



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 and Williams

Date: Monday, 9 November 2015

Time: 5.30 pm

Venue: The Auden Room - Ground Floor, West Offices (G047)

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 14 September 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 6 November 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.

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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. Council Tax Support Scheme Consultation (Pages 9 - 42)

This paper provides scrutiny with details of the current public consultation exercise in respect of Council Tax Support (CTS), following Executive approval of consultation to consider changes to the Council's CTS scheme on 29th October 2015.

5. Schedule of Petitions (Pages 43 - 60)

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 of the Committee in July. Members are asked to agree an appropriate course of action in each case.

6. Work Plan 2015/16 (Pages 61 - 62)

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

7. 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

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

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City Of York Council

Committee Minutes

| | |
|-----------|---|
| Meeting | Corporate and Scrutiny Management Policy and Scrutiny Committee |
| Date | 14 September 2015 |
| Present | Councillors Levene (Chair), Fenton, Flinders, Gates, Kramm, Lisle, Williams, Cuthbertson (sub for Cllr Reid) and Rawlings (sub for Cllr Galvin) |
| Apologies | Councillors Galvin and Reid |

19. 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.

Councillor Flinders declared a disclosable pecuniary interest in relation to agenda item 4 – 2014/15 Outturn report as his employer advised the authority in relation to the York Central site and he took no part in the discussion or voting thereon.

Councillor Fenton declared a personal non prejudicial interest in relation to agenda item 8 – Petitions: Pedestrian Crossing Askham Lane/Westfield School as he lived in the vicinity of the site.

20. Minutes

Resolved: That the minutes of the last meeting of the Committee, held on 13 July 2015, be approved and signed by the Chair as a correct record subject to the amendment of Minute 13 – Consultation on Decision Making Arrangements. In the second bullet point the deletion of the first word ‘General..’ and its replacement with the word ‘Some..’

21. Public Participation

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

22. 2014/15 Outturn

Members considered a report which analysed the outturn for 2014/15 for the services falling under the responsibility of the Corporate & Scrutiny Management Policy & Scrutiny Committee.

It was noted that the net budget for the areas covered by these services was £19,414k, with the outturn showing an under spend of £211k, with the main areas of under spend being vacant posts.

Concerns were expressed regarding some aspects of the new speech server telephony software, details of which would be passed on to Officers.

Resolved: That the information report be received and noted.

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

23. 2015/16 Monitor 1

Consideration was given to a report which forecast the 2015/16 outturn position for the services falling with the responsibility of the Corporate & Scrutiny Management Policy & Scrutiny Committee.

It was noted that the net budget for the areas covered by these services was £16,121k with a small under spend of £160k forecast.

Members requested comparison information e.g. for Council and Business Tax collection rates, wifi on public transport usage etc to help inform them of performance against other authorities. It was confirmed that this request would be passed on to the Officers concerned.

Resolved: That the information report be received and noted.

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

24. Future Ways of Working in Scrutiny

Consideration was given to a report which updated the Committee on proposals for new decision making arrangements which allowed for the consultation of scrutiny prior to a decision being made. The Executive had now invited the Committee to consider how best to involve Scrutiny Committees in pre-decision call-in's, the possible establishment of a sub-committee to deal with urgent pre-decision call-in's and the remits of Scrutiny Committees.

Some Members expressed the view that the new scrutiny committee remits would be better aligned with the new Executive Member portfolio areas, took account of the new organisation review, partners and promotion of the city's health and wellbeing. The Committee also confirmed that Members of the relevant scrutiny committees would be welcome, as non voting Members, to attend future pre decision Calling-In meetings for their expertise and knowledge. Members also supported the publication of a weekly Forward Plan and agreed it should provide sufficient information to enable Members to decide whether or not a pre-decision call-in was required.

Following further discussion it was

- Resolved:
- (i) That the detail of the new pre-decision scrutiny arrangements be received and noted.
 - (ii) That the Chair and Vice Chair be requested to work with the Scrutiny Officers to bring forward recommendations to a future meeting on suggested remits for the standing Scrutiny Committees, bearing in mind Member comments above.
 - (iii) That a standing invitation be sent to Chairs and/or Vice Chairs of the standing Scrutiny Committees, to attend future CSMPSC meetings as non-voting Members to

speaking/participate on items within their portfolio areas.¹

- (iv) That arrangements be made for all Members to receive an alert to inform them of the weekly publication of the Forward Plan.
- (v) That an item be included in the Committees work plan for their 11 January 2016 meeting for a review of the new ways of working, to include details of any financial implications.²

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

Action Required

- 1. Extend a standing invitation to Chairs and/or Vice Chairs of scrutiny committees to attend future CSMPSC meetings. JP
- 2. Include item on Committees work plan. JP

25. Guildhall Development Review Introductory Report

Consideration was given to an overview report of the background information on the proposals, as developed to date, for the future use of the Guildhall complex, including a summary of the key points, events and milestones. It was noted that a further meeting of the Committee would take place on Wednesday 16 September with external consultees to enable Members to feed into the Executive report on the possible commercially viable uses for the complex.

The Guildhall Project Manager reminded the Committee that the project had been put on hold pending preparation of a robust business case and examination of other commercially viable uses for the Guildhall complex. He confirmed that a further report on the four proposed options for the future use of the Guildhall together with an analysis of potential viability, including details of Gross Value Added (GVA) in respect of each would be provided at the Committee's next meeting on 16 September and that the Committee's comments would be taken into consideration by the Executive at their October meeting.

The Project Manager also updated Members that the application to the Heritage Lottery Fund, submitted in May 2015, for additional project funding had been unsuccessful. However an in principle offer of £1m had been received from the Leeds City Region LEP towards the delivery of a Digital Media Arts Centre.

Members expressed concern that the additional analysis information would not be circulated prior to the next meeting and referred to consideration of a possible additional option of relocating Democratic and Civic Services to the Guildhall to provide additional space at West Offices for the use of partners.

Following further discussion it was

- Resolved: (i) That the background and introductory information provided in the report and at Annex A be received and noted.
- (ii) That the information on the four proposed options for the future use of the Guildhall, together with the analysis of the potential viability of each be circulated to Members prior to the 16 September meeting, to allow consideration prior to the meeting.

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

26. Schedule of Petitions

Consideration was given to a list of seven 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 previously been made by the Committee in order to make the information more relevant and manageable.

A briefing note in respect of two e-petitions relating to the Parliament Street Fountain was circulated and considered at the meeting (attached to the online agenda). It was noted that the petitions had been raised in response to a request received by the Council from Make it York to remove the Parliament Street fountain.

Members also considered the information provided in relation to the status of the petitions that had been considered by the relevant Executive Member and the additional briefing note and it was

- Resolved:
- (i) That the action taken in relation to petitions 20, 22, 25, 26 and 27 be noted.
 - (ii) That the update provided in relation to petitions 28, 30, 31 and 32 be received and noted.
 - (iii) That petition 29 relating to the Parliament Street Fountain and the additional 550 signatory fountain e-petition, reported at the meeting, be referred to the Learning & Culture Policy & Scrutiny Committee for their consideration, and feedback to the relevant Executive Member /Executive.

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

27. Work Plan 2015/16

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

Members referred to the possible contribution of scrutiny into the current devolution bids. Officers confirmed that the bids were for regional negotiation and that Members would be kept updated outside of the meeting.

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

11 January 2016

Future Ways of Working in Scrutiny – update/review and financial implications

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

Councillor D Levene, Chair
[The meeting started at 5.30 pm and finished at 6.55 pm].

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Corporate and Scrutiny Management Policy 9th November 2015 and Scrutiny Committee

Report of the Director of Customer & Business Support Services

Council Tax Support Scheme Consultation

Summary

1. This paper provides scrutiny with details of the current public consultation exercise in respect of Council Tax Support (CTS). Executive approved public consultation to consider changes to the Council's CTS scheme on 29th October 2015. The consultation will run between the 2nd November & 29th November 2015.

Background

2. The Government reduced its support for Council Tax benefit on 1st April 2013. This saw the Council's previously demand-led grant reduced by 10% in 2013/14 and removed as an individual grant from 2014/15. The rules relating to Council schemes are set out in the Local Government Finance Act 2012 and ensure that qualifying pension age residents are fully protected.
3. The Council introduced the current CTS scheme on the 1st April 2013. This was based on the Housing Benefit scheme with a cap on support at 70% meaning CTS customers would have to pay a minimum 30% of their Council Tax liability. Full details of the background to the scheme are set out in the report 'Council Tax Support Scheme Review' **considered by the Executive on 29 October 2015 and** attached at Annex A to this paper.

Consultation

4. Following a motion to Council on 8 October 2015, the Authority brought forward the scheduled review period and is now currently out to consultation and the results of this will not be known until

after 29th November 2015. The questionnaire being used is attached at Annex 1 of this paper and is also available online at <https://www.york.gov.uk/consultations>. The communication plan being used is attached at Annex 2. The Council also has to consult with its major preceptors the Fire and Police Authority as part of the consultation process and both have been notified that the Council is considering making a change. Their response is awaited.

5. The final decision paper is due at Full Council in December 2015 which will consider the recommendation made by Executive at their December meeting, following receipt of the consultation results.

Options

6. There are no specific options associated with this paper, which is submitted to this Committee for information and to give an overview of the consultation arrangements, in light of the enhanced inclusive working arrangements between scrutiny and the Executive.

Analysis

7. The results of the consultation will not be known until the end of November so any analysis of customer's views will not be available for further analysis by this Committee, in view of the tight timescales now set for the consultation and review. However, an analysis of the current scheme is included in the paper attached at Annex A of this report.

Council Plan 2015 - 19

8. This paper provides the opportunity for scrutiny to consider the consultation process which is aimed at promoting financial inclusion, delivering tangible and measurable benefits to affected customers inline with the new Council Plan.

Implications

9. **Financial** – There are no implications with this report other than those associated with any change to the CTS scheme, set out in the paper at Annex A.

- (a) **Human Resources (HR)** - There are no implications
- (b) **Equalities** – There are no direct implications with this report those associated with any change to the CTS scheme are set out in the paper at Annex A.
- (c) **Legal** - There are no implications with this report those associated with any change to the CTS scheme are set out in the paper at Annex A
- (d) **Crime and Disorder** - There are no implications
- (e) **Information Technology (IT)** - There are no implications with this report those associated with any change to the CTS scheme are set out in the paper at Annex A
- (f) **Property** - There are no implications

Risk Management

- 10. There are no direct risk implications with this report. Those associated with any change to the CTS scheme are set out in the paper at Annex A.

Recommendations

- 11. Scrutiny are asked to note the consultation process, the review taking place and the revised timescales for that, in light of the Council decision

Reason: To ensure scrutiny members are fully informed of the options and implications of the consultation process.

Contact details:

| Author: | | Executive Members and Chief Officer responsible for the report: | | |
|--|--|--|--|------------------------|
| David Walker Head of Customer & Exchequer Services Phone No. 01904 552261 | | Cllr Chris Steward Executive Leader, Finance & Performance Cllr Carol Runciman, Executive Member for Adult Social Care & Health | | |
| Pauline Stuchfield Assistant Director Customers & Employees Telephone: 01904 551100 | | Ian Floyd Director of Customer & Business Support Services | | |
| | | Report Approved | | Date 30.10.2015 |
| Specialist Implications Officer(s) None | | | | |
| Wards Affected: All | | | | √ |
| For further information please contact the authors of the report | | | | |

Background Papers

Council Tax Support Scheme Review – Executive 29th October 2015

Annexes

Annex A – Council Tax Support Scheme Review – Executive 29th October 2015 including Annexes A to C

Annex 1 – Hard Copy Questionnaire

Annex 2 – Communications Plan

Glossary

CTS – Council Tax Support Scheme



Executive

29th October 2015

Report of the Director of Customer & Business Support Services

Council Tax Support Scheme Review

Summary

1. A decision was taken at Executive on 30th July 2015 to review York's Council Tax Support (CTS) scheme. This report provides Executive with background on the current scheme, existing financial support available, the number of CTS customers seeking support and what further steps could be taken to support our most financially vulnerable customers in the short term but also in a sustainable way going forward.
2. In addition the report takes account of the agreed amended motion from Full Council held on 8th October 2015 which required Executive to :
 - continue with its review and bring forward a paper to the October meeting of the Executive, to cover a range of options including one to consult on changes to the current scheme; and
 - agree a timetable that meets the 31st January deadline, should it agree to make changes to the scheme, in advance of the 2016-17 budget setting meeting in February.

Background

3. The Government reduced its support for council tax benefit on 1st April 2013. This saw the council's previously demand-led grant reduced by 10% in 2013/14 and removed as an individual grant from 2014/15. The rules relating to council schemes are set out in the Local Government Finance Act 2012 and ensure that pension age residents are fully protected.

The CYC CTS Scheme

4. To clarify some of the issues that have been raised in relation to the council's CTS scheme, it is in essence the housing benefit scheme and in detail differs very little from the council tax benefit scheme that was in existence until 31st March 2013. The council chose not to amend the detail of the scheme that had been developed over the previous 20 years which has provided a fair way to support the relevant customer groups. This was and is the approach taken by many local authorities (including East Riding locally) however others have made substantial changes to their schemes as well in addition to capping the maximum benefit awarded.
5. An analysis of known schemes at other councils is shown at Annex A. These are all unitary local authorities and the information shows that many councils are considering to pass further costs back to CTS customers from either April 2016 or April 2017 – that is reducing the amount of help they can get.
6. The data also shows York is unique in both its low Liability Court Costs and non-use of the bailiffs for related debt recovery. As set out at paragraph 18 below court and bailiff costs can add over £7 per week to a CTS customer's bill. To put that into perspective each 1% reduction in York's scheme (currently requiring a minimum payment of 30%) will provide an average reduction of 15p per week for each CTS customer. In terms of implications for the council's revenue budget each 1% reduction in the scheme will require a saving of £38,436 based on current numbers claiming. As further welfare changes come during 2015 and 2016, these numbers may start to increase putting further pressure on the council's budget.
7. To develop a completely new scheme can be complicated and expensive and as such only a few councils have done so. The implementation of Universal Credit and incremental removal of the Government administration grant for housing benefit in the coming year(s) may force more authorities down this route providing schemes that are simpler to administer but take less consideration of the customer's individual circumstances.

Process for Change

8. Discussions have been undertaken with the council's third sector partners including the CAB and Advice York since the 'Pushed into Poverty' report was published. They have made it clear that their concern is in relation to the cap (70%) and they are content that the scheme in itself provides a fair and equitable way of calculating entitlement to CTS.
9. If the Executive is minded on the basis of this paper to consider changing the scheme this will require the council to:
 - consult the major precepting authorities (ie the Police and Crime Commissioner and the Fire Authority) in time for them to plan for possible budget changes;
 - prepare a draft scheme;
 - consult such persons as it considers are likely to have an interest in the operation in the scheme.
10. In light of the impact of a change in the scheme such consultation would involve specific consultation with agencies who support those in financial need as well as with the wider public.

Existing Financial Support for CTS Customers

11. At the time of CTS scheme implementation the council was aware that some customers may have difficulty in paying their council tax bills. To support these customers it took a strategic approach to try and address the underlying issues through its broader financial inclusion role and strategy. It also established a safety net for customers through its financial assistance scheme (YFAS). This was initially grant funded by the DWP which then withdrew funding from April 2015. The council has continued to commit a base budget of over £500k to the scheme, with additional funding for two years, to ensure the impact of withdrawal of the specific grant was not felt by YFAS customers.

Table 1

| Funding | 2013/14 | 2014/15 | 2015/16 | 2016/17 | 2017/18 |
|-----------------------------|----------|----------|----------|----------|----------|
| Awards (DWP) | £315,141 | £315,141 | £0 | £0 | £0 |
| Base Budget Council funding | £0 | £0 | £315,141 | £315,141 | £315,141 |
| CYC addition | £100,000 | £200,000 | £400,000 | £400,000 | £200,000 |
| Total | £415,141 | £515,141 | £715,141 | £715,141 | £515,141 |

12. Low take-up of financial assistance specifically in relation to CTS customers, however, remains a concern at a time when the level of debt being experienced by financially vulnerable customers in York is reported to be increasing (Pushed into Poverty – Advice York).
13. Table 2 below shows that less than 3% of CTS customers have so far applied for further financial assistance and over 80% of the applications have been successful since 2014/15 to date.

Table 2

| Year | Caseload | Claims | % of caseload | Successful claims | % of claims | Average Award £ |
|---------------|----------|--------|---------------|-------------------|-------------|-----------------|
| 2013/14 | 11572 | 324 | 2.8 | 204 | 63 | 125 |
| 2014/15 | 10730 | 237 | 2.2 | 200 | 84 | 184 |
| 2015/16 (YTD) | 10606 | 58 | 0.5 | 47 | 81 | 211 |

14. Since 2013/14 to date just £80,913 has been spent on applications for additional help with paying council tax from financially vulnerable customers whilst during the same period, a further £601,174 has been spent on Emergency and Community Payments.

Other Support

15. Full details of the council's financial inclusion work with its partners, along with details of YFAS spend, was set out in the 2014/15 Financial Inclusion outturn report extract as attached at Annex B of this paper.
16. Arising from its broader financial inclusion strategy work, the council has invested an additional £300k in one-off monies since 2013 to support financial inclusion schemes with a follow-up £100k made available in 2016/17. This has included an £80k match funding payment to the Citizen's Advice Bureau (CAB) that succeeded in providing a further £248k of funding from the Big Lottery Fund to consolidate and co-ordinate the work of advice services in the city including the establishment of Advice York. The CAB have received a further one off grant funding of £67k in

respect of their outreach work in GP surgeries across the city as well as an ongoing annual support grant of £124k. The council's financial investment in addressing financial inclusion (including the annual CAB grant) since 2013 is £672k. The Big Lottery Fund award brings the total investment in addressing financial inclusion to £920k.

17. Other direct action to support and protect CTS customers includes:
 - home visits to those in arrears and have not contacted the council ;
 - non use of Bailiffs (Enforcement Agents) for related debt recovery;
 - only a minimum £20 fee for liability orders. CYC is the only English council known to be doing this (most councils charge in the region of £80 to £100).
18. Financially this means CYC CTS customers are protected from up to £370 of additional recovery costs (court costs of £80, compliance fees £75 and bailiff visit fees of £235 less York's court costs of £20) that are charged by other councils. This is the equivalent of an additional £7.11 per week compared to the average Band A CTS charge in York of £4.97 per week for Working Age customers.
19. The council's Financial Inclusion Steering Group (FISG) oversees the YFAS and Financial Inclusion strategy and initiatives includes the CAB and South Yorkshire Credit Union. It will be further strengthened through the involvement of two senior Executive Members including the Council Leader. They will seek to ensure that there is a sustainable commitment to financial inclusion and that strategies are in place to help lift people out of poverty.

Strategy and solutions for strengthening support

20. The Advice York report 'Pushed into Poverty' and more recent report 'Every Penny Counts' clearly show that a number of customers are experiencing difficulty in paying their council tax. The most recent report (Every Penny Counts) is supportive of both the council's CTS scheme and recovery processes. As set out in paragraphs 11 to 19 the council has been proactive in trying to address financial inclusion at its source and has also put in place a

well funded safety net for financially vulnerable customers through its YFAS scheme.

21. It is clear that the council along with its financial inclusion partners CAB and Advice York need to take a more proactive role in communicating with financially vulnerable customers and signposting the financial support available to customers through applications to the YFAS scheme. The council continues to visit those CTS customers who are in arrears with 1,400 visits undertaken since January 2014.
22. Given the risks of consulting on a CTS change for 2016/17, the council could choose to develop a short term strategy in discussion with its financial inclusion partners as to how it can better reach out to support those customers quickly with current debts. The development of an approach for immediate relief for 2016/17 can be accommodated but is constrained by the money available in the YFAS scheme which is considerably lower than the value of the total arrears to date.
23. Information showing which customers are having CTS debt problems information on their status e.g. single, married, one parent family and the level of any council tax debt since 2013/14 is set out at Annex C of this paper.
24. In addition to the possible development of a one year debt reduction solution, as a minimum key points of the draft strategy will be to reinforce communication on available support as follows:
 - Ensure all council staff and partners who visit council customers are aware of the scheme no matter which part of the council they work in or which agency they work for;
 - Proactive communication and action with customers known to have problems in paying at the earliest possible stages including applying for YFAS;
 - Targeting those customers who need more intensive support including budgeting advice;
 - Further promotion of the YFAS scheme including all advocacy and advice organisations through Advice York;
 - Promotion through benefits advice and support work at York District Hospital;

- Promoting the scheme at existing meetings such as resident, Ward, Tenant and Housing advice sessions attended by CAB & Housing;
 - Inclusion of fact sheets at annual council tax billing;
 - Use of emerging channels such as social media.
25. The benefits of the above approach are that the debt pressures on successful customers would not only be alleviated immediately but supported with sustained and sustainable activity in the background across all partners. FISG could be tasked with developing the relief scheme in this calendar year, for approval and implementation early in 2016.
26. This could be considered to a more proactive and effective approach to assisting with customers immediate financial difficulties than any future change in the CTS cap.
27. It is also important, however, that this short term injection of support is not seen as a solution to the financial problems of residents. This needs to be addressed through the broader financial inclusion agenda. The payment of CTS will continue into the future and customers struggle with many bills that continue to increase e.g. utility, rents and other costs. Universal Credit (UC) for all welfare customers is on the horizon and Tax Credits are to be changed in April 2016 and 2017.
28. The council will come under increasing financial pressure in respect of UC and Discretionary Housing Payments while the DWP remain clear that the council is the point of last resort for customers with financial hardship even though the Government social fund grant has stopped. Legally, lack of budget is not sufficient reason to decline discretionary payments (*C.W v East Riding of Yorkshire Council*) and as a result financial pressure on council budgets in supporting financial inclusion is likely to grow substantially in the coming years.

Options

29. There are four options that can be considered in relation to CTS and YFAS:

Option 1 – Maintain the current cap (70%);

Option 2 – Maintain the current cap and consider consultation on the scheme during 2016 for implementation in 2017/18, with the interim development of a one year scheme for short term relief;

Option 3 – Put the scheme out to a shortened consultation process to fit in with the 31st January 2016 deadline for implementation in 2016/17;

Option 4 – Any of the above three options together with the development of a cohesive strategy with the council's partners to implement and promote a sustainable approach to financial support available under YFAS as described in paragraph 24, subject to YFAS funding continuing.

Analysis

30. The collection rate for CTS working age customers remains relatively high at 78.25% and 75.77% in 2013/14 and 2014/15 respectively although some way behind the overall council tax collection rate of 97.55%. The key consideration is whether the current cap (70%) is causing greater financial hardship to certain categories of customer who may benefit from some change in the scheme that seeks to reduce their burden of taxation.
31. Any move away from the current CTS scheme (other than a change in the cap) will potentially require additional financial and staffing resource to both implement and run. Each 1% reduction in the cap will require a council saving of just over £38k resulting in an average weekly reduction in CTS to customers of £0.15 per week (data based on number of customers and scheme costs generated by the Northgate Revenues & Benefits System).
32. As highlighted at paragraphs 9 and 10 any change to the scheme would require widespread consultation. In considering whether to consult now Members need to be aware that that the

Government's emergency budget welfare changes, including the wider rollout of Universal Credit, will also impact on many beneficiaries of the council tax reduction scheme. More detail of the impacts of these changes will be known on these over the next six months. As the Budget Strategy for the council would also be discussed over the same period as a 2015 CTS consultation, full consideration also needs to be made of the possible impact on that process of a very late decision on any resulting changes to the CTS scheme.

33. Any change to a CTS scheme following consultation has to be approved by Full Council on or before 31st January preceding the start of the financial year in which the change applies. Currently the last full council in York is 10 December 2015 and the last Executive before this is 26 November 2015. Precepting authorities (Parishes, Police and Fire) require notification of any revised council tax base by the end of December 2015.
34. To meet this requirement the committee cycle in December would need to be amended to ensure that Executive can recommend any change to the CTS scheme to a following Full Council (it is possible to revise the committee calendar to hold an Executive on 15th December and a Full Council on the 17th December without needed any additional meetings). This would accommodate a consultation period of 4 weeks only given required agenda publication dates. The consultation, therefore, would run from Monday 2nd November to Friday 27th November 2015.

Council Plan 2015 - 19

35. The options in this paper provide the opportunity to promote financial inclusion, delivering tangible and measurable benefits to affected customers inline with the Council Plan.

Implications

36.
 - (a) **Financial** – Each 1% reduction in the scheme will require a compensating £38,436 saving in the council's revenue budget. Advice York's preference of moving the cap to 83% would equate to required further savings of approximately £500k. To return to a scheme when full relief could be

offered at level of 100% would require further savings of around £1.2m. Any such financial decisions would need to be made within the constraints of a tight Budget Strategy setting timetable running concurrently with any consultation and resulting Council decision on the CTS.

These figures do not take account of impending welfare benefits changes that could increase:

- the number of CTS claimants; and
- the likely increase in underlying costs of the CTS scheme for the council for new and existing claimants as other welfare benefits reduce.

Cost of consultation will need to be met from existing council budgets.

- (b) **Human Resources** - If the YFAS scheme funding was to be reduced, a full reduction would result in two employee redundancies in the Customer Services structure.

There will need to be some consideration of the staffing resource needed to run an effective 4 week consultation process if undertaken in 2015.

- (b) **Equalities** – Members are aware of their responsibilities under the public sector equality duty.

In summary, those subject to the equality duty must, in the exercise of their functions, have due regard to the need to:

- a. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- b. Advance equality of opportunity between people who share a protected characteristic and those who do not.
- c. Foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- a. Removing or minimising disadvantages suffered by people due to their protected characteristics.
- b. Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- c. Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

The existing Community Impact Assessment (CIA) will be reviewed and revised as part of the of the consultation process once the proposed solution is known. CTS has an affect on financial vulnerability and is one of the key drivers for adopting the Housing Benefit scheme as a solution. The scheme has been developed over a number of years to treat financially fairly the various groups of customers e.g. disabled or a one parent family through the relevant 'applicable amount'*

This is reflected in the current CIA where the key communities of interest affected by any scheme that reduces the relief below 100% are Gender, Disability and Carers of older and/or disabled people. This arises as all three groups have the greatest difficulty in moving into work through either their disability, need to care, or in the case of gender been one parent families (90% of one parent families in receipt of CTS are female).

*Applicable amount – The amount the Housing Benefit Scheme says a person needs to live on depending on their circumstances.

- (d) **Legal** – Specific legal requirements relating to the process for revising a scheme are set out within the body of the report including the requirement for consultation. The general law imposes obligations on public authorities when undertaking consultation. In particular it:
 - Must be undertaken at a point where the mind of the decision-maker is still open to change and can, therefore, be influenced by the responses to the consultation. A

decision-maker can though consult upon a preferred option provided that its mind is genuinely ajar.

- Must include sufficient information on the proposals to enable an intelligent response.
- Must include sufficient information on the proposals to enable an intelligent response.
- Adequate time must be given to respond. What is adequate will depend on the circumstances of each case. Clearly the longer time available for consultation the more the risk of challenge on this basis is mitigated.
- The product of the consultation must be fed into the decision-making process and conscientiously considered.

Any special meetings required to meet statutory deadlines will need to be set up.

(e) **Crime and Disorder** - There are no implications.

(f) **Information Technology (IT)** - The council's scheme currently operates on the Housing Benefit scheme with a Cap. Any increase or decrease in the Cap can be implemented following a full council decision in January 2015 in time for annual billing (2016/17). If any changes were made to the scheme itself (not the cap) or a complex change to the cap this would require a lead in time for the council's software provider to develop and test the new scheme before billing could take place. The cost of developing/amending software for any change would depend on the complexities. The annual billing process starts in February for all council tax and business rate payers so such a change could not be delivered for 2016/17.

(g) **Property** - There are no implications

Risk Management

37. There are significant risks if option 3 is chosen and the tight timescales are not met for any reason. There is also an overriding

reputational risk associated with any decision that is made on limited consultation.

Recommendations

38. Executive is asked to consider the contents of this paper and the options set out at paragraph 29 in light of the related analysis and agree to:
- a) consider whether to consult during 2015 (option 3) and/or 2016 (option 2) in advance of the respective budget setting processes.
 - b) if option 2 (2016) is selected only, develop a cohesive strategy with partners to including a short term scheme of relief to be reported back at the scheduled meeting of Executive in January 2016.
 - c) If option 3 (2015) is selected, agree the timescales for consultation as set out in paragraph 34 and the necessary changes to the committee timetable for December 2015 in order to allow a decision to be taken by Full Council on any changes to the Council Tax Scheme, as recommended by Executive.
 - d) agree option 4 to improve promotion of the financial support available under YFAS and supplementary Financial Inclusion monies, subject to the continuation of YFAS.
 - e) The detail of the scheme changes for consultation, to be developed by the Director of Customer & Business Support Services in consultation with the Portfolio Holders.

Reason: To ensure members are fully informed of the options and implications of decisions made in light of this review of the CTS.

Contact Details

| | | | | |
|---|---|---|-------------|----------|
| Authors: | Executive Member and Chief Officer responsible for the report: | | | |
| David Walker Head of Customer and Exchequer Services Phone No. 01904 552261 Pauline Stuchfield Assistant Director Customers & Employees Telephone: 01904 551706 | Cllr Chris Steward Executive Leader, Finance & Performance Cllr Carol Runciman, Executive Member for Adult Social Care & Health Ian Floyd Director of Customer & Business Support Services | | | |
| | Report Approved | √ | Date | 19/10/15 |
| Specialist Implications Officer(s) Andrew Docherty, Assistant Director of Governance and ICT | | | | |
| Wards Affected: All | | | | √ |
| For further information please contact the authors of the report | | | | |

Background Papers

Executive Report 30th July – Annual Report of the Financial Inclusion Steering Group 2014/15.

<http://modgov.york.gov.uk/documents/s98769/Report.pdf>

Annexes

Annex A1 – Unitary Authority CTS Schemes

Annex B1 - Financial Inclusion Outturn Report 2014/15

Annex C1 – Analysis of customer CTS debt

Abbreviations

CYC – City of York Council

CTS – Council Tax Support

UC – Universal Credit

CAB - Citizen's Advice Bureau

FISG - Financial Inclusion Steering Group

DWP – Department of Work & Pensions

YFAS – York Financial Assistance Scheme

k– Thousand

m - Million

| Other Unitary Authorities: Council Tax Support/Reduction Schemes Oct 2015 - Sample | | | | | | Annex A1 |
|--|--------------------------------------|---|--|---|--|--|
| Authority | Is it based on the HB scheme? Yes/No | What changes have been made to the scheme since April 2013? | Is there consultation on changes from April 16? | What is the maximum % of CTS payable? | What court costs are applied to CTS customers? | Are CTS cases referred to bailiffs? |
| Warrington | Yes | Tweaked the 'Persons from Abroad' rules only without consultation (delegated officer) | No - but will be from April 17, will consult in 16/17 | Restricted to 100% of Band A - 80% of CTS customers in Band A. | Standard £75 summons costs | Yes, follow usual recovery profile but pre-bailiff support intervention |
| Bath & NE Somerset | Yes | No | No - but will be from April 17, will consult in 16/17 -project team working on it now | 78% | Same as non-CTS | Yes, follow usual recovery profile but pre-bailiff support intervention (e.g Welfare Support team) |
| Cheshire West & Cheshire | Yes | No | No, but will reflect changes to HB which their legal advice says can be done without consultation as such changes are 'built into' scheme. | 75% but 100% for war pensioners, carers, families with disabled children, some disabled people. | Standard £75 summons costs | Yes, follow usual recovery profile but pre-bailiff support intervention |
| Stockport | Yes | No -apart from clarifying some minor aspects, needed no consultation | No - but will implement HB-related changes from April 17, without consultation (already built in). | Restricted to 100% Band A - , or 3+ bedroom equivalent. Protection for those getting disabled rate relief | Same as non-CTS £80 | Yes, follow usual recovery profile but pre-bailiff support intervention |

| Authority | Is it based on the HB scheme? Yes/No | What changes have been made to the scheme since April 2013? | Is there consultation on changes from April 16? | What is the maximum % of CTS payable? | What court costs are applied to CTS customers? | Are CTS cases referred to bailiffs? |
|------------------|---|---|--|---|--|---|
| Poole | Yes | Yes - consulted during 14/15 for April 15 changes | April '16 consulting until 25/10 on 80-85% cap, aligning with HB changes (family premium, backdate). | April 13 91.5% but 100% for vulnerable groups (see Cheshire above); April 15 - 86% or Band C equivalent minm 50p pw entitlement; | Same as non-CTS: £93 | Yes but softer reminders, support, engagement, hardship fund |
| Darlington | Yes | Tweaked the 'Persons from Abroad' rules only without consultation (delegated officer) | Yes - consulted on aligning with 4 year working age benefits freeze and HB changes; also to pay max 100% for those affected by the benefits cap. | 80% | Same as non-CTS | Yes |
| Bracknell Forest | Yes | No | Yes - consultation just closed to reduce max for all to 80%, abolish child maintenance disregard, assess self employed on minimum wage equivalent, increase earnings disregard. Alignment with HB changes will be done via broader council budget consultation | 91.5% if out of work or on very low income; 81.5% for all others | Same as non-CTS £80 | Yes, follow usual recovery profile but pre-bailiff support intervention |
| Bournemouth | Yes | No | No | 80% | Same as non-CTS £68 | Yes |

| Authority | Is it based on the HB scheme? Yes/No | What changes have been made to the scheme since April 2013? | Is there consultation on changes from April 16? | What is the maximum % of CTS payable? | What court costs are applied to CTS customers? | Are CTS cases referred to bailiffs? |
|-----------------|---|--|--|---|--|---|
| East Riding | Yes | No | Yes - to freeze components within working age benefits for the next four years, removing the family premium and limiting backdating to four weeks. | 75% | Same as non-CTS £80 | Yes - with offers of pre-bailiff support |
| Hull | Yes | No | No | 80% | Same as non-CTS £80 | Yes - to in house bailiffs offering supportive approach |
| Southend on Sea | Yes | No | No | 75% | Same as non-CTS £95 | Yes - same as non CTS customers. |
| Wiltshire | Yes | Yes- for first year cap was 92% but changed to 90% after the first year | Yes - currently consulting on decreasing max to 75% | 90% | Same as non CTS, approx. £80 | Yes- same as non-CTS customers but can apply discretion |
| Brighton | Yes | Yes - April 15 reduced max CTR to 91.5% to 85%, doubled non-dep charges and reduced capital level to £6k | Yes - align with HB changes, reduce max to 75% | April '13: 91.5% April '15: 85% April '16: 75% (proposed) | Same as non CTS, approx. £120 | Yes - to in house bailiffs adhering to a vulnerability policy |
| Hartlepool | Yes | No | Yet to be decided | 88% | Same as non-CTS £75 | Yes, normal process |
| Blackburn | Yes | No | No | 80% | Same as non-CTS £75 | Yes |

| Authority | Is it based on the HB scheme? Yes/No | What changes have been made to the scheme since April 2013? | Is there consultation on changes from April 16? | What is the maximum % of CTS payable? | What court costs are applied to CTS customers? | Are CTS cases referred to bailiffs? |
|-----------------------|---|---|--|---|--|-------------------------------------|
| Herefordshire | Yes | Yes - April 14: max CTR reduced from 91.5% to 84% and restrict to Band D; April '15 there was consultation but not approved by Members so no changes. | Yes - consulting on 80% max (or 84% for some disabled, carers, and households with children under 5); restrict to Band C; reduce capital limit to £6k from £16k. No plans to align with changes to HB and other working age welfare changes. | 84% / Band D | Same as non-CTS £80 | Yes |
| South Gloucestershire | No | Yes. 2013/14 scheme reflected normal CTB scheme. Consulted to introduce a banding scheme April 14 which had 8 income bands. Consulted again - changed to 5 bands in April 2015. | No but will from 2017/18 - altering way change of circumstance is reported to make it simpler e.g. only if income change enough to move up or down an income band. | Depends on income. £0-£120 p/w = 80% discount £120-£150 p/w = 50% £150-£200 p/w 30% £200-£250 20% £250-300 10% | Same as non-CTS £85 | Yes, normal process |

Annex B1

Extract from Annual Report of the Financial Inclusion Steering Group 2014/15

Table 1: Grants made to all projects since 2013/14

| Provider | Project Title | Description | Duration | Period | Grant |
|------------------------------|---|--|-----------|--------------------|-----------------|
| York CAB | Advice Services Transformation Fund (ASTF)/ Big Lottery | To overhaul the provision of Advice services with funding from the ASTF/Big Lottery funding. 'Advice York' set up. | 2 years | 1/8/13 - 31/7/15 | £80,000 |
| Schools | Cashless payment systems | To promote take up of free school meals in three secondary schools. | n/a | Sept 2014+ | £60,000 |
| Yorkshire Energy Partnership | 'Save Money by Saving Energy' | Contribution to fuel poverty campaign work - 'Big Switch' and behavioural change initiatives | 1 year | 13/14 & 14/15 | £10,000 |
| CYC | Living Wage | Publicity material | n/a | 2013/14 | £230 |
| Yorkshire Energy Partnership | 'Save Money by Saving Energy' | Continue 'Big Switch' fuel poverty work until the introduction of the regionally procured 'Better Homes' contract from 15/16. | 6 months | 1/10/14 - 31/3/15 | £18,236 |
| Peasholme Charity | 'My Money My Life' | Provide financial capability support for vulnerable and excluded people | 1 year | 1/9/14 - 31/8/15 | £27,018 |
| York CAB | GP surgeries outreach advice service | Placement of a benefits and debt advisor in two GP surgeries in wards with high deprivation. | 2 years | 5/1/15 – 4/1/17 | £67,003 |
| York Housing Association | Digital Inclusion at home and in the community | To provide one to one training to tenants (YHA & CYC) - online discounts / job searches, benefit applications & accessing banking. | 15 months | 1/10/14 - 21/12/15 | £37,513 |
| Total | | | | | £300,000 |

Following the success of the 2014/15 bid process, proposals have been invited from stakeholders to bid for grants from the £100k budget for 2015/16. Twelve bids have been received for grants totalling £299k, far in excess of the available budget. This process will be completed over the next few months.

Monitoring of the projects, most of which run into 2015/16, is ongoing. Outcomes so far include the following.

CAB - Advice Services Transformation Fund (ASTF)/ Big Lottery Fund (BLF)

The grant from CYC enabled an additional £248k matched funding from the BLF to the CAB to transform advice services in the city. Progress to date has been formally approved by BLF to continue draw down of funds. Notable outcomes to date include:

Advice York was established - a network of advice providers in York offering free, independent, impartial, confidential legal advice in areas of social welfare law.

Fifteen training sessions have been delivered to 209 delegates from 19 different organisations.

An Advice Strategy for the city will be launched in early July following an audit of existing advice provision.

A website has been launched¹ and four social policy reports have been produced.

Twenty four new trainee volunteers have been taken on.

Advice training has been delivered jointly with CABx in North Yorkshire.

Published and circulated widely a 'Guide to Advice Services'.

A Benefits Advice and Tribunal Support worker provided 338 instances of second tier (i.e. adviser) support and helped 139 residents with appeals.

Specialist benefits support was provided to 322 residents which helped gain £570k in unclaimed benefit income.

Yorkshire Energy Partnership

This project includes encouraging behavioural change to reduce fuel costs and to promote collective energy provider switching. A summary of the results of the first three Switch campaigns are in table 2. It is worth noting that York has a higher conversion rate than the national average of 29%. A fourth campaign is currently underway and another will take place in the autumn. A range of drop in sessions for residents and training for advisers as well as a wide range of publicity initiatives has taken place to support both aspects of the campaign.

¹ <http://www.adviceyork.org.uk/adviceyork.html>

Table 2: Outcome of Community Switch campaigns

| Period | No. Signed up | No. Switched | Conv. Rate | Ave. Saving | Total saving |
|-------------------|----------------------|---------------------|-------------------|--------------------|---------------------|
| Dec '13 - Feb '14 | 751 | 242 | 32% | £169 | c.£41k |
| Aug '14 - Oct '14 | 590 | 223 | 38% | £207 | c.£46k |
| Dec '14 - Feb '15 | 578 | 255 | 44% | £243 | c.£62k |
| Total | 1919 | 720 | 38% | £206 | c.£149k |

From April 2015 the Better Homes Scheme was launched². This is a consortium of nine local authorities across Yorkshire that works with key partners Keepmoat and Willmott Dixon to bring insulation and renewable technologies to residents.

York CAB - GP Surgeries Outreach Advice Service

Outreach sessions began in late January 2015 working closely with Priory Medical Group providing a generalist advice service focusing on welfare benefits and debt in GP surgeries in Rawcliffe and Cornlands Road. A range of promotional material has been used to encourage take up and the project has been well received by GPs and their staff with 14 clients gaining annualised income equivalent through benefit take up of just under £41k by the end of April. Work continues to promote the service.

Peasholme Charity - My Money My Life

This is a supported learning initiative, delivering enhanced financial capability support and education packages for vulnerable and excluded people. The project started in September 2014. It provides one-to-one supported learning offering 20 hours intensive financial capability support, small group training offering 12 hours of supported learning delivered over 4-6 weeks and open events/drop-in providing one-off themed sessions. It is delivered at Peasholme Resettlement Centre, Kyra Women's Centre, York Mind and Howe Hill Hostel.

By the end of February 2015 50 people had used the service with 20 taking part in small group training, 7 in the one-to-one service and 24 attending an open event - with 7 going on to access training. Some 36 had completed their training programme. Specific outcomes include 88% stating that they will know how to get help if they were in financial difficulty and 82% saying that will have the ability to make effective decisions when purchasing financial products and making effective agreements.

² <https://www.york.gov.uk/betterhomes>

York Housing Association – Digital Inclusion

The project began in October 2014 and has provided tailored support to 34 people by the end of December and a further 102 from January to end of March 2015 making a total of 136. On-line support and training packages are used. Residents affected by claiming Universal Credit are given priority. There are drop-in sessions at Auden House and Lyndsey Avenue and the project worker liaises closely with CYC Housing Services to promote digital inclusion and attended the AGM of the CYC Residents Federation. Two people have obtained low cost tablets through a partnership with Argos.

In addition to providing training to meet individual needs clients are shown how to save money on line. One client, who was with the same energy provider for ten years, switched and saved £600 a year and received a £200 refund from her current supplier.

Other activities

FISG has also been involved in helping to develop and agree changes to the YFAS scheme (noted below) for 2015/16. This was undertaken in partnership with CAB, Advice York and the South Yorkshire Credit Union.

The Credit Union have been active participants in FISG over the last two years and opened new premises in Acomb on 1 June 2015. The shop called 'My Living', offers affordable financial and purchasing services to all.

The council actively supported the successful food collection for Carecent and the York Foodbank as part of the 'Yorkshire Harvest' during September 2014 by securing donation points and providing transport logistics for the collections.

The 'Rental Exchange' scheme will be introduced for CYC tenants during 2015. Developed by the Big Issue and Experian it helps build up the credit scores of social housing tenants using their rent payment histories. Around 66% of CYC tenants will see an increase in their credit score as a result of incorporating their rental data to the credit bureau database. This will allow residents to obtain wider access to financial products. Other York based social housing providers have expressed an interest in the scheme for their tenants.

On the education front regular communications via Head Teachers and Governors Briefings and weekly newsletters encourage school involvement in anti-poverty work generally and financial literacy specifically. The Illegal Money Lending Team has produced and circulated lesson plans to schools

and the new National Curriculum, which includes money, budgeting and managing financial risk, has been in place since September 2014.

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Outstanding CTS arrears by customer category

Annex C1

2013-14

| Type of Customer | Number of A/C's | Total |
|--------------------|-----------------|------------------|
| Couple Children | 111 | £ 33,019 |
| Couple no Children | 40 | £ 8,072 |
| Single | 292 | £ 60,143 |
| Single Parent | 366 | £ 88,520 |
| Grand Total | 809 | £ 189,753 |

2014-15

| Type of Customer | Number of A/C's | Total |
|--------------------|-----------------|------------------|
| Couple Children | 305 | £ 97,962 |
| Couple no Children | 105 | £ 22,814 |
| Single | 658 | £ 133,784 |
| single parent | 872 | £ 238,840 |
| Grand Total | 1940 | £ 493,400 |

Combined

| Type of Customer | Number of A/C's | Total |
|--------------------|-----------------|------------------|
| Couple Children | 316 | £ 130,981 |
| Couple no Children | 111 | £ 30,886 |
| Single | 694 | £ 193,927 |
| Single Parent | 896 | £ 327,360 |
| Grand Total | 2017 | £ 683,154 |

2013-14

| Value of Debt £ | No of Customers | Total |
|--------------------|-----------------|------------------|
| 0-50 | 198 | £ 4,361 |
| 100-150 | 96 | £ 11,929 |
| 150-200 | 74 | £ 13,061 |
| 200-250 | 69 | £ 15,601 |
| 250-300 | 47 | £ 12,855 |
| 300-400 | 84 | £ 28,820 |
| 400-500 | 42 | £ 18,503 |
| 500-600 | 31 | £ 16,810 |
| 50-100 | 98 | £ 7,331 |
| 600-800 | 34 | £ 23,876 |
| 800-1000 | 24 | £ 21,827 |
| 1000+ | 12 | £ 14,780 |
| Grand Total | 809 | £ 189,753 |

2014-15

| Value of Debt £ | No of Customers | Total |
|--------------------|-----------------|------------------|
| 0-50 | 337 | £ 6,293 |
| 100-150 | 182 | £ 23,168 |
| 150-200 | 203 | £ 35,997 |
| 200-250 | 230 | £ 52,276 |
| 250-300 | 166 | £ 45,179 |
| 300-400 | 265 | £ 90,654 |
| 400-500 | 113 | £ 49,548 |
| 500-600 | 82 | £ 44,734 |
| 50-100 | 200 | £ 14,953 |
| 600-800 | 94 | £ 64,715 |
| 800-1000 | 45 | £ 39,639 |
| 1000+ | 23 | £ 26,245 |
| Grand Total | 1940 | £ 493,400 |

Combined

| Value of Debt £ | No of Customers | Total |
|--------------------|-----------------|------------------|
| 0-50 | 350 | £ 6,478 |
| 100-150 | 183 | £ 23,034 |
| 150-200 | 185 | £ 32,734 |
| 200-250 | 165 | £ 36,948 |
| 250-300 | 133 | £ 36,553 |
| 300-400 | 213 | £ 74,027 |
| 400-500 | 159 | £ 70,969 |
| 500-600 | 108 | £ 59,161 |
| 50-100 | 191 | £ 14,170 |
| 600-800 | 121 | £ 84,540 |
| 800-1000 | 89 | £ 78,952 |
| 1000+ | 120 | £ 165,589 |
| Grand Total | 2017 | £ 683,154 |

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The council provides low income council tax payers with financial help towards meeting their council tax liability through its **Council Tax Support (CTS) scheme**. Those residents who qualify receive a reduction in the amount they have to pay based on their financial and family circumstances.

The council's current CTS scheme has been in place since April 2013. Full details of the scheme can be found on the council's website. www.york.gov.uk/counciltaxsupport

The council is inviting residents to have their say on possible changes to its CTS scheme for working age residents. The consultation will take place from **2 to 29 November 2015** and is about whether the Council should consider providing more assistance to customers by increasing the maximum 70% discount they can receive. This means that people would get more help.

Currently there are **5,096 working age residents** who qualify for CTS – typically these people are reliant on **welfare benefits** for their income because of **illness, disability or unemployment, receive tax credits**, are **lone parents** or who are in **low paid work**.

Residents who are **state pension age** and qualify on the basis of their income will continue to have support based on 100% of their Council Tax liability and are not affected by this consultation.

Since April 2013, the maximum amount of support or discount available to working age households in York is **70%**, which means every working age household is required to pay at least **30%** of their council tax bill regardless of their income or family circumstances.

The scheme used to calculate a customers entitlement is broadly supported by advice agencies in the city and is not being consulted on at this time.

Each additional 1% of support would deliver an average reduction in the customer's council tax bill of approximately **£7.28pa** and require the council to find **£38,000** of **savings from its budgets**.

The table below provides this in more detail for each 5% change:

| Max level of support provided by the council | Council Saving Required (approx) | Average extra weekly CTS customer (approx) | Average annual extra CTS customer (approx) |
|--|----------------------------------|--|--|
| 100% | £1,076,076 | £4.00 | £208.57 |
| 95% | £906,441 | £3.37 | £175.72 |
| 90% | £734,111 | £2.73 | £142.35 |
| 85% | £558,480 | £2.08 | £108.46 |
| 80% | £377,187 | £1.41 | £73.52 |
| 75% | £190,562 | £0.70 | £36.50 |
| 70% (no change) | 0 | 0 | 0 |

The data (information) that you provide during this survey will be used for the purpose of considering the level of Council Tax support that the City of York Council offers.

We shall abide by the principles of the Data Protection Act (DPA) 1998 and the only time we will disclose or share your personal information or survey data with a third party is when we are required to do so by law for the prevention of crime and the detection of fraud or where we have done one of three things in accordance with applicable law: (a) given you notice, such as in this privacy notice; (b) obtained your express consent, such as through an opt-in checkbox; or (c) de-identified or aggregated the information so that individuals or other entities cannot reasonably be identified by it. Where required by law, we will obtain your express consent prior to disclosing or sharing any personal information. In line with the DPA we will only hold your data for as long as is required and will then be deleted in line with Council's Document Retention and Disposal Guidance.

You can return this to us by FREEPOST (no stamp required) - Fold the leaflet so that the FREEPOST address is on the outside and tape closed

York
Station Rise
West Offices
City of York Council
Policy & Performance
Freepost Plus RTEG-TYYU-KLTZ
YO1 6GA



Residents can also drop into the following consultations sessions during the consultation period for more support and advice:

Wednesday 4 November West Offices, Station Rise, York
2.30 – 7.30pm

Thursday 12 November Burton Stone Community Centre
2.30 – 7.30pm

Monday 16 November Haxby Explore
2.30 – 7.00pm

Tuesday 17 November Acomb Explore
2.30 – 7.30pm

Monday 23 November Tang Hall Explore
2.30 – 7.30pm

Tuesday 24 November Copmanthorpe Library
2.30 – 6.30pm

Thursday 26 November Fulford Explore
2.30 – 5.00pm

Residents can give their views on the proposals by **29 November 2015**

Details of the CTS scheme and the survey can be found at our website

Council Tax Support

(For working age residents)

Consultation



**2 November to
29 November 2015**



This consultation is open to all York residents

About you: Are you a York resident? ☐ Yes ☐ No **This section is compulsory to validate your response**

Are you getting any Council Tax Support? ☐ Yes ☐ No

Please give your last name/surname & house number

Please enter your postcode & house number

If the council increases expenditure on anything it has to find ways of paying for it. So if the council provides more CTS this could result in a reduction in council services and other forms of customer support.

1 The council is considering increasing the support that we provide to people on CTS by increasing the maximum amount of help from the current 70%.

Do you support this? ☐ Yes ☐ No

If you answer **yes** to this question please go onto Question 2

2 As part of the consultation process the council will consider the following options.

What % increase would you like to see?

- A) **5%** (will require savings of **£190,000** to be made and made and increases the maximum help by approx. **£36 per year**) ☐ Yes ☐ No
- B) **10%** (will require savings of **£380,000** to be made and increases the maximum help by approx. **£72 per year**) ☐ Yes ☐ No
- C) **15%** (will require savings of **£570,000** to be made and increases the maximum help by approx. **£109 per year**) ☐ Yes ☐ No
- D) **20%** (will require savings of **£760,000** to be made and increases the maximum help by approx. **£145 per year**) ☐ Yes ☐ No
- E) **25%** (will require savings of **£950,000** to be made and increases the maximum help by approx. **£182 per year**) ☐ Yes ☐ No
- F) **30%** (will require savings of **£1,140,000** to be made and increases the maximum help by approx. **£218 per year**) ☐ Yes ☐ No

3 How do you think the council should fund this?

For the terms and conditions that apply to this consultation please go to <https://www.york.gov.uk/terms>

Equality Monitoring

We want to make sure that the council services are fair and inclusive. Your answers to the following questions will help us make sure that everyone’s needs are considered in council policy and practice.

The information you provide is anonymous and will be kept confidential. Only council employees will process this information. Thank you for helping us continue to improve our policies and practices.

Your Gender: Male ☐ Female ☐ Prefer not to say ☐

Do you identify yourself as trans? Yes ☐ No ☐ Prefer not to say ☐

Age range: 16-24 ☐ 25-39 ☐ 40-55 ☐ 56-59 ☐ 60-64 ☐
65+ ☐ Prefer not to say ☐

Ethnic Origin:

Please choose one section from A-E and then tick the appropriate box to indicate your ethnic background or please tick this box:

Prefer not to say ☐

A. White:

☐ British ☐ Irish ☐ Any other White background Please specify:.....

D. Black or Black British:

☐ Caribbean ☐ African ☐ Any other Black background Please specify:.....

B. Mixed Race:

☐ White and Black Caribbean ☐ White and Black African ☐ White and Asian ☐ Any other Mixed background Please specify:.....

E. Other Ethnic Groups:

☐ Gypsy ☐ Traveller ☐ Any other background Please specify:.....

Do you consider yourself to be disabled?

☐ Yes ☐ No ☐ Prefer to not say

If you tick “Yes” , please tick as many boxes below as apply:

☐ Physical impairment ☐ Sensory impairment ☐ Mental health condition ☐ Learning disability ☐ Long-standing illness or health condition

What is your relationship Status:

☐ Married ☐ Civil Partnership ☐ Divorced ☐ Partner ☐ Separated ☐ Single ☐ Widowed ☐ Prefer not to say ☐ Prefer not to say

Religion, spirituality or belief:

☐ Baha’i ☐ Buddhist ☐ Christian ☐ Hindu ☐ Jewish ☐ Muslim ☐ Sikh ☐ No Religion ☐ Other please specify:..... ☐ Prefer not to say

Sexual Orientation:

☐ Bisexual ☐ Gay man ☐ Lesbian/Gay woman ☐ Heterosexual/Straight ☐ Prefer not to say

Are you a carer?

☐ Yes ☐ No ☐ Prefer to not say

A carer is defined as someone who looks “ ...after family, partner or friends in need of help because they are ill, frail or have a disability...” and that the help they provide is unpaid (except for Carers Allowance). Excluding childcare/family responsibility.

Pregnancy and Maternity

1.Are you currently pregnant or been pregnant in the last 12 months?

☐ Yes ☐ No ☐ Prefer to not say

2.Have you taken maternity leave within the past 12 months?

☐ Yes ☐ No ☐ Prefer to not say

| COMMUNICATION | FREQUENCY / DATE | OBJECTIVE | FORMAT | AUDIENCE/SPO KESPERSON | OWNER |
|--|------------------|--|--|--|--|
| Executive report | 21 October | To inform media/residents of the Executive report | <ul style="list-style-type: none"> Press release to local/regional media and councillors Social media Buzz (internal comms) screens in W/O | Leader Deputy leader | Ian Floyd Pauline Stuchfield David Walker Debbie Manson |
| Executive Meeting | 29 October | Asking Executive to review the York Council Tax Support (CTS) scheme including options to consult on whether any changes should be made to the scheme. | <ul style="list-style-type: none"> Webcast live Tweeting live | Executive | Ian Floyd Pauline Stuchfield David Walker Debbie Manson |
| Consultation publicity: 2 - 29 November | | | | | |
| Announcing the consultation Drop in dates & venues: | 30 October | <ul style="list-style-type: none"> 4/11 West Offices 2.30 – 7.30 12/11 Burton Stone CC 2.30 – 7.30 16/11 Haxby Explore 2.30 – 7.00 17/11 Acomb Explore 2.30 – 7.30 23/11 Tang Hall Explore 2.30 – 7.30 10 & 24/11 Copmanthorpe Library 2.30 until 6.30 TBC 19 or 26/11 Fulford Explore 2.30 till 5 pm TBC | <ul style="list-style-type: none"> Press release to local/regional media and councillors Social media Buzz (internal comms) Information on CYC website screens in W/O survey monkey A4 On-line printable questionnaire (freepost address) A3 Hardcopy (freepost address) folded to A6 questionnaire produce by external printers (1,000) | Leader Deputy leader Cllr Runciman | Ian Floyd Pauline Stuchfield David Walker Debbie Manson |

| | | | | | |
|---|--------------------|--|--|--|--|
| Proactively contacting partners. | 30 October | <ul style="list-style-type: none"> Residents associations emails Community involvement officers – stakeholders (groups and residents) Explores and libraries – hardcopy leaflets and questionnaires Gateway centre (Acomb) Advice York (incl CAB) who will distribute Press release and artwork for social media/screens – Comms Email survey link to Council tax account holders automatically from survey monkey Engaging Lunchtime series which goes out to community groups and organisations York CVS Parish councils | <ul style="list-style-type: none"> survey monkey A4 On-line printable questionnaire (freepost address) A3 Hardcopy (freepost address) folded to A6 questionnaire produce by external printers (1,000) | Leader Deputy leader Cllr Runciman | Ian Floyd Pauline Stuchfield David Walker Debbie Manson |
| Interviews (TBC) | 30 October onwards | To help promote the consultation | <ul style="list-style-type: none"> Minster FM BBC Radio York York Press feature | TBC Leader Deputy leader Cllr Runciman | Debbie Manson |
| Marketing material | 30 October | To help promote the consultation | <ul style="list-style-type: none"> A5 folded leaflet A4 poster | | Debbie Manson Michael Hawtin |
| Advertising | 30 October onwards | To help promote the consultation | <ul style="list-style-type: none"> Screens in W/O Social media Partners Leaflets/posters | | Debbie Manson Michael Hawtin |



Corporate & Scrutiny Management & Policy & Scrutiny Committee**9 November 2015**

Report of the Assistant Director 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 Policy and Scrutiny 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 their June meeting, 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/Officer 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:

Petition Nos.

20. Anti-Social Behaviour, Clifton Moor Retail Park

This petition requested the Council to use its powers to reduce anti-social behaviour taking place on privately owned land forming part of the Clifton Moor Retail Park. This matter was initially referred to Jane Mowat, Head of Community Safety and the Safer Neighbourhood Team (SNT) in North Yorkshire Police (NYP).

Since then the Team have confirmed that things have quietened down in the area and that the following additional initiatives have been carried out in an effort to alleviate any future problems:

- the Security Company has been changed to ensure bollards are raised
- the owners have now installed barriers to the car park
- the car club no longer meet at the car park
- the Vehicle & Operator Services Agency, Traffic Police and SNT had a blitz one evening and targeted the area which proved was successful.

Officers' work and the initiatives undertaken have resulted in NYP not receiving the complaints they had prior to the summer.

30. Anti- Homeless Bars in Rougier Street Bus Stop

This change.org e-petition received approximately 5400 signatures, of which approximately 3600 gave York as their location, the petition requested removal of the anti-homeless bars in the Rougier Street bus stop.

The petition was referred to the Executive Member for Housing and Safer Neighbourhoods, and in consultation with the Executive Member for Transport and Planning he considered a report from

the Assistant Director of Housing & Community Safety at a Decision Session on 12 October.

The Officers report set out the background to the issues raised and confirmed that, whilst individuals may have slept on the benches in the Rougier Street bus stop, they were predominantly individuals who had access to accommodation, or had chosen not to access accommodation and fell into the category of 'street drinkers'. It was noted that the benches were used during the daytime or early evening by 'street drinkers' and were not being used by those they were intended for which had led to complaints being received about the anti-social behaviour of the street drinkers using the benches. Officers further reported that the Rougier Street bus stop was not a location highlighted as being used for 'rough sleeping' during the night.

Following consideration of the Officers report and the petition the Executive Members agreed to note the petitions content and to retain the bench arms to ensure that the city continued to take a proactive approach to supporting individuals who are homeless, street drinkers or those who found themselves in difficulty whilst at the same time ensuring that the benches were available for use by bus users and, where possible, be compliant with the guidance adopted by the council in the Streetscape Strategy & Guidance document.

31. Make it York, Parliament Street and the Carousel
35. Make it York, Save York Christmas Carousel in St Sampson's Square

These two petitions were referred to Make it York, for their comments, the new body set up to provide a joined up approach to the promotion and development of the city and develop a more commercial approach to traditional public sector led activities e.g. festivals and events. Make it York confirmed that they had been working hard to try and improve the York Christmas offer this year and to freshen it up. They confirmed that many new things were planned, many of them for children, and that the new layout of attractions were considered both commercially sensible and in the best interests of the overall Festival.

Make it York had, however, expressed concern about some phrasing used in the e-petition as there were no plans to ban the Carousel from the city. The carousel operator had been invited to

use a “pitch” that he frequently used during the rest of the year, he had been offered what were felt to be very favourable terms and an offer had been made to work with him to ensure the new position would be heavily promoted.

Make it York were also concerned that the petition had stated that the carousel was being replaced by a licensed bar, when that would not be the case. They reported that there had been an unprecedented demand for market stalls at the St Nicholas Festival and that it would be market stalls sited on St Sampson’s Square. A food and drink offer was planned for the bottom end of Parliament Street.

Concerns were also raised, as part of the public participation session, at the 8 October Full Council meeting, by Mr John Warrington, as owner of the Carousel ride and Tom Hughes regarding the suggested alternative siting for the ride offered at the Eye of York over the Christmas period.

34. Current Migrant Issue

Since receipt of this petition, which requested the Council to set a positive example of national inclusion of the migrants, the Council’s Traveller and Ethnic Minority Support Service team leader has been appointed as Project Officer to co-ordinate the City of York Council’s response to the Syrian refugee crisis.

The Project Officer has contacted the lead petitioner to confirm that the Council is in the process of working with regional partners to determine how many refugees are likely to come to live in the city. The Council is also already working closely with partners to secure suitable housing, and critically to make sure that the right support is in place across a range of issues, including physical and mental health. She confirmed that school places would be determined by the location of housing and that children would be placed in local schools. Support would also be provided to help children and adults learn English as quickly as possible and a number of key organisations with a range of skills and experience had already agreed to be part of the city wide response.

40. Stop the Closure of Grove House

41. Stop the Closure of Oakhaven

These petitions were considered as part of the consultation exercise undertaken with residents, relatives and staff of Grove House and Oakhaven, two residential care homes in the city.

A report to the Executive on 29 October 2015 set out the results of the consultation, to enable Members to make an informed decision about whether to close Grove House and Oakhaven.

The Executive gave careful consideration to the petitions and outcome of the consultation undertaken with residents, family, carers and staff of Grove House and Oakhaven to explore the option to close each home with residents moving to alternative accommodation. The Executive also noted the need to increase the supply of good quality accommodation with care for independent living in the city together with new residential and nursing home provision to address the changing needs and aspirations amongst York's older population.

Following representations at the Executive's meeting from the two lead petitioner's consideration was given to the options available and Members took account of the effect any delay could have on staff, residents and the additional costs to the Older Persons' Accommodation Programme. After consideration of all the implications and the balancing of competing priorities the Executive agreed to the closure of both residential care homes subject to resident's moves to new homes being carefully planned and managed in line with the Moving Homes Safety Protocol.

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 in each case 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:

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Services
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Chief Officer Responsible for the report:

Andrew Docherty
AD Governance & ICT

**Report
Approved**



Date

30 October 2015

Wards Affected:

All



Background Papers: None

Annexes:

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

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| 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 | <p>Update: This case is being led by the Safer Neighbourhood Team (SNT) in North Yorkshire Police (NYP) who have confirmed that things have quietened down in the area.</p> <p>Additional information;</p> <ul style="list-style-type: none"> the Security Company has been changed to ensure bollards are raised. the owners have now installed barriers to the car park. the car club no longer meet at the car park Vehicle & Operator Services Agency, Traffic Police & SNT have had a blitz one evening and targeted the area which was | <p>07-04-15 Awaiting progress</p> <p>14-09-15 Action to date noted</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 |
|--|--|--|--|--|---------------------------|---|---|
| | | | | | | really successful. This has resulted in NYP not receiving the complaints that they were before the summer. | |
| 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, Dodsworth Avenue, Pottery Lane and Fossway, have deteriorated to such an extent that there has been actual and potential damage to road users. | 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 | August 2015 | | 13-07-15 Noted 14-09-15 Awaiting decision following closure o petition |
| 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 Member for Housing and Safer Neighbourhoods | 12-10-15 Decision Session | Update: The Executive Member agreed: That the petition and the information set out within the report highlighting the reasons for installation of the | 14-09-15 Noted, awaiting consideration by Executive Member |

| 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>bench arms be noted.</p> <p>That option 1, to retain the bench arms, as set out at paragraph 25 of the report, be agreed.</p> <p>Reason: To ensure that the city continues to take a proactive approach to supporting individuals who are homeless, street drinkers or who find themselves in difficulty whilst at the same time ensuring that the benches are available for use by bus users and where possible be compliant with the guidance adopted by the council in the Streetscape Strategy & Guidance document.</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 |
|--|---|---------------------------|--|--|--------------------------|--|---|
| 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 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. | E-Petition running 13-08-15 to 24-09-15 | 36 | Phil Witcherly Strategy & Policy Group Manager (Economy & Place) 553343 | Executive Leader, Finance & Performance | Referred to Make it York | <p>Update: This is a commercial matter for Make it York. Make it York's response it that:</p> <p>"Make it York has been working very hard to try and improve the York Christmas offer this year and to freshen it up. Many new things are planned, many of them for children, and the new layout of attractions is both commercially sensible and in the best interests of the overall Festival."</p> <p>"We are concerned about the way this e-petition has been framed as there are no plans to ban the Carousel from the city. The carousel operator has been invited to use a "pitch" that he frequently uses during the rest of the year, he has been offered very</p> | 14-09-15 Awaiting response See Petition 35 below |

| 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>favourable terms and we have offered to work with him to ensure the new position would be promoted heavily.”</p> <p>“We are also concerned about comments in the petition that the carousel is being replaced by a licensed bar. This will not be the case. There has been an unprecedented demand for market stalls at the St Nicholas Festival and that is what will be on St Sampson’s Square. A food and drink offering is planned for the bottom end of Parliament Street.”</p> | |
| 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 | 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 City & Environmental Services 551641 | Executive Member for Transport and Planning | TBC | | 14-09-15 Noted, awaiting consideration by Executive Member |

| 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 |
|---|--|-------------------------------------|---|--|---|---|---|
| continuously beyond 20 mph. We the residents are concerned for our children's safety on these roads. | | | | | | | |
| 34.Current Migrant Crisis Set a positive example of inclusion nationally within the current migrant crisis by offering opportunities for homing, education and support to people risking their life to escape the persecution suffered in their home country. Give asylum seekers a new chance by sharing more of the wealth, happiness and care that so many enjoy in York | Change.org? Petition sent to Cllr Steward 15.09.15 | 1,305 | Charlie Croft Assistant Director Communities, Culture and Public Realm 553371 | Deputy Leader & Executive Member for Economic Development & Community Engagement | Unknown at this time. Update: The Council's Traveller and Ethnic Minority Support Service team leader has been appointed as Project Officer 6.10.2015. Contacted petitioner with current position 12.10.2015 | | |
| 35. Make it York, Save York Christmas Carousel in St Sampson's Square | Hard copy passed to Democratic Services by John & Glenys Warrington 11-09-15 (inc 7 letters of support and | 3245 approx (See Petition 31 above) | Phil Witcherley Strategy & Policy Group Manager (Economy & Place) 553343 | Executive Leader, Finance & Performance | | See Update to Petition 31. above | |

| 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 |
|---|---|---|---|--|-----------------------|---------------|---|
| | copies of York Press letters of support, | | | | | | |
| 37. York Art Gallery- York Public Art Gallery should be free of charge, art belongs to everyone | Hard copy handed in by Cllr Taylor at the Executive, 24-09-15 | 90 signatories (56 residents) plus on-line petition | Charlie Croft Assistant Director Communities, Culture and Public Realm 553371 | Executive Member for Culture, Leisure & Tourism | TBC | | |
| 38. Gating of Snickets Gale Lane/Bachelor Hill Between the backs of 30-38 Gale Lane, 1-9 and 11-15 Bachelor Hill | Presented to Council by Cllr Hunter 08/10/15 | 12? | Claire Robinson Rights of Way Transport Service 01904 554158 | Executive Member for Transport & Planning Decision Session | TBA | | |
| 39. Road Improvements – Langdale Avenue/ Rydal Avenue area – Regarding the state of nearby roads and calling on the Council to work with residents to improve the roads | Presented to Council by Cllr Ayre 08/10/15 | 49 | Steve Wragg Flood Risk & Asset Manager CES 01904 553401 | Executive Member for Transport & Planning Decision Session | TBA | | |

| 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 |
|--|---|---------------------------|--|--|---|---|---|
| 40. Stop the Closure of Grove House – opposition to the closure of Grove House residential care home as part of the plans for older peoples homes in York | Hard copy handed in to Democratic Services staff at Customer Reception WO 15/10/15. | 2136 | Martin Farran Director of Adult Social Care | Executive | 29.10.15 part of the consultation feedback on the potential closure of two EPHs | <p>Update: Executive agreed to:</p> <p>Note that the Older Persons' Accommodation Programme aims to address the needs and aspirations of older people who need accommodation and care, both now and in the future, equipping York to meet their needs by delivering new Extra Care accommodation and good quality residential and nursing provision which meets modern day standards.</p> <p>Receive the outcome of the consultation undertaken with residents, family, carers and staff of Grove House and Oakhaven to explore the option to close each home with current residents moving to alternative</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 |
|------------------|---------------|---------------------------|---------------------|--|-----------------------|---|---|
| | | | | | | <p>accommodation.</p> <p>To the closure of Grove House and Oakhaven residential care homes and require that residents' moves to their new homes are carefully planned and managed in line with the Moving Homes Safely protocol.</p> <p>To Grove House site being sold forthwith in order to generate a capital receipt to support the wider Older Persons' Accommodation Programme.</p> <p>The procurement of a partner to develop the Oakhaven site as a new Extra Care facility for Acomb.</p> <p>Reason: In order to increase the supply of good quality accommodation with care for independent living together with</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 |
|---|---|---------------------------|--|--|---|---|---|
| | | | | | | new residential and nursing home provision to address the changing needs and aspirations amongst York's older population and ensuring that more can choose to live independently at home. | |
| 41. Stop the Closure of Oakhaven – opposition to the closure of Oakhaven residential care home as part of the older person's accommodation programme | Hard copy handed in to Director of Adult Social Care's PA at Customer Reception WO 16/10/15 | 921 | Martin Farran Director of Adult Social Care | Executive | 29.10.15 part of the consultation feedback on the potential closure of two EPHs | See Update to Petition 40. above | |
| 42. St Pauls Mews + Railway Terrace Residential Parking Only Petition - We the undersigned petition the council to Review the parking issue in the residence of St Pauls Mews and Railway Terrace | E-Petition running 23-10-15 to 31-12-15 | 1 to date | Neil Ferris Assistant Director for Transport, Highways and Fleet T: 01904 551448 | Executive Member for Transport & Planning Decision Session | TBC | | |

| Meeting Date | Corporate Scrutiny Management Policy & 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 @ 5pm | <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. Council Tax Support Scheme Review 2. Schedule of Petitions 3. 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. Future Ways of Working in Scrutiny – update/review and financial implications 4. Scrutiny Support Budget Monitoring Report (Dawn Steel) |

| | |
|-----------------------|---|
| | <ul style="list-style-type: none"> 5. Schedule of Petitions 6. Workplan 2015-16 |
| 7 March 2016 @ 5pm | <ul style="list-style-type: none"> 1. Third Qtr Finance & Performance Monitoring Report 2. Schedule of Petitions 3. Workplan 2015-16 |
| 9 May 2016 @ 5pm | |