
**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.

Contact Details

Author:

Steve Entwistle
Scrutiny Officer
Tel: 01904 554279
steven.entwistle@york.gov.uk

Chief Officer Responsible for the report:

Dawn Steel,
Head of Democratic Services.
Tel: 01904 551030
dawn.steel@york.gov.uk

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