



Notice of a public meeting of

Economic & City Development Overview & Scrutiny Committee

- To:** Councillors Semlyen (Chair), Barnes, Burton,
Cuthbertson, D'Agorne, Riches and Watt (Vice-Chair)
- Date:** Tuesday, 25 March 2014
- Time:** 5.00 pm
- Venue:** The George Hudson Board Room - 1st Floor West
Offices (F045)

A G E N D A

1. Declarations of Interest

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

2. Minutes

(Pages 1 - 10)

To approve and sign the minutes of the last meeting of the Economic & City Development Overview & Scrutiny Committee held on 28 January 2014.

3. Public Participation

At this point in the meeting, members of the public who have registered their wish to speak can do so. The deadline for registering is **Monday 24 March 2014 by 5:00 pm.**

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

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The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are being carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at:

http://www.york.gov.uk/downloads/download/3130/protocol_for_webcasting_filming_and_recording_of_council_meetings

4. 2013/14 Finance Monitor 3 Report (Pages 11 - 14)

This report provides details of the 2013/14 forecast outturn position for finance in City & Environmental Services and Housing Services.

5. Construction Skills Scrutiny Review - Draft Final Report (Pages 15 - 40)

This draft final report presents the Committee with the findings and recommendations of the Construction Skills Scrutiny Review Task Group.

6. Online Business / E-Commerce Skills Scrutiny Review Update Report (Pages 41 - 54)

This report presents Members of the Committee with an update of the work to date carried out by the Online Business / E-Commerce Task Group.

7. Briefing Papers on Potential Scrutiny Review Topics (Pages 55 - 78)

To consider briefing papers on the following potential scrutiny review topics:

- Universal Credit Local Support Services Framework – Appendix 1
- Addressing fuel poverty, rising fuel bills and generating and selling localised sustainable energy in York – Appendix 2
- Local Productivity Levels and High Value Jobs – Appendix 3

8. An Update Report on Major Transport Initiatives in York (Pages 79 - 86)

This report provides Members of the Committee with an overview and update in relation to the major transport initiatives in the city currently being progressed.

9. Six Monthly Update Report on Major Development Schemes in York (Pages 87 - 92)

This report provides Members with an overview and update in relation to the major development and planning proposals in the city at this time.

10. Further Update on the Implementation of Recommendations arising from the previously completed Out of Hours Childcare Scrutiny Review (Pages 93 - 102)

This report provides Members with a further update on the implementation of the recommendations arising from the previously completed Out of Hours Childcare Scrutiny Review which falls within the remit of this Committee.

11. Work Plan 2013/14 (Pages 103 - 106)

Members are asked to consider the Committee's work plan for the 2013/2014 municipal year.

12. Urgent Business

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

Democracy Officer:

Name- Judith Betts

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For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

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City of York Council

Committee Minutes

Meeting	Economic & City Development Overview & Scrutiny Committee
Date	28 January 2014
Present	Councillors Semlyen (Chair), Watt (Vice-Chair), Barnes, Burton, D'Agorne, Riches and Cuthbertson
In Attendance	Councillor Richardson

39. **Declarations of Interest**

At this point in the meeting, Members were asked to declare any personal, prejudicial or disclosable pecuniary interests, other than those listed on their standing declarations, that they might have had in the business on the agenda.

Councillor Cuthbertson declared a personal interest in relation to Agenda Item 4 (Night Time Economy Scrutiny Review (Retail & Transport) Draft Final Report) as a member of York Museums Trust.

Councillor D'Agorne declared a personal interest in relation to Agenda Item 5 (Construction Skills Scrutiny Review- Interim Report) as an employee of York College. He also declared a personal interest in Agenda Item 4 (Night Time Economy Scrutiny Review (Retail & Transport)) as a supporter of 20 mph speed limits. He apologised that he had not declared this at a previous Task Group meeting when meeting bus operators, but underlined that the role of the Members at the meeting was to respond to queries from the operators, rather than to hold them to account.

Councillor Semlyen declared a prejudicial interest in Agenda Item 4 (Night Time Economy Scrutiny Review (Retail & Transport) Draft Final Report) as the Campaign Manager for "20's Plenty for Us" in relation to two of the suggested recommendations around road speeds. She withdrew from the meeting when this part of the recommendations were discussed.

No other interests were declared.

40. Minutes

Resolved: That the minutes of the last meeting of the Economic and City Development Overview and Scrutiny Committee held on 19 November 2013 be approved and signed by the Chair as a correct record.

41. Public Participation

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

42. Night Time Economy Scrutiny Review (Retail & Transport)- Draft Final Report

Members considered a report which presented them with the findings and recommendations of the Night Time Economy Scrutiny Review Task Group and asks them to agree any required amendments/additions to the report prior to its future presentation at a meeting of the Corporate and Scrutiny Management Committee.

Two papers were tabled at the meeting. One was a response from the Director of City and Environmental Services to the draft recommendations, as presented in the report. The second provided information on the financial implications associated with draft recommendations (ii) & (iii), which had not been included in the published report. These were both published online after the meeting.

Discussions took place on the recommendations included in the report. Some Members felt that the recommendations towards Park & Ride operators should include a reference to closing times as well as opening times.

In light of the financial implications information given by Officers, and the suggestions made by the Director of City and Environmental Services, the Committee agreed a number of amendments to their draft recommendations (i) – (iv).

In regards to draft recommendations (v) & (vi) about speed limits, Members agreed not to include those two recommendations in their final report as neither fitted with the remit set for the review.

However as they were keen to highlight the problem with the speed of some vehicles in the pedestrianised area in the city centre in the evening, they agreed to include an alternative recommendation that 'the Corporate & Scrutiny Management Committee note residents' views relating to transport and pedestrians in the city centre during the evening period'.

- Resolved:
- (i) That the report be noted.
 - (ii) That Councillor Semlyen be re-appointed to the Night Time Economy (Retail & Transport) Scrutiny Review Task Group following the resignation of Councillor Hyman.
 - (iii) That the recommendations arising from the review, detailed at Paragraph 86 of the Officer's report be approved.
 - (iv) That Recommendations (v) and (vi) be withdrawn.
 - (v) That an additional Recommendation be added to the final report that the Corporate & Scrutiny Management Committee note residents' views relating to transport and pedestrians in the city centre during the evening period'

Reason: To ensure compliance with scrutiny procedures, protocols and the Committee's work plan.

43. Construction Skills Scrutiny Review- Interim Report

Members considered a report which presented them with an update on the work of the Construction Skills Scrutiny Review Task Group to date.

The Committee were informed that the Task Group's visit to York College and Osbaldwick Training Centre would now take place on 3 February 2014. It was reported that the Task Group had attended a York Property Forum meeting. Members of the Task Group felt that two insights arose from this meeting. These were;

- That procurement issues, such as brick manufacturers being located outside of York affected the Construction industry in the city.
- That a career in the building industry was not actively encouraged in York schools, particularly that people were able to enter at any level of the business.

Resolved: That the report be noted.

Reason: To progress this scrutiny review in line with scrutiny procedures and protocols.

44. Update on implementation of recommendations from the previously completed External Funding Scrutiny Review and updated information on the Council's Economic Strategy and York Economic Partnership (YEP) Dashboard.

Members considered a report which provided them with their first update on the implementation of the recommendations arising from the previously completed External Funding Scrutiny Review and gave them updated details of the Council's Economic Strategy and YEP Dashboard.

It was felt that a further update report be brought back for consideration in July and that the York Economic Partnership's (YEP) Dashboard be brought to the Committee on a regular basis.

Resolved: (i) That the report be noted.

(ii) That none of the recommendations in the External Funding Scrutiny Review were fully implemented at this stage.

(iii) That a further update report on the outstanding recommendations be considered at the Committee's meeting in July.

(iv) That the YEP Dashboard be received by the Committee on a regular basis.

Reason: To raise awareness of those recommendations which are still to be fully implemented.

45. Scoping Paper on Support for Online Business/E-Commerce Skills

Members considered a scoping paper by Councillor Semlyen proposing a scrutiny topic on support for online business/e-commerce skills.

Discussion took place between Members on what they could investigate in a scrutiny review on this topic.

Some Members felt that questions needed to be asked to where start up businesses could operate, this was because if the a person was starting an online business from home would they have to pay business rates or get planning permission. They felt that any review should look at where online businesses operated.

Other Members suggested that the review look at the physical logistics of establishing an online business and what type of incubation facility the Council could offer to support online businesses and e-commerce.

In regards to an aim for the review, it was noted that the Council's City Team were currently doing a review on these issues. It was suggested that a Draft Report be considered by the Committee at their July meeting.

- Resolved:
- (i) That the scoping paper be noted.
 - (ii) That a Scrutiny Task Group be established made up of the following Members;
 - Councillor Cuthbertson
 - Councillor Semlyen
 - Councillor Watt
 - (iii) That the Task Group identify a suitable aim and objectives for the review.

Reason: In order to start the review.

46. Update Report on the Lendal Bridge Trial

Members received a report which gave them an overview and update in relation to the Lendal Bridge traffic trial that was being undertaken between 27 August 2013 and 26 February 2014.

Officers provided Members with an update to their report. It was noted that;

- External Assessment Data on the trial would be available at the end of the week.
- Online responses from the trial had not been included in the report and further data on this would be forthcoming in the final evaluation report.

Questions and comments from Members to Officers included;

- Whether it was only Post Office vehicles, who were the only exempted delivery vehicles who could cross Lendal Bridge during the restricted hours.
- Whether Air Quality Data could be provided to ensure that the Council were not in breach of Clean Air Regulations.
- That the Water End junction was difficult to get through during peak time (4pm-5pm).
- What was happening to footfall in the city centre?

Officers told the Committee that a number of alterations could be made to improve the visibility of the approach signs to Lendal Bridge. It was reported that Officers were looking to have larger directional signs which would highlight "Bridge Ahead", but in order for this wording to be put on, the signs themselves would be extremely large. In addition, Officers were also looking at addressing the fact that many visitors to the city would not know what or where Lendal Bridge was. Members were also told that if the restriction on the use of the bridge was made permanent, there could be further methods of clear advertising.

Members asked that how the trial would be evaluated and if the whole of the data would only be available in March, after the end of the trial in February. Officers anticipated that the restriction on the bridge would stay in place until the Cabinet considered a report on it (aiming for April). It was also added that Officers had started to look at allowing certain service buses across the bridge.

Resolved: That the report be noted.

Reason: In order to keep the Committee updated on the progress of the trial.

47. Update on implementation of recommendations from the previously completed Youth Unemployment Scrutiny Review

Members considered a report which provided them with their first update on the implementation of recommendations arising from the previously completed Youth Unemployment Scrutiny Review which were agreed by Cabinet in May 2013.

Officers were pleased to report that the implementation of the recommendations from the review had supported a 40% reduction in Youth Unemployment in the city. It was noted that as of December 2013 the overall figure of Youth unemployment benefit claimants stood at 465. There were also only 105 young people who had been unemployed for over six months. It was noted that York was the third lowest city in the UK for youth unemployment.

Members welcomed the news that there had been a reduction of Youth Unemployment in the city, but wondered whether now the unemployed levels were made up of young people who the hardest to find jobs for.

Officers felt that in terms of achieving the aims that Members had set for the review, this had been successful but it was important to maintain this level.

In response to a request, Members were told that the latest youth unemployment figures would be circulated to them following the meeting. It was also suggested that Members might wish to receive the statistics again in six months time.

Resolved: (i) That the report be noted.

(ii) That the recommendations be signed off as fully implemented.

(iii) That the current Youth Unemployment figures be circulated to Members of the Committee.

(iv) That the Committee receive Youth Unemployment Statistics in six months time.

Reason: To raise awareness of those recommendations which are still to be fully implemented.

48. Update on implementation of recommendations from the previously completed E-Planning Facilities Scrutiny Review

Members considered a report which updated them in regards to the implementation of two outstanding recommendations arising from the Final Report of the E-Planning Facilities Scrutiny Review.

Resolved: That the report be noted and all outstanding recommendations that have been fully implemented be signed off.

Reason: To raise awareness of those recommendations which are still to be fully implemented.

49. Work Plan 2013-14

Members considered the Committee's work plan for the rest of the 2013/14 municipal year.

Following discussion it was agreed to;

- Have the draft final report on the Construction Skills Scrutiny Review as the first item on the agenda for the Committee's March meeting.
- To receive a briefing paper on Universal Credit at the March meeting.
- That an update report on the implementation of recommendations arising from the External Funding Scrutiny Review be considered by the Committee at their July meeting.
- That a Draft Report on the Online Business/E-Commerce Skills Scrutiny Task Group be considered in July.

Resolved: That the work plan be approved to reflect the above changes.

Reason: To progress the work of the Committee.

Councillor Semlyen, Chair

[The meeting started at 5.00 pm and finished at 6.50 pm].

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Economic and City Development Overview and Scrutiny Committee

25 March 2014

Report of the Director of City & Environmental Services, and the Director of Community and Neighbourhood Services

2013/14 Finance Monitor 3 Report

Summary

1. This report provides details of the 2013/14 forecast outturn position for finance in City & Environmental Services (CES) and Housing Services.

Analysis

Finance – forecast outturn overview General Fund

2. The current outturn position within the City & Environmental Directorate (excluding Highways, Waste & Fleet) is a projected underspend of £682k on a total net budget of £1,692k. Economic Development has a budget of £769k and is expected to outturn on budget. The Housing General Fund has a budget of £1,067k and is expected to underspend by £135k. Service Plan variations by service plan are shown below:

	Budget £'000	Projected Outturn £'000	Variance £'000
City & Environmental Services			
Strategic Planning & Transport	43	-370	-413
City Development & Sustainability	1,013	809	-204
Director's Group	636	621	-15
Mitigation		-50	-50
Total	1,692	1,010	-682
Economic Development	769	769	0
Housing Services			
Housing General Fund	1,067	932	-135

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 (£-413k)

4. Car parking income is forecast to be £218k below budget which is made up of £260k off-street, £8k on-street and £50k additional income from Respark and season tickets. The shortfall equates to 3.2%.
5. There is expected to be a saving of £105k from concessionary fares and reduced use of taxi cards although a shortfall of £45k on park & ride income is anticipated. There is also a forecast underspend of £72k on employee costs where a number of posts are unfilled. Savings on electricity (£48k) are offset by income shortfalls and additional maintenance costs (£38k).
6. A review of all transport programmes has identified mitigating savings of £550k including savings from Quality Bus Contract budget and the bus warden's budget within Better Bus Area Fund budget.

Planning and Sustainable Development (£-204k)

7. Latest forecasts indicate that there will be additional income from land charges (£50k). However, building control income is still expected to be £70k below budget but planning income will be on target. There is a £20k saving from a staff secondment in planning.
8. Following the CES restructure the Development Projects Team is partly funded by the Infrastructure Investment Fund leading to a £100k in year underspend and there is £58k saving from a vacancy and from adoption leave, offset by £13k redundancy cost. Within the rest of the service area there are two staff secondments, saving £59k.
9. The figures for the Directorate exclude the net income anticipated from the camera enforcement at Coppergate and Lendal Bridge which is estimated to total c. £700k.

This will be placed into an earmarked reserve and the use of these funds, which are ring fenced for Highways and Transportation activity, will be the result of a future report to Members.

Director's Group (£-15k)

10. There is an estimated £15k saving arising from not filling vacant posts across the administration group.

Mitigation (£-50k)

11. To offset the shortfall in parking income and budget shortfalls in other services such as waste, additional savings have been made from the CES directorate (£50k).

Economic Development (£nil)

12. The current forecast is that Economic Development will outturn on budget.

Housing Services (£-135k)

13. The review of the Housing Services General Fund budgets indicates at monitor 3 that the service will be £135k under budget. This is mainly due to additional income and staff vacancies in Housing Options and homelessness.

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

14. The budgeted working balance at 31st March 2014 on the HRA is £12,082k and this review indicates a net underspend of £388k, leaving a projected working balance of £12,470k. The underspend includes £100k from vacancies and utilities savings, £23k from additional rents, £65k from higher management fees, leaseholder administration and works recharges and £200k saving from a reduced contribution to the provision for bad debt.

Consultation

15. This paper is an information report to Members and therefore no consultation has been undertaken regarding its contents.

Council Plan

16. The information and issues included in this report demonstrate progress on achieving the priorities set out in the Council Plan.

Implications

17. The financial implications are dealt with in the body of the report.
18. There are no human resources, equalities, legal, crime & disorder, information technology, property or other implications associated with this report.

Risk Management

19. 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

20. 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

Author:	Chief Officers responsible for the report:		
Patrick Looker Finance Manager Tel: 551633	Sally Burns Director of Communities and Neighbourhoods Darren Richardson Director of City and Environmental Services		
	Report Approved	√	Date 11 March 2014
Specialist Officers: None			
Wards Affected: All			√
For further information please contact the authors of the report			



Economic & City Development Overview & Scrutiny Committee

25 March 2014

Report of the Construction Skills Scrutiny Review Task Group

Construction Skills Scrutiny Review – Draft Final Report**Summary**

1. This report presents the Economic & City Development Overview & Scrutiny Committee with the findings and recommendations of the Construction Skills Scrutiny Review Task Group.

Background to the review

2. At a meeting of the Economic and City Development Overview and Scrutiny Committee in July 2013 the Committee considered a briefing paper on a proposed scrutiny review of construction skills in York
3. The briefing paper provided information on the Construction Industry Training Board's (CITB) latest labour market forecast which predicted the industry will show some signs of recovery from 2015/16 with increased demand for roles in wood trades, bricklaying, flooring and tiling, and plant operatives.
4. However, it confirmed that York and North Yorkshire has a large amount of SMEs (small and medium enterprises employing fewer than 250 workers), which obviously preclude mass recruitment drives. In York there are 611 construction related companies, 99.7% are SMEs, with 85% of these (521) employing under 10 people. In addition, the recruitment and selection of staff in the sector has to be flexible, able to expand and contract according to demand. Many companies took on external contractors - small businesses and self employed trades people to fulfil their requirements.
5. A June 2013 Construction Industry Training Board report highlights that 18% of construction workers in Yorkshire & the Humber are aged 55 and over, with a further 26% aged between 45 and 54. This suggests a continued risk of a skills shortage in construction if today's young people shun construction in favour of other industries. Nationwide, CITB's

Construction Skills Network (CSN) forecast that more than 29,000 new construction workers will be required each year over the next four years in order to meet the industry's demand.

6. Having recognised the national and, particularly, northern England shortage of skilled builders the Committee agreed that any review should focus on what the Council and its partners could do to address that skills gap and prepare for future growth.
7. However, the Committee also received information on the significant number of York residents that would need pre-employment / pre-apprenticeship training in employability and functional skills linked to the construction sector, before they would be able to benefit from more substantial training and work based learning opportunities.
8. The Chair suggested that the review should look at how City of York Council and its partners could work together to ensure that local York people were able to support the city's ambition for housing and construction growth that is predicted to require over 4,000 building jobs within the next two years.
9. The Committee decided to proceed with the review and appointed a Task Group comprising Cllrs Watt, D'Agorne and McIlveen to carry out the work on their behalf.
10. The Task Group held an initial meeting in August 2013 to discuss their ideas on what the review should cover, and in September 2013 they met again to consider:
 - A draft remit and timetable for their review as shown at Annex A.
 - Details on the existing training provision and funding landscape based on information from the Skills Funding Agency (SFA) – see Annex B.
11. As a result the Task Group agreed the following review aims and objectives:

Aim

To investigate ways of increasing the supply of local people with building and construction skills.

Objectives

- i. Identify what skills gaps and shortages there are in York and will be in the future, against planned development in the city over the next 5 years and beyond
- ii. Examine the opportunities for local people, including NEETs, 16-24 year olds and those looking to retrain, to enter the construction industry to enable the industry to take advantage of new and emerging projects
- iii. Identify what strategy and funding is in place by building companies and training organisations to develop a suitably qualified workforce to meet projected demands including retention and recruitment strategies, and identify best practice.

Information Gathered

13. Regional Initiatives

At a Skills Officer Meeting in November 2012 officers discussed the complexity of Section 106 agreements (made under Section 106 of the Town and Country Planning Act 1990 to enable development proposals to meet the needs of the community by securing contributions towards community infrastructure) and how the focus of a 106 agreement leans towards what employers can receive.

14. At the meeting Local Authority representatives agreed that Section 106 agreements were not the main avenue for promoting locally targeted Employment & Skills issues and that voluntary agreements achieved more. All provided information on the alternative methods they were putting in place to achieve this:

15. Wakefield: The LA felt the Section 106 process did not maximise opportunities and as a result a new strategy was put in place to encourage employment and skills linkages with all new actions taken through a procurement skills strategy. This new framework ensured everything procured by the LA was passed on via the planning team. A Job Centre Plus (JCP) secondee was working with Wakefield LA concentrating on working with planners, regeneration, other departments and the private city centre development team looking to join up economic development within LA departments.

16. Bradford: The authority was working closely with JCP to capture community benefits. Officers in planning and procurement were working

to develop a framework (similar to 106) and were looking to develop a 'Bradford Offer' - a single gateway for developers and businesses via the Employment and Skills Partnership.

17. Barnsley: In regard to new developments, those bidding for building contracts have to include opportunities for local jobs and skills. Cabinet and Colleges agreed to fund a Business Development Manager to work within the supply chain. In addition they look to increase competitive levels for supply chains by working with contractors to increase skills and staff training levels, including up to date certificates. They also provided information on how to apply for funding etc.
18. Kirklees: The LA was seeking to create a joined up offer for inward investment. All service delivery teams have to articulate how they will build employment and skills into their plan. They were also starting to look to voluntary agreements to simplify the offer to employers by bringing all different teams together. A property pilot (renovating empty properties) was also being developed.
19. Calderdale: All 106 funding goes into the regeneration budget and the Employment and Skills team look at how to use this, e.g. work experience grants, apprenticeship grants. A youth employment worker was being recruited to work with JCP to develop youth employment opportunities. Resources were in place to look to developing apprenticeship planning. Due to the internal restructuring all teams must now be focused and interconnected.
20. Selby: Funding via North Yorkshire. An amount of Homes and Communities Agency funding looked to develop an empty homes scheme. They were also developing working relationships with partners to smooth the way for large investments.
21. In York, protocols are in place via the YorCity Construction Skills Model between CYC – Skills and Planning Departments, Higher York¹, North Yorkshire Business and Education Partnership and JCP to secure locally targeted recruitment and training opportunities through developers and sub-contractors supporting major capital development sites across the city. Through the model the city is looking to develop a more joined up offer for inward investors and investigating how it can influence procurement to increase take-up of apprenticeships and other locally targeted recruitment and training opportunities.

¹ A partnership of Askham Bryant College, City of York Council, the University of York, York College and York St John University with one associate member – Craven College.

22. YorCity Construction

In 2001 a number of key York organisations came together to form Higher York. The partnership has since developed YorCity Construction, a targeted training and recruitment model to encourage broader local community engagement during the development stage of major sites in the city, with the aim of:

- Increasing choice and improving opportunities for people to access Higher Education and training
- Helping local businesses to develop their skill base through Higher Education and training; making links between employers, staff, students and graduates.
- Sharing best practice, resources, knowledge and expertise in order to maximise effectiveness and impact on skills for the local economy.

23. Higher York also helped develop a training and development facility at the University of York's Heslington East site for education, training and community engagement activity.

24. In 2010 the facility at Heslington East was awarded National Skills Academy status by the CITB-Construction Skills, and the Higher York Team started to seek ways to roll out the model across the city.

25. Under the model each site developer and main contractor is initially approached to discuss what kind of activities they would be prepared to be involved in. Activities can include:

- Working with local Job Centres and recruitment agencies to source local labour.
- Working with local providers on pre-employment training programmes to support and encourage local residents, in particular those who are unemployed, to access job opportunities.
- Taking on apprentices from local colleges and training providers.
- Offering internships or work placements to undergraduate or postgraduate students.
- Offering work experience to school and college students.

- Getting involved in employer events focused on school and college students.
 - Providing support for professional development of teachers and tutors.
 - Providing site visits for the local community, schools, universities, and colleges.
 - Working with local colleges and universities to up-skill site staff or potential employees.
 - Ensuring that local businesses are aware of the work packages available on site.
 - Working with the supply chain to get them involved in the types of activities mentioned above.
26. This approach provides developers, contractors and suppliers with an opportunity to influence, contribute to and access recruitment and training of a future and current workforce, which in turn raises a positive profile for the developer not only with local residents but also with other businesses and stakeholders in the local area. In addition, the local community benefits from access to training and potentially jobs, as well as a better understanding of the development in its own right, and the benefits it can bring to their community and the city in the long term.
27. Since then North Yorkshire Business and Education Partnership (NYBEP) has been coordinating activities on behalf of the University with companies on the Heslington East site. The project is long term and has and will continue to involve a large number of companies. To date companies such as BAM, Shepherds, GMI, McAlpine and their supply chains have all been involved in the academy.
28. As the local planning authority and a procurer of services, City of York Council takes a lead in promoting the model through its processes and practices. An example of this would be working with housing services and housing associations to look at employment for ex-offenders.
29. All planning applications of above an agreed size/value are flagged as being potential projects within the model. The 'client' (e.g. developer) is made aware of the model and those who can support. Examples of this include:

- The new City Council headquarters - Miller Construction (the main contractor) and S Harrison (the developer) were both committed from the outset to work with local schools, colleges and the local economy, and supported local businesses with opportunities to tender for work and individuals with employment.
 - The Joseph Rowntree Trust eco-housing project in Derwenthorpe - David Wilson Homes has been involved in targeted training and recruitment activities including actively seeking local people to work on site. JRT had already put requirements on the developer to engage with local people and communities while David Wilson Homes had the support of CITB-Construction Skills. The City of York Council team responsible for developing the Community Stadium project also embraced the concept of the model.
30. In order to maintain its links with the construction industry, YorCity Construction held a free event in May 2013 to inform companies how they could get involved in working with schools, colleges, universities and community projects in and around York.
31. The agenda allowed for an overview of the YorCity Construction model including achievements, business benefits and case studies and there were round table discussions on the benefits and how the model can be improved. Feedback from employers included:
- Widespread acknowledgement of a joint apprentice scheme offered by YorHub. While the scheme was welcomed it was felt the 16-19 age range was a little restrictive considering 19+ young people tended to be more work ready and flexible. However, there was general agreement that the shared apprentice initiative was an excellent idea as it allowed apprentices to gain a wider learning experience across a broader spectrum of the sector and, secondly, a small business could struggle to take an apprentice on their own.
 - Agreement by employers that City of York Council operated a balanced approach to tendering.
 - A willingness to explore how more local contractors could win local contracts. They agreed there was a need for increased stability of local contracts, rather than national contracts, to make the taking on of apprentices more feasible for local employers.
 - That recruiting apprentices at an early age often paid dividends in the future, but smaller employers (in the supply chain) often faced

barriers as a result of larger employers not allowing under 18s to work on construction sites.

32. At their meeting in early November 2013 the Task Group learnt that a Steering Group was being established to support the next stage of development for the YorCity Construction model and examine how the model can be rolled out to benefit firms of every size. The Steering Group includes the Council's Director of City and Environmental Services, the Assistant Director Development Services, Planning & Regeneration and the Head of Economic Development, employers and training providers and will look at how they can better support the locally targeted training and recruitment needs of small to medium sized businesses, not just large developers

Analysis

33. Having considered the information from the Skills Funding Agency (SFA) on the existing training provision and funding landscape (shown at Annex B), the Task Group recognised there is a skills gap in York which has yet to be clearly identified, and noted that work was ongoing through engagement at local level to identify that gap.
34. It appears the YorCity Construction targeted training and recruitment model has had some success in securing opportunities for young people still in education and some apprenticeship roles, as identified in paragraph 25. However what is not clear is how successful it has been in securing job opportunities for local residents, NEETs, the up to 24 year olds, those looking to retrain and the up-skilling of the existing workforce.
35. The feedback from employers attending the YorCity Construction event held in May 2013 suggests the need to examine what opportunities are available for the 19+ age group to enter the construction industry – see paragraph 31 above. However, members had previously been made aware that a significant number of potential construction industry recruits in York would need pre-employment / pre-apprenticeship training linked to the construction sector before they would be able to benefit from more substantial training and work based learning opportunities.
36. At a meeting in early November 2013 Task Group members recognised that the YorCity Construction model was working very well with large construction companies on large development sites but acknowledged there was a need to engage with smaller firms to investigate what barriers, if any, there are to taking part in the scheme.

37. In noting that each major site developer and main contractor is approached to discuss which elements of the targeted training and recruitment model they would be prepared to be involved in, it would be helpful to understand how many do not take up the model and why. It is hoped this would be addressed at meetings with employer groups detailed below.
38. While the recruitment and training of staff is recognised as being a key issue in the Review, there is a need to identify a strategy whereby companies that have a suitably qualified workforce can best retain their skilled employees.
39. At the November Task Group meeting Members welcomed the formation of the YorCity Construction Steering Group, recognising it will ensure a more cohesive approach for development of the model for medium and small firms. Members expressed an interest in attending the first Steering Group meeting, which was arranged for 8 January, 2014.

Further Information Gathered

York Property Forum

40. In support of objective (i) of the review remit listed in paragraph 10, the Task Group agreed they would like to meet with Property Forum of York's Chamber of Commerce to investigate how local firms and organisations within the supply chain currently source new staff and apprentices.
41. As a result Task Group Members attended a meeting of the Property Forum on 10 December 2013. The Director of City and Environmental Services told the meeting the Council's aim was to create 22,000 homes over the next 15 years in addition to other major developments within the city, such as the former Terry's factory, the former British Sugar Factory and the former Nestle site. The challenge for construction industry employers was to meet recruitment needs over the next 10-15 years.
42. The Task Group Chair told the meeting there were great opportunities in York with a projected construction boom and it was important young people and local York residents were involved in this boom.
43. A Forum member told Task Group Members that there was a major skills gap in York and the UK generally and they were struggling to recruit staff. His company had recruited 25 people in York over the past six months but were still having to take on people from outside the area. The

problem was that as the industry downsized the supply chain became inhibited.

44. Another Forum member told the meeting he had three sons and a career in construction was never mentioned at school. The industry was now coming out of the doldrums. For the past four or five years it had not been able to take on apprentices but now it is starting to recover and can start recruiting apprentices again.
45. Following the meeting the Task Group Chair noted:
 - The perception that York's secondary schools have a low regard for the building and construction industry as a trades career path.
 - There is a long lead time for the procurement of basic materials – such as bricks – that could compromise efforts to expand the industry and its supporting training.
 - There may be difficulty getting the industry to adopt modern pre-build technologies – which could have knock-on effects to the training and planning processes for these technologies.
46. Another Task Group Member suggested schools could better market a career in construction, although it was accepted the reality over the past five or six years has been that the industry has shrunk to 25% of what it was in some areas which has meant a big drop in wages and poor job security. However, now was a good time to start as the opportunities are sky high and this needs to be stressed to young men and women.

YorCity Construction

47. On 8 January 2014 the Task Group Chair attended a YorCity Construction Steering Group meeting along with representatives of construction firms, training providers, agencies, the Armed Forces and CYC officers.
48. The purpose of the Steering Group is to:
 - Advise on how YorCity Construction can continue to develop a multi-agency, partnership approach in York to meet the skills and recruitment needs of the construction sector both now and for the future;

- Advise on the skills needs of the sector;
- Advise on how YorCity Construction can maximise targeted recruitment and training opportunities available to local residents through developers, contractors or supply chain businesses that are either based or operating in the city;
- To oversee the implementation of the YorCity Construction initiative and to receive and comment on progress reports relating to YorCity Construction.

49. The meeting acknowledged that York is going through a significant period of change as it recovers from recession and there were massive opportunities for long-term gain with plans for 22,000 homes over 15 years and the creation of around 1,000 construction jobs a year.
50. Construction company representatives said their firms were recruiting but agreed the industry did not have the skills pool it required and there was a limited amount of trades people in the York area. They have vacancies that need to be filled immediately but there were not enough skilled employees such as bricklayers and joiners.
51. Construction companies were committed to apprenticeships but these take two to three years and would not be able to satisfy the immediate requirements.
52. The meeting agreed that many schools had misconceived ideas about the construction industry as a career and were largely unaware of the wide variety of jobs available from trades people to professional, technical and commercial and sales positions. One training provider did a presentation to a school and could see the shock when people realised the careers opportunities available in construction.
53. The Armed Forces representative said redundancies meant a large, motivated workforce was to be released into the labour market, each with a retraining package which could be used to learn a new trade.
54. The meeting acknowledged that construction was a transient market but as it was entering a period of growth it could now offer employment in the York area for the next five to 10 years during which time a locally based workforce could provide sustainability, which was not the case five years ago.

55. As a result of the Steering Group meeting eight key issues / opportunities were identified and shared with Task Group Members:

Key issue/ opportunity	Action
Career Education Guidance in schools / college	Roadshow for Construction Sector (supported by employers) to engage with young people still in education to inspire interest and change perceptions of opportunities available. 'Steps to Success' – annual event in October at York racecourse, to which all parents and young people in Year 9 (13) and Year 11 (16) are invited to meet with education and training providers and employers about course choices and career pathways.
Advanced Apprenticeship Recruitment Event – Feb 27 at City of York Council, West Offices, 5-8pm (supported by funding from Leeds City Region)	Talent match evening to bring together young people completing their A Levels or Level 3 BTECs / Diplomas with employers interested in hiring to Advanced Apprentices or to jobs with training in any discipline £1500 for SMEs new to Apprenticeships for 16-24 year olds
Apprenticeships (16-24 year olds) (construction or non-construction related)	£1500 for SMEs new to Apprenticeships for 16-24 year olds (any framework) £2275 for taking on a longer-term unemployed 18-24 year old as an Apprentice
Head Start – unemployed 18-24 year olds into work (supported by funding from Leeds City Region)	Pre-employment training - including Construction Skills Certification Scheme (CSCS) card - and wage subsidies available of up to £2275 for a minimum of 26 weeks paid employment (16-30 hrs per week)
Service Leavers – talent match	To talent match service leavers with training and job opportunities locally Package of support being developed between: <ul style="list-style-type: none"> • CITB • City of York Council • Armed Forces

<p>Other unemployed tradesmen back into work</p> <p>(supported by Government funding via training providers e.g.: York College)</p>	<p>Pre-employment training available to refresh or up-skill unemployed tradesmen if interviews can be guaranteed for job opportunities</p>
<p>York Jobs Fair</p> <p>(supported by funding from City of York Council)</p>	<p>Two Jobs Fairs annually to 2016 – end March and October.</p> <p>Circa 70 employers and training providers exhibit, with circa 1000 people attending to seek jobs or career changes.</p> <p>No cost to exhibitors or attendees</p>
<p>Graduate Recruitment</p>	<p>Talent matching graduates into construction sector roles</p> <p>Develop internship opportunities and/or programmes to train recent graduates in roles such as sales, marketing, project management.</p>
<p>Training and Workforce Development</p> <p>(supported by regional Skills Enhancement Funding)</p>	<p>Construction Plant Operations Unit qualifications at NVQ Level 2 – maximum three per employee to achieve their Blue Card 30% cash contribution only from employers (£40 per unit) with less than 5000 people</p> <p>Site Environmental Awareness Training Scheme (SEATs) Endorsed by the UK Contractors Group & Environment Agency, this enables SMEs to become compliant with the environmental best practice requirements ahead of it becoming mandatory.</p>

York College

56. To support objectives (ii) & (iii), the Task Group agreed to consult with current apprentices on their route into the industry and the barriers they faced and a meeting was arranged for 11 December 2013 at York College and the college's Osbaldwick Training Centre.

57. However, these meetings were cancelled at short notice as the college was notified that it was to have an Ofsted inspection that day and they were rearranged for 3 February 2014.
58. All three Task Group Members took part in the visits as were told that there were more than 700 apprentices at the college with between 250 and 300 involved in learning construction industry related skills. The college accepted that there was a gender imbalance on construction skills courses with about 90% of the apprentices being male.
59. Of the construction apprentices some were on full time courses and others on block release. The majority of the block release apprentices, who attend college for 25 weeks over two years, were linked to SMEs and even micro businesses.
60. The college has long-standing contact with the CITB which is able to help place some construction apprentices in the industry.
61. The College also offers traineeships as a precursor to apprenticeships on which trainees who do not have the required functional skills are able to upskill in English and maths to increase their employability. In addition the college runs a programme for NEEPs which is a stepping stone for the next level of qualification and covers employability skills such as English and maths.
62. During their first session Task Group Members met electrical, plumbing, painting and decorating and stonemasonry apprentices and at the second talked to apprentice joiners.
63. The majority has obtained their apprenticeships by word of mouth having been told of an opportunity by a family member or a "friend of a friend". Some worked for their family business and others had been placed with an employer by the college.
64. All agreed that it was difficult finding an apprenticeship and that there had been no guidance at school towards a career in construction. This lack of information was such that some did not realise you needed an apprenticeship to get into a trade.
65. Task Group Members were interested to hear the story of a 46-year-old apprentice stonemason. He was working as a labourer and did not realise at first that apprenticeships were available for people his age. He asked his company to send him on a course and after four years, when a fellow employee left the company, they gave him the opportunity. He is

partly funding the course himself.

66. The college is always proactive in trying to challenge gender stereotypes and makes sure where possible that case studies and images in marketing material reflect this. Two years ago the college ran a “Girls Allowed” day (for year 9 and 10 girls) for STEM (Science, Technology, Engineering and Maths) activities which was well attended. The college offered the event again last year but there was no take up from schools so it was not able to run.

Funding Bid

67. At a Task Group meeting on 21 February the Learning City York Partnership Manager told members of a Delivery & Innovation Fund bid to connect young people with economic opportunities in York.
68. The aim of the project is to develop, with employers, a set of Key Sector (construction, tourism & leisure, retail, business, financial & professional services, creative & digital industries) information and advice packages for delivery, by them, in schools across the city.
69. The project, if approved, will:
- Contribute to delivery of priorities in the 14-19 Local Area Statement of Need and Skills Strategy.
 - Raise awareness in young people of key economic sectors.
 - Support employers to deliver economic growth by addressing skills gaps and recruitment difficulties.
 - Address concerns in the Careers Education Information and Guidance (CEIAG) Scrutiny Review approved by the Learning and Culture Overview and Scrutiny Committee in September 2013 that all young people receive appropriate careers education, information advice and guidance through improved employer links.
 - Respond to recommendations in Ofsted’s review of Careers Guidance (September. 2013) to improve provision for young people.
 - Deliver greater employer engagement with schools and young people as envisaged in the Department for Education’s response to Ofsted’s report.

Conclusions

70. York is going through a significant period of change with plans for up to 22,000 homes over the next 15 years with the creation of 1,000 construction jobs per years and a sustainable skilled workforce.
71. From the evidence collected by the Task Group all indications point to a boom in the construction industry in York and a gap in the skilled workforce needed to best take advantage of any upturn in construction.
72. York has the protocols in place through YorCity Construction's Skills Model to secure locally targeted recruitment and training opportunities on larger sites and this model is being rolled out to smaller developments.
73. Employers acknowledged there was a major skills gap in York and they were struggling to recruit skilled staff. Many were committed to taking on apprentices but this training took two or three years and apprentices are not able to satisfy the immediate requirements.
74. The construction industry needs to be better promoted in schools as a worthwhile career with a wide variety of jobs available from trades people to professional, technical and commercial and sales positions.
75. That more needs to be done to attract women into the construction industry, not just in an office environment but at all levels.

Review Recommendations

76. Having considered the evidence above, the Task Group recommends:
 - i. That the Council support the Delivery and Innovation Fund bid submitted by the Education and Skills team to promote in schools within the next academic year and beyond the varied career opportunities in the construction industry and in particular the career opportunities in the construction industry for women.
 - ii. That CYC support the YorCity Construction network to:
 - a) agree a realistic target for growth in the number of construction industry apprentices within the city and in the number of businesses in the construction industry taking on apprentices.

- b) work with the Planning and Regeneration team to establish a framework at commercial pre-planning inquiry stage whereby firms in the construction industry are made aware of the support available from YorCity Construction.
 - c) work with the Planning and Regeneration team to develop a framework so that once a commercial planning application has been approved the Education and Skills Team can broker relationships between the developer and local training providers to ensure that potential apprenticeship opportunities are levered and in order to upskill the local workforce;
 - d) continue to work with training providers to make the skills offer more accessible for existing staff working in the industry, regardless of age, and other looking to retrain.
- iii. That the Learning City York Partnership Manager provides ECDOSC with six monthly progress reports from YorCity Construction Steering Group.

Council Plan

77. This review is linked to the '*create jobs and grow the economy*' element of the Council Plan 2011-15.

Implications

78. **Financial:** If the Education and Skill Team's Delivery & Innovation Fund bid is successful then there will be financial implications for the Council. The bid is for £15k to support various career roadshow activities including construction.
79. **Legal:** There are no known legal implications for the Council arising from the recommendations.
80. **HR:** There may be minimal resource implications for the Planning and Regeneration Team arising from recommendations 76(ii)(b)&(c) above in terms of staff time committed to the development of a framework and relationship as set out in those recommendations.
81. **Other:** This review has identified one potential equalities implication in relation to the lack of women currently being attracted to the construction industry. Recommendation 76(i) proposes a way forward in an effort to

address the challenge of encouraging women to enter the construction industry.

Risk Management

82. There are no specific risks arising from the report or its recommendations. However, there is potentially a risk that the gaps which the Task Group has identified during its review may continue to be present a growing problem for the skills of young people and the construction industry in particular, if Members decide not to recommend any further work with the YorCity Construction network.

Recommendations

83. Having considered the information contained within this report and its annexes, Members are asked to:
- i. Identify what additional work, if any, is needed to progress the report;
 - ii. Consider and endorse the recommendations arising from this review as shown in paragraph 76.

Reason: To progress this scrutiny review in line with scrutiny procedures and protocols.

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**Report
Approved**

Date 10/03/2014

Wards Affected:

All

Annexes

- Annex A** – Review aims, objectives and timetable
Annex B - Training provision and funding landscape

Abbreviations used in this reports and annexes

BTEC - Business and Technology Education Council

CITB – Construction Industry Training Board

CSCS- Construction Skills Certification Certificate

CSN – Construction Skills Network

FE/HE sector – Further Education/Higher Education

JRT - Joseph Rowntree Trust

JSP – Job Centre Plus

LA – Local Authority

NEET - Not in Education, Employment, or Training

NVQ - National Vocational Qualifications

NYBEP - North Yorkshire Business and Education Partnership

OFSTED - Office for Standards in Education

SEAT – Site Environmental Awareness Training

SFA – Skills Funding Agency

SME - Small and Medium Enterprises

STEM – Science, Technology, Engineering and Maths

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Construction Skills Task Group Scrutiny Review Annex A

Review Aim: To investigate ways of increasing the supply of local people with building and construction skills

Objectives	Method	Meetings
i. Identify what skills gaps and shortages there are in York and will be in the future, against planned development in the city over the next 5 years and beyond	Map the existing training provision and funding landscape to support the skills and employment needs of the industry	23 Sept 2013 @ 5:30pm
	Consider interim report providing: <ul style="list-style-type: none"> • Information on current practice in York • Feedback from Employers gathered July 2012 • Information on best practice from other Local Authorities detailing how they work with developers and training organisations to ensure they have a skilled workforce available to achieve their future development demand 	4 Nov 2013 @ 2:30pm
	Meet with Property Forum of York's Chamber of Commerce and other contacts to investigate how local firms and organisations within the supply chain currently source new staff and apprentices	10 Dec 2013 @ 5pm
ii. Examine the opportunities for local people, including NEETs, 16-24 year olds and those looking to retrain, to enter the construction industry to enable the industry to take advantage of new and emerging projects	In support of objectives (ii) & (iii): <ol style="list-style-type: none"> 1. Carry out site visit to consult with current apprentices to: <ul style="list-style-type: none"> • Investigate their route into the industry and; • Identify any barriers they faced 	3 February 2014 @ at York College and Training Centre, Osbaldwick

<p>iii. Identify what strategy and funding is in place by building companies and training organisations to develop a suitably qualified workforce to meet projected demands including retention and recruitment strategies, and identify best practice</p>	<p>2. Meet with representatives from training providers such as York College, CITB, and Job Centre Plus to:</p> <ul style="list-style-type: none"> • Map existing capacity and potential gaps and; • Identify possible obstacles in the recruitment process 	<p>8 January, 2014 @ YorCity Construction Steering Group meeting.</p> <p>3 February 2014 @ York College</p>
	<p>Consider Interim Report detailing information gathered to date and additional information on Delivery & Innovation Fund bid</p> <p>Identify conclusions and draft recommendations to be included in Draft Final Report.</p>	<p>21 February 2014</p>

Construction Sector Training and Workforce Development				Funding criteria
	Unemployed		Employed/ existing work force	
	New entrants	Re-enter and up skill	Employees aged 19+	Leaders and managers
Core SFA funding (York College)	Classroom infill against a range of L1 – L3 quals.	EWPA in (Experienced Worker Practical Assessment) in <ul style="list-style-type: none"> Decorative Occupations Trowel Occupations Wood Occupations These qualifications together with a Health and Safety Test certificate will enable these individuals to qualify for a CSCS Card.	Range of short courses and qualifications from L1-4. Range of Apprenticeships for 16-18 & 19+	<ul style="list-style-type: none"> National Certificate in Building Studies BTEC Level 3 Diploma or Extended Diploma CIOB Site Management Certificate Diploma (SMETS).
	Free to unemployed residents	Free to unemployed residents		<ul style="list-style-type: none"> Unemployed individuals should qualify for free programmes as these would be fully funded by the Skills Funding Agency Short Course programmes are fully funded by students or their employers Qualifications are part funded by the Skills Funding Agency and students or their employers Apprenticeship programmes are part funded by the Skills Funding Agency and students or their employers

ESF workplace learning		<p>1) Birkwood Plant Training – (plant/ construction operations)</p> <p>2) Integrated Training Solutions – (plant operations)</p> <p>3) Leeds College of Building – (various L2 diplomas, ranging from glazing, roofing, steel, fenestration).</p>		<p>1) Up to 1,000 employees.</p> <p>2) Up to level 2</p> <p>3) Fully funded</p> <p>4) Some larger employers</p> <p>5) Some funding L3 19-24 SMEs</p> <p>6) To June 2015</p>
Skills enhancement fund		<p>1) Construction Plant Operations – Unit Qualifications NVQ L2 max 3 per learner</p> <p>This Framework seeks to fund additional units of the Plant Operations NVQ level 2 allowing operatives to show competence in a wider range of equipment which will in turn; increase their prospects of remaining in employment and achieve their Blue Card.</p>		<p>1) PO -Employers in the Construction Sector that employ less than 5000 people.</p> <p>2) Until June 2014</p> <p>3) 30% cash contribution from employer ~£40 per unit.</p>

<p>CITB Construction for growth via LEPs Employer funds</p>	<p>✓ Growth through people</p>	<p>✓ Targeted skills needs</p>	<p>Improving employer's capabilities and capacity to respond to business opportunities</p>	<p>SME for workers with responsibility for environmental issues 30% employer cash contribution (maximum of £100 per learner) max group 10.</p>
			<p>✓ 500k of CITB employer levy monies to support activity across LCR. Jan 2013 – Dec 2016. Match required. Registered CITB employers/businesses.</p>	
		<p>Site Environmental Awareness Training Scheme – Framework seeks to provide funding towards the costs of undertaking the SEATS which will enable Construction Companies to become compliant with the requirements ahead to it becoming a mandatory. Endorsed by the UK Contactors Group & Environment Agency. Provides workers with knowledge on environmental best practises, enables the industry to become more aware of environmental issues and reduce carbon emissions and wastage.</p>		

<p>ESF skills support for work place</p>			<p>6. The work programme is aimed at providing support to employers in the following areas:</p> <ul style="list-style-type: none"> • Training and development of staff • Improving the quality of work life • Improving the productivity of the workforce • Improving the health and safety of the workforce • Improving the environmental performance of the workforce 		
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Economic & City Development Overview & Scrutiny Committee**25 March 2014**

Report of the Online Business / E-Commerce Task Group

Online Business / E-Commerce Scrutiny Review Update Report**Summary**

1. This report presents Members of the Economic & City Development Overview and Scrutiny Committee with an update of the work to date carried out by the Online Business / E-Commerce Task Group.

Background

2. At a meeting of ECDOSC on 28 January the Committee considered a briefing paper, shown at Annex A, on a proposed scrutiny review of Online Business / E-Commerce in York.
3. The briefing paper provided information on Office for National Statistics data which suggests that more than half of all UK enterprises are now run from the owner's home and there are 2.5 million such businesses operating across the UK.
4. Increasingly the traditional High Street retail sector is having to explore a multi-channel approach to reaching its markets. The "click and collect" model is increasingly used by the major chain retailers but independents may not have access to the technology or skills to take advantage of this new way of earning custom.
5. This area of concern – the need to encourage retail and traditional city centre businesses to make the most of the most recent technologies and telecommunications – is an issue that has been raised by City Team York.
6. There is also feedback from local business networks that the pace of technological change and the development of social media outlets for customer engagement is outstripping the pace at which particular independent or smaller companies can adapt.

7. The Committee agreed the topic was suitable for review and appointed a Task Group comprising Councillors Semlyen, Watt and Cuthbertson to carry out the work on their behalf.
8. The Task Group met for the first time on 12 February 2014 to agree a draft remit for the review and Councillor Cuthbertson was appointed Chair. The Task Group invited the Economy and Enterprise Manager to the meeting to assist them.
9. As a result the Task Group agreed the following review aim, objectives and provisional timetable as show in Annex B:

Aim

Identify how City of York Council may better support city centre (within city walls) businesses to develop their online opportunities and improve their sales, marketing and profitability.

Objectives

- i. Identify gaps in current support for online business and commerce
- ii. Identify any barriers the business community may face to increasing online working and possible solutions;
- iii. Investigate how a business, using online methods, can increase its profitability;
- iv. Investigate mentoring / matching opportunities
- v. Examine the opportunities for funding.

Consultation

10. The Task Group agreed there was a need to examine the existing support provision for local businesses. City Team York and the Retail Forum will be the main conduit for gathering information.
11. To identify any gaps in this support the Economy and Enterprise Manager was requested to map the existing provision by using Genius and an online survey via the Economic Development Unit newsletter and to put out requests for information from organisations including York Professionals, the Federation of Small Business (FSB), Proudly Group, Retail Forum, and Science City York (SCY) and ask them to put information in their newsletters requesting feedback.

12. The Task Group also wanted to meet representatives from York business organisations, including the Federation of Small Businesses, the Retail Forum and City Team York and to invite a digital media expert consultant to discuss the barriers to online working and possible solutions and opportunities.
13. To further help their considerations the Task Group requested information on how other towns and cities are supporting the development of online business opportunities.

Information gathered

14. The survey of other towns and cities revealed:

Wakefield Council Wakefield Business Support Programme	Amongst other things, the support programme, part-financed by the European Regional Development Fund, has contributed money towards things such as e-commerce ready computer systems.
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Link: <http://www.wakefield.gov.uk/News/PressReleases/news/PR4413.htm>

Glasgow City Council E-commerce Solutions Grant	A grant for up to 80% (£1,000 maximum) towards enhancing, updating or installing e-commerce solutions to a business. The grant designed to help companies in Glasgow install e-commerce to encourage the development of businesses in Glasgow. It is targeted at those companies with growth potential and who want to retain, develop and create new jobs by developing an e-commerce service provision. The grant is targeted at small and medium sized enterprises (SME's). The grant can be used to enhance, update an existing E-commerce activity or to install new approaches to trading.
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Link: <http://www.glasgow.gov.uk/CHttpHandler.ashx?id=17649&p=0>

Caerphilly County Borough Council ICT and Ecommerce advice	Free. IT Demonstration Suite – provides business a chance to use popular software before buying. Free ICT training – in areas such as web design, VOIP and SEO. A Go2 Website Grant provides financial support to help eligible businesses to have an online
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and training	<p>presence and to start trading on line. Generally all business sectors may be considered for support - including retail. The business must be established in Caerphilly County Borough or the individual a resident of Caerphilly County Borough and setting up a business in the area. The scheme provides:</p> <ul style="list-style-type: none"> • Domain name registered to the company • Secure website hosting with daily website backup • Professional web design unique to the business • Fixed fee entry level website • Free listing on Go2 My Town sites • Access to online marketing tools and services • Training to manage your own websites
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Link: <http://www.caerphilly.gov.uk/site.aspx?s=+23S3aVCrphKmSh+rq63mBKR5iRYQYlhrztvAJ/WIJg=>

<p>West Lothian Council</p> <p>E-Business Adviser</p>	<p>A specialist e-business adviser works with local growing businesses to help them take up new technologies and get involved in e-commerce. This includes the delivery of e-business workshops on subjects such as Trading Online; Getting Real Results From Your Website and Improve Your Search Engine Ranking. The e-business adviser co-ordinates the West Lothian e-business club which holds a series of regular meetings to bring together local companies to network, exchange ideas and hear expert speakers on a range of topics of interest to businesses who trade online.</p>
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Link: <http://www.westlothian.gov.uk/business/business-support/advice/>

<p>Newcastle Borough Council</p> <p>Stoke and Staffs Business Helpline</p>	<p>Businesses are encouraged to find the helpline for advice on a range of IT issues including networking, getting the right website and how to start planning for e-commerce.</p>
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Link: http://www.newcastle-staffs.gov.uk/business_index.asp?id=SX893D-A780B6E3&cat=1381

West Dunbartonshire Council E-Commerce Grant	An e-commerce grant provides funding for the development and implementation of an e-commerce strategy that can be shown to improve business performance. The funding can be used for assistance to develop e-commerce and e-marketing strategies, e-commerce web site development and assistance with search engine optimisation / establishing an online payments facility etc. The funding can provide 30% of approved project cost, to a maximum of £3,000.
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Link: <https://www.west-dunbarton.gov.uk/business/grant-and-loan/e-commerce-grant/>

15. The online survey went live on 5 March and will run for one month. The Economy and Enterprise Manager took advice from technical staff and agreed that Genius was not the right medium to gather additional information for the review.

Timetable for Review

16. Please see annex A which sets out a proposed timeframe for the review and a breakdown of the proposed work to be covered.

Options

17. Members can:
 - i. Agree to proceed with the review and approve or modify the aims and objectives;
 - ii. Agree not to proceed with the review.

Analysis

18. At this stage the report is for information only.

Council Plan

19. This review is linked to the create jobs and grow the economy element of the Council Plan 2011-15.

Implications

20. There are no known implications associated with the report. Any implications arising from the final review recommendations will be addressed accordingly.

Risk Management

21. There are no known risks arising from the report. Any risks arising from final review recommendations will be addressed once they become apparent.

Recommendations

22. Having considered the information provided within this report the Committee are recommended to agree:
- i. The aim and objectives of the review
 - ii. The timeframe for completing the work on the review subject to any new reviews being agreed by Members of the Committee following the annual meeting.

Reason: To ensure compliance with scrutiny procedures, protocols and workplans.

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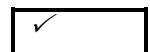
Report
Approved



Date 14 March
2014

Wards Affected:

All



For further information please contact the author of the report

Annexes

Annex A – E-Commerce briefing paper

Annex B – Aim, objectives and draft timetable

Abbreviations

FSB – Federation of Small Businesses

IT – Information Technology

ICT – Information and Communications Technology

SCY – Science City York

SEO – Search Engine Optimisation

SME – Small and Medium Enterprises

VOIP – Voice Over Internet Protocols

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Scoping paper on support for online business / ecommerce skills

Proposed by Cllr Anna Semlyen

Background

From recent ONS data, evidence suggests that more than half of all UK enterprises are now run from the owner's house. There are 2.5m such businesses operating across the UK.

Obviously, the online market place is relevant to all businesses, and increasingly the traditional high street retail sector is having to explore a multi-channel approach to reaching its markets. The "click and collect" model is increasingly used by the major chain retailers, but independents may not have access to the technology or skills to take advantage of this new way of earning custom.

This area of concern – i.e. the need to bring retail and traditional city centre businesses to using the most of the 21st century technologies and telecommunications – is an agenda that has been raised by the City Team York.

In addition, there is feedback from the local business networks that the pace of technological change and the development of social media outlets for customer engagement is outstripping the pace at which particularly independent or smaller companies can adapt. Such new areas of concern include:

- Cloud and data sharing – how we use this to make business more effective and efficient;
- Open source;
- Social media;
- meta pages and QR code implementation;
- online payment systems;
- mobile and tablet compatible sites; and
- the use of embedded into sites business videos.

Increasingly, then, the need for e-commerce and online skills are critical to start up and continued business success/growth.

Scope

The Committee could consider the topic from a number of angles, including the following:

- The potential start up entrepreneur – as a potential first route to market, where the cost of premises (i.e. shop, office or warehouse) can be prohibitive in the early development of the business
- The existing business facing a need to reach markets in multiple ways, whether B2C businesses (businesses selling products or services to consumers directly) or B2B businesses (businesses selling products or services to other businesses)

The scope of the work could explore the following objectives:

- Review and confirmation of skills provision relating to online commerce and business management
- Consultation with the business community across the spectrum of sectors and ages of business on barriers to use of online channels to market
- Explore particularly the use of exploring new online methods of reaching customers
- Development of recommendations for actions

Review Aim: Identify how City of York Council may better support city centre (within city walls) businesses to develop their online opportunities and improve their sales, marketing and profitability.

Objectives	Method	Meetings
<p>i. Identify gaps in current support for online business and commerce</p>	<ul style="list-style-type: none"> • Map the existing support provision to determine whether it is keeping pace with technological change and the development of social media or mediums of communication by using Genius and an online survey question via Economic Development Unit newsletter. Economic Development staff to put out requests for information from 8 organisations including York Professionals, FSB, Proudly Group, Retail Forum, SCY and ask them to put information in their newsletters asking for feedback • Examine how other towns and cities are supporting the development of online business opportunities eg by Scrutiny Officer search of other scrutiny reviews 	

<p>ii. Identify any barriers the business community may face to increasing online working and possible solutions</p>	<ul style="list-style-type: none"> • Task group meet to discuss initial results of written and verbal feedback from CYC officer consultation requests above and Genius • Meet representatives from York business organisations, including the Federation of Small Businesses, the Retail Forum and City Team York. Invite a digital media expert consultant re barriers to online working and possible solutions/ opportunities 	<p>6 May, 10am</p> <p>21 or 22 May, 4.30pm at West Offices</p>
<p>iii. Investigate how a business, using online methods, can increase its profitability</p>	<ul style="list-style-type: none"> • Invite the digital media expert above to consult with the Task Group on ideas for recommendations and how CYC can bring about positive change to increasing sales, marketing and profitability. 	<p>10 June, 10am</p>
<p>iv. Investigate mentoring / matching opportunities</p>		<p>tbc</p>
<p>v. Explore funding opportunities</p>		<p>tbc</p>

		tbc To consider evidence and formulate recommendations
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Economic & City Development Overview & Scrutiny Committee**25 March 2014****Proposed Scrutiny Review on the Universal Credit Local Support Services Framework – Briefing note****Summary**

1. The Committee wish to consider whether the implementation of Universal Credit (UC) and particularly the way that residents will access it, is a topic for scrutiny. This briefing includes an update on the progress made by the Department for Works and Pensions (DWP) to implement UC nationally and proposals for the provision of local support for residents through a 'Local Support Services Framework' (LSSF).

Background

2. UC was originally intended to be one single benefit paid to working age people to replace over 30 existing state benefits. It will now replace just six¹. The implementation plan was that between April 2013 and the end of 2017, UC will replace these benefits, with new claims for UC being rolled out from October 2013. Delays mean that most tenants will not be affected until 2016/17 and others not until after 2017. Those of pension age will have help with their rent moved to the Pension Service from Housing Benefit (HB) well after 2017. This is separate from UC.
3. UC will have been implemented for the least complex cases (single people only with no children, with or without housing costs), in 10 Local Authorities in the UK, by spring 2014. The DWP intend to extend the scope of these pathfinders and pilots in 2014 to include couples in the

¹ The six benefits that will be replaced by UC for working age people are

- Income-based Jobseeker's Allowance (JSA) - not Contribution-based (CB)
- Income-related Employment and Support Allowance (ESA) - not Contribution based.
- Income Support
- Working Tax Credit
- Child Tax Credit
- Housing Benefit (HB)– this will be replaced by a Housing Credit within UC

summer, families in the autumn, followed by a geographic expansion to cover most of the North West. A further 12 LA led pilots are looking at core themes such as financial and digital inclusion for their existing HB claimants to help inform the design of support for UC claimants.

4. The DWP state that their plans will allow UC to be implemented in each part of the UK by 2016, (closing down new claims to the 6 existing state benefits), with the vast majority of remaining claimants on existing benefits migrating to UC during 2016/17. They also state that some 700,000 Employment and Support Allowance (ESA) claimants will not migrate until post-2017 (City of York Council (CYC) has 2,219 ESA claimants).
5. The General Election in May 2015 may influence changes to the pace, scope and extent of the roll out programme.
6. This is a very ambitious timetable with up 12.5 million claims for existing benefits nationally having to be converted to UC of which around 3.7 million are for working age HB customers (as at November 2013). The lack of an implementation plan is of concern and the impact that this will have on the council's ability to provide a good standard of service to customers and to retain highly skilled benefits staff.

Local Intelligence

7. At the end of January 2014 York had 14,042 HB and Council Tax Support (CTS) customers. As highlighted in the table below, of those on HB 56% are of working age and could be affected by the roll out of UC in 2016/17. However, tenants in certain 'supported' accommodation will be exempt from claiming help with their rent as part of their UC and will continue to receive HB (e.g. homeless, hostel tenants, and vulnerable people such as disabled or with mental health or other significant support needs). They will still be required to claim UC for their living costs. The scope of this exemption has not been finalised yet by the DWP but it is estimated that this could be around 500 cases in York. Those on ESA will also follow later.
8. As the table below shows, on current thinking this means that around 3,400 existing working age HB customers will need to be migrated to UC by 2016/17 based on present caseload and predictions.

HB caseload	10,885
Pension age (44%)	4,789
Working age (56%)	6,095
<i>less</i> ESA (migrate after 2017)	2,219
<i>less</i> Exempt	500
Migrate by 2017?	3,376

9. Those of pension age (4,789) will remain on HB until at least 2017/18 and the speed with which these are migrated to the Pension Service will be influenced by the experiences of UC implementation. Local authorities will continue to administer CTS schemes - at the end of January York had 11,773 CTS customers. Note that customers can receive either HB or CTS or both. Post-UC implementation they can receive UC or CTS or both.
10. Councils are expected to retain responsibility for Discretionary Housing Payments (DHPs) for all eligible customers.
11. CYC has started to look at the implications of UC and will be gathering more intelligence in the coming months, including a more detailed breakdown of the types of state benefits that residents receive.

Resources

12. The council has already seen reductions in its administration grant from the DWP in recent years which has added pressure on service delivery:
 - 2011/12 £1,106,910
 - 2012/13 £1,050,137
 - 2013/14 £986,733
 - 2014/15 £911,339 (£731,930 (DWP) £179,409 (CLG))²
13. Whilst this has been offset to a degree by some additional funding to support councils through various specific aspects of Welfare Reform implementation such as the transfer of crisis loans, the basic core funding has seen a real reduction.
14. For context the full average cost of a benefit assessor is approximately £23,000 per year.

² Grant source is split from 14/15 between DWP and CLG (Communities & Local Government) as DWP only have responsibility for HB with LCTS falling to CLG.

15. Demand for benefits-related council services however has increased over the last few years which is putting pressure on reducing resources as shown in the Annex to this report, in addition to planned budget savings.
16. There is an expectation that when the DWP publish detailed migration plans and the related reduction in HB caseload becomes clear that there will also be details of a corresponding reduction in the administration grant paid to councils. There is a risk that this will have implications for service resilience and the retention of experienced staff at a time when demand for support and advice will inevitably increase as customers transition to UC.
17. An additional pressure will be the withdrawal of Government funding from 2015/16 for Local Welfare Provision – in York called the York Financial Assistance Scheme (YFAS). Total funding from DWP in 13/14 was £381k and £376k for 14/15 with the council adding £100k and £200k respectively for each year.

The Local Support Services Framework (LSSF)

18. In February 2013 the DWP published the first '*UC Local Support Services Framework*'³, following Ministerial direction to the DWP to ensure that claimants with complex needs will not be prevented from accessing and using welfare services. The next LSSF plan will be published in the autumn of 2014. This plan follows continued consultation, dialogue and joint working that will provide further information to allow local partnerships to plan their services for 2015/16 and beyond.
19. Under a 'Delivery Partnerships Approach' existing local planning forums, usually local authority led, will be developed into Local Delivery Groups for UC local claimant support services. These must include DWP and council representatives but should also include other service providers. They should have the flexibility to plan support services and engage different suppliers according to local circumstances. Whilst there is no statutory requirement on councils to support or deliver any aspect of UC it is undoubtedly in their own and their residents interests to do so.

³ <https://www.gov.uk/government/publications/universal-credit-local-support-services-framework>

20. From a CYC perspective it complements the council's anti-poverty and Financial Inclusion Strategy objectives. Funding arrangements, however, are uncertain but in the trials LSSF funding will only be available for services newly required or where an increase in workload is experienced as a direct consequence of UC. The LSSF approach offers the potential to 'leverage' or use existing services and resources to maximum advantage and is 'not entirely dependent on new money.' In mapping out current local provision it may also be possible to identify existing funding streams which might be re-aligned.
21. The recent '*UC LSS Update and Trialling Plan*⁴ produced by the DWP points out that the transition to UC requires a 'major cultural transformation'. This involves helping customers to 'understand that work pays' and to take much more control over their lives supporting 'their journey towards self-sufficiency and independence.' From October 2013 until spring 2014, the Claimant Commitment (an agreement the claimant signs specifying what action they will take to get work) is rolling out nationally across 100 Job Centres per month to supporting this cultural transformation. Around 25,000 Job Centre Plus advisors are being re-trained to deliver the Claimant Commitment.

Employment & skills initiatives

22. Whilst York still has job vacancies there are large numbers of local people, including the longer-term unemployed, who continue to find it difficult to get a job and progress through the labour market. More people of all ages have been out of work longer, there are more female claimants than pre-recession and in some more deprived areas of York the unemployment rate is 30%. People in these situations tend to have low qualification levels. Also, in areas of deprivation, inter-generational worklessness and single parent families are more common. Many have been in and out of jobs or not worked at all as an adult, lost confidence or have significant health problems. To help address these issues a number of skills initiatives have been developed and are in place. These are fully listed in Annex B.

Pilot Experience and CYC Early Work

23. Harrogate is a LSSF pilot site and went live for new claims to UC from single people on 24th February 2014. At a recent stakeholder meeting in

⁴ <https://www.gov.uk/government/publications/universal-credit-local-support-services-update-and-trialling-plan>

Harrogate it was confirmed that the funding arrangements were still not resolved. They are expecting very low numbers of 5 rising to 15 per month and will be providing a triage service by contacting customers the DWP have identified as possibly needing alternative payment arrangements assistance (e.g. payment to a landlord), support with personal budgeting, and supported on-line access. For customers in debt they will work with external partners, such as the Citizen's Advice Bureau. The DWP confirmed that software issues still exist but these are being worked on and that data sharing arrangements are not yet in place so they require customer consent.

24. There is a great deal of material on good practice from existing pilot and pathfinder sites which will inform local solutions and the DWP is expected to issue further information in due course.
25. The Benefits Service within Customer Services is engaging with other council departments, libraries, partners and interested organisations to look at identifying vulnerable groups, mapping services the council already provides, or are planning to provide, including access to getting on-line, assisted digital claiming, financial inclusion, and work readiness. 'Advice York'⁵ will be a key component in preparing for UC. The first of a rolling programme of meetings is scheduled for 12th March 2014. CYC has asked for information from the DWP on potential claim numbers and activity to try to assess the ongoing impact on council resources and customer centre activity.

Other Impacts to Consider

26. **Digital Inclusion** – for UC there will be limited access to telephone and face to face services. An on-line account will be the primary channel for communication. Councils with partners will need to ensure that they provide sufficient access to the internet and help claimants to use it. At the moment there is sufficient provision within West Offices Customer Centre to manage an increase in 'self service' but resources will be needed for assisted claiming and an anticipated initial increase in customer contact across telephone and face to face channels.
27. **Non fulfilment of the 'Claimant Commitment'** and a tougher (benefits) sanction regime– customers have to enter into an agreement to certain work related responsibilities. Under UC this will include those in work not just those out of work. Customers as a result may have no or

⁵ A network of advice providers in York offering free, independent, impartial, confidential legal advice in areas of social welfare: <http://www.adviceyork.org.uk/>

inadequate amounts of benefit to live on. More customers are likely to come to the council and partners for crisis help as the DWP reduces its customer facing services and relies on remote processing centres. There is already evidence of the impact of increasing numbers of people being 'sanctioned' and the members of Advice York have pulled together a response for the DWP 's current review of Job Seeker's Allowance sanctions.

28. **Affect on the rented Housing market** - in December 2013 the National Landlords Association revealed that the number of landlords willing to let to people on benefit had reduced to 1 in 5. Direct payment to tenants of UC (including help with rent) monthly in arrears can only make this situation worse. When tenancies are under threat the first port of call will be the LA and some tenants will end up in Hostels and Bed & Breakfast increasing the pressure on Councils. Exploitation and fraud are likely to increase.
29. **Vulnerable people** - currently the proposed protection for vulnerable supported and homeless tenants is uncertain. A 2012 joint report with The Children's Society and Disability Rights UK found that some vulnerable adults and children will be worse off. Payment of UC to one only person per household could be unfavorable to women and children, previously DWP benefit income could be paid to either partner. Research shows that when women receive benefits more is spent on children.
30. **Local Welfare Provision (LWP) and Discretionary Housing Payments (DHP)**. LWP funding stops from April 2015 which partially funds the YFAS. CYC's DHP grant will be reduced by nearly 20% from April 2014 as customers get used to the effects of welfare reform on their HB by either absorbing the additional costs or moving to cheaper / smaller accommodation. The financial challenges brought by UC will increase contacts, applications and potentially awards from such discretionary support schemes, but only if CYC can afford to continue to provide funding and support in light of reduced Government contributions.
31. **Getting into debt/financial inclusion** - switching to single monthly payments will be a significant challenge to some low income families who are already struggling with the effects of the recent economic downturn and welfare benefit reform. The need for personal budgeting and support along with debt counselling will increase. Some customers may need help with getting bank accounts, for example.

32. **Direct payments** - monthly in arrears payment of the housing element of UC will give tenants responsibility for managing their own rent payments. Some 'alternative payments' might be available e.g. direct to the landlord where circumstances allow. Landlords will have to review how and when they collect rents which could have significant cost. The lack of flexibility in UC payment policy could result in more rent arrears, more distress for tenants and more work for landlords. This could threaten income streams, over 50% of CYC tenants receive HB and in 2012/13 received nearly £17.9 million.

Conclusion

33. Implementing a LSSF is a major piece of work which supports the council's objectives to work as 'one' across departments and with partners. It would provide excellent customer service and represent value for money. However the decision to implement and what to implement has to be made when the full facts are known, including any funding arrangements and this information will not be available until at least autumn 2014.
34. Scrutiny work could look at the council and partners' preparedness for UC, the construction of the LSSF and any of the impacts to be managed by the LSSF, either individually or as a group. As more information on pilots and LSSF will emerge during the coming year, it is recommended that this Committee receives an updated report in early 2015 to inform a possible scrutiny review at that point.

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Report

Approved



Date 10th March
2014

Specialist Implications Officer(s) None

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

All

For further information please contact the author of the report

Background Papers:

Local Support Services Framework Feb 2013
UC LSS Update and Trailing Plan Dec 2013

Annexes:

Annex A - CYC benefits data

Annex B - Skills initiatives

Abbreviations:

CAB - Citizens Advice Bureau
CLG - Communities & Local Government
CTS - Council Tax Support
CYC - City of York Council
DHP - Discretionary Housing Payments
DWP - Department for Works and Pensions
ESA - Employment & Support Allowance
HB - Housing Benefits
JCP - Job Centre Plus
L - Local Authority
LCTS - Local Council Tax Support
LSSF - Local Support Services Framework
LWP - Local Welfare Provision
SBWA - Sector Based Work Academies
UC - Universal Credit
YFA - York's Financial Assistance Scheme

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	2011-2012	2012-2013	April 2013- Jan 2014
Benefits Team Staffing Establishment - FTE	48.7	43.7	43.7*
Annual Benefits Caseload	15,150	15,123	14,042**
Number of Benefits Telephone Calls Received	25,915	30,206	36,776
Number of DHPs received	60	284	770
YFAS Claims made	N/a	N/a	2479
YFAS Customer Phone Contact	N/a	N/a	2018
Benefits & YFAS Customer Face to face contact			18332***
LCTS caseload	N/a	N/a	11,773*

* For information in 2014/15, establishment FTE reduces to 36.9. Currently there are 2 x FTE vacancies not filled from this total which will contribute to 14/15 savings. Funding has been used for temporary support

**Caseload is now split between housing benefit & LCTS

*** YFAS & Benefits is on one queue on the Customer Centre ticketing system as the same skill staff serve these customers. This means that data cannot be separated between YFAS & Benefits. We estimate 1200 - 1500 of these are YFAS callers using data on payments made and hence payment cards collected.

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Annex B - **Current skills initiatives**

- In terms of Connecting People to Jobs (CYC Economic Inclusion Policy and Priority 2 of the York Skills Strategy, 2013-2016), the Learning City Partnership (City of York Council) works with Job Centre Plus, the National Careers Service, Work Programme providers and other training providers across the city to better cohere and plan programmes and provision to support unemployed York residents.
- Whilst Job Centre Plus (JCP) hold the statutory responsibility to provide support for all ages of benefit claimants to get back into work, the employability, training and advice programmes are delivered by other partners and operate within a fragmented funding landscape which can create gaps for particular residents .
- The current measures under the generic 'Get Britain Working Campaign' include access for benefit claimants to work experience, work clubs, an Enterprise Allowance for start-ups and Sector Based Work Academies. SBWAs are delivered by training providers funded by the Skills Funding Agency that combines employability and sector specific vocational training with work experience and a guaranteed interview with employers that have vacancies. In York, we have built up a range of programmes for vacancies in the Care Sector, retail / customer services, hospitality and are seeking to launch a programme for the Construction sector.
- The DWP funded Work Programme provides support for the longer-term unemployed (9 months plus).
- Some vulnerable groups are provided with targeted support through European Funded programmes such as ex-offenders (a regional contract delivered locally by York Learning), Adults with Learning Disabilities and Difficulties (Work Choice, delivered locally by Shaw Trust) and Families with Multiple Issues (Support for York delivered locally by York Learning). These programmes come to an end in 2015 and the new ESF programme of support is yet to be tendered.
- Through CYC Economic Inclusion Funding and Government funding devolved to Leeds City Region, Learning City has worked with local training providers to support two 'age specific' programmes. 'Experience Works' to support those aged 50+ back into work (delivered by York College) and 'Head Start' to support longer-term unemployed 18-24 year olds back into work of between 6-9 months and those returning from the Work Programme after two years unemployment. These programmes come to an end Sep – December 2015.

- As existing employability programmes and funding streams come to a close, the Connecting People to Jobs and Opportunities Network will continue to work together to plan and cohere provision for unemployed residents and will seek to embed the nuances of the Universal Credit to the advice and guidance provided
- Future Prospects (York Learning) continues to provide a customer facing advice and guidance service at West Offices, along side CAB and will seek to work with other agencies and providers to offer support



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

25 March 2014

Report from City and Environmental Services

**Addressing fuel poverty, rising fuel bills and generating and selling
localised sustainable energy in York****Summary**

1. This report outlines the current on-going work happening across CYC and the city to help mitigate against fuel poverty and rising fuel bills. It also illustrates the on-going work relating to the generation of localised sustainable energy and highlights that additional capacity will be needed to develop new programmes of work such as a new CYC bulk energy buying schemes.

Background**Current work**

2. City of York Council (CYC) is taking a proactive approach in tackling tough carbon emission targets and social issues such as rising fuel bills and fuel.
3. The following work illustrates some of these current proactive approaches to reducing: 1) fuel poverty 2) energy bills and to increasing 3) localised sustainable energy generation:
 - a. 570 free cavity and loft insulation measures in Tang Hall area-wide scheme
 - b. 1600 free cavity and loft insulation measures across York
 - c. A new Home Energy Coordinator is now in post and working in certain areas of the city to provide practical money saving and energy saving advice.
 - d. Helped just under 330 people consider switching energy tariffs via a DECC funded pilot collective energy switching scheme.

- e. Help just under 750 people consider switching energy tariffs through a new Save Money by Switching Energy scheme. Estimated average savings that could be made through this scheme is £158. This scheme is run by iChoosr and it will run for 3 years.
- f. Subsidised new energy efficient boilers to private households in receipt of benefits.
- g. Subsidised solid wall insulation.
- h. Smart meter trial in 75 homes in York (via 2 schools).
- i. The Leeds City Region (LCR) Green Deal (and ECO) Provider procurement is ongoing and is expected to be completed in 2014 with work commencing in York from early 2015. This will help residents create warm low energy homes.
- j. Installed photovoltaic (PV) arrays in over 500 social housing homes, which provide free electricity to tenants.
- k. Currently drawing down regular Salix funding to support energy efficiency projects across the Council's estates.
- l. Developing a draft Local Plan that encourages renewable energy generation and maximises energy efficiency in new developments.

Future work

- 4. In addition to the above, CYC has been exploring opportunities to generate localised sustainable energy across its estate, and the wider city. A study by Amec drawing out these opportunities is just being completed, and CYC has drafted a Sustainable Energy Road Map to accelerate appropriate localised, sustainable energy generation in the city.
- 5. We now aim to carry out further exploratory studies on potential sites identified in the Amec report, and then to begin exploring development of projects, partnerships, finance and the right delivery models i.e Energy Service Company (ESCo), Joint Ventures, Energy Coops.
- 6. Combined, this work may lead to new structures/ bodies that generate and sell energy. Some thought has already been given to structures to manage the increased generation and sale of the energy generated in York. It is possible that this company and the energy generated could then be sold to local residents / businesses to help reduce fuel poverty/ bills across the city. However, this work will not start in earnest until CYC / partners have sufficiently developed projects.

7. To support this work, the council has also formally expressed an interest in signing up (with other local authorities across the country) to APSE's Local Authority Energy Collaboration. The goal is to deliver the local municipalisation of energy services and in doing so will address social objectives such as a reduction in fuel poverty, and will save and make money for local authorities. The collaboration will ensure a greater amount of low carbon energy projects come into fruition.
8. The council is also considering what may arise from future changes to the Building Regulations Part L (Conservation and Energy). In particular the role of off-site Allowable Solutions that may accelerate local low carbon projects. Such projects would be funded in part by developers wishing to meet their zero carbon requirements.
9. It is noted that the Committee specifically asked about bulk buying energy maximising receipts from carbon credits and using council land for planting trees and or solar farming or wind. As seen above, some early work has commenced that could support this work, generate energy and sell energy via bodies such as ESCos. However, to further explore and progress the bulk buying of energy (not generated in York) and then sale of this energy, additional capacity within CYC is needed.

Consultation

10. At this early stage, only Housing Officers working in the area of Fuel Poverty have been consulted on this report.

Options

11. CYC to continue to proceed with the current work above.
12. If Economic & City Development Overview & Scrutiny Committee wish to consider and develop new streams of work in this area, including a new bulk buying scheme, this will require additional resources to carry out the work.

Council Plan

13. Protect the environment – The programme will ensure the council continues to addressing fuel poverty, rising fuel bills and sustainable energy generation. It will offer energy efficiency measures that will reduce city-wide carbon emissions and fuel / energy bills. It will also

promote and increase small scale and large scale renewable energy generation across the city.

Implications

14. The following implications have been considered:

Not applicable as this is a report outlining current work.

- (a) **Financial**
- (b) **Human Resources (HR)**
- (c) **Equalities**
- (d) **Legal**
- (e) **Crime and Disorder**
- (f) **Information Technology (IT)**
- (g) **Property**
- (h) **Other**

Risk Management

15. Not applicable at this stage

Recommendations

- 16. To note progress being made to address fuel poverty, rising fuel bills and generate localised sustainable energy generation and to note the future work being considered.
- 17. To explore views and ideas of the Committee surrounding innovative bulk energy buying scheme.
- 18. Should the Committee wish to consider further work in this area including looking at bulk buying and selling of energy to residents additional resources will need to be indentified.

Reason: To report on the work ongoing in the area of addressing fuel poverty, rising fuel bills and generation of localised sustainable renewable energy.

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	Report Approved	√	Date 14 March 2014
Specialist Implications Officer(s) <i>List information for all</i>			

Abbreviations

APSE – Association for Public Service Excellence
 DECC – Department of Energy & Climate Change
 EScO – Energy Service Company
 LCR – Leeds City Region
 PV - Photovoltaic

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Scoping Paper for the Local Productivity Levels and High Value Jobs

Proposed by Cllr Anna Semlyen

Background

In looking to attract high value jobs it is necessary to understand and appreciate the link between Gross Value Added (GVA) and the high value jobs.

To that end,

- GVA is linked to gross domestic product (GDP), as both are measures of economic output. The relationship is defined as:

Aggregated GVA + taxes on products – subsidies on products = GDP

GVA is for Local Authority areas – GDP for the nation as a whole

- As the total aggregates of taxes on products and subsidies on products are only available at whole economy level, Gross Value Added is used for measuring gross regional and local domestic product and other measures of the output of entities smaller than a whole economy. Restated,

$GVA = GDP + subsidies - (direct, sales) taxes$

- Over-simplistically, GVA is the grand total of all revenues, from final sales and (net) subsidies, which are incomes into businesses in any one Local Authority. Those incomes are then used to cover expenses (wages & salaries, dividends), savings (profits, depreciation), and (indirect) taxes.

Recently published figures by the Office of National Statistics show the value of York's Economy was worth £4.31 billion in 2012, the highest since 1997 and beating pre-recession levels of £4.273 billion. The GVA per head in 2012 is above the UK 100 Indices at 101.1.

The Percentage change in GVA between 2008 and 2012 is as follows;

England– 6.4%, Y & H – 2.7%, York – 6.9%

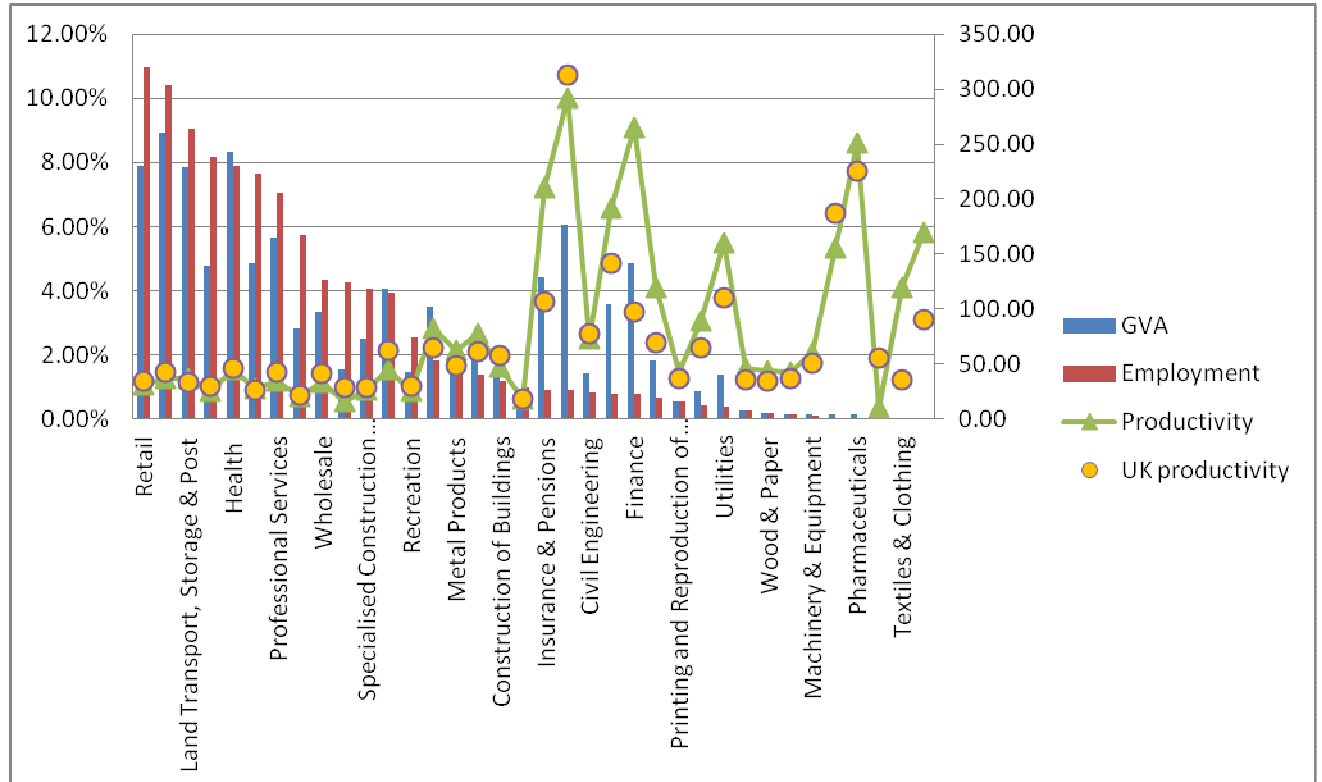
Although we have increased in the last year and our productivity per head performs well on a regional basis, we need to remain competitive on a national and international scale and the Centre for Cities Outlook has ranked York 40 out of 64 cities in regards to GVA per worker hence:

- **GVA per head is not competitive**
- **GVA per hour worked is no competitive**

We can track this back to two headline issues but further work needs to be carried out to determine other factors.

- We have high employment in traditional low productivity area ie hospitality, catering, retail,
- We have low employment in the traditional high value area ie insurance & pensions, pharmaceuticals, telecoms, chemicals, biochemistry.

Attracting the high value jobs is critical to add to the overall GDP and increase the GVA per worker.



Scope

The committee should consider the topic from several viewpoints.

- Identify activities to attract higher value inward investment opportunity using better intelligence to inform those activities.

Objective: Place resources behind the activities that gets best value for money

- How do we encourage graduates to the higher value professions?

Objective: to create opportunities for students/graduates in the sector and provide incentives were possible for the companies in the sectors to take on graduates and apprentices.

- Lift the productivity of the high employment sectors.

Objective: Work with the businesses to upgrade and increase staff skill levels

- Review skills available vs skills required for high growth sectors, e.g. biochemistry, agri-tech to provide a platform for engaging Higher York with task of gearing provision appropriately.

Objective: To determine exactly were we stand in relation to having the right skill base to attract high value employers in the right sectors and the educationally geared to meet future demands.

Author

Charles Storr

Economy & Enterprise Manager

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Economic & City Development Overview and Scrutiny Committee**25th March 2014**

Report of the Director of City & Environmental Services

An Update Report on Major Transport Initiatives in York**Summary**

1. This report provides Members of the Economic & City Development Overview and Scrutiny Committee with an overview and update in relation to the major transport initiatives in the city currently being progressed.

Major Transport Initiatives

2. Separate reports on the major transport initiatives are presented to the Cabinet Member for Transport, Planning & Sustainability on a regular basis. The overall capital programme is monitored through the year with the latest report submitted to the December 2013 Decision Session.

LTP3

3. LTP3 sets out the transport strategy for the city and the measures to be progressed in the short-term (2011-2015), medium-term (2015-2021) and long-term (2021 -2031), under the following strategic themes:
 - Provide Quality Alternatives (to the car).
 - Provide Strategic Links
 - Implement and Support Behavioural Change.
 - Tackle Transport Emissions.
 - Improve Public Streets and Spaces
4. The infrastructure improvements proposed over the LTP3 period are included in the document, and their delivery is identified in detail in the Capital Programme reports to the Cabinet Member for Transport, Planning and Sustainability Decision Sessions.

Integrated Transport Capital Programme 2013/14

5. The original starting budget for 2013/14 was £21.6m, which was significantly higher than in previous years (£6.8m in 2012/13) following the council's successful bid for funding from the Department for Transport to implement the Access York Phase 1 scheme. Carryovers from 2012/13 and additional items have increased the budget to £23.6m, of which approximately £18m is to deliver Access York phase 1.
6. Details of the 2013/14 programme were provided in the budget report to the Cabinet Member for Transport, Planning and Sustainability Decision Session on 18 April, and recently updated in the Monitor 2 to the Cabinet Member at the December 2013 Decision Session.
7. The key schemes being progressed in 2013/14 are indicated below.
 - Access York phase 1 – delivery of P&R sites at Poppleton and Askham, improvements to the A59/A1237 roundabout and bus priority route.
 - Public Transport schemes. City centre bus stop improvements, off bus ticket machines, interchange improvements, Real Time Information provision.
 - Clarence Street bus lane and associated traffic signal priorities
 - Improvements to existing city centre bus priority area including CCTV enforcement – Coppergate
 - Lendal Bridge trial restriction.
 - Cycle schemes including: University Road cycle lane, Haxby to Clifton Moor cycle route and a number of network priority schemes.
 - Safety and Accessibility Schemes – Schemes to address local safety, danger reduction and speed management issues.
 - Safe Routes to School Programme – Rolling programme of improvements to improve sustainable access to schools.
 - 20mph speed limit roll-out
8. An overview of progress against significant schemes is contained in Annex A.

Consultation

9. Not applicable as this item is for information only

Options

10. Not applicable as this item is for information only

Council Plan

11. These transport initiatives accord with the Council's priorities relating in particular to Get York Moving, Building Strong Communities and Create Jobs & grow the economy.

Implications

12. There are no financial, human resources, crime and disorder, information technology, property or other implications directly associated with this information only report.

Risk management

13. Not applicable as this is an item for information only.

Recommendations

14. That the Committee note the present position in relation to major transport initiatives in the city.

Reason: To provide Members with an update on major transport initiatives in the city.

Author:

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Major Capital Programme
Manager
Tel: 551414

Chief Officer Responsible for the report:

Frances Adams
Interim Assistant Director Strategic
Planning and Transport

Report Date
Approved 10/3/14

For further information please contact the author of the report

Wards affected – ALL

Annexes -Annex A – Overview of Progress

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GET YORK MOVING – PROGRESS OVERVIEW RATING

Expanding Park and Ride Services

Construction of 2 new sites underway, on track for completion in 2014, funding being sourced via WY+TF for a further sites and access priorities.

- £15m of Government Funding secured for the £23m Access York Project through a nationally competitive process.
- Askham Bar P&R site will be relocated and doubled in size to 1100 spaces and a new P&R site developed at Poppleton (600 spaces) on the A59. A major upgrade of A59/A1237 Roundabout will also be delivered as part of the project. (Works well underway)
- Advance Bus Priorities on A59 corridor has been completed during summer 2013 including new traffic signal junctions and refurbishment of existing junctions on the A59 corridor
- Construction of the main P&R site works commenced in May 2013, programmed for completion in May/June 2014
- Further funding being sought for P&R site at Clifton Moor (originally included in the York Package) for delivery using the West Yorkshire Plus Transport Fund
- Access improvements to the A19 Naburn/Designer Outlet Site being developed for delivery in 2014/15 using Pinch Point Funding confirmed in September 2013.
- Green Bus Fund bid successful for electric buses for A59 corridor and Monks Cross routes with contract extension agreed with First.

Improving Bus Services

BBAF Funding secured and programme being progressed. Multi-operator ticket up and running and work on smart ticketing products ongoing via BBAF. Number of BBAF interchange and bus priority schemes behind on timescale due to challenging nature of schemes. Funding for further public transport improvements being sought via BBA2 and WY+TF.

- Secured Better Bus Area Funding, an additional £1.3m funding from Government.
- BBAF programme is developing Smart ticketing products for York
- City Centre bus interchange facilities being upgraded via BBAF at Piccadilly, Stonebow, Rougier St and the Station. Scheme also being developed for Exhibition Square

- Completed Bus improvement Study and Quality Bus Partnership reviewed. A bus network review to be completed by end of March 2014
- Station public transport information centre opened dealing with some 1500 enquiries per week
- Over 4 million passengers per annum now using park and ride.
- Expansion of CCTV network to give better management of the highway network and resultant improvements in bus time reliability
- New colour displays at 36 bus stops across the City centre to widen availability of real-time passenger information. Programme to be rolled out to district centres
- Brief has now been agreed with East Coast for station bus interchange study, currently out to tender.
- Outline designs completed for city centre bus interchange upgrades and priority measures for Clarence Street being developed
- Replacement of bus shelter on Rougier Street delayed by changes to building ownership and need to undertake building refurbishment work in advance of shelter works.

Developing York's Cycling and Pedestrian Network

Strategic network identified and prioritised list of improvements consulted on and established. Delivery ongoing via LSTF and LTP block funding. Easier schemes completed in the past, now more challenging schemes being tackled in a large long term programme.

- Review of York's cycle network completed.
- List of 'missing links' to improve the cycle network have been identified and works to be prioritised/ designed
- New off-road cycle route partly along the Outer Ring Road being progressed to complete an outer orbital route between Rawcliffe and the University
- Improvements to cycling and pedestrian links in Barbican Centre area completed in spring 2013.
- Improvements to footway on Station Rise completed in 2013
- Knapton to Rufforth Cycle Route completed early in 2013.
- Cycling and Walking links upgraded in Clifton Moor area undertaken

Improving Movement in the City Centre

Decluttering underway and new traffic control established. Footstreets review completed and new experimental hours in place. Highly ambitious access restrictions experiment on Lendal Bridge to commence in August 2013, significant project and communications work ongoing.

- Footstreets Review stage 2 completed – with experimental measures to rationalise and extend footstreet hours agreed and access controls on Davygate to manage through access.
- Decluttering of the city centre continuing.
- Measures to improve enforcement of Coppergate introduced in August following agreement of the camera purchase and back office provision.
- Introduced additional cycle racks in City centre
- Investigating expansion of foot-streets to additional areas ongoing (Fossgate)
- Created York Traffic Control Centre (YTCC) to bring together pro-active network management and CCTV control functions
- Completion of new fibre optic network linking CCTV cameras, including high capacity digital link to Fulford Rd police station
- Lendal Bridge trial is being developed to restrict private cars, delivery vehicles and motorcycles crossing over the bridge. Buses, taxis, cycles, pedestrians and emergency vehicles will be exempt. The trial commenced in late August for an initial 6 month period. The restrictions will remain in place until the evidence is taken to Cabinet in Spring to help decide if the restriction should become permanent. Operating in both directions between 10:30am and 5:00pm, enforced by Automatic Number Plate recognition cameras. Public information and consultation events were progressed throughout the trial period. Information is currently being collated from a number of sources (Automatic Traffic Counters, Traffic Master, Consultation responses etc.)

Establishing 20mph Speed Limits in York's Residential Areas

Policy approach agreed, pilot completed and City wide roll out underway. Slower than anticipated progress due to addressing local concerns.

- Policy approach has been agreed with partners, including the Police.
- South Bank pilot completed
- West of York (covering a third of the City) recently completed
- North an East York schemes currently being developed

Winning Hearts and Minds

Range of innovative and sustainable measures underway through LSTF programme until March 2015. Scale of growth envisaged via Local Plan presents further challenges and links to City Centre movement measures

- LSTF funded business travel planning service now up and running – contact has been established with over 80 businesses. ION travel software purchased to provide a way to track and manage business travel plans.
- LSTF funded personalised travel planning programme in the northern area of the City underway. Direct contact being made across the summer months with follow up contact. Second phase to follow in summer 2014.
- iTravel website launched in September 2012 to improve availability of timetable and other travel and transport information and planning tools.
- Continued development of York LIVE mobile applications and dynamic website



Economic & City Development Overview & Scrutiny Committee**25 March 2014**

Report of the Assistant Director for Development Services, Planning & Regeneration

Six Monthly Update Report on Major Development Schemes in York**Summary**

1. This report provides Members with an overview and update in relation to the major development and planning proposals in the city at this time.

Background

2. Since the national economic downturn and credit crunch of 4 years ago CYC Officers, led by the new Regeneration Team (previously Major Development Projects & Initiatives), have continued to keep an open dialogue with developers in York in order to consider how approved but stalled sites may come forward without any significant lessening of overall planning aims in terms of mixed and balanced communities, sustainability and quality in design.
3. Officers have agreed changes of use (employment to residential), changes in types and size, layout, design and density as well as reductions in affordable housing numbers and Section 106 financial contributions. These revisions to approved and comprehensively consulted approvals illustrate the determination of the City Council to support the delivery of good quality new development in the city.

The Development Sites**Terry's**

4. New owners Henry Boot and David Wilson Homes were announced in April 2013 following Savills report on bids. CYC Officers have worked diligently with the developer team in order to consider revisions and an ambitious timetable for Phase 1 of the originally approved masterplan (residential on the northern part of the site). Lowering of the affordable housing element of the scheme from 30% to 25% was approved at Planning Committee in October 2012, and to 20% this year following re-

running of the Dynamic Model.

5. The planning application for the first phase (85 new homes and a local convenience store) on the northern half of the site was approved by CYC Planning Committee 19th December 2013. Work on site has begun, with the first homes expected to go on sale in the summer of 2014.
6. Pre-application discussions are now focusing on the commercial elements of the original scheme, and a CYC Project Team has been set up to work with the developers in order to consider proposed revisions to the approved plan. Expressions of interest in office and other business uses are said to be low, and the developers are proposing more residential throughout the site.

Nestle

7. Following feedback that the commercial/ employment element of this mixed use scheme was not receiving a great deal of interest, CYC planners have considered where revisions can be made, especially in terms of increasing the commercially more appetising residential offer on site. Agents for Nestle have remarketed the site and are now working with developers and the CYC Regeneration team in order to bring forward development in 2014.

Hungate

8. Led by CYC Regeneration a series of very productive pre application project meetings has taken place in order to progress (1) Phase 2 reserved matters revisions, and (2) revisions to the mix of uses and layout/ design in the approved Masterplan. The Project Group includes developer and architect representatives as well as a cross-directorate team of CYC Officers.
9. Viability work and affordable housing negotiations have progressed in parallel and with the resolution of these discussions the planning application for Phase 2 was approved by Planning Committee on 20th February 2014.
10. The approved development comprises 195 apartments, 31 of which will be affordable to local people in housing need, and some A3 retail use at ground floor level. The apartments overlook the River Foss to the south and new areas of public space to the north and west.
11. The development sits next to 172 apartments already occupied in Phase 1 and, with the new Hiscox offices being built this year and St John's

University student apartments already occupied, the full regeneration of the Hungate area is taking shape.

12. Discussions to redevelop the adjacent Stonebow area, including Stonebow House, have also begun and design/ funding options will progress this year.

Germany Beck

13. In December 2013 the High Court turned down a renewed application by Fulford Parish Council for a judicial review of the City Council's decision to approve the reserved matters application to develop this site for housing (680 homes), and again refused permission for a judicial review in February 2014 .
14. The CYC Project Team had worked collaboratively with Persimmon and their design team in 2012/ 2013 in order to agree a high quality housing scheme, and these discussions are now continuing with the discharge of appropriate planning conditions.

British Sugar

15. The CYC Regeneration Team continues to work productively with ATLAS and ABF/ Rapleys in order to produce spatial concept options for consultation. The Heads of Terms and contract for the former Manor School sale have been completed, and supporting studies for a site remediation strategy and traffic modelling are progressing well.
16. Masterplanning layout options for the site have progressed through autumn 2013 to a presentation of layout/ masterplan options to the Community Forum, together with a wider public exhibition, in November 2013.
17. Responses to the options are now being considered prior to presentation back to the Forum in February 2014, and then development of options into a Preferred Option and planning framework. Viability work is also ongoing, and a planning submission is anticipated in May 2014.

York Central

18. CYC Officers are working with Network Rail on a masterplan led study for the site, looking particularly at early deliverable parcels for development of new housing and offices. Work is ongoing in terms of funding options and the evolving conversation with the Government Department for Business Innovation & Skills (BIS), as well as the Local Economic Partnership (LEP) and BIS local based funding.

19. Work to establish a preferred A59 access is complete. Negotiations on land transactions and project delivery/ funding with Network Rail are progressing, and the National Railway Museum is also commencing masterplanning work for their assets within the site.
20. In December 2013 the Council's Cabinet approved £10m of funding from the Economic Infrastructure Fund for a new road bridge and access into York Central from Holgate Road. This will begin to de-risk the site and provide real opportunities for development and further investment in the next few years.
21. £500K from the fund will cover immediate costs, including transport, legal and consultancy fees, with details of how the remaining £9.5m will be spent emerging early next year.
22. A land swap will result in a council-owned site next to Holgate being sold to Network Rail, which will in turn sell land next to the carriageworks to the authority for the bridge and access routes from the A59. Work on the first new homes could start in 2015, with the final phase of the overall scheme beginning in 2019.
23. A new masterplan for the site, which will identify short-term investment and development opportunities as well as wider spatial aims, will be produced in April 2014 and preceded by pre application discussions later this year. Consultants to undertake this work are being selected now following briefing and competitive interviews in February.

White Swan Hotel

24. Following contact with the landowner and a series of positive pre application discussions between CYC Officers and the developer/ design team an application for 14 apartments and food retail on ground floor was submitted and approved by CYC December 2012. Work is expected to commence early in 2014.

Castle Piccadilly

25. Further regeneration of this area of the city centre has been achieved through CYC Regeneration/ Development Management/ developer/ design team discussions which were reconvened in 2013 following viability discussions and Sovereign Land takeover of Centros.
26. Short-term proposals to extend parts of Coppergate 1 (retail) and develop along Piccadilly (mainly residential but with some ground floor retail), without losing sight of longer-term ambitions to regenerate the

whole area progressed to Planning Committee approval in June 2013, and building work is now expected to begin early in 2014.

27. Discussions are also ongoing to refurbish Ryedale House, further down Piccadilly, and a planning application for residential re-use and uplift in the design of the building is expected in March 2014.
28. Creative discussions have also been held with CYC Officers in order to consider the potential for a new public foot/ cycle bridge across the Foss to the car park and Eye of York and this, together with planned improvements to the streets and junctions here as part of the Reinvigorate York initiative, will contribute well to the regeneration of the area.

Barbican

29. CYC led pre application discussions are now being concluded with Persimmon in order to amend the existing consent for apartments. Planning Committee presentation of the application is anticipated in April 2014.

Consultation

30. Not applicable as this report is for information only.

Options

31. Not applicable as this report is for information only.

Analysis

32. Not applicable as this report is for information only.

Council Plan

33. The facilitation of the development of these major sites accords with the Council's priorities relating through support for creating jobs and growing the economy and protect the environment, which is allowed to grow whilst maintaining York's special qualities.

Implications

34. There are no financial, human resources, crime and disorder, information technology, property or other implications directly associated with this information only report.

Risk Management

35. Not applicable as this is an item for information only.

Recommendations

36. That the Committee note the present position in relation to major developments and planning applications in the city.

Reason: In order to provide the Committee with a regular update on developments in the city.

Contact Details

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Wards affected – ALL

Report Approved **Date** 12/03/2014

For further information please contact the author of the report

Abbreviations

BIS - Business Innovation & Skills
CYC - City of York Council
LEP - Local Economic Partnership



Economic & City Development Overview & Scrutiny Committee**25 March 2014**

Report of the Assistant Director, Governance & ICT

Further update on the implementation of recommendations arising from the previously completed Out of Hours Childcare Scrutiny Review**Summary**

1. This report provides Members with a further update on the implementation of the recommendations arising from the previously completed Out of Hours Childcare Scrutiny Review which falls within the remit of the Economic & City Development Overview and Scrutiny Committee.

Background

2. At a meeting of Economic and City Development Overview and Scrutiny Committee held on 24 July 2012 Members considered a topic around '*women working in York: impact of lack of childcare or independent care*' which had been proposed at a scrutiny work planning event earlier in the year. The Committee agreed to move the focus to out of hours childcare and the impact that a lack of this type of childcare had on those working outside of standard hours.

Aim

3. The intention was to look at the Council's information about Out of Hours childcare provision so that parents were better able to access work outside of standard hours and to look at ways of improving the quality of information provided and the way that it was marketed.
4. A Task Group was set up to carry out the work on behalf of the Committee and they gathered evidence which led to the recommendations shown in Annex A. These were agreed by the full committee and approved by Cabinet in March 2013.

5. An update of the implementation of those recommendations was discussed by ECDOSC at a meeting in September 2013 when Officers advised that recommendation 7 - 'That the Family Information Service Manager organise a further event for employers around being family friendly as identified in option 3' – was the only recommendation that had not been implemented. The Chair asked for another update in six months before a potential sign off.

Consultation

6. The Family Information Service Manager has provided the update information contained within the Annex A.

Options

7. Members may decide to sign off any individual recommendations where implementation has been completed, and can:
 - a. request further updates and the attendance of the relevant officers at a future meeting to clarify any outstanding recommendations relating to the above reviews or;
 - b. agree to receive no further updates on the review

Council Plan

8. This is linked with the create jobs and grow the economy priority set out in the Council Plan 2011-15 which states 'all of the city's residents will enjoy the opportunity to achieve their potential within York's economy'.

Implications

9. There are no known Financial, Human Resources, Equalities, Legal, ITT or other implications associated with the recommendation made in this report.

Risk Management

10. In compliance with the Council's risk management strategy, there are no known risks associated with this report.

Recommendations

11. Members are asked to note the contents of this report and sign off the recommendations that have been fully implemented.

Reason: To raise awareness of those recommendations which are still to be fully implemented.

Contact Details

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Andrew Docherty
Assistant Director Governance & ICT
Tel: 01904 551004

Report Approved **Date** 5 March 2014

Wards Affected:

All



For further information please contact the author of the report

Background Papers: None

Annex

Annex A – Further update Information on Out of Hours Childcare Review

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**Further update on the Implementation of Approved Recommendations arising from the Out of Hours
Childcare Scrutiny Review Annex A**

Scrutiny Recommendations Approved by Cabinet in March 2013	Update on Implementation Provided September 2013	Update of Implementation Provided March 2014
<p>1. That the Family Information Service Manager, by means of the childcare audit, audit childcare providers to gather more detailed information on their out of hours availability</p>	<p>This action has been completed. As part of the 2013 annual childcare audit the following questions were asked:</p> <ul style="list-style-type: none"> • 1a. Past 6pm At Childminders Home On A Weekday • 1b. Past 6pm At Parent’s Home On A Weekday • 1c. Overnight Stay At Childminders • 1d. Overnight Stay At Parents Home • 1e. Before 6pm At Childminders At The Weekend • 1e. Past 6pm At Childminders At The Weekend • 1f. Before 6pm At Parents Home At The Weekend • 1f. Past 6pm At Parents Home At The Weekend • 1g. After 6pm At Childminders At The Weekend • 1h. After 6pm At Parents Home 	<p>The 2014 childcare audit has also been completed giving updated information on the flexibility of childcare.</p> <p>This forms part of the 2014 Childcare Sufficiency Assessment (CSA) refresh. This refresh is a “full” CSA which includes a consultation with families as to how well childcare matches their needs. This assessment will report back in April and form the basis of a “Genius Challenge” in June.</p>

	<p style="text-align: center;">At The Weekend</p> <p>The chart shown below shows the profile of respondents to these questions. NB: The questions will be repeated in the 2014 childcare audit.</p>	
<p>2. That the Family Information Service Manager update search routes online to:</p> <ul style="list-style-type: none"> • Allow families to search for out of hours or flexible childcare • Introduce an advanced search feature allowing families to specify required windows of time 	<p>Search routes have been developed over the Summer of 2013. These have been tested and will be launched on the 20th September. Search routes will be available via www.yor-ok.org.uk/childcare.</p>	<p>These search routes have been implemented.</p>
<p>3. That the Family Information Service Manager ensures that a new page be created on the YorOK website providing parents with advice on finding informal childcare/babysitters</p>	<p>This is live and can be found by visiting www.yor-ok.org.uk/babysitters. Since launching this page in January 2013 it has been viewed by 288 people.</p>	<p>This page has been implemented.</p>
<p>4. That as the Council has recently taken back in house the work relating to the recruitment of childminders the Family Information Service Manager ensures that future work targets existing and potential child carers in</p>	<p>Promotional materials to encourage people to consider becoming a childminder has now been adapted to encourage people to look at offering out of hours and flexible childcare. Initial information sessions for</p>	<p>Work is continuing to recruit childminders who may be able to offer additional flexibility. There are two Community Childcare Hub pilots taking place in York as part of national trials to</p>

<p>key areas to highlight the need for some out of hours and flexible childcare.</p>	<p>prospective childminders encourage them to consider the possibility of offering out of hours childcare and to build this into their business planning. Existing childcare providers have also been approached to encourage them to offer more flexible provision. In May 2013 a new day nursery opened in central York offering extended opening hours of 06.30 – 20.00 Monday to Friday and 08.00 – 18.00 on a Saturday. This extended offer compliments other forms of flexible childcare including provision offered by childminders detailed above.</p>	<p>look at closer partnership “blended” childcare. These are being run around Robert Wilkinson Academy and Fishergate and St George’s Primary Schools.</p>
<p>5. That the Family Information Service Manager incorporates into the Family Information Service’s Awareness Strategy support options around out of hours childcare to:</p> <ul style="list-style-type: none"> • parents and carers • potential providers of flexible childcare 	<p>The work to raise awareness to potential providers of flexible childcare is detailed in the response to recommendations 1 and 4. The work to raise awareness of support amongst families is highlighted against actions 3 and 6.</p>	
<p>6. That the Family Information Service promote and market the additional information and search functions on out of hours childcare on its website to</p>	<p>From October to December families will be consulted on their childcare needs and this will be used to map how well childcare matches demand.</p>	<p>This action has been completed. As part of the consultation to inform the Childcare Sufficiency Assessment 618 families took part</p>

<p>parents and carers through press releases and additions to any printed information such as leaflets and posters</p>	<p>This consultation exercise takes place once every three years. The new online flexible childcare search will be promoted alongside this via:</p> <ul style="list-style-type: none"> • Through Local Link Magazine (editorial and advert) • Through Evening Press (advert and editorial) • Press release through Marketing and Communications • Through YorOK newsletter • At No Wrong Door conference • Through libraries • Through childcare providers • Online through the CYC website, YorOK website, Social Networking Sites, Genius website. • Through Children’s Centres • Through Schools • Through any other key partners <p>Through registered families with myFIS myFIS+ and CYC “do-it online”.</p>	<p>in a written and online consultation. Additional families were also consulted via face-to-face focus groups. This was to ensure good representation from different demographic groups. Challenges identified through the Childcare Sufficiency Assessment are planned to form a Genius Challenge running in January to look at ways of further developing the local childcare market.</p>
<p>7 That the Family Information Service Manager organise a further event for employers around being family friendly as identified in option</p>	<p>This session is yet to be held. The intention is to hold the session following consulting with families as part of the Childcare Sufficiency</p>	<p>The Childcare Sufficiency Assessment is currently being produced and employers and other local partners will be engaged via</p>

<p>3 at paragraph 16 of this report.</p>	<p>Assessment. The feedback from families on this consultation will inform how the session is designed and targeted.</p>	<p>the planned Genius Challenge session planned for June.</p>
<p>8 That the Family Information Service Manager report back to Economic and City Development Overview and Scrutiny Committee after the next Annual Childcare Audit to give an update on the outcomes of the audit and progress on the implementation of the recommendations arising from this review</p>	<p>This document forms that update. Further detail can be provided if required.</p>	<p>This document forms that update. Further detail can be provided if required.</p>

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Economic & City Development Overview & Scrutiny Committee Work Plan 2013/2014

Meeting Date	Work Programme
18 June 2013 @ 5pm	<ol style="list-style-type: none"> 1. Attendance of the Leader (to include information on the City Team) 2. CVS Briefing– Volunteering opportunities for under 16s and York Charter for Volunteering 3. Verbal Update on Implementation of Recommendations Arising from the Scrutiny Task Group E-Planning Facilities – Reasons for Being Behind Schedule 4. Update report – Local Enterprise Partnerships 5. External Funding Scrutiny Review Interim Report 6. Workplan 2013/14
23 July 2013 @ 5pm	<ol style="list-style-type: none"> 1. Year End CYC Finance & Performance Monitoring Report 2. Briefing notes on Potential Review Topics for the municipal year 2013/14 (Building Skills & Supporting Online Working) 3. Update on Implementation of Recommendations Arising from the Scrutiny Task Group E-Planning Facilities 4. CYC Welfare Biannual Update Report - Major Transport Initiatives 5. Bi-annual Update Reforms - Impact of the 'The Spare Room Subsidy' 6. Report - Major Developments within the City of York Council 7. Workplan 2013/14
24 September 2013 @ 5pm	<ol style="list-style-type: none"> 1. Attendance of the Cabinet Member for Transport, Planning & Sustainability 2. First Quarter CYC Finance & Performance Monitoring Report 3. External Funding Scrutiny Review Draft Final Report 4. Implementation Update on Previously Completed Out of Hours Childcare Scrutiny Review 5. Presentation Update on Grand Depart 6. Green Travel Plans (Businesses) Overview/Progress Report 7. Workplan 2013/14

Economic & City Development Overview & Scrutiny Committee Work Plan 2013/2014

<p>19 November 2013 @ 5pm</p>	<ol style="list-style-type: none"> 1. Attendance of the Cabinet Member for Health, Housing & Adult Social Services 2. Second Quarter CYC Finance & Performance Monitoring Report 3. Implementation Update on Previously Completed Youth Unemployment Scrutiny Review 4. Construction Skills Scrutiny Review – Update Report 5. Update on Newgate Market - success of improvements, EIF bid & information on footfall 6. Workplan 2013/14 including verbal update on Night-time Economy Scrutiny Review
<p>28 January 2014 @ 5pm</p>	<ol style="list-style-type: none"> 1. Draft final report on Night-Time Economy Scrutiny Review 2. Interim report on Construction Skills Scrutiny Review 3. Report on recommendation arising from External Funding Review – Investment Plan – and an overview report of the Economic Strategy and its targets 4. Scoping paper on support for online business / ecommerce skills 5. Update report on Lendal Bridge trial 6. Implementation Update on Previously Completed Youth Unemployment Scrutiny Review 7. Implementation Update on Previously Completed E-Planning Facilities Scrutiny Review 8. Workplan 2013/14
<p>25th March 2014 @ 5pm</p>	<ol style="list-style-type: none"> 1. Third Quarter CYC Finance & Performance Monitoring Report 2. Draft final report on Construction Skills Scrutiny Review. 3. Update on Online Business / E-Commerce Skills Scrutiny Review 4. Briefing papers on potential scrutiny review topics: <ul style="list-style-type: none"> • Universal Credit Scrutiny Review • Bulk buying of energy / energy coop • High value jobs 5. Six Monthly Update Report on Major Transport Initiatives 6. Six Monthly Update Report on Major Developments within the City of York Council 7. Update report on implementation of recommendations of previously completed Out of Hours Childcare Scrutiny Review. 8. Draft workplan.

29th April 2014
@ 5pm

1. Attendance of CYC Leader
2. Interim Report on Online Business / E-Commerce Skills Scrutiny Review
3. Update Report on new scrutiny review
4. Draft Workplan 2014/15

June: Further update on previously completed Youth Unemployment Scrutiny Review

July: Further update on external funding scrutiny review.

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