



Customer & Corporate Services Scrutiny Management Committee

11 June 2018

Report of the Assistant Director of Legal and Governance

Annual Scrutiny Report 2017-18

Summary

1. This Annual Scrutiny Report summarises the work of the various Committees for the municipal year June 2017 – May 2018, and asks Members to agree the report prior to its presentation to Council in July 2018.

Background

2. This committee is charged with monitoring overall performance in relation to scrutiny work and providing an Annual Report to Full Council. The last Annual Report for the period June 2016 – May 2017 was presented to this Committee on 12 June 2017 and to Council on 20 July 2017.

Consultation

3. Consultation was not required for the production of this Annual Report. However, consultation is an important element of scrutiny and is regularly carried out in support of all scrutiny reviews.
4. The final reports produced for each of the reviews completed during the period June 2017 – May 2018 detail all of the work undertaken, including any consultation carried out. Those final reports and all supporting information can be viewed in full at:

<http://modgov.york.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13029&path=13028>

Scrutiny Reviews in 2017-18

5. In the last municipal year Members of the **Customer & Corporate Services Scrutiny Management Committee (CSMC)** completed one scrutiny review.

6. Electoral Arrangements.

This review began in July 2016 following CSMC's consideration of an overview report on electoral arrangements, and while Members acknowledged that overall the current arrangements in York were working effectively, they agreed to carry out a scrutiny review to examine ways of maximising the number of people eligible to vote and improving the performance of the count while maintaining a high standard of accuracy. Over a series of meetings the Task Group considered a number of issues including the impact of Individual Electoral Arrangements; creative solutions to improving performance at the count; the requirements of the Higher Education and Research Bill which allows the Electoral Services manager to reach a data sharing agreement with York's two universities; and further exploring the availability of larger venues in the city to improve performance at the count. The Task Group also met the Electoral Commission Regional manager and the Electoral Services Manager from Sheffield City Council to help further inform their deliberations. The draft final report was considered by CSMC in November 2017 when Members made three additional recommendations around review of count procedures; review of resources available and examination of targeted response times for the receipt of postal votes, before the final report and review recommendations were submitted to the Returning Officer.

7. The **Economy & Place Policy Development Committee** carried out two reviews during 2017-18.

8. Impact of the Arts and Culture Sectors on the Economy of York.

In July 2016 the former Economic Development & Transport Policy and Scrutiny Committee agreed to carry out a review on the impact of the arts and culture sectors on the economy of York, with the aim of understanding the value and impact of the arts and culture sectors on York's economy and identifying how their impact could be increased and additional high-value jobs might be created in the city. The objectives were to promote cultural amenities in the city for the purpose of attracting economic investment, leading to an increase in high-value jobs and the retention of high-quality employees; examine the City Council's role within those sectors and assess what further interventions the Council could undertake to support those sectors, and to identify ways to facilitate more and better joint working among cultural organisations. The review continued into the 2017/18 municipal year during which time, the Task Group consulted widely with leading arts and culture organisations, and the business community. In January 2018 the final report arising from the review was presented to the Executive, with a number of key recommendations e.g. the Council should demonstrate its commitment to

the city's cultural sector by progressing the development and promotion of a clearly defined Cultural Strategy with the Cultural Leaders Group, with the Council showing leadership in its creation and adoption; and as part of renewing MIY's Service Level Agreement, the Council should clarify the role of Make It York in supporting York's cultural sector and offer etc.

9. Renewal of Make it York's Service Level Agreement

In January 2018 the Committee received an overview of the issues around the renewal of Make it York's Service Level Agreement (SLA). Using the information learnt through their Arts, Culture & Economy Review, they went on to hold a number of additional meetings to identify the appropriate principles and priorities that would inform the drafting of a new SLA for Make it York.

10. The **Economy and Place Scrutiny Committee** did not carry out any reviews during the municipal year, and instead focussed their time on their overview work listed below in paragraph 21.

11. The **Health, Housing & Adult Social Care Policy & Scrutiny Committee** was involved in one review during 2017-18.

12. NHS Engagement Scrutiny Review

In June 2017 the Health, Housing and Adult Social Care Policy and Scrutiny Committee agreed to undertake a review aimed at improving engagement with NHS organisations. A Task Group appointed to carry out this work began by considering current legislation and guidance and different working models and practices adopted by health scrutiny bodies within other local authorities to ensure that the interests of citizens are best safeguarded by the function of the scrutiny committee. The aim is to develop a list of criteria against which health scrutiny can in future review all commissioning activities of NHS organisations, with a clear set of guidelines making clear the categories of commissioning decisions the committee would expect to be informed of in the future. Key stakeholders identified of contributors to the progress of the review were Vale of York Clinical Commissioning Group; York Teaching Hospital NHS Foundation Trust; Tees, Esk and Wear Valleys NHS Foundation Trust; City of York Council and Healthwatch York. After a series of meeting with representatives from these key partners an initial draft engagement protocol was considered at a meeting in March 2018 and this has been circulated to health partners to be shared with senior officers for their consideration. The review is expected to be completed in summer 2018 when the Health, Housing and Adult Social Care Policy and Scrutiny Committee Chair will be asked to invite representatives from all partner

organisations to a meeting to discuss, refine and agree the protocol.

13. Finally, the **Children, Education and Communities Policy & Scrutiny Committee** carried out a review during the municipal year.

World War One Commemoration

In July 2017, the Children, Education & Communities Policy & Scrutiny Committee considered a Council Motion proposed in March 2017 concerning the planning of an overall strategy for the Council's commemoration activities. A Task Group formed to carry out this work agreed that the Council's primary role should be to facilitate the coordination of a programme of events organised by others, and help in the promotion of those events to residents and visitors. They also contacted numerous city organisations to understand what if any plans were already in place across the city, to gather their views and record their plans. The final report and recommendations which reflected the appreciation of York residents to all those who sacrificed so much during the conflict were endorsed by the full Committee in January 2018 and by the Executive later the same month.

Supporting the Council Plan 2015-19

14. All of the reviews carried out during 2017-18 (identified above) took account of the Council's need to be inclusive and ensure equality in accessing the services being reviewed. Each review also supported a number of the council's other improvement priorities and direction statements:
15. The following reviews were directly linked to the 'Prosperous City for All' element of the Council Plan:
- Impact of the Arts and Culture Sectors on the Economy of York;
 - Renewal of Make it York's Service Level Agreement
16. The following reviews were directly linked to the 'Focus on Frontline Services' element of the Council Plan:
- NHS Engagement
 - Renewal of Make it York's Service Level Agreement
17. The following reviews were directly linked to the 'Council That Listens to Residents' element of the Council Plan:
- NHS Engagement
 - Electoral Arrangements

- World War One Commemoration

Finance & Performance Monitoring

18. Throughout 2017-18 the Policy & Scrutiny Committees received regular quarterly monitoring reports relating to the council's performance and finance management, in service areas specific to their individual remits.
19. In addition, they also received other monitoring reports specific to their individual terms of reference, as detailed below:
20. The **Customer & Corporate Services Scrutiny Management Committee** considered a Schedule of Petitions at each meeting and other overview and updates reports throughout the year i.e.:
 - Annual Scrutiny Report for 2016-17;
 - Future Governance of North Yorkshire Fire and Rescue;
 - Section 106 Agreements;
 - Attendance and Wellbeing Project (Sickness Absence);
 - Delivery of ICT Strategy;
 - Financial Inclusion;
 - Annual Review of Complaints;
 - Customer Relations Management System;
 - The Annual Scrutiny Report for 2015-16.
21. The **Economy & Place Scrutiny Committee** received a number of overview reports, looking at:
 - The impact of new developments on air quality
 - Building control and fire risks
 - Progress on Allerton Park Waste Recovery Treatment Centre
 - Implementation of the council's flood defence action plan
 - Emergency Planning
 - The Park & Ride contract
 - The Economy & Place Directorate's use of volunteers and their integration into service delivery
 - The work of BID
 - The work of Make it York
22. The **Economy & Place Policy Development Committee** has also assisted officers in the formation of a draft emissions policy; been consulted on the strategic management of CYC's commercial portfolio and the development of the Council Asset Management Strategy; and considered the medium term future of urban transport and what that

might mean for the city.

23. The **Health, Housing & Adult Social Care Policy & Scrutiny Committee** has a statutory role to review and scrutinise the impact of services and policies of key partners on the health of the city's population. As such it received updates on:
- York Health and Wellbeing Board;
 - Safeguarding Arrangements;
 - Residential, Nursing and Home Care Services;
 - Healthwatch York Performance;
 - Plans to cope with winter pressures;
 - York Hospital's winter experience;
 - Decisions taken on smoking cessation and their impact;
 - The Retreat Action Plan following CQC inspection;
 - York's Future Focus Programme
 - Be Independent;
 - Progress of Humber, Coast and Vale Sustainability and Transformation Partnership;
 - Elderly Persons' Homes programme;
 - York Teaching Hospital CQC inspection
 - Increase in mental health Crisis calls handled by NY police.
24. The Committee were also consulted on a number of health topics:
- Proposed new mental health hospital for York;
 - York Hospital's financial situation;
 - New Mental Health strategy for York
 - Priory Medical Group proposals to relocate services to Burnholme Health Campus.
25. To satisfy the Housing and Community Safety elements of the Committee's expanded remit they also received reports on:
- Safer York Partnership;
 - Implications of Homelessness Reduction Act;
 - Fire Safety and Housing;
 - Housing Allocations Policy and Choice-Based Lettings;
 - Housing Revenue Account Business Plan;
 - Housing Registrations update report.
26. In addition the Committee was consulted on the city's Community Safety Strategy and its Homeless Strategy.

27. Throughout the year the Committee expressed concern about its increased workload following the decision to align the remit of the Committee with the work of the Health, Housing and Adult Social Care directorate. As a consequence it was agreed that some reports previously considered as agenda items could be dealt with via email with issues only being brought to Committee if Members had concerns.
28. The **Children, Education & Communities Policy and Scrutiny Committee** has received overview and monitoring reports relating to aspects of its remit. These have included:
- Bi-annual updates on York Museums Trust's partnership delivery plan;
 - Update on York's 30 hours free childcare for working families;
 - Biannual progress reports on Safeguarding and Looked After Children;
 - Update on Learning Services;
 - Bi-Annual updates on Explore York Libraries and Archives Mutual Ltd SLA;
 - Bi-annual updates from the Managing Director of Make It York;
 - Updates on Early Help Strategy, Local Area Teams and 30 Clarence Street;
 - School Improvement and Ofsted Updates on School Performance;
 - Updates on Academisation, Place Planning & Additional School Places required;
 - York Museum Trust Custodianship Arrangements;
 - Update on School Meals take-up;
 - SACRE (Standing Advisory Committee on RE) annual report and review of York Schools' agreed syllabus;
29. In addition the Committee received presentations on the Vision for the City's Library Service and on Library Consultation Findings.

Acting as Critical Friend

30. During the municipal year 2017-18 each of the Policy & Scrutiny Committees met with the relevant Executive Members to hear about their challenges and priorities for the year. They also met with some of the council's appropriate statutory partners to hear about their priorities and challenges.

Monitoring Previous Recommendations

31. Finally, each of the committees received bi-annual updates on the implementation of the approved recommendations arising from their

previously completed scrutiny reviews. Those deemed to be fully completed were signed off.

Post-decision call-in

32. Throughout the municipal year 2017-18 there were three Executive/ Executive Member decisions called-in for consideration by CSMC. The decision of the Executive was confirmed in two instances. These were:
- City of York Local Plan;
 - Review of the Evidence Base Supporting the Case for the Extension of Licensing of Houses in Multiple Occupation (HMO) across the City.
33. A further post decision call-in – Disposal of Willow House, Walmgate – was referred back to the Executive (Calling-in) Committee with a recommendation that the sale of this land be delayed in order to allow for a detailed consideration of each of the available options for protecting this important piece of green space, so that future generations may continue to enjoy its use. Subsequently the Executive (Calling-in) Committee resolved that the decision to sell the whole of the Willow House site be re-affirmed.

Pre-decision call-in

34. At its meeting in August 2015, the Executive agreed some operational guidelines for enabling and supporting a pre-decision call-in process. This supplements the pre-existing arrangements for post-decision call in and is intended to provide all backbench and scrutiny Members with opportunities to comment upon relevant upcoming Executive or Executive Member decisions.
35. During the 2017-18 municipal year there were two pre-decision call-ins:
- CSMC – Removal of Parliament Street Fountain and St Sampson Square Toilets**. The Committee agreed there were no grounds to make specific recommendations to the Executive Member.
36. **Economy and Place Scrutiny Committee – Future Management of Allotments Next Steps**. The Committee made several comments and recommendations for submission in the report to the Executive Member for Culture, Leisure and Tourism and the Executive Member was invited to make his decision in light of those additional comments and recommendations.

Options

37. Having considered the Annual Report, Members may choose to:
- Agree any amendments required to the report
 - Approve the report for presentation to the meeting of Full Council in July 2018.

Implications

38. There are no known legal, HR and financial implications associated with the recommendation within this report.

Risk Management

39. There are no known risks associated with the recommendation in this report.

Recommendations

40. Having considered the information within this report, Members are asked to approve this Annual Scrutiny Report which covers the period between June 2017 and May 2018.

Reason: To enable its presentation to Full Council in July 2018, in line with Constitutional requirements.

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Report Approved **Date:** 24 May 2018

Specialist Implications Officer(s) - None

Wards Affected:

For further information please contact the authors of the report

All



Background Papers: None

Annexes: None

Abbreviations:

CQC – Care Quality Commission

CSMC – Customer and Corporate Services Scrutiny Management Committee

CYC – City of York Council

HMO – Houses of Multiple Occupancy

HR – Human Resources

NHS – National Health Service

SYP – Safer York Partnership