

Notice of a public

Decision Session - Executive Member for Economy and Strategic Planning

To: Councillors Waller and Craghill (Executive Members)

Date: Tuesday, 23 November 2021

Time: 10.00 am

Venue: The Snow Room - Ground Floor, West Offices (G035)

AGENDA

Meeting to be held in consultation with the Executive Member for Housing and Safer Neighbourhoods (for agenda item 4, Review of formal enforcement action and enforcement policy)

Notice to Members – Post Decision Calling In:

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

4:00 pm on Thursday 25 November 2021

*With the exception of matters that have been subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any called in items will be considered by the Customer and Corporate Services Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5.00pm on Friday 19 November 2021**.

1. **Declarations of Interest**

At this point in the meeting, the Executive Members are asked to declare:

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

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

2. **Minutes** (Pages 3 - 10)

To approve and sign the minutes of the meeting held on 20 October 2021.

3. **Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee.

Please note that our registration deadlines have changed to 2 working days before the meeting, in order to facilitate the management of public participation at remote meetings. The deadline for registering at this meeting is **5:00pm on Friday 19 November 2021**.

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill out an online registration form. If you have any questions about the registration form or the meeting, please contact the relevant Democracy Officer, on the details at the foot of the agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission. The public meeting can be viewed live and on demand at www.york.gov.uk/webcasts.

During coronavirus, we've made some changes to how we're running council meetings. See our coronavirus updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

4. Review of formal enforcement action and enforcement policy (Pages 11 - 36)

The purpose of this report is to enable the Executive Members to review the formal enforcement action undertaken in 2020-21 by:-

- Public Protection (Environmental Health, Trading Standards and Licensing)
- Housing Services
- Community Safety
- National Trading Standards Regional Investigation and National Trading Standards eCrime teams

5. Review of City of York Council's One Year Business Support Strategy (Pages 37 - 62)

This report provides an update on progress achieved on the delivery of City of York Council's One Year Business Support Strategy. The Strategy is part of a suite of strategic documents that forms the Council's One Year Recovery and Renewal Plan, a Plan that sought to address the very significant and immediate impacts of Covid-19 across all aspects of life in York.

6. Urgent Business

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

Democracy Officer

Joseph Kennally

Contact details:

- Telephone – (01904) 551573
- Email joseph.kennally@york.gov.uk

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

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

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

Contact details are set out above

Coronavirus protocols for attending Committee Meetings at West Offices

If you are attending a meeting in West Offices, you must observe the following protocols.

Good ventilation is a key control point, therefore, all windows must remain open within the meeting room.

If you're displaying possible coronavirus symptoms (or anyone in your household is displaying symptoms), you should follow government guidance. You are advised not to attend your meeting at West Offices.

Testing

The Council encourages regular testing of all Officers and Members and also any members of the public in attendance at a Committee Meeting. Any members of the public attending a meeting are advised to take a test within 24 hours of attending a meeting, the result of the test should be negative, in order to attend. Test kits can be obtained by clicking on either link: [Find where to get rapid lateral flow tests - NHS \(testand-trace.nhs.uk\)](https://testand-trace.nhs.uk), or, [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](https://www.gov.uk). Alternatively, if you call 119 between the hours of 7am and 11pm, you can order a testing kit over the telephone.

Guidelines for attending Meetings at West Offices

- Please do not arrive more than 10 minutes before the meeting is due to start.
- You may wish to wear a face covering to help protect those also attending.
- You should wear a face covering when entering West Offices.
- Visitors to enter West Offices by the customer entrance and Officers/Councillors to enter using the staff entrance only.
- Ensure your ID / visitors pass is clearly visible at all time.
- Regular handwashing is recommended.
- Use the touchless hand sanitiser units on entry and exit to the building and hand sanitiser within the Meeting room.
- Bring your own drink if required.
- Only use the designated toilets next to the Meeting room.

Developing symptoms whilst in West Offices

If you develop coronavirus symptoms during a Meeting, you should:

- Make your way home immediately
- Avoid the use of public transport where possible
- Follow government guidance in relation to self-isolation.

You should also:

- Advise the Meeting organiser so they can arrange to assess and carry out additional cleaning
- Do not remain in the building any longer than necessary
- Do not visit any other areas of the building before you leave

If you receive a positive test result, or if you develop any symptoms before the meeting is due to take place, **you should not attend the meeting.**

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City of York Council

Committee Minutes

MEETING	DECISION SESSION - EXECUTIVE MEMBER FOR ECONOMY AND STRATEGIC PLANNING
DATE	20 OCTOBER 2021
PRESENT	COUNCILLOR WALLER

16. DECLARATIONS OF INTEREST

The Executive Member was asked to declare, at this point in the meeting, any personal interests not included on the Register of Interests or any prejudicial or discloseable pecuniary interest that he might have in respect of the business on the agenda. None were declared.

17. MINUTES

Resolved: That the minutes of the previous meeting held on 28 September 2021 be approved as a correct record and signed by the Executive Member.

18. PUBLIC PARTICIPATION

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

19. QUARTERLY ECONOMIC UPDATE

The Executive Member considered a report which provided him with a quarterly economic update. The Head of Economic Growth was in attendance to present the report and respond to questions.

Key points raised during the presentation of the report included:

- That York had seen a strong summer in trading terms and was one of the best economically performing local authorities in the UK.
- At the end of August, there were around 3,000 employees still furloughed.
- There were almost 3,500 job vacancies within 5 miles of the city centre, of which 1/3 were in the hospitality sector.

- A sector based work academy had been launched with the hospitality sector in order to support those who wish to enter that industry.
- Many businesses were facing significant challenges in recruiting staff and in the supply chain, with officers observing a high level of volatility in prices of various goods.
- There was some concern about the level of Covid-19 infections in the city and the importance of refining messaging around mask wearing and hand washing was emphasised as important for maintaining customer confidence.
- The Business Week organised by the Council's Economic Growth team was discussed, which had sessions on sustainable buildings, skills, mental health and decarbonising business.
- Certification for York's Good Business Charter, which the Council had signed up to in the summer had been received.

The Executive Member noted that:

- Information on city centre footfall during the York Food and Drink Festival had justified the Additional Restriction Grant funding invested to ensure it went ahead.
- Not all anticipated changes at the end of furlough had yet come about, but he thanked officers for the work done on the Jobs Fair, and spoke on the importance of making jobs more flexible and easing the transition from unemployment to filling available jobs.
- York's economic information should be collated and used to lobby for changes to government schemes.
- Work was being done to retain graduates from York's universities, for example investments from ETAS, a subsidiary of Bosch.
- LNER were developing messaging for Covid-19 etiquette on their train services.
- He considered York to be the ideal location for Great British Railways and thanked officers for their work on the city's bid.
- It was important to ensure that York gets its share of green jobs.
- The effects of the UK's exit from the European Union were still being felt.

Resolved:

- i. That the contents of the report be noted.

Reason: To support York's economic response to the COVID-19 pandemic.

20. ECONOMIC STRATEGY PROGRESS UPDATE

This report provided the Executive Member with an update on the development of a new, inclusive Economic Strategy for York. Widespread engagement with York's residents, workers and businesses took place over the summer through the Council's Our Big Conversation, with a coherent approach to engagement undertaken to address the overlapping themes of York's economy, carbon reduction and transport. The Economy Growth Manager was in attendance to present the report and respond to questions.

Key points raised during the presentation of the report included:

- Over 2000 residents and 100 businesses in the city had been consulted on the Economic Strategy over July. The key findings of these consultations were attached at Annex 1, but some key points included:
 - That the majority of residents supported a move towards net-zero carbon emissions by 2030.
 - Two fifths of residents expected to work from home more in the future.
 - Two thirds of residents were interested in learning new skills.
 - One fifth of residents felt worse off financially than they had 12 months previously with half of these respondents falling within the 25-39 age category.
 - 40% of those working part time did so for a better work-life balance.
 - A large issue for businesses was a lack of available and affordable land and property.
- The Council had engaged with the Citizens' Advice Bureau, who had interviewed 200 residents. They had found that the majority of clients of working age were confident about their employment prospects, and that the impact of the Covid-19 pandemic on mental health had been greater than on employment.

- Phase II of engagement would focus on addressing gaps in insight.
- The Economic Evidence Base had been regularly updated and its key headlines were:
 - GVA/productivity in York was strong, with over 20,000 high paid jobs being created since 2005.
 - Pay in the city was close to the national median and higher than most of Yorkshire and the Humber.
 - York had high skill levels.
 - Employment and GVA growth forecasts were positive.
- The importance of inclusive growth to ensure that all York residents can share in economic success was emphasised, as well as the need to create more high paying part time jobs.
- There will be a renewed focus on continuous learning and social mobility within the Council's forthcoming Economic Strategy.
- York's position as the UK's first Good Business Charter city was emphasised, with 4% of total business membership across UK in the city.

The Executive Member noted that:

- It was important to utilise Business Week to help with engagement efforts and improving the evidence base.
- Good progress had been made on analysing existing data, but in some areas there were no clear conclusions, so it was necessary to continue gathering data to make clear what steps needed to be taken locally to support York's economy.
- It needed to be ensured that everybody could benefit from additional high value jobs in the city, for example by raising aspirations for young people and getting more women in to STEM subjects.
- 73% of people stated that their broadband connection was good, however it was not clear how sufficient internet connectivity was from a business perspective. The Executive Member requested more exploration of how to address the concerns of the 23% were not satisfied with their connection.
- The Council should continue to work with the Citizens' Advice Bureau to endeavour to understand what proportion of those residents who worked part time did so by choice.

- A strategic view on the regional need to properly insulate Victorian brick terraces was needed, which was a key opportunity for creating green jobs. However, it was necessary to work with the construction industry in investing in training and concerns over profitability.
- Askham Bryan College's agricultural courses were a key advantage for the city.
- York Minster's plans to become a Centre of Excellence for heritage craft skills combined with modern technology would also be a key asset for York.

Resolved:

- i. That the contents of the report be noted.
- ii. That Executive Member's comments on engagement findings, the draft economic evidence base and headline commitments for a new, inclusive Economic Strategy be noted and minuted.

Reason: To support the development of a new, inclusive Economic Strategy for York.

21. APPRENTICESHIP UPDATE

The Executive Member considered a report which provided him with an update on apprenticeships in the city. The Skills Team Manager was in attendance to present the report and respond to questions.

Key points raised during the presentation of the report included:

- Recovery in terms of numbers of apprenticeships since the pandemic began was on track slightly higher than the national average, but figures were still well below pre-pandemic levels at 82% of previous numbers.
- However, there had been a surge in apprenticeship vacancies since July, with over 200 per week, up from 20 at its lowest point during the pandemic.
- 50% vacancies were in retail, hospitality and tourism sectors, which was an increase on the pre-pandemic figure of around 30%.
- There were over 2000 apprenticeships currently undertaken in York.
- Officers spoke on the work of the Impartial Apprenticeships Hub, which included regular weekly mailing, Facebook events and business engagement.

- There were 53 apprentices at the Council, of which 17 had started within the last 6 months and 10 were new to CYC.
- £519,000 had been spent on supporting apprenticeships since the inception of the Apprenticeship Levy, of which £119,000 had been spent in the last 6 months. The vast majority of this money was spent supporting apprentices working for the Council.
- Work was being done to ensure the least amount of levy as possible expires each month, with around £10,000 less expiring each month compared to the same period in 2020.
- Levy transfer had been well received, and there had been 6 requests representing £75,000 and 6 other active enquiries e.g. from software developers, digital marketing and in the early years sector. Should these be approved their funding would be £117,000.
- An update on the Education and Skills Funding Agency was given. Officers noted that apprenticeship incentives had been extended until January 2022 and a bulk levy transfer system was available, and that the Council had applied to be a member of the Flexible Apprenticeship scheme, but would not know whether they were successful until December 2021.

The Executive Member noted:

- He thanked officers for their work and for focusing on spending apprenticeship levy money locally.
- It was important to emphasise that the levy was not a simple 3% flat tax, since the unallocated apprenticeship levy money could be accessed by businesses in the city.
- That the Council should promote the Kickstart Scheme as a valuable asset, especially for 18-24 year olds who may have found it harder to gain experience over the pandemic.

Resolved:

- i. That the contents of the report be noted.

Reason: To continue to encourage the creation of apprenticeship opportunities in York, by supporting local businesses to access available funding and to support routes to employment for local residents.

22. GOVERNMENT CONSULTATION ON SUPPORTING DEFENCE INFRASTRUCTURE AND THE FUTURE OF TIME-LIMITED PERMITTED DEVELOPMENT RIGHTS

The Executive Member considered a report on the Department for Levelling Up, Housing and Communities' consultation which is inviting submissions with regard to a series of questions concerning proposed changes to Permitted Development Rights. These focus on two key areas.

a) The future of time limited permitted development rights; and
b) The expansion of permitted development rights, specifically with regard to supporting the delivery of defence infrastructure on defence sites. The Development Manager was in attendance to present the report and respond to questions.

Key points raised during the presentation of the report included:

- That the Government changes included making two of the temporary permitted development rights introduced during the Covid-19 pandemic permanent, namely the right for local authorities to hold markets for an unlimited number of days and a provision for movable structures within the curtilage of pubs, cafés, restaurants or historic visitor attractions.
- Limitations proposed in the consultation around moveable structures related to their height, size and duration they were to be erected for.
- On supporting defence infrastructure, the proposals were to allow new or extended single living accommodation developments and to allow for new development of work and training facilities. This would allow the amount of floor space within a barracks to be extended by up to 25% and 35% respectively.

The Executive Member noted that:

- This item was important to consider due to York's unique heritage.
- The Shambles market traders should be engaged with on the consultation to ensure they are kept updated on any potential changes.
- He expressed concerns about the potential impact of the provisions for defence infrastructure on the completion of the Local Plan.
- Moveable structures had been very useful during the pandemic, but such structures would inevitably not be of the highest quality.

- The PDR around markets was solely for or on behalf of local authorities, and it was noted that any decisions around that would be considered at a public decisions session.
- That the Council's response to the consultation should include concerns around the potential delays to the Local Plan.

Resolved:

- i. That the contents of the report be noted.
- ii. That prior to the submission of City of York Council's response, engagement on the section of the consultation on 'Rights for markets by or on behalf of local authorities' with the traders of the Shambles Market be undertaken.
- iii. That authority be delegated to the Head of Planning and Development Services to submit a response to the Department for Levelling Up, Housing and Communities' consultation on Supporting defence infrastructure and the future of time limited permitted development rights.

Reason: To allow a submission to be made to the consultation in a timely manner and allowing the Council to make representations in respect of the proposed changes to permitted development rights.

CLLR A WALLER, EXECUTIVE MEMBER

[The meeting started at 3.00 pm and finished at 3.59 pm].



Executive Member for Economy and Strategic Planning**23 November 2021****Executive member for Housing and Safer Neighbourhoods**

Report of the Director for Transport, Environment and Planning

Review of Formal Enforcement Action and Enforcement Policy**Summary**

1. The purpose of this report is to enable the Executive Members to review the formal enforcement action undertaken in 2020-21 by:-
 - Public Protection (Environmental Health, Trading Standards and Licensing)
 - Housing Services
 - Community Safety
 - National Trading Standards Regional Investigation and National Trading Standards eCrime teams
2. The level of formal enforcement action by was severely restricted by the covid pandemic. Officers were deployed to deal with the pandemic and economic recovery, whilst the National Trading Standards teams' activities were limited by the closure of the courts and the subsequent backlog in the system. Crown Prosecution Service guidance issued during the coronavirus pandemic, also required the impact of the growing burden to the Criminal Justice System to be considered when assessing whether prosecution or an 'out of court disposal' was the most appropriate response.

Recommendations

3. That the Executive Members approve the report in line with option 1.

Reason: To provide ensure enforcement activity undertaken in 2020-21 has been reviewed in accordance with the council's enforcement policy and approve a review of the policy, with appropriate consultation with the public and businesses, in 2022.

Background

4. The City of York Council's Executive approved an updated enforcement policy for Public Protection, Housing Services and Community Safety on 28 September 2017. It also approved a separate, updated policy for the National Trading Standards Regional Investigation and National Trading Standards eCrime teams at the same time.
5. This report details the results of formal enforcement action taken in the period specified by the above teams. Each case is considered on its merits before legal proceedings or other types of formal enforcement action including a 'simple caution' or fixed penalty notices are initiated.
6. Annex A summarises the formal enforcement action, and other activities of note, undertaken by each team. The Public Protection review also includes a summary of the activity undertaken by the Covid Support Marshalls in the period.

Public Protection

7. Public Protection Officers undertake the majority of the council's environmental health, trading standards and licensing duties and as such are responsible for enforcing over a hundred Acts of Parliament and thousands of underpinning Regulations. Each year, officers carry out a detailed assessment of the issues most affecting residents, visitors and businesses within the city and identify a series of 'priorities' around which most activity will be focussed.
8. The priorities for 2020-21 were as follows:-
 - Ensuring businesses meet food safety requirements

There is a separate, statutory food plan which sets out the planned activity in this respect.
 - Ensuring local businesses are meeting their health and safety obligations

This primarily focussed on ensuring businesses were taking appropriate steps to prevent the spread of coronavirus.
 - Dealing with nuisance from noise, smoke, odour etc. emanating from commercial premises

The Community Safety team have responsibility for dealing with domestic noise including operating the night time noise nuisance service.

- Improving the local environment, particularly air quality and supporting new developments

Reviewing planning applications to ensure the environmental impacts of developments are appropriately considered.

- Protecting residents from unfair trading practices – particularly doorstep crime, mass marketing scams and second hand vehicles.
- Preventing the supply of dangerous products including illegal supplies of alcohol tobacco and potentially harmful foods.

This includes activity to prevent illegal sales of age restricted products such as alcohol, tobacco and knives (all minimum age 18) and involves advising businesses on their legal obligations and undertaking 'test purchases' with the help of young persons to ensure they are complying with their obligations. We respond to complaints and other sources of intelligence about problem premises and areas of anti-social behaviour, we also carry out some routine purchases to test wider compliance. In relation to any other age restricted products including spray paints (minimum age 16), fireworks (18) and solvents (18) we carry out activity in response to complaints and intelligence about particular problem businesses.

- Ensuring businesses are meeting their licensing obligations

This includes premises licensed to sell alcohol, taxis and various animal establishments such as kennels, catteries and pet shops amongst other things.

9. Please note, none of the above is of greater priority than any another. The activity shown in the Annex reflects that officers have been working in accordance with these priorities. Similar priorities remain for 2021-22, and our approach will largely remain unchanged. However, the 'health and safety' priority has been updated to 'Support the Coronavirus response including ensuring local businesses are covid secure and otherwise meeting health and safety obligations'. Whilst carrying out all of this work, officers will continue to share intelligence on serious organised crime and modern slavery with appropriate organisations.

Housing Standards and Adaptations

10. Officers enforce a range of laws aimed at improving poor housing conditions in private sector housing with a focus on the private rented sector (PRS). The approach by the service is both proactive and reactive.

11. Examples of proactive activity includes work to ensure that the national mandatory scheme for Licensing of Houses in Multiple Occupation (HMOs) is administered and enforced through an inspection regime and through making successful applications to the Government for funding.
12. Our reactive work responds to a range of complaints from tenants who are living in homes which are rented in poor condition and/ or poorly managed. The Council has a duty to take appropriate action when they find the most serious 'category 1' hazards¹. Local authorities also have legal duties and powers under other legislation
13. Since the beginning of the pandemic we have continued, in line with Government guidance, to review our activities. As a result we have ensured that:-
 - Tenants are kept safe and landlords are supported.
 - Work is carried out in line with local authorities' own health and safety policies and procedures.
 - Decisions are based on an assessment of risk
14. Effective enforcement relies on officers visiting rented properties whether it is to determine that licence conditions are set/met or to investigate in response to complaints. We have focussed on minimising the risks to tenants, and staff, by inspecting properties where there is
 - A duty to inspect because, for example, there is an imminent risk to a tenant's health due to a serious hazard.
 - A serious hazard was previously identified and may still exist.
 - That there officers had been made aware that a tenant is vulnerable and it is not clear if they are aware of the presence of hazardous conditions.

A serious hazard included the following:

- If there was a problem with the fabric of the building, for example the roof is leaking
- If a boiler was broken, leaving the tenant without heating or hot water
- If there was a plumbing issue, meaning the tenant does not have washing or toilet facilities
- If there was a security-critical problem, such as a broken window or external door;

¹ [Housing health and safety rating system \(HHSRS\) operating guidance: housing inspections and assessment of hazards - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/housing-health-and-safety-rating-system-hhsrs-operating-guidance)

(This list is not exhaustive and should not be treated as conclusive.)

15. Where it has not been practical to inspect a property due to tenants self-isolating or refusing to allow access, officers have been carrying out an assessment which could be made using information gathered via telephone and supported by photographs/videos.
16. We have continued to take the enforcement action where we have determined it has been necessary but have in line with the government guidance and our own enforcement policy worked with Landlords and Tenants to ensure that standards are met. We have taken pragmatic steps such as extending timescales to complete work where the landlord and/or tenant have advised that there are difficulties having regard to the risk.

Successful funding bids

17. During 20/21 the council successful received two strands of government funding
 - a) £100k from Department of Business, Energy and Industrial Strategy (BEIS)
 - b) £162k from the Ministry of Housing and Local Government (MHCLG)
18. The BEIS funding enable the council to participate in a national project to commence the enforcement of Minimum Energy Efficiency standards (MEES) in the PRS and to contribute to the development of a national toolkit to aid other councils in England and Wales in enforcing the MEES Regulations in the future. The outcome of the project was considered by the Executive Member for Housing and Safer Communities in July 2021.
19. The MHCLG enabled the council on behalf of the 21 councils in the region to successful
 - Develop a regionally recognised landlord qualification to support good landlords and improve the provision of decent, well-maintained homes for tenants. A total of 300 funded places for landlords and letting agents are being delivered by 11 regional councils through an online platform.
 - To train 128 housing enforcement officers from across the region, providing the investigative skills to tackle criminal landlords who rent out unsafe and substandard accommodation. By empowering officers, working together and sharing best practice we aim to crack down on more criminal landlords, getting them to improve or leave the market completely.

20. The priorities for 21/22 will be focussed on

- Considering whether there is a case to extend Additional Licensing is extended to other smaller HMOs. Between 16th April and 27th June 2021, the Council carried out a preliminary statutory consultation on a proposed additional HMO licensing scheme with key stakeholders. It was open to all residents in the city. The outcome of that consultation was that there was broad support for the proposals, in principle, but the authority decided that a second, more detailed, consultation was necessary allowing respondents to consider the more detailed proposals that have now been formulated, and offering those people likely to be affected by the proposals a further opportunity to make comments. A report on the outcome of the consultation will be consider by Executive in the new calendar year.
- To commence the 4th cycle of renewing the 5 year HMO Licensing Programme (first programme was in 2006, licences have been subsequently renewed in 2011, 2016).
- Following a second successful application to BEIS to work with regional colleagues to enforce MEES in private rented sector and to enable us to continue working jointly with other regional councils to share experience and best practice and to develop a Northern MEES Forum to facilitate this work and add value to future energy efficiency work in the Region. The benefits of having staff available to pro-actively seek properties requiring action cannot be emphasised enough.
- To ensure The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 are implemented
- To ensure that the owner or manager of a residential mobile home site is a fit and proper person in line with the Mobile Homes (Requirement for Manager of site to be Fit and Proper Person) (England) Regulations 2020. The purpose of the fit and proper person test is to improve the standards of park (mobile) home site management.

Community Safety

21. The Neighbourhood Enforcement Team forms part of the Community Safety Hub. Officers work across three geographic 'patches', chosen to align with North Yorkshire Police's Neighbourhood Policing boundaries to assist with joint working.

22. The remit of the team is to tackle enviro crime and low level antisocial behaviour (ASB) including: domestic noise nuisance, fly tipping, commercial and domestic waste duty of care offences, waste presentation offences, flyposting, dog fouling, dog on dog attacks, litter, unlawful encampments, enforcement of Public Space Protection Orders, nuisance behaviour associated with the city centre such as nuisance begging selling or busking and street urination. The team also provides a weekend noise patrol service 9pm – 3am each Friday and Saturday.
23. Enforcement action can range from the issuing a Fixed Penalty Notice through to prosecution, depending on the seriousness of the offence. Since 2014 and the advent of the Anti-social Behaviour, Crime and Policing Act, the team have been able to issue Community Protection Notices (CPNs), following a written warning, to those committing any form of persistent anti-social behaviour impacting on the quality of life of those around them.

National Trading Standards teams

24. The purpose of the Regional Investigations teams and the National eCrime enforcement team is to tackle wide-scale scams and complex cases of fraud perpetrated on consumers and/or businesses on a regional and national basis. The national e-crime team, as the name suggests, focuses on trading standards crimes on the internet. These teams investigate individual cases and practices referred to them by local authority trading standards services and other organisations via the National Trading Standards Tasking Group, they do not take on cases directly from members of the public.

Consultation

25. A survey of Talkabout panellists was undertaken between 21/11/16 and 18/12/16 and they were asked to rank the importance of different aspects of the service carried out by Public Protection, Housing Services and Community Safety. Under the enforcement policy, formal enforcement action is an option in all the areas they identified as important.
26. In a 2019 business survey of local retailers, food businesses and other enterprises in the city centre funded by BEIS, some 81% of 127 respondents said that the Council 'should take formal enforcement action against those who flout the law or ignore advice'.
27. Public Protection also routinely surveys its customers and the results over the last three years are as follows:-

Measures	20-21	19-20	18-19
% customers satisfied with the overall level of service provided	86.2% (2020)	86.3% (2019)	80.6% (2018)
% of businesses reporting contact with officers was helpful	96.7%	96.8%	96.8%
% of businesses reporting that they were treated fairly	98.4%	97.5%	98.1%

Options

28. Option 1 – note the action taken and ask officers to undertake a full review of the council’s enforcement policy in the coming year.
29. Option 2 – note the action taken with comments as necessary.

Analysis

30. Option one will ensure that formal enforcement action taken in 2020-21 has been reviewed as required under the existing policy. It will also provide the opportunity for a full review of the council’s enforcement policy, after public consultation with residents and businesses. And it will ensure it is fit for purpose particularly as we recover from the coronavirus pandemic.
31. Option two will enable the review with comments from Members as necessary.

Council Priorities

32. The legal actions support the Council’s priorities in respect of the following:
 - Good health and wellbeing
 - Well paid jobs and an inclusive economy
 - A greener and cleaner city
 - Safe communities and culture for all

Implications

- 33. **Financial:** There are no financial implications associated with this report.
- 34. **Human Resources:** There are no Human Resources implications associated with this report.
- 35. **Equalities:** There are no equalities implications associated with this report
- 36. **Legal:** Under the City of York Council's delegation scheme, legal proceedings may only be approved if they are in accordance with an approved enforcement policy.
- 37. **Crime and Disorder:** Formal enforcement action contributes to reducing anti-social behaviour and dishonest trading.
- 38. **Information Technology (IT):** There are no IT implications associated with this report.
- 39. **Other:** There are no other implications associated with this report.

Risk Management

- 40. Applying the Council's risk scoring criteria, operating with outdated enforcement policies poses a 'major risk' (potential action in a national court with the national media coverage) and a likelihood of 'possible' giving a score of **12** (yellow risk). Operating with up to date relevant policies, reduces the likelihood to 'unlikely' giving a score of **8** (green risk).

Contact Details

Author:

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Chief Officer Responsible for the report:

James Gilchrist,
Director for Transport, Environment and Planning

Report Approved



Date 15.11.2021

Specialist Officer Implications: None

Wards Affected:

All

Background Papers:

None

Annexes

Annex A: Summaries of Formal Enforcement Action 1st April 2020 to 31st March 2021 and other activity of interest

Annex B: Existing enforcement policy – Public Protection, Housing Services & Community Safety

Annex C: Enforcement policy - National Trading Standards Regional Investigation and National Trading Standards eCrime teams

Annex A: Formal Enforcement Action 1st April 2020 to 31st March 2021

Public Protection

(including Environmental Health, Trading Standards and Licensing)

Defendant	Legislation	Nature of Case	Penalty	Costs
North Yorkshire County Council	Food Safety Act 1990	Supply of food causing severe allergic reaction	£4,000 fine £2,000 compensation	£14,161.87

2 x licences to sell alcohol and other regulated activities under the Licensing Act 2003 revoked for failing to promote the 'public safety' objective (persistently breaching immigration legislation and licensing conditions).

3 x taxi/private hire drivers licences revoked – no longer considered 'fit and proper' persons to hold a licence

1 x private hire operator licence revoked – no longer considered a 'fit and proper person' to hold a licence (subject to appeal)

12 x fixed penalty tickets for breaches of coronavirus regulations, with a value of £10,500, including

- 1 x business opening past the 22:00 curfew in force at the time.
- 5 x business opening when regulations prohibited opening.
- 1 x business allowing customers to eat in premises when only takeaway service allowed.
- 1 x business failing to prevent customers joining other groups in the venue.
- 1 x business failing to keep customers seated whilst drinking and failing to serve a substantial meal with alcohol.
- 1 x business failing to provide table service to customers.
- 1 x business failing to provide adequate separation between tables.
- 1 x business allowing customers to eat and drink inside when external eating and drinking only allowed.

Other Public Protection activity of note

Activity	Target	2020-21	2019-20	2018-19	2017-18
% of all underage sales visits	Less than 10%	54.5% 11 visits 6 sales* (of which 5x alcohol, 1x fireworks)	42.9% 7 visits 3 sales (of which 2 x e-cigarette, 1 x knife)	0% 18 visits 0 sales	11.8% 17 visits 2 sales (of which 2 x knives)
Coronavirus activity	N/A	1,539 enquiries received	N/A	N/A	N/A

		<p>506 businesses given advice</p> <p>197 premises visited</p> <p>26 warning letters issues</p>			
Covid Support Marshall activity	None	<p>868 business interactions</p> <p>1,604 group interactions</p> <p>178 items of PPE (face coverings, sanitiser) given out</p> <p>1,476 face coverings picked up</p> <p>98.9% of people happy with interactions</p>	N/A	N/A	N/A

*Purchaser wearing a face covering.

Housing Services**Housing Standards and Adaptations – outcome of HMO inspection Programme****Inspections of HMOs licensed for the first time and inspected in 2020**

Inspections	Category 1 Hazards	Category 2 Hazards
<p>170 inspections carried out</p> <p>84 properties found to be up standard no further action required</p>	<p>4 Category 1 hazards found relating to:</p> <p>1 Fall hazard resolved by Letter</p> <p>1 Fire Safety– resolved by serving a Hazard awareness Notice</p> <p>1 Crowding/Space resolved by serving a suspended Prohibition Order</p> <p>1 Lighting resolved by serving a Hazard Awareness Notices</p>	<p>103 Category 2 hazards found relating to:</p> <p>78 Fire Safety resolved 19 required Hazard Awareness Notices the others by letters/emails,</p> <p>8 Fall Hazards resolved by 3 Hazard Awareness Notices, the others by letter/emails</p> <p>12 Damp and Mould Hazards resolved by 2 Hazard Awareness Notices the others by letters/emails</p> <p>4 Scalds and hot surfaces Resolved by 3 Hazard Awareness Notices the remaining 1 by letter</p>
<p>Management Issues – 19 HMOs were found to be in breach of the management regulations</p>		

Inspections of HMOs licensed as part of the renewal Programme and inspected in 2020

Inspections	Category 1 Hazards	Category 2 Hazards
79 inspections carried out 48 properties found to be up standard no further action required	1 Category 1 hazard found relating to: Crowding/Space resolved by serving a suspended Prohibition Order	15 Category 2 hazards found relating to: 8 Fire Safety resolved 1 required Hazard Awareness Notices the others by letters/emails, 5 Fall Hazards all resolved others by letter/emails 2 Damp and Mould Hazards resolved by 1 Hazard Awareness Notices the other by letters/emails
Management Issues – 12 HMOs were found to be in breach of the management regulations		

Community Safety

Neighbourhood Enforcement Team

Defendant	Legislation	Nature of case	Penalty	Costs
Nguyen, Ebor Nails Ltd	Environmental Protection Act 1990 S34	Commercial waste	Fine £700 surcharge £70	£400
Ebor Nails Ltd	Environmental Protection Act 1990 S34	Commercial waste	Fine £350 Surcharge £35	£450
Luke Daniel Jamieson	Scrap Metal Dealers Act 2013	Trading without Waste Carriers Licence	Fine £400 Surcharge £40	£461.79
Abdul Jolil Zeera Spice	Environmental Protection Act 1990 S34	Commercial waste disposal	Fine £416 Surcharge £42	£835.34
Mr Hill	Local byelaw prohibiting	Street Urination	Fine £220 surcharge £34	£314

	defecation/urination in public places - made 6 th April 1998			
Kevin Pipes	Environmental Protection Act 1990 S34	Household duty of care	Conditional discharge for 6 months	£300

5 x simple cautions under the Environmental Protection Act 1990 for commercial waste offences

2 x simple cautions under the Environmental Protection Act for fly-tipping

1 x simple cautions under the Environmental Protection Act 1990 for breach of a noise abatement notice

9 x simple cautions under a local by-law for urinating in a public place

1 x simple cautions under the Anti-Social Behaviour Crime and Policing Act 2014 for failure to control dogs

2 x simple cautions under the Microchipping of Dogs England Regulations 2015 for failure to microchip dogs

Other Enforcement Activity

COMMUNITY PROTECTION WARNING/NOTICES (for various anti-social behaviour offences)

108 x warnings

3 x Notices

COMMERCIAL WASTE INAPPROPRIATELY PRESENTED

1 x Notices

DANGEROUS DOGS

8 x written undertakings

DOG FOULING

4 x Fixed penalty tickets (FPN) for failing to clean up

DOG NOT MICRO-CHIPPED

5 x dog micro chipping notices

DOMESTIC WASTE INAPPROPRIATELY PRESENTED

328 x Notices

DUTY OF CARE (householder)

6 x Fixed penalty ticket

COMMERCIAL WASTE DUTY OF CARE/UNLAWFUL WASTE CARRIAGE

12 x Notices requiring production of waste information/transfer notes

8 x Notices requiring production of waste carrier's licence

7 x FPN's for failure to produce waste information/transfer notes

2 x FPN's for failure to produce waste carrier's licence.

UNLAWFUL SCRAP METAL DEALERS

1 x Notices

FLY-GRAZING

0 x notices requiring horses to be removed.

0 x horses removed by bailiff

FLY-POSTING

1 x notices requiring removal of flyposting

1 x FPNs issued

FLY-TIPPING

17 x FPN's (small-scale fly-tipping)

LITTER

0 x Litter FPN's issued

NOISE

689 x Warning letters sent

23 x Noise abatement notices

STREET URINATION

All activity resulted in prosecutions/cautions

UNAUTHORISED ENCAMPMENTS

2 x notices (tents)

10 x Directions to leave land

2 x Court orders obtained

0 x Incidents requiring instruction of bailiffs

PESTS

9 x notices (requiring steps to be taken to ensure pests are eradicated)

PUBLIC SPACE PROTECTION ORDER (PSPO)

0 x FPNs for breach of PSPO

VEHICLES FOR SALE ON PUBLIC HIGHWAY

1 x FPN

Safer Neighbourhoods team

1 x suspended possession order – 12 months

1 x suspended possession order – 18 months

National Trading Standards Regional Investigation and eCrime Team

Defendant	Legislation	Nature of Case	Penalty	Costs
Kewal BANGA	Proceeds of Crime Act 2002	Post-conviction confiscation proceedings.	Confiscation award of £150,000	
Paul PLUMMER	Consumer Protection from Unfair Trading Regulations 2008	Overcharging and misleading claims by 'Plumbing Group Limited online plumbing services	6 months imprisonment (suspended for 12 months) and 80 hours unpaid work. £5,976 compensation to victims	
Katie MARFLEET	Consumer Protection from Unfair Trading Regulations 2008	Overcharging and misleading claims by 'Plumbing Group Limited online plumbing services	6 months imprisonment (suspended for 12 months) and 80 hours unpaid work. Compensation included Paul Plummer total	
Beverley MIDGLEY- McDONALD	Consumer Protection from Unfair Trading Regulations 2008	Mis-selling of driving lessons whilst operating the 'Drive Dynamics' online driving school	46 weeks imprisonment (suspended for 24 months) and 200 hours unpaid work £24,974.09 compensation to victims	£50,000
Alistair MIDGLEY- McDONALD	Consumer Protection from Unfair Trading Regulations 2008	Mis-selling of driving lessons whilst operating the 'Drive Dynamics' online driving school	46 weeks imprisonment (suspended for 24 months) and 200 hours unpaid work Compensation and costs included in Beverley Midgley-McDonald totals	

Annex B: Existing enforcement policy – Public Protection, Housing Services & Community Safety



Public Protection (Environmental Health, Trading Standards, Licensing), Housing and Community Safety Services

Enforcement Policy

This document is the enforcement policy for City of York Council's Public Protection (Environmental Health, Trading Standards, Licensing), Housing and Community Safety services. It sets out the key principles under which officers will seek to achieve compliance with the legislation enforced by these services.

In carrying out their duties officers will adhere to the principles of good enforcement set out in the Regulators' Code (2014) and other relevant codes of practice including those concerned with the investigation of offences or the prosecution of offenders.

All enforcement activity undertaken under this policy will have regard to the Human Rights Act 1998 and the European Convention of the Protection of Human Rights and Fundamental Freedoms.

Please note, whilst this policy acknowledges that officers will adhere to principles of good practice in their enforcement activity, it does not prescribe the way investigations will be conducted or the authorisation of surveillance activity. Furthermore, it does not include enforcement action by Planning, and Transport (including Parking services) which operate under their own guidance.

1.0 Introduction

The main purpose of the Public Protection, Housing and Community Safety Services are to maintain a fair and safe trading environment for consumers and businesses, to help reduce the actual and perceived impact of violent, aggressive and nuisance behaviour on people in York and to improve and protect public health and improve the environment. We recognise that effective and well-targeted regulation is essential in achieving this.

We will ensure legal compliance by:

- Helping and encouraging businesses and individuals to understand and comply with the law.
- Responding proportionately to breaches of the law.

We want to achieve the following outcomes:

- Support economic growth, especially in small businesses, by ensuring a fair, responsible and competitive trading environment
- Protect the environment for future generations including tackling the threats and impacts of climate change
- Improve quality of life and wellbeing by ensuring clean and safe neighbourhoods
- Help people to live healthier lives by preventing ill health and harm, and promoting public health
- Ensure a safe, healthy and sustainable food chain for the benefits of consumers and the rural economy.

2.0 Economic Progress

We will carry out our activities in a way that supports those we regulate comply and grow, remembering that it is important to maintain a level playing field for all businesses to thrive.

We will consider the impact that our regulatory activities may have on businesses, including consideration of costs, effectiveness and perceptions of fairness. We will only adopt a particular approach if the benefits justify the costs and in doing so will endeavour to try to keep any perceived burdens to a minimum.

References to costs and benefits include economic, social and environmental costs and benefits.

3.0 Risk Assessment

We will allocate our resources where they will be most effective by assessing the risks due to non-compliance with the law. The risk factors include:

- the potential impact on residents, consumers, business and the environment in failing to meet legal requirements.

- the likelihood of non-compliance taking into account matters such as:
 - the past history,
 - the systems a business has in place,
 - management competence of the business
 - and willingness to comply.

4.0 Advice and Guidance

We recognise that prevention is better than cure and will actively work with business and residents to advise on and assist with, compliance with the law. In doing this we will ensure that:

Legal requirements are made available and communicated promptly upon request.

The information we provide will be in clear, concise and accessible language. Advice will be confirmed in writing where necessary.

We will clearly distinguish between legal requirements and guidance aimed at improvements above minimum standards.

We will signpost towards additional business support services where appropriate.

Please note: there may be a fee payable for our advice. Where this is the case you will be informed and provided with details of the charge or an estimate if the exact fee is not known.

5.0 Inspections and Other Visits

All inspections and other visits to businesses will be undertaken after consideration of the risk the business poses if it fails to comply with the law (see paragraph 3.0 above), where the business has requested advice or where intelligence/information suggests that an inspection or visit is appropriate.

- Where we carry out inspections we will give feedback to the business on what the officer has found; this will include positive feedback to encourage and reinforce good practice.
- Where practicable we will co-ordinate inspections with other regulators to minimise the burden on businesses.
- Random inspection will be undertaken where government guidelines/policies or a condition of a licence requires us to do so. A small amount

of random inspections may also be undertaken to test our risk assessments or the effectiveness of any action we have taken.

6.0 Information Requirements

We will only ask businesses for information that is necessary after considering the cost and benefit to obtaining the information. Where possible we will share this information with our partners (taking account of data protection) to prevent the need for providing the information more than once.

7.0 Compliance and Enforcement Actions

We recognise that most businesses and individuals wish to comply with the law, however firm action will be taken against those who break or flout the law or act irresponsibly.

We will carry out all of our enforcement duties, including taking formal enforcement action (described below), in a fair, equitable and consistent manner. Whilst officers exercise judgement in individual cases, we will have arrangements in place to promote consistency including liaison with other agencies and authorities.

Formal enforcement action will only be considered and taken in the first instance in cases involving unfair practices against individuals or businesses, illegal sales of age restricted products, supply of counterfeit goods and other intellectual property crime, occupational health and safety, public safety, risk to public health (including food safety), health and safety in the home, statutory nuisances, animal health and welfare, damage to the environment, dog fouling, trading standards offences committed by doorstep sellers, breaches of licence conditions or operating without a licence when one is required and any other case in which a head of service considers formal enforcement action is necessary.

Formal enforcement action will also be considered and may be taken where advice has been ignored.

Where formal enforcement action is necessary, we will consider the most appropriate course of action (from the range of sanctions and penalties available) with the intention of: -

- Aiming to change the behaviour of the offender
- Aiming to eliminate any financial gain or benefit for non-compliance

- Being responsive and considering what is appropriate for the particular offender and issue involved, including punishment and the public stigma that may be associated with criminal convictions
- Being proportionate to the nature of the offence and harm caused
- Aiming to restore the harm caused by non-compliance
- Aiming to deter future non-compliance.

When formal enforcement action is taken:

- We will take all reasonable steps to discuss the circumstances of the case, unless immediate action is required e.g. to prevent the destruction loss of evidence or there is an imminent risk to the environment, public health or health and safety. This discussion may be in the form of an interview under caution if a prosecution is being considered. We will provide the opportunity for further dialogue about the proportionality or consistency of our action upon request.
- Where immediate formal enforcement action is taken, which will usually be the service of a written notice, reasons for such action will be given at the time (if possible) and confirmed in writing within 10 working days.
- Where there are rights of appeal against formal enforcement action, notification of the appeal mechanism will be clearly set out in writing at the time the action is taken.
- Clear reasons will be given for any formal enforcement action taken, and confirmed in writing.

For the purpose of this policy 'formal enforcement action' includes serving a legal notice e.g. an improvement, suspension, prohibition, fixed penalty or abatement notice and civil penalty notices to letting agents and landlords, the seizure of goods, suspension or revocation of a licence, a formal 'simple' caution, prosecution or other court action.

If the formal enforcement action being considered is a prosecution we will also consider a number of additional factors in line with the Code for Crown Prosecutors and any other nationally recognised guidance such as the Enforcement Management Model published by the Health and Safety Executive. These factors, not an exhaustive list, may include the following:

- The seriousness of the alleged offence

- The history of the party concerned
- The willingness of the business or the individual to prevent a recurrence of the problem and co-operate with officers
- Whether it is in the public interest to prosecute
- The realistic prospect of conviction
- Whether any other action (including other means of formal enforcement action) would be more appropriate or effective
- The views of any complainant and other persons with an interest in prosecution.

These factors are NOT listed in order of significance. The rating of the various factors will vary with each situation under consideration.

When formal enforcement action is being considered for an acquisitive crime i.e. the acquiring of assets (including money) from offences such as fraud or intellectual property crime, we will undertake a financial investigation into the circumstances of the case. In serious cases this may result in the seizure of a suspect's cash and legal proceedings for money laundering and confiscation of assets under the provisions of the Proceeds of Crime Act 2002.

8.0 Accountability

We will be accountable for the efficiency and effectiveness of our activities:

- We shall provide businesses and individuals with effective consultation and opportunities for feedback on our service.
- Officers will be courteous, fair and efficient at all times, and will identify themselves by name and, where appropriate, identity card.
- Any complaints about the way you have been treated will follow the City of York Council's complaints procedure 'Have Your Say'. A copy of the complaints procedure can be obtained from our website at www.york.gov.uk

9.0 Application of our enforcement policy

All officers will have regard to this document when making enforcement decisions.

Any departure from this policy must be exceptional, capable of justification and be fully considered by the head of service before a final decision is taken. This proviso shall not apply where a risk of injury or to health is likely to occur due to a delay in any decision being made. In cases of emergency or where exceptional circumstances prevail, the chief executive may suspend any part of this policy where it is necessary to achieve the effective running of the service and/or where there is a risk of injury or to health of employees or any members of the public.

10.0 Review

There will be an annual review of the action taken under this policy. This document will also be subject to review as and when required. Improvements will be made if there are any changes in legislation or in local needs.

If you have any comments please contact the Head of Public Protection, Head of Housing or Head of Community Safety by calling 01904 551550 or by writing to City of York Council, West Offices, Station Rise, York, YO1 6GA or email to ycc@york.gov.uk

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 جا سکتی ہیں۔ (Urdu)

 (01904) 551550

Annex C: Enforcement policy - National Trading Standards Regional Investigation and National Trading Standards eCrime teams



National Trading Standards Yorkshire and the Humber Regional Investigations Team and National Trading Standards eCrime Team Enforcement Policy

This document is the enforcement policy for the National Trading Standards Yorkshire and the Humber Regional Investigations Team and National Trading Standards eCrime Team (NTS RIT and eCrime) hosted by City of York Council on behalf of the National Trading Standards Board (NTSB)

The purpose of NTS RIT and eCrime is to tackle the scams and complex cases of fraud perpetrated on a regional and national basis in an effective way that is not readily achievable by individual local authorities. NTS RIT and eCrime investigate individual cases and practices referred to them by local authority trading standards services and through the tasking arrangements of NTSB.

The purpose of NTS RIT and eCrime is not to provide advice, information or carry out inspections of regulated businesses. NTS RIT and eCrime are charged with taking on major investigations, and in appropriate cases, bringing them to a just conclusion through the courts using both criminal and civil sanctions.

NTS RIT and eCrime will have regard to The Code for Crown Prosecutors issued by the Director of Public Prosecutions, the Regulators' Code and other relevant codes including those concerned with the investigation of offences.

NTS RIT and eCrime will take appropriate formal enforcement action in cases concerning fraud, significant unlawful consumer detriment, unlawful exploitation of vulnerable consumers groups, intellectual property crime and any other matter that the head of regional investigations considers necessary within the scope of the purpose of NTS RIT and eCrime. For the purposes of this policy formal enforcement action includes prosecution, civil action, confiscation proceedings or the issue of a simple caution.

Formal enforcement action under this policy will be in the public interest and will:

- aim to change the behaviour of the offender;
- aim to eliminate any financial gain or benefit from crime/non-compliance;
- be responsive and consider what is appropriate for the particular offender and regulatory issue, which can include punishment and the public stigma that should be associated with a criminal conviction;
- be proportionate to the nature of the offence and the harm caused;
- aim to restore the harm caused by the crime/regulatory non-compliance, where appropriate;
- and
- aim to deter future offending/non-compliance.

All enforcement activity undertaken under this policy will have regard to the Human Rights Act 1998 and Equalities Act 2010.



**Decision Session – Executive
Member for Economy and Strategic
Planning**

23rd November 2021

Review of City of York Council’s One Year Business Support Strategy

Summary

1. As a city, York has worked hard to support its business community through the Covid pandemic. Thousands of small and micro businesses have been helped with grants and broader support, with York consistently out-performing other cities in the distribution of funds. Our approach of focussing on those beyond the main Government support has paid dividends as our economy bounces back from the effects of the pandemic. In other local authority areas, many of the businesses helped in York would not have been eligible for support.
2. This report provides an update on progress achieved on the delivery of City of York Council’s One Year Business Support Strategy. The Strategy is part of a suite of strategic documents that forms the Council’s One Year Recovery and Renewal Plan, a Plan that sought to address the very significant and immediate impacts of Covid-19 across all aspects of life in York.
3. Approved by the Council’s Executive in July 2020, the One Year Business Support Strategy represented the next phase of the Council’s economic response to the pandemic. Alongside the vast financial support provided directly to local businesses, the Council also co-ordinated and facilitated the many sources of advice and support available to businesses to help them navigate a period of great economic uncertainty.
4. Recognising the Council’s key role as a both a convener and broker, the Strategy comprises four key themes: networks; targeted supported; sector development and workforce skills and training. A great deal of progress has been made against each theme, with York’s economy bouncing back strongly since lockdown restrictions eased last spring (2021) with city centre footfall and spend both strong over the summer,

low levels of unemployment (the lowest of any UK city) and strong investor interest.

Recommendations

5. The Executive Member is asked to:

1) Note the contents of the report.

Reason: To support the Council's delivery of business support activity in York.

Background

6. Within a week of the first lockdown at the end of March 2020, Councillors had committed £1.14m of CYC funds to supporting small and micro businesses which were beyond the scope of Government grant support. We provided free FSB membership to over 600 businesses, giving access to a wide range of free helplines and practical support, and made available grants of up to £1,000 to small and micro businesses through our Micro Grants scheme. Independent evaluation has shown that these commitments supported 1,114 enterprises, saved around 300 businesses from failing and protected the income of over 500 households across York.
7. Government provided over £100m in support to York businesses through various grant rounds, rates relief and loans. The grants and rates relief were administered locally and our Rates team worked tirelessly to channel funds as quickly as possible to over 3,500 businesses across the city. York was consistently in the top 5% of Local Authorities in terms of volume and speed of distribution of grants. As the pandemic developed and more grants were provided, our approach of passing funds on rapidly and targeting discretionary funds at those excluded from the main funds has shown to have been very effective.
8. Many businesses across the UK are still complaining that they have had little help, however in York the majority of businesses have been assisted with grants. It is worth noting that York is the UK city that has seen the smallest rise in unemployment, as measured by Centre for Cities. This has been no accident, and reflects the principles we have developed through the pandemic of supporting those most in need, recognising the value of small employers and self-employment, and of

working with business organisations such as the FSB, Indie York and the Institute of Directors to inform delivery on the ground.

9. In July 2020, the Executive agreed a 1 year strategy to provide business support, help with skills and employment, and to make adaptations to the city centre public realm and transport arrangements to help our businesses trade. It is the business support aspects of this 1 year strategy that is the focus of this report. These measures have helped the city centre to provide a warm and safe welcome to residents and visitors, with the effectiveness of our support shown in measures of footfall and spending which put York among the best performing cities.
10. Since lockdown restrictions eased back in spring 2021, York's economy has bounced back strongly with a strong summer of trading, high occupier interest and low levels of unemployment. Indeed, economic forecasts by Oxford Economics predict that GVA growth in York will outstrip growth across York and North Yorkshire and Leeds City Region, matching UK levels.
11. At the time of developing the Council's One Year Business Support Strategy, growth forecasts were a lot more pessimistic with economists predicting that it would take a number of years for the UK economy to recover the ground lost due to the pandemic. In addition to the four themes outlined in the Strategy, a number of additional interventions were identified that would support the city's medium to long-term economic recovery. These were based around four focused areas: innovation; inward investment; trade and exports; and tourism. As Annex 1 shows, decent progress has been made against these focused areas although there is still plenty of activity to be delivered. These areas remain a priority for the Council as we work towards an era of renewed growth in the city, capitalising on our economic assets and internationally-recognised brand.
12. The Council's forthcoming Economic Strategy for York will continue to support York's economic recovery from the pandemic, as well as guide how the Council will work with businesses, residents and partners to ensure that economic growth in the city is both inclusive and sustainable. Our new Economic Strategy will build upon our economic response and recovery work, with a continued focus on business support.
13. The recent amalgamation of the Make it York Business Team with City of York Council's Economic Growth Team has strengthened the delivery of business support activity, economic development and inward investment activity across York. The team operates a 'no wrong door' approach,

supporting businesses to navigate the business support landscape and connecting them with the right skills, training, people and funding. In addition, the Council's two Business Growth Managers (funded through the Leeds City Region LEP Growth Service) work with local SMEs trading B2B supporting them to achieve their growth ambitions through tailored support. Since the beginning of 2021 the Council's Business Growth Managers have supported **287 businesses** in York, with several able to access grant funding to propel their business forward.

14. During the same aforementioned time period, the Council's Economic Growth Team has also handled **97 enquiries** from businesses and investors seeking to create jobs in York. Whilst almost half of these are still live, a number of these have resulted in successful landings within the city supporting job creation and a thriving economy.
15. Economic development plays a critical role in driving economic growth, supporting good quality employment and facilitating an improvement in residents' quality of life. While the work of the Council's Economic Growth Team often falls under the radar, our work to enable and sustain employment in the city is key in maintaining a successful local economy, strong resident base and providing income for the Council to invest back into local services and capital projects.

The One Year Business Support Strategy

16. Developed as part of City of York Council's economic response to Covid-19, our One Year Business Support Strategy comprised four key themes:
 - Networks: strengthening links with public and private sector business support providers, and helping businesses to understand what support is available;
 - Targeted support: lobbying the LEP and Government for further targeted support, informed by genuine business need through our sector roundtables;
 - Sector development: working with our established list of key sectors to formulate and implement sector specific plans; and,
 - Workforce skills and training: helping both individuals at risk of redundancy and businesses needing to flex and adapt to take advantage of the help on offer.

17. A detailed review of the Strategy, including progress made and actions still to be delivered, can be found at Annex 1. Key initiatives delivered to better understand the needs of businesses, provide targeted support and boost York's economy include:
- Allocation of £500k from the Council's Additional Restrictions Grant funding to develop an innovative business support voucher scheme (now open for applications);
 - Over 600 free FSB memberships provided to local businesses to enable access to a wide range of support and advice;
 - Two new business start-up programmes launched by York and North Yorkshire Growth Hub to support new and prospective entrepreneurs develop their business propositions;
 - New package of support for businesses trading B2C launched by York and North Yorkshire Growth Hub;
 - Pop-up space initiative delivered on College Green in partnership with York BID, supporting small businesses with limited space to accommodate customers;
 - Three-week hospitality (kitchen skills) SWAP pilot in partnership with DWP and York College;
 - Through the City of York Skills Partnership, delivery of four skills events during York Business Week 2021 designed to help businesses access the support they need;
 - Creation of a monthly York Business Leaders Group (chaired by the Executive Member for Economy and Strategic Planning) to gather business intelligence and share Council updates;
 - Extensive industry engagement through the Council's sector roundtables initiative, informing practical support measures and city centre approach;
 - The creation of a business newsletter issued weekly communicating the broad range of business support offers from public and private sector partners.
18. Alongside the above, the Government has provided over £100m in support to York businesses through the various grant rounds, rates relief and loans, with the grants and rates relief administered locally. The

Council's Rates team worked tirelessly to channel funds as quickly as possible to over 3,500 businesses across the city. In addition, at the onset of the pandemic, Councillors committed £1.14m of Council funding to support small and micro businesses which were beyond the scope of Government grant support. An independent evaluation has shown that this commitment supported 1,114 businesses, saved around 300 businesses from failing and protected the income of over 500 households across York. The approach has provided new insight into the importance of small and micro businesses for York's economy, and the wide range of sectors and industries in which such enterprises operate. This has informed our business support plans for the city, including the recent business support voucher scheme.

19. A few actions identified in the Council's One Year Business Support Strategy still are ongoing including joint working with York BID to further develop their business support offer for levy-payers; facilitating better connections between the Council's Communities team and local employers to support community initiatives across York; and the creation of sector development plans for our key sectors. These actions will be incorporated within the Council's forthcoming Economic Strategy, continuing our work to support York's recovery from the pandemic.

The Role of Economic Development

20. Economic development plays a critical role in driving economic growth, supporting good quality employment and facilitating an improvement in residents' quality of life. While the work of the Council's Economic Growth Team often falls under the radar, the team plays a keen role in enabling and sustaining employment in the city contributing to a successful local economy. Our work has the following benefits:

- Job creation – the team provide critical assistance and information to businesses seeking to create jobs in York. We help to connect new investors and existing companies with the resources and support they need to either set up or expand in the city;
- Industry development – a key function of our role is to strategically guide the development of York's economy, reducing the city's vulnerability to a single industry and economic shocks;
- Business retention and expansion – the overwhelming majority of jobs in York are created by existing businesses growing. We work

with local companies to assist them with their operational needs and support them to achieve their growth ambitions;

- Increased business rates – growth and expansion of York’s business base also results in increased tax revenue for the Council which can be spent on improving local services and investing in capital projects; and,
- Improved quality of life – better infrastructure and a greater number of good quality jobs improves the local economy and raises the standard of living for York residents.

21. The Council’s Economic Growth Team operates a ‘no wrong door’ approach to business support, working with businesses to help them navigate the business support landscape and connecting them with the right skills, training, people and funding. Our two Business Growth Managers (funded through the Leeds City Region LEP Growth Service) work with local SMEs trading B2B supporting them to achieve their growth ambitions through a package of tailored support. Since the beginning of 2021, the Council’s Business Growth Managers have supported **287 businesses** in York. This includes the following achievements:

- Supporting a further education skills consultancy business to receive a £50k capital investment from the Business Enterprise Fund’s Investment Readiness programme. The business has signed new contracts with various institutions across the US and Australia;
- Supporting a re-useable beeswax food wrap manufacturer to secure a PAPI grant of £20k to purchase equipment and further innovation;
- Supporting an Edtech business to receive £7k from the Department for International Trade to help expand into Chile and £4.5k from the Digital Enterprise programme;
- An accountants received £7k for upgrades to phone and broadband systems;
- Supporting a local production company to gain a £6.5k grant through Digital Enterprise;
- Supporting an interviewing solutions business to receive a £6k grant towards their new website from Digital Enterprise.

22. In addition to the above, the Council's Business Growth Manager runs a twice-monthly business support forum meeting called Connect over Coffee. Designed to help connect and support local businesses, 32 meetings have taken place since its inception in May 2020 (in conjunction with York Science Park), with 114 different businesses attending. Themes tackled to date include: sales; marketing; branding; social media; SEO; data protection; start-up support; skills; HR; furlough; working remotely; legal; R&D tax credits; and investments.
23. In addition to supporting businesses with their support and growth needs, the Council's Economic Growth Team also promotes York as a place to do business and provides assistance to new businesses and investors seeking to create jobs in the city. During the same aforementioned time period (January 2021 to date), the team has handled 97 enquiries. 54 of these were indigenous, 26 were from across the UK and 17 were foreign direct investment enquiries. Just under half of these are still live, with requirements for generally larger sites and premises. Examples of successful landings include:
 - A data protection adviser looking to relocate from West Yorkshire – the team provided content for a business case and information on the York business support offer, and assisted in identifying and securing office space at York Science Park;
 - Tool manufacture. Provided information on workforce access and made appropriate connections, once landed, to business (and skills) support provision;
 - Since 2019, the team have worked with a foreign-owned home furnishing business to land in the city. Provided information on commercial property, recruitment support and supported with profile-raising;
 - Engineering business. Made introductions to commercial agents resulting in a lease agreement at Westminster Place;
 - Growing online electronic component provider. Assisted with navigation of York's flexible office and start-up space offer for initial presence in the city, followed by connections to York Science Park where the business will be among the first to take up office space at the Guildhall in early 2022.
24. The Council's forthcoming Economic Strategy will continue the focus on local job creation. A key priority will be ensuring that the city provides

access to affordable, good quality workspace to support both business growth and inward investment. With significant new developments such as Hudson Quarter, York Guildhall and the York Central project coming to fruition, we can expect further growth in well-paid jobs in York. These developments need to be complemented by a range of spaces that support local SMEs, creatives and the self-employed to flourish. The Economic Growth Team will continue to proactively work with developers and investors interested in providing good-quality commercial space across our city.

Consultation

25. Consultation on the economy, the Council's Covid-19 response work and delivery of business support has been through our weekly intelligence calls with key partners, Business Leaders' Group, York Leadership Group, and regular meetings of the Executive Economic Recovery Group.

Council Plan

26. Our work addresses the following outcomes from the Council Plan:
- Good health and wellbeing;
 - Well-paid and an inclusive economy;
 - A better start for children and young people;
 - A greener and cleaner city;
 - Safe communities and culture for all; and,
 - An open and effective council.

Implications

- **Financial** – no new financial commitments.
- **Human Resources (HR)** – no implications;
- **One Planet Council / Equalities** – our work positively supports the Council's equalities objectives;
- **Legal** – no implications;
- **Crime and Disorder** – no implications;
- **Information Technology (IT)** – no implications;
- **Property** – no direct implications.

Risk Management

There are no specific risks identified in respect of the recommendations.

Contact Details

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Tracey Carter
Director for Housing, Economy and
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Report
Approved



Date: 15 November 2021

Wards Affected: List wards or tick box to indicate all

All

For further information please contact the author of the report

Background Papers:

Annexes

Annex 1: City of York Council's One Year Business Support Strategy – November 2021 Review

List of Abbreviations Used in this Report:

B2B – Business to business

HR – Human resources

LEP – Local Enterprise Partnership

PAPI – The Product and Process Innovation Project

R&D – Research and development

SEO – Search engine optimisation

SMEs – Small and medium-sized enterprises

SWAP – Sector-based work academy programme

City of York Council's One Year Business Support Strategy – November 2021 Review

Background

City of York Council's One Year Recovery and Renewal Plan highlighted the need for a revised set of strategies to address the very significant and immediate impacts of Covid-19 across all aspects of life in York. In terms of supporting the economic recovery of the city, a One Year Transport and Place Strategy (approved in June 2020 by the Council's Executive) was accompanied by a One Year Business Support Strategy, One Year Skills and Employment Plan and Tourism Marketing Plan (all approved in July 2020 by the Council's Executive).

More than a year on from the publication of the Council's One Year Business Support Strategy, this document reviews progress against the strategy's actions and highlights what activity remains to be delivered or where actions need to be reconsidered in terms of their relevance. Additional business support activities will be incorporated into the Council's new Economic Strategy for York which is due to be brought to the Executive for sign off in early 2022.

The Strategy

The Council's **One Year Business Support Strategy** comprises four key themes:

1. Networks: strengthening links with public and private sector business support providers, and helping businesses to understand what is available;
2. Targeted support: lobbying the LEP and Government for further targeted support, informed by genuine business need through our sector roundtables;
3. Sector development: working with our established list of key sectors to formulate and implement sector specific plans; and,
4. Workforce skills and training: helping both individuals at risk of redundancy and businesses needing to flex and adapt to take advantage of the help on offer.

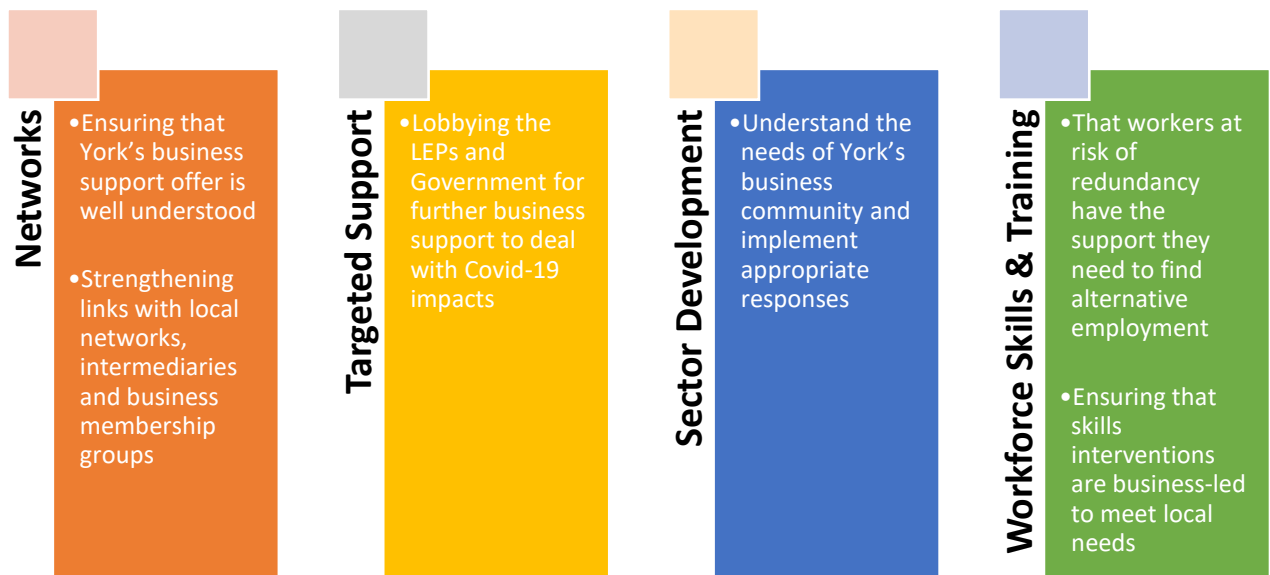


Figure 1: City of York Council's One Year Business Support Strategy - key themes

A series of activities underpin each theme, and these are set out in the table below alongside commentary on how these actions are to be delivered, anticipated outcomes, progress to date and activity still to be completed.

One Year Business Support Strategy - One Year On Review

Priority Area: Networks				
Action	Description	Outcome	Progress to Date	Activity to be Delivered
Establish & promote a York Business Hub	Relaunching Make it York's business support offer as York's business hub, with the support offers of partners clearly articulated and sign-posted to	<ul style="list-style-type: none"> - Ensuring that York's business support offer is well understood by businesses and partners 	<ul style="list-style-type: none"> - Make it York website updated during 2020 to include a range of public sector business support offers - CYC business newsletter developed and issued weekly communicating a broad range of business support offers from public and private sector partners - Business-facing content on the CYC website updated following the return of the Make it York 	<ul style="list-style-type: none"> - Existing activity ongoing

			Business Team to the Council	
Strengthen links with local networks, intermediaries and business membership groups	Developing strong links with local business networks, intermediaries and membership groups to ensure the needs of local businesses across are well understood, necessary support provision is provided and the city's business interests are communicated with one voice	<ul style="list-style-type: none"> - Improved sharing of business intelligence - stronger co-ordination of lobbying efforts - York's voice is recognised and heard both regionally and nationally 	<ul style="list-style-type: none"> - Business Leaders Group created with monthly meetings held - Regular meetings held with York's key business membership groups and city partners - Traders' Association roundtable created with two meetings held to date - 	<ul style="list-style-type: none"> - Existing activity ongoing
Continue FSB membership scheme & explore a Chamber scheme for large businesses	Supporting SMEs to be part of business membership groups, enabling them to access a wide range of support and advice	<ul style="list-style-type: none"> - SMEs able to access a wide range of business support and advice - SMEs being part of a strong 	<ul style="list-style-type: none"> - Over 600 free FSB memberships provided to local small and micro businesses - Discounted Chamber membership 	<ul style="list-style-type: none"> - Funding allocated to the FSB and the York Chamber of Commerce to be drawn down following the submission of suitable business support proposals

		business community, at all geographies	<p>scheme promoted to local businesses</p> <ul style="list-style-type: none"> - £40k of funding made available from CYC budgets to support FSB and Chamber-led business activity locally 	
Work with York BID to further develop its business support offer for levy-payers	City centre businesses able to access targeted support and new networking opportunities	<ul style="list-style-type: none"> - Increased support for city centre businesses - City centre businesses being part of a strong business community 	<ul style="list-style-type: none"> - Pop-up space initiative on College Green to enable people to consume food and drink from small businesses with otherwise limited space to accommodate customers - Assistance offered to local businesses applying to the Council for road closures, footstreet enhancements 	<ul style="list-style-type: none"> - Discussions ongoing with the BID and key business support partners around how the city further supports businesses trading B2C (including those based in the city centre)

			<ul style="list-style-type: none"> and pavement café licenses - Signposting businesses to relevant guidance on Covid-19 safety and business support grants 	
Facilitate better connections between CYC's Communities team and local employers to support community initiatives across York	Supporting businesses to play a stronger role in their local community through volunteering and participation in community initiatives	<ul style="list-style-type: none"> - Increased community cohesion and resilience - Increased civic pride amongst residents and businesses 	<ul style="list-style-type: none"> - Signposted York businesses to the city's IT reuse scheme to support vulnerable residents to access IT equipment 	<ul style="list-style-type: none"> - Internal discussions to be had around how the Council can facilitate stronger links between local businesses and community initiatives

Priority Area: Targeted Support				
Action	Description	Outcome	Progress to Date	Activity to be Delivered
Lobby for new start-up support through Government & LEPs	New businesses emerging post-Covid able to access targeted support to develop and thrive	<ul style="list-style-type: none"> - Increase in business start-up rates - Increase in business survival rates 	<ul style="list-style-type: none"> - LCR LEP Ad:venture programme for high growth start-ups and early stage businesses predominantly trading B2B promoted to local businesses - Two business start-up programmes launched by Y&NY LEP with 66 York businesses supported to date 	<ul style="list-style-type: none"> - York-based start-up support offer in development with the University of York and key partners
Lobby to extend public support to businesses that trade B2C	Key B2C sectors such as retail, hospitality, tourism, health and wellbeing and foundation services able to access targeted	<ul style="list-style-type: none"> - Increased support for York's retailers, hospitality, and tourism businesses 	<ul style="list-style-type: none"> - New B2C business support programmes launched by Y&NY LEP - Business support webinars delivered by Y&NY LEP 	<ul style="list-style-type: none"> - The delivery of a York-based business support voucher scheme (due to complete March 2022)

	support to survive and thrive		covering a wide range of important themes - Allocation of £500k of ARG funding to support a business support voucher scheme	
Develop new business start-up accommodation in the historic Guildhall building with complementary support services	Providing employment space for new and developing businesses in a central location, with access to York's business support services	<ul style="list-style-type: none"> - Increase in business survival rates - SMEs able to access a wide range of business support and advice - Additional city centre footfall 	<ul style="list-style-type: none"> - Guildhall redevelopment work due to be completed in early 2022 - Lease agreed with University of York to run the Guildhall as serviced office space, co-working and events space 	<ul style="list-style-type: none"> - Guildhall to open, with business services co-located there - Support the development of additional start-up and small business accommodation across York to service existing demand

Priority Area: Sector Development				
Action	Description	Outcome	Progress to Date	Activity to be Delivered
Produce sector development plans for York's economy, as defined by the 12 business intelligence sector groups	Supporting the growth and resilience of York's economy through business engagement, targeted support, and sector development	<ul style="list-style-type: none"> - Businesses supported to be resilient, innovative and prosperous 	<ul style="list-style-type: none"> - Three rounds of sector roundtable meetings took place between May 2020 and September 2020 - York Hospitality Summit held in July 2021 in response to labour market challenges raised - Rail sector roundtable held in October 2021 	<ul style="list-style-type: none"> - Continue sector roundtable meetings to help inform sector development plans - Creation of sector development plans with SMART objectives
Work with local employers and the LEPs to encourage supply chain collaboration	Enabling the development of more localised supply chains to retain business spend within York and the wider region	<ul style="list-style-type: none"> - A greater amount of business spend retained locally and regionally 	<ul style="list-style-type: none"> - £500k of ARG funding allocated to a business support voucher scheme that connects York business seeking support with locally-based providers of 	<ul style="list-style-type: none"> - Delivery of the York business support voucher scheme (due to complete March 2022)

			advice and expertise	
In conjunction with the LEPs, promote help for businesses to reduce their environmental impact, supporting the city's climate ambitions	Supporting businesses to reduce their environmental impact through support programmes and national/regionally-developed incentives	<ul style="list-style-type: none"> - Reduced industry emissions - Improved bottom line for businesses due to a reduction in energy costs/capitalisation of waste products 	<ul style="list-style-type: none"> - Promotion of LCR LEP's Resource Efficiency business support scheme - Promotion of Y&NY LEP's Circular-Economy: 6 benefits to business guides - York Business Week 2021 business sustainability event 	<ul style="list-style-type: none"> - Existing activity ongoing

Priority Area: Workforce Skills and Training				
Action	Description	Outcome	Progress to Date	Activity to be Delivered
Work with local employers to identify staff at risk of/facing, redundancy, and support them to find alternative employment	Helping residents back into employment through appropriate training and support	<ul style="list-style-type: none"> - Unemployed residents supported back into employment 	<ul style="list-style-type: none"> - Redundancy flyer created with DWP and York Learning 	-
Promote York's skills and training offer to local employers through the York Business Hub, linking jobs to communities	Supporting workers and local residents to upskill	<ul style="list-style-type: none"> - Businesses provided with the skills they need to prosper - Residents supported to access new employment opportunities 	<ul style="list-style-type: none"> - Make it York website updated during 2020 to include a wide range of publically-funded skills support offers - Public sector-funded skills offers promoted to businesses through the Council's weekly business bulletin - City of York Council's website 	<ul style="list-style-type: none"> - Inaugural meeting of the York Skills business engagement forum, supporting best practice amongst skills providers operating in York

			<p>updated with the various public sector skills offers available to York businesses</p> <ul style="list-style-type: none"> - City of York Skills Partnership delivered four skills events during York Business Week 2021 to help businesses access the support they need 	
<p>Through York's Skills Board, work with our universities and colleges to develop training that supports local businesses to prosper</p>	<p>Ensuring that local training provision is business-led, addressing skills needs and succession planning</p>	<ul style="list-style-type: none"> - Businesses supported with skills needs and succession planning - Strong pipeline of local talent developed 	<ul style="list-style-type: none"> - Three-week hospitality (kitchen skills) SWAP pilot in partnership with DWP and York College 	<ul style="list-style-type: none"> - Rail Skills Roundtable to take place early December with the National Skills Academy for Rail and skills partners

Longer-term Recovery Actions

In addition to the four key themes that make up the Council's One Year Business Support Strategy, a number of additional interventions were identified that would support the city's medium to long-term economic recovery, including a renewed focus on innovation (capitalising on city strengths), inward investment (following the confirmation of infrastructure funding for the York Central development), trade and export support (especially in light of EU exit) and tourism. Taken together, these actions are intended to support York's longer-term recovery from Covid-19, ensuring that the Council, together with its partners, help create a strong, sustainable and inclusive economy for the future.

During the early stages of the pandemic it was forecasted by economists that the UK's economic recovery would be slow and take a number of years to recover the ground lost. The actual pace of growth has been a lot speedier than first predicted, with GVA in York forecasted to exceed pre-pandemic levels in 2021.¹ In light of the city's economic recovery, what we initially termed to be longer-term actions should now be brought forward to aid the city's economic recovery and stimulate short to medium-term growth.

¹ Oxford Economics October 2021 forecasts

Longer-term actions			
Focused Areas	Indicative Activities	Progress to Date	Activity to be Delivered
Innovation	<p>Establish a business accelerator in York</p> <p>Work with local businesses and our universities to help tackle industry challenges and develop innovative solutions</p>	<ul style="list-style-type: none"> - Stakeholder research on a York business accelerator completed - Agreement in place with an operator with a first cohort being targeted for 2022 - Promotion of the Product and Process Innovation (PAPI) project, supporting local SMEs to develop innovative new products - Promotion of Knowledge Transfer Partnerships (KTPs) amongst local businesses, and other Innovate UK innovation support offers 	<ul style="list-style-type: none"> - Delivery of the first business accelerator cohorts and evaluate impact - With York's rail sector and key partners, explore plans for a York-based rail centre of excellence

<p>Inward Investment</p>	<p>Produce an Inward Investment Strategy for York</p>	<ul style="list-style-type: none"> - City of York Council now responsibility for inward investment following the new SLA in place with Make it York and the return of Make it York Business Team to the Council - York Central Prospectus in development 	<ul style="list-style-type: none"> - Senior Trade and Investment position within the Economic Growth team to be filled (position previously held at Make it York) - Trade and Inward Investment Strategy for York to be developed
<p>Trade and Exports</p>	<p>Work with the LEP and DIT to widen international trade links and support businesses to export</p>	<ul style="list-style-type: none"> - DIT Export/internationalisation business support programmes promoted - Business networking events held with guest speakers from DIT 	<ul style="list-style-type: none"> - Key York market analysis to be produced as part of Trade and Investment Strategy
<p>Tourism</p>	<p>Produce a Tourism Strategy for York that focuses on sector development and place promotion</p>	<ul style="list-style-type: none"> - Make it York's Tourism Advisory Board reconstituted to support intelligence gathering 	<ul style="list-style-type: none"> - Tourism Strategy to be produced for York

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