
MEETING	EXECUTIVE MEMBER FOR NEIGHBOURHOOD SERVICES AND ADVISORY PANEL
DATE	7 JUNE 2007
PRESENT	COUNCILLORS BOWGETT (CHAIR), BENNETT, HOLVEY (VICE-CHAIR), ORRELL, POTTER, TAYLOR, WALLER (EXECUTIVE MEMBER) AND B WATSON
IN ATTENDANCE	VINCE THIRLBY (JEWSONS LTD)

1. **Declarations of Interest**

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

Councillor Potter declared a personal non-prejudicial interest in agenda item 6 (Friends of St Nicholas Field Service Level Agreement) as a recipient of the recycling service undertaken by the Friends of St Nicholas Field.

Councillor Potter declared a personal non-prejudicial interest in agenda item 8 (Neighbourhoods and Community Safety Group Legal Actions) as her daughter was working with Trading Standards as a test purchaser.

2. **Exclusion of Press and Public**

RESOLVED: That the Press and public be excluded from the meeting during consideration of Annex 2 to agenda item 5 (2006/07 Provisional Outturn – Finance and Performance) on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). This information was classed as exempt under Paragraph 3 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**

RESOLVED: That the minutes of the last meeting of the Panel held on 21 March 2007 be approved and signed by the Chair and Executive Member as a correct record.

4. **Public Participation**

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

Councillor Merrett spoke on agenda item 6 (Friends of St Nicholas Field Service Level Agreement). He expressed appreciation and support for the kerbside recycling collection undertaken by the Friends and requested members to support future funding of the service.

Councillor Merrett also spoke on agenda item 9 (York Neighbourhood Pride Service and Enforcement - Update). He stated that the pilot for new street cleansing practices had resulted in significant improvements but that graffiti was still a major problem in his area as the campaign appeared to have encouraged the problem rather than assisted.

Councillor Merrett spoke on agenda item 11 (Waste Management CPA Inspection June 2007). He stated that the vast majority of York residents did not benefit from doorstep recycling. He requested support for the extension of this scheme to all terrace streets and flats in the Micklegate Ward with funding from the Government and the Ward Committee. A separate issue raised related to the restoration of bins, boxes etc to their correct position once emptied, which had been raised on the York Pride Action Line but unfortunately, not resolved.

5. 2006/07 Provisional Outturn - Finance and Performance

Members considered a report which detailed the draft outturn figures for revenue and capital expenditure for the Neighbourhoods portfolio and traded accounts and the outturn for 2006/07 performance against target for a number of key indicators made up of the following:

- Best Value Performance Indicators
- Customer First Targets (letter and telephoning answering)
- Staff Management Targets (sickness absence)

The provisional revenue outturn for the Neighbourhood Services portfolio showed an expenditure of £13.4m compared to a budget of £13.9m, an under spend of £524k which represented a variation of 3.8% on the net expenditure budget. It was reported that there was also an under spend of £304k on the capital programme of which £146k related to slippage and there was a proposal to increase the trading account reserve by £100k. Financial overviews of the non-trading and traded accounts were detailed in the report.

Officers reported that details of the staff satisfaction survey had now been received and that staff satisfaction had significantly increased together with staff participation, which had doubled. Officers also reported the following amendments and updates to the report:

- Key Performance Headlines (para 9) (BVP199a) should read 19.2% of relevant land and highways were not free from litter and other 'debris'.

- Street Environment (para 14) first bullet point should read “It is proposed to carry forward £25k relating to committed ward projects.”
- Capital Programme (para 28)
 - Ward Committees should read “Current Budget £307k/Outturn £175k.
 - Para 29 should read “overall spend at the end of 2006/07 was £375k, an under spend of £304k”
- Ward Committees (para 30) should read
 - “ The ward committee has under spent by £132k”
 - “The remaining £102.5k relates to slippage..”.

Members questioned the following aspects of the report

- Under spend of £22k on the Target Hardening budget as a result of slippage.
- Breakdown of residents by Ward in relation to the key performance headlines.
- Concern that Ward Committee budgets were under spent and the remaining monies being uncommitted.
- Funding of Police Community Support Officers.
- The increase this year in the amount of total waste produced against the increase in recycling.
- Details of the Safer York Partnership schemes.
- Low number of Staff Appraisals undertaken in the last 12 months.
- £70k of CYC funding released against the final cost of Hazel Court possible use for the enhancement of Beckfield Lane waste site.
- Disappointment at the overall sickness absence level in the Directorate.
- Reduction in the numbers attending Ward Committees.

Officers confirmed that details of the 11 target hardening schemes would be emailed to Members. They also confirmed that a major waste review was being undertaken and that a list of priorities would be put forward. Officers stated that individual schemes could not be examined in isolation but that the problem raised with the emptying of skips at the Beckfield Lane site would be pursued.

The Executive Member expressed his thanks to all staff in the Directorate for the way they had dealt with the changes and for meeting customer’s expectations.

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member:

- i) To approve the 2006/07 financial and performance position of the Neighbourhoods portfolio.
- ii) To put forward a request to the Executive to carry forward the unallocated Ward Committees budget of £27k for reallocation to Ward Committees.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: In accordance with budgetary and performance monitoring procedures.

6. Friends of St Nicholas Field Service Level Agreement

Consideration was given to a report, which requested the Executive Member to approve the continuation of funding for the Friends of St Nicholas Field kerbside recycling collections and for additional funding to March 2008 for recycling to 2,000 properties.

Officers reported that the Friends of St Nicholas Field had just won the Biffa Climate Conscious Award for 2007 for their recycling scheme.

Members confirmed that the Friends had provided an excellent service for a number of years, which was very well received by residents. It was at present a weekly service but residents had been surveyed with a view to changing to fortnightly.

The Executive Member stated that this was a good example of partnership working which meant that budgets could be planned well in advance to provide continuation funding where necessary.

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member to approve Option One for funding the Friends of St Nicholas Fields kerbside recycling collections for 2007/08.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To enable the continued collection of recyclable waste to 2,000 properties, to contribute towards the authority's recycling and composting performance.

7. The Implementation of Smokefree Legislation in England

Members considered a report, which provide background information on the provisions within the Health Act 2006 relating to smokefree areas, which would become law in England on 1 July 2007. A number of exemptions, had been listed at paragraph 9 of the report. Consideration was also given to the City of York Council's proposed enforcement policy in relation to the legislation.

Officers confirmed that both the Government and NHS were involved in a national publicity campaign to raise awareness and understanding of the issues followed by enforcement where advice had not been acted upon. Funding was available for a 2 year period, which had been used to employ two smokefree officers for a 12 month period and to cover other implementation costs. It was confirmed that there had been a high degree of compliance in areas where this legislation had already been introduced.

Members questioned the term "substantially enclosed " and Officers circulated copies of the NHS booklet "England Becomes Smokefree 1 July 2007" Your guide to the new smokefree law, which detailed the points, raised. Members welcomed the legislation and the Departments response to it.

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member to note the contents of the report and approve the enforcement policy (Smokefree Legislation) outlined in Annex One.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To encourage the consistent application of the smokefree legislation in the North Yorkshire region, to assist businesses to understand what is required and an approved enforcement policy to strengthen the councils position in court.

8. Neighbourhoods and Community Safety Group Legal Actions

Consideration was given to an information report, which informed Members of the results of legal actions, which included prosecutions, formal cautions and fixed penalties, undertaken by the Neighbourhoods and Community Safety area of the Directorate for the period 1 January - 31 March 2007.

Members questioned a number of individual cases detailed in the report.

Officers invited any interested Members to contact them if they required further information regarding the test purchasing exercises for alcohol, aerosol paint and tobacco or to observe the noise patrols in action.

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member to note the contents of the report on the results of legal actions.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To update the Executive Member on formal enforcement activity undertaken by the Neighbourhoods and Community Safety Group.

9. York Neighbourhood Pride Service and Enforcement - Update

Members considered a report, which gave a detailed update on progress of the new Neighbourhood Pride Service. This service included a pilot of new street cleansing practices implemented in the west of the city over a 3 month period and the introduction of new working arrangements between the Street Cleansing Team and the Street Environment Officers.

Officers reported that staff had embraced the new working arrangements and that a number of compliments had been received from residents and councillors who had noticed improvements in the area.

It was reported that ENCAMS (Environmental Campaigns), formerly the Tidy Britain Group, would be assisting and advising the Council in the development of the new service. The Council was to support a number of national campaigns the first of which would be in the autumn up until Christmas dealing with fast food. It was hoped that by working in partnership a relationship could be developed that would promote the continual improvement of the service.

Members confirmed that street cleaning staff were providing an excellent service, which had resulted in significant improvements.

Certain Members referred to litter problems at Bell Farm Social Hall, in terrace streets where vehicles parked on both sides and back lanes. Officers confirmed that they would pursue any problem areas if they were reported.

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member to note the update on progress of the new Neighbourhood Pride Service.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To update the Executive Member on progress of the new Service.

10. Procurement Update - Building materials supply through OGC - Partnership with Jewsons

Members considered a report, which detailed progress of the building materials procurement exercise through the Office of Government Commerce (OGC) in partnership with Jewson Ltd (Saint Gobain Building Distribution).

Officers outlined the background to the exercise, which it was explained was unique to this Authority. Approval had been given for the award of a contract to Jewson Ltd to supply building materials to the building maintenance department and to the letting of depot space to accommodate building stores at a peppercorn rent. It was confirmed that the Building Department within Neighbourhood Services spent in the region of £1.2million per annum on general building materials. It was reported that there had been some delays in the legal agreement but this had now been agreed and work had started on the conversion of the premises. It was confirmed that staff were now in place and it was hoped that the stores would open and operational by mid July.

Vince Thurlby, representing Jewson Ltd, stated that a number of Local Authorities were interested in forming similar partnerships. He confirmed that the partnership would cut down on administration and paperwork and it was hoped to be able to offer customers a higher level of service to suit the Authorities requirements. He also confirmed that the OGC would undertake various checks to ensure that the exercise was working well.

In answer to Members questions Vince Thurlby confirmed

- A number of local suppliers had been built into the supply chain following checks on their levels of service.
- OGC had certain environmental requirements regarding materials purchased.
- The agreement with Jewsons was for a 5 year period with possible extension to 7 years, this also included a 6 month termination clause.
- Prices were checked by the National Audit Office against national rates.

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member to note progress made on the implementation of the new stores procurement partnership.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To keep the Executive Member updated on progress of the building materials procurement exercise with Jewson Ltd (Saint Gobain Building Distribution).

11. Waste Management CPA Inspection June 2007

Members considered a report, which informed them that as a follow up to the Comprehensive Performance Assessment in 2004 the Audit Commission would be completing a further inspection of Waste Management in York during June 2007.

It was reported that the objective of the inspection was to determine how well the Council had responded to the findings of the 2004 inspection and to consider progress made in the proposals for future waste management disposal arrangements. A draft report would be presented week commencing 9 July 2007 with the final draft report agreed week commencing 23 July 2007 with a report to Members at the September EMAP meeting.

Officers confirmed that a CD was available to Members, on request, detailing the Self Assessment Brief on the CPA Waste Management Strategy dated June 2007, which had working links.

In answer to questions Officers confirmed that consultation was to be undertaken by the inspectors with Cllr D'Agorne, Scott and Waller

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member to note the report on the Audit Commissions inspection of Waste Management in York.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To update the Executive Member on the Audit Commissions inspection of Waste Management in York in June 2007.

12. Service Plans April 2007/08

Members considered a report which informed them of revised service plans for 2007/08, which included organisation charts and budget information following the recent restructure. Copies of the revised pages were available at the meeting and full copies were available on the Councils website. The service plans covered the following areas:

- Civil Engineering (Annex 1)
- Cleaning Services (Annex 2)
- Construction (Building Services) (Annex 3)
- Environmental Health and Trading Standards (Annex 4)
- Licensing and Bereavement Services (Annex 5)

Neighbourhood Management and Business Support (Annex 6)
Neighbourhood Pride Service (Annex 7)
Waste Services (Annex 8)

Advice of the Advisory Panel

That the Advisory Panel advise the Executive Member to note the report on revised service plans for 2007/08 following the recent restructure of Neighbourhood Services.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To update Members on the 2007/08 service plans.

13. Forward Plan 2007/08

For information, ~~*Officers~~ Cllr Waller circulated a list of issues for consideration at future meetings.

**(Amendment made at the Executive Member for Neighbourhood Services and Advisory Panel 25/07/07)*

The items included:

- Recycling
 - For areas which had none at present – non-forecourted terraces, flats, rural remote.
 - Increasing the range of materials collected in areas with limited recycling collections.
 - Improving recycling rates in areas with the full service.
 - Looking at other materials that could be recycled – different types of plastic, food, composite materials.
 - Recycling in businesses – how to encourage recycling.
- Low Emission Zone – updates and information for Members.
- Consequences of the Rogers Report
- York Pride Updates – new arrangements for street sweeping, review of information from YPAL. SEO updates, and use of new legislation. Reviewing the arrangements for the city centre.
- Noise Patrol – updates.
- Neighbourhood Services – business side.
- Neighbourhood Services contributions to corporate aims of the Carbon Management Programme.
- Vehicle Fleet
 - Purchasing – ethical and environmental
 - Energy and water use
- Revenue and capital monitoring
- Review of Court Cases

Members confirmed that the list of issues would be discussed with the Groups and any further suggestions reported to Officer for inclusion in the Forward Plan.

CLLR WALLER
EXECUTIVE MEMBER

CLLR BOWGETT
CHAIR OF ADVISORY PANEL

The meeting started at 5.00 pm and finished at 7.05 pm.