been a barracks in Fulford since 1795 and an army base in Strensall since 1884, notes the vital role the Army has played during major flooding events in the past, including Christmas 2015, and further notes that York is proud to be a Garrison City.

Council notes that the Leader and Deputy Leader of the Council have written to the Secretary of State for Defence expressing the council’s extreme concern regarding the closure of these barracks and seeking further clarification from the MoD of their intentions.

Council resolves:

That the Chief Executive write to the Secretary of State for Defence, to express Council's ~~opposition to~~ *extreme concern relating to* the planned closures of Imphal and Queen Elizabeth II Barracks; and further resolves to lobby the city’s two MPs to support City of York Council’s position in Parliament.”

(iv) From Cllr Steward

Charity Fundraisers

“Council believes York has a problem with overly aggressive charity fundraisers (known as ‘chuggers’) and so-called ‘gag mag’ sellers;

Council notes that whilst York supports licensed charity fundraising it takes issue with the intrusive and high pressure tactics often exhibited by both chuggers and gag mag sellers, which disrupt peoples’ enjoyment of their time in our city;

Further notes that although officers have taken a number of steps to address this issue, as a result of national legislation and long-existing statutes they have found it extremely difficult to effectively penalise street traders or charity fundraisers who persistently annoy members of the public;

Council therefore instructs officers; in consultation with Make it York and the York BID to:

- a) Review the present circumstances and determine whether any additional steps can be taken to improve the situation, and
- b) Take a lead with the LGA in lobbying the Government to bring national legislation up to date to reflect modern realities.”

C. Agenda Item 12 – Report of the Chair of the Corporate & Scrutiny Management Policy & Scrutiny Committee (CSMC) and Recommendations of CSMC

Recommendation and Motion to be moved by Cllr Williams as follows:

“Council is recommended to:

- a) Approve and adopt Option (iii) to align Scrutiny Committees to the new Directorates in accordance with the approach for this option set out in the report at Appendix 1.
- b) Approve the terms of reference for the proposed new scrutiny committees, as shown at Annex A to Appendix 3.

Reason: To ensure the scrutiny function remains fit for purpose and capable of supporting the work of the Council.”

Please note that a request will be made to Suspend Standing Order 25.1 to enable an amendment to be put and debated at the meeting in relation to Minute No 51 of Corporate & Scrutiny Management Policy & Scrutiny Committee, dated 6 March 2017, which concerns the terms of reference for proposed new Scrutiny Committees. The actual wording of the amendment will be provided either at Council or published before if received.

D. Agenda Item 13 – Pay Policy 2017/18

Recommendations and Motion to be moved by Cllr Carr as follows:

“Council is asked;

That in order to fulfil the requirements of Sections 38 - 43 of the Localism Act 2011:

- (i) Council approves the Pay Policy Statement for 2017/18 relating to the pay of the Council’s senior staff.
- (ii) Council notes that Annex A reflects the Chief Officer structure in existence at the time of adoption of the Policy.

Reason: In order to fulfil the requirements of Section 38 – 43 of the Localism Act 2011 for the council to produce and publish an annual policy statement that covers a number of matters concerning the pay of the council’s senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.”

E. Agenda Item 14 – Constitution Updates

Recommendations and Motion to be moved by Cllr Carr as follows:

“Council are asked to:

- a) Formally confirm the constitutional changes set out in the report.

Reason: To ensure the Constitution is updated following decisions taken by the Executive.”