

Notice of a public meeting of

Corporate and Scrutiny Management Policy and Scrutiny Committee

To: Councillors Levene (Chair), Fenton, Flinders, Galvin (Vice-Chair), Gates, Kramm, Lisle, Reid, Williams, Cuthbertson and Rawlings

Date: Monday, 14 September 2015

Time: 5.30 pm

Venue: The Thornton Room - Ground Floor, West Offices (G039)

AGENDA

1. **Declarations of Interest**

At this point, Members are asked to declare:

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

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

2. **Minutes** (Pages 1 - 8)

To approve and sign the Minutes of the last meeting of the Committee held on 13 July 2015.

3. **Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Friday 11 September 2015**. Members of the public can speak on agenda items or matters within the remit of the committee.

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

Filming, Recording or Webcasting Meetings

Please note this meeting may be filmed and webcast or audio recorded and that includes any registered public speakers, who have given their permission. The broadcast can be viewed at <http://www.york.gov.uk/webcasts> or, if sound recorded, this will be uploaded onto the Council's website following the meeting.

Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at https://www.york.gov.uk/downloads/file/6453/protocol_for_webcasting_filming_and_recording_council_meetingspdf

4. 2014/15 Outturn (Pages 9 - 12)

This report analyses the 2014/15 outturn for the services falling under the responsibility of the Corporate and Scrutiny Management Policy and Scrutiny Committee.

5. 2015/16 Monitor 1 (Pages 13 - 24)

This report forecasts the 2015/16 outturn position for the services falling under the responsibility of the Corporate and Scrutiny Management Policy and Scrutiny Committee.

6. Future Ways of Working in Scrutiny (Pages 25 - 34)

This report updates the Committee on proposals for new decision making arrangements which requires the consultation of scrutiny prior to decision making. Members are now asked to consider how best to involve Scrutiny Committees in its pre decision 'call-in' work, asked to establish a Sub-Committee to deal with urgent pre-decision 'call-ins' and look at future appropriate remits for Scrutiny

Committees and membership of this Committee, for submission to Council.

7. Guildhall Development Review Introductory Report
(Pages 35 - 46)

This report provides an overview of the background information on the proposals, as developed to date, for the future use of the Guildhall complex. Members are asked to note the information provided and agree to a future meeting with external consultees, to enable Members views to feed into a future Executive report on the possible commercially viable uses for the complex.

8. Schedule of Petitions (Pages 47 - 62)

This report provides the Committee with details of petitions received to date and, in particular, details of actions taken in respect of each petition since the last meeting. Members are asked to agree an appropriate course of action in each case.

9. Work Plan 2015/16 (Pages 63 - 64)

To consider the Committee's work plan for the 2015/16 municipal year.

10. Any Other Business

Any other business which the Chair decides is urgent.

Democracy Officer:

Name: Jill Pickering

Contact details:

- Telephone – (01904) 552061
- E-mail – jill.pickering@york.gov.uk

Parliament Street Fountain Petitions - Briefing Note

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)

 (01904) 551550

City Of York Council

Committee Minutes

Meeting	Corporate and Scrutiny Management Policy and Scrutiny Committee
Date	13 July 2015
Present	Councillors Levene (Chair), Fenton, Flinders, Galvin (Vice-Chair), Gates, Kramm, Lisle, Reid and Williams
In attendance	Councillors Aspden, Richardson and Steward

Part A - Matters Dealt With Under Delegated Powers**9. Declarations of Interest**

At this point in the meeting, Members were asked to declare any personal interests not included on the register of interests, any prejudicial interests or any disclosable pecuniary interest which they might have in respect of the business on the agenda. No additional interests were declared.

10. Minutes

Resolved: That the minutes of the last meeting of the Committee, held on 15 June 2015, be approved and signed by the Chair as a correct record.

11. Public Participation

It was reported that there had been three registrations to speak at the meeting under the Council's Public Participation Scheme and that one Member of Council had also requested to speak, but subsequently withdrawn, all in relation to Agenda item 7 – Yearsley Pool Update Report on the Work of the former Ad Hoc Scrutiny Committee.

Fiona Evans, spoke on behalf of the Yearsley Pool Action Group, and thanked the Scrutiny Officer for his update report on the work of the former Ad Hoc Scrutiny Committee. She confirmed that the Action Group were committed to reducing the Yearsley Pool subsidy and progressing the partnership approach with Nestle. However the Group questioned the use of Council resources to duplicate work and highlighted their

proposals to reduce the subsidy via an alternative operational management system and they asked the Committee not to reappoint a scrutiny committee for this purpose.

Dr Mike Jones referred to the lack of financial information in relation to the pool which made it difficult for comparisons to be made without the necessary figures. He expressed his support for the new administrations commitment to retain the pool but concern at the capital borrowing for the Community Stadium which would compete for the same customer base.

Brian Watson also confirmed the excellent work carried out by the Ad Hoc Scrutiny Committee which had involved both volunteers and pool users. He highlighted the importance of the sites use by Nestle and the need for the Council's involvement to find a solution for the pools long term future.

12. Executive Leader, Finance And Performance And Deputy Leader & Executive Member For Economic Development & Community Engagement

Councillor Steward, as Executive Leader, Finance and Performance and Councillor Aspden, as Deputy Leader and Executive Member for Economic Development and Community Engagement, attended the meeting to report on their priorities and challenges for 2015/16. They drew attention to the draft Council Plan for 2015-19, which set out their 12 point list of priorities, which included the Council's statutory responsibilities, all built around the 3 key priorities of A Prosperous City for All, A Focus on Frontline Services and A Council That Listens to Residents.

Members raised a number of points to which the Leader and Deputy Leader provided the following information:

- 'key frontline services' would be protected however it was acknowledged that, whilst statutory services would take precedence, each Ward would have different priorities
- The Budget amendment proposals, due for consideration by Council on 16 July were highlighted, in particular the savings proposed to the media and communications team and reductions in the Trade Union budget
- Work on proposals for the use of the Guildhall as a Media Arts Centre had been put on hold pending the preparation of a robust business case and examination of other

commercially viable uses for the complex in conjunction with partners

- If Members wished to scrutinise the issues around the Guildhall proposals it was suggested that this could be carried out either via a scrutiny committee or an Executive working/steering group
- Congestion and air pollution were priorities however this would not be pursued via a Congestion Commission
- Changes proposed to Ward funding, details of which were due to be reported to the Executive in July, which would result in additional funding for ward grants
- With Government proposals for another boundary review due in 2016, timescales would be examined with Officers to ensure that hard to reach groups were targeted for inclusion on the register of electors
- Raising additional income to fund services would be considered with the reduction in central government grants

The Chair thanked the Leader and Deputy Leader for their attendance and responses to Members questions.

13. Consultation on Decision Making Arrangements

Consideration was given to the report of the Monitoring Office which set out proposed options for the policy and scrutiny committees to have the opportunity to debate and make recommendations on matters requiring an executive decision, prior to a final decision being taken. It was noted that the report would also form the basis of consultation with the Audit and Governance Committee, political groups and independent members.

Cllr Aspden and Officers outlined the proposals for pre decision scrutiny to allow for robust dialogue and greater transparency prior to decisions being taken. They gave details of the timescales and the issues involved, how urgent decisions could be taken and the proposal to end Officer in consultation decisions to improve openness and transparency. Member's views were sought on the new proposals to report back to the Executive at the end of August.

Members generally expressed their support for the new arrangements and made a number of comments including:

- Discipline would be required to make the new system work, with a time commitment from Members with more frequent meetings
- General support for CSMC to be made up largely of Chairs of scrutiny committees
- Support for revision of scrutiny committee remits
- Some opposition to Chairs/Vice Chair operating as a filter for member requests
- Allowing at least 2 weeks notice to “call-in” a decision was considered too long
- The costs of moving to a monthly cycle of meetings were requested as without sufficient resources, this would not be possible
- No support for referral of urgent decisions to Staffing Matters & Urgency which was not a scrutiny committee
- Need to build in capacity for Officer engagement
- Noted that the Budget amendment to Council included additional funds for governance and democracy support
- Support for Officers reviewing the use of the urgency process periodically
- Any new system needed to be simple, efficient and understandable and have the support of all members
- Support for replicating post decision call-in of decisions by 3 members
- Support for CSMC oversight of Executive reports
- Highlighted that scrutiny was a member responsibility and, in order to work, it would require member engagement

The Chair thanked all Members and Officers for their contributions which would be taken account, prior to a decision being taken at the Executive meeting in August.

14. Yearsley Pool Update Report on the Work of the Former Ad Hoc Scrutiny Committee

Consideration was given to a report which detailed the work carried out by the former Yearsley Pool Ad Hoc Scrutiny Committee, which had been requested at the Committee’s last meeting in June.

Whilst it had been agreed, at the meeting, that the review should be abandoned Members had requested an update report on the work of the Ad-Hoc Committee to provide a clear record

of their findings to date and to allow assessment of any benefits of continuing the review.

The Scrutiny Officer presented the update report, highlighting the extensive consultation undertaken and the element of duplication of work, with a review of the future of Yearsley Pool also being undertaken, in connection with the Community Stadium and Leisure Complex, due to report six months prior to the opening of the Complex. Members were also asked to note the Council amendment to the Revenue Budget, in February 2015, which had earmarked unallocated future New Homes Bonus up to £300,000 per year for up to five years, from 2016/17 onwards, to maintain Yearsley Pool. Members had however taken the view that any measures taken to reduce the subsidy to Yearsley Pool could only be beneficial.

Some Members felt that, in the spirit of earlier involvement in decision making and, in light of the information provided, that a scrutiny review was still relevant. Either reconstituting the Ad Hoc Committee or by reference to the Learning & Culture Scrutiny Policy & Committee for further examination.

However, following further discussion it was

Resolved: That, having considered the information provided, the scrutiny review of funding arrangements for Yearsley Pool from 2016, be discontinued.

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

15. Scrutiny Topic Assessment - The Expansion of Local Democracy Using Digital Means

Consideration was given to a scrutiny topic proposed by James Alexander on the expansion of local democracy using digital means and Members were asked to decide if they wished to proceed to scrutiny review.

Background information on e-government transformation was also provided, together with additional information, circulated at the meeting, on work being undertaken by the Local Government Organisation and the Department for Communities and Local Government on the Government's digital ambitions to local public services.

The Scrutiny Officer presented the report and confirmed that James Alexander had indicated that he would be willing to respond to any questions, or feed into any review undertaken as a witness.

The Chair confirmed his support for review of this topic, particularly with the move towards digital by default and the affect this could have on residents who were unable to access services.

Members also expressed their support for this review, to gain feedback from residents on their experiences and in view of the authority having to find budget reductions.

Following further discussion it was

- Resolved:
- (i) That the Committee agree to proceed with a review of the expansion of local democracy using digital means, to be undertaken by a Task Group comprising of Councillors Fenton, Flinders, Gates, Kramm and Lisle, over a three month period.
 - (ii) That a suggested remit for the review, based on the topic assessment submission, be circulated to Committee members for their agreement.

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

16. New Arrangements for Petitions

Consideration was given to a list of eight current petitions, received by the Council, details of which were set out at Annex A of the report. It was noted that agreement to review the list of petitions in a reduced format had been made at the last meeting of the Committee in order to make the information more relevant and manageable.

Members considered the information provided in relation to the status of each petition and it was

- Resolved:
- (i) That petitions 20, 22, 25, 26 and 28 be received and noted, pending their consideration by the Executive/Executive Member/Council or an Officer.
 - (ii) That the update provided in relation to petitions 23 and 24 be received and noted.
 - (iii) That petition 27 relating to the Multi Academy Trust be referred to the Cabinet Member for Education, Children and Young People to provide a formal response to the lead petitioner.

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

17. Work Plan 2015/16

Consideration was given to the Committee's work plan for the 2015/16 municipal year.

Officers confirmed that, further to earlier discussions, an overview report be provided at the Committee's next meeting in relation to the Guildhall to inform discussions around possible future scrutiny involvement.

Resolved: That the Committee's work plan for 2015/16 be received and noted, subject to the following addition:

14 September 2015

Guildhall, update on current position

Reason: To inform Members of the Committee's work during the current year municipal year

Part B - Matters Referred To Council

18. Scrutiny Annual Report

Consideration was given to the draft Annual Scrutiny Report which summarised the work of the five Overview and Scrutiny Committees for the municipal year June 2014-May 2015.

Members were asked to agree the report prior to its presentation to Council on 16 July 2015.

Recommended: That Council approve the Annual Scrutiny Report, covering the period between June 2014 and May 2015.

Reason: To enable its presentation to Full Council in July 2015, in line with Constitutional requirements.

Councillor D Levene, Chair
[The meeting started at 5.30 pm and finished at 7.25 pm].



Corporate and Scrutiny Management Policy and Scrutiny Committee 14th September 2015**Report of the Director for Customer & Business Support Services****2014/15 Outturn****Purpose**

1. This report analyses the 2014/15 outturn for the services falling under the responsibility of the Corporate and Scrutiny Management Policy and Scrutiny Committee.

Financial Analysis

2. The council's net General Fund budget for 2014/15 is £124,186k and the net budget for the areas covered by this report is £19,414k. The outturn shows an under spend on these areas of £211k. The main areas of underspend relate to vacant posts in ICT, procurement and finance, along with a range of other minor underspends including additional income from schools.
3. Following on from previous years, the challenge of delivering savings continues with £12m to be achieved in order to reach a balanced budget. £2,539k of these savings fall within the services covered by this report.

Performance Analysis – 2014/15 outturn

4. The performance delivery is analysed against the key delivery priorities of the Council Plan and the cross-cutting organisational priority themes. This report therefore covers
 - Create jobs and grow the economy
 - Core competencies

Create Jobs & Grow the Economy

5. Achievement: A feasibility study has been completed for York Central (the city's largest development site), and a memorandum of understanding signed with Network Rail. Unlocking and maximising the development opportunity through the wider York Central site, would unlock 1100 homes and 85,000m² of grade A office space, as well as building on the National

Railway Museum's existing offer to realise a world class museum attracting 1m footfall a year. Projections demonstrate this will deliver up to £254m in Gross Value Added per annum and a net 4,750 jobs on completion.

6. Achievement: The Leeds City Region Enterprise Partnership (LEP) confirmed further devolved funding through the government's Employer Ownership Pilot to create a £17.5 million skills service for local businesses. The aim of the funding is to provide funding to small and medium sized businesses to enable them to source the skills solutions they require to develop and grow. An additional £30k investment to help cut red tape and enable local small businesses bid for council contracts has been identified in the emergency budget in line with the priority set out in the draft Council Plan
7. Achievement: The first year of the Super-Connected City (SCC) programme has seen the delivery of significant projects, funded principally by the Department for Culture Media and Sport (DCMS):
 - Wifi and Public Transport. 80x buses had free wifi successfully installed in the last quarter of 2014/15
 - Public Buildings Connectivity and Wifi. The installation of wifi and improved connectivity (principally Gigabit fibre connections) has been completed to 28 public buildings: the Art Gallery, Guildhall, 11 sheltered Housing Schemes and 15 Community Hubs.
 - City Centre Wifi. Phase 1 of the city centre wifi has been enhanced by the recent collaborative working with York University to extend the access to Eduroam via the city connect wifi platform.
 - Connection Vouchers. The York Voucher Connection Scheme has always been seen as the mainstay of the national SCC programme. Over the first 12 months, 23 vouchers have been delivered allowing these Small and Medium sized Enterprises (SMEs) to more than double their broadband speeds. For businesses supported by the voucher scheme/ grant the increased
 - competition has lowered average monthly revenue costs for broadband service from £460 to £75.
8. Challenge: In York average weekly gross earnings of residents have fallen (from £520 to £479) but nationally pay has increased (to an average £521 a week). Regionally pay is static. In line with the approach proposed in the draft Council Plan, the Council is working with businesses to understand and address this trend, while also promoting the benefits of paying the Living Wage

Our Organisation

9. Achievement: New speech server telephony software has been introduced which improves the experience of callers using automated speech recognition. The technology could also be used to allow customers to navigate themselves to information they require without having to talk to a member of staff and opportunities for further deployment of this technology are being explored.
10. Achievement: Council Tax and Business Rate collection have improved throughout the year and are on a par with previous year levels at 97.5% and 98.2% respectively (both 98% in 2013/14).
11. Achievement: The Workforce Strategy 2012-2015 had five key themes, Skills and Behaviours, Recruitment and Retention, Pay, Reward and Recognition, Wellbeing and Engagement, and Performance and Change. Under each of the key themes, a range of measures have been delivered, such as the introduction of a Behavioural Standards Framework and a Rising Stars Programme for High Performers, a new staff discounts scheme with national and local discounts, the Living Wage and the Living Wage allowance for apprentices, a Support through Change programme, and a new Performance Management Framework.
12. Challenge: Sickness in the Council averaged 11.4 days per employee between April and March, which is higher than 2013/14 (8.39 days).
13. Challenge: In Quarter 4 79.5% of telephone calls into the York Customer Centre were answered, 47.6% within 20 seconds. This is an improvement from 2013/14 when 76.4% of calls were answered, 42.5% in 20 seconds. Securing further improvements to performance in the Customer Centre is a priority in the draft Council Plan.

Consultation

14. There has been consultation with Trade Union groups on the ongoing implications of the council's financial situation and performance improvement issues.

Corporate Priorities

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

Implications

16. The financial implications are covered within the body of the report. There are no significant human resources, equalities, legal, crime and disorder, information technology, property or other implications arising from this report.

Risk Management

17. The risk management processes embedded across the council continue to contribute to managing the risk issues associated with major projects and key areas of service delivery.

Recommendations

18. As this report is for information only there are no specific recommendations.

Reason: To update the Committee on the outturn for 2014/15.

Authors:	Chief Officer Responsible for the report:			
Debbie Mitchell Finance & Procurement Manager Ext 4161	Ian Floyd Director for Customer & Business Support Services			
Ian Cunningham	Report Approved	√	Date	<i>4 September 2015</i>
Wards Affected: <i>All</i>				
<i>For further information please contact the authors of the report</i>				



Corporate and Scrutiny Management Policy and Scrutiny Committee 14th September 2015**Report of the Director for Customer & Business Support Services****2015/16 Monitor 1****Purpose**

1. This report forecasts the 2015/16 outturn position for the services falling under the responsibility of the Corporate and Scrutiny Management Policy and Scrutiny Committee.

Financial Analysis

2. The council's net General Fund budget for 2015/16 is £119,760k and the net budget for the areas covered by this report is £16,121k.
3. Following on from previous years, the challenge of delivering savings continues with £12m to be achieved in order to reach a balanced budget. £3,985k of these savings fall within the services covered by this report. The forecasts outlined in this report reflect a prudent view of how that challenge is currently being met.
4. All budgets are reviewed on a quarterly basis and some are monitored monthly. Those that are monitored monthly are high value or high risk areas. The latest review has not identified any major variations that require action or mitigation and all savings proposals are progressing. Overall the areas covered by this report are forecasting a small underspend of £160k.

Performance Analysis – 2015/16 Monitor 1**Customer & Business Support Services**

5. The first quarter call volumes in customer services are the heaviest of the year following annual council tax billing. The numbers were 66,218 for general enquiries and 8,114 for Benefits with 81.6% and 82.5% of the calls being answered respectively. The target answer time is 20 seconds and the first quarter performance was 45% (general enquiries) and 59.1% (Benefits). The overall performance continues to rise into the second quarter 2015/16. The number of residents visiting the customer centre in the first quarter was 17,504 with 65% being seen within 10 minutes. Customer satisfaction from those customers who have responded is 69%

face to face and 98% where they have phoned. Work is being undertaken to improve customer response rates to the satisfaction survey.

6. The collection rate for Council Tax at the end of quarter 1 was 29.81%, an increase of 0.3% on quarter 1 in 2014/15 (each 0.1% equates to £93k). Business Rate collection was 32.27%, an increase of 2.69% above quarter 1 in 2014/15 (each 0.1% equates to 106k).
7. Housing Benefit performance remained consistently on target for the second consecutive quarter at the end of June 2015. The average time for new claims being 15 days, change of circumstances 10 days and the combined average 11 days. This places York as the second best performing authority within our benchmarking group of local unitary councils.
8. Total Council sickness absence (excluding Schools) averaged 2.2 days per FTE in Q1, slightly lower than 2.7 days during the same period in 2014/15. Stress absence was also slightly lower in Q1 2015/16 than in Q1 2014/15 (0.6 and 0.7 days per FTE respectively).

Office of the Chief Executive

9. The York Open Data website launched in March 2015 with 285 data sets, attracting over 650 individual users to the site in the month. Between April and June 2015 this increased to 3,107 users visiting the site, with 1,382 downloads of the available data sets.
10. Much of the data on economic performance is released on an annual basis and numbers on Gross Value Added and average wages in the City, an area of concern in recent years, will be published in December.
11. Employment continues to be strong in the City as the number of Job Seekers Allowance claimants continue to fall. However, whilst the city centre has low vacancy rates compared to many other places, there has been a slight increase in the number of vacant city centre shops in Quarter One.

Update on progress on Workforce Equality Scheme

12. Further statistical information, as previously requested by members, is attached at Annex 1.

Consultation

13. There has been consultation with Trade Union groups on the ongoing implications of the council's financial situation and performance improvement issues.

Corporate Priorities

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

Implications

15. The financial implications are covered within the body of the report. There are no significant human resources, equalities, legal, crime and disorder, information technology, property or other implications arising from this report.

Risk Management

16. The risk management processes embedded across the council continue to contribute to managing the risk issues associated with major projects and key areas of service delivery.

Recommendations

17. As this report is for information only there are no specific recommendations.

Reason: To update the Committee on the forecast position for 2015/16.

Authors:	Chief Officer Responsible for the report:			
Debbie Mitchell Corporate Finance Manager Ext 4161	Ian Floyd Director for Customer & Business Support Services			
Ian Cunningham	Report Approved	√	Date	<i>4 September 2015</i>
Kay Crabtree				
Wards Affected: All				
<i>For further information please contact the authors of the report</i>				

This page is intentionally left blank

Workforce Equality Score Card

Annex 1

Further to the 2014-15 Monitor 2 report presented to Corporate and Scrutiny Management Committee on 12th January 2015, this annex provides a further update on the workforce equality scorecard up until July 2015.

PERFORMANCE DEVELOPMENT REVIEWS: Number of Staff who have completed as at 30th April 2015

Directorate	Complete				In progress				Not started				Total PDR's			
	Oct 2014	Dec 2014	Jan 2015	April 2015	Oct 2014	Dec 2014	Jan 2015	April 2015	Oct 2014	Dec 2014	Jan 2015	April 2015	Oct 2014	Dec 2014	Jan 2015	April 2015
CSES	222	251	265	276	85	86	74	57	167	140	136	130	474	477	475	463
CES	155	220	229	228	54	47	42	41	133	61	54	49	342	328	325	318
CANS	152	306	322	320	136	121	112	117	406	262	261	243	694	689	695	681
CBSS	350	418	415	412	95	65	66	60	106	46	44	54	551	529	525	519
H&W	239	383	385	368	22	27	23	30	338	178	178	184	599	588	586	592
OCEX	24	36	37	39	13	15	14	9	5	7	6	5	42	58	57	53
Total	1142	1614	1653	1643	405	361	331	314	1155	694	679	665	2702	2669	2663	2622
% of PDR's complete	42.3%	60.5%	62.1%	62.7%	15%	13.5%	12.4%	12.0%	42.7%	26%	25.5%	25.4%	100	100	100	100

Key

CSES: Children's Services Education & Skills

CES: City & Environmental Services

CANS: Communities & Neighbourhoods

CBSS: Customer & Business Support Services

H&W: Health and Wellbeing

OCEX: Office of the Chief Executive

N.B. Figures are based on the total workforce population eligible for PDRs, including those without access to the iTrent self-service HR system. Colleagues based in schools, new starters, employees on long-term absence and those whose

contracts are on an ad hoc or limited basis are not included in the overall figures. The general downward trend displayed within the total numbers per Directorate reflects the contracting workforce of CYC as a whole (with the exception of CBSS where this has increased by 1).

PERSONAL SENSITIVE INFORMATION: Percentage of staff who have not declared

Characteristic	Gap as of January 2014	July 2014	September 2014*	December 2014	July 2015
Disability	20%	14.5%	17.8%	15.6%	18.2%
Ethnicity	21%	17.2%	20%	17.7%	20.1%
Religion and Belief	67%	64.08	67%	64.1%	66.0%
Sexual Orientation	57%	52.9%	57.9%	53.2%	56.2%
Marital Status and civil partnerships	17.4%	6.4%	8.6%	7.6%	9.0%

The number of staff not disclosing sensitive information has varied between January 2014 and July 2015. It is unclear why the percentages of staff not disclosing dropped in July 2014 and then rose again in September, but this is likely to be as a result of fluctuations in staffing over this period. A number of campaigns continue to run throughout the year, encouraging staff to disclose their sensitive data which include: articles in Buzz and on the intranet, messaging on payslips and poster campaigns. The development and launch of the recruitment module on iTrent will enable the sensitive data captured at the recruitment stage to be transferred into the HR database which should lead to a greater disclosure rate. The project completion date for the recruitment module on iTrent is the end of September 2015.

WORKFORCE STATISTICS (Please note that the council's workforce data is influenced by completion of sensitive information and starters and leavers to the organisation).

Indicator	January 2013	January 2014	September 2014	December 2014	July 2015	Trend
People in post: City of York Council	6,968	6,587	6,200	6,160	5964	Decreasing
% of full time CYC employees	46.9%	44.6%	44.9%	44.5%	45.7%	Fluctuating
% of part time CYC employees	53.1%	55.4%	55.2%	55.5%	54.3%	Fluctuating
Indicator	January 2013	2013/14	September 2014	December 2014	March 2015	Trend
% of York's Female population of working age		71.7% (Mar-2014)	71.7% (Mar-2014)			
% of females employed with CYC	72.7%	72.6% (Jan 14)	73.2%	73.3%	73.6%	Increasing
% of York's Male population of working age		75.6% (Mar-2014)	75.6% (Mar-2014)			
% of Males employed with CYC	27.3%	27.4% (Jan 14)	26.9%	26.7%	26.4%	Decreasing
Indicator	January 2013	January 2014	September 2014	December 2014	March 2015	Trend
% of York's population with long term health problem or disability - Economically Active		6.4% (Census 2011)	6.4% (Census 2011)	6.4% (Census 2011)	6.4% (Census 2011)	
% of CYC staff disabled	2.3%	2.7%	2.3%	2.3%	2.4%	Fluctuating

Workforce Equality Score Card

Annex 1

Indicator	January 2013	January 2014	September 2014	December 2014	June 2015	Trend
% of York's BaME population Economically active		9.0% (Census 2011)	(Census 2011)	(Census 2011)	(Census 2011)	
% Of BaME CYC employees	3.5%	3.8%	3.7%*	3.7%*	3.0%	Decreasing
Indicator	January 2013	January 2014	September 2014	December 2014		Trend
% of York's LGBT population of working age	Not Known	Not Known	Not Known	Not Known		
% of CYC staff LGBT	1.50%	1.7%	1.7%*	1.9%*	0.74%	Decreasing
Young People						
% of 16-24 York's Population Economically Active		15.50% (Census 2011)	15.50% (Census 2011)	15.50% (Census 2011)	15.50% (Census 2011)	
Indicator	January 2013	January 2014	September 2014	December 2014	March 2015	Trend
% CYC 16-24 employed	4.5%	4.3%	4.9%	4.9%	4.7%	Fluctuating

*percentage of where this is known

Further detailed analysis is available in the annual workforce monitoring report.

http://www.york.gov.uk/downloads/200484/equality_and_diversity

FLEXIBLE WORKING

The authority doesn't capture data on flexible working requests as these are managed locally. However the authority provides a number of opportunities for employees to work more flexibly, subject to the needs of the service. Employees can request to self roster or request to work compressed hours, flexi time, job share, part time, and or term time.

The number of part time staff currently employed within City of York Council is 54.9% (as at March 2015).

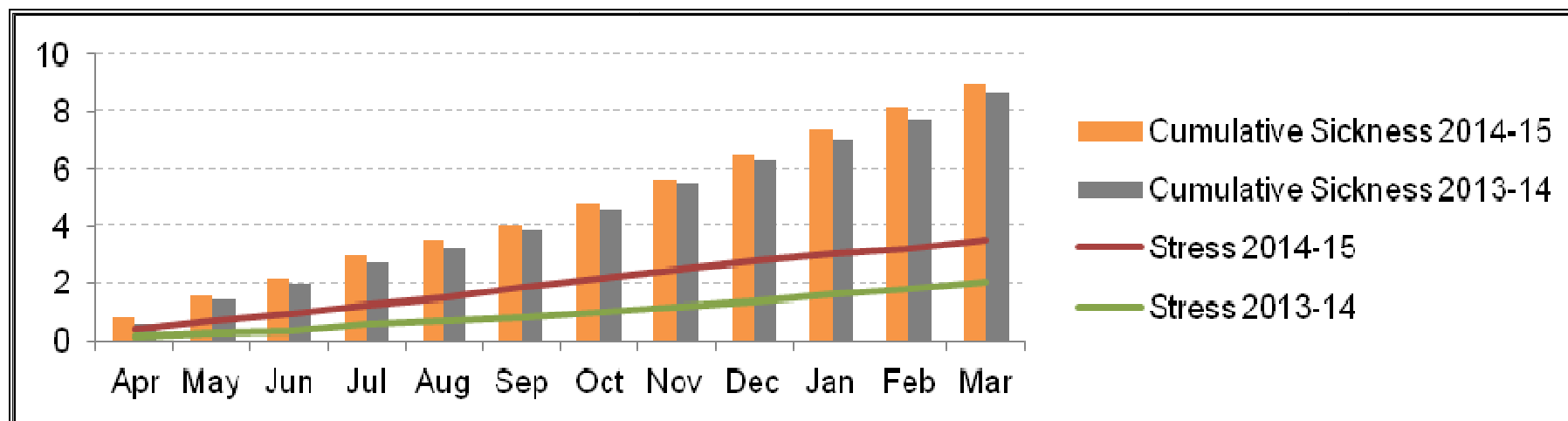
SICKNESS ABSENCE TREND INFORMATION**Average Days Lost per FTE – Cumulative**

Employee absence is recorded against all open roles on iTrent, meaning single episodes of absence can be counted more than once

	Monthly Cumulative											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Children's Services, Education & Skills	0.5	0.9	1.2	1.8	2.3	2.9	3.6	4.2	5.1	6.0	6.8	7.5
City & Environmental Services	0.7	1.4	2.2	3.7	5.1	6.4	7.1	7.7	8.6	9.6	10.5	11.3
Communities & Neighbourhoods	1.1	2.2	3.1	4.1	4.9	5.5	6.7	7.9	9.0	9.8	10.7	11.6
Customer & Business Support Services	1.1	2.0	2.8	3.8	4.6	5.1	6.0	6.8	7.9	8.5	9.3	10.1
Health & Wellbeing	1.4	2.7	3.7	4.7	5.5	6.2	7.2	8.3	9.5	11.1	12.6	14.2
Office of the Chief Executive	0.7	1.3	1.8	2.0	2.0	2.1	3.0	3.7	4.5	4.8	5.6	6.4
Directorates Total	1.0	1.9	2.7	3.7	4.5	5.2	6.2	7.3	8.5	9.5	10.4	11.4
Schools (Inc casuals)	0.5	1.1	1.5	2.0	2.2	2.5	3.6	4.6	5.8	6.6	7.2	7.8
Total City of York Council	0.8	1.6	2.2	3.0	3.5	4.0	4.9	5.6	6.5	7.4	8.2	9.0

Average Days Lost per FTE due to Stress – Cumulative

	Monthly Cumulative											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Children's Services, Education & Skills	0.2	0.3	0.4	0.5	0.6	0.8	1.0	1.2	1.4	1.5	1.6	1.7
City & Environmental Services	0.0	0.1	0.3	0.7	1.2	1.6	1.8	2.0	2.1	2.4	2.5	2.7
Communities & Neighbourhoods	0.4	0.6	0.9	1.0	1.1	1.2	1.4	1.6	1.9	2.1	2.2	2.3
Customer & Business Support Services	0.3	0.4	0.5	0.7	0.9	1.1	1.5	1.7	2.0	2.1	2.3	2.4
Health & Wellbeing	0.5	0.9	1.3	1.6	1.9	2.1	2.4	2.5	2.7	2.9	3.2	3.6
Office of the Chief Executive	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	0.2	0.2	0.2
Directorates Total	0.3	0.5	0.7	0.9	1.2	1.3	1.6	1.8	2.0	2.2	2.3	2.5
Schools (Inc casuals)	0.1	0.2	0.3	0.4	0.4	0.5	0.6	0.8	0.9	1.1	1.2	1.3
Total City of York Council	0.4	0.7	0.9	1.3	1.5	1.8	2.2	2.5	2.8	3.0	3.2	3.5



Average Days Lost per FTE – Monthly

	Monthly Snapshot												Quarterly Average			
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Q1	Q2	Q3	Q4
Children's Services, Education & Skills	0.5	0.4	0.3	0.6	0.5	0.6	0.7	0.6	0.9	0.9	0.8	0.7	0.4	0.5	0.7	0.8
City & Environmental Services	0.7	0.7	0.7	1.6	1.4	1.2	1.2	1.2	1.1	1.0	0.9	0.8	0.7	1.4	1.2	0.9
Communities & Neighbourhoods	1.1	1.1	0.9	1.0	0.8	0.6	0.9	0.8	1.1	0.8	0.8	0.9	1.0	0.8	0.9	0.9
Customer & Business Support Services	1.1	0.9	0.8	1.0	0.8	0.5	0.9	0.7	0.8	0.7	0.7	0.8	0.9	0.8	0.8	0.7
Health & Wellbeing	1.4	1.3	1.0	1.0	0.8	0.7	1.1	1.0	1.2	1.6	1.5	1.6	1.2	0.8	1.1	1.6
Office of the Chief Executive	0.7	0.6	0.5	0.2	0.0	0.0	0.0	0.4	0.4	0.3	0.8	0.8	0.6	0.1	0.2	0.6
Directorates Total	1.0	0.9	0.8	1.0	0.8	0.7	0.9	0.8	1.0	1.0	1.0	1.0	0.9	0.8	0.9	1.0
Schools (Inc casuals)	0.5	0.5	0.4	0.5	0.2	0.3	0.7	0.7	0.6	0.8	0.6	0.6	0.5	0.3	0.7	0.7
Total City of York Council	0.8	0.8	0.6	0.8	0.5	0.5	0.8	0.8	0.8	0.9	0.8	0.8	0.7	0.6	0.8	0.8

Top 5 Reasons for Absence between April 2014 and March 2015

Percent of total absence in each Directorate

	Percent of Total Absence				
	Stress, depression, mental health	Musculo-skeletal problems	Infections	Stomach, liver, kidney & digestion	Other
Children's Services, Education & Skills	21.4%	14.0%	11.1%	4.8%	12.4%
City & Environmental Services	25.0%	20.6%	12.9%	10.9%	12.4%
Communities & Neighbourhoods	25.0%	9.5%	14.4%	10.3%	9.0%
Customer & Business Support Services	21.4%	30.4%	4.7%	12.7%	2.4%
Health & Wellbeing	24.9%	18.3%	12.9%	6.1%	5.3%
Office of the Chief Executive	6.1%	1.7%	35.6%	3.2%	38.0%
Schools (Inc casuals)	20.9%	14.1%	12.7%	14.4%	7.6%
Total City of York Council	22.6%	17.1%	11.9%	10.2%	8.1%

Health Management Summary – Referrals to Occupational Health (HM On-Line)

	Quarterly Average			
	Q1	Q2	Q3	Q4
Children's Services, Education & Skills	12	34	46	36
City & Environmental Services	8	22	15	7
Communities & Neighbourhoods	26	17	18	21
Customer & Business Support Services	14	20	17	12
Health & Wellbeing	43	36	43	49
Office of the Chief Executive	1	2	0	0
Non CYC (e.g. CYT)	2	5	8	3
Total City of York Council	106	136	147	128

	Q1		Q2		Q3		Q4	
	Total	Work Rel'd	Total	Work Rel'd	Total	Work Rel'd	Total	Work Rel'd
Mental Health	37	22	34	25	51	25	33	14
Musculoskeletal Disorders	18	7	34	6	45	8	49	4



Corporate & Scrutiny Management Policy & Scrutiny Committee**14 September 2015**

Report of the Assistant Director Governance & ICT

Future Ways of Working in Scrutiny

1. Background

- 1.1 At its last meeting on 13 July 2015, the Committee considered and commented upon a report setting out some proposals for new decision making arrangements requiring the consultation of scrutiny prior to decision making.
- 1.2 Members of the Committee welcomed the opportunity in general for the inclusion of scrutiny, and thereby a cross party selection of Members, at that stage in the Council's decision making. A summary of this Committee's comments is attached at Annex A. These were forwarded to the Executive for consideration, who also consulted Audit & Governance Committee on these proposals.
- 1.3 The Executive decided formally upon the most appropriate practices for implementing this new way of working at its meeting on 27 August 2015. They agreed to implement a system which allows for pre-decision scrutiny arrangements as set out in Annex B, attached. The Executive has invited this Committee to consider:
 - How best to involve Scrutiny Committees in its pre decision 'call-in' work;
 - Establishing a Sub-Committee to deal with urgent pre-decision 'call-ins';
 - Future appropriate remits for Scrutiny Committees and the membership of this Committee, for submission to Council

2. Impact on Corporate & Scrutiny Management Policy & Scrutiny Committee (CSMC) and Scrutiny

CSMC

2.1 Annex B provides a guide to the new executive decision making arrangements. In terms of the impact on the role of this Committee, in summary this is as follows:

- CSMC will continue to meet as a Calling-In Committee on scheduled dates to consider both pre- and post- decision 'call-ins';
- Post decision call-ins will continue to operate in the usual constitutional way;
- Pre-decision call-ins will be triggered by 3 Members, again, but, this time within 7 days of an item being added to the Forward Plan and by notifying Democratic Services;
- Democratic Services may need to review scheduled 'call-in' meeting dates to ensure these remain suitable within the cycle of decision making and implementation;
- CSMC will consider any pre-decision call-ins for Executive business before the Executive meets at the end of the month and report the outcome(s);
- CSMC will invite relevant Members of other Scrutiny Committees to attend the 'call-in' meeting and join in the debate but with no voting rights;
- Relevant Executive Members will also be invited to attend to outline their plans and answer questions, together with relevant Officers;
- In addition, the Committee will continue to meet as currently scheduled to deal with ordinary scrutiny business, overview and review work.

Other Scrutiny Committees

- 2.2 Executive Member business 'called-in' pre-decision will normally be considered by the Policy & Scrutiny Committee in whose remit the issue lies.
- 2.3 Democratic Services will liaise with the relevant Chair/Vice Chair to schedule consideration at an appropriate meeting. If timescales for a

decision are too restrictive, it will be possible for CSMC Call-in Committee to deal with the business;

- 2.4 The relevant Executive Member will attend the meeting at which the 'call-in' is being considered. At the end of that meeting, he/she will be invited by the Scrutiny Chair to indicate their decision, which will then be recorded and published, by Democratic Services, as the Executive Member decision.

3. Changes to Scrutiny Remits

- 3.1 In order to align more sensibly the new Executive portfolio areas and scrutiny remits and to try to limit the number of Executive Members having to report in general to each Scrutiny Committee, a review of current scrutiny remits has been proposed and was supported by this Committee during the consultation process on these changes. The Executive has invited this Committee to consider what remits would be appropriate for Council to adopt for its Scrutiny Committees. Members of the Committee may wish to request a report back with more detail on this for the next meeting or consider nominating 2 Members to work with the Scrutiny Officer in bringing forward some recommendations on proposed remits to a future meeting. It would perhaps be worth taking into account the aims and fundamental principles of the Acting Chief Executive's organisation review to see if it would be helpful to align scrutiny remits to Directorates.

4. Reviewing the Composition of CSMC

- 4.1 The Executive has asked this Committee to consider its own composition and whether it would be feasible to recommend to Council an alternative membership based on the Committee compromising Chairs and Vice Chairs of the Standing Scrutiny Committees. Again, Members may wish to consider requesting a more detailed report on options to the next meeting or consider nominating 2 Members to work with the Scrutiny Officer and Head of Civic & Democratic Services to bring forward some options to a future meeting, alongside any proposed remit changes.

5. Refresh of Scrutiny Activity

- 5.1. The new executive decision making arrangements provide scrutiny with a real opportunity to develop an effective relationship with the Executive and Executive Members. The new arrangements provide an opportunity for scrutiny to review reports prior to decisions being taken. There is though also an opportunity for Scrutiny to help Executive Members

shape their policies while they are still in development and before reports are being drafted. Establishing a strong dialogue with the Executive will contribute to how successful the collaboration becomes. Early and regular engagement with Executive Member plans and priorities will be key.

5.2 Given these changes and this Committee's overall responsibilities in managing scrutiny business, Members may wish to renew and refresh some of the following scrutiny activity:

- Presentation of final scrutiny review reports;
- Member led activity – review involvement/role to achieve greater sense of ownership;
- Allocation of external research support budget;
- Relationship of Scrutiny Committee Chairs with CSMC
- How effectively scrutiny work currently addresses relevant equalities or sustainability strands
- How scrutiny currently identifies potential areas for review

6. Consultation

6.1 This Committee and Audit & Governance Committee have formally been consulted on their views on introducing these pre-decision scrutiny arrangements.

7. Council Plan

7.1 Effective and inclusive decision making will assist in achieving all Council plan priorities.

8. Implications

8.1 There are potential implications with the future ways of working now agreed around pre-decision scrutiny, as follows:

- Financial – there are no financial consequences arising directly from this report. However, the Executive have considered the impact of resourcing these arrangements, particularly upon Democratic Services. An additional £100k was made available in the revised Council budget agreed in July 2015, to support these and other improved transparency arrangements.

- Equalities - none relating to the new processes specifically but these would need to be addressed should the Committee choose to consider in more detail, at a future meeting, how equalities strands could be dealt with more effectively in scrutiny review work generally;
- Legal - The Monitoring Officer advises that as York operates a Leader and Cabinet model of decision making under the Local Government Act 2000, executive decisions must be taken in accordance with the provisions of that Act and Regulations issued under it. Decisions will be open to challenge if the Executive or an Executive Member were to slavishly follow the recommendations of a Scrutiny Committee without applying their own independent judgment.

9. Recommendations

9.1 Members are requested to:

- (i) Note the new pre-decision scrutiny arrangements this report;
- (ii) Make arrangements to consider revised remits for Scrutiny Committees and to review the composition of this Committee as requested by the Executive and set out in paragraphs 3 and 4 above; and
- (iii) Identify any potential areas for refresh set out in paragraph 5 of this report.

Reason: To implement revised decision making arrangements involving scrutiny and to refresh scrutiny activity.

Contact Details:

Author:
Dawn Steel
Head of Civic & Democratic Services
Tel No 01904 551030

Chief Officer responsible for the report:
Andy Docherty
Assistant Director
Tel No. 01904 551004

Report Approved



Date 21/08/2015

Wards Affected:

All



For further information please contact the author of the report

Background Papers: None

Annexes:

Annex A – Summary of CSMPC comments to Executive, 30 July 2015

Annex B – Guide to new executive decision making arrangements

CSMPS Committee's comments on Decision Making Arrangements

13. Consultation on Decision Making Arrangements

Consideration was given to the report of the Monitoring Office which set out proposed options for the policy and scrutiny committees to have the opportunity to debate and make recommendations on matters requiring an executive decision, prior to a final decision being taken. It was noted that the report would also form the basis of consultation with the Audit and Governance Committee, political groups and independent members.

Cllr Aspden and Officers outlined the proposals for pre decision scrutiny to allow for robust dialogue and greater transparency prior to decisions being taken. They gave details of the timescales and the issues involved, how urgent decisions could be taken and the proposal to end Officer in consultation decisions to improve openness and transparency. Member's views were sought on the new proposals to report back to the Executive at the end of August.

Members generally expressed their support for the new arrangements and made a number of comments including:

- Discipline would be required to make the new system work, with a time commitment from Members with more frequent meetings
- General support for CSMC to be made up largely of Chairs of scrutiny committees
- Support for revision of scrutiny committee remits
- Some opposition to Chairs/Vice Chair operating as a filter for member requests
- Allowing at least 2 weeks notice to "call-in" a decision was considered too long
- The costs of moving to a monthly cycle of meetings were requested as without sufficient resources, this would not be possible
- No support for referral of urgent decisions to Staffing Matters & Urgency which was not a scrutiny committee
- Need to build in capacity for Officer engagement
- Noted that the Budget amendment to Council included additional funds for governance and democracy support
- Support for Officers reviewing the use of the urgency process periodically

- Any new system needed to be simple, efficient and understandable and have the support of all members
- Support for replicating post decision call-in of decisions by 3 members
- Support for CSMC oversight of Executive reports
- Highlighted that scrutiny was a member responsibility and, in order to work, it would require member engagement

The Chair thanked all Members and Officers for their contributions which would be taken account, prior to a decision being taken at the Executive meeting in August.

Guide to the new executive decision making arrangements

1. The Forward plan will be published weekly as standard
2. All new decisions will be highlighted as such. Each decision will include an anticipated decision date.
3. Officers should be aiming to populate the plan at least 12 weeks in advance of the decision. It should be exceptional for a matter to be added less than 5 week before the decision is due.
4. Within 7 days of an item being added to the Plan it may be called in by 3 Members
5. Democratic Services will then facilitate the decision being referred to scrutiny and will do so in liaison with the Chair and Vice Chair of the relevant Policy and Scrutiny Committee, the Executive Member or Leader and the Officers concerned. Any issues of urgency will be considered at this stage.
6. If it is a decision to be made by the full Executive the report will normally go to the CSMPSC (Calling In) meeting preceding the proposed Executive. The outcome of the Committee's deliberations will be reported to the Executive.
7. CSMPSC will allow some Members of the relevant Committee to participate in their debate but not vote. CSMPSC will determine the details for these arrangements.
8. If it is a proposed Executive Member decision then the report will normally go to the relevant Policy and Scrutiny Committee within whose remit the decision lies. Democratic Services will liaise with the Chair and Vice Chair to determine whether this is to a scheduled or a specially convened meeting. A fall back is that instead the matter is referred to the CSMPSC (Calling In) meeting. This could be either because it is impractical to organise an additional Scrutiny Committee meeting in the timescale available or because the Chair and Vice Chair do not agree.
9. The Executive Member will attend these meetings and be invited to indicate his or her decision at the conclusion of the debate. This will then be recorded and published as an Executive Member decision.

10. In an urgent situation where the delay in following the standard procedures is considered to be critical but a meeting cannot be arranged with proper statutory notice then a Sub Committee established by CSMPSC will consider the call in.
11. If there is insufficient time to call a meeting of the Sub Committee the Chair of CSMPSC must agree to the decision being taken.



Corporate and Scrutiny Management Policy & Scrutiny Committee**14 September 2015****Guildhall Development Review Introductory Report****Purpose of Report**

1. The report provides an overview of the background information on the proposals (as developed to date) for the future use of the Guildhall complex. Members are asked to note the information provided and agree to a future meeting with external consultees, to enable Members views to feed into a future Executive report on the possible commercially viable uses for the complex.

Background

2. On 13 July 2015, the Executive Leader, Finance and Performance & Deputy Leader and Executive Member for Economic Development & Community Engagement, attended the meeting of this Committee to report on their priorities and challenges for 2015/16. The Executive Members confirmed that work on proposals for the use of the Guildhall as a Media Arts Centre had been put on hold pending officer's preparation of a robust business case and examination of other commercially viable uses for the complex, in conjunction with partners.
3. The Committee agreed their interest in scrutinising the issues around the Guildhall and requested that a report be provided at this meeting to inform discussions around their possible future involvement.
4. In late July 2015 the Executive subsequently agreed that if other Members wished to scrutinise the issues around the Guildhall proposals it could be carried out either via a Scrutiny Committee or an Executive working/steering group.
5. This Committee's interest in participating was later noted and it was therefore agreed with officers that this Committee be the body to scrutinise the issues.

Proposals for Future Development of Guildhall

6. The report attached at Annex A presents introductory information on the ongoing work together with a summary of the key points, events and milestones to date. This information has been provided by the Guildhall Project Manager, who will be in attendance at this meeting to answer any questions arising.

Consultation

7. This is to be followed by an additional meeting of this Committee on 16 September 2015 @ 5.30pm, to allow Members to meet with the external consultees listed below:
 - David Fraser – new Chief Exec of York Civic Trust
 - Chris Bailey – Chair of York@Large
 - Richard Flanagan – a Chartered Surveyor and York property specialist
8. A report on the four proposed options for the future use of the Guildhall, together with analysis of the potential viability will be provided for the meeting with the consultees. Feedback from both meetings will be fed into a report for the October meeting of the Executive.

Report Recommendation

9. Members are recommended to:
 - i. Note the background / introductory information provided in the report at Annex A.
 - ii. Provide initial feedback for officers to note.
 - iii. Confirm their attendance at the additional meeting of this Committee be held on 16 September 2015 @ 5.30pm, to meet with the external consultees listed in paragraph 7 above.

Reason: To ensure cross party feedback into the Executive's consideration of the future development of the Guildhall complex.

Contact Details

Author:

Melanie Carr
Scrutiny Officer
Scrutiny Services
Tel No. 01904 552054

Chief Officer Responsible for the report:

Dawn Steel
Democratic Services Manager

David Warburton
Guildhall complex Project
Manager

**Report
Approved**



Date 3 September 2015

Specialist Implications Officer(s) *N/A*

Wards Affected: Guildhall Ward

All ☐

For further information please contact the author of the report

Background Papers: see list of reports at annex A

Annexes:

Annex A – Background report on the proposals for the future use of the Guildhall

This page is intentionally left blank

GUILDHALL BACKGROUND INFORMATION – Annex A

For CSMC Scrutiny meeting Monday 14 September 2015

Introduction

1. Consideration of the future use of the Guildhall complex became urgently necessary in January 2012, when Cabinet approved the Admin Accom. project review report. This report presented the findings of a further review of council's future accommodation needs and recommended a proposal to move political groups, the leader of the council and the chief executive out of the Guildhall and into West Offices, with use of the Guildhall retained only for full council meetings (in the council chamber) held on average only bi-monthly.
2. Until this point the ongoing use of the Guildhall as an office base for staff and the members had been assumed.

Background Documents 1) –

Cabinet agenda – Jan 2012 – item 7 report - Revision to the Council's Administrative Accommodation Strategy

3. As a response to this ongoing review, and to inform the future re-use of the Guildhall, as the council's Head of Design Conservation and Sustainable Development I was able to secure funding for and agreement to the production of a Heritage statement and options appraisal for the complex – working in partnership with English Heritage. This work was completed in February 2012, and provides a comprehensive evidence base line in relation to the historic significance of the complex.
4. A summary of the statement of significance is attached, with the full documents available as background papers. The Options Appraisal report highlighted the areas where there was the potential to make alterations to the complex to facilitate new uses and to open up public access to the Riverside.

Background Documents 2) –

Heritage Statement / Views Analysis / Options Appraisal reports - ©PMT Feb 2012.

5. As a response to this work it was agreed that a further exploration of the relationship between the Guildhall complex and the wider riverside could be helpful in realising the long held City ambition to create a more publicly accessible riverside, and in maximising the potential and value of the complex for the benefit of the City. Cabinet agreed to sponsor an RIBA Open Ideas Competition in May 2012.

Background Documents 3) –

Cabinet agenda - May 2012 – item 9 - Exploring Opportunities for the Future of the Guildhall.

6. The competition entries were exhibited at York Explore and the winner announced in Dec 2012. The public exhibition of the competition shortlist demonstrated an overwhelming public support for creating a public space on the riverside and making the complex more accessible.
7. The winning entry was selected (unanimously by the judging panel) because it created a new public space on the riverside, with the proposed new commercial development set back around this, respecting the existing Guildhall buildings which stand so dramatically and prominently on the riverside.

Background Documents 4) –

RIBA Open Ideas Competition - Winning Entry by Rob Loader Architect – Dec 2012.

8. The council subsequently vacated the Guildhall complex in March 2013; with staff and members moving into West Offices. Large areas of the complex, which were previously used as offices became vacant. Use of the council chamber has continued for full council meetings and the Guildhall main hall has continued to attract bookings for a range of festivals and events, achieving a gross income of c£40,000 per annum. However, the net cost to the council of the vacant complex, excluding staff time in management, has been in the region of £125,000 per annum. This figure includes £64,000 in Business rates, where the complex does not qualify for exemption because it is in partial use.

Background

9. In July 2013 Cabinet agreed to investigate the re-use of the Guildhall as a Digital Media Arts Centre. A brief existed from Science City York (SCY) where there had been negotiations to create a facility in the

Bonding Warehouse. That building has ultimately been successfully converted into office and residential units. The office element is now occupied by the developer Grantside and Anaplan – a high growth Creative Business.

Details here :

<http://www.grantside.com/project.php?id=1>

<http://www.officelovin.com/2014/10/23/a-look-inside-anaplan-york-offices/>

10. The Cabinet approval of July 2013 required the following :

Investigation of the feasibility of creating a Digital Media Arts Centre in the Guildhall as part of a mixed use development

- ***Demolition of the hutments***
- ***Archaeological investigation***
- ***Consultation on future use***

Background Documents 5) –

Cabinet agenda - July 2013 – item 13 - Future of the Guildhall Complex.

11. ***The following feasibility work has been undertaken in response :***

- October 2013 - Initial feasibility work instigated
- Dec 2013 - Project Manager seconded
- March 2014 – Feasibility work completed and final reports issued.

Background Documents 6) –

Architect's Feasibility report March 2014

- April 2014 – HLF bid submitted
- April 2014 – Cabinet in private - update presentation.
- June 2014 – demolition of hutments
- July / Aug 2014 – Archaeological evaluation of site
- July 2014 – HLF outcome

12. The lack of HLF grant funding approval required a re-consideration of the scheme and a revision of the feasibility study.

- Aug – Oct 2014 – preparation of revised scheme

13. The revised scheme demonstrated that a proposal with a reduced capital cost could still achieve the majority of outcomes and this option was reported to Cabinet in Dec 2014.

Background Documents 7) –

Architect's Feasibility report - revised option - Dec 2014

The key features of the feasibility study works were :

14. Analysis of the suitability of the Guildhall complex for use as a Digital Media Arts Centre.
15. An assumption that Council use and public access to key elements of the building (specifically including the council chamber) and riverside would be secured and maintained.
16. An early finding was that office space rentals alone would not be sufficient, to make the development viable, but that a business club / virtual office offer could supplement this and would in fact suit the layout of the building and the use of the public and other spaces in the building
17. Study of comparator venues and dialogue with commercial interests running these venues suggested that the Guildhall complex could offer a venue uniquely suited to a creative industries hub offering characterful office environments in a unique building and with the benefit of being centrally located in York.
18. A complex business model was developed, based on the primary use being a Digital Media Arts Centre, but looking at combinations of office rentals, business club membership and virtual office services, with some associated meeting room / venue hire based on commercial management of the spaces and other associated commercial uses (cafe/bar and restaurant elements) to provide a mixed use development on the riverside. Other options were not considered / evaluated, and this work was presented to Cabinet in Dec 2014, and reviewed by scrutiny in January 2015.

Background Documents 8) –

Cabinet agenda reports – Dec 2014

Background Documents 9) –

Scrutiny Agenda reports - Jan 2015.

19. Mindful of the feedback from the scrutiny process and the requirement to secure additional project funding, further feedback from the HLF was sought to inform a revised bid. This was submitted in May 2015 with Heritage Focus. Further work with the LCR LEP secured an in principle funding offer of £1m towards the delivery of the Digital Media Arts Centre.

Background Documents 10) –

Heritage Lottery Fund Round 1 Bid – May 2015.

Current Position

20. Further to the July 2015 – Executive update report, it was agreed that the project be reviewed the other use options considered as follows :

Option 1 – Grade A generic office, probably requiring new build annex, where refurb is unlikely to produce the quality of office required.

Option 2 - A commercially focused scheme - likely to revolve around restaurants / cafe bars and leisure uses.

Option 3 - A new build annex with generic Grade A office and introducing residential or holiday let accommodation on upper levels.

Option 4 – A refurbished annex option with a serviced office / virtual office offer to the broader creative industries sector.

20.1. Background Documents 11) –

20.2. Executive – agenda item 1 – July 2015 – Guildhall project update.

21. The potential for these alternative uses is being evaluated and will be set out in more detail in a report to the further scrutiny meeting scheduled for 16th Sept 2015 at 5.30pm.

22. Additional and further information will necessarily be presented to the meeting.
23. The scrutiny findings will be presented to Executive in October 2015.

**Index of Background Documents for Guildhall project CSMC –
Scrutiny meeting – Mon 14th September 2015 (Available Online)**

1. Cabinet report - January 2012 – Admin Accom Review
2. Heritage Statement / Views Analysis / Options Appraisal - © PMT Feb 2012
3. Cabinet report – May 2012 – approval for RIBA Open Ideas Competition
4. RIBA Open Ideas Competition Winning Entry – Dec 2012
5. Cabinet report – July 2013 – The Future of the Guildhall
6. Architect's feasibility report - March 2014
7. Architect's Feasibility report- Dec 2014- revised option
8. Cabinet report - Dec 2014
9. January 2015 – scrutiny call in report
10. May 2015 – revised HLF bid – with Heritage focus
11. July 2015 – Executive update report

This page is intentionally left blank



Corporate & Scrutiny Management & Policy & Scrutiny Committee**14 September 2015**

Report of the AD Governance & ICT

Schedule of Petitions**Summary**

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

Background

2. Following agreement of the above petitions process, Members of the Corporate and Scrutiny Management Committee had been considering a full schedule of petitions received at each meeting, commenting on actions taken by the Executive Member or Officer, or awaiting decisions to be taken at future Executive Member Decision Sessions.
3. However, in order to simplify this process Members agreed, at the Committee's meeting on 15 June, that the petitions annex should in future be provided in a reduced format in order to make the information relevant and manageable. At that meeting it was agreed that future petitions reports should include an annex of current petitions and agreed actions, but only following consideration of the petitions by the Executive or relevant Executive Member.
4. This was agreed, in the knowledge that the full petitions schedule was publically available on the Council's website and that it was updated and republished after each meeting of the Committee.
<http://democracy.york.gov.uk/ecSDDisplay.aspx?NAME=SD1956&ID=1956&RPID=10321482&sch=doc&cat=13020&path=13020>

5. Current Petitions Update

A copy of the reduced petitions schedule is now attached at Annex A of the report which provides details of new petitions received to date and those considered by the Executive or relevant Executive Member since the last meeting of the Committee. Further information relating to the petitions which have now been considered by the Executive Members since the last meeting is set out below:

20. **Anti-Social Behaviour, Clifton Moor Retail Park**

This petition has been referred to Jane Mowat, Head of Community Safety, in the first instance, it is hoped to provide a further update to Members at the meeting in relation to next steps associated with this petition.

22. **Pedestrian Crossing, Askham Lane/Westfield School**

This petition, received at Council from Cllr Waller, was considered by the Executive Member for Transport and Planning at his Decision Session on 23 July 2015.

The Executive Member considered a report which presented the 174 signature petition requesting that the Council establish a pedestrian crossing on Askham Lane in the vicinity of Westfield School.

Consideration was given to the following options:

Option 1: Investigate whether a formal crossing was appropriate and if so, undertake feasibility work to determine how to deliver such a scheme. This work would include consultation with affected parties and identification of a funding source. If a feasible scheme was identified a further report would be brought to an Executive Member Decision Session for consideration.

Option 2: Note the petition but take no further action.

The Executive Member agreed Option 1 to investigate the feasibility of a pedestrian crossing across Askham Lane in the vicinity of Westfield School. This was to determine whether a pedestrian crossing would be appropriate at this location and if so, how this would be achieved both in terms of design and funding

25. **Aldreth Grove Residents Parking Request**

This petition had been received by Network Management and was also considered by the Executive Member for Transport and Planning at a Decision Session on 23 July 2015.

The Executive Member considered a report which outlined a response to the 17 signature petition, which represented 54% of properties on Aldreth Grove, York, requesting that the Council consult with residents on introducing a Residents Priority Parking Scheme (ResPark).

Consideration was given to the following options:

Option 1: To undertake consultation with a wider area including Aldreth Grove, Cameron Grove, St Clements Grove and Bishopthorpe Road (part).

Option 2: To consult with Aldreth Grove residents only.

Option 3: To consider the level of support is not sufficient at this time to warrant further consultation.

The Executive Member stated that he was mindful that in order to implement such a scheme in one street could move the problem elsewhere and he therefore agreed a formal consultation with Aldreth Grove (petition received) and also the surrounding streets (currently not signed a petition). This included Cameron Grove, St. Clements Grove and Bishopthorpe Road (part).

Although not common procedure when dealing with requests for new Residents Parking Schemes, due to the location and consequent concerns from nearby residents, currently not petitioned, it was agreed that it would be more practicable on this occasion to consult with both Aldreth Grove and the surrounding streets at the same time.

26. **No to Waste Collection Cuts**

This e-petition related to waste collection, closed on 30 May 2015 and requested the Council to

- halt any plans to reduce grey bin emptying frequency to 3 weekly or less.

- reconsider its plan to introduce a £35 pa charge for emptying all green bins and
- to provide an improved network of litter bins and to give a high priority to ensuring that our streets, highways and hedgerows are kept clear of dumped rubbish.

Owing to changes in the Council administration, any next steps in relation to this petition were deferred to await the outcome of revised budgetary considerations at the July Council meeting.

Following consideration of a budget amendment at the 16 July Council meeting, the following changes were agreed in relation to future expenditure on waste collection and street cleaning as part of that amendment:

	2015/16 £000	2016/17 £000	Ongoing Effect £000
REVENUE EXPENDITURE			
Increase Recycling Promotion Budget for 2 years	30	30	0
Reverse savings proposals for charging for green bin collection	800	1,000	1,000
Extend Green Waste provision (2 rounds)	64	64	64
Additional Investment for Ward Grants as part of new Ward Committee system.	75	75	75
Additional city wide cleaning programme	25	0	0

27. **Multi Academy Trust**

As reported at the last meeting, this 517 postcard petition requesting a ballot to ask parents whether they supported the proposed conversion of three local schools in the South Bank area to a multi academy trust had been referred to the Director of Children's Services, Education & Skills and the Executive Member for Education, Children and Young People.

The Director of Children's Services, Education & Skills in consultation with the Executive confirmed that legally it was for the three governing bodies of Millthorpe, Scarcroft and Knavesmire schools to make the decision on whether to convert to a Multi-Schools Academy Trust.

Therefore, the Executive did not believe that a non-binding ballot of the local community would substantially add to the existing comprehensive, inclusive and varied consultation process already underway.

However, the three governing bodies were being asked to reiterate to all parents and stakeholders how they could engage with the current consultation process to make their views known and if necessary extend the consultation timescale to ensure all parties had the opportunity to comment.

Following consideration of the response the Committee at their last meeting, referred the petition to the Executive Member for Education, Children and Young People to provide a formal response to the lead petitioner. However it was found that contact with the lead petitioner was not possible as the postcards sent in did not contain any contact details for the individual signatories.

6. The Process

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

Options

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

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

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

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

Consultation

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

Implications

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

Risk Management

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

Recommendations

12. Members are asked to consider the petitions received and actions reported, as set out in paragraph 4 above and on the attached Schedule at Annex A, and agree an appropriate course of action in each case.

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

Contact Details

Author:

Dawn Steel
Head of Civic & Democratic
Services
Tel No. 01904 551030
e: dawn.steel@york.gov.uk

Chief Officer Responsible for the report:

Andrew Docherty
AD Governance & ICT

**Report
Approved**



Date

4 September 2015

Wards Affected:

All



Background Papers: None

Annexes:

Annex A - Schedule of new petitions received and action taken to date

This page is intentionally left blank

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Cabinet Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
20. Anti-Social Behaviour, Clifton Moor Retail Park - calling upon the Council to use those powers that they have to reduce anti-social behaviour taking place on privately owned land forming part of Clifton Moor Retail Park in liaison with the Owners and occupiers of the Park and North Yorkshire Police.	Hard copy to be presented to Council, 26-03-15 (Cllr McIlveen)	31 signatories	Steve Waddington Asst Director Housing & Community Safety T: 01904 554016	Steve Waddington Asst Director Housing & Community Safety T: 01904 554016	This petition has been referred to Jane Mowat, Head of Community Safety		07-04-15 Awaiting progress
22. Pedestrian Crossing, Askham Lane/Westfield School - requesting a pedestrian crossing at the crossing point on Askham Lane to Westfield School to assist with the safe crossing by residents, especially school children, on this busy road.	Hard copy to be presented to Council, 26-03-15 (Cllr Waller)	174 signatories	Andy Vose Transport Planner Strategy T: 01904 551608	Executive Member for Transport & Planning Decision Session	23 July 2015	That Option 1 be approved i.e. to investigate the feasibility of a pedestrian crossing across Askham Lane in the vicinity of Westfield School. Reason: To determine whether a pedestrian crossing would be appropriate at this location and if so, how this would be achieved both in terms of design and funding.	07-04-15 Noted, await decision

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Cabinet Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
25. Aldreth Grove Residents parking request -Calling on the Council to implement residents parking on Aldreth Grove	Hard copy received by Network Management	17 signatories	Annemarie Howarth Network Management T: 01904 551337	Executive Member for Transport & Planning Decision Session	23 July 2015	<p>That Option 1 be approved i.e. a formal consultation with Aldreth Grove (petition received) and also the surrounding streets (currently not signed a petition). This includes Cameron Grove, St. Clements Grove and Bishopthorpe Road (part).</p> <p>Reason: Although not common procedure when dealing with requests for new Residents Parking Schemes, due to the location and consequent concerns from nearby residents, currently not petitioned, it would be more practicable on this occasion to consult with both Aldreth Grove and the surrounding streets at the same time</p>	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Cabinet Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
26. No to Waste Collection Cuts - We the undersigned petition the council to <ul style="list-style-type: none"> • halt any plans to reduce grey bin emptying frequency to 3 weekly or less. • reconsider its plan to introduce a £35 pa charge for emptying all green bins • We further petition the Council to provide an improved network of litter bins and to give a high priority to ensuring that our streets, highways and hedgerows are kept clear of dumped rubbish. 	E-Petition Running 18-03-15 to 30-05-15	99 signatories	Neil Ferris Assistant Director for Transport, Highways and Fleet T: 01904 551448	Following changes in the Council administration, any next steps in relation to this petition will be advised following the outcome of revised budgetary considerations under debate at the forthcoming July Council meeting.	16-07-15 Council	Council agreed to <ul style="list-style-type: none"> • Increase Recycling Promotion Budget for 2 years • Reverse savings proposals for charging for green bin collection • Extend Green Waste provision (2 rounds) • Additional Investment for Ward Grants as part of new Ward Committee system. • Additional city wide cleaning programme 	
27. Multi Academy Trust - Requesting a ballot to ask parents whether they support the proposed conversation of the following three local schools to create “Multi Academy Trust” in the South Bank area. <ul style="list-style-type: none"> • Knavesmire 	Postcards addressed to City of York Council, West Offices	517 individual cards received to date	Jon Stonehouse, Director of Children’s Services Education & Skills T: 01904 553798	The Director of Education of Children’s Services, Education & Skills in consultation with the Executive confirmed that legally it is for the three governing bodies of			13-07-15 Referred to Executive Member for Education, Children & Young People to provide a formal response to the Lead Petitioner. Note that this was not possible as the lead petitioner was

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Cabinet Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
Primary School <ul style="list-style-type: none"> • Millthorpe School • Scarcroft School 				<p>Millthorpe, Scarcroft and Knavesmire schools to make the decision on whether to convert to a Multi-Schools Academy Trust.</p> <p>Therefore, the Executive does not believe that a non-binding ballot of the local community would substantially add to the existing comprehensive, inclusive and varied consultation process already underway.</p> <p>However, we are asking the three governing bodies to reiterate to all parents and stakeholders how they can engage with the current consultation process to make</p>			unknown and the 517 cards did not contain contact details.

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Cabinet Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
				<p>their views known and if necessary extend the consultation timescale to ensure all parties have the opportunity to comment.</p> <p>Our aim continues to be to ensure that children in York have the best possible education and we will continue to work in partnership with schools across the city, whatever their status, to achieve this.</p>			
28. Repair Dodsworth Area Road Surface We the undersigned petition the council to agree that the condition of road surfaces in the Dodsworth Area Residents' Association area, in particular,	E-Petition Running 02-6-15 to 02-12-15 Await closure	2 to date	Neil Ferris Assistant Director for Transport, Highways and Fleet T: 01904 551448 Steve Wragg Flood Risk and Asset Manager 553401	Executive Member for Transport & Planning Decision Session			13-07-15 Noted

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Cabinet Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
Dodsworth Avenue, Pottery Lane and Fossway, have deteriorated to such an extent that there has been actual and potential damage to road users.							
29. Parliament Street Fountain We the undersigned petition the council to keep and restore the fountain so that it works not demolish a much loved York site.	E-Petition running 7-7-15 to 15-8-15	52	Charlie Croft Assistant Director Communitites, Culture and Public Realm 553371	Executive Member for Culture, Leisure & Tourism	More information on this petition will be reported to this Committee's October meeting		
30. Remove the anti-homeless bars in Rougier Street bus stop – We request the Council to remove the anti homeless bars in the Rougier Street bus stop.	Presented to Council by Richard Bridge 16/07/15 Change.org petition	5,400 signatures, of which 3,660 were York residents	Steve Waddington Asst Director Housing & Community Safety T: 01904 554016	Executive Members for Housing & Safer Neighbourhoods and Transport & Planning	Date TBC		
31. Make it York, Parliament Street & the Carousel - We the undersigned petition the council to take action to ensure that any major changes initiated by "Make It York" or other Quangos operating in the	E-Petition running 13-08-15 to 24-09-15 Await closure	35 to date	Charlie Croft Assistant Director Communitites, Culture and Public Realm T: 01904 553371				

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Cabinet Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
City are subject to consultation with residents. In particular we petition that the traditional children's rides, provided during the period leading up to Christmas, be retained, on either Parliament Street or St. Sampson's Square, unless an alternative, which is both acceptable to the operators and equally accessible for users, can be found.							
32. Cranbrook Road – Speed Ramp We the undersigned petition the Council to build speed ramps on the street of Cranbrook Road, York, because of motorists speeding continuously beyond 20 mph. We the residents are concerned for our children's safety on these roads.	Presented to Cllr I Gillies by Cllr S Barnes, Acomb ward, at Executive 27.08.15 Lead Petitioner Paul Williams.	204	Tony Clarke Head of Transport T: 01904 551641	Executive Member for Transport and Planning	TBC		

This page is intentionally left blank

Meeting Date	Corporate & Scrutiny Management Policy & Scrutiny Committee Work Plan for 2015-16
8 June 2015 @ 5pm	<ol style="list-style-type: none"> 1. Introductory Report inc. Ideas on Potential Topics for Review in this Municipal Year 2. Community Engagement Review - Update on Implementation of Outstanding Recommendations 3. Yearsley Pool Ad Hoc Scrutiny Committee membership 4. Schedule of Petitions 5. Draft Workplan 2015-16
13 July 2015 @ 5pm	<ol style="list-style-type: none"> 1. Attendance of Cabinet Leader, Finance & Performance – Priorities & Challenges for 2015-16 2. Attendance of Deputy Leader – Priorities & Challenges for 2015-16 3. Consultation report on Proposed New Governance Arrangements 4. Yearsley Pool Scrutiny Review - Update on work of Ad-hoc Scrutiny Committee 5. Briefing Paper on Proposed Scrutiny Topic on 'Expansion of Local Democracy using Digital Means' 6. Scrutiny Annual Report 7. Schedule of Petitions 8. Workplan 2015-16
14 Sept 2015 @ 5pm	<ol style="list-style-type: none"> 1. Year-End Finance & Performance Monitoring Report 2014-15 (Debbie Mitchell) 2. First Qtr Finance & Performance Monitoring Report (Debbie Mitchell) 3. Report on Future ways of Scrutiny Working (Dawn Steel) 4. Introductory Report on Development Proposals for the Guildhall (David Warburton) 5. Schedule of Petitions 6. Workplan 2015-16
16 Sept 2015 @ 5.30pm	<p>Informal Consultation Meeting:</p> <ul style="list-style-type: none"> • Consultation on the Proposals for the Future Development of the Guildhall Complex
9 Nov 2015 @ 5pm	<ol style="list-style-type: none"> 1. Schedule of Petitions 2. Workplan 2015-16
11 Jan 2016 @ 5pm	<ol style="list-style-type: none"> 1. Second Qtr Finance & Performance Monitoring Report (Debbie Mitchell) 2. Procurement Overview Report (Debbie Mitchell) 3. Scrutiny Support Budget Monitoring Report (Dawn Steel) 4. Schedule of Petitions 5. Workplan 2015-16

7 March 2016 @ 5pm	<ol style="list-style-type: none"> 1. Third Qtr Finance & Performance Monitoring Report 2. Schedule of Petitions 3. Workplan 2015-16
9 May 2016 @ 5pm	



Learning & Culture Policy & Scrutiny Committee

14 September, 2015

Report of the Director of Communities and Neighbourhoods**Parliament Street Fountain – Briefing Note**

1. Two ePetitions have been received with regard to Parliament Street Fountain:
 - a. The first has 52 signatures: “We the undersigned petition the council to keep and restore the fountain so that it works, not demolish a much loved York site.”
 - b. The second has 550 signatures: “Halt plans to demolish the Parliament Street Fountain.”
2. The petitions have been raised in response to a request received by the Council from Make it York to remove the fountain. Since April this year the management of the city centre has been the responsibility of Make it York, the city’s destination management organisation. Make it York is responsible for management of the street environment and street furniture and has budgets for this purpose; however, given the interest in the fountain and the fact that two petitions have been received, Make it York have asked the Council for its permission to remove the fountain.
3. At its meeting on 14 September 2015, the Corporate & Scrutiny Management Policy & Scrutiny Committee (CSMC) considered its regular schedule of Petitions which included one of the two petitions on the Fountain. The second petition was received after the schedule of petitions had been published as part of the CSMC agenda.
4. It was brought to CSMC’s attention that this Committee had previously expressed some interest in the future plans for the Parliament Street fountain. In view of that and since it falls within this committee’s remit, Corporate & Scrutiny Management Committee agreed to refer these two petitions to this Committee for its consideration, with a request that feedback be provided to the relevant Executive Member/Executive.

Contact Details

Authors:

Charlie Croft
Assistant Director,
(Communities, Culture & Public
Realm)
charlie.croft@york.gov.uk

Chief Officer Responsible for report:

Sally Burns
Director of Communities & Neighbourhoods

Report Approved:

✓ **Date:** 11 September 2015

Wards Affected:

Guildhall

For further information please contact the author of the report