



**Notice of meeting of  
Economic & City Development Overview & Scrutiny Committee**

**To:** Councillors Riches (Chair), Watt (Vice-Chair), Burton, Levene, Semlyen, Hyman and D'Agorne

**Date:** Tuesday, 13 December 2011

**Time:** 5.30 pm

**Venue:** The Guildhall, York

**AGENDA**

**1. Declarations of Interest** (Pages 3 - 4)  
At this point Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

**2. Minutes** (Pages 5 - 8)  
To approve and sign the minutes of the last meeting of the Economic & City Development Overview & Scrutiny Committee held on 15 November 2011.

**3. Public Participation**  
It is at this point in the meeting that members of the public who have registered their wish to speak can do so. The deadline for registering is **Monday 12 December at 5.00 pm.**

To register please contact the Democracy Officer for the meeting, on the details at the foot of this agenda.

**4. 2011-12 Finance and Performance Monitor (Pages 9 - 18)  
2 Report**  
This report provides details of the 2011/12 forecast outturn position for both finance and performance in City Strategy and Housing Services.

**5. Update on the implementation of (Pages 19 - 24)  
recommendations arising from the Water  
End Councillor Call for Action (CCfA)**

This report presents Members with an update on progress made in implementing the recommendations arising from the Water End Councillor Call for Action.

**6. Work Plan 2011-12 (Pages 25 - 26)**

Members are asked to review the Committee's Work Plan for 2011-12.

**7. Urgent Business**

Any other business which the Chair considers 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

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## **Holding the Cabinet to Account**

The majority of councillors are not appointed to the Cabinet (39 out of 47). Any 3 non-Cabinet councillors can 'call-in' an item of business from a published Cabinet (or Cabinet Member Decision Session) agenda. The Cabinet will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Cabinet meeting in the following week, where a final decision on the 'called-in' business will be made.

## **Scrutiny Committees**

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

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## **MEETING OF ECONOMIC AND CITY DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE**

### **Agenda item 1: Declarations of interest**

The following Members declared standing personal interests.

Councillor D'Agorne- Employee of York College

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City of York Council

Committee Minutes

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MEETING	ECONOMIC & CITY DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE
DATE	15 NOVEMBER 2011
PRESENT	COUNCILLORS RICHES (CHAIR), WATT (VICE-CHAIR), BURTON, LEVENE, WILLIAMS AND FIRTH (SUBSTITUTE FOR COUNCILLOR HYMAN)
APOLOGIES	COUNCILLORS SEMLYEN, HYMAN AND D'AGORNE

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**24. DECLARATIONS OF INTEREST**

At this point in the meeting, Members were asked to declare any personal or prejudicial interests, that they might have in the business on the agenda.

No interests were declared.

**25. MINUTES**

RESOLVED: That the minutes of the Economic and City Development Overview and Scrutiny Committee held on 27 September 2011 be agreed as a correct record.

**26. PUBLIC PARTICIPATION**

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

**27. PRESENTATION ON PROPOSED SCRUTINY TOPIC: REDUCING THE CARBON FOOTPRINT IN PRIVATELY RENTED ACCOMMODATION (E.G. HESLINGTON, HULL ROAD & FISHERGATE WARDS)**

Members received a presentation from Officers on a proposed scrutiny topic relating to the reduction of carbon footprints in privately rented accommodation in Heslington, Hull Road and Fishergate Wards.

Officers circulated a briefing note which accompanied the presentation. It updated Members to what actions had been taken in relation to the reduction of carbon footprints in Council Housing. This was attached to the agenda after the meeting, and the agenda was republished online.

Discussion relating to both the proposed topic and briefing note ensued which included;

- The definition of fuel poverty
- The success of the Green Streets Neighbourhoods Challenge
- One Community Energy Savings Programme (CESP)
- Which other areas of the city could be identified as being in need of examination by a scrutiny review on this topic

It was noted that fuel poverty was defined as being the percentage of a person's income that is spent on fuel. If more than 10% of the person's income was spent, this classified them as being in fuel poverty.

Officers reported that the Green Streets Neighbourhood Challenge, which had been carried out in the areas of Holgate and South Bank, had managed to attain a reduction of 2 tonnes in their carbon footprint.

Members were informed that one area of Hull Road ward was selected as an eligible ward for the CESP, which enabled residents to access funding for the installation of a range of renewable and energy efficient technologies, which in the majority of cases meant fitting cavity wall insulation. However,



one of the main conclusions reached by the project was that the take up of technologies would only be successful alongside better information and change of behaviour in every day living (such as a greater use of showers rather than baths).

Further discussion on the proposed scrutiny topic ensued and it was agreed that the focus of any review undertaken should;

- Look at areas with a higher housing footprint, such as Osbaldwick, rather than Heslington.
- Focus on the reduction of carbon footprints as a tool to increase the take up of renewable technologies.
- Draw on information about the behaviour of landlords and tenants towards their carbon footprints through the use of questionnaires.

Members agreed that the proposed scrutiny topic should progress to a review, and that the work be carried out by a task group, rather than the whole committee. The specific topic area was defined as ***“Review of Council Policies and Procedures in relation to the take up of available measures to reduce the carbon footprint in privately rented accommodation”*** It was suggested that nominations for membership of the task group could be circulated by email. Members of the Committee, however, did not agree on a date for the task group’s first meeting.

It was suggested that in order to proceed with the review, that the Task Group could receive briefing notes at their first meeting from Officers relating to;

- An overview of current Council policies relating to domestic carbon reduction
- Regulations on domestic carbon reduction relating to private sector housing
- An overview of policies relating to the regulation of privately rented accommodation in the city
- The Government’s Green Deal

Members also requested that Officers might approach a representative from the Yorkshire Energy Partnership (YEP) to provide information to the Task Group at their meeting. It was noted that although the YEP provided impartial advice, that this might be subject to budget restraints.

- RESOLVED:
- (i) That the presentation be noted.
  - (ii) That a task group be formed in order to examine the topic.
  - (iii) That membership of the task group be established by email nomination.
  - (iv) That meetings for the task group be arranged, following confirmation of the membership.
  - (v) That the task group receive briefing notes relating to the subjects mentioned above.

REASON: In order to address the issues raised by the proposed scrutiny topic.

**28. WORK PLAN 2011-12**

Members considered a report which presented them with the Committee's work plan for the forthcoming year.

RESOLVED: That the report be noted.

REASON: To keep the Committee's work plan up to date.

Councillor J Riches, Chair  
[The meeting started at 2.35 pm and finished at 4.15 pm].



## Economic and City Development Overview and Scrutiny Committee

13<sup>th</sup> December 2011

### Report of the Director of City Strategy

### 2011/12 Finance and Performance Monitor 2 Report

#### Summary

1. This report provides details of the 2011/12 forecast outturn position for both finance and performance in City Strategy and Housing Services.

#### Analysis

##### Finance – forecast outturn overview General Fund

2. The current outturn position within the City Strategy Directorate is a projected overspend of £118k on a total net budget of £9,284k. A further saving of £445k relating to a review of facilities management is unlikely to be achieved in 2011/12. The Housing General Fund has a budget of £1,356k and is currently forecast to overspend by £190k. Service Plan Variations by service plan are shown below:

	Net Budget £'000	Projected Outturn £'000	Variance £'000
<b>City Strategy Directorate</b>			
Strategic Planning & Transport	5,298	4,784	-514
Planning & Sustainable Development	1,566	1,837	+271
Director's Group	28	-12	-40
Economic Development	2,260	2,225	-35
Property	584	640	+56
Service Review	-452	-72	+380
<b>Total</b>	<b>9,284</b>	<b>9,402</b>	<b>+118</b>
<b>FM review</b>	<b>-495</b>	<b>-50</b>	<b>+445</b>
<b>Housing Services</b>			
Housing General Fund	1,356	1,546	+190

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

'-' indicates a reduction in expenditure or increase in income

3. Details of the main variations by service plan are detailed in the following paragraphs.

#### Strategic Planning and Transport (£-514k)

4. Car Parking income is forecast to be £119k above budget. There is expected to be a saving of £210k saving in concessionary fares and £10k saving in Dial & ride and taxicard usage.
5. There is an underspend of £45k on employee costs within School Crossing Patrols where a number of posts were unfilled in the first part of the year, £25k saving in road safety and a further £55k saving from vacancies in the drainage section.
6. A review of Local Development Framework and Development Project funding has resulted in net savings of £50k.

#### Planning and Sustainable Development (£+271k)

7. The economic downturn has continued to have a significant impact income within the Planning Service. The planning income projected shortfall is £100k due to the numbers of major scheme applications. Income from building control is projected to be a further £194k below budget but offset by £22k staff savings. Income from local searches is expected to be £37k below budget due to low activity in the housing market, also offset by £38k staff savings.

#### Director's Group (£-40k)

8. Savings from vacant posts amount to £40k.

#### Economic Development (£-35k)

9. There is a savings of £15k from a vacancy and £20k additional income from Newgate and speciality markets.

#### Property Services (£+56k)

10. There is an additional £56k staff cost in relation to the facilities management review. Elsewhere the service is currently anticipated to outturn on budget.

11. Directorate Service Review (£+380k)
12. The directorate had an overall savings target of £814k. It has not been possible to deliver the full year savings due to the time required to implement and also one off redundancy costs have led to a projected overspend of £380k in 2010/11. The full year savings are anticipated to be made in 2011/12.

#### Facilities Management Review (£+445k)

13. There is a corporate savings target from Facilities Management across all council building of £495k. This is a significant exercise and will take time to develop and implement with no anticipated savings in the current financial year. So far, £50k energy savings in council buildings have been identified. Officers are reviewing other savings resulting from reduced occupation of office accommodation to mitigate the overspend.

#### Remedial Action

14. The Departmental Management Team have asked managers to review expenditure budgets and consider what actions can be undertaken to bring the budget back into a balanced position.

#### Housing Services (£+394k)

15. The review of the Housing Services General Fund budgets indicates that the service will be £190k over budget, which is an improvement from the forecast overspend of £394k reported during the first review. There is a forecast overspend of £250k on building maintenance, £80k overspend on repairs to travellers sites offset by one-off mitigation of £140k elsewhere within housing services.

#### Finance Housing Revenue Account (HRA) - Non General Fund account

16. The working balance budget on the HRA is £9,201k and this first review indicates a net underspend of £82k, leaving a projected working balance of £9,283k. The variances include:
  - Overspends totalling £90k, the main area being a higher than forecast void level within the council housing stock.
  - Underspends totalling £172k, mainly due to a reduction in the negative subsidy payment due to a higher than forecast interest rate. There is also increased income from leaseholders and shops.

Performance – Monitor 2 OverviewPriority: Get York moving

17. *Green transport:* Local Sustainable Transport funding (LSTF) has been secured to help develop York's Cycling and Pedestrian network. The first stage will include cycling & walking participation programmes.
18. *Transport:* Park & Ride usage has increased by 28%. The increase is partly down to First York now including the usage of smartcards in calculating numbers. Overall bus passenger journeys have decreased by 5% compared to the same period last year.

*Park & Ride data for April - August*

April 2010	May 2010	June 2010	July 2010	August 2010	Total
225,535	224,155	218,976	242,033	254,358	<b>1,165,057</b>
April 2011	May 2011	June 2011	July 2011	August 2011	Total
313,762	313,228	310,095	324,869	362,650	<b>1,624,604</b>

19. *Congestion:* A vision for a car free city centre and the extension of areas and hours for foot streets has been presented to Local Development Framework working group. Once this has been approved, further feasibility work will be undertaken.

Priority: Protect the environment

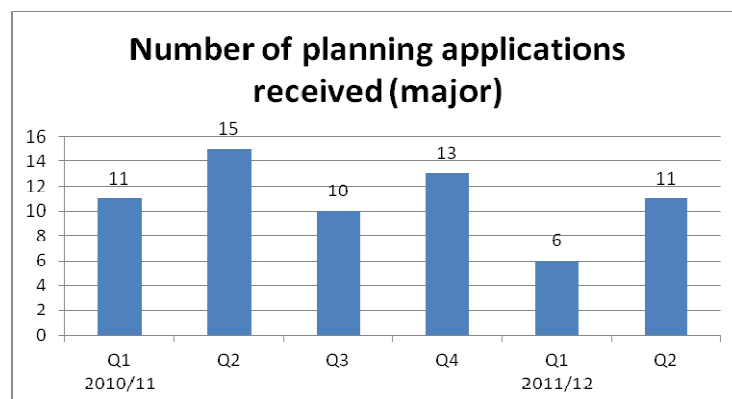
20. Reducing CO<sup>2</sup>: Latest data for 2009/10, shows that there has been 22% reduction in CO<sup>2</sup> emissions per capita across York over the past 3 years (see table below). Our carbon footprint is also reducing at a faster rate compared to the region.

		2006/07	2007/08	2008/09	2009/10	Change since 06/07
CO2 emissions per capita in York (tonnes)	Industry	2.9	2.4	2.3	2.0	-0.9 tonnes
	Domestic	2.4	2.3	2.3	2.0	-0.4 tonnes
	Transport	1.6	1.6	1.5	1.4	-0.2 tonnes

21. Consultation has also taken place to refresh the council's carbon management programme and the findings have been presented to the Sustainable Development Board. This programme will drive the achievement of carbon reduction targets for the council and city.
22. *Sustainable development:* Last year 86.89% of all new build housing completions were built on Brownfield land, representing a fall of around 9% on excellent performance levels achieved since 2006/07. This was partly due to an amendment to planning policy in June 2010 regarding the definition of 'garden infill' development which is now regarded as Greenfield. As a result, future levels of brownfield development are likely to fall below that achieved in previous years and latest data for 2011/12 show that this has reduced further to just under 82%.

Planning and Sustainable Development

23. Processing times in August and September were much better than monitor 1 as a result of recently introduced structural changes and process improvements. The number of major planning applications processed within the required timescales has increased to 77%, exceeding last year's performance. The number of major planning applications is increasing, however this is unlikely to affect the projected income shortfall.



Priority: Create jobs and grow the economy

24. *Unemployment:* York seems to be dealing with the impact of the economic crisis better than many parts of the country. the number of people claiming Job Seekers Allowance in York only increased slightly to 3454, 2.5% of the working age population whereas in Yorkshire and Humber, the number of claimants rose from 4.5% to 4.6%.
25. *Local skills:* York has a highly skilled workforce and is becoming less deprived in comparison to other Local Authorities, which could be a factor in out comparatively high employment rate. York is currently ranked 5th best for residents with Level 4 or above qualifications, in the *Centre for Cities* leagues table of 64 authorities.
26. *Vacant Shops:* In a recent survey, shop vacancies in York are down 1.2% over the last 6 months. Shop vacancies in Yorkshire and Humber region 'large town centres' are significantly higher, with average vacancy rates of 17%. Rates in Dewsbury have risen by 10.51% over the same period to 27.4%, this is followed by Bradford (24.6%), Doncaster (23.7%) and Hull at 21%.

Economic Development

27. A new Economic Development Plan has been completed and will be released at the City Business Conference in November. This will help support the local economy and position York on the global stage.
32. The number of people claiming Job Seekers Allowance in York could be seen as a more accurate indicator for unemployment, which decreased slightly in July to 3438 (2.5% of the working age population) - an decrease of 16 from the previous month. York's rate continues to be well below the Yorkshire and Humber regional and the UK average. Usual seasonal issues have influenced the increase from last month, when this time of year sees an increase in the number of College/School/University leavers who enter on to the claimant count register. This is also made worse by the fact that this age group is the most affected by the recent economic conditions. York however, has the second lowest rate of JSA claimants in the region for this age group.



People claiming Job Seekers Allowance (JSA)				
Date	York (No.)	York %	Y&H %	GB %
Mar-11	3,576	2.6	4.4	3.8
Apr-11	3,442	2.5	4.4	3.7
May-11	3,323	2.5	4.4	3.7
Jun-11	3,239	2.4	4.3	3.7
Jul-11	3,334	2.4	4.4	3.8
Aug-11	3,450	2.5	4.5	3.9
Sep-11	3,454	2.5	4.6	3.9
Oct-11	3,438	2.5	4.6	3.8

34. A number of factors and initiatives have influenced York's encouraging rates, and further work is underway to ensure this continues. One City is an initiative, which sees City of York Council taking measures to help residents and businesses through the recession. The main aim is to help individuals limit debt, and to support business growth and minimise job losses. Work currently taking place includes:

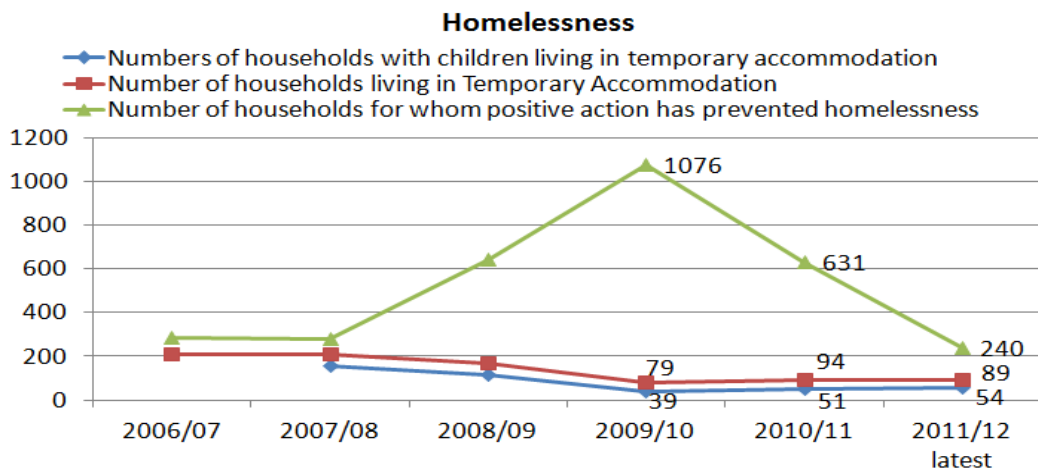
- advice and information to sign-post businesses to sources of support.
- an external strategic assessment of the city's economic outlook and its ability to recover from the recession.
- an enterprise fund/allowance scheme is offered on a match-funding basis. To date 24 businesses have been supported through the fund. The businesses supported so far range from mobile catering to computing companies.
- the Business Forum working with 126 businesses to ensure that their needs are centrally involved in shaping the city's economic development policy; fostering opportunities for continuing commercial success and future growth opportunities.

Director's Group

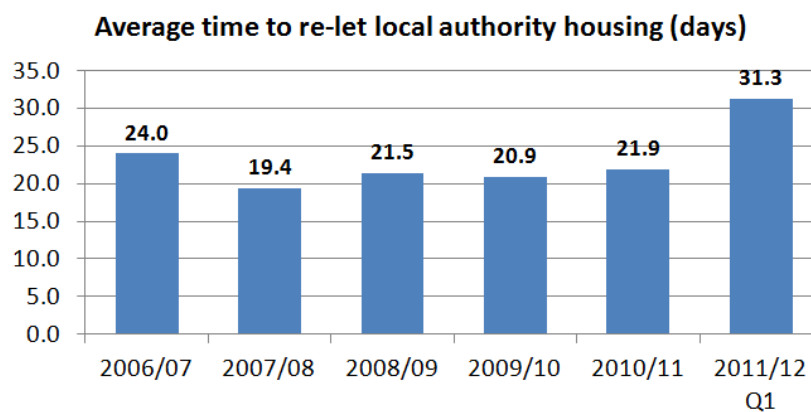
35. This service plan area holds the cross cutting performance information for the directorate of City Strategy; for example, indicators relating to Health and Safety, Human Resources, Customer First and Finance. Resource and Business Management is not responsible for any National Performance Indicators.

Housing

36. Number of households living in Temporary Accommodation has reduced to 89, after the slight increase experienced last year. Quarter 1 has been very busy for the Homelessness service and although the numbers have decreased, the number of families who have dependent children has risen slightly.



37. The average time taken to re-let local authority owned houses has been increasing month on month since December 2010. An increase in the number of voids in this period, coinciding with reduction in resources (repairs operatives), has affected void works and re-let times. CANS now have an action plan in place to address this, including planning and communication improvements between Housing managers and building maintenance to help adjust resourcing on void work and to streamline the inspection processes.



### **Corporate Priorities**

38. The information included in this report demonstrates progress on achieving the council's corporate strategy (2009-12) and the priorities set out in it.

### **Implications**

39. There are no financial, human resources, equalities, legal, crime & disorder, information technology, property or other implications associated with this report.

### **Risk Management**

40. The report provides Members with updates on finance and service performance and therefore there are no significant risks in the content of the report.

### **Recommendations**

41. As this report is for information only, there are no recommendations.

Reason: To update the scrutiny committee of the latest finance and performance position.

**Contact Details**

**Authors:**

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City Strategy Finance Manager  
(01904) 551633

**Chief Officers responsible for  
the report:**

Bill Woolley  
Director of City Strategy  
(01904) 551330

**Specialist Implications Officer(s)** None

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



**Background Working Papers**

**Second Performance and Financial Monitor for 2011/12 , Cabinet  
1st Nov 2011**

**Annexes**

**None**



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**Economic & City Development Overview & Scrutiny Committee****13<sup>th</sup> December  
2011**

Report of the Assistant Director Governance &amp; ICT

**Update on Recommendations Arising from the Water End Councillor Call for Action (CCfA)****Summary**

1. This report presents Members with an update on progress made in implementing the recommendations arising from the Water End Councillor Call for Action.

**Background**

2. At a meeting of the Economic & City Development Overview & Scrutiny Committee held on 12<sup>th</sup> August 2009 Members were asked to consider a Councillor Call for Action (CCfA) submitted by Councillors Scott, King and Douglas in relation to traffic issues at the junction of Water End and Clifton Green, Westminster Road, The Avenue and Clifton Green.
3. A cross-party Task Group was set up to undertake the work and they subsequently presented the following three recommendations to the Executive on 6<sup>th</sup> July 2010:

**Recommendation 1**

4. That Council Officers urgently develop new, comprehensive proposals for the Water End junctions to improve the current junction and reduce greatly traffic flows in Westminster Road/The Avenue

**Recommendation 2**

5. That the Council should, in future, use traffic models, which incorporate side streets when assessing and designing junction improvements

**Recommendation 3**

6. That the present policy of reviewing new highway schemes only after a period of 12 months should be modified to enable a review after three months when unforeseen consequences have arisen and when Ward Members request.

**Progress on Implementing the Recommendations Arising from the Councillor Call for Action**

7. At a meeting of Economic & City Development Overview & Scrutiny Committee held on 25<sup>th</sup> January 2011 the Committee signed off recommendations 2 and 3 as being fully implemented, only leaving recommendation 1 outstanding. An update on progress on recommendation 1 is set out below:

**Recommendation 1**

8. At a meeting on 27<sup>th</sup> September 2011 the Cabinet Member for City Strategy considered 6 potential options for re-instating a separate left hand turn traffic lane on the Water End approach to the Water End/ Clifton Green Junction. He resolved:
  - a. *That the contents of the report be noted.*
  - b. *That consultation take place with local residents and interest groups regarding Option 1 (retaining both the cycle track build-out and the splitter island) and Option 5 (introducing a central cycle feeder lane between two traffic lanes whilst retaining the splitter island).*
  - c. *That, as part of the consultation in respect of Option 1, views be sought as to whether the cobbles should be removed to provide extra carriageway width.*
  - d. *That an area-wide review of signal timings for weekdays and weekends be undertaken. (Measure A - as detailed in paragraph 60 of the report)*
  - e. *That the possibility of the introduction of a point closure on Westminster Road/ The Avenue be investigated.*
9. The consultation with local residents and interest groups will be taking place in December 2011.

### **Consultation**

10. Updates have been provided by the relevant officers within the Council.

### **Options**

11. Members can choose to:
  - i. Sign off, as fully implemented, recommendation 1 of the Water End Councillor Call for Action
  - or
  - ii. Request a further update report be brought back to the Committee in 6 months time.

### **Analysis**

12. It is good practice for scrutiny committees to receive regular updates on progress made in implementing recommendations arising from completed scrutiny reviews and Councillor Call for Actions. At the January 2011 meeting of this Committee Members signed off, as fully implemented, recommendations 2 and 3 arising from the Water End Councillor Call for Action leaving recommendation 1 outstanding.
13. This report updates Members with progress made on recommendation 1 arising from the Councillor Call for Action.

### **Council Plan 2011-2015**

14. This topic is directly linked with the 'Get York Moving' theme in the new Council Plan 2011-2015.

### **Implications**

15. **Financial** – There are no known financial implications associated with the recommendations within this report. However financial implications may become apparent in relation to ongoing work on Recommendation 1 arising from the CCfA and these will be reported appropriately.
16. **Human Resources** – There are no known Human Resources implications associated with the recommendations in this report.

17. **Legal** – There are no known legal implications associated with the recommendations within this report.
18. There are no known equalities, property, crime and disorder or other implications associated with the recommendations within this report.

**Risk Management**

19. There are no known risks associated with the recommendations within this report.

**Recommendations**

20. Members are asked to note the update on Recommendation 1 and consider whether they wish to sign it off as fully completed.

Reason: To raise awareness of recommendations that still need to be implemented.

**Contact Details**

**Author:**

Tracy Wallis  
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**Chief Officer Responsible for the report:**

Andrew Docherty  
Assistant Director Governance & ICT  
Tel: 01904 551004

**Report  
Approved**



**Date** 01.12.2011

**Specialist Implications Officer(s)** None

**Wards Affected:** Clifton Ward



**For further information please contact the author of the report**

**Background Papers:**

Executive Papers - 6<sup>th</sup> July 2010

Executive Member for City Strategy Decision Session Papers – 7<sup>th</sup>  
December 2010

Scrutiny Management Calling In Papers – 20<sup>th</sup> December 2010

Executive Calling in Papers – 21<sup>st</sup> December 2010

Cabinet Member for City Strategy Decision Session Papers – 27<sup>th</sup>  
September 2011

Associated minutes pertaining to the above reports

**Annexes**

None

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## Economic & City Development Overview & Scrutiny Committee Work Plan 2011/2012

Meeting Date	Work Programme
27 <sup>th</sup> Sept 2011	<ol style="list-style-type: none"> <li>1. Update on Local Enterprise Partnerships (LEPS) and a presentation from the Chief Operating Officer of the York and North Yorkshire LEP</li> <li>2. Quarterly Financial &amp; Performance Monitoring Reports</li> <li>3. Report from the Cabinet Member for City Strategy on the year ahead</li> <li>4. Presentation on Proposed Scrutiny Topic: Reducing the Carbon Footprint in the Privately Rented Sector (e.g. Heslington, Hull Road &amp; Fishergate)</li> <li>5. Workplan</li> </ol>
13 <sup>th</sup> Dec 2011	<ol style="list-style-type: none"> <li>1. Quarterly Financial &amp; Performance Monitoring Reports</li> <li>2. Update on the implementation of recommendations arising from the Water End Councillor Call for Action</li> <li>3. Workplan</li> </ol>
24 Jan 2012	<ol style="list-style-type: none"> <li>1. Report from the Cabinet Member for Health, Housing &amp; Adult Social Services) (Housing aspect of the portfolio)</li> <li>2. Update on the implementation of recommendations arising from the Newgate market Scrutiny Review</li> <li>3. Six Monthly Update Report on Major Developments within the City of York Council</li> <li>4. Six Monthly Update Report on Major Transport Initiatives &amp; Issues Arising from them</li> <li>5. Workplan</li> </ol>
13 March 2012	<ol style="list-style-type: none"> <li>1. Quarterly Financial &amp; Performance Monitoring Reports</li> <li>2. Update on Local Enterprise Partnerships (LEPS)</li> <li>3. Workplan</li> </ol>

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