



**Notice of a public meeting of
Corporate and Scrutiny Management Policy and Scrutiny
Committee**

- To:** Councillors Williams (Chair), Galvin (Vice-Chair), Crisp, D'Agorne, Fenton, Gates, Reid, Steward and (1 x Labour Vacancy)
- Date:** Monday, 8 May 2017
- Time:** 5.30 pm
- Venue:** The King Richard III Room (GO49) - West Offices

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 - 4)

To approve and sign the Minutes of the meeting held on 06 March 2017.

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 5 May 2017**. 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 http://www.york.gov.uk/download/downloads/id/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

4. Schedule of Petitions (Pages 5 - 16)

This report provides the committee with details of new petitions received to date, together with those considered by the Executive or relevant Executive Member/Officer since the last report to the Committee.

5. One Planet York Scrutiny Review Draft Final Report (Pages 17 - 52)

This report presents the Corporate & Scrutiny Management Policy & Scrutiny Committee with all the information gathered in support of the scrutiny review of One Planet York, together with the Task Group's draft recommendations.

6. Proposals for the Future Ways of Working in Scrutiny (Pages 53 - 64)

This report presents terms of reference for the new scrutiny committees agreed by Council in March 2017, including the two Economy & Place committees which Council agreed to trial for one municipal year.

7. Urgent Business

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

Democracy Officer:

Name: Laura Clark

Contact details:

- Telephone – (01904) 554538
- E-mail – Laura.Clark@york.gov.uk

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

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports 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	6 March 2017
Present	Councillors Williams (Chair), Galvin (Vice-Chair), Crisp, D'Agorne, Fenton, Gates, Levene, Reid and Steward (Substitute - Conservative Vacancy)

Part A - Matters Dealt With Under Delegated Powers

46. Declarations of Interest

Members were asked to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests which they might have in respect of business on the agenda. None were declared.

47. Minutes

Resolved: That the minutes of the Corporate and Scrutiny Management Policy and Scrutiny Committee meeting held on 13 February 2017 and the CSMC Call-in meeting held on 31 January 2017 be approved as a correct record and then signed by the Chair.

48. Public Participation

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

49. Report on Terms of Reference for Proposed New Scrutiny Committees

[See also Part B minute]

Members gave consideration to a report which proposed terms of reference for the new scrutiny committees to be considered by Council in March 2017. Included in the report were the following proposals for the Committee's consideration, which it was hoped would improve future work planning:

1. Invite the Leader and/or Deputy Leader to attend at the beginning of each municipal year (early June), to advise on key priorities for the Council for the year ahead. This would enable CSMC to feed potential areas for scrutiny involvement into scrutiny committee work planning discussions
2. Advise on and sign off each scrutiny committee's annual workplan(late July)
3. Receive regular updates from the new scrutiny committees on progress with their workplans through regular meetings with the Chairs of the new scrutiny committees (November & May)

Officers clarified that the proposals were aiming to improve scrutiny work planning, and that the attendance of the Leader and Deputy leader did not preclude scrutiny committees from inviting Executive Members to meetings as required. However, this change would allow CSMC to move forward in its management role.

During debate Members highlighted the importance of retaining the ability to call Executive Members to meetings as necessary and raised ongoing concerns about the process of pre-decision scrutiny, in particular timescales and Officer engagement. In light of these concerns and wider cultural engagement issues discussed as part of the recent scrutiny review work, Members felt that a discussion with the Chief Executive at a future meeting would be helpful.

Resolved: That;

1. the Leader and/or Deputy Leader be invited to attend at the beginning of each municipal year (early June), to advise on key Council priorities for the year ahead.
2. the Chief Executive be invited to the next CSMC meeting to discuss the pre-decision scrutiny process.

Reason: To enable the scrutiny management role of this Committee to be fulfilled.

50. Work Plan 2016-17 (Including Verbal Update on One Planet York Scrutiny Review)

Members were asked to give consideration to the committee's Work Plan for 2016/17.

Councillor D'Agorne, Chair of the One Planet York Scrutiny Review Task Group, gave a verbal update on the One Planet York Scrutiny Review.

Resolved: That the committee's work plan for 2016/17 be approved subject to the following additions:

- Further to Minute No. 49 above, facilitating the Chief Executive to attend a future meeting (June if possible) to discuss engagement with scrutiny in general, but including officer support for pre-decision scrutiny.

Reason: To ensure that the committee has a planned programme of work in place.

Part B - Matters Referred To Council

51. Report on Terms of Reference for Proposed New Scrutiny Committees

[See also Part A minute]

Members gave consideration to a report which proposed terms of reference for the new scrutiny committees to be considered by Council in March 2017. The Committee were asked to consider the draft terms of reference and agree a recommendation to Council.

Officers gave a brief background to the report and referred Members to an alternative split for the Economy & Place Directorate proposed by the Corporate Director of Economy & Place for the Committee's consideration (agenda Pg. 14).

During debate some Members felt that this proposed split would be a good trial for alternative ways of working in scrutiny, conversely some disagreed as the Committee decided against this at the last meeting in favour of splits by Directorate.

However, there was agreement that splitting the Economy & Place functions across two committees by whichever method may prove problematic.

Councillor Levene moved in favour of the proposed alternative split, with Councillor D'Agorne seconding. When put to the vote this motion fell.

As an alternative, it was then moved that the Economy and Place Directorate be dealt with via one standing scrutiny committee.

Recommended: That Members agree to recommend to Council the proposed Terms of Reference for the new scrutiny committees set out in Annex A to the report, subject to Economy and Place being dealt with via one standing scrutiny committee rather than two.

Reason: To enable the changes required to the scrutiny function to be presented to Full Council in March 2017 for approval.

Councillor D Williams, Chair
[The meeting started at 6.30 pm and finished at 7.20 pm].



Corporate & Scrutiny Management Policy & Scrutiny Committee

8 May 2017

Report of the Assistant Director - Legal and Governance

Schedule of Petitions

Summary

1. Members of this Committee are aware of their 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 aims 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 (CSMC) 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 2015 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 or Officer.
4. This was agreed, in the knowledge that the full petitions schedule was publicly available on the Council's website and that it was updated and republished after each meeting of the Committee.

<http://democracy.york.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13020&path=0>

5. Current Petitions Update

A copy of the reduced petitions schedule is now attached at Annex A of the report which provides a list of new petitions received to date together with details of those considered by the Executive or relevant Executive Member/Officer since the last meeting of the Committee in February. Further information relating to petitions which have been considered by the Executive Members/Officers since the last meeting are set out below:

Petition Number

70. Strensall Road (Earswick Parish) – Petition for speed reduction

This hard copy petition urged the Council to support a reduction in the speed limit on the (approx. third of a mile) section of Strensall Road between Earswick and Towthorpe which is currently set at the national speed limit (60mph). The petition was handed in at Full Council on 15 December 2016 by Councillor Doughty and considered by the Executive Member for Transport and Planning at his Decision Session on 13 April 2017.

The Executive Member noted the petition and agreed that the issue be considered as part of the annual accident and prevention measures across the city.

72. A request for parking restrictions on the two entrance ways to the rear lanes of Claremont Terrace, York

This petition requested that the Council consider parking restrictions on the two entrance ways to the rear lanes of Claremont Terrace, York. A hard copy of this petition was presented to Network Management on 12 December 2016 and was considered by the Executive Member for Transport and Planning at his Decision Session on 13 April 2017.

The Executive Member agreed that;

(i) The Claremont Terrace Access Only Traffic Regulation Order be rescinded.

(ii) The residents parking scheme be changed to a zone entry scheme with the same times and conditions as now.

(iii) A proposed additional parking space as put forward in the previous recommendation with a 30 minute maximum stay be advertised.

(iv) These changes be carried out as part of the next annual review of city wide traffic regulation orders expected to be brought forward in early summer.

This decision had been made in order to resolve the issue of vehicles obstructing the back lane without the need for yellow lines.

79. Save Our Local Services

This petition requested that the Council urge Post Office Ltd to re-open their branch in Clifton Ward at the earliest opportunity to restore services for people of Clifton. The petition was handed over at Full Council on 30 March 2017 by Councillors D Myers and Wells.

The Assistant Director for Communities and Equalities wrote to Post Office Ltd on 10 April 2017 on behalf of CYC, and their response can be found at Annex B.

81. Garden Waste Collection

This petition contained a request for green waste collection services for residents at No's 21 to 30 Southlands Road. The petition was received by email via Councillor Kramm on 9 April 2017.

Officers responded to state that this issue was already being considered as part of a project looking at moving properties (where appropriate) from waste collection in bags to waste collection in bins. Alongside the bags to bins project the Council was reviewing the grey and green collection service and areas currently without a green collection would be considered during this process.

6. The Process

There are a number of options available to the Committee as set out in paragraph 7 below, however 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 5 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 requirements in relation to petitions.

Contact Details:

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Democracy Officer
Tel No. 01904 554538
e: Laura.Clark@york.gov.uk

Chief Officer Responsible for the report:
Andrew Docherty
AD Legal and Governance

Report
Approved



Date

27 April 2017

Wards Affected:

All



Background Papers: None


Annexes:

Annex A – Extract from schedule of petitions received and action taken to date

Annex B – Response from the Office of the Group Chief Executive, Post Office Ltd

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Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
<p>70. Strensall Road (Earswick Parish) – petition for speed reduction – support a reduction in the speed limit on the approx. third of a mile section of Strensall Road between Earswick and Towthorpe which is currently set at the national speed limit (60mph)</p>	<p>Handed over at Full Council by Cllr Doughty 15-12-16</p>	<p>73</p>	<p>Alistair Briggs Traffic Network Manager T: 01904 551368</p>	<p>Executive Member for Transport and Planning</p>	<p>Decision Session 13-04-17</p>	<p>The Executive Member agreed to note the petition and that the issue be considered as part of the annual accident and prevention measures across the city.</p> <p>Reason: To respond to residents concerns in a practical manner whilst prioritising the resources available to the reduction</p>	
<p>72. A request for parking restrictions on the two entrance ways to the rear lanes of Claremont Terrace, York</p>	<p>Hard copy presented to Network Management on the 12-12-16</p>	<p>19</p>	<p>Alistair Briggs Traffic Network Manager T: 01904 551368</p>	<p>Executive Member for Transport and Planning</p>	<p>Decision Session 13-04-17</p>	<p>The Executive Member agreed: That;</p> <p>(i) The Claremont Terrace Access Only Traffic Regulation Order be rescinded.</p> <p>(ii) The residents parking scheme be changed to a zone entry scheme with the same times and conditions as now.</p> <p>(iii) A proposed additional parking</p>	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
						<p>space as put forward in the previous recommendation with a 30 minute maximum stay be advertised.</p> <p>(iv) These changes be carried out as part of the next annual review of city wide traffic regulation orders expected to be brought forward in early summer.</p> <p>Reason: To resolve the issue of vehicles obstructing the back lane without the need for yellow lines.</p>	
<p>79. Save Our Local Services – to Post Office Ltd and CYC – that CYC urge PO Ltd to re-open branch in Clifton ward at the earliest opportunity to restore services for people of Clifton</p>	<p>Handed over at Full Council by Cllr D Myers and Cllr Wells 30-03-17</p>	<p>640</p>	<p>Charlie Croft AD Communities, Culture & Public Realm T: 01904 553371</p>	<p>TBC</p>		<p>See letter dated 18-04-17 from PO Ltd</p> <p> [Untitled].pdf</p>	

Petition Details	Petition Type	No of Signatures (Approx)	Responsible Officer	Decision maker (e.g. Executive Member, Director)	Date of Consideration	Action Agreed	Date of Consideration by CSMC & Outcome
<p>81. Garden Waste Collection – request for residents in Southlands Road, Nos 21 to 30 to receive a green waste collection services.</p>	<p>Emailed from Cllr Kramm 09-04-17</p>	<p>10</p>	<p>Russell Stone Head of Operations T: 01904 553108</p>	<p>Executive Member for Environment</p>		<p>Officer response - This matter is already being looked into as part of a project looking at moving (where appropriate) properties from waste collection in bags to waste collection in bins. Alongside the bags to bins project we are reviewing our Grey and Green collection service and areas currently without a green collection will be considered during this process.</p> <p>We have a programme of consultations set up and this location is included in the project/programme.</p>	

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Post Office Limited
Post Office Customer Support Centre
1st Floor, Finsbury Dials
20 Finsbury Street
LONDON
EC2Y 9AQ
Tel: 01727 778821
Our reference: ECT 077/17

Charlie Croft
Assistant Director (Communities & Equalities)
City of York Council
Children, Education and Communities Directorate
West Offices
Station Rise
YORK
YO1 6GA

18 April 2017

Dear Mr Croft

Crichton Avenue Post Office, York

Thank you for your letter of 10 April about the temporary closure of Crichton Avenue Post Office. I have been asked to reply.


I can assure you that we are aware of the concern caused to the local community following the loss of the Post Office service at Crichton Avenue, as shown by the petition that you have received.

We are committed to maintaining access to our services in the local community and our field team are currently exploring all options open to us, including visiting the area to speak with local retailers.

Whilst I am unable to provide you with the finer details at this time, I can tell you that we are currently in discussion with a prospective new operator with premises in the local area. However, these discussions are at an early stage but we are hopeful of a positive outcome. Once we have a clear way forward, we will enter into a period of consultation on our proposal to restore services to the local community.

I do hope you find this response helpful.

Yours sincerely



xecutive

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Corporate & Scrutiny Management Policy & Scrutiny Committee

8 May 2017

Report of the Assistant Director – Legal & Governance

One Planet York Scrutiny Review Draft Final Report

Summary

1. This report presents the Corporate & Scrutiny Management Policy & Scrutiny Committee with all the information gathered in support of the scrutiny review of One Planet York, together with the Task Group's draft recommendations.

Background

2. At a meeting of the Corporate & Scrutiny Management Policy & Scrutiny Committee (CSMC) in early May 2016 the Committee considered a Council motion on a proposed Transatlantic Trade and Investment Partnership (TTIP) which had been referred to the Committee for further consideration. The Committee agreed that parts of the motion be referred back to Council but that more local implications included in the TTIP should be considered for cross-party scrutiny.
3. In June 2016 this was considered as a potential topic for review and Members discussed elements of the TTIP motion to support the work of One Planet York (OPY). It was agreed that rather than focus solely on one aspect of One Planet York the review should look at a framework to help achieve the objectives of the strategy.
4. The Council Plan contains commitments to '*put sustainability at the heart of everything we do*' and to '*work towards One Planet living*'.
5. In March 2016, Executive endorsed the vision of 'a sustainable, resilient and collaborative One Planet York' and agreed to show leadership towards this vision alongside city partners. They also agreed to work towards being a sustainable, resource efficient One Planet Council.

6. In early September 2016 CSMC considered a scoping report on One Planet York. Members agreed there would be value in undertaking a scrutiny review to support this work and appointed a Task Group comprising Cllrs Crisp, D'Agorne, Reid and a Conservative Group representative (later confirmed as Cllr Galvin) to carry out this work.
7. CSMC agreed the review should focus on specific topic areas suggested in the scoping report, namely:
 - Ensuring a balance between economic, social and environmental needs that is right for York and delivery reflects best practice;
 - Ensuring key decisions and strategic plans take account of economic, social and environmental factors;
 - Ensuring decisions and strategic plans are informed by both short term priorities and anticipated longer term impacts.
8. To help formulate the topic areas above CSMC agreed that the Task Group should:
 - i. Review what leading sustainable cities and those similar to York are doing in seeking to balance economic, social and environmental needs
 - ii. Explore potential of the One Planet York framework to:
 - Enable benchmarking with other cities through a new One Planet York 'city scorecard' (basket of measures)
 - Increase understanding and wider awareness about what makes cities sustainable and resilient
 - iii. Review statutory and local decision making tools, engagement and collaboration methods to help cities best balance economic, social and environmental needs
 - iv. Explore how the city's Urban Living Pilot project – 'York City Environment Observatory' – could bring new knowledge and insight regarding economic, social and environmental interdependencies

9. The Task Group met for the first time on 10 November 2016 when Cllr D'Agorne was appointed Chair. The Task Group accepted that to achieve a sustainable and resilient city there must be a balance between economic, environmental and social factors and better recognition and understanding of the interdependencies. However, in creating this balance Members accepted that sometimes one theme can sometimes override others, as economic considerations have since the 2008 financial crash.

Information Gathered

10. One Planet York is a growing network of local organisations and businesses working towards a more sustainable and resilient 'One Planet' future. Action is being taken across 10 key principles:
 - i. Zero Carbon – making buildings more energy efficient and delivering all energy with renewable technologies.
 - ii. Zero Waste – reducing waste, reusing where possible, and ultimately sending zero waste to landfill.
 - iii. Sustainable Transport – encouraging low carbon modes of transport to reduce emissions, reducing the need to travel.
 - iv. Sustainable Materials – Using sustainable healthy products, with low embodied energy, sourced locally, made from renewable or waste resources.
 - v. Local and Sustainable Food – choosing low impact, local, seasonal, organic diets and reducing food waste.
 - vi. Sustainable Water – using water more efficiently in buildings and in the produce we buy, tackling local flooding and water course pollution.
 - vii. Land Use and Wildlife – protecting and restoring biodiversity and natural habitats through appropriate land use and integration into the built environment.
 - viii. Culture and heritage – reviving local identity and wisdom, supporting the arts.
 - ix. Equity and Local Economy – creating bioregional economies that support fair employment, inclusive communities and international fair trade.
 - x. Health and Happiness – encouraging active, sociable, meaningful lives to promote good health and well being.

11. At the Task Group meeting in November, Members noted that One Planet York started with 12 city organisations and now 60 were aligned to the vision. The overall concept is not about a new group delivering, but it is about a framework for shared ownership, drawing on things that are already in place and building on capacity.
12. To help understand what leading sustainable cities and those similar to York are doing in seeking to balance economic, social and environmental needs, the Task Group was given information on the world's leading sustainable cities according to the Arcadis Sustainable Cities Index 2016.
13. The index ranks cities on three pillars of sustainability – people, planet and profit. These represent social, environmental and economic sustainability to offer an indicative picture of the health and wealth of cities for the present and the future.
 - Economic Health: The Profit sub-index examines performance from a business perspective, combining measures of transport infrastructure (rail, air and traffic congestion), ease of doing business, tourism, Gross Domestic Product (GDP)¹ per capita, the city's importance in global economic networks, connectivity in terms of mobile and broadband access and employment rates. These indicators can broadly be thought of as capturing “economic health”.
 - Quality of Life: The People sub-index rates health (life expectancy and obesity), education (literacy and universities), income inequality, work-life balance, dependency ratio, crime and housing and living costs. These indicators can be broadly thought of as capturing “quality of life”.
 - High quality built and natural environment: The Planet sub-index ranks cities on energy consumption and renewable energy share, green space within cities, recycling and composting rates, greenhouse gas emissions, natural catastrophe risk, drinking water, sanitation and air pollution.
14. The Task Group learned that the Swiss city of Zurich tops the overall Sustainable Cities Index. Despite leading both the overall ranking and

¹ Gross Domestic Product is a monetary measure of the market value of all final goods and services produced in a period (quarterly or yearly). Nominal GDP estimates are commonly used to determine the economic performance of a whole country or region, and to make international comparisons.

the planet sub-index, and ranking 5th in profit, Zurich appears 27th on the people sub-index; affordability and work-life balance are the primary causes of this disparity. London is rated fifth overall with a rating of 37 for people, nine for planet and three for profit. Edinburgh is ranked 13th, Manchester 25th, Birmingham 31st, Glasgow 36th and Leeds 38th.

15. The Task Group noted that no one city is achieving a perfect balance but some cities are closer than others. Amsterdam, which is ranked 11th overall, is judged to have achieved the best balance, scoring seven for people, 19 for planet and 16 for profit.
16. Many cities do well in two of the people, planet and profit categories, but few do well in all three, indicating the challenge city leaders have in balancing all three needs effectively to ensure a sustainable and resilient future.
17. The Task Group noted that many cities are working hard to be on the top 100 leader board to attract new jobs and investment. In York's One Planet York 2015 baseline assessment the city's strengths were:
 - Strong economy
 - Low unemployment
 - Low inequality
 - High quality natural and build environment
 - Waste and carbon reduction
 - Thriving cultural offer
 - Educational attainment
 - 5 million + visitors a year
 - A 'top 10' place to live in the UK
18. The city's ongoing challenges are:
 - Extreme weather events (flooding)
 - Low pay
 - Disparity in health
 - Air Quality
 - Housing affordability
 - Ambitious carbon and waste targets

19. The Task Group heard that One Planet York is aiming to be a movement led by a broad coalition of city stakeholders as no single organisation is able to address the city challenges on its own.
20. There is uncertainty among York residents about what a sustainable, resilient city looks like and low awareness about what the city is already doing. The One Planet framework has potential to deliver better understanding, increased awareness and wider recognition; in turn leading to more participation, more action and rising aspirations towards a more sustainable and resilient future..
21. At a meeting in early December 2016, the Task Group noted that balance was not necessarily about being top ranked in all three elements of the Sustainable Cities Index, but to strive to achieve balance.
22. To further understand how this can be achieved the Task Group considered the Grant Thornton Vibrant Economy Index (VEI) which ranks the 324 English local authority areas according to their average score across categories closely matching the 10 One Planet York principles
23. Each category is effectively an index in its own right, based on a set of specifically selected economic, social and environmental data sets:
 - **Prosperity** – are we producing wealth and creating jobs?
 - **Dynamism and opportunity** – are we developing an entrepreneurial and innovative culture to drive future growth?
 - **Inclusion and equality** – is everyone benefiting from economic growth?
 - **Health, wellbeing and happiness** – are our people living healthy, active and fulfilling lifestyles?
 - **Resilience and sustainability** – is our economy having a negative impact on the natural environment?
 - **Community, trust and belonging** – are we embracing the community, and living lively and creative cultural lives?
24. The Vibrant Economy Index provides:
 - businesses with an understanding of their local economy and the issues that will affect investment decisions both within the business and externally;

- policy-makers and place-shapers with an overview of the strengths and opportunities, challenges and weaknesses of individual places as well as the dynamic between different areas;
- citizens with an accessible insight into how their place is doing, so that they can contribute to shaping local discussions about what is important to them.

25. The ambition of the Vibrant Economy Index is to create a ‘gold standard’ measurement for the UK economy which benefits all parts of society.

How York compares using the Vibrant Economy Index (x/324)

Authority and overall rating	Prosperity (rating)	Dynamism & Opportunity	Inclusion & Equality	Health, Wellbeing / Happiness	Resilience & Sustainability	Community Trust & Belonging
1. Cambridge	30	1	110	246	21	7
2. Oxford	15	2	170	50	116	1
23. Bath	106	35	144	43	19	24
28. Warwick	43	79	70	70	70	43
48. York	107	23	123	80	56	97
67. Harrogate	93	67	75	48	144	114
72. Leeds	27	61	279	176	5	132
93. Chester	70	92	154	146	25	226
168. East Riding	245	214	58	22	237	261
177. North Yorks	171	180	184	158	51	270
219. Richmondshire	318	289	158	18	311	46

26. The Task Group noted that to take a lead in the development of One Planet York, the Executive, in March 2016, approved the Council becoming a One Planet Council (OPC).

27. The OPC programme aims to:

- balance and minimise negative economic, social and environmental impacts of its actions

- reduce the council's carbon footprint whilst increasing efficiency / generating operational savings
- identify and embed new 'one planet' opportunities and add value to the work we do (and plan to do in the future), and
- coordinate action and foster greater collaboration and innovation across the council.

28. The Task Group noted that to support a One Planet Council Action Plan and to help draft a OPC scorecard, an Integrated Impact Assessment Tool (IIAT), also known as a Better Decision Making Tool (BDMT) (Annex 1), has been developed which aims to streamline decision-making processes and make it easier to assess a variety of statutory and Council Plan requirements. The aim is to consider a range of things that are important to the Council in one assessment. The IIAT is an amalgamation of:

- i. Communities Impact Assessment
- ii. Equalities Impact Assessment
- iii. Sustainability Impact Assessment

29. The purpose of this IIAT is to help officers make good balanced decisions and to mitigate, early on in the decision making process, any foreseen negative economic, social or environmental impacts. It aims to get officers to think about and record any positive and negative impacts that a proposed new service, project, programme of policy is likely to have on Council priorities. It will also ensure CYC meets its statutory requirements and embeds economic, social and environmental sustainability into everything the Council does.

30. The Task Group were disappointed to note that when implications are considered in standard Council reports these cover financial; human resources; equalities; legal; crime and disorder; IT; property and other. Sustainability is included in the "other" category and the Task Group considers that it merits a category of its own.

31. They agreed that the IIAT presents the Council with the opportunity to have a closer look at procurement so that local job opportunities can be taken into account thereby reducing environmental impacts as the IIAT forces thinking towards OPY principles.

32. To promote joint thinking and a joint understanding the Task Group suggested the IIAT be shared with city partners. And they asked about

the possibility of a simplified version of the IIAT being developed for wards and communities as this would help in considering ward priorities and spending.

33. At a meeting in late January 2017 the Task Group considered how best to try to balance the economic, social and environmental aspects of place to help mobilise the city and its citizens towards a more sustainable, resilient and collaborative future. The CYC Head of Communities and Equalities and the Principal Neighbourhood Management Officer also attended the meeting to help with this work.
34. The Task Group noted that the current approach to neighbourhood working is through ward committees, which have their own budgets to spend on local priorities. Led by ward councillors they are a way of bringing together local groups, residents, service providers and council departments to work in partnership to tackle issues at local level, using local knowledge, supporting data and available resources.
35. The Task Group was interested to note how ward budget decisions can be matched to the OPY vision and how these can make an individual or collective impact. They also noted that:
 - No organisation is able to deliver a sustainable, resilient city on its own and there is a need for partnership and mobilisation;
 - A lot of amazing things are happening around the OPY vision and the network of organisations involved is constantly growing;
 - People are switching on to the OPY agenda with high and growing levels of support;
 - Many of York's leading organisations have well defined policies and plans that put their operations, products and services on a more sustainable and resilient footing;
 - A One Planet Council is the CYC organisational plan towards OPY;
 - The OPC policy asks that whatever CYC does, it does in a way that actively supports, where possible, the 10 One Planet principles and does not work against or despite them.

36. The Task Group agreed that wards / neighbourhood working offers opportunities to align the OPY vision to ward / neighbourhood profiles to support the community resilience agenda.
37. It was also agreed a OPY toolkit or resources pack could be made available for Members as a way of presenting information and OPY logos can be used to help brand actions. A OPY app is already available to focus on waste and recycling. The app alerts users of their next bin collection date, lets them scan products to see if they can be recycled and shows them the nearest waste and recycling centres for larger items. Planet points are earned each time the app is used and a leader board indicates the most active users. As users register post codes it can assess which wards are most active.
38. Members also felt it would be useful if a notice board or display outlining the OPY vision was available for ward committee meetings and these could also be set up in libraries, community centres etc to spread the OPY message. Many wards have some difficult issues to address and trying to solve these issues within the OPY framework might make things easier. Ward budgets could be used to promote different priorities that fit the ward demographics.
39. It was suggested that OPY approach could be tested in pilot wards to gauge customer reaction. However, the Task Group agreed that to engage people you need to have outcomes which show that by taking part they are saving resources. There are city-wide examples of progress towards priorities such as sustainable food and reducing water usage and these need to be replicated at neighbourhood level.
40. The Task Group also agreed not to explore the city's Urban Living Pilot Project at this stage. The York City Environment Observatory pilot might bring new knowledge and insight regarding the economic, social and environmental interdependencies, but is only four months into a 15-month project.
41. This will see the University of York and City of York Council looking at the viability of a unique City Environment Observatory to further our understanding of how health, wellbeing and economic issues are linked to the quality of the environment. Over 18 months (August 2016 to approximately February 2018) the project team will develop an observatory design prototype to be implemented in the next five years if further funded by Research Council UK.

42. The project is fully funded by the Research Council UK and Innovate UK Urban Living Partnership scheme. York is one of five cities, along with Birmingham, Bristol, Leeds, Newcastle chosen to take part and this project will bring together 23 project partners, including businesses, local government, national agencies and research institutes. There are five work packages:
- Understand the impact of the natural, cultural, social and built environments on the health and well-being of citizens;
 - The expansion of the York Open Data platform to host the city's environmental data, provided by the projects partners;
 - Understand the needs of current city challenges for information from academics/partners data and knowledge;
 - Building and designing a system to generate real-time data to improve our understanding of the environment of York and other cities;
 - Designing models of Environmental Observatory for future Research Council bid.

Analysis

43. A sustainable city is one that meets the needs of the present without compromising the ability of future generations to meet their own needs.
44. Cities across the globe share common challenges in the areas of job creation, environmental resilience and improving the quality of life of local residents. A key challenge for city leaders is finding ways to balance the demand for a strong economy and an attractive place to live whilst also limiting damage to the environment. It is clear no utopian city exists, yet some cities are more advanced in their sustainability journeys than others.
45. CYC cannot transition York to a sustainable economy on its own. The council needs to work with businesses, academia and citizens, and across geographical boundaries to gain the skills, knowledge and contacts required for success.
46. The key to developing a sustainable local economy – a resilient “One Planet” city – is growing the circular economy to keep money flowing around the city as much as possible by procuring, spending and trading locally. To move sustainable economy opportunities forward it is

important that this is not seen in isolation as a “green” issue but more widely as a key contributor to quality of life and economic development.

47. In order to improve sustainability, city leaders need to put people at the heart of their sustainability plans.
48. York residents and CYC have been proactive in diverting waste away from landfill. Almost 44% of household waste was reused, recycled or composted in 2013/14 compared to just 15% 10 years ago. Over the same period household waste sent to landfill for disposal reduced from 84.6% to 56.4%.
49. Because of the amounts of carbon dioxide (CO₂) we generate our climate is changing. This is likely to lead to more frequent and severe weather events bringing significant risk of damage and disruption to the city. York has a history of flooding and it is likely to experience more extensive flooding more often in the future. York’s total CO₂ emissions currently stand at 1.1million tonnes. York has committed to tackling climate change and to becoming more resilient by reducing CO₂ emissions by 40% by 2020. Since 2005, total CO₂ emissions have fallen 16% with the council reducing its own emissions by an estimated 25%.
50. York’s compact size and flat terrain make sustainable travel a realistic option for many, with a higher proportion of trips by bicycle than many other UK cities. In 2013 York was ranked the third best cycling city in England (DETR). The large foot streets area is popular and the extensive bus network covers most areas. York’s nationally regarded Park & Ride service is one of the most effective in the country providing 4 million passenger trips each year.
51. There is pressure on the housing market with high values and rents. A programme of new council homes alongside award winning sustainable developments like Derwenthorpe will further underpin York’s economy.
52. Almost 90% of residents are satisfied with York as a place to live. Low crime, green space and health services are the things residents value most. Overall health and wellbeing levels are good but disparities in health outcomes persist. There is a gap of several years in life expectancy for males between the most and least deprived communities in York while more people die prematurely in York each year due to poor air quality than from obesity and road accidents combined. The main source of poor air quality is traffic emissions.

53. York is at the very heart of one of the most diverse food producing regions in the UK. It has been a recognised Fair Trade city since 2004 with regular city centre local food fairs and markets. The York Food and Drink festival showcases the wealth of quality Yorkshire produce that can be found in the region.
54. Ward committees can play a key role in advancing the OPY vision by bringing together local groups, residents, service provider and council departments and adapting the OPY 10 principles framework to fit the ward demographic. This could stimulate neighbourhood conversations to help improve understanding about what makes a place sustainable and resilient, increase awareness about what actions are underway to make the area/city more sustainable and resilient and increase recognition for those already doing great things.
55. A simplified version of the Integrated Impact Assessment Tool can be developed for wards and communities to help in considering neighbourhood and community priorities.

Consultation

56. This report has been compiled with the support of CYC's Strategic Manager – sustainability and transformation. The proposals for One Planet York emerged via a sustained period of community consultation and co-design with a range of local stakeholders. Initial framework design was informed by a resident's survey. Draft proposals were tabled at a sold-out summit event in March 2015 that attracted over 70 participants and these received strong backing. Ongoing input and advice has been received from York Environment Forum, St Nicholas Fields, Stockholm Environment Institute (University of York), the UK Sustainable Cities Network and Bioregional. Internally, the One Planet approach has received support from senior officers who see clear alignment between their own emerging strategies and plans.

Conclusions

57. Leading sustainable and resilient cities are striking a balance between economic, social and environmental needs. They often to work to a strong vision and are organised, determined and collaborative in their approach. Many local organisations are already showing firm leadership across the 10 OPY principles.

58. Many of the issues involved are interlinked with no one organisation in a position to tackle them alone. The Council can, however, act to encourage action. The OPY shared platform would enable partnerships to drive change, harnessing the enthusiasm and commitment of city stakeholders.
59. The OPY framework offers potential to increase understanding about what a sustainable and resilient city and neighbourhood looks like and in doing so set out a vision of a future that people and organisations can aspire to and work towards.
60. The One Planet York principles provide a new tool for elected members as they lead area profiling and the identification of ward priorities. There is the opportunity to align the drive for more active citizen involvement within a localised 'sustainable and resilient neighbourhood' narrative.
61. There is also the opportunity of utilising the OPY framework to further mobilise neighbourhoods / communities and stimulate new neighbourhood conversations. The framework could also be used to help decision making in relation to devolved budget allocation.

Draft Review Recommendations

62. That the Committee recognises the opportunities that exist within the One Planet York framework and urges the Executive to show its ambition to become a One Planet Council by playing a leading role in further building the OPY network and maintaining a strong focus on the OPY vision. CSMC is asked to endorse the following recommendations in relation to the remit in paragraph 8 and repeated in italics.
 - i. *Review what leading sustainable cities and those similar to York are doing in seeking to balance economic, social and environmental needs.*

Recommendation

- a) The Council fully utilises the opportunities presented by the One Planet York framework to drive organisational efficiency and effectiveness through the principles of a One Planet Council and further mobilise the wider city towards a more sustainable and resilient One Planet York future.

ii. Explore potential of the One Planet York framework to:

- *Enable benchmarking with other cities through a new One Planet York 'city scorecard' (basket of measures)*
- *Increase understanding and wider awareness about what makes cities sustainable and resilient.*

Recommendations

- b) Communication of the One Planet York framework, vision and 10 principles are sustained across all media platforms and that widespread use of the One Planet York or One Planet Council logos is encouraged to demonstrate a united commitment in the One Planet York principles by City of York Council and our city partners.
 - c) That progress towards the One Planet York vision is measured via a new city scorecard and that the One Planet Council objectives are measured via a new council scorecard.
 - d) As the city scorecard will be based on the Grant Thornton Vibrant Economy Index, which includes a basket of measures across a range of economic, social and environmental themes, this scorecard is formally reported to CSMC on an annual basis to coincide with the Grant Thornton refresh in November each year.
 - e) That the One Planet York Task Group is reconvened in 12 months' time to review the impact of the Council's emerging service plans within the One Planet Council framework; how Key Performance Indicators align to the One Planet principles and to gauge the efficiency and effectiveness of internal communications.
- iii. Review statutory and local decision making tools, engagement and collaboration methods to help cities best balance economic, social and environmental needs.*

Recommendations

- f) City of York Council supports the full integration of the Better Decision Making Tool in the key decision making process.
 - g) Alongside the full integration of the BDMT, a plan is developed to support officers in the understanding and use of the tool to ensure its effectiveness.
 - h) CSMC review progress on embedding and implementing the BDMT in 12 months' time.
 - i) A specific heading relating to resilience and sustainability is added to the risks and implications section of CYC report templates.
 - j) The Council makes the BDMT available to partner organisations aligned to the One Planet York framework and explores whether a simplified version of the BDMT can be developed to assist ward committees when they consider the allocation of devolved budgets.
 - k) One Planet York notice boards, literature and static presentations are made available for ward committees interested in utilising the framework to further mobilise neighbourhoods / communities to get behind the OPY vision and to stimulate new neighbourhood conversations.
 - l) An elected member toolkit / resource pack is developed to assist ward committees, and is made available to community and voluntary groups to assist in making informed decisions within the One Planet York framework.
 - m) The Council arranges training for ward teams / committees to deliver One Planet York presentations to spread the One Planet message at local level.
- iv. Explore how the city's Urban Living Pilot Project – 'York City Environment Observatory' – could bring new knowledge and insight regarding economic, social and environmental interdependencies.*

Recommendation

- n) That CSMC request a report on the Urban Living Pilot Project once this work has been completed.

Options

63. Having considered the information provided in this report and by Officers, CSMC may choose to:
 - i. Identify any amendments to this draft final report
 - ii. Revise the draft recommendations listed in paragraph 62 above
 - iii. Include any additional information/review recommendations.

Council Plan

64. This report links to the focus on frontline services, a council that listens to residents and a prosperous city for all elements of the Council Plan 2015-19. The OPY programme directly supports the Council Plan's aims to embed sustainability into everything we do and work towards 'One Planet' living. It has direct links to ambitions to enhance York's economy, improve health and wellbeing, protect York's green spaces, increase the percentage of waste recycled, cut carbon emissions, improve air quality, focus on cost and efficiency and make the most of commercial opportunities.

Implications

65. **Financial** – There are no particular financial implications or risks arising from this report. The only issue to note is that this will create additional work for staff already at capacity and therefore it may come at the expense of other priorities.

The cost of preparing and designing three sets of displays to satisfy recommendation (k) is estimated at £1,00; to prepare and design an elected member took kit - £500; to arrange training for ward teams, 4 x 2 hour sessions - £450

- **Human Resources (HR)** – There are no HR implications
- **Equalities** – There are no equalities implications

- **Legal** – There are no legal implications
- **Crime and Disorder** – There are no crime and disorder implications
- **Information Technology (IT)** – There are no IT implications
- **Property** – There are no property implications
- **Other** – There are no other implications

Risk Management

66. There are no risks attached to the recommendations in this report. However, a failure to press the One Planet York message may lead to missed opportunities to build value into new work across the council and city, to reduce the city's carbon footprint and generate financial savings.

Recommendations

67. Members are recommended to agree:

- Any changes required to this draft final report
- The draft recommendations listed in paragraph 62 above.

Reasons: To conclude the work on this review in line with scrutiny procedures and protocols thereby enabling this report to be presented to a future meeting of the Executive.

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Report Approved



Date 25 April 2017

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Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex 1 – Draft Better Decision Making Tool

Abbreviations

BDMT – Better Decision Making Tool

CSMC – Corporate & Scrutiny Management Policy & Scrutiny Committee

CYC – City of York Council

DETR – Department of the Environment, Transport and the Regions

GCSE – General Certificate of Education

GDP – Gross Domestic Product

GVA – Gross Value Added

IIAT – Integrated Impact Assessment Tool

LA – Local Authority

OPC – One Planet City

OPY – One Planet York

NEET – Not in Education, Employment or Training

R&D – Research and Development

VEI – Vibrant Economy Index

TTIP – Transatlantic Trade and Investment Partnership

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Integrated Impact Assessment – informing our approach to fairness, sustainability and resilience					
Service	Service submitting the proposal	Name and job title of person completing the assessment	person completing assessment	Date created	<i>date assessment complete</i>
Directorate	<i>Service directorate</i>			Date approved	<i>date checked by service manager</i>

When completing this assessment, please refer to **Guidance on completing an Integrated Impact Assessment** found in the [All About Projects](#) pages of Colin.

Part 1 of this form should be started as you commence your project, to be completed by Gateway 3.
Part 2 of this form should be completed by Gateway 5.

The Integrated Impact Assessment Tool (IAAT) should be completed for any proposal to change services, policies and strategies. The purpose of this new tool is to ensure that every proposal is the best it can be, proposals based on evidence and where the impacts are understood and fair, essentially a tool that delivers decisions we have confidence in.




PART 1

Section 1: What is the proposal?	
1.1	Name of the service, policy, function or criteria being assessed?
1.2	Describe the proposal under assessment, explaining the main aims and intended effects?
	What are the main aims Intended effects





Section 2 : Evidence	
2.1	<p>What data is available in relation to this proposal to understand its likely impact? (e.g. hate crime figures, obesity levels, recycling statistics)</p>
2.2	<p>What evidence (including all engagement and co design feedback) has been used to support this proposal? Is further evidence or consultation needed to fully understand its impact? (e.g. consultation with specific communities of identity)</p>







Section 3 : Impacts of the proposal						
Summarise the likely positive impacts / new opportunities and any negative impacts that may arise from your proposal on staff or service users.						
<p><i>Use this section to consider the impact of your proposal on:</i></p> <ul style="list-style-type: none"> • <i>OnePlanetYork priorities</i> • <i>Health priorities</i> • <i>Equalities requirements (3.1 to 3.17 below)</i> 	Positive	Neutral	Negative	Unsure	Evidence and Ref	Commentary on the impacts (What are the impacts and how do you know?)
	please tick ✓ one impact column				please ✓ If you have evidence and give a reference	
 Equity and local economy						
3.1 Helping to deliver the objectives in York’s Economic Strategy?						
3.2 The impact on the business community in York?						
3.3 Additional employment or training opportunities in the city?						






  Health and Happiness and Culture and Community						
<p>3.4 Support healthy, safe and inclusive communities?</p> <p>Improve the physical health or emotional wellbeing of staff or customers?</p> <p>Help improve health inequalities?</p> <p>Discourage risky behaviours such as taking drugs or irresponsible drinking?</p> <p>Reduce crime or fear of crime?</p> <p>Improve the safety or confidence of staff or customers?</p> <p>Improve access to services for people especially those who need it the most?</p> <p>Help bring people and communities together?</p>						




  Zero Carbon and Sustainable Water						
3.5 Minimising the amount of energy or water we use and reducing the amount or energy or water we pay for in the future?						
3.6 Opportunities to generate energy from renewable/low carbon technologies?						
3.7 Opportunities to increase York’s resilience to future climate change by considering how our climate might change and what we can do to minimising these threats?						
 Zero Waste						
3.8 Reducing waste and the amount of money we pay to dispose of waste by maximising reuse and/or recycling of materials?						
 Sustainable Transport						




<p>3.9 Encouraging the use of sustainable, low cost transport such as walking, cycling, ultra low emission vehicles and public transport?</p>						
 <p>Sustainable Materials</p>						
<p>3.10 Reducing the environmental impact of the goods and services we buy and help create buildings, and services, which are cheaper to run in the future in terms of energy, water and waste expenditure?</p>						
 <p>Local and Sustainable Food</p>						
<p>3.11 Maximising opportunities to support local food initiatives?</p>						
 <p>Land use and wildlife</p>						
<p>3.12 Maximising opportunities to conserve and enhance the natural environment?</p>						
<p>3.13 Creating sustainable new developments?</p>						



3.14 Maintaining and improving a quality built environment?						
3.15 Maintaining and improving the cultural heritage of York and preserve the character and setting of the historic city of York?						
 Equality and Human Rights						
3.16 Will the proposal help advance equality or foster good relations between people in the ‘communities of identity’ and other groups. <i>(Consider how the proposal impacts on the ‘communities of identity’)</i>	Positive	Neutral	Negative	Unsure	<i>If there is evidence please tick ✓ the relevant column and include a reference</i>	Commentary on the impacts <i>what are impacts and how do you know? The quality of life indicators help considering impact.</i>
	<i>please tick ✓ one impact column</i>					
Age						
Disability						
Gender						
Gender reassignment						
Marriage and civil partnership						
Pregnancy and maternity						
Race						
Religion or belief						
Sexual orientation						
Carer						



Lowest income groups						
Veterans, Armed forces community						
 Human Rights: <i>Consider how a human rights approach is evident in the proposal.</i>						
Right to education						
Right not to be subjected to torture, degrading treatment or punishment						
Right to a fair and public hearing						
Right to respect for private and family life, home and correspondence						
Freedom of expression						
Right not to be subject to discrimination						
Other Right						

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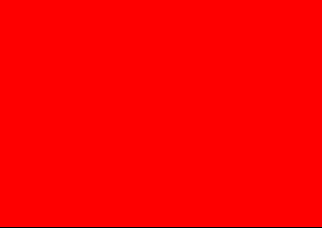

3.17 Continuation of the commentary on the Impacts

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3.18	What could be changed to improve the impact of the proposal? Have you any ideas how these changes might be achieved?



<p>3.19</p>	<p>Taking into consideration your responses about the impacts, what would you consider the overall impact to be on creating a fair, healthy, sustainable and resilient city? <i>Please include a brief comment.</i></p>				
	<p>Strongly positive</p>	<p>Moderately positive</p>	<p>Roughly neutral</p>	<p>Moderately negative</p>	<p>Strongly negative</p>
					



PART 2

This part builds on the impacts you identified in PART 1 of the Integrated Impact Assessment. It focuses on developing further the understanding of the impacts this proposal will have on the priorities of the council and the wider city.

Section 4: Developing understanding	
4.1	For the areas in Part 1 where you were unsure of the potential impact, what have you done to clarify the situation?
4.2	What changes have you made to the proposal to increase positive impact or reduce negative impact?
4.3	Are there any emerging issues or initiatives which will produce a combined impact with this proposal? <i>(e.g. are the same communities of identity also impacted by a different project or policy being implemented?)</i>



Section 5 Planning for improvement

5.1 What are the outstanding actions needed to maximise benefits or mitigate negative impacts in relation to this proposal? *Please include the action, the person responsible and the date it will be completed*

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5.2

Taking into consideration everything you know about this proposal and any changes that have been made, what would you consider the overall impact to be on creating a fair, healthy, sustainable and resilient city? *Please include a brief comment*

Strongly positive	Moderately positive	Roughly neutral	Moderately negative	Strongly negative

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Corporate & Scrutiny Management Policy & Scrutiny Committee

8 May 2017

Report of the Director, Customer & Corporate Services

Proposals for the Future Ways of Working in Scrutiny

Introduction

1. This report presents terms of reference for the new scrutiny committees agreed by Council in March 2017, including the two Economy & Place committees which Council agreed to trial for one municipal year.

Background

2. In September 2015 this Committee agreed to undertake a review of the scrutiny function based on the following review remit:

‘To review all options for revising the scrutiny committee remits, including the financial implications, in order to:

- Ensure an annual scrutiny workplan that better supports the Council’s priorities
 - Improve the Council’s scrutiny function and working arrangements;
 - Better balance the committees’ workloads;
 - Increase corporate engagement;
 - Encourage more policy development work, and;
 - Allow for reactive scrutiny
3. An initial report containing an analysis of a range of possible scrutiny structures was considered by this Committee in March 2016, together with information on national best practice. However at that time the results of an officer review of the council’s operating model and the new structure of senior management roles were unknown, so the Committee were unable to consider the option of aligning scrutiny committee remits to Directorates.
 4. In July 2016 following completion of the officer review this committee met again to consider all of the possible structure variations, and as a result were able to narrow down its preferred options to the following:

- Option (iii) - Current structure with no change other than bringing remits in line with Directorates
- Option (iv) – New structure based on scrutiny functional roles

Consultation

5. The scrutiny team consulted with political groups and the Corporate Management Team (CMT) on the preferred options above, and this Committee considered detailed consultation feedback at its last meeting in February 2017.

Review Conclusion

6. In February 2017, having considered all of the information provided and the consultation feedback, this Committee agreed to recommend to Council Option (iii) above, i.e. 'No change to the current structure other than bringing remits in line with the new Directorates' and requested that appropriate terms of reference for the new scrutiny committees be drafted for its consideration.
7. In early March 2017 this committee received the draft terms of reference and was asked to consider what would be the most appropriate split of the Economy & Place Directorate bearing in mind its size. The committee was presented with two options; option one, a straightforward split of the Directorate service plan areas across two standing policy & scrutiny committees, and option two a split based on function i.e. a policy development committee and a scrutiny committee as follows:
 - Economy and Place Policy Development Committee – focussing on policy development, strategic objectives and horizon scanning for best and emerging practice across all Economy & Place service plan areas.
 - Economy and Place Service Scrutiny Committee – focussing on performance and customer expectations across all Economy & Place service plan areas, and major project progress.
8. This Committee agreed to propose option one, but in late March 2017 Council agreed to trial option 2 above for one year from the start of the new municipal year 2017-18 – see revised Terms of Reference for all the scrutiny committee attached at Annex A.

Implications

9. There are no **Finance** or **HR** implications associated with the decision taken at Full Council in March 2017 – There are no financial implications associated with option (iii) as it maintains the same number of scrutiny committees as currently in place.
10. **Legal** – The decision taken at Full Council in March 2017 meets the Council’s legal requirements in regard to scrutiny i.e. Councils operating executive arrangements are required to create an Overview and Scrutiny Committee which is composed of Councillors who are not on the Executive Committee, or Cabinet, of that council. Overview and Scrutiny Committees are required to meet the rules on proportionality defined in the Local Government & Housing Act 1989 (i.e. the committee must reflect the respective sizes of the political groups on the council).

Risk Management

11. Not having clearly defined terms of reference may lead to ambiguity as to the role and responsibilities of the individual committees, which would therefore minimise the effectiveness of scrutiny.

Recommendations

12. The Corporate & Scrutiny Management Policy & Scrutiny Committee are asked to:
 - Note the revised Terms of Reference for the new scrutiny committees at Annex A, and;
 - Recommend to Council the proposed terms of reference for the two Economy & Place Committees being trialled throughout the coming municipal year.

Reason: To inform the scrutiny management role of this Committee.

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Assistant Director, Legal & Governance

Report Approved

Date

20 April 2017

Wards Affected:

All

For further information please contact the author of the report

Background Papers: N/A

Annexes:

Annex A – Revised Terms of Reference for Scrutiny Committees as from
May 2017

Abbreviations:

CMT – Corporate Management Team

10 Customer & Corporate Services Scrutiny Management Committee

10.1 The functions of the Customer & Corporate Services Scrutiny Management Committee are:

No.	Delegated authority	Conditions
1	<p>To overseeing and co-ordinate the work of the Scrutiny Committees.</p> <p>This will include:</p> <ul style="list-style-type: none"> • Allocating responsibility for issues which fall between more than one Scrutiny Committee; • Allocating, in consultation with the Chair/Vice-Chair, urgent issues to be considered by an appropriate committee (including ad-hoc scrutiny committee), as may be necessary; • Reviewing progress against the work plans of the Scrutiny Committees, as may be necessary and receiving bi-annual updates from Chairs of those scrutiny committees, as required; • Receiving periodical progress reports on specific scrutiny reviews, as requested; • Considering and commenting upon any final reports arising from completed reviews produced by the Scrutiny Committees as required. 	Subject to budget and resource availability
2	To provide an annual report to Full Council on the work of the scrutiny function.	
3	To consider and recommend to Executive an appropriate budget to support undertaking scrutiny reviews as part of the Council's budget setting process and to manage the overall allocation of any such budget.	

No.	Delegated authority	Conditions
4	To consider all pre-decision Call-in of any forthcoming Executive decision and any forthcoming Executive Member for Finance & Performance decisions	In accordance with the Scrutiny Procedure Rules as set out in Part 4 of the Constitution and to question any Executive Member, as may be required.
5	To consider all post-decision Call-in for scrutiny	
6	To periodically review the scrutiny procedures to ensure that the function is operating effectively and recommend to Council any appropriate constitutional changes relating to the scrutiny structure or procedural rules.	
7	To receive details of petitions received by the Council in line with the Council's published arrangements and responses or proposed responses to those petitions. To consider using its powers as a scrutiny committee to support the Council in responding appropriately to issues raised by such petitions and, in so doing, to promote public engagement.	

10.2 In addition, the Customer & Corporate Services Scrutiny Management Committee will exercise the powers of an Overview and Scrutiny Committee under section 21 of the Local Government Act 2000, by promoting a culture of continuous improvement through challenging and reviewing performance across the following service plan areas, and assisting in the development of appropriate council policy :

- Legal Services
- Complaints & FOIs
- Civic & Democratic Services
- Elections
- Business Support
- Property Design & Facilities Management
- Customer Services
- ICT

- Registrars
- Communications
- Health & Safety
- Bereavement Services
- Corporate Finance & Procurement
- Human Resources
- Client Management: Magistrates, Probation & Coroners, CYT, Veritau

11 Standing Policy & Scrutiny Committees

11.1 Scrutiny Committees (which are Committees of the Council) have the following common functions in relation to any services which fall within their individual remits

No.	Delegated authority	Conditions
1.	To exercise the powers of an Overview and Scrutiny Committee under section 21 of the Local Government Act 2000 by: <ul style="list-style-type: none"> • Promoting a culture of continuous improvement across specific service plan areas • Challenging and reviewing the performance of those services • Assisting in the development of appropriate council policy in relation to those services 	
2.	Maintain an annual work programme and ensure the efficient use of resources	
3.	Review any issue that it considers appropriate or any matter referred to it by the Executive, Customer & Corporate Services Scrutiny Management Committee or Council and report back to the body which referred the matter.	In accordance with the powers of the Council, the Executive and Customer & Corporate Services Scrutiny Management Committee and
4.	To consider any pre-decision Call-in of a forthcoming Executive Member decision in line with individual scrutiny committee remits	

5.	Identify aspects of the Council's operation and delivery of services, and/or those of the Council's statutory partners, suitable for efficiency reviews	subject to the Scrutiny Review Procedural Rules in Part 4G of this Constitution
6.	Carry out efficiency reviews or set up a Task Group from within their membership to conduct a review on their behalf.	
7.	Scrutinise issues identified from the Executive's Forward Plan, prior to a decision being made.	
8.	Receive Executive Member reports relating to their portfolio, associated priorities & service performance.	
9.	Scrutinise the services provided to residents of York by other service providers, as appropriate.	
10.	Comment on the annual budget proposals and elements of the Council Plan.	
11.	To make final or interim recommendations to the Executive and/or Council	
12.	To report any final or interim recommendations to Customer & Corporate Services Scrutiny Management Committee, if so requested	
13.	Monitor the Council's financial performance during the year.	
14.	Monitor progress on the relevant Council Priorities and advise on potential future priorities.	
15.	Initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework as it relates to their service plan areas	
16.	Support the achievement of the relevant Local Area Agreements priority targets.	

11.2 In carrying out their individual remit each Scrutiny Committee must ensure their work further promotes inclusiveness and sustainability.

11.3 Each Scrutiny Committee is responsible for the following service plan areas:

12 Economy & Place Policy Development Committee

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Client Management: Make it York
- Emergency Planning
- Public Realm
- Waste
- Fleet
- Public Protection
- Client Management: YorWaste

12.1 This committee is responsible for examining long term policy development, strategic objectives and horizon scanning for best and emerging practice across all Economy & Place service plan areas.

13 Economy & Place Scrutiny Committee

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Client Management: Make it York
- Emergency Planning
- Public Realm
- Waste
- Fleet

- Public Protection
- Client Management: YorWaste

13.1 In regard to the above service areas, this committee is responsible for examining performance, operational outcomes and customer expectations across all Economy & Place service plan areas, and major project progress.

14 Children, Education & Communities Policy & Scrutiny Committee

- Social Work & Children's Safeguarding
- Educational Psychology
- Disability Services & SEN
- Youth Offending Team
- School Services
- Children's Centres
- School Improvement
- Connexions Services
- Healthy Child 0-19
- Children's Trust Service
- Virtual School
- Communities & Equalities
- York Learning
- Leisure & Community Centres
- Client Management: School Improvement, York Explore & Museum Trust

15 Health, Housing & Adult Social Care Policy & Scrutiny Committee

- Public Health
- Adult Social Care
- OPH Operations
- Learning Disability Service
- Adult Safeguarding & Mental Health
- Adult Services Commissioning
- Housing Services
- Community Safety
- Building Services

- Client Management: Health & Wellbeing Board, Be Independent, and Safer York Partnership

- 15.1 In addition to the general powers and delegated authorities of Scrutiny Committees of this Council as set out above, the Health, Housing & Adult Social Care Scrutiny Committee is also responsible for:
- (a) the discharge of the health and scrutiny functions conferred on the Council by the Local Government Act 2000
 - (b) undertaking all of the Council's statutory functions in accordance with section 7 of the Health and Social Care Act 2001, NHS Reformed & Health Care Professional Act 2002, and section 244 of the National Health Service Act 2006 and associated regulations, including appointing members, from within the membership of the Committee, to any joint overview and scrutiny committees with other local authorities, as directed under the National Health Service Act 2006.
 - (c) reviewing and scrutinising the impact of the services and policies of key partners on the health of the City's population
 - (d) reviewing arrangements made by the Council and local NHS bodies for public health within the City
 - (e) making reports and recommendations to the local NHS body or other local providers of services and to evaluate and review the effectiveness of its reports and recommendations
 - (f) delegating functions of overview and scrutiny of health to another Local Authority Committee
 - (g) reporting to the Secretary of State of Health when:
 - i. concerned that consultation on substantial variation or development of service has been inadequate
 - ii. it considers that the proposals are not in the interests of the health service
 - (h) the discharge of the crime and disorder functions conferred on the Council by the Police & Justice Act 2006

16 Task Groups

- 16.1 These will be formed from within the membership of an individual Scrutiny Committee to undertake a specific scrutiny review in

accordance with the powers conferred by section 21 of the Local Government Act 2000.