



**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, Levene, Reid and (1 x Conservative Vacancy)

Date: Monday, 6 March 2017

Time: At the conclusion of the Corporate and Scrutiny Management Policy and Scrutiny Committee (Call-In) meeting but no sooner than **6.30 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 - 12)

To approve and sign the minutes of the Corporate and Scrutiny Management Policy and Scrutiny Committee meeting held on 13 February 2017 and the minutes of the CSMC (Call-in) held on 31 January 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 3 March 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.

Filming, Recording or Webcasting Meetings

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

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

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at http://www.york.gov.uk/download/downloads/id/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

4. Report on Terms of Reference for Proposed New Scrutiny Committees (Pages 13 - 24)

This report proposes terms of reference for the new scrutiny committees to be considered by Council in March 2017.

5. Work Plan 2016-17 (including verbal update on One Planet York Scrutiny Review) (Pages 25 - 26)

Members are asked to give consideration to the committee's work plan for 2016-17. Officers will also provide a verbal update on the One Planet York Scrutiny Review.

6. 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**

This page is intentionally left blank

City Of York Council

Committee Minutes

Meeting	Corporate and Scrutiny Management Policy and Scrutiny Committee
Date	13 February 2017
Present	Councillors Williams (Chair), Crisp, D'Agorne, Fenton, Gates, Levene, Reid, Dew (Substitute for Councillor Galvin) and Steward (Substitute for Councillor Lisle)
Apologies	Councillors Galvin and Lisle

Part A - Matters Dealt With Under Delegated Powers

36. 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.

37. Minutes

Resolved: That the minutes of the Corporate and Scrutiny Management Policy and Scrutiny Committee meeting held on 7 November 2016 and the CSMC Call-in meetings held on 21 November 2016 and 3 January 2017 be approved as a correct record and then signed by the Chair.

38. Public Participation

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme on the following item:

8. Schedule of Petitions ('Save our Clifford's Tower')

Councillor Hayes, Ward member for Micklegate, spoke on the petition regarding Clifford's Tower. He stated that there had been over 3000 signatures which showed the strength of public feeling on this issue and that many felt the planning process had passed them by.

39. Report on Air Quality Motion Referred by Council

Members considered a report presenting information on a motion around air quality which was submitted to Council for consideration in accordance with Standing Order 23.1.

Members considered a report presenting information on a motion around air quality which was submitted to Council for consideration in accordance with Standing Order 23.1.

Officers gave a brief background to the report, stating that this motion had been referred to CSMC by Full Council for further examination. However, the Officer recommendation was to refer this to Economic Development & Transport Policy & Scrutiny Committee (EDAT) as it was felt this was the most relevant committee due to the regular air quality updates it was already receiving firmly within its remit.

During debate the following points were raised:

- Members felt there had been no clear rationale given as to why this had been referred to CSMC by Full Council
- This was an inappropriate way to deal with a motion as air quality had already been considered by scrutiny and the motion contained clear actions for the Executive to consider
- There was some concern that this item may get 'lost' on the EDAT work plan and not be discussed for some time, due to the high workload the committee already had
- To the contrary, some Members believed it was the right decision to refer to scrutiny as Full Council had insufficient information to debate the motion

Councillor Levene moved to refer the motion back to Council as they had been denied the opportunity to debate the issue fully. Councillor D'Agorne seconded this. On being put to a vote the motion fell.

Referral of the motion to EDAT Scrutiny Committee was then moved and seconded on the proviso that it be referred back to this Committee, should it not be considered relatively quickly by that Committee.

Resolved: To refer the Council Motion around Air Quality to the Economic Development & Transport Policy & Scrutiny for further consideration. If the issue could

not be considered in a timely manner then it is to be reported back to CSMC.

Reason: In order that the Council Motion on Air Quality is considered by the most relevant scrutiny committee.

40. Future Ways of Working in Scrutiny

[See also Part B minute]

Members were asked to consider a report which provided an update on the ongoing work to examine alternative committee structures to support the Council in delivering its scrutiny function and reported back on the consultation with political groups and the Corporate Management Team.

Resolved: That Members note the report and receive a further report at its next meeting proposing terms of reference for the new scrutiny committees for approval by Council.

Reason: To fulfil the scrutiny management role of this Committee, and enable any changes required to the scrutiny function to be presented to Full Council in March 2017 for approval.

41. Scrutiny Review Support Budget

Members considered a report which set out the current position in relation to available Council funding for research in support of scrutiny reviews.

Members were asked to consider what recommendation to make to the Executive in relation to a scrutiny support budget for use on external consultation/market research, for consideration as part of the Council's budget setting process for 2017/18.

During debate Members suggested that a continuation of the current budget be recommended, particularly in light of the increased level of Member training that may be required should changes be made to the scrutiny structure.

Resolved: That the Committee recommend Executive retains the current budgetary support for external research and consultancy work.

Reason: To address the Committee's constitutional right to comment to Executive on setting the above scrutiny budget.

42. 2nd/3rd Quarter Finance & Performance Monitoring Report

Members were asked to consider a report which provided an analysis of the services falling under the responsibility of this committee, including corporate, strategic and business services.

In response to Member questions Officers confirmed that the Customer Relationship Management System (CRM) would allow for smoother, more efficient back office processing. The delay in implementing this was mainly due to the work involved in connecting to existing technical systems.

Members commented that they were pleased to see an improvement in the number of staff receiving Personal Development Reviews (PDR) and that sickness absence reporting would soon be available online via iTrent.

Resolved: That the report be noted and that a written update on the Customer Relationship Management System (CRM) be brought to the meeting of CSMC to be held in May.

Reason: To update the Committee on the forecast position for 2016/17.

43. Schedule of Petitions

Members were provided with a report detailing both new petitions and those considered by the Executive or relevant Executive member since the last report to committee.

Members were asked to consider the petitions received and actions reported, and agree an appropriate course of action in each case.

Councillor Hayes, who had spoken under public participation on this item, clarified that the 'Save our Clifford's Tower' petition had already been passed to English Heritage.

Resolved: That the petitions received and actions reported, as detailed in paragraph 5 of the report and Annex A be noted.

Reason: To ensure the committee carries out its responsibilities in relation to petitions.

44. Work Plan 2016-17

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

It was suggested a replacement may be required for Councillor Lisle on the Elections Scrutiny Review Task Group. It was felt that, as the review was coming to an end, the Group could continue without a representative from the Conservative group.

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

Update Report on the work of the E-Democracy Task Group (in particular regarding the Customer Relations Management System (May 2017)).

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

Part B - Matters Referred to Council

45. Future Ways of Working in Scrutiny

[See also Part A minute]

Members were asked to consider a report which provided an update on the ongoing work to examine alternative committee structures to support the Council in delivering its scrutiny function and reported back on the consultation with political groups and the Corporate Management Team.

The Corporate Director of Economy and Place was in attendance in order to give the Committee feedback from the

Corporate Management Team (CMT). He stated that whilst this was purely a Member decision, CMT were in full support of the recommendation of Officers. They felt that scrutiny in its current format was ineffective and that the suggested structure would allow a culture change; moving away from silo working towards a one council approach. In response to member questions he clarified that CMT were in full support of Option (iv).

Officers gave a brief background to the report and an overview of how the new structure would work in practical terms. They also circulated an update to the table at para.13 of the report.

After questions from Members they stated:

- The number of statutory co-opted Members required under the new structure would be the same as under the existing structure. This would be on an invitation basis to any committee where relevant matters were being discussed. In the example of parent governors, it could be that work plans were organised to ensure that discussion of education matters be limited to a set number of meetings per year.
- Research for the report had been sourced from the Centre for Public Scrutiny in December 2016. It was clarified that Selby was used as an example as they were the authority which had most recently gone through the process of making changes to overview and scrutiny.

Members then extensively debated the issue, which focussed on:

- what model might best achieve the organisational cultural change required to improve the effectiveness of scrutiny in York
- existing skills and specialisms already developed by Members in scrutiny and what model would best utilise those
- the advantages and disadvantages of the models before them: aligning to Directorates might exacerbate silo working but might also provide simpler working lines/reporting structures; option (iv) would give clear focus on scrutiny roles, providing early opportunities for engaging with and flagging up policy development
- appropriate skills training for Members

- irrespective of the model adopted, Members expressed some concerns about the operation of the current pre-decision call in process, triggered by business appearing on the Forward Plan. Officers added that Option (iv) would facilitate removal of the current process by providing a clear route for early policy development and engagement

Councillor Levene then moved and Councillor Crisp seconded the adoption of Option (iv) to Council. On being put to the vote that motion fell.

Option (iii) aligning Scrutiny Committees to Directorates was then moved and seconded on the understanding that opportunities be made available to review the current pre-decision call in arrangements and to improve engagement generally with scrutiny.

Recommended: That Council approve and adopt Option (iii) to align Scrutiny Committees to the new Directorates in accordance with the approach for this option set out in the report.

Reason: To fulfil the scrutiny management role of this Committee, and enable any 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 5.30 pm and finished at 7.40 pm].

This page is intentionally left blank

Meeting	Corporate and Scrutiny Management Policy and Scrutiny Committee (Calling In)
Date	31 January 2017
Present	Councillors Williams (Chair), Galvin (Vice-Chair), Crisp, D'Agorne, Fenton, Gates, Levene, Lisle and Reid

14. **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.

Councillor Gates declared a personal interest as he had worked at Yearsley Pool in his youth and his Uncle had been Manager for many years.

15. **Public Participation**

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme on the following item.

3. Called-in Item: Yearsley Pool Review

Fiona Evans spoke on behalf of Yearsley Pool Action Group. She explained to Members the long history the action group had in terms of campaigning to secure the pool's future and discussed the involvement they had with the review. The group felt that a compromise had been reached with the preferred option that would be recommended to the Executive.

Councillor Craghill addressed issues around the future of the pool and raised questions surrounding how the pool could be community managed.

16. **Called-In Item: Yearsley Pool Review**

Members received a report which set out the reasons for the call-in and the role of the Committee, together with options

available to it under the agreed pre-decision call-in arrangements.

In accordance with those arrangements, three Members (Councillors Boyce, Looker and D Myers) had called in the above item from the Forward Plan for the following reasons:

- In advance of an Executive decision, to provide opportunities for closer scrutiny of, and seek assurances on, the financial model for the long term operation of Yearsley pool that to date have not been provided;
- To understand how the Yearsley Pool Scrutiny Review that was abruptly ended mid-review, has contributed to the review and recommendations due to be presented to the Executive;
- Furthermore, to learn how the proposals put forward to the Executive will secure the futures of both Yearsley pool and the planned new swimming pool at Monks Cross.

Councillor Looker spoke on behalf of the calling-in Members. She stated that deciding the future of the pool had been a 17 year process and that there was still a lack of clarity. Calling-in Members felt it was not clear at what point the 5 year funding from the New Homes bonus would begin or what would be in place to secure the future of the pool after 2023/24. She also expressed concern that there had been no Member involvement in the options/scenarios being put forward to Executive.

The Executive Member for Culture, Leisure and Tourism spoke in response to the points made by the calling-in Members. He clarified that there was no intention to run down Yearsley Pool. He went on to state that all options, including community options, had been fully explored.

The Chair commented that the report had been lacking in detail and that it was a cause of frustration for the Committee that not all of the options had been explored. The Committee felt that the pre-decision call-in process needed to be reconsidered by the administration as the current timescales were unworkable.

Officers were then invited to address the Committee and in response to Member questions stated that:

- Multiple options had been considered and the four that had been presented to the Yearsley Pool Action group and GLL were:
 1. To continue running with current operating hours.
 2. To operate on a single shift basis (8 hour day).
 3. To operate with a 30% reduction in hours (to mitigate impact).
 4. To operate with a 10% reduction, with the hope that clubs would step in to run activities during the 7-9pm slot, bringing the pool back up to current operating hours.
- The financial analysis of these options provided by GLL was currently with internal finance being assessed for due diligence. The figures had been received in late December and it was hoped they would be available in the next few weeks.
- There had been considerable and lengthy discussions exploring community management of the pool, however no feasible option had been found.
- Although a 10% reduction in hours may look to be a minimal saving in terms of operating costs, over 13 years this would add up to a significant saving, which it was felt was worth the compromise on operating hours.
- No option had been agreed at this point, there was merely a preferred option. Without due diligence on the financial analysis it was not prudent to put an agreed option into this report.

Members then debated the 'call-in' fully and considered the options outlined in the report, namely whether to make any formal comments to the Executive or not.

During this discussion Members again raised the lack of detail in the report.

Resolved: That Members agree there are no grounds to make specific recommendations or comments to the Executive in respect of the report.

Reason: To provide scrutiny's views on the report ahead of it being presented to the Executive.

Cllr D Williams, Chair

[The meeting started at 5.30 pm and finished at 6.50 pm].



Corporate & Scrutiny Management Policy & Scrutiny Committee

6 March 2017

Report of the Director Customer & Corporate Services

Proposals for the Future Ways of Working in Scrutiny**Introduction**

1. This report proposes terms of reference for the new scrutiny committees to be considered by Council in March 2017. The Committee are asked to consider the draft terms of reference and agree a recommendation to Council.

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 consideration at this meeting – see Annex A.

Outstanding Issues

7. In regard to the most appropriate split of the Economy & Place Directorate, Annex A suggests a straightforward split of the Directorate service plan areas across two standing scrutiny committees (see paragraphs 12 & 13 of Annex A). However, the Director of Economy & Place has proposed an alternative split for this Committee's consideration:
 - Economy and Place Policy Scrutiny 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. In February 2017 this Committee considered a report which contained a number of proposals for how this Committee in its management role, might progress positive change in scrutiny through improvements to annual work planning. The report asked the Committee to consider whether in the future it wishes to:
- 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
 - Advise on and sign off each scrutiny committee's annual workplan(late July)
 - 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)
9. If the Committee agreed to proceed along these lines, the draft terms of reference attached at Annex A would need to be revised to reflective this approach prior to their presentation to Council in late March 2017.

Implications

10. Finance – There are no financial implications associated with option (iii) as it maintains the same number of scrutiny committees as currently in place.
11. HR – The implementation of option (iii) would not change the level of officer support required.
12. Legal – Option (iii) 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

13. 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

14. The Corporate & Scrutiny Management Policy & Scrutiny Committee are asked to:
- i) Consider and agree the most appropriate split of the Economy & Place Directorate across two standing scrutiny committees, as referred to in paragraph 7 above.
 - ii) Consider and agree proposals for improved annual scrutiny work planning as detailed in paragraph 8 above.
 - iii) Agree to recommend to Council the proposed Terms of Reference for the new scrutiny committees at Annex A, subject to any necessary revisions agreed at this meeting.

Reason: To fulfil the scrutiny management role of this Committee, and enable the changes required to the scrutiny function to be presented to Full Council in March 2017 for approval.

Contact Details

Author:
Melanie Carr
Scrutiny Officer
(01904) 552063

Chief Officer Responsible for the report:
Andrew Docherty
Assistant Director, Legal & Governance

Report Approved **Date** 21 February 2017

Wards Affected: **All**

For further information please contact the author of the report

Background Papers: N/A

Annexes:

Annex A – Draft Terms of Reference for Revised Scrutiny Committees

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 Corporate and Scrutiny Management Policy and Scrutiny 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 – Travel & Infrastructure Policy & Scrutiny Committee

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Client Management: Make it York

13 Economy & Place – Environment & Assets Policy & Scrutiny Committee

- Public Realm
- Waste
- Fleet
- Public Protection
- Client Management: YorWaste

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
- Emergency Planning
- 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.

This page is intentionally left blank

Corporate & Scrutiny Management Policy & Scrutiny Committee Work Plan 2016-17

Meeting dates @ 5.30pm	Corporate & Scrutiny Management Policy & Scrutiny Committee Work Plan 2016-17
13 June 2016	<ol style="list-style-type: none"> 1. Attendance of Executive Leader and Deputy Leader to outline Priorities and Challenges for 2016-17 2. Schedule of Petitions 3. Pre-decision report – Guildhall Project 4. Annual Scrutiny Report 5. Ideas for topics for review in this Municipal Year including potential review of elements of the TTIP motion to support the work of One Planet York. 6. Work Plan 2016-17
25 July 2016	<ol style="list-style-type: none"> 1. Attendance of the Executive Member for Finance and Performance 2. Schedule of Petitions 3. End of Year Finance & Performance Monitoring Report 4. Overview report on electoral organisation 5. Update report on procurement activity 6. Future Ways of Working in Scrutiny – update/review and financial implications 7. Work Plan 2016-17
5 Sept 2016	<ol style="list-style-type: none"> 1. Attendance of Executive Leader and Deputy Leader to update on Priorities and Challenges for 2016-17 2. Schedule of Petitions 3. 1st Qtr Finance & Performance Monitoring Report 4. Scoping Report on potential scrutiny review around One Planet York. 5. Scoping report on potential scrutiny review around Peer Challenge review 6. Work Plan 2016-17

7 Nov 2016	<ol style="list-style-type: none"> 1. Schedule of Petitions 2. 2nd Qtr Finance & Performance Monitoring Report 3. Update report on Peer Review Action Plan. 4. Briefing paper on administration of Section 106 agreements 5. Work Plan 2016-17
13 February 2017 (re-arranged from 16 Jan 2017).	<ol style="list-style-type: none"> 1. Report on Air Quality Motion referred by Council. 2. Future Ways of Working In Scrutiny. 3. Scrutiny Review Support Budget. 4. 2nd & 3rd Qtr Finance & Performance Monitoring Report (deferred from November) 5. Schedule of Petitions 6. Work Plan 2016-17
6 March 2017	<p>Post-decision call-in: Disposal of land for proposed Clifford's Tower Visitor Centre</p> <p>CSMC</p> <ol style="list-style-type: none"> 1. Report on Terms of Reference for Proposed New Scrutiny Committees 2. Work Plan 2016-17 including verbal update on One Planet York Scrutiny Review
8 May 2017	<ol style="list-style-type: none"> 1. Schedule of Petitions 2. Update Report on the work of the E-Democracy Task Group (in particular regarding the Customer Relations Management System) 3. One Planet York Scrutiny Review Draft Final Report 4. Update Report on Electoral Arrangements Scrutiny Review 5. Draft Work Plan 2017-18

June / July update report on Section 106 Agreements together with a copy of the simplified public report