



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

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

**Date:** Tuesday, 21 June 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 - 10)  
To approve and sign the minutes of the last meeting of the Economic & City Development Overview & Scrutiny Committee held on Tuesday 5 April 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 20 June 2011 at 5.00pm.**  
  
To register please contact the Democracy Officer for the meeting, on the details at the foot of this agenda.
  
- 4. An Introduction to arrangements for Overview & Scrutiny in York** (Pages 11 - 20)  
This report highlights this Council's current structure for the provision of the Overview and Scrutiny function and the resources available to support it. It also details the agreed terms of reference for the individual Overview & Scrutiny Committees.

**5. Presentation by the Lead Officer and Assistant Directors on ongoing and future planned work in the Directorate** (Pages 21 - 24)

The three Assistant Directors whose work areas fall within the remit of this Committee will be in attendance at the meeting to present on ongoing and future planned work within the Directorate.

There are no papers attached with this item.

**6. Report-Draft Work Plan for the Economic & City Development Overview & Scrutiny Committee 2011/2012** (Pages 25 - 32)

This report presents the Committee's draft work plan for the forthcoming year for consideration. It asks Members to consider any additions and/or amendments they may wish to make to it. The draft work plan is attached at Annex A to this report.

**7. Urgent Business**

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

**Democracy Officer:**

Name- Judith Cumming

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- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

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### Further information about what's being discussed at this meeting

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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

### **Who Gets Agenda and Reports for our Meetings?**

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
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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	5 APRIL 2011
PRESENT	COUNCILLORS HUDSON (VICE-CHAIR IN THE CHAIR), HOBAN, D'AGORNE, HOLVEY AND HYMAN
APOLOGIES	COUNCILLORS SCOTT, ALEXANDER AND KIRK

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**51. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interests, other than the standing declarations that they might have in the business on the agenda.

Councillor Holvey confirmed his standing personal non prejudicial declaration as an Economic Policy Advisor for Leeds City Council in relation to Agenda Item 7 (Update on Draft Business Plans-Local Enterprise Partnerships).

Councillor D'Agorne declared a personal non prejudicial interest in Agenda Item 4 (Report from Chairs of the Local Strategic Partnership) as a member of York Environment Forum.

No other interests were declared.

**52. MINUTES**

RESOLVED: That the minutes of the Economic and City Development Overview and Scrutiny Committee held on 25 January 2011 be approved and signed by the Chair as a correct record.

**53. PUBLIC PARTICIPATION**

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

**54. REPORT FROM THE CHAIRS OF THE LOCAL STRATEGIC PARTNERSHIP**

Members received a verbal report from two of the Chairs of the Local Strategic Partnership (LSP) in relation to their work.

The first report was from the Chair of the York Economic Development Partnership (YEDP).

The report detailed how the Partnership was established to be an interface between the private sector and the Local Authority. The Partnership's function was to share economic intelligence about future developments between all partners. In this role it was perceived that the Partnership was a forerunner for the Local Enterprise Partnerships (LEPs), but it was unclear as to what its situation, role and function would be following the creation of the LEPs.

The Chair of the YEDP informed Members that a number of businesses were involved in the Partnership including many of the city's big employers such as Nestlé and CPP. It was reported that the Federation of Small Businesses would also be approached to join the partnership.

Officers confirmed to Members that the YEDP would fulfil an ambassadorial role for all the partners involved.

It was reported that the Partnership had concerns about the lack of a current Local Development Framework (LDF) published plan. This was due to the confusion that could be caused amongst developers in understanding which developments were permitted in the city. In addition, there were concerns that although there were high skill levels in the city, these were not being retained.

The second report was from the Chair of the York Environment Partnership Board (YEBP). Additional information on the Board was tabled to Members, and this information was attached to the agenda and republished online after the meeting.

Members were informed that the YEBP had a wide ranging agenda, and that four sub groups were created to deal with this. It was reported that groups represented on the Board included two Executive Members from City of York Council, York Civic Trust, Natural England and the Joseph Rowntree Housing Trust.

It was reported that representatives from the Environment Agency (EA) and the Department for Environment Farming and Rural Affairs (DEFRA) had originally been represented on the Board, but that they did not have any current representation due to a lack of capacity. It was noted that the issue of Climate Change promoted dialogue across the subgroups, where most of the Board's work took place. This allowed for both a regional and national focus through the expertise of different partners. One aspect of the work that had taken place in the subgroups was the launch of a Greener Business website.

Members asked questions about the York Tree Strategy and if expertise from the Forestry Commission had been accessed. They felt that the Council should have an influencing role on the composition of the Strategy.

In relation to a question about carbon modelling, Officers responded that work that had been carried out on this by a specialist group which was



working to a 20% reduction in carbon usage by 2020. It was noted that this target had been approved by Council in 2009.

Members thanked both of the Chairs for their informative reports.

**55. UPDATES ON RECOMMENDATIONS ARISING FROM PREVIOUS SCRUTINY REVIEWS**

Members received a report which appraised them of updated information on the implementation of recommendations made as a result of previously completed scrutiny reviews on Guidance for Sustainable Development and Planning Enforcement.

An updated version of Annex A (Guidance for Sustainable Development) to the report was circulated amongst Members. This was subsequently attached to the agenda, which was republished online after the meeting.

In relation to the review on the Guidance for Sustainable Development review, Officers advised Members that;

- The final draft of the Local Development Framework (LDF) Core Strategy had been completed.
- The Interim Planning Statement (IPS) on Sustainable Development was being used to inform Development Management decision making.
- That a Renewable Energy Viability Study had been conducted as part of the LDF evidence base.
- That Planning Policy Statement 5 (Planning for the Historic Environment) included Policy HE1 on Climate Change and promoted appropriate adaptation of Historic Buildings
- That the Council Executive/Without Walls Partnership Board had agreed a Climate Change Framework and Action Plan for the City, which would be published in April 2011.

In relation to the review on Planning Enforcement, Members were informed that the recommendation for necessary mobile communications technology to be used by Officers, would be completed soon. Officers told Members that the new technology would enable the Enforcement team to write notes on site and therefore it was hoped that the level of customer service would improve.

It was noted that the weekly list of Enforcement cases sent out to Members had dropped gradually and Members wished for this to be reinstated. Officers confirmed that the weekly list would be reinstated with immediate effect.<sup>1</sup>

- RESOLVED:
- (i) That the report be noted.
  - (ii) That the remaining recommendations from the Guidance for Sustainable Development scrutiny

review be signed off as complete these being; 3,4,5,12,13,14,15,16,17, 19, 21 and 25

- (iii) That the remaining recommendations 1(i),2 ,4(i), 4(ii), 5 and 5(i) from the Planning Enforcement scrutiny review be signed off as complete.

REASON: To raise awareness of recommendations arising from previous scrutiny reviews.

Action Required

1. Reissue weekly Planning Enforcement Updates

MS

**56. PRELIMINARY FLOOD RISK ASSESSMENT**

Members received a report which updated them of progress on the preparation of the Preliminary Flood Risk Assessment(PFRA) being carried out to comply with the Flood Risk Regulations 2009.

An additional briefing paper on the PFRA was circulated by email to Members before the meeting. This was subsequently added to the agenda and republished online after the meeting.

Members were informed of what the Preliminary Flood Risk Assessment was and how although analysis from the Environment Agency (EA) had only been carried out on certain areas in York, the assessment suggested that there was not a significant risk identified overall.

Members noted that over several years many dykes and drains had been fully cleaned out which reduced the risk of flooding. They were informed about how the pumping station at Foss Basin had taken away the danger of the risk of flooding from Tang Hall Beck. Members were also informed about a scheme that was being formulated to improve flood defences in the Water End area of the city.

RESOLVED: That the report and additional briefing paper be noted.

REASON: To enable an agreed report to be presented to the Executive followed by the EA in accordance with their statutory timetable.

**57. UPDATE ON DRAFT BUSINESS PLANS-LOCAL ENTERPRISE PARTNERSHIPS**

Members received an update report which appraised them on progress with the establishment of both the Leeds City Region and the York/North Yorkshire Local Enterprise Partnerships (LEPs).

Officers informed Members that progress had been much slower than anticipated. However, business plans for both LEPs had been produced. It was reported that Leeds City Region LEP Board had not met yet, but would meet towards the middle of April. Additionally, the chair of the York/North Yorkshire LEP Board would be announced in April.

Members raised concerns about limited resources if York was a member of both the LEPs. However, they also commented that York's membership of the North Yorkshire LEP could be seen to strengthen that particular LEP. Members expressed their wish to receive further updates on the progress of the two LEPs. Officers suggested that if Members felt it useful, that a report could be produced before the Executive took the decision of whether to remain in the North Yorkshire/York LEP.

RESOLVED:           (i)     That the report be noted.  
  
                             (ii)     That a further progress report be considered at a future meeting.

REASON:                To keep the Overview and Scrutiny Committee aware of the continued development of Local Enterprise Partnerships.

**58. QUARTER 3 MONITORING REPORT**

Members received a report which provided details of the 2010/11 forecast outturn position for finance and performance in City Strategy and Housing Services.

Discussion between Officers and Members included exploration of issues such as;

- The deregulation of planning fees and a maximum fee set for charges
- The cost of putting planning notices into local newspapers

RESOLVED:            That the report be noted.

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

**59. WORK PLAN 2011**

Members considered the Committee's work plan for 2011 along with extracts from the Forward Plan.

- RESOLVED:
- (i) That the work plan and Forward Plan extracts be noted.
  
  - (ii) That the following items be removed or moved within the work plan<sup>1</sup> :
    - That the training programme scheduled for June will now not take place.
  
    - That a further progress report on the Local Enterprise Partnerships be received by the Committee at their June meeting.
  
    - That the sixth monthly update reports on Major Developments within the City of York Council and Major Transport Initiatives and Issues Arising from them be moved to be considered at the Committee's July meeting.

Action Required

1. Update the Committee's Work Plan

TW

Cllr B Hudson, Chair

[The meeting started at 5.30 pm and finished at 7.20 pm].



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## **Economic & City Development Overview & Scrutiny Committee**

21<sup>st</sup> June 2011

Report of the Assistant Director, Governance & ITT

### **Arrangements for Overview & Scrutiny in York**

#### **Summary**

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

#### **Background**

2. At Full Council in April 2009 Members revised the Overview & Scrutiny function in York which resulted in the formation of the following Overview & Scrutiny Committees:
  - Scrutiny Management Committee
  - Effective Organisation
  - Economic & City Development
  - Learning & Culture
  - Community Safety
  - Health

#### **Consultation**

3. This report is for information only. No specific consultation has taken place on this report, it simply sets out the existing structure and support for scrutiny in York.

### **Terms of Reference & Common Functions**

#### **Scrutiny Management Committee (SMC)**

4. This Committee oversees and co-ordinates the Overview & Scrutiny function, including:
  - Allocating responsibility for issues which fall between more than one Overview & Scrutiny Committee
  - Periodically reviewing the Overview and Scrutiny procedures to ensure that the function is operating effectively and recommending any constitutional changes, to Council
  - Providing an annual report to Full Council
  - Recommending to the Executive a budget for scrutiny and thereafter exercising overall responsibility for the finance made available to scrutiny.

5. In Addition, SMC can:

- Advise the Executive on the development of the Sustainable Corporate Strategy and monitoring its overall delivery
- Receive bi-annual feedback through reports or otherwise as appropriate, from the Overview & Scrutiny Committees on progress against their workplans
- Receive periodical progress reports, as appropriate, on particular scrutiny reviews.
- Consider and comment on any final reports arising from completed reviews produced by the Scrutiny Committees, prior to their submission to the Executive
- Consider any decision “called in” for scrutiny in accordance with the Scrutiny Procedure Rules as set out in Part 4 of the Council’s Constitution.
- Exercise the powers of an Overview & Scrutiny Committee under section 21 of the Local Government Act 2000

### **Standing Overview & Scrutiny Committees**

6. Each of the five standing Overview & Scrutiny Committees has its own individual remit (as detailed below), and in carrying out their remit each must ensure their work promotes inclusiveness and sustainability.

7. Effective Organisation Overview & Scrutiny Committee

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

- |                              |                                   |
|------------------------------|-----------------------------------|
| • Audit & Risk Management    | • Human Resources & Directorate   |
| • Strategic Finance          | HR Services                       |
| • IT&T                       | • Performance & Improvements      |
| • Public Services            | • Resources & Business            |
| • Property Services          | Management                        |
| • Policy & Development       | • Business Support Services       |
| • Civic Democratic & Legal   | • Corporate Services              |
| Services                     | • Directorate Financial Services  |
| • Marketing & Communications | • Management Information Services |

8. This Committee is also responsible for promoting a culture of continuous improvement in all services, and monitoring efficiency across organisational / service boundaries to promote a seamless approach to service delivery, with the user as a central focus.

9. Economic & City Development Overview & Scrutiny Committee

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

- |                                |                              |
|--------------------------------|------------------------------|
| • Economic Development         | • Housing Landlord & Housing |
| • Planning                     | General                      |
| • City Development & Transport |                              |

10. Learning & Culture Overview & Scrutiny Committee

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

- Early Years
- Schools & Communities
- Education Development Services
- School Governance Service
- Special Educational Needs
- Adult Education
- Access
- Education Planning & Resources
- Young People's Service
- Arts & Cultural Services
- Libraries & Heritage Services
- Parks & Open Spaces
- Sports & Active Leisure

11. Community Safety Overview & Scrutiny Committee

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

- Safer City
- Waste Management Strategy (Client)
- Environmental Health & Trading Standards
- Street Scene
- Cleansing Services
- Licensing & Regulation
- Waste Collection Services
- Building Cleaning Services
- Highways Maintenance Services
- Street Environment
- Bereavement Services
- Youth Offending Team

12. In addition, the Community Safety Overview & Scrutiny Committee is also responsible for the discharge of the functions conferred on the Council by sections 19 & 20 of the Police & Justice Act 2006, in relation to the scrutiny of community safety issues, the Police and the work of the local Crime and Disorder Reduction Partnership (CDRP) made up of the following community safety partners:

- The Local Authority
- The Police Force
- The Police Authority
- The Fire and Rescue Authority
- The Primary Care Trust

13. Health Overview & Scrutiny Committee

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

- Adults i.e. older people and adults with Physical Disabilities & Sensory Impairments
- Adults Mental Health
- Adults Learning Disability

14. In addition, the Health Overview & 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 the services 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

#### **Standing Overview & Scrutiny Committees - Common Functions**

15. In exercising the powers of an Overview and Scrutiny Committee under section 21 of the Local Government Act 2000, the five Overview & Scrutiny Committees shown above have the following common functions:
- Maintain an annual work programme and ensure the efficient use of resources
  - Report to the SMC on a bi-annual basis on their contribution to their work programme.
  - Review any issue that it considers appropriate or any matter referred to it by the Executive, SMC or Council and report back to the body that referred the matter.
  - Identify aspects of the Council's operation and delivery of services, and/or those of the relevant Council's statutory partners, suitable for an efficiency review (a full list of statutory partners is shown at Annex A)
  - Carry out efficiency reviews or set up a Task Group from within their membership to conduct a review on their behalf.
  - Scrutinise issues identified from the Executive's Forward Plan, prior to a decision being made.
  - Receive Executive Member reports relating to their portfolio, associated priorities & service performance.
  - Scrutinise the services provided to residents of York by other service providers, as appropriate.
  - Comment on the annual budget proposals and elements of the Corporate Strategy.
  - Make final or interim recommendations to the Executive and/or Council
  - Report any final or interim recommendations to SMC, if requested
  - Monitor the Council's financial performance during the year.
  - Monitor progress on the relevant Council Priorities and advise on potential future priorities.



- Initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework as it relates to their service plan areas
- Support the achievement of the relevant 'Local Area Agreement' priority targets

## **Roles Within Overview & Scrutiny Committees**

16. Members of the Overview & Scrutiny Committees can:

- Meet on a regular basis
- Prepare for meetings and visits by reading briefing papers and preparing any questions for witnesses
- Formulate and agree an annual work plan for their Committee, in consultation with the relevant Scrutiny Officer
- Discuss and decide on the remit and scope of each scrutiny review they undertake
- Contribute to discussions as community representatives but without a political agenda
- Develop each review through constructive debate
- Participate as fully in Scrutiny reviews as their time commitments will allow – e.g. by attending site visits and taking part in smaller task groups
- Make recommendations based on their deliberations and information received
- Take ownership of their final reports and any recommendations, and work with the Scrutiny Officer on their production
- Monitor Scrutiny recommendations approved by the Executive to see how they are being implemented
- Identify items on Executive Forward Plan for potential consideration by the Committee
- Treat officers, witnesses and other members with respect and consideration

17. Chairs of Overview & Scrutiny Committees - in addition to their member role, each Chair is responsible for:

- Providing leadership and direction
- Working with the Scrutiny Officer to decide how each meeting will be run and agree the agenda
- Working with the Scrutiny Officer and senior officers to ensure an effective exchange of information
- Ensuring an appropriate timescale is agreed for a review, taking into account the Scrutiny team's workload
- Ensuring everyone gets the opportunity to contribute and that they are heard and considered
- Ensuring that officers and witnesses are introduced to the Committee and that they are always treated with respect and consideration
- Working with the Scrutiny Officer on the production of any final reports
- Presenting the final report and recommendations to the Executive

18. Vice Chairs perform the Chair's role in their absence. They are also invited to attend Chair's briefing sessions.

19. Statutory & Non-statutory Co-optees:

Statutory

- Required for the Learning & Culture Scrutiny Committee, to represent parents and religious groups
- Participate fully within the Scrutiny work as a member of the Committee (see member's role) and vote on issues within the remit of a review
- Provide advice and information to the Committee based on their specific skill, knowledge or expertise

Non-statutory

- Invited by a Committee to provide advice and information based on their specific skill, knowledge or expertise, either on a permanent basis or for the duration of a review.
- Participate as a member of the Committee would do, but cannot take part in a vote if one is held during a meeting

**Officer Roles Supporting Overview & Scrutiny**

20. The work of the Overview & Scrutiny Committees is supported by officers in a number of ways:

21. The Scrutiny Services Team

- Facilitate and support SMC and the Overview & Scrutiny Committees, and organise events and meetings
- Support the SMC in reviewing and improving the Overview & Scrutiny function
- Work with individual Committees to develop their annual work plans, and with SMC 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

22. Lead Officers

- Provide support and expertise to an Overview & Scrutiny Committee
- Assist in developing the Committee's work plan and assist in identification of appropriate review topics
- Ensure resources are made available to the Committee and Scrutiny Officer
- Attend chair's briefings and scrutiny meetings as required
- Comment upon the feasibility of scrutinising requested topics
- Assist Chairs/Scrutiny Officers in the presentation of final reports to Cabinet
- Champion the role of Scrutiny within their Directorate Management Teams (DMTs) and also will Executive Members

- Provide a link with Directorates ensuring the work of Overview & Scrutiny is supported
23. Directors/Assistant Directors
- Work with the Scrutiny Officer, Chair and senior officers to consider the requirements of a scrutiny review
  - Provide written and/or verbal information to a Committee relevant to a topic under review
  - Work with the scrutiny officer and Technical Officers to ensure an effective exchange of information
  - Attend Scrutiny meetings to offer evidence as a witness when requested
24. Democracy Officers
- Provide constitutional advice at scrutiny meetings or to Scrutiny Officers and councillors when required
  - Timetable meetings in consultation with Committee members
  - Book meeting rooms and cancel bookings when necessary
  - Receive reports and compile agenda for meetings, publish and circulate within the legal deadlines
  - Write Minutes of overview & scrutiny meetings, consult with Scrutiny Officer afterwards and get Minutes signed off by the Chair of the Committee
  - Provide a registration facility for members of the public wishing to speak at scrutiny meetings

## **Work Planning**

25. Each of the five Overview & 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 reviews 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 of recommendations arising from previous scrutiny reviews.

## **Corporate Strategy 2009/2012**

26. The Council's Corporate Strategy was revised for 2009-12, to align it with the Local Area Agreement (LAA). The new Overview & Scrutiny Committees are designed to be cross-cutting across Directorates and each is based on an individual LAA theme i.e.

Effective Organisation – to be a modern Council with high standards and values and a great place to work

Thriving City – to support York's successful economy to make sure employment rates stay high and that local people benefit from new job opportunities

Safer City – for York to have low crime rates and be recognised for its safety record

City of Culture & Learning City – to inspire residents and visitors to free their creative talents and make York the most active city in the country, and that local people have access to world-class education, training facilities and provision

Healthy City – for residents to enjoy long, healthy and independent lives

27. In addition, each of the above named Overview & Scrutiny Committees is responsible for ensuring their work promotes inclusiveness and sustainability which are the final two themes of the Corporate Strategy

### Implications

28. There are no known Legal, HR, Finance, Equalities, Crime & Disorder, Property or Other implications associated with the recommendation in this report.

### Risk Management

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

### Recommendations

30. Members are asked to note the contents of this report

Reason: To inform Members of scrutiny arrangements

### Contact Details

**Author:**

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**Chief Officer Responsible for the report:**

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Dawn Steel  
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**Report Approved**

**Date**

9 March 2011

**Wards Affected:**

All

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

**Background Papers:** N/A

**Annex A** – List of the Council's Statutory Partners

## **Statutory Partners of the Council**

The public service providers covered by the duty to co-operate with the Council's Overview & Scrutiny Committees are:

Chief Officer of Police  
Police Authority  
Local Probation Boards  
Youth Offending Teams  
Primary Care Trusts  
NHS Foundation Trusts  
NHS Health Trusts  
The Learning Skills Council in England  
Jobcentre Plus  
Health and Safety Executive  
Fire & Rescue Authorities  
Metropolitan Passenger Transport Authorities  
The Highways Agency  
The Environment Agency  
Natural England  
Regional Development Agencies  
National Park Authorities  
The Broads Authority  
Joint Waste Disposal Authorities

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## City Strategy Briefing for Scrutiny Members

### Summary of Services

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**Director Portfolio (24.6 staff)**

- Business, Performance and Administration
- Major Projects
  - Waste
  - New HQ
  - Community Stadium
- **Economy and Asset Management portfolio (115 staff)**
  - Asset and Property Management
  - Design, Commissioning & Facilities Management
  - Economic Development
  - York Training Centre
  - Future Prospects

### Summary of Services

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**Strategic Planning and Transport portfolio (132.3 staff)**

- Network Management
- Integrated Strategy
- Sustainable Transport

**Planning and Sustainable Development portfolio (80 staff)**

- Development Management
- Major Sites
- Building Control
- Local Land Charges
- Design Conservation & Sustainable Development

### City Strategy – Budget

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**Budget by Portfolio (figures in £'000)**

Portfolio	Gross Expenditure Budget 11/12	Income Budget 10/11	Net Expenditure Budget 10/11
Director	£2,996	- £2,701	£295
Economy & Asset Management	£12,638	- £10,261	£2,377
Strategic Planning and Transport	£14,062	- £9,592	£4,470
Planning and Sustainable Design	£3,691	- £2,550	£1,141
Total	£33,387	- £25,104	£8,283

### Key Service Pressures

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- Impact of the Economic downturn
- Transport and sustainability
- Making York "open for business"
- Local Development Framework
- The Environment

### Impact of the economic downturn

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- Directorate heavily supported by income generation which is reduced during economic downturn makes balancing budget challenging
  - Parking Charges £6.3m
  - Planning Applications £0.9m
  - Land Charges & Building Control £1.1m
  - Commercial Portfolio £2.7m
  - Markets & City Centre £0.7m
- Increased unemployment, impacting on demand for services
- Increased need to promote the local economy and provide confidence in the City
- Direct impact on bringing forward key development sites

## Transport and Sustainability

The Directorate is facing funding challenges to meet the aspirations of business and residents for transport

- Local Transport Plan reduced funding from £6m in 2010/11 to £1.6m in 2011/12
- Delay in decision to progress Access York (3 new / replacement Park & Ride Schemes at a cost of £25m)
- End of Cycling City Funding £3.7m over 3 years
- Continuation of Concessionary Fare Scheme cost of £5.0m of which council has no control over demand
- Pressure on Local Bus Services due to reductions in Government Grant and increased pressure on bus operators income (BSOG)
- Need to address Climate Change – behavioural change

## Making York “Open for Business”

- Good track record on bringing forward new developments in the City
- Impact of loss of Regional Development Agencies
- Renaissance programme
- York's economy reliant on Tourism
- Change to development management approach
- Potential for developing a charging framework for pre-application advice

## Local Development Framework

- Key forward planning document for the City to provide a long term view backed by planning policies in order to shape York's future growth and give greater certainty for development
- Brings together requirements for housing over next 25 years along with Infrastructure, Economic and Retail needs over the period
- Importance of investing in plan to ensure “soundness”

## The Environment

- York is a special place to live and work
- Protect the Built and Natural Environment
- Impact of Climate Change – reduce carbon initiatives both within council and across the City as a whole
- Flood and water management

## The Challenge

How to maintain and improve the services the Directorate Provides when

- Government Funding is Reducing
- Pressure to keep Council Tax Rises Low
- Loss of Funding From Other Partners (RDA's)
- Pressure on income from Fees & Charges
- Demand for certain services increases
- Need to ensure equality and fairness

## 2011/12 Service Priorities...

Economy and Asset Management:

- Deliver new HQ
- Bring forward proposals for Facilities Management
- Producing a revised economic strategy for the city
- Positioning York on a global stage
- Supporting existing businesses to grow
- Creating a culture of enterprise and encouraging more start-ups
- Helping residents into employment and training



## 2011/12 Service Priorities...

### Strategic Planning:

- LDF Core Strategy
- City Centre Action Plan and LDF Site Allocations
- Neighbourhood planning
- Infrastructure planning

### Transport :

- Expanding Park & Ride
- Improving local bus services
- Developing cycling & pedestrian networks
- Footstreets
- 20mph speed limits in residential areas
- Winning hearts and minds

## 2011/12 Service Priorities...

### Planning & Sustainable Development:

- Development Management Approach
- Major Projects and Initiatives
- Delivering the climate change action plan
- Green Infrastructure Strategy
- Biodiversity Action Plan
- Heritage Strategy/ Management
- Public Realm Strategy / Improvements

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## **Economic & City Development Overview & Scrutiny Committee**

21<sup>st</sup> June 2011

Report of the Assistant Director, Governance & ITT

### **Report – Work plan for the Economic & City Development Overview & Scrutiny Committee 2011/2012**

#### **Summary**

1. This report presents the Committee's draft work plan for the forthcoming year for consideration. It asks Members to consider any additions and/or amendments they may wish to make to it. The draft work plan is attached at Annex A to this report.

#### **Background**

2. The work plan is an ongoing and fluid document that will aid the Committee to undertake a programme of work in the forthcoming year. The Scrutiny Officer will be in attendance at the meeting and will be happy to answer any questions Members may have on any of the items currently on the work plan. However, some of the ongoing work is briefly explained in the paragraphs below:

#### **Ongoing Work**

##### **Year End Outturn Reports and Quarterly Monitoring Reports**

3. Members receive these at regular intervals throughout the municipal year. They allow Members to monitor the financial performance of the Council throughout the year and can also be used to identify potential areas for review.

##### **Reports from the Leader and the Executive Member for City Strategy**

4. Once a year the relevant Executive Members and/or Leader are invited to present a report to the Committee on their forthcoming priorities and challenges for the year ahead. This usually takes the form of a verbal report but some Executive Members also like to submit a written report. The Committee can choose to invite the Executive Member to attend more frequently should they wish to do so.

##### **Recommendations Arising from Previous Scrutiny Reviews**

5. Once a scrutiny review is complete the final report is presented to the Executive. They then choose whether to support the recommendations arising from the review. All those recommendations that are supported should then be

implemented as soon as possible. Scrutiny Committees monitor the implementation of the recommendations arising from reviews that fall within their remit on a six-monthly rolling basis. Once the Committee is satisfied that all recommendations have been adequately achieved they need not receive any more updates. There are currently two updates scheduled in the draft work plan.

Six Monthly Reports on Major Developments within the City and Six Monthly Reports on Major Transport Issues within the City

6. These reports were introduced last municipal year and have proved to be a useful insight for Members in relation to two of the key service areas within this Committee's remit. These have been scheduled into the draft work plan on a 6 monthly basis.

Updates on Local Enterprise Partnerships (LEPS)

7. Several reports on the progress with the setting up of Local Enterprise Partnerships (LEPs) have been discussed at the Economic and City Development Overview & Scrutiny Committee (OSC). LEPs are seen as the new drivers of strategic economic development. This OSC has expressed a view that it wishes to influence and monitor progress with LEPs, particularly since the City of York Council is a member of both the York/ North Yorkshire LEP and the Leeds City Region LEP. It has previously been agreed that this OSC would take a view on whether continued membership of the York/ North Yorkshire LEP would be appropriate after the LEP has set its priorities. A further progress report has been scheduled for September, although it might be possible to provide this earlier if the LEP makes progress in identifying its strategy/ priorities.

Identifying Suitable Topics for Future Scrutiny Reviews

8. In order to highlight to this Committee possible scrutiny topics for scrutiny review in this coming municipal year the relevant Cabinet Members have been invited to attend future meetings to discuss their priorities for the year. At this meeting you will also hear from Senior Officers about ongoing and planned work within Directorates relevant to the remit of this Committee.
9. In addition, the Joint Strategic Needs Assessment (JSNA) recommendations relevant to the remit of this Committee have been provided at Annex B for your information. The JSNA is a process that identifies current and future health and well being needs of a local population, informing the priorities and targets and leading to shared commissioning priorities that will improve outcomes and reduce health inequalities.
10. The Scrutiny Services team have also been informed of a possible number of topics, which Councillors are considering submitting. Once received, any relevant to the remit of this Committee will need to be considered alongside the information provided by the Cabinet Members and/or senior officers when agreeing priorities for this year's annual workplan.

11. Outside of this forward planning, other issues received throughout the year will need to be considered as and when they arise and where appropriate the Committee may be asked to revise their workplan accordingly.

### **Consultation**

12. The Scrutiny Officer will be in attendance at the meeting and will be happy to answer any questions Members may have on the any of the items currently shown on the draft workplan. Members will also have the opportunity to discuss potential items for the work plan and potential topics for review with those senior officers present at this meeting; the Lead Officer allocated to this Committee and the Scrutiny Officer.

### **Options**

13. Members are asked to consider the draft work plan and make any amendments/additions they feel necessary. They may also choose at this stage to identify any possible topics for in depth consideration at a future meeting in order to agree the Committee's work plan for 2011/2012.

### **Analysis**

14. At this stage the Committee are asked only to identify a number of broad subjects for possible scrutiny review. The scrutiny officer, together with relevant officers will then carry out some research and gather evidence in order to provide detailed information on each topic at a future meeting. The Committee will then be asked to identify resulting specific problems and issues or areas of associated policy development, which they would like to focus any scrutiny review on and to prioritise their work on any agreed topics. These will then form the basis of the work plan for 2011/12.

### **Corporate Strategy 2009/2012**

15. This report relates to the 'Thriving City' theme of the Corporate Strategy 2009/2012.

### **Implications**

16. There are no known financial, human resources, legal or other implications associated with the recommendations within this report. Any implications arising from reviews will be addressed within reports associated with the individual review.

### **Risk Management**

17. In compliance with the Council's risk management strategy there are no known risks associated with the recommendations within this report.

### **Recommendations**

18. Members are requested to consider the draft work plan for 2011/2012 and identify any broad topic areas they would like detailed information on.

Reason: In order to provide the Committee with a work programme for future meetings.

**Contact Details**

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**Report Approved**

**Date** 18.05.2011

**Specialist Implications Officer(s)** None

**Wards Affected:**

**All**

For further information please contact the author of the report

**Background Papers:**

None

**Annexes**

**Annex A** Work plan

**Annex B** Recommendations arising from the JSNA

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

Meeting Date	Work Programme
21 <sup>st</sup> June 2011	<ol style="list-style-type: none"> <li>1. Introduction to the Role &amp; Remit of Economic &amp; City Development Overview &amp; Scrutiny Committee</li> <li>2. Presentation by Lead Officer &amp; Assistant Director on ongoing &amp; future planned work within the Directorate</li> <li>3. Report on Draft Work Plan for 2011/2012</li> </ol>
12 <sup>th</sup> July 2011	<ol style="list-style-type: none"> <li>1. 2010/2011 Year End Outturn Report</li> <li>2. Report from the Leader on the year ahead</li> <li>3. Update on the implementation of recommendations arising from the Newgate Market Scrutiny Review</li> <li>4. Six Monthly Update Report on Major Developments within the City of York Council</li> <li>5. Six Monthly Update Report on Major Transport Initiatives &amp; Issues Arising from them</li> <li>6. Workplan</li> </ol>
27 <sup>th</sup> Sept 2011	<ol style="list-style-type: none"> <li>1. Quarter 1 Monitoring Report</li> <li>2. Report from the Executive Member for City Strategy on the year ahead</li> <li>3. Update on Local Enterprise Partnerships (LEPS)*</li> <li>4. Update on the implementation of recommendations arising from the Water End Councillor Call for Action</li> <li>5. Workplan</li> </ol>
13 <sup>th</sup> Dec 2011	<ol style="list-style-type: none"> <li>1. Quarter 2 Monitoring Report</li> <li>2. Workplan</li> </ol>
24 Jan 2012	<ol style="list-style-type: none"> <li>1. Workplan</li> <li>2. Six Monthly Update Report on Major Developments within the City of York Council</li> <li>3. Six Monthly Update Report on Major Transport Initiatives &amp; Issues Arising from them</li> </ol>
13 March 2012	<ol style="list-style-type: none"> <li>1. Quarter 3 Monitoring Report</li> <li>2. Workplan</li> </ol>

\* (Dependent on when this needs to be approved by the Executive)

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## **Economic and City Development – JSNA Recommendations**

Following the presentation of the 2010 JSNA to the Health Overview and Scrutiny Committee in January 2011 it was agreed that key recommendations would be highlighted to other relevant Overview & Scrutiny Committees for consideration. The following summarises the recommendations that may relate to economic and city development:

### **Demography**

- Plan at individual service level to explicitly include likely changes to the affected population to ensure that services are robust and sustainable.
- Commissioning plans should ensure that prevention; treatment and support services are accessible to all, regardless of ethnic background.
- All health and social care agencies should review their data collection and service processes as they relate to ethnic minority groups to ensure they can meet the needs of the increasingly diverse population.

### **Social and Environmental Context**

- Use the lessons from successful work to target areas of higher deprivation such as the Kingsway project to reduce inequalities within the city.
- Build on York's role as a regional champion for homelessness to continue to develop services to support individuals and families into long-term accommodation.
- Provide more specialist accommodation for young people linked to help with training and employment, and seek to provide more dedicated accommodation for teenage parents.

### **Client Groups**

- Continue to develop alternatives to residential care including the delivery of new extra care schemes.

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