



**Notice of a public meeting of
Customer and Corporate Services Scrutiny Management
Committee**

- To:** Councillors Crawshaw (Chair), Fenton (Vice-Chair),
S Barnes, Hunter, Melly, Rowley, D Taylor, Vassie and
Wann
- Date:** Monday, 10 June 2019
- Time:** 5.30 pm
- Venue:** The Thornton Room - Ground Floor, West Offices (G039)

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. Minutes (Pages 1 - 8)

To approve and sign the minutes of the meeting held on 11 March 2019.

3. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Friday 7 June 2019**. Members of the public can speak on agenda items or matters within the remit of the Committee. To register to speak please contact the Democracy Officer for the meeting, on the details at the foot of the agenda.

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The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at http://www.york.gov.uk/download/downloads/id/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

4. Attendance of the Executive Member for Policy and Executive Member for Strategy and Partnerships and Executive Member Finance and Performance (Pages 9 - 14)

Attendance of the Leader (inc. Policy, Strategy and Partnerships) and Executive Member Finance and Performance will be in attendance to discuss priorities and challenges for the forthcoming year.

5. Financial Progress Information Report (Pages 15 - 18)

This report informs the Customer and Corporate Services Scrutiny Management Committee (CSMC) of a decision by Members of the previous CSMC to invite the Corporate Directors of Health, Housing and Adult Social Care and Children, Education and Communities to the first meeting of the new CSMC to explain the financial forecasts within their Directorates.

6. Arrangements for Scrutiny in York (Pages 19 - 36)

This report highlights the structure for the Council's provision of the scrutiny function and the resources available to support it. It also

details the current terms of reference for the individual Policy & Scrutiny Committees.

7. Food Poverty Scrutiny Review Scoping Report (Pages 37 - 58)

This report asks the Committee to consider a request by Members the previous administration's Customer and Corporate Services Scrutiny Management Committee (CSMC) that the new Committee undertakes an in-depth scrutiny review into the causes of and responses to food poverty.

8. Draft Annual Scrutiny Report (Pages 59 - 68)

This Draft Annual Scrutiny Report summarises the work of the various Committees for the municipal year June 2018 – May 2019, and asks Members to agree the report prior to its presentation to Council in July 2019.

9. Schedule of Petitions (Pages 69 - 86)

This report provides Members with details of new petitions received to date, together with those considered by the Executive or relevant Executive Member/Officer since the last report to the Committee.

10. Draft Work Plan (Pages 87 - 90)

To consider the Draft Work Plan for 2019-20.

11. Urgent Business

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

Democracy Officer:

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For more information about any of the following please contact the Democracy 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**

City Of York Council

Committee Minutes

Meeting	Customer and Corporate Services Scrutiny Management Committee
Date	11 March 2019
Present	Councillors Williams (Chair), Galvin (Vice-Chair), N Barnes, D'Agorne, Douglas, Fenton, Gates, Looker and Reid

Part A - Matters Dealt With Under Delegated Powers

45. Declarations of Interest

At this point, members were 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 the agenda. None were declared.

46. Minutes

Resolved: That the minutes of the previous meeting held on the 14 January 201 and the minutes of the call-in meeting held on 17 December 2018 be approved and signed by the Chair as an accurate record.

47. Public Participation

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

Jo Millner spoke, on behalf of Chill in the Community, on the Financial Inclusion Scrutiny Review. She stated that there was a lack of appreciation for the work of CICs (Community Interest Companies), who were providing assistance and a safe space for vulnerable residents across the City. She also felt the extent of need was being underestimated and explained that there had been a huge increase in those seeking food support, particularly amongst working families. She also highlighted the impact that the Universal Credit was having on the most vulnerable residents. Finally she acknowledged that the Financial Inclusion scheme had put in place additional support but suggested that it

would have been better to offer support to the already successful schemes being run by volunteers.

Rosie Baker spoke, on behalf of York Food Poverty Alliance, on the Financial Inclusion Scrutiny Review. She stated that food insecurity was a very real problem across the City and welcomed a deeper scrutiny review on the causes of Food Poverty as recommended in the review report. She explained that the organisation she was representing would not be able to continue in its current form and were in need of support from within the Council. She stated that the Alliance supported recommendation 4 of the report, as a multi year budget would allow for the planning and delivery of multi year projects.

48. Schedule of Petitions

Members received the regular update on the Schedule of Petitions in line with the agreed responsibilities of the Customer and Corporate Services Scrutiny Management Committee

Resolved: That the report be noted.

Reason: To ensure the committee carries out its requirements in relation to petitions.

49. 2018/19 Finance and Performance Monitor 3

Members considered a report which presented the overall finance and performance position for the period covering 1 October 2018 to 31 December 2018, together with an overview of emerging issues. This was the third report of the financial year and assessed performance against budgets, including progress in delivering the Council's savings programme.

The Corporate Finance & Commercial Procurement Manager and Head of Business Intelligence attended the meeting to present the report and answer Member questions.

In response to Member questions they stated that:

- The closer it got to the end of the financial year, the harder it became to provide updates but that they still expected to be within budget;

- In the two directorates with significant budget issues, this was due to additional pressure on services and was not necessarily a matter of financial control;
- Some of the latest sickness absence figures (January) showed a slight improvement which suggested that new processes were having an impact, but that it would be prudent to say there was still a way to go; and
- They were unsure of exact details but believed that procurement of an external wellbeing team was still on track.

Resolved:

1. That Members note:
 - the finance and performance information
 - the position on the overall budget and the need to retain some of the additional business rates income to cover potential cost pressures.
2. That Members request the Directors of the two Directorates with significant budget issues attend the next meeting of CSMC

Reason: To ensure expenditure is kept within the approved budget.

50. Financial Inclusion Scrutiny Review - Draft Final Report

Members considered a draft final report presenting them with information gathered by the Task Group set up to review Financial Inclusion in York, together with the Task Group's conclusions and recommendations.

Members of the Task Group thanked the groups who had taken the time to meet with them, and stated that everyone they had spoken to had been driven and passionate, but with a deep sense of frustration with a system which they saw to be failing. They felt that the Council had not yet 'got it right' in relation to financial inclusion and there was more work to be done by the next Administration.

They also highlighted that this review had been limited by time and suggested there was strong case for a follow up review looking more closely at food poverty and the significant impact this was having on the lives of residents.

The Chair stated that, whilst it was clear that this review had run out of time, the work that had been done was an excellent way to signpost areas that needed to be looked at in more depth by the next Committee.

Resolved: That Members endorse the draft recommendations contained in the report, for presentation to the meeting of Executive on Monday 18 March 2019.

Reason: To conclude the work of this review in line with scrutiny procedures and protocols and enable this review final report to be presented to the Executive.

51. Single Use Plastics Scrutiny Review - Draft Final Report

Members considered a report which provided them with information gathered by the ad-hoc Sub-Committee appointed to investigate the use and disposal of single use plastics in York, together with their conclusions and recommendations.

Members of the Task Group spoke on the review and explained that the recommendations were a mixture of internal recommendations, to enable staff at CYC to take ownership of reducing use of single use plastics, and ways to work with partners such as Make it York and York BID to reduce use more widely.

There was also discussion on recycling and the ongoing issues with co-mingling of kerbside collections.

Finally Members highlighted the way in which Bristol City Council was working with its Festival Team to create a policy where only reusable or deposit scheme cups could be used at city festivals. Following debate, the Committee agreed to amend one of the recommendations within the report to explore ways that CYC could work with partners in a similar way at events across the City. The amended recommendation is set out below.

Finally Members thanked the Scrutiny Officers who had supported the review.

Resolved: That Members endorse the draft recommendations contained in the report, for presentation to the

meeting of Executive on Monday 18 March 2019,
subject to the following amendment:

iii. The Council:

a) Works with partners such as Make It York to explore opportunities (such as licensing arrangements) to reduce the use of single-use plastic cups and food trays at events held on Council land, and the possible introduction of a 'code of conduct' for such events

Reason: To conclude the work of this review in line with scrutiny procedures and protocols and enable this review final report to be presented to the Executive.

52. Scrutiny Operations and Functions Review - Draft Final Report

[See also under Part B]

Members considered a Draft Final Report which presented them with information gathered by the Task Group set up to undertake a review of scrutiny operations and functions, together with its conclusions and recommendations.

During discussion of the report, and the review more widely, Members stressed that the proposed recommendations were not controversial, but a key conclusion was that a cultural change within CYC was needed if Scrutiny was to function more effectively moving forward.

One Member felt that removing pre-decision call-in was a mistake, as no replacement for this function had been proposed in the report. Other Members felt strongly that, whilst well intentioned, pre-decision call-in had proved a frustrating process. They stated that 'Calling-in' an item was considered adversarial and that, if Members were involved at an early stage, and scrutiny was working effectively, this function was not necessary.

The Committee acknowledged that whilst scrutiny was 'owned' by Members, the review had been concerned with achieving greater engagement with the whole process by all.

Finally, they commented that the move to monthly meetings would allow Members the time to engage with topics earlier and in greater depth.

The Committee thanked those Members involved in the Task Group and the Officers who had supported them.

Resolved: That Members endorse recommendations 44 (iii) to (xi) and 44 (xiii) – (xv) for referral to, and consideration by, Executive at its meeting on 18 March 2019.

Reason: In order that the Executive consider the relevant recommendations contained in the report.

53. Chair's Remarks

The Chair took this opportunity to thank the Officers and Members who had supported him during his time as Chair of the Committee. He asked that it be recorded in the minutes that the review of Scrutiny Operations and Functions was incredibly important as, when used effectively, scrutiny was a very powerful tool. He also stated that, if non-Executive Members chose to engage with scrutiny, they could really make a difference to the lives of residents.

Part B - Matters Referred To Council

54. Scrutiny Operations and Functions Review - Draft Final Report

[See also under Part A]

Members considered a Draft Final Report which presented them with information gathered by the Task Group set up to undertake a review of scrutiny operations and functions, together with its conclusions and recommendations.

During discussion of the report, and the review more widely, Members stressed that the proposed recommendations were not controversial, but a key conclusion was that a cultural change within CYC was needed if Scrutiny is to function more effectively moving forward.

One Member felt that removing pre-decision call-in was a mistake, as no replacement for this function had been proposed in the report. Other Members felt strongly that, whilst well intentioned, pre-decision call-in had proved a frustrating process. They stated that 'Calling-in' an item was considered adversarial and that, if Members were involved at an early stage, and scrutiny was working effectively, this function was not necessary.

The Committee acknowledged that whilst scrutiny was 'owned' by Members, the review had been concerned with achieving greater engagement with the whole process by all.

Finally, they commented that the move to monthly meetings would allow Members the time to engage with topics earlier and in greater depth.

The Committee thanked those Members involved in the Task Group and the Officers who had supported them.

Recommendation: That Council approve the following changes, in line with constitutional requirements:

- i. That the Health, Housing and Adult Social Care Policy and Scrutiny Committee be split into:
 - Health and Adult Social Care policy and Scrutiny Committee; and
 - Housing and Safer Neighbourhoods Policy and Scrutiny Committee.

Reason: The Committee's extended remit is too large to allow effective scrutiny.

- ii. That the Economy and Place Policy Development and Scrutiny Committees are rejoined.

Reason: To end the uncertainty around the roles of each committee and to provide Economy and Place with a comprehensive scrutiny function.

- iii. That the Pre-Decision Call-In process be removed from the Constitution.

Reason: To encourage a more timely and pro-active approach to pre-decision scrutiny.

Councillor Dafydd Williams, Chair
[The meeting started at 5.35 pm and finished at 6.50 pm].

DRAFT



**Customer & Corporate Services Scrutiny
Management Committee****10 June 2019**

Report of the Assistant Director – Legal & Governance

Attendance of Executive Members**Summary**

1. This report welcomes the Leader of the Council, including Policy, Strategy and Partnerships and the Executive Member for Finance and Performance to talk about their priorities and challenges for the new municipal year.

Background

2. At the beginning of each municipal year Executive Members are invited to speak on elements of their portfolio which relate to the remit of the various scrutiny committees. In the case of the Customer and Corporate Services Scrutiny Management Committee this is Executive Member for Policy, Strategy and Partnerships and the Executive Member for Finance and Performance.
3. The Local Government Act 2000 requires Executive Members to attend scrutiny committee meetings when required to do so and to provide information to the committee.
4. The Council Plan 2019-23 is still being developed by the new Executive following the May 2019 local elections so the Executive Members' priorities are based on a Progressive Partnership for York (Annex 1) agreed by the Liberal Democrats and Green Party, who have worked together to form the new administration.
5. Initiatives that the new partnership aims to take forward in the new municipal year are covered under eight headings:
 - Climate and Energy
 - Transport

- Housing
- Healthy Communities
- Street Environment
- Education
- Economy
- Council

6. A summary of the shared goals are included in Annex 1

Consultation

7. The Leader of the Council, including Policy, Strategy and Partnerships and the Executive Member for Finance and Performance will be in attendance to speak about the aims of the Progressive Partnership.

Options

8. The effectiveness of scrutiny relies on it establishing positive relationships with the Council's Executive, officers and other partner organisations. The Committee can involve the Executive Members in discussion and dialogue around their priorities for the city and make sure the Executive Members' viewpoint is fully understood.

Analysis

9. There is no analysis in this report.

Council Plan

10. Elements put forward in the programme for a progressive partnership will aid the development of the Council Plan 2019-23.

Implications and Risk Management

11. There are no risks or implications associated with the recommendation in this report.

Recommendation

- 12. Members are asked to note the content of this report, its annex and verbal information provided by the Executive Members and make a positive contribution to the Executive Members' priorities.

Reason: To further strengthen the positive relationship between Scrutiny and the Executive.

Contact Details

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Report Approved Date 22/05/2019

Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex 1 – Progressive Partnership for York Statement

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Liberal Democrat & Green

Progressive Partnership

The recent elections in York gave no one party an overall majority to lead City of York Council.

for York

However, support for the Liberal Democrats and Greens in York soared with the Lib Dems gaining nine seats and both parties combined receiving over 50% of the vote. No other party can claim success from this May's local elections.

As our parties have worked together, it has become increasingly clear that although there are differences, we have a lot of common ground. This has now resulted in the 21 Lib Dem councillors and the 4 Green councillors coming together in the interests of the city. We are forming a progressive partnership that will lead City of York Council in a new, fresh direction, tackling the major challenges our city faces and giving power back to residents.

Over the coming four years, both Liberal Democrat and Green Party Councillors will work positively with all political parties in York on areas of shared interest and the agreed public review on the Council's governance.

Our vision

Following the election results, the Liberal Democrats and Green Party are coming together to put forward a programme for a progressive partnership in the interests of residents. We share a conviction in the need to address the climate emergency and making York carbon neutral by 2030, whilst improving life and basic services for everyone that lives and works in York.

We are committed to bringing communities together, making York fairer and affordable for everyone, working for a greener, healthier city, giving our children a better start and demanding a Council that listens and works for residents.

A JOINT PROGRAMME IN THE MAKING

From both party manifestos; it is clear to see that there is already significant convergence in our aspirations for the city. Below is a summary of some of the shared goals and initiatives that our new partnership aims to take forward in our first year.

CLIMATE AND ENERGY

- We will reduce the City's carbon footprint, committing to annual targets leading to becoming carbon neutral by 2030.
- We will improve air quality, delivering York's clean air zone and setting out further measures.
- We will create a climate committee for York, to drive effective change in the city and give clear direction for council carbon saving priorities.
- Commit to meeting Treemendous and Northern Forest's tree planting targets within two years.
- Create a new green open space or stray.

TRANSPORT

- Invest in York's roads and footpaths.
- Set clear targets for sustainable transport and clean air, such as electric buses and charging points, bus priority, the cycle network and walking.
- Review and enhance resident parking plans.

HOUSING

- Work to deliver the local plan, providing the affordable homes we need, whilst protecting York's special character and green belt.
- Review, support and enhance residents' associations across York.
- Review the Council's housing design standards to achieve zero carbon for energy demand.

HEALTHY COMMUNITIES

- Invest in local social prescribing to tackle loneliness and isolation, and make York a dementia friendly city.
- Ward grants and the creation of a new safer communities fund, to benefit local communities.
- Grant Council tax relief for foster carers and care leavers in their first year.
- Strengthen action on homelessness, financial inclusion and champion greater mental health support.

STREET ENVIRONMENT

- Install 100 new dual litter and recycling bins to encourage recycling of waste.
- Create a new environment team, with funding and powers to reduce fly-tipping, tackle all graffiti, support enforcement, and enhance resident action caring for their neighbourhood.

EDUCATION

- Continue to protect all of York's children centres.
- Improve mental health support, with professional support in each school.
- Provide additional resources for youth support services and work to close the attainment gap.
- Invest in play equipment across York.

ECONOMY

- Develop a bottom-up strategy for the city centre through the MyCityCentre consultation.
- Explore future opportunities for a Tourist levy to help generate new investment.
- Develop the Council's apprenticeship programme to maintain workforce succession.
- Deliver on city's key projects such as York Central and Castle Gateway to attract higher paid jobs in York
- Create a new Economic Strategy for York, including the re-establishment of York's Economic Partnership to drive forward business development and share benefits of clean growth within our city.

COUNCIL

- Ensure the Council adopts a more transparent and cross-party approach to decision-making with a review of best practice, considering all options.
- Review the Council's constitution to ensure the Council is open and accountable to residents.
- Lobby for fairer funding for services in York, particularly our schools.



**Customer & Corporate Services Scrutiny
Management Committee****10 June 2019**

Report of the Assistant Director – Legal & Governance

Financial Progress Information Report**Summary**

1. This report informs the Customer and Corporate Services Scrutiny Management Committee (CSMC) of a decision by Members of the previous CSMC to invite the Corporate Directors of Health, Housing and Adult Social Care and Children, Education and Communities to the first meeting of the new CSMC to explain the financial forecasts within their Directorates.

Background

2. At a meeting of the previous CSMC in March 2019, Members considered their 3rd Quarter Finance and Performance monitoring report and noted that the finances of two Directorates were moving in the wrong direction between Monitor 2 and Monitor 3.
3. In Children, Education and Communities there was an increase in expenditure or shortfall in income from +£869k to +£943k and in Health, Housing and Adult Social Care from +£576k to +£830k.
4. Members expressed concern at these figures and sought assurances that financial controls were in place in these two Directorates to prevent this financial drift from getting worse.
5. The former Committee heard that while it was unusual to see things getting slightly worse between Monitor 2 and 3 there were significant pressures on both the Directorates. They were both looking at where their main overspends were and trying to prepare more detailed analysis to try and mitigate those overspends.
6. Members were told that early forecasts indicate the council is facing financial pressures of £525k and an overview of this forecast, on a

directorate by directorate basis, is outlined the table below.

Finance overview

2017/18 outturn		2018/19 Forecast Variation Monitor 2	2018/19 Forecast Variation Monitor 3
£'000		£'000	£'000
+147	Children, Education & Communities	+869	+943
-204	Economy & Place	+322	nil
-274	Customer & Corporate Services	-200	-250
285	Health, Housing & Adult Social Care	+576	+830
-574	Central budgets	-300	-350
-620	Total	+1,267	+1,173
-761	Contingency	-648	-648
-1,381	Total including contingency	+619	+525
	Potential additional income from business rates	-2,000	-1,000

Note: '+' indicates an increase in expenditure or shortfall in income
 '-' indicates a reduction in expenditure or increase in income

7. Members were concerned that while the position may be rectified by the end of the financial year there were clearly underlying issues within both Directorates.
8. As a consequence the Committee agreed to invite the Corporate Directors of the two Directorates to the first meeting of the new CSMC to explain the financial position and provide assurances that financial controls are in place.

Consultation

9. The Corporate Directors of Health, Housing and Adult Social Care and Children, Education and Communities have both been invited to this meeting to explain the financial position within their Directorates.

Options

10. Members can accept the information and assurances provided by the Corporate Directors of Health, Housing and Adult Social Care and Children, Education and Communities or can ask for further information and/or undertake a more detailed review into the financial positions of the two Directorates.

Council Plan

11. This report is linked to the Focus on Frontline Services priority in the Council Plan.

Implications

12. This report is about the financial implications, set out above. There are no HR, Equalities, Legal, Crime and Disorder, IT, Property or other implications.

Risk Management

13. There are no risks associated with the recommendation in this report. However, the risk of a deteriorating financial position could have serious implications for the Council.

Recommendation

14. In light of the data provided by the Corporate Directors, Members will need to consider if there is any further information they need in regard to the financial position of the two Directorates.

Reason: To provide the Committee with assurances that financial controls are in place to mitigate any overspend.

Contact Details

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Report Approved **Date** 13/05/2019

Wards Affected:

All

For further information please contact the author of the report



**Customer & Corporate Services Scrutiny
Management Committee****10 June 2019**

Report of the Assistant Director – Legal & Governance

Arrangements for Policy and Scrutiny in York**Summary**

1. This report highlights the structure for the Council's provision of the scrutiny function and the resources available to support it. It also details the current terms of reference for the individual Policy & Scrutiny Committees.

Background

2. In 2009 the Council restructured its overview and scrutiny function which led to the formation of a number of overview & scrutiny committees. In May 2015 the Council agreed to change these to Policy and Scrutiny Committees and in May 2019 it agreed to create a further Policy and Scrutiny Committee to look at issues around climate change.

Introduction

3. This report has been designed to provide practical information and guidance to help Members carry out and assist with Scrutiny activities for City of York Council. It outlines some of the skills required to operate Scrutiny successfully for the benefit of the residents of the city.
4. The purpose of the Scrutiny function is to ensure that Councils provide better public services, and it is enshrined in legislation.
5. The Local Government Act 2000 introduced changes to decision making and accountability within local authorities. This included separating executive and non-executive councillors. Executive councillors propose and implement policies, non-executive councillors review policy and scrutinise decisions.

6. The purpose of scrutiny is to make the decision-making process more transparent, accountable and inclusive in improving services for people by being responsive to their needs. For scrutiny to be effective, the process must be open, fair, constructive and positive.
7. The aim is to challenge so improvements can be made, not apportion blame when things go wrong. The scrutiny process should be inclusive and aim to give all those who wish to contribute, whether as Councillors, Officers, Co-optees, specialists or members of the public giving evidence, to feel valued and to be able to speak freely and openly.
8. As a Councillor you have been elected by your local community because they believe you will represent them in ensuring the Council provides the services they need to the standard they expect. By understanding their needs you can bring a different perspective to the decision-making process to that provided by the Council, Executive and Officers, which can help decisions to be more robust.
9. The Council's policy and scrutiny function currently has the following Policy and Scrutiny Committees in place:
 - Customer and Corporate Services Scrutiny Management Committee
 - Health and Adult Social Care
 - Children, Education and Communities
 - Economy and Place
 - Housing and Community Safety
 - Climate Change

Customer and Corporate Services Scrutiny Management Committee

10. This Committee oversees and co-ordinates the scrutiny function, including:
 - allocating responsibility for issues which fall between more than one Overview & Scrutiny Committee;

- allocating, in consultation with the Chair/Vice-Chair, urgent issues to be considered by an appropriate Committee (including an Ad-Hoc Scrutiny Committee), as may be necessary;
- reviewing progress against the Work Plans of the Overview & Scrutiny Committees, as may be necessary and receiving bi-annual updates from Chairs of those Scrutiny Committees, as required;
- receiving periodical progress reports, as appropriate, on particular scrutiny reviews;
- considering and commenting on any final reports arising from completed reviews produced by the Overview & Scrutiny Committees, as required;
- provides an annual report to Full Council on the work of the Overview & Scrutiny function;
- recommends to the Executive an appropriate budget to support the undertaking of scrutiny reviews as part of the Council's budget setting process, and manages the overall allocation of any such budget;
- periodically reviews the overview and scrutiny procedures to ensure that the function is operating effectively and recommends to Council any appropriate constitutional changes relating to the scrutiny structure or procedural rules;
- considers any decision "called in" for scrutiny in accordance with the Scrutiny Procedure rules.

11. In addition, CSMC exercises the powers of an Overview & Scrutiny Committee under section 21 of the Local Government Act 2000, by promoting a culture of continuous improvement across all corporate, strategic and business services through developing, challenging and reviewing those services and by monitoring the performance of the following Council service plan areas through regular performance monitoring reports:

- Legal Services
- Information Governance and Complaints
- Electoral Services
- Corporate Finance and Procurement

- Human Resources and Organisational Development
- Customer, Resident and Exchequer Services,
- Digital and ICT
- Civic and Democratic Services

Standing Policy and Scrutiny Committees

12. Each of the standing policy and Scrutiny Committees has its own individual remit as detailed below.

Health and Adult Social Care Policy and Scrutiny Committee

This Committee is responsible for monitoring the performance of the following service areas through regular performance monitoring reports

- Public Health
- Services for carers
- Adult Safeguarding
- Adult Social Care Provision
- Adult Social Care Community Teams
- Commissioning, Quality Improvement and Partnerships
- Early Intervention and Prevention

In addition, the Health and Adult Social Care Policy and Scrutiny Committee is also responsible for:

- (a) the discharge of the health and scrutiny functions conferred on the Council by the Local Government Act 2000
- (b) undertaking all of the Council's statutory functions in accordance with section 7 of the Health and Social Care Act 2001, NHS Reformed & Health Care Professional Act 2002, and section 244 of the National Health Service Act 2006 and associated regulations, including appointing members, from within the membership of the Committee, to any joint overview and scrutiny committees with other local authorities, as directed under the National Health Service Act 2006.
- (c) reviewing and scrutinising the impact of commissioning service provision and policies of key partners on the health of the City's population

- (d) reviewing arrangements made by the Council and local NHS bodies for public health within the City
- (e) making reports and recommendations to the local NHS body or other local providers of services and to evaluate and review the effectiveness of its reports and recommendations
- (f) delegating functions of overview and scrutiny of health to another Local Authority Committee
- (g) reporting to the Secretary of State of Health when:
 - i. concerned that consultation on substantial variation or development of service has been inadequate
 - ii. it considers that the proposals are not in the interests of the health service.

Children, Education and Communities Policy and Scrutiny Committee

- 13.** This Committee is responsible for monitoring the performance of the following service areas through regular performance monitoring reports.
- School effectiveness and achievement, including school attendance and school safeguarding.
 - School Services which includes School place planning and capital maintenance, School transport, admissions, the school governance service and SENDIASS, behaviour and attendance, elective home education and children missing education.
 - Local Area Teams
 - Skills
 - Early years and childcare
 - The virtual school for children in care
 - SEN and disability services
 - Educational Psychology
 - Neighbourhood Working
 - Community Centres
 - Voluntary Sector including CVS
 - Culture
 - Museums
 - Libraries & Archives

- Sports Facilities
- York Learning

Economy and Place Policy and Scrutiny Committee

This committee is responsible for examining long term policy development, strategic objectives and horizon scanning for best and emerging practice across the Economy & Place Directorate and for examining performance, operational outcomes and customer expectations and major project progress across the following Economy& Place service areas:

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Economic Growth
- Emergency Planning
- Flood Risk
- Public Realm
- Waste
- Fleet
- Public Protection (Trading Standards, Environmental Health, Food Safety Licensing)
- Client Management: Make it York
- Client Management: YorWaste

Housing and Community Safety Policy and Scrutiny Committee

The committee is responsible for monitoring the performance of the following service areas through regular performance monitoring reports:

- Housing Revenue Account
- Housing General
- Commissioning and contracts
- Older People's accommodation Programme
- Landlord services

- Homelessness and Housing options, standards and adaptations
- Community Safety
- Early intervention, prevention and community development
- People & Neighbourhoods Strategy & Policy
- Anti Social Behaviour
- Building Services
- Repairs and Maintenance
- Housing Development

Climate Change Policy and Scrutiny Committee

The remit for this Committee has still to be agreed.

Work Planning

14. Each of the Policy and Scrutiny Committees will produce and maintain an annual work plan. This will appear on the agenda for each meeting and will show the different stages of any ongoing review and the scheduled dates for receiving the following:
 - Performance and Finance Monitoring Reports
 - Reports from Local Strategic Partners
 - Updates from Executive Members
 - Updates on the implementation arising from previous scrutiny reviews.

Aims of Scrutiny

15. Scrutiny should not be a confrontational or divisive process, its aim is not to apportion blame; rather it should enable Members (and officers) to be inquisitive, to increase understanding of community issues, and to seek to understand the causes of poor performance so as to be able to identify ways of improving. It is intended to complement and add value to the work of the Executive which is charged with making day-to-day decisions - *The Centre for Public Scrutiny, Good Scrutiny Guide*.
16. Scrutiny should:
 - i. Help improve the Council's (and other public sector partners) overall performance.

- ii. Help the Council deliver the services local people require in the way they want them within the resources available.
 - iii. Engage service users and the wider community in decision-making and public sector governance.
 - iv. Ensure decision-making is clear, transparent and accountable.
17. A guide to good scrutiny published by the centre for Public Scrutiny sets out four principles for good scrutiny as:
- Providing 'critical friend' challenge to the Executive as well as external organisations and agencies
 - Reflecting the voice and concerns of the public and its communities
 - Taking the lead in the scrutiny process on behalf of the public
 - Making an impact on the delivery of public services

How Scrutiny Works

18. Scrutiny provides a perspective on how well public services are being delivered and how they could be improved from the point of view of those receiving and using those services. These include education, health and social care, housing and regeneration, economic development, public transport, leisure and cultural services and community safety. Scrutiny achieves this by:
- Reviewing and developing policy recommendations for the executive's consideration
 - Providing a means to review the Council's own achievements against its planned targets
 - Setting out to influence Council/Executive decisions and policies
 - Playing a part in the Community leadership role of the Council i.e. by reviewing services provided by other organisations on issues that affect the public and by calling individuals/organisations to account
 - Contributing to the democracy by stimulating public engagement
19. It should be noted that Scrutiny cannot:
- Make policy decisions
 - Review individual planning, licensing, housing or grant decisions
 - Veto decisions of the Council, Executive, Committees or Officers

- Commit the Council to expenditure
20. Scrutiny committees can make recommendations to Executive for any functions which are the Executive's responsibility. They may also examine any issues which are being considered, or have been considered, by the Executive in order to make recommendations on how future developments should progress.

Principles of good Scrutiny

21. Scrutiny Committees provide the Council with its own watchdog. They follow a common sense approach to reviewing decisions and policies and considering whether they are right for the city. They are effectively a quality improvement tool.
22. Effective scrutiny can hold services to account and create opportunities for communities and decision-makers to improve the quality of services by producing solutions to problems together.
23. The principal power of a scrutiny committee is to influence the policies and decisions made by the council and other organisations involved in delivering public services. The scrutiny committee gathers evidence on issues affecting local people and makes recommendations based on its findings.
24. Scrutiny can investigate any issue which affects the local area or the city's inhabitants. However, effective scrutiny work relies on scrutiny's 'soft' influencing power, as it has no formal power to compel anyone to make changes.
25. For this reason it is important to think about how to build a positive working relationship with those who are the subject of scrutiny's recommendations. This ensures a much higher chance of scrutiny's recommendations being implemented.
26. For scrutiny to be effective it needs to be seen as a 'critical friend' and it is important to identify where decisions could be improved and how to prevent mistakes being made or repeated.
27. The focus should be on forward thinking and making positive changes, rather than apportioning blame and focusing on the negatives. This will help foster positive and constructive relationships between Scrutiny, Councillors and Officers.

28. Scrutiny is an essential part of ensuring that the Council remains effective and accountable. It does this by:
- Holding the Executive to Account: This can involve scrutinising decisions of the Executive or an Executive member at a number of different stages of the decision-making process; before decisions are made; before they are implemented and after they are implemented.
 - Policy Review and Development: Policy reviews involve the in-depth scrutinizing of existing Council Policies to examine intended policy outcomes and whether these outcomes are being achieved. Policy development involves shaping the formulation of key policies, through examining alternatives set against needs, resources and other issues and making recommendations to the Executive.
 - Review of Council Services: This involves Scrutiny reviewing Council services to ensure they are achieving customer satisfaction and value for money together with monitoring Council performance and ensuring standards are met.
 - External Scrutiny: This involves scrutinising the work and impact of external agencies on local residents e.g. local NHS trusts and other partners.
29. In summary, Scrutiny should be a Member-led, non party-political review mechanism that works to improve quality of life for residents. It should play a central role in ensuring the Council has open and accountable democratic arrangements in place.

Post-Decision Call-Ins

30. Where councillors (a minimum of three) have concerns or disagree with a decision made by the Executive they can call-in the decision and this will be considered by the Customer and Corporate Services Scrutiny Management Committee. CSMC will receive details of the decision, and hear from the councillors who called it in and from the relevant Executive Member and Director. CSMC will be asked to confirm the decision or make an alternative recommendation for Executive to consider.

Scrutiny Reviews

31. During the course of the municipal year scrutiny committees will usually undertake scrutiny reviews into issues affecting the city. Suggestions for reviews can come from anywhere; councillors, petitions, request by Executive, partners, senior officers or by direct request from the public or service users. The scrutiny committee usually appoint a Task Group to carry out this work.
32. Task Groups consist of councillors who volunteer to take part and carry out activities over a few months on an informal basis to gather evidence about the particular issue. Evidence can be collected from various sources including Council officers, representatives from other partnership organisations and agencies, voluntary organisations and city stakeholders. Evidence is also gained by research and use of best practice.
33. Once the activities are complete the Task Group draws up a report with recommendations that it would like the Executive to consider implementing. Reviews must have a clear purpose and should help to improve service delivery throughout the Council. For each scrutiny review topic the committee should:
 - Identify a good reason and benefits for doing the review
 - Identify outcomes and constraints
 - Specify how evidence will be collected
 - Agree consultation
 - Evaluate resource requirements
 - Set a timetable for completion
 - Involve stakeholders

Making Effective Scrutiny Recommendations

34. Recommendations are the way that scrutiny can have an impact. Making good recommendations, and monitoring them, makes it more likely that scrutiny's work will add value.
35. Recommendations need to be **SMART** (Specific, Measurable, Attainable, Realistic and Timely). The report and recommendations will be submitted to Executive for them to consider. The more clear and concise the

recommendations are, and the more robust the evidence to support the recommendations, then the greater chance of a positive response.

36. There is no single “best” approach to making recommendations. What they look like will differ from topic to topic. However, there are some basic principles.
- Recommendations should be evidence-based, specific and realistic enough to be implemented.
 - Recommendations should have a clear focus on outcomes. They should focus on a measurable change in a service, which you can use to establish the return on investment of scrutiny’s input. Members should think about possible measures of success from the very outset.
 - Recommendations should be addressed to a specific person or group. Where responsibility for delivering a recommendation’s outcome is unclear, it makes it less likely that it will be implemented.
 - Recommendations should engage with financial realities – for example, where a recommendation involves additional expenditure, it may increase the force of the recommendation if funding sources can be recognised. However, it should not be required for scrutiny to fully cost all of its recommendations; this is an issue for Executive.
 - Recommendations should be developed in partnership. You should be prepared to speak to the Executive, to senior officers and to partners about recommendations in draft, before they have been agreed. Provided it is accepted that the decision as to what recommendations are submitted remains at the absolute discretion of scrutiny councillors, such discussions can help to ensure that recommendations are more robust and realistic.
37. Open-ended recommendations, where acceptance does not actually commit decision-makers to further action, should be avoided. For example, recommendations beginning, “Executive should consider...” or “Executive should investigate further...”

Monitoring

38. Recommendations should be monitored and evaluated after they have been made, and that scrutiny’s recommendations continue to be “owned” by scrutiny, even though it is for Executive, and/or partners, to deliver.
39. Generally an update on the implementation of recommendations should return to scrutiny after six months. This should not be a re-run of a

scrutiny review but a way of tracking their progress and picking out any that have not been fully implemented.

40. Members should recognise that some recommendations may take many years to bear fruit and that all you can hope for after a year may be some indication that the Council is heading in the right direction.
41. Members should also trust the Executive to implement recommendations and only bring back issues where there is a clear failure to do so.

Pre-Decision Scrutiny

42. Pre-decision is where the Council's scrutiny function looks at a planned decision before it is made by Executive. It is a contrast with post-decision scrutiny through the Council's call-in arrangements, where by the implementation of Executive decisions can be delayed.
43. Looking at decisions before they are made provides an important means to influence those decisions, and to improve them. Scrutiny councillors bring a different perspective to the decision-making process than that provided by Executive Members or officers, which can help decisions to be more robust.
44. Looking at a decision before it is made can often be seen as a more effective means of scrutiny than looking at a decision after it is made (for example, through the call in process), when the opportunity to influence and change that decision is quite limited.
45. This should not be confused with Pre-Decision Call-in which has been removed from the Constitution and the new arrangements are designed to strengthen scrutiny's role in the decision-making process.

Role of Scrutiny Councillors

46. Principal Accountabilities
 - Contribute to good government of the area by monitoring decision-making, standards of service provision and examining policy issues.
 - Monitor the work of the Executive and the work of officers in carrying out Council policy through decision-making.
47. Key Duties
 - Participate constructively in the activities of the committee under the

guidance of the chair.

- Monitor the council's decision-making process.
- Investigate the basis on which major decisions are taken and ensure they are consistent with council policy.
- Monitor the effect of national legislation on the council.
- Hold the Executive and officers to account in respect of their actions in carrying out council policy.
- Monitor the council's performance, jointly, where appropriate, with the Executive Member.
- Investigate the quality of services provided.
- Participate in reviews in carrying out existing policies and the development of new policies by the council through the scrutiny arrangements available and through group consultation mechanisms.
- Contribute to discussions as community representatives, but without a political agenda.
- Participate constructively in any time-limited Task Group reviews agreed by the committee.
- Identify items on the Executive Forward Plan for potential consideration by the Committee
- Treat officers, witnesses and other members with respect and consideration

Role of Scrutiny Chairs

48. Scrutiny Chairs, and in their absence the Vice-Chairs, should:

- Provide leadership and direction
- Work closely with Scrutiny Officers

- Ensure work is Member led on developing a work programme.
- Ensure that Members have the necessary skills.
- Try to engage all Members of the committee.
- Ensure that adequate resources (financial and officer support) are provided.
- Prioritise main work
- Work to minimise common pitfalls that befall overview and scrutiny
- Co-ordinate work with other scrutiny committees and chairs and share learning and experience
- Develop a constructive, 'critical friend' relationship with the Executive, especially with relevant portfolio holders and chief officers.
- Ensure that officers and witnesses are properly introduced at meetings and are always treated with respect and consideration.
- Present the Committee's review final report and recommendations to the Executive.

Scrutiny Services Team

49. Each Scrutiny Committee is served by a dedicated Scrutiny Officer who supports Members in a number of ways:
- Facilitate and support CSMC and the Policy & Scrutiny Committees, and organise events and meetings
 - Support CSMC in reviewing and improving the Scrutiny function
 - Work with individual Committees to develop their annual work plans, and with CSMC to co-ordinate the overall scrutiny function
 - Provide independent and impartial advice to Councillors

- Carry out research and gather information as directed by the Committees
- Provide a link between the Committees, senior officers of the council and external witnesses, inviting them to meetings and supporting them throughout the scrutiny process to ensure an effective exchange of information
- Liaise and consult with residents, partnerships and other external parties on behalf of the Committees
- Draft final reports in close consultation with the Chairs of the Committees
- Forward reports and agenda items to the appropriate Democracy Officer on time so these can be published
- Stay up to date with new developments in Scrutiny legislation and implement changes as necessary.

Consultation

50. This report is for information only – no specific consultation has taken place.

Implications and Risk management.

51. There are no known Legal, HR, Finance, Equalities, Crime & Disorder, Property or other implications associated with the recommendation in this report and there are no known risks associated with the recommendations in this report.

Recommendation

52. Members are asked note the contents of this report and the specific remits of the individual Policy & Scrutiny Committees.

Reason: To inform Members of scrutiny arrangements

Contact Details

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Report Approved **Date** 21/05/2019

Wards Affected:

All

For further information please contact the author of the report

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**Customer & Corporate Services Scrutiny
Management Committee****10 June 2019**

Report of the Assistant Director – Legal & Governance

Food Poverty Scrutiny Review Scoping Report**Summary**

1. This report asks the Committee to consider a request by Members the previous administration's Customer and Corporate Services Scrutiny Management Committee (CSMC) that the new Committee undertakes an in-depth scrutiny review into the causes of and responses to food poverty.
2. They requested that any review should take into account key elements of the York Food Poverty Alliance report at Annex A.

Background

3. During the previous administration, CSMC agreed to carry out a scrutiny review into Financial Inclusion in York with the aim of understanding the impact of Universal Credit on the city's citizens and the activities being run to promote Financial Inclusion.
4. In September 2018 CSMC agreed an initial remit for the review. However, in November 2018 CSMC considered a request that a 19 July 2018 Motion to Council on Food Poverty be added to the review remit. This was agreed and the following objectives were added:
 - i. To understand how the above issues are linked to apparently increasing levels of food poverty in York, including work on the following:
 - the background to food poverty in York including any available local statistics and how local measurement might be improved;

- the current role of crisis support in York in mitigating food poverty;
 - a range of options for the Council and its partners to improve the city wide response to food poverty in York.
5. While gathering information for the Financial Inclusion Scrutiny Review the Task Group established by CSMC to carry out this work on the Committee's behalf began to investigate food poverty and learned that much of the work in this area in York is co-ordinated through York Food Poverty Alliance, which works with groups, organisations and individuals in the city to strengthen the ability to reduce food poverty and tackle its causes.
 6. The alliance recognises that food poverty is the result of a complex set of structural issues relating to but not restricted to problems of insecure, inadequate and expensive housing, insecure and low paid employment, insufficient social welfare provision, poor health, and an environmentally unsustainable food production and distribution system. Its aims include identifying and raising awareness about the systemic drivers of food poverty, improving access to advice services and ensuring those eligible for financial support are in receipt of it.
 7. Both Foodbank use and informal community food aid usage are rising in York and there are more than 30 organisations providing variations of food aid across the city.
 8. These cross-sector organisations deliver a range of different versions of community food aid provision from traditional soup kitchens to food and advice projects and the rise in volunteer-led community cafes. Of these:
 - 13 said food poverty was part of their rationale for setting up;
 - 17 are open regularly (more than once a week);
 - 12 are open one day per week;
 - 25 have an open-access policy
 - 7 serve targeted populations only (gender, age, area/based, disability, income.)
 9. The Financial Inclusion Scrutiny Review Task Group noted that while both formal and informal initiatives are available for those who need support there were no robust measures for gathering information. It is difficult to measure unique users of food aid by those who are experiencing food poverty at projects which are open on a continuous,

all-inclusive basis or where food is embedded alongside other services.

10. Available data from the weekly community cafes/informal food banks, such as Red Tower, Planet Food, YourCafe / Luke's Larder, Bell Farm Community Assoc, Chapelfields and Foxwood Community Hubs and Lidgett Grove, shows that the weekly customers to each of these projects range from 35-70 meaning around 360 people each week use open-access cafe provisions across the city. This does not capture the full level of usage when you consider Chill in the Community CIC's informal food bank in Acomb, is also open 7 days per week.
11. York Foodbank, which has locations in Acomb, Huntington Road, Tang Hall and Gillygate, is part of a nationwide network of foodbanks, supported by the Trussell Trust. Between April 1 – November 30, 2018, York Foodbank served 2,623 people, 1,008 were children. The previous full 12 months, April 1, 2017, to March 31, 2018, 4,262 people received food assistance from York Foodbank; of this, 1,647 were children.
12. According to the Trussell Trust the primary referral causes to foodbanks for the period April to September 2017 were:
 - Low income – 26.52%
 - Benefit delays – 24.71%
 - Benefit changes – 17.90%
 - Debt – 8.29%
 - Other – 7.82%
 - Homeless – 5.41%
 - Sickness – 2.81%
 - No recourse to public funds – 2.74%
 - Domestic violence – 1.50%
 - Child holiday meals – 1.04%
 - Delayed wages – 0.83%
 - Refused Short-Term Benefit Advance – 0.40%
13. The Financial Inclusion Scrutiny Review Task Group had its final meeting on 13 February 2019 when it was agreed that issues around increasing food poverty in the city were complex and this should be the subject of a separate piece of work which could be picked up by the new administration after May's elections.
14. The review recommendations were agreed by Executive in March 2019 and these included a recommendation to the new administration that a

deeper scrutiny review into the causes of and responses to food poverty is considered, taking into account key elements of the York Food Poverty Alliance report.

Consultation

15. Should the Committee agree to undertake a more detailed scrutiny review into food poverty there will be a need to engage with York Food Poverty Alliance, York Foodbank and informal providers of food aid.

Options

16. Members can consider whether to undertake a deeper review of food poverty in York based on the aim and objectives in paragraph 4, or not.

Analysis

17. There is no analysis in this report.

Council Plan

18. This report is linked to 'a prosperous city for all' and 'a Council that listens to residents' priorities in the Council Plan.

Risks and Implications

19. There are no risks or implications associated with the recommendation in this report.

Conclusions

20. York may appear to be a 'rich' city with a booming tourist industry, but poverty is real – and growing – in a climate where food prices continue to rise and incomes remain stagnant.

Recommendation

21. Having considered the information provided in this report Members are asked to consider whether they wish to undertake a deeper scrutiny review into the causes of and responses to food poverty in York.

Reason: To understand and help tackle issues related to food poverty in the city.

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Report Approved **Date** 11/04/2019

Wards Affected:

All

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Annexes

Annex A – York Food Poverty Alliance report

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Report to: City of York Council Scrutiny Committee

Review: financial inclusion in the city

Objective: to understand the increasing levels of food poverty in York.

February 2019

Co-Authors: Maddy Power and Rosie Baker



Q1 BACKGROUND TO FOOD POVERTY IN YORK & CURRENT STATISTICS

SUMMARY

- **Around 1/5 (22%) of respondents to the YFPA Primary school parents' survey in York, have reported experiencing food poverty in the past 12 months.**
- **Both Food Bank use and informal community food aid usage are rising.**
- **There are over 30 organisations providing variations of food aid across York.**

1.1 The background to food poverty in York

York may appear to be a rich city with a booming tourist industry, but poverty is real – and growing - in the 9th most unequal city in the UK, in a climate where food prices continue to rise and incomes remain stagnant.

Over 17 times the numbers of people who access formal food banks, are estimated to be using some kind of independent / community food aid and one of the key indicators of food poverty is low intake of fresh fruit and vegetables (Independent Food Aid Network)

The York Food Poverty Alliance, a cross-sector group under the network of Good Food York, includes community organisations and cafes, the University of York, JRHT, York City Football Club Foundation and the City of York Council. It has been meeting quarterly since April 2018 and is determined to tackle the root causes of growing food poverty in York.

1.2 Mapping Community Food Aid

One of the preliminary pieces of work the YFPA completed was to map the existing community food aid on offer on York. This is also known as 'independent food aid' and typically projects require no formal referral processes. Some serve specific geographical communities only and others target particular demographics of people e.g. young children and families or people with mental health problems.

Since our database of organisations was drawn up in April 2018, contact has been made intermittently with managers of the organisations to review and probe further. Questions were asked about approximate usage of the service and to establish some further background e.g. "Did your organisation start-up with tackling food poverty as one of the main drivers?"

This will help us understand and report on some of the factors surrounding the emergence of food poverty as an issue in York.

Results

There are approximately 32 cross-sector organisations delivering a range of different versions of community food aid provision from traditional soup kitchens and the Edible York beds to the statutory food & advice projects and the ever-popular rise in volunteer/peer led Community Café model. Of these,

- 13 said food poverty was part of their rationale for setting up;

- 17 are open regularly (more than once a week);
- 12 are open one day per week;
- 25 have an open-access policy
- 7 serve targeted populations only (gender, age, area/based, disability, income.)

It is extremely difficult to measure unique users of food-aid by those who are experiencing food poverty at projects which are open on a continuous, all-inclusive basis or where food is embedded alongside other services.

The data we have available is from the weekly community cafes/informal food banks such as Red Tower, Planet Food, YourCafe / Luke's Larder, Bell Farm Community Assoc, Chapelfields and Foxwood Community Hubs and Lidgett Grove (n=7).

The numbers of weekly customers to each of these projects range from 35-70 meaning around 360 people each week use open-access café provisions across the city. This does not capture the full level of usage when you consider Chill in the Community CIC's informal food bank in Acomb, is also open 7 days per week.

Further work

This review of organisations is yet to be completed but thereafter our database will be adapted into a pocket-sized paper map to be distributed to people city-wide.

1.3 Available local statistics

1.3.1 York Food Bank, between April 1 – November 30, 2018, York Food Bank served 2623 people, 1008 were children. The previous full 12 months, April 1, 2017, to March 31, 2018, 4,262 people received food assistance from York Foodbank; of this, 1,647 were children.

1.3.2 York Financial Assistance Scheme - Food vouchers: contact Susan Wood, CYC

1.3.3 Food and Affordability Survey in Primary schools, York Food Poverty Alliance, Oct 2018-Feb 2019:

- The percentage of respondents that had ever used a food bank is 10.9%
- Over 1/5 (22%) said that “within the past 12 months, we worried whether our food would run out before we got money to buy more”
- 17% that said either fresh fruit or vegetables were the most unaffordable and over 1/5 (24%) reported that they only eat fresh fruit or vegetables either less than once a week or only 1-3 times a week.
- More than ¾ (76%) consider the most unaffordable foods to be protein products, either meat or fish.
- 21% Have a total household income in the lower two income groups: either £1769/mth or less or £409/mth or less.

Q2: How local measurement might be improved - Recommendations

SUMMARY

- **The hidden levels of food aid usage are difficult to measure.**
- **Nationally, organisations such as the Food Foundation and End Hunger UK are lobbying the government to measure food insecurity.**
- **Locally, the York Human Rights City Network is working with YFPA to advocate the need for measurement to be improved.**

2.1 Quantitative measurement

All food aid providers would benefit from numerical measurement. York Food Bank (Trussell Trust) has an easier task of counting referrals hence they get included in headline reports and statistics gathering.

The two main barriers YFPA partners have identified that hinder the useful collection of numerical data from less formal provisions are: -

- a) Difficulty in finding a mechanism to count people / unique users of food aid at projects which provide a 'hub' of services
- b) Difficulty in identifying users who have/are or are at risk of experiencing food poverty first-hand at projects which are open-to-all and actively encourage universal access.

Recommendation 1: Questions to measure food insecurity and food bank use to be input into an appropriate statutory survey.

2.2. SOCIAL IMPACT

Chill in the Community CIC and Red Tower CIC have outlined many options in their reports, which demonstrate a social impact model of evaluation and useful tools for monitoring service usage. (See Appendix 1.)

Recommendation 2: A database to be created to distribute to all community food providers to be able to input their data under categorical headings, quarterly perhaps.

Recommendation 2.1: For an additional layer of measurement to capture the targeted population of those experiencing food poverty, an assessment of demographics needs to be developed such as that used by Fareshare (See Appendix 2.)

2.3 SOCIAL VALUE

Social Value Engine model: 4Community Growth are using this and have assessed Bell Farm Community Association's services (and their own projects to the best of our knowledge).

Recommendation 3: Roll-out Social Value Engine assessment to cross-sector projects city-wide.

2.4 QUALITATIVE MEASUREMENT

Recommendation 4: This method would be improved by identifying a baseline for qualitative data.

Many projects already collect qualitative data by way of professional observations, collection of personal narratives and quotations from service users / 'Experts by Experience' and ethnographic-style observations. The End Hunger UK campaign encourages the collection of personal narratives around food poverty and produced an exhibition which toured various places last Summer. Work was attempted to include York in the tour, but this didn't come to fruition.

YFPA is currently asking its members to contribute more to this data source by nominating a person to be interviewed e.g. a staff member/volunteer to get a narrative of anecdotal evidence/ observations /their perspectives as service providers.

Secondly, we are applying for funding to run a project which involves, from the outset, Experts by Experience in the strategy-formation and appropriate delivery of community food interventions.

Recommendation 5: Focus on the collection of evidence from 'Experts by Experience' in a range of different media, as suggested by, and in co-production with them.

Q3: The current role of crisis supports in York in mitigating food poverty

SUMMARY

- **Formal, referral-based crisis support is inadequate and inconsistent.**
- **A shift towards more inclusive, universal models of food aid within wider support services and inline with good practice on delivering a sustainable food economy, would be welcomed.**

3.1 York Food Bank

This is run by Trussell Trust, a national Christian organisation. The local branch is currently recruiting for a new manager and management has lacked continuity for the past 6 months. They operate through their four distribution centres across the city in Acomb, Tang Hall, Clifton, Huntington on a referral-only basis.

Whilst this service helps some people it does not help everyone. The York Food Poverty Alliance would advocate moving away from this model of food aid. It has been critiqued for its limitations on healthy, fresh foods and the fact many people it could help choose not to access a referral-only service which is stigmatised.

3.2 York Financial Assistance Service

This council service plays a similar but different role to the Food Bank and people can apply to one or both at the same time. You can be awarded a supermarket voucher but there is no restriction on what you buy with it. People are limited to a total of 2 awards per 12-month period, for food and/or other items, except if claiming after a disaster or benefit sanction which would not count towards the total.

In September, YFPA's partners gave feedback to a council representative from YFAS who was conducting a review. The feedback was that it is inadequate and underfunded. Whilst we welcome the review which has now been completed, we would like to see evidence that the new application process has a positive effect and whether this service has the capacity to really make a difference to people's lives.

3.3 Community Food Aid projects and York Food Poverty Alliance (established April 2018)

York Food Poverty Alliance works with groups, organisations and individuals in York to provide, monitor and support food aid provision and to strengthen their ability to reduce food poverty and tackle its root causes.

- **'Holiday Hunger' since July 2018**

Background:

School holidays can be particular pressure points for some families because of increased costs (such as food and childcare) and reduced incomes (such as loss of a free school meal, reduced working hours etc.). There is a growing body of evidence of a holiday experience gap - with children from disadvantaged families less likely to access organised out-of-school activities; more likely to experience 'unhealthy holidays' in terms of nutrition and physical health; and more likely to experience social isolation.

Free holiday clubs are a response to this issue and evidence suggests that they can have a positive impact on children and young people and that they work best when they provide consistent and easily accessible enrichment activities, for more than just breakfast or lunch, and when they involve children (and parents) in food preparation. (Source: DfE.)

York food and activity clubs summary - July 2018 to January 2019:

- **2930 meals served & over 285 food bags given out** between 13th July and 7th January 2019.
- 9 'Holiday Hunger' projects totalling **67 food club sessions**.
- **29 out of 45** respondents (64%) agreed or strongly agreed that it was **harder to make ends meet during the school holidays** than during the school year.
- **82%** respondents agreed or strongly agreed that they **spend more on food during the school holiday** than during the school year.
- **Almost half**, (47%) agreed or strongly agreed that they **sometimes find themselves without enough money for food** during the school holiday.
- **One third of people (31%)** responded that within the past 12 months, **the food they bought just didn't last** and they didn't have money to get more.
- **48%** of families with school-age children were in **receipt of Free School Meals**.
- For a **Case study** of good practice (See Appendix 3)

3.4 Soup kitchens / homelessness projects

There are at least 7 soup kitchen projects operating in York aimed at the homeless population. These are not suitable for families, so we do not have data on their potential to mitigate child and family food poverty.

Q4: A range of options for the Council and its partners to improve the city-wide response to food poverty in York.

SUMMARY

- **YFPA is developing a Food Poverty Action plan to be launched by the end of April 2019.**
- **YFPA held focus groups to gather ideas for change from ‘experts by experience’ and members of the public.**
- **The key areas of work needed to tackle the root causes surround low incomes and benefits support.**

4.1 York Food Poverty Action plan – **DRAFT proposals**

- Real Living Wage: CYC to lead the way in paying all its outsourced supply employees the Real Living Wage and to promote the uptake of this wage to other sectors city-wide.
- Financial Assistance: a better and larger package of services to be developed to include increased promotion of Free School Meals and Healthy Start vouchers.
- Food Aid: continue to support and monitor informal food aid provisions, especially those that offer successful models of advice + food provision schemes *whilst* developing a Food Bank exit strategy at the same time.
- Government action on welfare reform i.e. ‘Fix Universal Credit’

4.2 Focus Group summary findings, January 2019

4.2.1 Themes

- i. Management strategies on a low income: *Shopping, budgeting and cooking; use of Social Security*
- ii. Macroeconomic and policy context: The lived experience of changing circumstances

4.2.3 Participant recommendations:

i. **Universal credit reform**

The need for (urgent and meaningful) reform to Universal Credit was discussed emphatically and at length by participants in the Acomb focus group. There was a need for greater claimant dignity and autonomy within the system; for more consistent and accurate interaction with staff processing claims and payments; and for the reassertion of a claimant's right to receive Universal Credit/welfare benefits.

ii. **Improved access to healthy, cheap and seasonal food**

Among participants, there was a widely held desire for improved access to seasonal, cheap fruit and vegetables – for instance, from a new large and affordable indoor market or independent retailers. According to more than one participant, such improved access was contingent upon a better and cheaper public transport system or the improved availability of affordable parking in York. Cheaper prices for healthy items was also thought important within the 'big supermarkets'.

iii. **Expansion/development of and improved access to sociable, inclusive, open-access food aid**

A significant minority of participants recommended the further development of open-access food aid, such as community cafes and informal Pay-As-You-Feel food stores.

"We need more community cafes. Ones that are large and welcoming enough for families."

Female, Tang Hall

However, according to one participant, the further continuation of community cafes was contingent on financial support from the Local Authority (rate relief). One participant recommended improved food provision for children during the school holidays.

iv. **Other recommendations cited by a minority included:**

- a. Housing: Implementation of rent controls to reduce housing costs.
- b. Provision of education about cooking on a budget.
- c. Awareness-raising about the reality of food poverty in the UK:

"I honestly despair at the fact that we have food poverty in such a rich country – it's obscene." (Female, online)

- d. Re-orientate Local Authority priorities in York away from tourists towards residents, including a reconsideration of parking costs and re-evaluation of food prices in restaurants.

APPENDIX 1

Chill in the Community CIC's monitoring activities:

Play & picnic scheme

Numbers attended

Volunteer hours

Meals served

Kg food consumed

Number of food collections / Kg of food can be translated into meals

Qualitative / observations / personal narratives

Package: food + support (coaching, budgeting, cooking advocacy)

Families helped per week compared to over the holidays

Individuals supported with benefits advice

Sessions delivered

Pay as you feel café, informal food bank & 'Pay it Forward'

Meals/drinks paid for

Food parcels distributed

Numbers of individuals accessing

APPENDIX 2

**Extract From:
Fareshare’s COMMUNITY FOOD MEMBER APPLICATION FORM**

[Please give details of the group(s) targeted by the project:

Who are your main client group(s): Tick all that apply

- | | | | |
|------------------------|--------------------------|-----------------------------------|--------------------------|
| Homeless men | <input type="checkbox"/> | Client with drug and | |
| Homeless women | <input type="checkbox"/> | alcohol problems | <input type="checkbox"/> |
| Rough sleepers | <input type="checkbox"/> | Mental Health | <input type="checkbox"/> |
| Homeless 16-25 yrs old | <input type="checkbox"/> | Physical health problems | <input type="checkbox"/> |
| Single homeless people | <input type="checkbox"/> | Schoolchildren - primary school | <input type="checkbox"/> |
| People at risk of | | Schoolchildren - secondary school | <input type="checkbox"/> |
| Homelessness | <input type="checkbox"/> | Young people (16-25) | <input type="checkbox"/> |
| Women | <input type="checkbox"/> | Adults (26-64) | <input type="checkbox"/> |
| Ex-offenders | <input type="checkbox"/> | Older people (64+) | <input type="checkbox"/> |
| Asylum seekers | <input type="checkbox"/> | other | <input type="checkbox"/> |
| Families | <input type="checkbox"/> | if other, please specify: | |
- People on low-incomes/Benefits_____

Client Group Details

What proportion of your client group falls into each of the following living situations? Please give a percentage estimate.	Sleeping rough	
	Hostel	
	Housed (vulnerable)	
	Other	
Which age range does your client group belong to? Please tick appropriate box.	Children (under 16)	
	Young adults (16-25)	
	Adults (26-64)	
	Older people (65+)	

	No specific age range	
How many clients on average do you serve-deal with on a daily basis? Please tick appropriate box.	0 - 25	
	25 - 50	
	50 - 75	
	75 - 100	
	100 - 125	
	125 - 150	
	150+	
Is this a regular client group?	Yes	
	No	
Please estimate the percentage of male:female clients you serve on a daily basis.		

APPENDIX 3

PART 1: HOLIDAY HUNGER PROJECT CASE STUDY – SUMMER 2018**PARTICIPANT: RED TOWER CIC****1. HOW / WHO BY?**

Managed by: Red Tower CIC and Rosie Baker (local volunteer.)

Partners: City of York Council, York Food Poverty Alliance/Good Food York, Walmgate Community Association.

Food provision: Donations collected from Morrison's, Coop, Olivia's Bakery, Bettys & Taylors and Edible York.

Finances: £429 received from a CYC Ward Budget grant, of which approx. £102 was used on this particular project. An additional £70, initially included in this budget was spent instead by the York Food Poverty Alliance to advertise the full Holiday Hunger programme being carried out across all venues.

2. WHY / WHO FOR?

One of the ward councillors where the Red Tower is situated, Guildhall Ward, brought the issue of food poverty to the table at the July 2018 council meeting. Her motion sought to get food poverty monitored, taken seriously and for measures for its reduction to be worked towards and it was passed unanimously. Guildhall ward is rated low, 3/21 of the city wards on the Indices of Multiple Deprivation; 16.8% of children are in child poverty. The nearby residents and some social housing communities surround the Red Tower and its lush gardens. Following its recent renovations after serious flooding, the Red Tower's revived mission is to open its doors more regularly as a community hub and "bring this historic building to life by offering an inclusive, welcoming space for creative, learning and social activities, run by local people, encouraging local and wider community participation."

3. WHAT HAPPENED / WHAT WAS ON OFFER?

A volunteer project coordinator, Rosie Baker, was recruited by the Red Tower to run the project. Other volunteers were sourced through the Red Tower's existing group, through Rosie's contacts and organically via people offering their time. The cafe opened every Monday for 7 weeks. It filled a gap in the Holiday Hunger programme as there was no other food aid provision scheduled for Mondays. On offer were fresh, healthy lunches of salads, sandwiches, pastries and fruit and a pack-up lunch for every child. Additionally, home-made or donated cakes and biscuits were served, and people were advised on healthy amounts. Also served teas, coffees and juices. There were Pay-As-You-Feel signs up and volunteers gestured to the donations box when people wanted to contribute. All the takings were used by the Red Tower CIC for its overheads and own project aims.

Every week a 'Food 4U Shop' operated upstairs in the tower displaying the produce that couldn't be made into lunches for people to take a bag of groceries home; the suggested donation per bag of food was £1. Volunteers talked to people about the value of the otherwise 'free' food and encouraged people to share what was there/think about how to use it best to limit the journey towards waste. Craft activities for children and advice-giving were provided by the council staff if people needed it on at least 2 of the weeks. Toys and games were provided every week by the venue.

4. WHAT WENT WELL?

Outdoor well-being: The garden was enjoyed by customers young and old every week; in the beautiful sunshine mainly and even in the downpours (children literally dancing in the rain.)

Inclusion: Elder neighbours enjoyed a sit-down, a hearty lunch and others to chat to; Some neighbours who had not been keen on the project to begin with, came to eat at the cafe by the end of the holiday period; People of minority ethnic origin came to the cafe.

Alleviating hunger: There was enough tasty, varied food for everyone – volunteers included – every week. Left-over food was taken away by volunteers to feed people at home.

0-Waste: In total approx. 785kg of food was intercepted before being sent to landfill. All recyclable products and waste food were collected for proper disposal by a local compost expert.

Volunteer experience: 1 intern, 1 coordinator (Rosie piloted her own cafe-concept), 2 staff from the CIC and 13 other volunteers repeatedly contributed their time, resources and enthusiasm. They appeared to benefit, get along well and enjoy it.

5. WHAT COULD BE IMPROVED / ANY CHALLENGES TO OVERCOME?

- More planned activities for children to have a go at: although free play and running was very much valued & enjoyed, this would be especially necessary in times of less clement weather.
- Seek donations of protein-based foods from the supermarkets as all protein on this project was purchased using the ward money budget.
- More engagement from the volunteers towards the customers would be beneficial: to talk to them about any food insecurities to educate about using food that's still edible; to befriend as appropriate and for research purposes, to collect narratives from 'experts by experience.'

6. FEEDBACK FROM CUSTOMERS

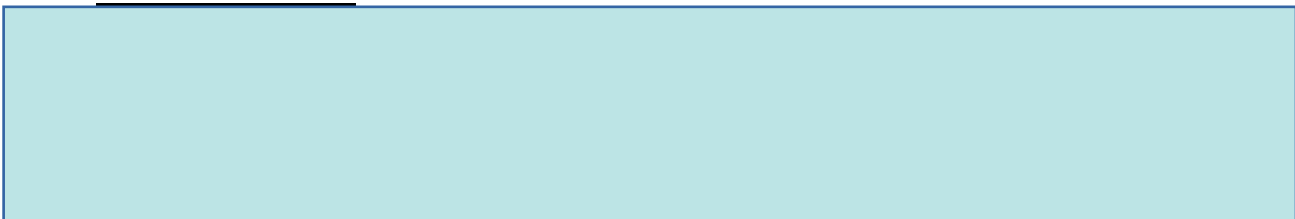
a) What kind of feedback was collected?

YFPA evaluation forms (x20) and verbal feedback from customers.

.....
.....

b) Evidence of feedback:

Personal narrative



"I volunteered at the Red Tower because I wanted to gain experience & contribute to a project that reduces food waste & provides low-cost healthy food. My son has been eligible for FSM since I left my ex over a year ago and having only managed to get minimum wage / 0-hours / term-time only or P/T self-employed work since then, I claim universal credit, which just about makes ends meet! I had much less income during the summer holidays and my main concern was buying decent, healthy portions of protein for my son and myself (I'd rather not feed him re-formed chicken or low meat-content sausages just because they're cheap!) Being part of Red Tower meant I knew he'd have access to ample cheese/egg/tuna sandwiches & loads of fresh fruit 'n' veg. He had so much fun playing outdoors there each week & regularly asks when the next community café is on. I was able to take surplus food home to store, use economically & share with neighbours who I knew needed it too. There were of course cafe-goers seeming much more in need than we were. But the inclusivity & non-judgemental atmosphere for everyone is something you don't get out in society much elsewhere."

..... .. *"Fantastic idea. We are on holiday in York with our 4 children. We stopped in for a cup of tea and a juice for the children. It was a welcome break. We struggle to afford a mainstream cafe, so this was a real treat."*

-
- Feedback from a member of the visiting community / venue management / resident's association:

"Many thanks for everything you have done to make the pay-as-fee cafe a success / Following the resounding success of the pay-as-fee cafe it would be good to promote the York Food Poverty Alliance and hopefully organise similar projects in the future." (Walmgate Community Association.)

PART 2: ONGOING CASE STUDY

With the support of 4CommunityGrowth and a team of volunteers, Red Tower's journey is being tracked and celebrated from its origins as a pilot school holiday-only PAYF cafe, to a full food + advice Community Hub for local residents.

Holiday Hunger 29th October 2018 (part of week-long half term provision)

Numbers: 17

Feedback: Ruth Potter from OCAV was there and got more potential users of her services than she did when she ran some stand-alone events at the Red Tower. It shows the basic idea of a PAYF meal and shop with advice available, if people want it, will work better together than splitting it into two events.

Autumn Monday Events – hot lunches, shop, crafts & advice

Dates: 5/11/18 – 17/12/18

Numbers: 32 average

Open every Monday until 17 December, Community First Credit Union came every week and some free craft workshops.

January 2019 onwards – supported by 4Community Growth

This is the advice and support programme in addition to the PAYF cafe and shop:

Weekly

The Credit Union and the Guildhall Local Area Co-ordinator

Fortnightly

Craft workshops run by community artist Kat Wood.

Monthly

Healthwatch, Older Citizens Advocacy York, North Yorkshire Police Service with the York BID Rangers. To add: a benefits advice session.

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Customer & Corporate Services Scrutiny Management Committee

10 June 2019

Report of the Assistant Director of Legal and Governance

Draft Annual Scrutiny Report 2018-19

Summary

1. This Draft Annual Scrutiny Report summarises the work of the various Committees for the municipal year June 2018 – May 2019, and asks Members to agree the report prior to its presentation to Council in July 2019.

Background

2. This committee is charged with monitoring overall performance in relation to scrutiny work and providing an Annual Report to Full Council. The last Annual Report for the period June 2017 – May 2018 was presented to this Committee on 11 June 2018 and to Council on 19 July 2018.

Consultation

3. Consultation was not required for the production of this Annual Report. However, consultation is an important element of scrutiny and is regularly carried out in support of all scrutiny reviews.
4. The final reports produced for each of the reviews completed during the period June 2018 – March 2019 detail all of the work undertaken, including any consultation carried out. Those final reports and all supporting information can be viewed in full at:

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

Scrutiny Reviews in 2018-19

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

6. Financial Inclusion.

This review began in June 2018 following a proposal by former Councillor Neil Barnes. In early September 2018 CSMC considered a scoping report on Financial Inclusion and agreed it was a topic worthy of review. In November 2018 CSMC considered an update report on Financial Inclusion which requested that a 19 July 2018 Motion to Council on Food Poverty be added to the review remit, and this was agreed by the Committee. Over a series of meetings the Task Group appointed to carry out the review work on behalf of the Committee met with Citizens Advice York, the Welfare Benefits Unit, York Food Poverty Alliance and City of York Council specialist officers to gather the necessary information. The Draft Final Report was considered by CSMC in March 2019 when Members endorsed the review recommendations. Members agreed that issues around increasing food poverty in the city were complex and should be subject to a separate piece of work which could be picked up by the new administration after the May 2019 local elections. They endorsed a review recommendation to the new administration that a deeper scrutiny review into the causes of an responses to food poverty is considered, taking into account key elements from the information provided by the York Food Poverty Alliance. Later in March 2018 the final report arising from the review was presented to the Executive when the review recommendations were endorsed,

7. Single-Use Plastics

In December 2017 Full Council considered a Motion around single use plastics which was initially considered by the Economy and Place Policy Development Committee, but before membership of a task Group was finalised it became clear that this item should be considered by CSMC as part of the Motion was around developing the Council's procurement policy on plastic goods. In June 2018 CSMC agreed to convene a Joint Ad-Hoc Sub-Committee with E&P Policy Development Committee. However, the Committee also agreed to delegate authority to the Head of Civic and Democratic Services, in conjunction with the Chair and Vice-Chair, to prioritise the order and timing of review work given the shortages within the scrutiny team at the time and the fact that the Committee was already committed to two other scrutiny reviews. The Sub-Committee first met in November 2018 and over the course of the review Members consulted with CYC Waste Management and Yorwaste, CYC Facilities Management and Procurement, One Planet York and York Business Improvement District. They also took into account best practices adopted by other local authorities and considered Government measures to reduce the use of single-use plastics. The review recommendations were endorsed by CSMC on 11 March 2019 and by Executive later that month.

8. Scrutiny Operations and Functions

In June 2018 CSMC considered an update report on the implementation of changes to the Council's scrutiny function resulting from the review of 'Future Ways of Working in Scrutiny' completed in March 2017.

Specifically the Committee considered the operation of a trial in relation to establishing two Economy and Place Committees, the alignment of Scrutiny Committees to Directorates and concerns raised regarding the increased workload faced by the Health, Housing and Adult Social Care Policy and Scrutiny Committee with the inclusion of the housing and community safety elements of the Directorate in the remit of the former Health and Adult Social Care policy and Scrutiny Committee. Over a series of meetings the Task Group appointed to carry out the review on the Committee's behalf met with the Chairs and Vice-Chairs of the Council's Policy and Scrutiny Committees and members of the Corporate Management Team. In addition it took into account the Local Government Committee's recommendations to Central Government on the Effectiveness of Local Government Overview and Scrutiny Committees and the Local Government Association's 'Scrutiny for Councillors' Workbook 2015. From the information gathered the Task Group was able to make recommendations around the structure of scrutiny committees; engagement; work planning; the call-in process; support and development for Members and monitoring the work and functionality of scrutiny. The review recommendations were endorsed at a meeting of CSMC on 11 March 2019 and by the executive later that month.

9. The **Economy & Place Policy Development Committee** was involved in two completed scrutiny reviews during 2018-19.

Residents' Priority Parking Scheme.

At a meeting of the Economy and Place Policy Development Committee in June 2018 Members considered a proposal by Cllr D'Agorne to review City of York's Residents' Parking Priority Scheme. After advice from Officers, Members agreed to undertake two policy development reviews, starting with an initial review to examine how best to mitigate measures for disabled access against vehicle scrutiny measures around the city centre. This was followed by a review of residents' priority parking across the city and a Task Group appointed by the Committee to carry out this review agreed to carry out some initial research to inform a scoping report to be presented to the Committee's November 2018 meeting. To gather information for the review, Members of the Task Group met residents during an informal public meeting, canvassed other residents for their views and considered the findings of a residents' parking poll on the York Press website. They also met with the Assistant Director for

Transport, Highways and Environment, the Head of Parking Services, Network Management and Parking and Customer Services. The recommendations in the review final report were endorsed by the Committee on 5 March 2019 and by the Executive later that month.

10. Single-Use Plastics

See details of Joint Ad-Hoc Sub-Committee review into single-use plastics at paragraph 7 (above).

11. The **Economy and Place Scrutiny Committee** carried out one review during 2018-19.

Economic Health of York City Centre

In June 2018 the Committee welcomed the Executive Member for Economic Development and Community Engagement to its meeting and also received a presentation from CYC Head of Economic Growth which updated Members on the Economic Strategy 2016-23. During the meeting Members expressed concerns at the number of empty shops in the city centre, particularly a cluster of empty shops on Coney Street, but accepted that addressing this problem was complicated. It was subsequently agreed it would be useful to undertake a full Committee review of the city centre economy, the immediate problems it is facing and what measures could be taken to resolve them. Over a series of meetings the Committee consulted with representatives from Make It York, York Business Improvement District, Indie York, York Retail Forum and York Food Festival and considered recent studies into York retail, visitor numbers and tourism, vacant premises in the city centre, employment in the city centre and information from the Centre for Cities. The review recommendations were agreed by the Committee in January 2019 and were endorsed by the Economy and Place Policy Development Committee later that month. The final report was considered by the Executive Member for Economic Development and Community Engagement on March 2019 and the review recommendations were endorsed with two minor amendments.

12. The **Health, Housing & Adult Social Care Policy & Scrutiny Committee** was involved in one review during 2018-19.

Substance Misuse Scrutiny Review

In June 2018, the Health, Housing and Adult Social Care Policy and Scrutiny Committee agreed to undertake a review into commissioned substance misuse services. A Task Group was appointed to carry out this work in October 2019 and they began by narrowing the terms of reference for the review by focusing on the impact on alcohol services as a result of planned budget reductions. Limiting the review remit was due to the limited time remaining to the Task Group in the Municipal year and

this was endorsed by the full committee in September 2019. Key stakeholders identified to progress the review were Changing Lives (commissioned provider of alcohol services), Vale of York Clinical Commissioning Group, GPs, York Teaching Hospital NHS Foundation Trust, Probation Services, University of York, Coroner, Police, CYC Finance Manager and CYC Public Health. After a series of meetings with representatives from these key partners to gather their views, the final report and recommendations which reflected the importance of alcohol services in the immediate and long term were endorsed by the full Committee in February 2019 and the Executive in March 2019.

13. Finally, the **Children, Education and Communities Policy & Scrutiny Committee** did not carry out any reviews during the municipal year, and instead focused their time on their overview work listed in paragraph 24.

Supporting the Council Plan 2015-19

14. All of the reviews carried out during 2018-19 (identified above) took account of the Council's need to be inclusive and ensure equality in accessing the services being reviewed. Each review also supported a number of the council's other improvement priorities and direction statements:
15. The following reviews were directly linked to the 'Prosperous City for All' element of the Council Plan:
 - Financial Inclusion;
 - Scrutiny Operations and Functions;
 - Residents Priority Parking Scheme.
 - Economic Health of York City Centre
16. The following reviews were directly linked to the 'Focus on Frontline Services' element of the Council Plan:
 - Financial Inclusion;
 - Scrutiny Operations and Functions;
 - Substance misuse
17. The following reviews were directly linked to the 'Council That Listens to Residents' element of the Council Plan:
 - Financial Inclusion;
 - Scrutiny Operations and Functions;
 - Residents Priority Parking Scheme;
 - Single-Use Plastics

- Economic Health of York City Centre_

Finance & Performance Monitoring

18. Throughout 2018-19 the Policy & Scrutiny Committees received regular quarterly monitoring reports relating to the council's performance and finance management, in service areas specific to their individual remits.
19. In addition, they also received other monitoring reports specific to their individual terms of reference, as detailed below:
20. The **Customer & Corporate Services Scrutiny Management Committee** considered a Schedule of Petitions at each meeting and other overview and updates reports throughout the year i.e.:
 - Annual Scrutiny Report for 2017-18;
 - Section 106 Agreements;
 - Attendance and Wellbeing Project (Sickness Absence);
 - Delivery of ICT Strategy;
 - Financial Inclusion;
 - Annual Review of Complaints;
 - Customer Relations Management System;
 - Corporate Approach to Social Values;
 - Internal Audit Report into CYC Overtime 2017-18;
 - One Planet York Strategy
21. The **Economy & Place Scrutiny Committee** received a number of overview reports, looking at:
 - Economic Strategy Implementation;
 - Effectiveness of Green Waste Collections;
 - Flood Defences;
 - Recycling and Co-mingling;
 - Discretionary Business Rates Discount Policy;
 - The work of BID
 - The work of Make it York
22. The **Economy & Place Policy Development Committee** also received a number of reports looking at:
 - Strategic Review Plan;
 - Creative Strategy for York;
 - Local Industrial Strategy;
 - City Centre Access and Disabled Parking;
 - Street Lighting Policy;

- Community Asset Strategy;
- Changes to LRP geographies;
- Economic Growth in Secondary Shopping Areas.

23. The **Health, Housing & Adult Social Care Policy & Scrutiny Committee** has a statutory role to review and scrutinise the impact of services and policies of key partners on the health of the city's population. As such it received updates on:

- York Health and Wellbeing Board;
- Safeguarding arrangements for vulnerable adults
- Business Case for new mental health hospital for York;
- Residential, Nursing and Home Care Services;
- Healthwatch York Performance;
- Patient Transport Services and the Elective Criteria Policy;
- Procurement of sexual health services;
- Unity Health actions to improve patient communications;
- Priory Medical Group proposals to relocate to proposed Burnholme Health Centre;
- Delivery of CQC local System Review Action Plan;
- Mental Health crisis support in York
- Self harm and suicide prevention
- Aims of Oral Health Action Team
- Progress of CYC Asset/Place based approach to working
- Humber, Coast and Vale Sustainability and Transformation Partnership Collaborative work;
- Elderly Persons' Homes programme.
- Safer York Partnership;
- Homelessness
- Implementation of new licensing laws for HMOs;
- Community Policing.

In addition Members of the Committee took part in a joint scrutiny of Mental Health Services along with Leeds City Council and North Yorkshire County Council

24. The **Children, Education & Communities Policy and Scrutiny Committee** has received overview and monitoring reports relating to aspects of its remit. These have included:

- York Museums Trust's partnership delivery plan;
- School Meals Take up;
- Safeguarding and Looked After Children;
- City of York Safeguarding Children Board
- Adult Learning Services;

- Explore York Libraries and Archives Mutual Ltd SLA;
- Development of a Cultural Strategy;
- Early Help Strategy, Local Area Teams;
- School Improvement and Ofsted Updates on School Performance;
- Academisation, Place Planning & Additional School Places required;
- York Museum Trust partnership Delivery Plan;
- SACRE (Standing Advisory Committee on RE) and review of York Schools' agreed syllabus;
- York Theatre Royal Bi-annual Update
- CVS Service Level Agreement update
- York Skills Plan
- Final report from York@Large

Acting as Critical Friend

25. During the municipal year 2018-19 each of the Policy & Scrutiny Committees met with the relevant Executive Members to hear about their challenges and priorities for the year. They also met with some of the council's appropriate statutory partners to hear about their priorities and challenges.

Monitoring Previous Recommendations

26. Finally, each of the committees received bi-annual updates on the implementation of the approved recommendations arising from their previously completed scrutiny reviews. Those deemed to be fully completed were signed off.

Post-decision call-in

27. Throughout the municipal year 2017-18 there were three Executive/ Executive Member decisions called-in for consideration by CSMC. The decision of the Executive was confirmed in each case. These were:
- Housing Delivery Programme;
 - Attendance management and Wellbeing;
 - Changes to Permit Emissions Charges.

Pre-decision call-in

28. At its meeting in August 2015, the Executive agreed some operational guidelines for enabling and supporting a pre-decision call-in process.

This supplemented the pre-existing arrangements for post-decision call in and was intended to provide all backbench and scrutiny Members with opportunities to comment upon relevant upcoming Executive or Executive Member decisions. These arrangements were of course prior to the Council's decision to remove the specific 'pre-decision call in' provision made at its meeting in March 2019, further to the work of CSMC reported under paragraph 8 above.

29. During the 2018-19 municipal year there was one pre-decision call-in:

Economy and Place Policy Development Committee – Fossgate Public Realm Improvements. The Committee made several comments and recommendations for submission in the report to the Executive Member for Transport and Planning and the Executive Member was invited to make his decision in light of those additional comments and recommendations.

Options

30. Having considered the draft Annual Report, Members may choose to:

- Agree any amendments required to the report
- Approve the report for presentation to the meeting of Full Council in July 2019.

Implications

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

Risk Management

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

Recommendations

33. Having considered the information within this report, Members are asked to endorse this Annual Scrutiny Report, which covers the period between June 2018 and May 2019, for submission to Full Council in July 2019, in accordance with constitutional requirements.

Reason: To enable its presentation to Full Council in July 2019, in line with Constitutional requirements.

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Report Approved



Date: 9 May
2019

Specialist Implications Officer(s) - None

Wards Affected:

For further information please contact the authors of the report

All



Background Papers: None

Annexes: None



**Customer & Corporate Services Scrutiny
Management Committee****10 June 2019**

Report of the Assistant Director - Legal and Governance

Schedule of Petitions**Summary**

1. Members of this Committee are aware of their role in the initial consideration of petitions received by the Authority. The current petitions process was considered by the Audit and Governance Committee on 2 October 2014 and endorsed by Council on 9 October 2014. This process aims to ensure scrutiny of the actions taken in relation to petitions received either by Members or Officers.

Background

2. Following agreement of the above petitions process, Members of the former Corporate and Scrutiny Management Policy and Scrutiny Committee (CSMC) had been considering a full schedule of petitions received at each meeting, commenting on actions taken by the Executive Member or Officer, or awaiting decisions to be taken at future Executive Member Decision Sessions.
3. However, in order to simplify this process Members agreed, at their June 2015 meeting, that the petitions annex should in future be provided in a reduced format in order to make the information relevant and manageable. At that meeting it was agreed that future petitions reports should include an annex of current petitions and agreed actions, but only following consideration of the petitions by the Executive or relevant Executive Member or Officer.
4. This was agreed, in the knowledge that the full petitions schedule was publicly available on the Council's website and that it was updated and republished after each meeting of the Committee.
<http://democracy.york.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13020&path=0>

Current Petitions Update

5. A copy of the reduced petitions schedule is now attached at Annex A of the report which provides a list of new petitions received to date together with details of those considered by the Executive or relevant Executive Member/Officer since the last meeting of the Committee in April. Further information relating to petitions which have been considered by the Executive Members/Officers since the last meeting are set out below:

Petition Number:

116. Traffic Speeds on Wetherby Road.

This 19 name petition calling for action to control vehicle speeds on Wetherby Road was presented by Councillor Waller at an Executive member for Transport and Planning Decision Session on 15 November 2018. It was considered by the Executive Member for Transport and Planning on 14 March 2019 when it was resolved that officers be requested to notify Ward/Parish Councillors that:

- a) The current speeds on Wetherby Road would meet the existing Council policy for the potential reinstatement of a Vehicle Activated Sign funded by the Ward/Parish Council.
- b) If speeding remains a concern a further request for investigation could be submitted to North Yorkshire Police after August 2020 in accordance with the current Speed Management Policy.
- c) Speed camera vans are managed solely by North Yorkshire Police and any request for the implementation of Safety Cameras on Wetherby Road would need to be communicated directly to the Police.

123. Kingsway area improvements before further building works starts.

This 23-name petition called for improvements prior to any further building work starting in the Hob Moor area: Improving the access along Kingsway West/Ascot Way; removing where necessary, the grass verge; providing dropped kerbs of lay-by parking where this doesn't already exist; providing alternative, modern, children's play facilities before any existing provision is removed. It was presented at Full Council and was considered by the Executive Member for Transport and Planning on 14 March 2019 when it was resolved that officers be requested to notify ward Councillors that:

- a) The impact of development on the adjacent highway network has been considered as part of the planning process for individual developments.
- b) Laybys are not considered to be necessary at this location for road safety or congestion reasons however could be considered for funding from Ward Council funds if considered to be a priority for the area.
- c) The provision of children's play facilities will be reviewed before any existing provision is removed.

124. Highway repairs in the Ridgeway area.

This 8-name paper petition calling for action to have roads and footpaths in the Ridgeway area repaired and, where necessary, resurfaced and that grass verges be "edged" and hedges trimmed back so that the original widths of footpaths are restored, was presented at Full Council. It was considered by the Executive Member for Transport and Planning on 14 March 2019 when it was resolved that officers be requested to notify the lead petitioners and Ward Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets would be maintained when their condition warrants intervention when compared to other streets across the city.

125. Highway repairs in the Askham Lane area.

This 13-name petition called for action to have roads and footpaths (including speed cushions) at the low numbered end of Askham Lane repaired and that grass verges be "edged" and that hedges/trees are trimmed back so that the original width of the footpath is restored was presented to Full Council. It was considered by the Executive member for Transport and Planning in 14 March 2019 when it was resolved that officers be requested to notify the lead petitioners and Ward Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets would be maintained when their condition warrants intervention when compared to other streets across the city.

127. To consider a full resurface of Grange Street, York.

This 127-name petition was handed in by Cllr D'Agorne. It was considered by the Executive member for Transport and Planning in 14 March 2019 when it was resolved that officers be requested to notify the lead petitioners and Ward Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets

would be maintained when their condition warrants intervention when compared to other streets across the city.

128. Petitions for new road surface at Minster Close, Corner Close, Helmsley Grove, Westfield Grove, Wigginton and Kennedy Drive, Little Lane, Lowfield Drive, Coppice Close Haxby .

These paper petitions containing 13, 19, 16, 11, 26, nine, 17 and seven names respectively were presented by Councillor Cuthbertson at Full Council on 28 February. They were considered by the Executive member for Transport and Planning in 14 March 2019 when it was resolved that officers be requested to notify the lead petitioners and Ward Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets would be maintained when their condition warrants intervention when compared to other streets across the city.

140. Petition to ask City of York Council to declare a Climate Emergency.

The electronic copy of this petition had 567 signatures, the hard copy 234 signatures and there were a further 85 handprints. It was presented on behalf of Extinction Rebellion by Cllr Waller at Full Council on 21 March 2019. The Petition was discussed as part of a Motion at Full Council and City of York Council agreed to declare a Climate Emergency.

The Process

6. There are a number of options available to the Committee as set out in paragraph 7 below, however these are not exhaustive. Every petition is, of course, unique, and it may be that Members feel a different course of action from the standard is necessary.

Options

7. Having considered the reduced Schedule attached which provides details of petitions received and considered by the Executive/Executive Member since the last meeting of the Committee; Members have a number of options in relation to those petitions:
 - Request a fuller report, if applicable, for instance when a petition has received substantial support;
 - Note receipt of the petition and the proposed action;

- Ask the relevant decision maker or the appropriate Executive Member to attend the Committee to answer questions in relation to it;
- Undertake a detailed scrutiny review, gathering evidence and making recommendations to the decision maker;
- Refer the matter to Full Council where its significance requires a debate;

If Members feel that appropriate action has already been taken or is planned, then no further consideration by scrutiny may be necessary.

8. Following this meeting, the lead petitioner in each case will be kept informed of this Committee's consideration of their petition, including any further action Members may decide to take.

Consultation

9. All Groups were consulted on the process of considering more appropriate ways in which the Council deal with and respond to petitions, resulting in the current process. Relevant Directorates are involved and have been consulted on the handling of the petitions outlined in Annex A.

Implications

10. There are no known legal, financial, human resources or other implications directly associated with the recommendations in this report. However, depending upon what, if any, further actions Members agree to there may, of course, be specific implications for resources which would need to be addressed.

Risk Management

11. There are no known risk implications associated with the recommendations in this report. Members should, however, assess the reputational risk by ensuring appropriate and detailed consideration is given to petitions from the public.

Recommendations

12. Members are asked to consider the petitions received on the attached Schedule at Annex A and as further outlined in this report, and agree an appropriate course of action in each case.

Reason: To ensure the Committee carries out its requirements in relation to petitions.

Contact Details:

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Report Approved Date 3/5/ 2019

Wards Affected:

All

Background Papers: None

Annexes:

Annex A – Extract from schedule of petitions received and action taken to date

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
<p>111. Use of Hidden Air Raid Shelter “We the undersigned petition the council to investigate the use of the air raid shelter under the city walls opposite York Railway Station for possible uses, e,g a) a museum b) retail facilities c) a cafe/waiting area for buses d) a pedestrian route to the service road outside West Offices, also to ask the citizens of York for their ideas.”</p>	ePetition	12	John Oxley	<i>Executive Member for Culture, Leisure and Tourism</i>			
<p>114. Green Waste Collection for East Mount Road “We the undersigned call upon City of York Council to look for suitable collection arrangements for green waste in East Mount Road, to provide the service paid for by council tax to all council tax payers.”</p>	Presented at Full Council on 25/10/18 by Cllr Kramm	39	Suzanne Middleton / Russell Stone	<i>Executive Member for Environment</i>	tbc		
<p>116. Traffic Speeds on Wetherby Road “We the undersigned</p>	Emailed to Democratic Services inbox	19	Tony Clarke	Executive Member for Transport and	14-03-19	The Executive Member resolved that officers be requested	


Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
<p>request the York Council to consider the following action to control vehicle speeds on Wetherby Road.”</p>	<p>by Liberal Democrat Action on 23/10, with a note: <i>‘Please find attached petition which we have asked the Westfield Councillors to present on our behalf.’</i></p> <p>Presented by Cllr Waller at Decision Session- Exec Member for Transport and Planning- on 15 Nov 2018</p> <p>Updated Petition emailed to Democratic Services inbox by Liberal Democrat Action on 18 Nov with a note <i>“Please find an updated copy</i></p>			<p>Planning</p>		<p>to notify Ward/Parish Councillors that:</p> <p>(a) The current speeds on Wetherby Road would meet the existing Council policy for the potential reinstatement of a Vehicle Activated Sign funded by the Ward/Parish Council.</p> <p>(b) If speeding remains a concern a further request for investigation could be submitted to North Yorkshire Police after August 2020 in accordance with the current Speed Management Policy.</p> <p>(c) Speed camera vans are managed solely</p>	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
	<i>of the Wetherby Road speeding issues petition which now includes an extra signature”</i>					by North Yorkshire Police and any request for the implementation of Safety Cameras on Wetherby Road would need to be communicated directly to the Police.	
<p>123. Kingsway area improvements needed before building works starts. We the undersigned request York Council to undertake the following improvements prior to any further building work starting in the Hob Moor area: Improving the access along Kingsway West/Ascot Way, removing where necessary, the grass verge Providing dropped kerbs of lay-by parking where this doesn't</p>	<p>Paper Petition presented at Full Council (see 119 also)</p>	<p>23</p>	<p>Tony Clarke</p>	<p>Executive Member for Transport and Planning</p>	<p>14-03-19</p>	<p>The Executive Member resolved that officers be requested to notify Ward Councillors that:</p> <p>(a) The impact of development on the adjacent highway network has been considered as part of the planning process for individual developments. (b) Laybys are not considered to be necessary at this location for road safety or congestion reasons however</p>	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
<p>already exist Providing alternative, modern, children’s play facilities before any existing provision is removed.</p>						<p>could be considered for funding from Ward Council funds if considered to be a priority for the area. (c) The provision of children’s play facilities will be reviewed before any existing provision is removed.</p>	
<p>124. Highway repairs in the Ridgeway area To take action regarding to have roads and footpaths in the Ridgeway area repaired and, where necessary, resurfaced and that grass verges be “edged” and hedges trimmed back so that the original widths of footpaths are restored</p>	<p>Paper Petition presented at Full Council</p>	<p>8</p>	<p>Bill Manby</p>	<p>Letter response only as under 10 signatures</p>	<p>14-03-19</p>	<p>The Executive Member resolved that officers be requested to notify the lead petitioners and Ward Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets would be maintained when their condition warrants intervention when compared to other streets across the city.</p>	
<p>125. Highway repairs in the Askham Lane area To take action to have roads and footpaths</p>	<p>Paper Petition presented at Full Council</p>	<p>13</p>	<p>Bill Manby</p>	<p>Executive Member for Transport and Planning</p>	<p>14-03-19</p>	<p>The Executive Member resolved that officers be requested to notify the lead petitioners and Ward</p>	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
(including speed cushions) at the low numbered end of Askham Lane repaired and that grass verges be “edged” and that hedges/trees are trimmed back so that the original width of the footpath is restored						Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets would be maintained when their condition warrants intervention when compared to other streets across the city	
127. To consider a full resurface of Grange Street, York, which is in a very poor state	Paper petition handed in by Cllr D’Agorne	125	Bill Manby	Executive Member for Transport and Planning	14-03-19	The Executive Member resolved that officers be requested to notify the lead petitioners and Ward Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets would be maintained when their condition warrants intervention when compared to other streets across the city	
128. Petitions for new road surface at Minster Close, Corner Close,	Paper petition handed in at Full Council on	13, 19, 16, 11, 26, 9,	James Gilchrist Bill Manby	Executive Member for	14-03-19	The Executive Member resolved that officers be requested	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
Helmsley Grove, Westfield Grove, Wigginton and Kennedy Drive, Little Lane, Lowfield Drive, Coppice Close Haxby	28 February by Cllr Ian Cuthbertson	17, 7		Transport and Planning		to notify the lead petitioners and Ward Councillors that maintenance for all streets is prioritised using a citywide evidence based process and that the streets would be maintained when their condition warrants intervention when compared to other streets across the city	
129. Junction Safety – Thanet Road, requesting -no additional utility boxes be placed on Thanet Road due to the safety problems with being unable to see traffic clearly when leaving sports club Car parks -the council work with utility companies to reduce the number of boxes here.	Paper Petition handed in by Cllr Waller, Ward Member for Wesfield Ward, at Decision Session – Exec Member for Transport and Planning – on 14 March 2019.	To be counted	Petition handed to Tony Clarke, Head of Transport	Executive Member for Transport and Planning			
130. York Labour Party - Requesting formal	Paper Petition presented at		Alistair Briggs / Sue Gill	Executive Member for Transport and	tbc post Election		

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
consultation on the introduction of residents priority parking in Rectory Gardens.	Full Council 21 March 2019 by Cllr Crawshaw	21		Planning			
131. On behalf of the University of York Student Union, calling for a public inquiry into York's failing transport system.	Petition presented at Full Council on 21 March 21 by Cllr Pavlovic	Paper Petition Over 1000	Tony Clarke	Executive Member for Transport and Planning	Tbc post Election		
132. Keep Us Connected: in relation to the National Railway's Museum's expansion plans over Leeman Road	Paper Petition and print off of electronic petition (change.org) presented at Full Council 21 March 2019 by Kallum Taylor	Papers Petition – 667 signatures Electronic Petition - 685 signatures	Neil Ferris	 Full Council Petition York Central.msg Letter sent to Cllr Taylor advising of the matter being reference to York Central Partnership.	N/A		
133. Calling to reverse the proposed £10 Park and Ride parking charge at the York Community Stadium	Paper Petition presented at Full Council 21 March 2019 by Cllr Cullwick	Print off of 2 electronic petitions 555 signatures in total	Tony Clarke/ Andrew Bradley	Executive Member for Transport and Planning	Tbc post Election		

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
134. Save our Open Spaces, calling for CYC to protect the public open space on Fulford Cross and adopt the highway 'triangle' prior to the proposed 125 year lease by S Yorks MAT as proposed for the Danesgate Centre from March 2019	Paper Petition presented at Full Council 21 March 2019 by Cllr D'Agorne	54 signatures	Maxine Squire/ Philip Callow	Executive Member for Education, Children & Young People ? Executive Leader (Finance & Performance) ?	29/08/19	Paper to go to Executive to agree the terms of the academy lease for Danesgate on 29/08/19	
135. Residents Parking request -calling for "the introduction of a residents only parking scheme for Kilburn Road to stop commuter parking outside our homes. This could get worse as a consequence of Frederick House redevelopment for student accommodation".	Paper Petition presented at Full Council 21 March 2019 by Cllr D'Agorne	47 Signatures	Alistair Briggs/Sue Gill	Executive Member for Transport & Planning	Tbc – post Election		

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
136. Residents Parking request – “We call for the introduction of a residents only parking scheme for Wellington St, Willis St, Gordon St and Wolsley St to stop commuter parking outside our homes”	Paper Petition presented at Full Council 21 March 2019 by Cllr D’Agorne	54	Alistair Briggs/Sue Gill	Executive Member for Transport and Planning	Tbc – post Election		
137. Petition to reduce speed limit from 60mph to 40mph on Towthorpe Road, Towthorpe (on section between junction with Strensall Road and the end of the built up part of Towthorpe)	Paper Petition presented at Full Council 21 March 2019 by Cllr Doughty	18	Tony Clarke	Executive Member for Transport and Planning	Tbc – post Election		
138. Petition calling on CYC to pay the living way to all their service suppliers’ workers, as they have committed to do as a Living Wage Employer	Paper Petition and Electronic Petition printed off from change.org presented at Full Council 21 March 2019 by Cllr Wells	Petition of 1005 signatures including 479 collected in person and 526 collected from change.org	Ian Floyd				

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
<p>139. Tudor Road Petition, requesting that</p> <ul style="list-style-type: none"> - The Council reviews safety at the current junction of Tudor Road with Gale Lane and reintroduces the crossing island at this wide junction on a route to school and local shops and services; - The new junction with the Lowfields Playing Fields housing estate does not result in the loss of parking provision in the area; and -The Council ensures that there is no worsening of surface water issues in the surrounding area resulting from the building on playing fields. 	<p>Paper petition presented at Full Council 21 March 2019 by Cllr Waller</p>	<p>82</p>	<p>Tony Clarke</p>	<p>Executive Member for Transport and Planning</p>	<p>Tbc – post Election</p>		

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
140. On behalf of Extinction Rebellion, asking the City of York Council to Declare a Climate Emergency	Paper petition and print off of electronic petition at Change.org presented at Full Council 21 March 2019 by Cllr Waller	Electronic copy 567 signatures Hard copy 234 signatures 85 handprints		Full Council	21 March 19	Petition was discussed as part of the Motion at Full Council and City of York Council agreed to declare a Climate Emergency – therefore no further action is required in respect of the Petition.	
141. 1-19 Longfield Terrace, requesting inclusion within the R33 Resident Parking Zone	Paper petition presented to Network Management, arrived 23 rd April	10 signatures / properties in support	Alistair Briggs/Sue Gill	Executive Member for Transport and Planning	TBC (post election)		

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Customer and Corporate Services Scrutiny Management Committee

Draft Work Plan 2019-20

Monday 10 June @5.30pm	<ol style="list-style-type: none">1. Attendance of the Executive Member for Policy and Executive Member for Strategy and Partnerships and Executive Member Finance and Performance.2. Financial Progress Information Report3. Arrangements for Scrutiny in York4. Scoping Report on Food Poverty in York5. Draft Annual Scrutiny Report6. Schedule of Petitions7. Draft Work Plan
Monday 8 July @5.30pm	<ol style="list-style-type: none">1. Year End Finance and Performance Monitoring Report2. Update Report on Section 106 Agreements3. Update Report on Attendance and Wellbeing Project (Sickness Absence) including information on staff survey4. Schedule of Petitions5. Work Plan
Monday 9 September @5.30pm	<ol style="list-style-type: none">1. 1st Quarter Finance and Performance Monitoring Report2. Update Report on implementation of recommendations of Financial Inclusion Scrutiny Review3. Update Report on implementation of recommendations of Single Use Plastics Scrutiny Review

	<ul style="list-style-type: none"> 4. Update Report on implementation of recommendations from Scrutiny Operation and Functions Scrutiny review 5. Schedule of Petitions 6. Work Plan
Monday 14 October 2019 @5.30pm	<ul style="list-style-type: none"> 1. Schedule of Petitions 2. Work Plan
Monday 11 November 2019 @5.30pm	<ul style="list-style-type: none"> 1. Annual Scrutiny Review Support Budget 2. Schedule of Petitions 3. Work Plan
Monday 9 December 2019 5.30pm	<ul style="list-style-type: none"> 1. 2nd Quarter Finance and Performance Monitoring Report 2. Schedule of Petitions 3. Work Plan
Monday 13 January 2020 @5.30pm	<ul style="list-style-type: none"> 1. Schedule of Petitions 2. Work Plan
Monday 10 February 2020 @5.30pm	<ul style="list-style-type: none"> 1. Schedule of Petitions 2. Work Plan
Monday 9 March 2020 @5.30pm	<ul style="list-style-type: none"> 1. Schedule of Petitions 2. 3rd Quarter Finance and Performance Monitoring Report 3. Work Plan

Monday 6 April 2020 @5.30pm	<ol style="list-style-type: none"> 1. Schedule of Petitions 2. Annual review of the work and functionality of Scrutiny 3. Work Plan
Monday 11 May 2020 @5.30pm	<ol style="list-style-type: none"> 1. Schedule of Petitions 2. Work Plan

Pre-decision report on Financial Inclusion policy

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