



Notice of a public meeting of

Customer and Corporate Services Scrutiny Management Committee

- To:** Councillors Crawshaw (Chair), Baker, Fenton (Vice-Chair), Hollyer, Orrell, Musson, Norman, Pearson and Rowley
- Date:** Monday, 14 March 2022
- Time:** 5.30 pm
- Venue:** The George Hudson Board Room - 1st Floor West Offices (F045)

AGENDA

1. **Declarations of Interest**

At this point, Members are asked to declare:

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

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

2. **Exclusion of Press and Public**

To consider excluding the public and press from the meeting during consideration of agenda item 5 on the grounds that it contains information relating to ongoing negotiations with Trade Unions. This information is classed as exempt under Paragraphs 4 of Schedule 12A to Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to information) (Variation) Order 2006.

3. Minutes (Pages 1 - 4)

To approve and sign the Minutes of the meeting held on 10 January 2022.

4. 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 our meetings. The deadline for registering at this meeting is at **5.00pm on Thursday 10 March 2022**.

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

Webcasting of Public Meetings

Please note that, subject to available resources, this meeting will be webcast, including any registered public speakers who have given their permission.

The 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.

5. Review of the Organisational Development Plan (Pages 5 - 22)

This report provides Members of this Committee with an update on the Organisational Development Plan (OD Plan) which supports the Council Plan (2019-2023) and the Recovery and Renewal Plan (2020).

6. Digital Inclusion & Engagement Update (Pages 23 - 46)

This report and presentation at Annex A provides an update for committee members in relation to Digital Inclusion.

7. Council Motions Update (Pages 47 - 72)

This report provides information on approved Council motions from May 2021.

8. Work Plan 2021/22 (Pages 73 - 74)

To consider the Work Plan for 2021/22.

9. Urgent Business

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

Democracy Officer:

Name: Jane Meller

Telephone: (01904) 555209

E-mail: jane.meller@york.gov.uk

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

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

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

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

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

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

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

 **(01904) 551550**

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City Of York Council

Committee Minutes

Meeting	Customer and Corporate Services Scrutiny Management Committee
Date	10 January 2022
Present	Councillors Crawshaw (Chair), Hollyer, Musson, Norman, Orrell, Pearson, Rowley and Wann (Substitute)
Apologies	Councillor Baker

In light of the changing circumstances around the Covid-19 pandemic, this meeting was held remotely. Scrutiny Committees are not decision making meetings. Therefore the outcomes recorded in these minutes are **not** subject to approval by the Chief Operating Officer under his emergency delegated powers.

The Chair noted that Cllr Baker was absent and had been substituted by Cllr Wann. He reiterated the statement that he had made at previous meetings and recorded his unease that substitutes had been used, he believed, against the spirit and purpose of the legislation.

47. DECLARATIONS OF INTEREST

At this point in the meeting, the Chair invited Members to declare any personal, pecuniary or prejudicial interests, which they had not already included in their standing register of interests.

None were declared.

48. MINUTES

The Chair requested a correction to the voting record for the recommendations contained within the minutes for the meeting of 08 November 2021.

He also noted that the information requested at the December meeting had been provided.

Resolved: That the minutes of the meetings of the Committee held on 08 November 2021 and 13 December 2021 be approved, subject to the correction above, as a correct record to be signed by the Chair at a later date.

49. PUBLIC PARTICIPATION

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

50. PUBLIC HEALTH UPDATE

The Committee received a verbal update and presentation from the Assistant Director of Public Health on the latest figures and information relation to the impact of the Covid virus around the city. She highlighted the following:

- The case numbers in York were following UK trends, with a validated rate of 1800 cases per 100,000. Rates were highest in the 30-50 age and the over 60's rates were twice as high as the previous peak. Most cases were the Omicron variant.
- Over 60's had a good uptake of the vaccine but there had been a low uptake of the vaccine in younger age groups not in a University setting.
- The death rate had not increased in line with the increased number of Covid cases. Care homes with positive cases had not seen an increase in hospital admissions or deaths. Homes with positive cases had been closed to admissions, this had led to fewer hospital discharges.
- The council's contact tracing had a good success rate and overall, York had one of the lowest Covid rates in the region.

The Director of Customer and Communities then gave a brief verbal update regarding staffing and services across the council. She highlighted the following:

- Staff sickness was at 7% of the workforce, with 2-3% being Covid. This equated to 173 staff absent through sickness, 54 of them Covid related. There were also another 20 staff who had tested positive but were well enough to work from home.

- Building and Housing Services had over 10% sickness with approximately one third of the absences due to Covid.
- The council had a business continuity system in place and had been able to ensure staff could safely work from home wherever possible. It had also been possible to redeploy staff to cover essential services and skills and knowledge were being reutilised from the first wave of the pandemic.
- The council had been working with partners across the city, for example with CVS and volunteers to support the vaccination programme.

Both Officers then responded to a range of questions around staff welfare, information on Covid hospitalisations, the call centre operations, lateral flow test availability and hospital staffing levels.

Due to connectivity problems, the Assistant Director of Public Health dropped out of the call for a few minutes. The Chair therefore asked Members to send him written questions which would then be passed to the Officer to respond to.

Members requested more information on the numbers of council staff with long Covid and the support available to them. They also asked for more information regarding the plans to improve recruitment at the council. The Chair suggested to Officers that this should be brought to the next Committee meeting in February.

Resolved:

- i. That the update from the Director of Public Health be noted.
- ii. That the additional information requested by Members be brought to the next meeting of the Committee.

Reason:

To keep the Committee informed of the impact of the pandemic across the city and to provide information to Members on matters within the remit of the Committee.

51. WORK PLAN

Members considered the corporate scrutiny work plan covering the next meeting of this Committee and the meetings of the other Scrutiny Committees up until 28 February 2022.

The Chair noted that the Call In item was from 2021 and should not have been on the plan.

Resolved: That the work plan be noted.

Reason:

To ensure that the Committee has a planned programme of work in place and an overview of the other Scrutiny Committees.

Councillor J Crawshaw, Chair

[The meeting started at 5.30 pm and finished at 6.29 pm].



Customer And Corporate Services Scrutiny 14th March 2022
Management Committee

**Report of the Chief Operating Officer and
Head of Human Resources and Organisational Development**

Review of the Organisational Development Plan

Summary

1. This report provides Members of this Committee with an update on the Organisational Development Plan (OD Plan) which supports the Council Plan (2019-2023) and the Recovery and Renewal Plan (2020).
2. Members are requested to note the update (progress under the key themes is attached at **Annex 1**) and a revised action plan is attached at **Annex 2**. The action plan forms a large proportion of the work that HR will prioritise in their service plan.
3. The OD plan also links closely with the Council Values, and it is proposed that the Values are promoted again and embedded into the everyday work.

Recommendations

4. Members are invited to
 - a. note the progress made on the former OD plan (**Annex 1**)
 - b. note the new OD Plan and action for the next 12 months as outline in **paragraphs 8 to 10** and **Annex 2**
 - c. note the lead sponsors for the OD Plan themes (**paragraph 15**)
 - d. note that engagement of the OD plan is the start of a new journey for developing our workforce as we operate under different constraints and new challenges.
 - e. note that communications with managers will be created for them to take ownership of the OD Plan and embed the key actions and new ways of working into their teams (**paragraph 20**)

- f. consider the contribution that they can make to the OD plan
(paragraph 21)

5. The above recommendations all contribute to the effective delivery of a resilient, skilled and capable workforce to deliver the Council Plan.

Background

6. The key themes of the OD Plan are;

- a. Strong Leadership
- b. Engaged Staff
- c. Embed a performance culture
- d. Adjust to new ways of working
- e. Improve skills and knowledge
- f. Encourage staff retention and recognition
- g. Improve health and wellbeing

7. Despite that the Recovery and Renewal plan was written in 2020 and focusing on leading the Council out of the pandemic, the pandemic and associated restrictions extended far longer than anticipated. However, there are now renewed energies to the road to 'normal' and a 'new normal' is developing as most restrictions have now lifted with the remaining measures due to end on 1st April.

8. Progress to date on the action plan activities vary, some action points have not been progressed, however, there has been some excellent work undertaken across the key themes in addition to the ongoing reactive response to the changing COVID implications which have impacted on our workforce.

9. There are also some actions in the plan which are no longer relevant or are no longer viable. The original plan has been reviewed and given the passage of time, a new plan has been created which looks at the next 12 months priorities **(Annex 2)**.

10. These incorporate the comments that the new Head of HR and OD has collated as part of speaking with the leadership team and Councillors to identify workforce improvements, understand how new ways of working can fit with future service plans, what would a suitable workforce look like and what skills do they need to achieve the agreed outcomes. Many of these aspects will also be weaved into the HR Service Plan with measurable outcomes.

Narrative on Progress Made

11. It can be said, that what has been achieved as a workforce in the last 24 months during the pandemic period is incredible. The rate of change and decision making has been fast, and the workforce have shown resilience and supported each other through an unprecedented change programme that has not failed to touch anyone both on a work and personal level in some form.
12. It is this energy that needs to continue alongside the development and the drive for continuous improvement, to achieve the objectives of the OD Plan whilst also being mindful of resources and capacity.

The Council Values

13. The Council values are still relevant and just need reinforcing into everyday working practices and discussions. HR will lead on this and is an action in the revised plan for the next 12 months. The relaunch can take into account the new ways of working and give managers the tools to start conversations in teams around the values as well as the expected behaviours.

Corporate Management Team Role in Promoting and Championing the OD Plan

14. CMT are key to keeping the OD plan alive will regularly update their DMTs/ SLTs around the key themes with guided discussions. The Leading Together group of Heads of Service are also key to keeping priorities on track.
15. For each of the themes of the Plan, a Lead sponsor at CMT level is identified as follows;

OD Plan Theme	CMT Sponsor
Strong Leadership	Ian Floyd – Chief Operating Officer
Engaged Staff	Claire Foale – AD Policy and Strategy
Embed a performance culture	Janie Berry – Director of Gov. & Monitoring Officer and Debbie Mitchell – Chief Finance Officer
Adjust to new ways of working	Pauline Stuchfield – Director of Customer and Communities

Improve skills and knowledge	Neil Ferris - Corporate Director of Place
Encourage staff retention and recognition	Jamaila Hussain - Corporate Director of Adults and Integration and Corporate Director of Children's Services
Improve health and wellbeing	Sharon Stoltz – Director of Public Health

16. Theme sponsors above, will have regular meetings with COO and HoHR and set clear next steps for all CMT members to cascade within their directorates.

Manager's role

17. To deliver the Council plan, the OD Plan and Values need to be owned by managers and employees at all levels. We need to be serious about delivering the outcomes of the OD Plan and to do this employees and managers need the tools, resources and support available to respond to change and service requirements.

18. The best way we can equip our workforce with the relevant tools is to engage with them in how to address concerns and have a shared commitment to achieve a quality service within the parameters of our resources and capacity.

19. All employees need to be honest about services and the work that they deliver and seek improvement on an ongoing basis. Engagement is key to this and this can take many forms, from 121's, training, team meetings and PDR's as well as everyday interaction with each other.

Next Steps / Action for Managers

20. We will reintroduce a manager briefing and share with managers how their role fits with the delivery of the plan. We will also reintroduce the Council Values to ensure that they are embedded into everyday practice. This will be introduced with pod casts / video communication and various methods of engagement to allow easier and consistent communication.

Scrutiny Next Steps

21. Scrutiny are invited to consider the OD plan, note the good progress made and consider how they can contribute to the themes and new action points. One suggestion that is key to the success of a resilient workforce is maintaining motivated teams who have a sense of wellbeing and feel that they are being valued. Members can contribute to this through promoting the CYC employer brand, promoting that the work of the Council and our employees is valued and help the wider community understand the diverse range of jobs and roles that we have to offer and the whole benefits package that we can provide.

Implications

22. **Financial** – costs associated with the implementation of any aspects of the OD plan will be considered on an ongoing basis and be fed through CMT
- Human Resources** – The OD plan fits with the HR Service plan and is key to developing and ensuring that the Council has a workforce fit to deliver all
- Equalities** – any aspects of the OD plan that require equality impact assessments will be considered on individual basis as part of the project planning process
- Legal** – the Director of Governance and legal Team will provide any legal challenges associated with the individual actions associated with the OD plan.
- Crime and Disorder** – there are no known crime and disorder implications
- Information Technology** – the Head of ICT will be contacted where there are any actions require ICT intervention and considerations
- Property** – there are no known property implications, those projects such as the working as one already have an established engagement and consultation process where any of the Council's estates are impacted.
- Other** – there are no other implications identified to note

Risk Management

23. There are no known risk implications associated with the recommendations in this report.

Contact Details:

Author:

Helen Whiting
Head of HR and OD
Corporate Services

helen.whiting@york.gov.uk

Chief Officer Responsible for the report:

Ian Floyd
Chief Operating Officer

**Report
Approved**

Date 2/3/2022

Wards Affected: List wards or tick box to indicate all

All

For further information please contact the author of the report

Background Papers:

**Customer and Corporate Services Scrutiny Management
Committee 14/6/2021 (Item 5)**

<https://democracy.york.gov.uk/documents/s150263/Organisational%20Development%20Report%20-%20Internal.html?CT=2>

Annexes

Annex 1 - Summary of OD Plan Achievements by Theme (Private Document)

Annex 2 – Revised Organisational Development Plan (Private document)

Abbreviations

HR – Human Resources

OD – Organisational Development

CMT – Corporate Management Team

HHR&OD – Head of Human Resources and Organisational Development

COO – Chief Operating Officer

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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**Customer and Corporate Services Scrutiny
Management Committee****14th March 2022**

Report of the Director of Customer & Corporate Services

Digital Inclusion & Engagement Update**(As part of External Organisational Development)****Summary**

1. This report and presentation at Annex A provides an update for committee members in relation to Digital Inclusion. Members are also asked to discuss other areas which may come under External Organisation Development for future reporting and review.

Background

2. At its meeting on 1st November 2021 this committee agreed for officers to bring a regular update on Digital Inclusion activity in the council and with partners. This report in the form of the attached presentation looks at one element of digital inclusion and partnership working – the IT Reuse Scheme, a general update on connectivity and follow-up information on the following topics requested by members at its meeting on 1st November 2021:

- further information around the feasibility of providing free wifi access in areas of high social housing;
- if My Account is not delivering a mechanism by which the council can have a dialogue online with residents – how is this taking place?

Consultation

3. This report forms part of an update report and consultation with scrutiny to inform its future work plans.

Options

4. Members can choose to simply note the report or note it and develop thoughts for further scrutiny enquiries or reports.

Analysis

5. There is no analysis as there is no formal council decision to be made on the content of the report.

Council Plan

6. Any recommendations resulting from related scrutiny reviews in this area will contribute to the following Council Plan priorities:
 - good health and wellbeing
 - well paid jobs and an inclusive economy
 - a better start for children and young people
 - creating homes and world-class infrastructure
 - safe communities and culture for all
 - an open and effective council.

Implications

7. There are no implications of this report as there are no formal decisions to be made.

Risk Management

8. There are no known risks associated with the recommendations of this report.

Recommendations

9. Members are asked to:
- a. Note the report and its content as an update on digital inclusion activities; and
 - b. Consider further work to report and review in relation to external Organisation Development inform views on any future scrutiny work in this area.

Contact Details

Author:

Pauline Stuchfield
Director of Customer &
Communities

Contact:

pauline.stuchfield@york.gov.uk

Chief Officer Responsible for the report:

Pauline Stuchfield
Director of Customer & Communities
Contact: pauline.stuchfield@york.gov.uk

Report
Approved



Date 3/3/2022

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

All

Background Papers:

Customer and Corporate Services Scrutiny Management Committee
Digital Inclusion Update – 1st November 2021:

[Digital Update for ScrutinyFinal.pdf \(york.gov.uk\)](#)

Annexes

Annex A Digital Inclusion Update March 2022

Abbreviations

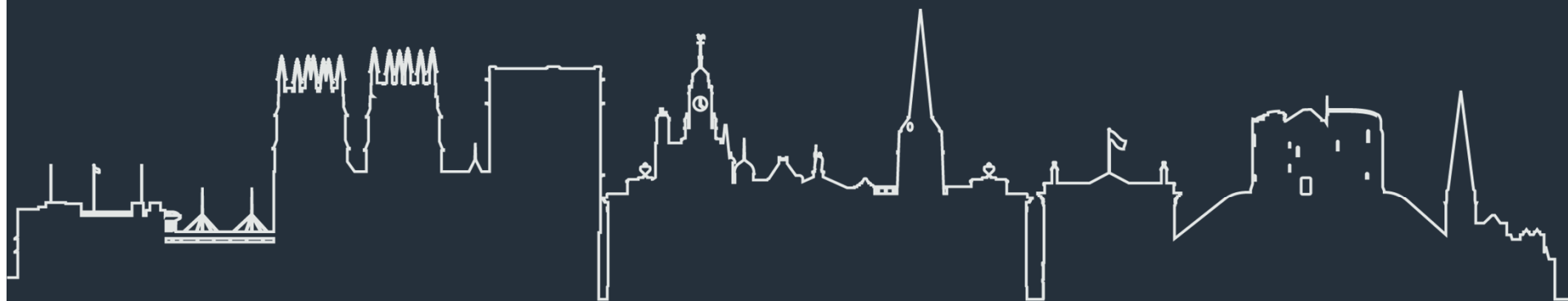
None

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Digital Inclusion & Engagement Update

Customer and Corporate Services Scrutiny Management Committee

14th March 2022



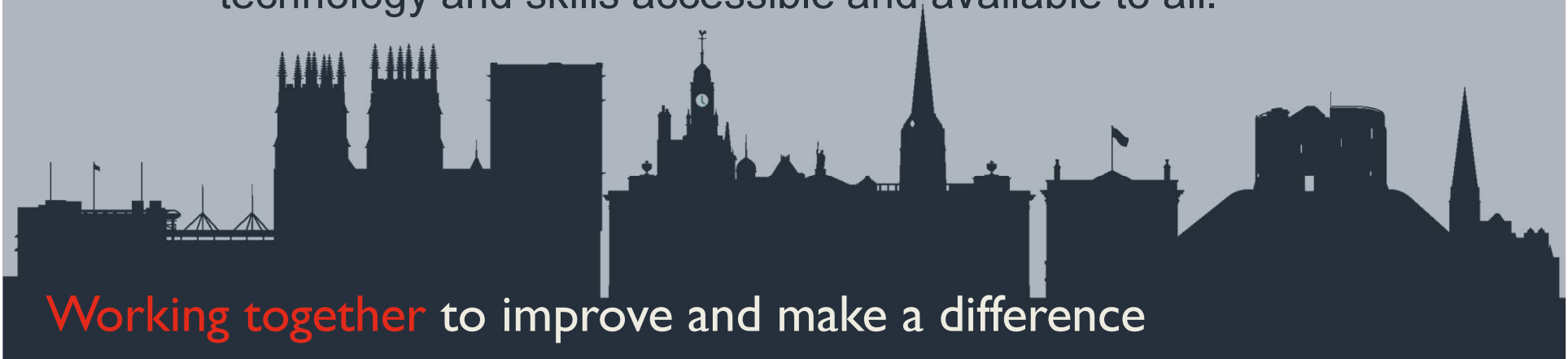
- Digital Inclusion Partnership Update/IT Reuse Scheme
- Engaging with Residents online
- Digital Connectivity Update



Working together to improve and make a difference

100% Digital York Partnership – new governance

- **Workstreams**
Each of 10 workstreams (now including the IT reuse scheme) will have an action plan to be taken forward by a lead supported by several others.
- **100% Digital York Partnership Steering Group**
Will be formed from the Workstream leads. The Steering Group will meet quarterly when leads will have chance to report on progress against the Action Plan.
- The wider **100% Digital York Partnership** will meet at least twice a year to update, share and discuss, and also to widen the partnership to all who want to make digital technology and skills accessible and available to all.



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Other Partnership Activity

- The post of **Digital Co-ordinator** will work across all workstreams to support with consistency,
- **Live Well York** website to have a presence for 100% Digital York - one place where professionals will be able to access information about support, information, volunteer network as they are developed. Also provide signposting for anyone looking for support for a group or individual

IT ReUse Scheme



- The IT ReUse scheme was formed to tackle digital exclusion and bridge the digital divide in the city. The City of York Council, The Community Furniture Store, Changing Lives and Age UK York formed a partnership to provide access to free computers and tablets to those most in need.
- Owning a laptop, desktop, tablet or smartphone boosts digital competence and confidence through choice and flexibility.
- Multi-partner commercial, public and charity sector action is necessary for effectively ending the digital divide.



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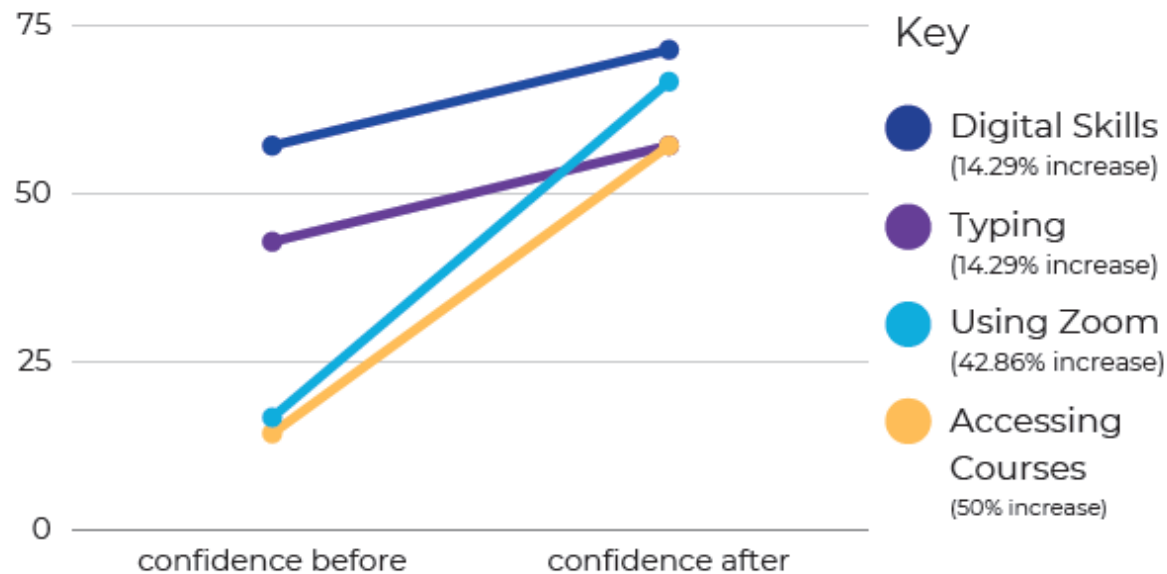
IT Reuse Scheme

KEY STATS | Since summer 2020..


400+	devices received from the general public, from local donations, businesses and more
220	devices donated to digital excluded individuals and community projects
1250	Volunteer Hours accrued *This figure is approximate
1	Metric tonne Of e-waste saved from landfill *This figure is approximate
27	Metric tonnes of CO₂ prevented from being released into the atmosphere
92%	of Applicants come from households with an income of less than £15,000 a year
44%	of Applicants claiming disability-related financial support.

IT Reuse Scheme: Impact

CONFIDENCE INCREASE AFTER RECEIVING AN IT REUSE LAPTOP (GRAPH)



60%



of recipients reported to use their laptops for online courses

IT Reuse Scheme : How it works

HOW IT WORKS

- Computers are donated either by the general public or an organisation to one of our collection points
- Donated computers are repaired by our volunteers and trainees then securely wiped
- A community worker makes an application on behalf of a person in need or community group
- It is collected from the Community Furniture Store (York) within a week

Applications are made via the online portal (itreuse.org.uk) and are assessed by the Digital Inclusion Coordinator at Changing Lives. Once a person has picked up their laptop they are able to carry out unlimited tasks, such as accessing banking/benefits, online learning, school work, job hunting, staying in touch with family and much more.

Beneficiary Testimonial: IDAS

- **Online courses** – many of the women in refuge have gained a lot of confidence from completing online courses and gaining qualifications.
- **Preparation for independent living** – there are many forms/sheets/emails that residents have to fill in using a laptop. When there was only 1 computer in the common room, there would be delays in completing these because of the lack of equipment.
- **Dealing with tenancies.**
- **Video fitness classes** – many residents have taken up exercise classes, including yoga and Pilates. Carole explained how having these extra devices to allow more exercise opportunities within the house has been great for improving mental health.
- **Children's activities** – children use the devices for homework, school work and playing games. Having a device that they can easily access allows them to fit in with their friends and helps them to feel less isolated.

Other feedback:

'Providing a quick and easy service to assist disadvantaged children with the electronics they need for basic safety and to uphold social contact in a challenging part of a child's life'

'IT ReUse supplies IT equipment to those who need it but cannot afford it. It has allowed people to be able to look for work, keep track of benefits, reduce their stress levels and improve mental health'

'The scheme very quickly helped me provide a single parent with a laptop so that they could begin studies'

' It has made a massive difference to have a laptop, I would not be able to have applied for my job or start my induction and do all the training on Zoom without it ' - Miss H , York

Volunteering

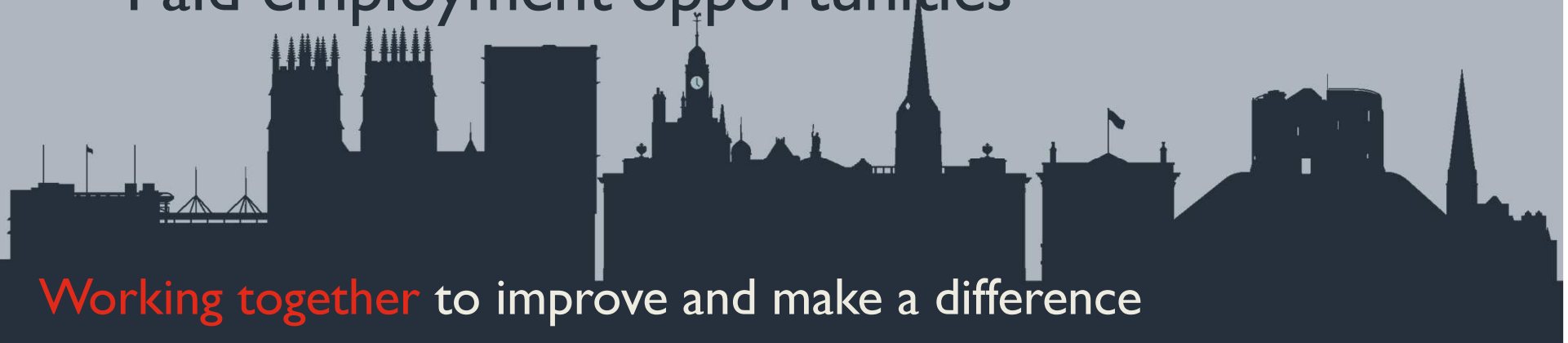
"Working there as a volunteer really has helped me be more confident in my role of explaining technology safety and security to other parents. It is always pleasant when coming to volunteer on a Saturday and I always feel welcomed and felt appreciated and that I am making a positive contribution to society."

"Volunteering for IT Reuse came at a difficult time in terms of being isolated over the COVID lockdown period. It allowed me to meet new people who are interested in the same subjects that I am. Knowing that I am using my skills in IT to help other young people or other people in need really gave me a motivation boost. As I have used the service as both a volunteer and also a partner worker who delivered the devices to the young people I support, it was good to see the effect it has on the young person. This is especially more true when working in COVID lockdown and giving those young people the access to mental health services or remote family time through skype or other video calling services."

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Next Steps

- Stakeholder event held
- Funding bids sought
- Expand to provision of recycled mobile phones
- More training on handover
- Paid employment opportunities



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Other considerations:

- Use of open source software to keep costs down
- Use of low cost low resource operating systems enables use of older equipment
- **Digital skills are a priority!** (link to 100% digital York partnership)



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Digital Connectivity Update |



We are continuing to work with telecommunication providers to explore the opportunities and action the improvement and expansion of the York's digital infrastructure and connectivity layers:

- **Around 66%** of our premises have the potential to be connected directly to a pure fibre based broadband service, which is around three times the current national average coverage position.
- Current activity includes **infill** areas and **upgrading of the core network** to enable and sustain future expansion, and further future proofing of some of the City's essential connectivity landscape.
- The **Leeds City Region Digital Enterprise Programme** is continuing to be utilised to help **aid individual businesses** improve their connectivity (alongside digital growth in general).



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Digital Connectivity 2



- Our rural fibre broadband projects in both Wheldrake and Elvington are progressing, with over 500 residents and businesses signed up across both villages and some additional work on the ducting and installation of cabinets in both villages has been undertaken.
- And we are currently working with BDUK on the latter stages of the associated funding process through the RGVS (Rural Gigabit Voucher Scheme)



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Free Wifi Expansion Potential Considerations

- New Social Housing Development Schemes
- Existing/Established Social Housing Areas



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Engagement with Residents Online

CYC uses social media to engage audiences for a variety of reasons:



To make democracy open and more accessible



To reinforce our values



To share information about roadworks, events and activities and to prompt action or behaviour change



To share the latest updates during a crisis and signpost support



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CYC social media presence



We have a strong and trusted social media presence with a large number of followers:

Social media	CYC followers
Twitter	47.8k
Facebook	15k
Instagram	3.1k
Linked-in	8.3k

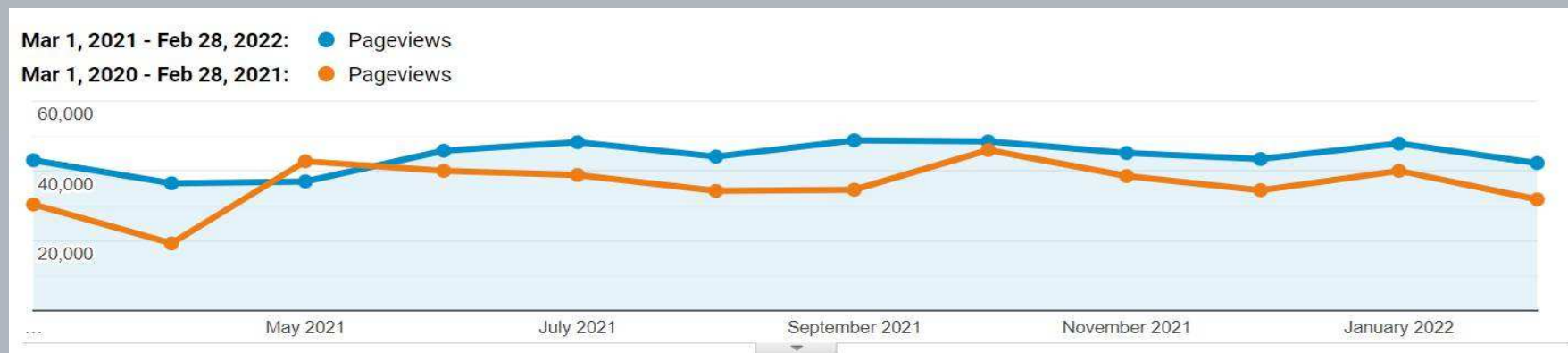


Followers, reach and advocacy were increased through partnership working during the pandemic and has continued throughout the recent flooding and.

We recognise that social is not the answer for everyone and as a result, blend on and offline engagement tactics to encourage as many people as possible to be involved, for example, Our Big Conversation focus groups to reach unheard voices.

Online CYC Web Statistics

- There were 7,423,847 **pageviews** of the CYC website between March 1, 2021 and February 28, 2022, compared to 7,406,421 between March 1 2020 and February 28, 2021 - a rise of 0.24%.
- In the same periods the CYC home page had 430,882 page views (in 2020-21) compared to 530,213 page views (in 2021-2022), an increase of 23.05%. Whereas, page views of the /coronavirus have dropped by 87% (55,987 v 430,322 – perhaps reflective of the pandemic situation easing overall).



Items for Scrutiny consideration?

- Continue to receive periodic reports on the **digital inclusion** partnership, its work and impact to assess whether excluded groups are being reached and their needs met around eg connectivity, skills and social interaction.
- Anything further on **online resident engagement?**
- Other **External Organisation Development** areas for review?



Working together to improve and make a difference



**Customer & Corporate Services Scrutiny
Management Committee****14 March 2022**

Report of the Director of Governance

Monitoring and Tracking of Approved Council Motions**Summary**

1. This report provides information on approved Council motions from May 2021, when this Committee considered an initial update from October 2018. At that meeting, the Committee decided to receive a regular update on progress against Council motions for monitoring purposes, preferably bi-annual.

Background

2. At its meeting in May 2021, the Committee was concerned to ensure a transparent and regular monitoring process was in place in relation to approved Council motions. In considering the options before it at that time, it decided to ask Council Management Team to continue with its monitoring arrangements to ensure delivery of any agreed Council actions and as a further layer of public transparency informed the Executive that this Committee would be well placed to receive a periodic monitoring report to monitor progress, not dissimilar to the way Scrutiny Committees monitored implementation of approved scrutiny review recommendations. The Committee indicated a preference to receive a bi-annual update report, the first of which is provided to this meeting.
3. Annex A to this report provides the same information given to the May meeting of this Committee and also includes details of motions approved by Full Council since that time and shows progress against implementation of any agreed actions.

Analysis

4. The approved resolutions relating to motions have been split down in Annex A into easier to read actions, where possible. Each action has been assigned an 'owner' where possible. Each responsible Officer

undertakes to keep relevant Members informed of progress and Council Management Team (CMT) are able to review the schedule attached after every Council meeting, setting appropriate actions.

Consultation

5. CMT has been consulted on the process of monitoring approved Council motions and have acknowledged collective responsibility for ensuring appropriate implementation of agreed motions. CMT will continue to monitor the attached schedule and progress and set appropriate action owners after every Council meeting.

Options

This Committee can

6. (i) comment further on the process being used for monitoring; and/or
(ii) provide feedback on progress shown against the specific agreed motions and actions.

Council Plan 2019-23

7. Whilst this report does not in itself materially affect how the work of scrutiny can support and develop the Council's overall priorities set out in the new Council Plan 2019-23, the proper and effective implementation of approved Council motions can contribute to those priorities dependent upon the area of concern being addressed in those motions.

Implications

8. There are no financial, equalities, legal, information technology, crime & disorder, sustainability or other implications associated with the recommendations in this report. However, there may, of course, be implications associated with the implementation of any of the motions listed in Annex A, which will be addressed by responsible officers.

Risk Management

9. Clearly, if the implementation of approved Council motions is not satisfactorily monitored, there is a risk to the organisation around the delivery of democratically taken resolutions.

Recommendations

- 10. Members are asked to consider Annex A to this report and provide any necessary feedback or comments on either the monitoring process or in relation to specific motions and actions listed.

Reason: To ensure that processes for monitoring and implementing approved Council motion resolutions remain sufficiently robust.

Contact Details

Author:

Dawn Steel
Head of Civic, Democratic
& Scrutiny Services
Tel No. (01904) 551030

Chief Officer Responsible for the report:

Janie Berry
Director of Governance & Monitoring Officer

Report Approved **Date** 25 February 2022

Specialist Implications Officer(s)

None

All

Wards Affected:

For further information please contact the author of the report

Background Papers: None

Annexes:

Annex A – Council Motions ‘Live’

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Council Motions

Date	Title	Motion & Resolutions	Lead Officer / Executive Member	Actions taken
19/12/2019	A Healthier Greener York	Council Resolved: To request that Members & Officers work closely, collaboratively, and constructively to achieve meaningful, measurable & significant change to our city's carbon emissions within the term of this current administration;	Claire Foale / Shaun Gibbons Cllr P Widdowson	In progress. York climate change strategy is in development and scheduled for publication in July. Between 2018 and 2019, York's carbon emissions reduced by 32,000tCO ₂ e. As a council, we have reduced our emissions by 60% since 2018/19 through initiatives such as switching our energy to a renewable tariff and our fleet electrification programme.
		To work across political parties to build a city-wide consensus around reducing & removing unnecessary car journeys throughout the city;	James Gilchrist / Cllr D'Agorne	Work in progress relating to LTP4 and full Council have since established a cross Party working group.
		To prioritise establishing walking, cycling & public transport as genuinely viable & attractive alternative transport options for residents living in all parts of York, particularly including the villages & outer areas;	James Gilchrist / Dave Atkinson Cllr D'Agorne	LCWIP in progress relating to LTP4.
		To request that the Executive Member for Transport; • Develops & implements a plan, taking into account all financial & legal consideration, to restrict all non-essential private motor vehicle journeys "within the city walls" by 2023	Dave Atkinson Cllr D'Agorne / Executive	Considered as part of the LTP4 and My City Centre consultation.
		• Works closely with disability advocacy groups & Blue Badge Holders to ensure that access to the city centre is maintained and improved for people with mobility difficulties or who are otherwise unable to use public transport;	Pauline Stuchfield/ James Gilchrist Cllr D'Agorne / Cllr Smalley	Ongoing – considered as part of the wider consultation. Autumn 2020 and decisions made in November 2021 to remove blue badge exemptions from footstreets whilst investing to improve access across the city centre. Access officer, who will lead on this work, funding approved and job role is being created for recruitment.

		<ul style="list-style-type: none"> In collaboration with the Executive Member for Children, Young People & Education, explores opportunities to restrict all non-essential motor vehicles from accessing the roads immediately adjacent to the city's primary schools at drop-off & pick up times; 	James Gilchrist / Dave Atkinson Cllr D'Agorne / Cllr I Cuthbertson	Considered as part of the LTP4 but also subject to budget provision.
		Works constructively with traders in any plans to ensure deliveries continue and businesses are not negatively impacted by any changes to city centre access.	Dave Atkinson Cllr D'Agorne/ Cllr Waller	Considered as part of the My City Centre consultation and Footstreets review. Further consultation planned as part of counter terrorism project implementation.
29/10/2020	Covid-19: Response and Recovery in York	Council resolved: To thank all of York's key workers, volunteers and public health and Council staff for their ongoing efforts in supporting the city and residents.	Ian Floyd	Thank you day recognised on 04/07/21. Working with partners to install a fitting memorial whilst sharing a certificate of thanks from the Lord Mayor to all involved.
		To lobby the Government to provide additional testing capacity, more timely reporting of results and urgent financial support to Public Health teams to aid the delivery local contract tracing scheme, which would enhance the national programme.	Sharon Stoltz	Completed. Additional funding being received from the government Containment Outbreak Management Fund. Letter to Government sent by Councillor Aspden.
		To call on the Government to release resources for the creation of an additional walk-in testing facility in the city, in order to provide residents with improved opportunities to access testing.	Sharon Stoltz	Completed. Government policy on walk-in testing sites has changed. However, access to testing has been improved by the creation of 3 new public health led rapid testing sites and work with DHSC on mobile testing sites to be sited in areas of the city with high infection rates. The walk-through testing facility located on the Wentworth Way car park, was opened for appointments for those displaying coronavirus systems on Thursday, 1 October 2020.. Letter to Government sent by Councillor Aspden.
		To call on the Government to provide urgent and comprehensive support to residents and businesses in York, for example, by introducing an extended furlough scheme and a trial of Universal Basic Income.	Cllr Aspden	Letter sent by Cllr Waller.

		To formally back the Council's 'Back York' lobbying campaign, urging the Government to provide additional funding for York, in order to seize the opportunities that are unique to the city and drive recovery in the region."	Cllr Aspden / Ian Floyd	Refreshing Back York activities including sharing an intelligence grid of identified opportunities.
29/10/2020	Free School Meals	Council resolves: To fund a voucher scheme of £15 per pupil per week for York's pupils who are in receipt of Free School Meals for the duration of the Christmas holidays;	Pauline Stuchfield / Maxine Squire	Completed
		To request that the leaders of all York's political Groups jointly write to the Secretary of State for Education demanding that York be reimbursed for the cost of providing the above-mentioned voucher scheme and to allocate further funding such that an equivalent scheme can be delivered for the remainder of the school holidays in the 2020/21 academic year.	Pauline Stuchfield / Maxine Squire	Completed
29/10/2020	Maximising Opportunities to Build Consensus in Times of Crisis	Council resolves: to request that Executive builds on the constructive steps taken last year on budget setting and to actively improve collaboration, particularly where decisions will have long reaching impacts, by giving all city councillors headline budget savings targets and draft savings proposals by mid December 2020;		
		to request that Executive Members invite shadow portfolio holders to attend any pre-meeting briefings before their Decision Making sessions, and encourage their attendances at said Decision Sessions by default throughout the duration of this crisis;	Executive Members	Officers have the list of shadow members. Executive Members are in regular contact with their shadow member and are welcome to attend EMDS to share their concerns as public speakers.
		to request that the Executive Member for Culture and Communities works closely with all city councillors to: a) instigate a review of the use of devolved Ward Budgets, in the context of unprecedented financial pressures, so as to maximise their efficiency, value for money, and impact for residents across the whole city; and	Cllr Smalley	Completed. Paper agreed at Cllr Smalley's decision session on ward budgets.

		b) as part of this review and within the next month, prioritise the flexible use of ward budgets with each councillor allocating £2,000 within their ward budgets over the next 6 months, to utilise a focused resource of almost £100,000. This resource will focus on supporting residents deemed vulnerable, isolated, or in need of other essential help through the funding of community, voluntary and other organisations working to combat the worst effects of Covid 19;		
		to request that Executive Members and Officers actively seek to maximise any and all further opportunities to build consensus around decision-making.”	Cllr Aspden / Ian Floyd	Ongoing.
17/12/2020	Finding the Sweet Spot – Carbon Reduction and Economic Prosperity	Council resolved: To request officers to facilitate a wider understanding of the approach and how it can be used by arranging information sessions for elected members, relevant council officers and interested partner organisations.	Claire Foale	Launched resident engagement survey to better understand relationship between residents’ opinions of economy and climate including running stakeholder roundtables.
		To request Executive to consider the use of the doughnut economics approach to inform the current review of the council's ‘Better Decision Making Tool’, and also in due course the potential to inform future strategy development (for example on carbon reduction, anti-poverty work and the city's Economic Strategy).	Tracey Carter / Andy Kerr Cllr A Waller	Economic Strategy in development.
17/12/2020	Stand up for Carers - Increasing Carer’s Allowance	Council resolved: That the Council lobby national government to increase Carer’s Allowance by £1,000 a year, from its current rate of £67.25 a week to £87.25, in line with the £20 a week uplift in Universal Credit, including those who do not receive the Allowance due to overlapping benefits and with equivalent increase in Carer Premium and Carer Addition.		

		To call on the Government to expand the eligibility for Carer's Allowance, by raising the earning limit from £128 a week to at least £139.52. To request that the Executive Members for Communities and Adult Social Care & Health bring forward a report to a decision session, to highlight the work and voluntary efforts of carers in the city, including highlighting the work of the York Carers Centre. This report should further identify what is and can be done to support carers in York.	Cllr Runciman / Jamaila Hussain	Letter sent by Cllr Runciman. A new carer's contract has been awarded and will commence on 31 st March 2022. A full report on the outcomes achieved by the service and the work done by carers and volunteers and the new contracts stipulates the additional social value aspect.
17/12/2020	Call for 'Free After Three' Parking Initiative	Council calls for further parking and sustainable travel incentive initiatives to be brought forward including specific time limited initiatives as part of the economic recovery plan. After a hopefully strong run up to Christmas, Council is mindful that January sees a lull but businesses cannot afford this after the last nine months. By identifying further incentive schemes as a part of our ongoing response to the pandemic and within the budget process, Council can continue to support the local economy through such schemes, whilst ensuring a balanced and sustainable budget is set for all Council services. It is proposed that Council delegate implementation of this work to the Chief Operating Officer, in consultation with the Leader, the Executive Member for Finance and Performance, and the Executive Member for Transport.	Neil Ferris / James Gilchrist	Completed. Allocations to support return to buses, encouraging the use of sustainable transport as well as various business support schemes and initiatives featured as part of 2021-22 and 2022-23 budget. Not implemented due to National Lockdown No 3. To be considered in budget 2022-23.
17/12/2020	Developing the Next Generation of Workers	To request that the Chief Operating Officer, on behalf of the council, writes to the Chancellor and Secretary of State for Work and Pensions, seeking a broadening of the Government's 'Kickstart' Scheme beyond just those young people on Universal Credit and 'at risk of long term unemployment', and further, to push for a fully funded youth guarantee of jobs, training or employment;	Ian Floyd	Letter sent.

		To request that Executive steps up its commitment to apprenticeship training in the council to train and develop more young people, helping to avoid the requirement to send more York apprenticeship funding back to Government, and to report on its progress through bi-annual updates to either Executive or the relevant Executive Member Decision Session;	Maxine Squire/Alison Edeson/Simon Brereton	Update reports are provided to Executive Member for Economy and Strategic Planning Decision Sessions.
		To support establishing a joint review, convened between Economy & Place and Children, Education & Communities scrutiny committees, to develop a robust strategy for ensuring that best use is made of all available support and funding for apprenticeships, both within the council and with partners and businesses throughout the city.	Amanda Hatton	Completed – joint session reviewed NEET and apprenticeships.
22/03/2021	Becoming a Trans Inclusive Council	Council resolved: To provide “Free to be Me” or equivalent training, available to all council and council service provider employees annually. To encourage take-up of the training, especially for team managers and staff who have contact with the public.	Ian Floyd / Helen Whiting	<p>April 2021, staff communication from Ian Floyd re Trans awareness and direction to e-learning package. We have also promoted the wider e-learning packages available for staff; Black Lives Matter, Trans Awareness, Gender Awareness and LGBTQI modules. These will also be re-promoted as part of work planned in January (see below).</p> <p>A total of 1581 staff have completed the Equalities in the Workplace e-learning module.</p> <p>Work did progress with University of York in June 2021 to develop Human Rights workshops following the University receiving funding unfortunately this did not go ahead. An alternative offer can be explored.</p>

				<p>Staff awareness on the use of pronouns on email signatures to be promoted to all staff in January. Advice was gained from Stonewall as part of CYC's membership to ensure that correct and up to date advice is available to staff.</p> <p>Free to be Me training from York LGBT Forum will require significant investment for the whole Council but discussions with the Forum can take place again. Training Resources are available after the presentation. Need to decide resourcing and whether there is a train the trainer option. Front line and other key employees can be prioritised for any training and a virtual offer would be advantageous.</p>
		To encourage staff to make small gestures that make it clear that transgender people are welcome and valued, and that normalise things like talking about pronouns. For example, adding pronouns to email signatures.	Claire Foale	Inclusive training completed for Communications Team – activity plan produced for the council being monitored through the Resilient Communities Board and formed part of OD review. Email issued to senior management regarding email signatures and use of pronouns.
		To fly the trans pride flag twice annually, on trans day of remembrance and trans day of visibility.	Janie Berry / Pauline Stuchfield	Implemented
		To ensure that the service level agreements for council commissioned family planning and contraceptive services include awareness training of transgender matters.	Sharon Stoltz	This is completed. The service level agreements are not scheduled to be reviewed until 2023 since they form part of an existing contract with sexual health service providers. Discussions have taken place with service providers with a request that awareness of

				transgender matters be included in their training programme for staff. This will be monitored via contract monitoring meetings.
		To ensure that all local authority schools and local academies are aware of their responsibilities and duty of care for trans children and respecting of their pronouns	Jamaila Hussain / Maxine Squire	All schools are aware of this responsibility through the school safeguarding adviser who provides them with training to develop their understanding of the requirements of keeping children safe in education.
		Introduce a code of acceptance for all foster carers.	Anne Coyle	<p>This piece of work is led by our interim head of corporate parenting and incorporated into our wider review of the fostering service, which is undergoing a review of both service delivery and service need. This will be completed by Mid-March 2022.</p> <p>We are reviewing the support offer practical, emotional and financial to our current foster carers, both mainstream and connected carers. We are developing our training offer for year 22/23 and; we are working closely with our partners in the Comms team to ensure we have recruitment campaign that is innovative, robust and widens the approach and offer to prospective carers, across all demographics, making CYC their preferred choice. This will include becoming a trans inclusive service by introducing a code of acceptance for all foster carers. We are midst writing this and will be rolling this out from April 1st to all current and prospective carers.</p>

				We are working with YAFCA on all aspects of service review.
		Work with partner organisations who work to combat homelessness and support people experiencing homelessness to ensure that transgender people are not marginalised or discriminated against while accessing homelessness support.	Tracey Carter / Den Southall Cllr Craghill	Ongoing service provision in accordance with our equalities duties.
		Work with older people's accommodation providers to ensure services are LGBTQ+ friendly and to factor the LGBTQ+ community into decisions about residential placements.	Cllr Carol Runciman / Jamaila Hussain	We are working with LGBTQ+ groups to ensure providers are aware that services provided should be diverse recognising diversity in-particular within the LGBTQ+ community. For all new social care contracts commissioners will ensure that all contracts highlight specific needs within the community. We will work with local groups to ensure contracts are co-produced in particular within the care home sector.
22/03/2021	Fair Funding Deal for Police and Fire Services	Council resolved: To thank all of York and North Yorkshire's police and fire service staff alongside all key workers for their ongoing efforts in what has been a particularly difficult year.	Ian Floyd	Thank you day recognised on 04/07/21: Working with partners to install a fitting memorial whilst sharing a certificate of thanks from the Lord Mayor to all involved.
		To lobby the Government to carry out a comprehensive funding review of fire and police services in North Yorkshire, in order to futureproof sustainable service provision, including long-term improvements to the 101 service.	James Gilchrist/ Sharon Stoltz/Matt Boxall/Jane Mowat Cllr Aspden	Progressed through the Safer York Partnership.
		To call on the Government to provide additional resources to Neighbourhood Policing Teams in order to strengthen the working relationships between the Force and local communities in the city.	Cllr Aspden	Letter sent.
22/03/21	York's Pension Investment in a Sustainable Future	To call on the York and North Yorkshire Pension Fund to commit to invest £120 million of the infrastructure portfolio in green infrastructure, to be split equally between the region, the UK, and global projects."	Ian Floyd	Letter sent to NY Pension Fund on 27 th April 2021.

		To welcome the increased awareness of pension fund managers of the urgent need to move all holdings away from fossil fuels to avoid the potential impact of ‘stranded assets’ on future performance of their funds.	Ian Floyd	Completed.
		To raise awareness of the content of this motion among council employees (who are mostly contributors to the North Yorkshire Pension Fund) to ensure they can be more engaged with decisions affecting their future pensions.	Ian Floyd	Completed.
22/03/2021	Protecting Jobs, Investing in our Communities and Transparency in the Planning System	Council resolved to request that Executive: <ul style="list-style-type: none"> • explore options for pursuing Article 4 Direction powers to suspend Permitted Development Rights (under The Town and Country Planning (General Permitted Development) (England) Order 2015) on conversions that continue to threaten the viability of York’s economy through the loss of both retail and office space, without diverting necessary resources from the Local Plan process; 	Executive	Report scheduled to be considered by Executive 21 April 2022 on “Review of the Controlling the concentration of Houses in Multiple Occupation Supplementary Planning Document 2012 (revised 2014) in response to the Council Motion of December 2021 – this motion will also be addressed.
		<ul style="list-style-type: none"> • develop a system whereby all developer contribution agreements with the council are publicly available in an easily accessible format, including trigger points for the release of those funds, and a record of any unspent monies returned to developers; 	James Gilchrist/ Becky Eades Cllr A Waller	The Planning department is working on a publicly accessible system for section 106 funds and availability. These S106 arrangements are also subject to an annual statutory report.
		<ul style="list-style-type: none"> • facilitate improved Ward Councillor involvement in the S106 process, such that the priorities of individual communities are taken into account prior to opening negotiations with developers (whilst not hindering adherence to statutory deadlines); 	Janie Berry	Ward Councillors involvement in the section 106 process is not possible as it forms part of the statutory planning function, however ward members could outline their key priorities for areas in their ward which can be considered by officers.
		<ul style="list-style-type: none"> • request that Planning Officers roll-out a programme of high-level training on the S106 process, including its current limitations, for all councillors. 	Janie Berry	Members were provided training earlier in the year with regards to section 106 training, this will be renewed next year in a member training programme.
15/07/2021	A Planning System that Works for Residents	Council resolved to call on the Government to scrap its Planning White Paper and instead:	Cllr Waller	Letter sent to Government by Cllr Waller.

		<ul style="list-style-type: none"> • Undertake a wholesale review of Permitted Development Rights. 	Cllr Waller	Letter sent to Government by Cllr Waller.
		<ul style="list-style-type: none"> • Make the Planning Inspectorate more accountable to local people. 	Cllr Waller	Letter sent to Government by Cllr Waller.
		<ul style="list-style-type: none"> • Ensure a simpler system with adequate funding to enable planning authorities such as York to ensure that planning conditions (including construction management plans) are complied with, protecting the quality of life of nearby residents or businesses both during and after the construction period. 	Cllr Waller	Letter sent to Government by Cllr Waller.
		<ul style="list-style-type: none"> • Ensure that local resident engagement is at the heart of planning and any reforms do not threaten the accountability and engagement process and Councillors are able to play their democratic role. 	Cllr Waller	Letter sent to Government by Cllr Waller.
		<ul style="list-style-type: none"> • Implement reforms that would help local authorities build more social housing, including cheaper loans, access to low-priced public land and the right to keep 100 per cent of the sale price of council homes sold off under Right to Buy scheme to reinvest in new homes. 	Cllr Waller	Letter sent to Government by Cllr Waller.
15/07/2021	Ensuring Access for All	<p>Council resolved to request that the Executive and relevant Executive Member:</p> <ul style="list-style-type: none"> • continue addressing the following suggestions through the ongoing accessibility arrangement review: 		
		<ul style="list-style-type: none"> • undertake a review of city centre seating, working closely with older adult and disability advocacy groups, to ensure sufficient 'rest-stops' are available throughout the pedestrianised footstreets area; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	Approved Executive 18 November. City Centre Access report and action plan. Update on the action plan coming to Cllr D'Agorne's EMDS in March.
		<ul style="list-style-type: none"> • ensure that all new benches installed across York are age and disability friendly, with appropriate backs and arm rests; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	Approved Executive 18 November. City Centre Access report and action plan.
		<ul style="list-style-type: none"> • ensure sufficient provision of fully accessible toilets, baby-changing facilities and changing places that are open at appropriate times and that are well-signposted; 	James Gilchrist / Dave Atkinson Cllr D'Agorne, Daryl Smalley / Charlie Croft	Action Plan reflect this provision.

	<ul style="list-style-type: none"> undertake a review of cycle rack provision to ensure secure parking is available for the full range of cycles, including mobility aids and trailers; 	James Gilchrist/ Dave Atkinson Cllr D'Agorne	Approved Executive 18 November. City Centre Access report and action plan.
	<ul style="list-style-type: none"> explore options for a frequent shuttle 'train'/bus that is fully accessible, not limited to Blue Badge Holders, not stigmatising and that enables people to get to and from a range of places within the pedestrianised footstreets area that they need access to; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	Approved Executive 18 November. City Centre Access report and action plan.
	<ul style="list-style-type: none"> review the provision of charging points for mobility aids such that those who wish to access the city centre via this method can be confident that they will not get stuck and be forced into embarrassing or stressful situations; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	To be reviewed by new Access Forum established by the Access & Inclusion Officer.
	<ul style="list-style-type: none"> direct council officers to work with partners, through the Quality Bus Partnership, to work collaboratively with local disability representative groups to review how drivers prioritise wheelchair users' access and makes Class 3 access training available in York; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	To be reviewed by new Access Forum established by the Access & Inclusion Officer.
	<ul style="list-style-type: none"> in conjunction with Age Friendly York, local disability representative groups and Quality Bus Partnership, develop agreed criteria for accessible bus stops; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	To be reviewed by new Access Forum established by the Access & Inclusion Officer.
	<ul style="list-style-type: none"> review the policy, as a part of the Council's review of parking and routes to and through the city centre, around choice of road and pavement surfaces city-wide, to ensure that ergonomics and accessibility are taken into account and that a consistent approach is taken to tactile paving city-wide; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	Approved Executive 18 November. City Centre Access report and action plan. Work with Access Forum to identify the priority car parks.
	<ul style="list-style-type: none"> ensure that an easily accessible, up-to-date map of Blue Badge parking is available to residents online and in hard copy upon request; 	James Gilchrist / Dave Atkinson Cllr D'Agorne	Approved Executive 18 November. City Centre Access report and part of action plan.
	<ul style="list-style-type: none"> review national best practice examples for pedestrian core accessibility such as Chester and Leicester, and, whilst recognising that every city has different issues and challenges, consider measures that improve pre-existing access such that City of York Council meets its obligation to ensure equality of city centre access for all York residents 	James Gilchrist / Dave Atkinson Cllr D'Agorne	Approved Executive 18 November. City Centre Access report and action plan.

		<ul style="list-style-type: none"> • build on the promotion of flags like the Armed Forces flag, the LGBT flag and Trans flag by committing to fly the Disabled Pride flag at least once a year (for example a day in July, Disabled Pride month) from the Mansion House and other appropriate flag poles; 	Cllr Smalley, Janie Berry	In Progress
		<ul style="list-style-type: none"> • to further the aim of raising awareness of Disabled Pride and the issues faced by disabled people, that the logo of the Disabled Pride flag be used by CYC where possible – for example on notices, posters and email signatures if people wish. 	Cllr Smalley / Pauline Stuchfield	In progress
15/07/2021	Fixing Social Care	To have all Group leaders jointly call on the new Health and Social Care Secretary to urgently begin cross-party discussions to enable Ministers to bring forward comprehensive plans that would address short and long term funding needs of the care sector.	Group Leaders	In progress
		Funding for short-term stabilisation, addressing short-term funding challenges, which have been worsened by Covid, to prevent further deterioration in the access to and quality of care.	Jamaila Hussain / Michael Melvin	There has been increased investment into social care as part of 22/23 budget, further work is ongoing to reduce the number of short term funding arrangements.
		A long-term plan for social care that sets the priorities for investment and transformation of services and systematically addresses the workforce challenges;	Jamaila Hussain / Michael Melvin	There is currently a plan in place, Officers are updated this to ensure alignment with the White paper that came out late last year and also the integration while paper released on the 9 th February.
		A funding settlement that provides local government with the necessary finance to implement the long-term plan over the next five years; and;	Jamaila Hussain / Michael Melvin	Officers are currently working with finance teams to fully understand the implications of the adult social care white paper. The recent budget includes further investments into social care. A 22/23 finance plan in in place, and we will further develop this as part of system wide planning over the next couple of months, aligning this with Council Plan objectives and HWBB strategy.

		Arrangements to protect people from incurring catastrophic care costs by pooling the risk and making the current means-test more comprehensive.	Jamaila Hussain / Michael Melvin	A part of our responsibilities under the Care Act, as a council we already provide an opportunity for self-funders to have a social care assessment this helps to ensure that the individual receive the right care as stipulated in the assessment thus safeguarding individuals paying for unnecessary care. We are currently reviewing options of introducing a more comprehensive means test, in line with FACS.
21/10/21	Making York an Anti-Racist and Inclusive City	<p>Council resolves to aspire to make York an Anti-Racist and Inclusive City, and requests that Executive:</p> <ul style="list-style-type: none"> • supports the setting up within three months of an independent, ethnically diverse and intersectional working group, to include people with lived experiences, that will, working to its own terms of reference, collaboratively develop and implement a long-term anti-racism and inclusion strategy and action plan for the city that: <ul style="list-style-type: none"> ○ identifies, acknowledges, and tackles structural barriers to understanding the impacts of racism and to implementing change in all public bodies in our city; ○ identifies, acknowledges, and works to tackle institutional racism wherever it exists in all public bodies in our city; ○ encourages the participation of marginalised ethnic groups in all aspects of civic and city life; ○ works to ensure equitable representation from marginalised ethnic groups in local governance; ○ ensures equal access for those same groups to health (including mental health) and social services; ○ ensures that the narratives and visibility of York's history are acknowledged and that citizens from marginalised ethnic groups are promoted and celebrated for what they have to offer 	Cllr Smalley, Executive Pauline Stuchfield	Meeting took place in December 2021 with Speak Up Diversity to start discussions regarding what resource they will require to support them “in producing the strategy and action plan before bringing a resourcing proposal back to Council”. Funding approved of start-up costs of £5k to support the establishment of the group, along with £20k to deliver the activities as outlined in the motion.
		<ul style="list-style-type: none"> • agrees to receive the strategy and action plan after 12 months and act swiftly to implement the latter. 		See above

		<ul style="list-style-type: none"> • collaborates with the working group to assess what resource it will require to support it in producing the strategy and action plan before bringing a resourcing proposal back to Council. 		See above
21/10/21	Government Must Work with Councils to Tackle Worsening Heatwaves and Extreme Weather	<p>Council resolves to ask Executive to report on the City's climate resilience by assessing the risks from the eight priority risk areas of the UK Climate Change Risk Assessment (June 2021)</p> <p>https://www.theccc.org.uk/publication/independentassessment-of-uk-climate-risk/ , plan for enhancement of the city's climate resilience and management of the unavoidable impacts of climate change.</p>	Cllr Widdowson / Claire Foale / Shaun Gibbons	Ongoing. Progress made in the Climate Change Strategy. Additional work required to produce impact assessment following publication.
		<ul style="list-style-type: none"> • To add this Council's voice to calls by the Local Government Association and the Association of Directors of Environment, Economy, Planning and Transport, and others, for a joint local and national government taskforce to plan action to reach 'net zero' emissions. 	Cllr Widdowson / Claire Foale / Shaun Gibbons	See above
		<ul style="list-style-type: none"> •To call for such a partnership to set appropriate regulations. 	Cllr Widdowson / Claire Foale / Shaun Gibbons	See above
		<ul style="list-style-type: none"> • Benchmarks and targets and create the much needed longterm funding to enable local council areas, communities and economies to decarbonise whilst remaining resilient and able to realise the benefits of decarbonisation in terms of new green jobs and a healthier environment. 	Cllr Widdowson / Claire Foale / Shaun Gibbons	See above
		<ul style="list-style-type: none"> • To therefore ask the Chief Operating Officer to write to Alok Sharma MP, President for COP26, the Prime Minister, and the Leadership Board of the LGA, informing them of our support for a joint Local/National Government Climate Change Partnership Taskforce and asking for one to be established as soon as possible. 	Ian Floyd	Letter send on 15.11.21. Response received on 08.04.22.
21/10/21	Signing Up to the City of Sanctuary Local Authorities Network	Council Resolves to Join the City of Sanctuary Local Authority Network committing the council to work towards the Council of Sanctuary Award and agreeing to endorse the City of Sanctuary Charter.	Pauline Stuchfield	Application submitted to join Network.
		<ul style="list-style-type: none"> • Commit to working with York City of Sanctuary. 	Pauline Stuchfield	First meeting held with York City of Sanctuary in December 2021, with a view to developing our action plan . A task group has been formed.

		<ul style="list-style-type: none"> • Draw up an action plan, for approval by the Executive, showing how the council will: learn about what it means to be seeking sanctuary; take positive action to implement welcome, safety and inclusion; and share its experience of sanctuary and welcome with the wider community and local organisations, spreading the word about its welcoming efforts. 	Pauline Stuchfield	Draft action plan to be consulted on during March
		<ul style="list-style-type: none"> • Submit an application, within six months of joining the network, to go through the award appraisal process in order to gain accreditation as a Local Authority of Sanctuary. 	Pauline Stuchfield	See above
21/10/21	York Residents' Right to Food	<p>Council resolves and requests that Executive:</p> <ul style="list-style-type: none"> • Agree to allocate individual responsibility for tackling food poverty to a named Executive Member. 	Cllr Runciman / Cllr Craghill	Now joint responsibility of Executive Members of Health and Adult Social Care and Housing and Safer Neighbourhoods
		<ul style="list-style-type: none"> • Designates Local Area Coordinators as food justice champions, who will lead on tackling food poverty locally. 	Pauline Stuchfield	To review which roles in Communities are more suited to this purpose as part of food Poverty work. New officer role created in the community team to work on food poverty at Decision Session of the Executive Member for Finance and Performance - 14 February 2022, 1 year funding approved.
		<ul style="list-style-type: none"> • Supports the setting up of a food partnership to bring together local stakeholders, including members of the community who have provided informal food banks, to develop a local food action plan to help address the causes of food poverty, which will report back to the Health Policy and Scrutiny Committee. 	Pauline Stuchfield	First internal meeting set up to review all motion elements and to look to co-produce action plan with foodbanks and grass roots community organisations. Will be progressed through communities and COI (Food)
		<ul style="list-style-type: none"> • Increases promotion of Healthy Start vouchers amongst eligible families in the city and agrees a 100% target for their take-up. 	Sharon Stoltz	Healthy Start is a statutory public health responsibility. The public health team have adopted an aspirational target of 100% take-up and have a project plan in place with partners to deliver this together with a small amount of investment from the public health grant to improve access to

				<p>vitamins while the application process is being undertaken and for a marketing campaign to raise awareness. Performance will be monitored via reports to the Executive Member. National data on uptake is currently not available as the system changes from a paper-based voucher system to a digital system. However, a comms campaign has been operating, with articles in the residents magazine as well as on social media. The Healthy Child service continues to support families to sign up to the programme and supplies vitamins at every new birth visit.</p>
		<ul style="list-style-type: none"> • Building on work throughout the pandemic, makes the focus of the Community Hubs Strategy to facilitate the setting up of ‘community kitchens’ in buildings such as community centres, council-run centres and school kitchens that are out of use during school holidays, so they can be used by the community to provide good quality, nutritional food for residents in need. 	Pauline Stuchfield	As above (food partnership) and COI (Food).
		<ul style="list-style-type: none"> • Surveys informal food bank providers to get a clear picture of the amount of informal food bank use in York. 	Pauline Stuchfield	Data work in planning as part of regional recovery work.
		<ul style="list-style-type: none"> • Works to ensure the council frequently promotes the city’s food poverty support website through its corporate communications: https://yorkfoodpoverty.org/whathappening/ 	Pauline Stuchfield	To review as part of food poverty work, likely to focus on LiveWellYork website
16/12/21	End Violence Against Women and Girls	<p>Council resolves to:</p> <ol style="list-style-type: none"> 1) Endorse the Council’s application to become a White Ribbon Accredited local authority. 	Sharon Stoltz	CYC became accredited on January 2022
		<ol style="list-style-type: none"> 2) Encourage all Councillors to take the White Ribbon pledge, never to take part in, condone or stay silent about violence against women. 	Sharon Stoltz	This forms part of the action plan of the White Ribbon Steering Group, which in turn is a sub-group of the Domestic Abuse Local Partnership Board.

		<p>3) Update its own housing services policies as a matter of urgency to ensure that coercive control is taken into account in the same way that domestic violence is, when considering property moves for vulnerable tenants.</p>	<p>Sharon Stoltz / Tracey Carter</p>	<p>Staff across our teams work with a whole range of agencies around DA including Police, IDAS, Children Services, attending MARAC meetings, child conferences, LAC etc. This is an issue that they have and continue to deal with week in week out. We shall strengthen provisions to assert that we already recognise coercive control as a form of domestic violence in our policies.</p>
		<p>4) Arrange awareness training around violence against women and girls and misogyny.</p>	<p>Sharon Stoltz</p>	<p>As part of the CYC Safe Accommodation strategy training is in the process of being commissioned.</p>
		<p>5) Support the summit regarding violence against women and girls with key city and regional representatives set to be held early next year and support the implementation of the forthcoming North Yorkshire Police strategy to help make York a safer place for women and girls.</p>	<p>Sharon Stoltz</p>	<p>The Office of the Police Fire and Crime Commissioner has recently drafted a Violence Against Women and Girls Strategy. This is being formally presented to represented of key services across the Local Authority on 17th March. In addition, Supt Mark Khan has held a meeting with key partners to look at VAWG. We have also received £206k from the Safer Streets Home Office Funding to upgrade street lighting in areas where attacks on women have occurred and for providing training to taxi drivers and businesses on how to deal with vulnerable people.</p> <p>Following the OPFCC presentation on 17th, we will be ensuring that we are coordinating the VAWG response in York under the Safer York Partnership's governance structure to ensure that</p>

				<p>the work being explored by the police is coordinated under one structure.</p> <p>Domestic Abuse has passed across to Public Health to lead on and Anita Dobson will be able to provide you with an update on that.</p>
		6) Encourage schools, academies and colleges to develop and implement policies on tackling physical, mental or emotional harassment of female pupils or staff, separate to their bullying policy.	Sharon Stoltz / Maxine Squire	Previously mentioned training will also be rolled out to education partners and school nurses.
		7) Support and work to expand such campaigns as the 'Ask for Angela', 'Ask for Clive' and the Our Streets Now.	Sharon Stoltz	This forms part of the action plan of the White Ribbon Steering Group, which in turn is a sub-group of the Domestic Abuse Local Partnership Board.
		8) Write to the new Police, Crime and Fire Commissioner to ask them to report on performance on tackling violence against women and the progress of implementing a region-wide strategy to support this work.	Sharon Stoltz	CYC officers are involved in ongoing meetings with NYP and NYCC regarding the VAWG partnership strategy implementation and since August 2022 public health have worked on improving data sharing. This York specific data is now being shared.
16/12/21	Caring and Dignity for York's Elderly Residents	<p>Council resolves to:</p> <ul style="list-style-type: none"> state its written opposition to Government on the exclusion of financial support for York's least well off residents in calculating when the care cap threshold is reached; 	Jamaila Hussain / Michael Melvin / Debbie Mitchell	We are finalising the calculation that the cap will have and will formally write back since receiving the Council allocation. We have also highlighted to the Local MP in regards to the implications the cap threshold will have on residents and the Council.
		<ul style="list-style-type: none"> write to both York MPs, highlighting the number of York residents currently in receipt of support with care costs in their respective constituencies, as an indication of how many are likely to be hard hit by the new policy from 2023; 	Jamaila Hussain / Michael Melvin	We have replied back to the MP in December with the figures. As well as highlighting that the new policies will have a detrimental effect on the most vulnerable

		<ul style="list-style-type: none"> request that Executive: <ul style="list-style-type: none"> commissions a study to investigate more cost-effective market structures for care places in York; carries out a full review of its Haxby Hall transfer decision, both to learn lessons and to determine what support it can provide Yorkcare to enable it to honour its legal obligations around staff transfers; <p>in order to provide a secure, safe and stable local care market, that York residents can better afford.</p>	Jamaila Hussain / Michael Melvin / Debbie Mitchell	<p>We have commissioned VENN to complete a review of services from early intervention to domiciliary care. This review has highlighted areas where social care and health can work together to maximise support for people earlier in their care journey, through community and voluntary sector support as well as Local area co-ordinators. A separate fair cost of care analysis tool is being developed through the ADASS commissioning network. The work should conclude in April 2022.</p> <p>A desk top review has been completed to look into the transfer, procurement and commissioning of Yorkcare and also linked in with Yorkcare in regards to staffing and contractual arrangements Yorkcare consultation with staff concluded ended in January.</p>
16/12/21	Houses in Multiple Occupation	<p>Council resolves therefore in the interests of protecting residential family homes for family use to request Executive:</p> <ul style="list-style-type: none"> initiates without delay a review of the HMO Supplementary Planning Document with a view to halving the acceptable percentage thresholds of HMOs across the Article 4 Direction area, whilst taking into account alternative housing provision available, and being mindful of the need to provide suitable accommodation for vulnerable residents; 	<p>ClIr Denise Craghill/ ClIr Andrew Waller</p> <p>Alison Cooke/Ruth Abbott/Neil Ferris/Tracey Carter</p>	<p>Report scheduled to be considered by Executive 21 April 2022 on “Review of the Controlling the concentration of Houses in Multiple Occupation Supplementary Planning Document 2012 (revised 2014) in response to the Council Motion of December 2021.</p>
		<ul style="list-style-type: none"> In the interests of transparency, commits council officers to updating concentrations of HMOs across the Article 4 Direction area annually, at residential and street levels, by providing up to date data on both the council website and the York Open Data website. 	<p>ClIr Denise Craghill/ Andrew Waller</p> <p>Alison Cooke/Ruth Abbott/Neil Ferris/Tracey Carter</p>	<p>As above.</p>

16/12/21	Clean Up York's Rivers	<p>Council resolves to request the Chief Operating Officer to:</p> <ul style="list-style-type: none"> Consider what further enhancements to the city's riverside offer can be made 	<p>Cllr Paula Widdowson Ian Floyd/Steve Wragg</p>	As above
		<ul style="list-style-type: none"> Confirm that all available measures are being taken to ensure that any development which takes place in proximity to York's rivers is sympathetic to the significance and historic context of its setting, in particular ensuring that where the Council is the developer itself, all opportunities are taken to maximise enjoyment of the rivers and riverside areas. 	<p>Cllr Paula Widdowson Ian Floyd/Steve Wragg</p>	As above
		<ul style="list-style-type: none"> Consider whether through working in partnership with all relevant stakeholders more can be done to enhance river safety, including the introduction grab-chains, CCTV and other such safety measures as well as enhanced and improved ongoing river-safety advertising campaigns. 	<p>Cllr Paula Widdowson Ian Floyd/Steve Wragg</p>	RoSPA are due to come and review York's river safety measures in late April / May 2022 (exact date TBC, and once flood risk is over). The review will involve stake holders and report into the Water safety Advisory Board (chaired by NY Fire and Rescue), next meeting of Board 26 th April.
		<ul style="list-style-type: none"> Write to the Secretary of State for Environment, Food and Rural Affairs calling for the Government to commit to granting the necessary funding, regulatory powers and policy changes to restore the health of Britain's rivers. 	<p>Cllr Paula Widdowson Ian Floyd/Steve Wragg</p>	Letter sent 25.01.22
		<ul style="list-style-type: none"> Write to The Chief Executive of Yorkshire Water calling for urgent action to address the impact of waste-water discharges on our local rivers and to consider the implications of the work of the Storm Overflows Taskforce, the recently published Storm Overflow Evidence Project report and their implications in York, particularly relating to the use of real time data releases on overflow spills 	<p>Cllr Paula Widdowson Ian Floyd/Steve Wragg</p>	Letter sent 25.01.22. Response received from Yorkshire Water on 04.02.22.
		<ul style="list-style-type: none"> Write to the Regional Director of the Environment Agency to request an update on the current testing regime in the Ouse and Foss to understand if improvements could be made. As well as to request that consideration is made to house the data on the CYC York Open Data platform and explore if the tests undertaken and 	<p>Cllr Paula Widdowson Ian Floyd/Steve Wragg</p>	Letter sent 25.01.22

		information on their findings can be publicised on the Council website and social media channels.		
		<ul style="list-style-type: none"> Write to the charities River Action and The Rivers Trust expressing this Council's support for their campaign to restore the health of Britain's rivers 	Cllr Paula Widdowson Ilan Floyd/ Steve Wragg	Letter sent 25.01.22
		Council also resolves: <ul style="list-style-type: none"> In the light of the above, to request that Executive commission an update report on the actions that the council is able to take, along with the Environment Agency, Yorkshire Water, the Canals and Rivers Trust and other local and regional partners to prevent incidents and protect the health and cleanliness of York's rivers; 	Cllr Paula Widdowson Ilan Floyd/ Steve Wragg	In progress
		<ul style="list-style-type: none"> To request that this report cover current local powers that are available to control and limit fly-tipping in water courses, control other discharges and require water courses to be kept free from pollution, as well as exploring the options for producing an overarching Strategy for York's Rivers and Becks. This strategy would bring together a single overview of work on flood management, climate change adaptation, water course related biodiversity and land management and pollution control. 	Cllr Paula Widdowson Ilan Floyd/ Steve Wragg	In progress

Work Plan

Scrutiny Area	Meeting Date	Meeting Type	Agenda
HCS	15/03/2022	Forum	
Com. Slot	22/03/2022		
E&P	29/03/2022	Forum	1) Make It York Update 2) To receive an update on the developments of any relevant strategies, major projects and planning
HASC	30/03/2022	Forum	1) Public Health in York Update 2) Covid19 Update
Call In	04/04/2022		
CSMC	11/04/2022	Committee	Cancelled - use for HCS Com Slot as below?
CC	12/04/2022	Committee	1) Transport model and how to use it to explore carbon reduction issues Part 2 2) LTP4 delivery plan (possible Joint Scrutiny topic) 3) The Terms of Reference of the Climate Commission Review (TBC) 4) Programme of activities
Com. Slot	13/04/2022		HMO referral TBC - DATE TBC
CEC	13/04/2022	Committee	1) Finance & Performance Monitor Quarter 3 2) Update on the Profile of Children and Young People in Care 3) Make It York update regarding cultural activities
HCS	19/04/2022		1) Safer York Partnership Bi-Annual report
E&P	26/04/2022		1) Q3 Finance Monitor
HASC	20/04/2022	Committee	1) City Response to Covid 19 Update 2) Integrated Care Service (ICS) Governance Update

Work Plan

Scrutiny Area	Meeting Date	Meeting Type	Agenda
CEC	03/05/2022	Committee	1) School Holiday Food Task Group 2) Children & Young People Mental Health Task Group
Call In	09/05/2022		
Com. Slot	17/05/2022	Joint CEC / HASC	1) Autism Strategy
CSMC	23/05/2022	Committee	1) Capital Programme Update inc any York Central Updates 2) Legal Services Restructure & Governance Arrangements Update 3) Ethical Asset Disposal Policy Update Consider: St George's Field MSCP?