

Board and Topic	Rec No.	Recommendations as approved by the Executive on 26 Oct 2004	Update on Implementation of Recommendations as at January 2007
Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004)	1	a) That the appeal and potential benefits of a large 'flagship' retailer in York are acknowledged as a valuable addition to the stores that York already has.	New brand retailers are coming to the City. H & M, Zara, New Look, etc. have all recently established in York in new developments such as Spurriergate. It is considered that the location of a flagship retailer would attract further investment of this kind since shoppers seek key brand names for destination shopping.
		b) That future efforts to develop this type of retailer are supported, if it is viable to do so in view of the other issues that must be taken into account when any such large scale development is proposed.	Planning Officers are in meetings with the land owners Land Securities and are currently discussing their principles and how this fits into the Development Brief and the LDF process. Further consultation with Castle Piccadilly Reference Group will be needed to develop the Castle Piccadilly Area which is the most suitable area to locate a flagship retailer.
	2	a) That the appeal and potential benefits of a primarily food selling retailer in York city centre are acknowledged. b) That future efforts to develop this type of retailer are supported, providing the other planning requirements that must be taken into account for such developments can be satisfied. c) That a large, non-specialist food retailer be sought for the city centre, to serve a broad customer base	The Foss Islands site is currently being cleared and preparation work is underway to develop a new Morrison's Food Store. This
	3	a) That the uniqueness and diversity of York's shops is acknowledged as a particularly appealing aspect of shopping in the city. b) That efforts to promote the city as a shopping venue emphasise this uniqueness. c) That council officers look into how the council's planning powers could be used to encourage new stores to design their shop fronts, so that wherever possible they complement the architecture and character of the building and street they occupy	See 4 a) below
			See 4 a) below
			National planning policy applies PPG 15 Historic Environment , Good design in historic locations. Local policy is also enforced - Shop Frontage in Historic Locations HE6 "Planning permission will be only granted for new, or alterations too the existing shop front in conservation areas or listed buildings where the propose design preserves or enhances the character of the area or building. "

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Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004)	4	a) That the uniqueness of many of York's shops and of some of the events that the city stages (and has the potential to stage in the future) are recognised as a key attraction and selling point of the city.	Shopping is featured in the Official York Visitor Guide and on www.visitryork.org website. Regarding events there is a specific City of Festivals website and events and evening activities are featured in the visitor guide and website.
		b) That efforts to promote these unique shops and events are supported and encouraged, particularly in terms of raising York's profile as a centre for certain specialist interests.	Unique independent shops are promoted through the Shopping Trails leaflet which is purpose designed to highlight the diversity of independent shops in the city. Other information can be found on the Visit York website.
		c) That the success of specialist market events is acknowledged and more widely encouraged	The City Centre Office have a City Centre Events Strategy which highlights the importance of Specialists Markets to York's visitor offer. As an example the Yuletide York promotion in 2006 featured York's biggest ever selection of specialist pre-christmas markets, show-cased in the Yuletide York 2006 promotion.
	5	That the detailed review of the methods in place to raise awareness of which shops there are in York and where these are based is conducted and that this should include a specific focus on improving:	See below:
		i) Signage in and around the city centre.	Signage and banners are used to showcase the City festivals, however more could be done to improve signage in the City Centre itself. This is currently being reviewed.
		ii) Information that raises awareness about the diversity of shops in York and where these are based.	See Section 4a)
	6	That a detailed review is conducted of York's city centre toilet facilities with a view to considerably improving these facilities. This review should include in its considerations:-	A detailed review of City Centre Public Toilet provision is to be carried out in the 2007/08 financial year. This review will address points i) to v).
		i) How to improve the cleanliness and hygiene of the toilets. ii) Reviewing the number and location of toilets including a review of the distribution of users. iii) How to fund improvements to toilets – considering charging for usage on the provision that money made is invested in improving and maintaining facilities.	The toilets in Parliament Square are to be relocated to a new, purpose built-facility which will address some of these issues in the

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Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004)		iv) Staffing – whether any money made from charging for toilets could be invested in staffing the toilets to maintain their upkeep and safety. v) Signage for toilets, including disabled toilets	
	7	a) That officers carry out a detailed review of boarded-up shops and devise and initiate a system for monitoring the number of boarded-up shops in any given street or area in the city centre. b) That officers consider how to reduce the negative appearance of such shops when a build-up of them is identified. These considerations should include looking at the viability of open shops using unoccupied shops for additional window space	50 of the 1100 Retail units in the City centre are vacant as of January 2007. This number is a significant reduction on the 2004 figure of 80 premises. This number allows for choice and churn of retail location and development. This is being explored as a possible initiative should a build-up occur. At the current level of 4.5% , it is not likely that owners would release window space in a market which may mean the shop is only unlet for a short period.
	8	a) That efforts to improve and then maintain the appearance of the city centre by reducing rubbish are fully supported and encouraged to continue.	These three recommendations are being addressed as part of the ongoing review of Street Scene services.
		b) That initiatives to improve the appearance of the city centre incorporate considerations of how the effective usage of bins can be maximised, particularly in terms of using bins that have ash trays in areas where large numbers of smokers are likely to be concentrated. c) That an adequate programme of repair and replacement of litter bins is put in to place	
	9	a) That art in York (in a diversity of forms) is recognised as a valuable way of adding to the attractiveness of the city centre and interest in it.	Initiatives such as the Renaissance project and recently the Illuminating York project have both been successful in encouraging art in to the City Centre especially throughout the evening. The Illuminating York project has introduced world-class contemporary art and cutting edge lighting technology in the City . The "Recovered Light" on the east window and the previous years illumination on the west window of the Minster have been the flagship features in the city. The illuminating York trail has led visitors and residents across the city to appreciate different forms of art and is an attempt to attract people in to the City at night time.

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Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004)		b) That initiatives aimed at bringing more art to the city (where that art adds value and interest to the city's appearance) are supported.	In addition to IlluminateYork we have also carried out research among residents as well as visitors into York's appeal in the evening and would seek to work with retailers and others on developing further a successful evening economy.
	10	a) That the capacity for people to move efficiently and easily around the city centre is recognised as an important factor in helping to make the city appealing to people. b) That support and encouragement is given to initiatives that aim to achieve these goals of efficient, easy movement around the city, initiatives that could include: i) A specific 'city centre shopping' vehicle. The intention would be to examine the use of 'people mover' vehicles made to a sustainable design. ii) Efforts to make it easier for shoppers to transfer larger purchases from one part of the city centre to another (particularly to car parks) and/or via a home delivery service. iii) Efforts to promote York's different shopping venues (the city centre and out of town venues) as opportunities for one large shopping experience, rather than as totally distinct experiences.	<div></div> <div>This is being considered as part of the tender process on the new Park and Ride contract.</div> <div></div> <div>Sustainable Park and Ride services exist that link the city centre to out of town shopping sites; eg 9 to Monks Cross, 7 to the Designer Outlet and service bus 6 to Clifton Moor</div>
	11	That a review of parking charges is fully supported and that this takes into account the following considerations: i) The impact of parking charges on the evening economy.	A major review of parking charges took place in 2004 just before the retail scrutiny committee initially reported. Parking charges are

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Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004)		ii) How the removal of free 'on street' parking spaces are impacting on the number and type of shoppers in certain areas. iii) How to challenge unrealistically negative perceptions of parking charges in the city centre. iv) The impact of the charges specifically on York's peripheral retail streets	Revised parking charges for evening parking in the streets and car parks were introduced in 2004 providing a £2 evening charge for visitors and £1 charge for residents. See above. See above.
	12	a) That full support is given to initiatives aimed at ensuring that pedestrianisation rules on all relevant York streets are adhered to. b) That every effort is made to ensure people are well informed about what York's pedestrianisation hours are and to which streets they apply	The City Centre Office is operational 7 days per week. Advice and information is given to users of the footstreet area and literature relevant to its regulations is available and offered through the office. The City Centre Office has two dedicated Enforcement Officers that patrol the footstreets 7 days per week. First-hand advice is offered to drivers whilst in the zone as well as 'posted out' to telephone enquirers by way of a 'Footstreets Leaflet' that explains the regulations.
	13	a) That any current or future considerations of potential coach drop-off points in or around York city centre include recognition for the need to try and increase footfall to York's peripheral shopping streets. b) That considerations of changes to, or potential new, bus drop-off points also include recognition of this need. c) That consideration is given to how to encourage visitors to enter the city centre from the railway station via Micklegate, which is a peripheral shopping street.	The Local Transport Plan includes specific recommendations for a review of Coach Drop-off points in the city, in the meantime, new updated Coach Parking information has been published and distributed to coach operators to ensure that they have the most up-to-date information on services in York. York has implemented successful coach parking measures for St Nicholas' Fair (the last Transport planners believe that it would not prove effective in introducing signage to direct pedestrians towards Micklegate unless a new visitor attraction was planned. Should that occur, the situation could be reviewed.
	14	a) That the importance of trying to find innovative and effective ways of raising awareness about events, attractions and specialist shopping areas in the city centre is acknowledged. b) That efforts aimed at raising awareness about events and attractions amongst visitors and residents are supported	See section 4a) Specifically for residents we have the Residents First Weekend which remains the most popular annual event with more visitors than ever. With all major events, information is readily available through local media, libraries, other council offices and

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Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004)	15	a) That the need to raise awareness about the location of York's key information points is acknowledged.	We are now at the advance stage of completing the City Centre Map Panels with updated information. Investment in both the Station and the De Grey Rooms Visitor Information Centres has improved customer service and satisfaction.
		b) That efforts to address this issue are supported.	See above.
	16	a) That efforts to build stronger partnerships that recognise the diversity of interests between businesses in the city and City of York Council are recognised as an extremely important way of helping to promote the city and devising strategies which benefit the city's retailers and its prosperity as a whole.	York City Centre Partnership Ltd was launched in October 2005 as an independent company limited by guarantee. There are seven directors, three from the private sector, three from the City Council and one from Yorkshire Forward. The Retail Strategy Group which brings key retailers together with the Leader of the Council and Senior Officers meets three times a year and discusses policies and issues of concern to the retailing community. Representatives are also drawn from streets across the city to form a sixteen-strong Retailers' Forum under the auspices of YCCP.
		b) That partnerships are devised in such a way that they aim to benefit the many different types of retail business in the city.	Consultation is underway to investigate the appetite for a Business Improvement District in the City Centre as a fair way of raising additional funding for added-value improvements.
		c) That initiatives aiming to build stronger partnerships, with a view to achieving more effective city centre management,	See above.
	17	a) That the negative impact that crime, drugs and anti-social behaviour can have on retailing in York is acknowledged.	This is recognised and acknowledged.
		b) That initiatives aiming to tackle these problems are fully supported.	The Retailers Against Crime in York (RACY) Partnership now has 250 members with a manager and is currently developing enhanced
		c) That future work seeking to examine these problems in more detail and identify possible solutions, is encouraged and supported.	
		d) That further information be sought from the Safer York Partnership and relevant groups on the impact that crime, drugs and anti-social behaviour has on retailing in York.	Regular meetings with SYP take place with YCCP to measure the cost of crime and monitor the impact on the retail community.

Scrutiny Comment as of 26 February 2007: The implementation of these recommendations is not complete therefore this review cannot be signed off

Board and Topic	Rec No.	Recommendations as approved by the Executive on 18 April 2006	Update on Implementation of Recommendations as at January 2007
Economic Development and Community Safety Board: Drug and Alcohol Anti-social Behaviour (Review Completed in March 2006)	1	The Board urges North Yorkshire Police to consider its support arrangements for dealing with the city centre, including the re-establishment of a city centre office, as a visible presence in the city centre is a key factor in addressing retail crime and anti-social behaviour resulting	NYP have indicated that they are interested in securing a place either in the new public information centre or the new Hungate offices to improve their City Centre contact arrangements with the public.
	2	Given the evidence that a high proportion of incidents of shoplifting are motivated by drug use, the Board recommends that treatment and rehabilitation services for drug users is given a high priority by the Safer York Partnership and Adult Services.	The Executive noted this recommendation and confirmed that any change in the allocation of resources within the Adult Social Services Dept was a matter for the budget round.
	3	That the Executive writes to the Home Office and to local MPs expressing the Council's disappointment that the courts service has not responded to the Scrutiny Board's request for information, and asking them to seek Government action to foster partnership working.	The Chief Executive communicated this and other similar concerns to local MPs and the Home Office
	4	The Board welcomes the development of the City of York Alcohol Strategy but recommends that it specifically addresses the issues of selling alcohol to people who are already drunk and tackling those who are repeatedly drunk and disorderly on the street.	This aspect of enforcement lies with North Yorkshire Police
	5	a) The Board recommends that the comparative data on the incidence of crime and anti-social behaviour inside and outside the saturation zones is made available to the relevant Executive Member and Advisory Panel 12 months after the introduction of the Licensing Act so that its impact can be assessed. To be timed to fit in with the statutory review required by the Licensing Act 2003.	A report is to be considered by the Licensing Act 2003 Committee on 2nd February 2007 which contains this data. This is the appropriate forum for it to be considered in accordance with the CYC Delegation scheme The report will also be referred to planning committee in accordance with the statutory guidance to the Licensing Act.
		b) The Board recommends that officers explore the option of a follow-up survey carried out with local residents and businesses to find out about their experiences of the impact. To be timed to fit in with the statutory review required by the Licensing Act 2003.	The report referred to above includes details of the public consultation carried out. This includes press reports, website survey, direct mailing and residents questionnaires in city centre wards.

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Economic Development and Community Safety Board: Drug and Alcohol Anti-social Behaviour (Review Completed in March 2006)	6	a) The Board recommends that, as part of the Best Bar None scheme, licensed premises are encouraged to take a tough approach to excessive drinking, in accordance with the regulation not to serve people who are already drunk	a) The Best Bar None scheme is a national scheme with nationally set criteria. One of the assessed criteria involves procedures for dealing with drunkardness.
		b) The Board recommends that, as part of the Best Bar None scheme, a training scheme is developed that will ensure all participating premises meet minimum criteria for supporting staff in dealing with drunkenness	b) All premises which sell alcohol must have trained and certificated personnel. All training courses involve dealing with drunkardness
		c) The Board recommends that, as part of the Best Bar None scheme, a publicity campaign is implemented to raise the public's awareness of the law and that it will be enforced.	c) This has been included in the first years publicity for the scheme. It will be reinforced in subsequent years.
	7	That information is disseminated, through the Licensing and Regulation department, to be displayed in licensed premises and taxis that gives information about alcohol units and contact details of support agencies for people with drug and alcohol problems.	This work has been done in partnership with the PCT, York Alcohol Advisory Service through the York Alcohol Strategy Group. Work includes media campaigns in the press, posters in buses, mailing to major employers for distribution to employees, info in public places such as GP surgeries, dentists, bars, clubs etc. Taxis have not as yet been included.
	8	That the Executive lobbies the Government and local MPs to establish a national Alcohol Arrest Referral Scheme which would result in more opportunities for the treatment of alcohol-related offenders.	See (3) above
	9	That the Executive lobbies the Government and local MPs to request that the negative price differential between alcoholic and soft drinks is addressed in order to	See (3) above
	10	The Board recommends that, as part of the CCTV system upgrade, the Council takes a proactive role in seeking to close key gaps in the system e.g. Rougier Street and Toft Green and encourages businesses and taxi operators in York to contribute to the cost of CCTV cameras in their locality.	This was taken into consideration when negotiations took place in respect of extending and improving the CCTV network
	11	That the issue of domestic abuse related to alcohol use and binge drinking is taken up as a separate scrutiny review.	No topic on this subject matter has been registered for consideration by SMC

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Economic Development and Community Safety Board: Drug and Alcohol Anti-social Behaviour (Review Completed in March 2006)	12	That, as part of the Best Bar None initiative, the confiscation of false identification is mandatory and action is taken against young people who repeatedly try to buy alcohol with false IDs.	This is not part of the The National Best Bar None Scheme so cannot be included as part of that initiative. Licencees have no legal authority to confiscate fake ID's . The North Yorkshire Police are however looking to address the issue of action against underage purchasers.
	13	That the Executive Member for Children's Services and the Safer York Partnership explore the option of ongoing funding being made available for young people to receive accurate information on alcohol units and the effects of alcohol/drug use that is delivered in the most effective learning format for them.	The Executive noted this recommendation and confirmed that any change in the allocation of resources within the Adult Social Services Dept was a matter for the budget round.
Scrutiny Comments of 26 February 2007: The implementation of these recommendations is not complete therefore this review cannot be signed off			

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 January 2006	Update on Implementation of Recommendations as at January 2007
Environmental & Sustainability Scrutiny Board - Sustainable Energy Use In Council Buildings: Energy Use, CYC and Display (Review Completed in July 2005)	1	<p>Accepts the 'proposed way forward' outlined in the report, and approves the establishment of a Management framework that includes:</p> <ul style="list-style-type: none"> i. The identification of an Executive Member with overall responsibility for energy and water management. ii. The identification of the Corporate Landlord (Energy Manager) as the senior officer in the council for energy and water management issues. iii. The creation of an Energy and Water Management Group (EWMG) chaired by the Corporate Landlord (Energy Manager) and comprising appropriate representatives from all Directorates. iv. The identification of partners and agencies that can act as advisors to the Council (EWMG) and provide support to the process when required. v. The adoption of performance indicators that enable the Council's performance to be measured and benchmarked against best practice, both internally and externally to CYC vi. The reporting of the Council's energy and water management performance to members on a regular basis (Appropriate EMAP or Executive) and to the Corporate Asset Management Group (CAMG) 	Executive Member with overall responsibility for energy and water management established (Andrew Waller) supported by the Energy Champion (Cllr Vassie)
			Energy Manager established (Gary Christie) representing the Corporate Landlord
			EWMG chaired by Gary Christie with representatives from all directorates. Met three times in 2006 tasked with developing energy policy, funding issues, promotional activity, green tariffs etc.
			Links to the EWMG set up with Energy Advice Centre, Carbon Trust, CREATE, and Energy Efficiency Accreditation Scheme.
			Nominalised Performance Indicators utilised to identify best practice. Monthly league tables produced to target poorly performing buildings. Performance indicators calculated for the Asset Management Plan.
			Draft report 'Energy Use in Council Buildings' compiled dated January 2007 with the intention to report to members on policy and strategy through the Executive. On financial investment matters report will be through CAPMOG.
	2	The EWMG prepare an Energy Policy Statement for the City of York Council	Draft Energy Policy statement prepared through consultation with the EWMG and forms part of draft report 'Energy Use in Council Buildings'
	3	<p>The EWMG prepare an Energy and Water Management Plan in line with the following key principles:</p> <ul style="list-style-type: none"> i. The key driver to energy and water management is identified as the need to protect the environment in which we live and make a positive contribution to meeting the national and international climate change obligations of the UK. 	Draft strategy forms part of the report 'Energy Use in Council Buildings'
			Forms part of the Energy Policy detailed in the report 'Energy Use in Council Buildings'

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Environmental & Sustainability Scrutiny Board - Sustainable Energy Use In Council Buildings: Energy Use, CYC and Display (Review Completed in July 2005)		ii. It is recognised that to deliver the Energy and Water Management Plan, it must be considered within the context of the council's finite financial and human resources.	Forms part of the report 'Energy Use in Council Buildings'
		iii. The Plan is to be developed as a corporate document that recognises and encourages input from all services within the council and in leading by example promotes the City of York Council as the lead agency in the City.	Forms part of the report 'Energy Use in Council Buildings'
		iv. Wherever possible the Council will work with partners and other agencies to investigate and adopt acknowledged best practice within the industry.	Work and consultation with the Energy Advice Centre, Carbon Trust, CREATE and Energy Efficiency Scheme.
	4	Members approve expenditure totalling £7,950 to support the DISPLAY campaign (£7,200) and the annual subscription to Energie Cités (£750), to be funded from council contingencies.	Collection/verification of fuel monitoring data, Site specific improvements identified, printing and publication of Display Posters undertaken as approved expenditure. Membership fees to Energie Cites also maintained. Further buildings to be included in 2007/08.

Scrutiny Comment as of 26 February 2007: The implementation of these recommendations is not complete therefore this review cannot be signed off until after the Executive has considered the policy on 'Energy Use in Council Buildings'.

Board and Topic	Rec No.	Recommendations as approved by the Executive on 6 December 2005	Update on Implementation of Recommendations as at January 2007
Leisure & Heritage Scrutiny Board: Putting Libraries at the heart of the Community (Review Completed November 2005)	1	The Council will reorganise working arrangements (including the use of self-service technology) to ensure safe and effective working arrangements	Staffing restructure has reduced single staffing. The possibility of self issue is being investigated and costed
	2	The Council will review the core capabilities and skill profiles of all posts	The staffing restructure has provided a radical new structure with new job descriptions for all staff
	3	The Council will clarify the roles and responsibilities of all staff	The staffing restructure clarifies roles and responsibilities of all staff. There will be inductions for all staff in their new roles from April 07
	4	The Council will review recruitment and selection procedures to encourage a wider range of people to apply for vacant posts	This will be investigated in April 07 once the new structure is up and running
	5	The Council will institute staff training in: · Cultural diversity· Working with children and young people· Supporting people's use of ICT· Leadership and management · Supporting lifelong learning· Reader development· Customer focus · Possibility thinking	Cultural diversity training has taken place - delivered through Future Prospects key staff have been on the national leadership course. All staff have taken part in a cultural change programme delivered by Go MAD - which is about business improvement through transformed thinking. future Prospects are delivering stage 2 of IAG training to key staff which will lead to NVQ level 2 in Advice and Guidance. We plan to deliver training to all staff in 07/08 around working with children based on the national programme Their Reading Futures.
	6	The Council will develop a plan to replace the Central Library	A group has been set up with library staff and some critical friends looking at how the space in the central library is used.
	7	The Council will implement the library asset management plan after consultation and when approved by EMAP	We have been successful in securing capital funding in partnership with Adult and Community Education to refurbish and extend Acomb library. We will be putting in a bid to the Big Lottery to refurbish and extend Tang Hall library
	8	The Council will develop a plan to implement the concept of library learning centres	We have been successful in securing capital funding in partnership with Adult and Community Education to refurbish and extend Acomb library. We will be putting in a bid to the Big Lottery to refurbish and extend Tang Hall library
	9	The Council will undertake consultation with users and with the different communities the library serves, both geographic and interest as well as age.	This will happen in 07/08
	10	The council will write a comprehensive stock policy that identifies the gaps in our collections.	This will happen in 07/08

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Leisure & Heritage Scrutiny Board: Putting Libraries at the heart of the Community (Review Completed November 2005)	11	The Council will investigate innovative use of IT – such as RFID technology to improve service delivery.	This will happen in 07/08
	12	The Council will design service delivery around the promotion of reading rather than books.	The new staffing structure sets out staff roles in this area - 07/08 will be about delivering it. Refurbishment at Acomb will incorporate this into the design of the layout
	13	The Council will further develop the partnership with ACE to deliver the concept of library learning centres.	This work is ongoing and fits into the new building at Acomb with both staffs working together
	14	The Council will identify key partners and build strategic partnerships.	We have identified Youth Services as a key partner and we will be developing that relationship. The new structure identifies other key partners and allocates responsibility for building partnerships
	15	The Council will further develop partnership working with other libraries in York	We are a member of York Libraries Forum and will be taking a more active role in 07/08
	16	The Council will put in measures to increase access to the Library Service. This will benefit the City as well as meeting key performance indicators regarding number of visitors and opening hours.	This will happen in 07/08
	17	The Council will demonstrate how the library service can contribute to the Council's 8 corporate aims	This will happen in 07/08 - once the new structure is in place.
Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions			

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Leisure & Heritage Scrutiny Board - Access to Archeology (Review Completed October 2004)	1	That the Council should encourage the redrafting of the supplementary planning guidance currently being undertaken by the City Archaeologist and that the Scrutiny Board should be consulted in the process.	A revised date of June 2007 has been set for completion of consultation draft due to work required on Planning Inquiries and major planning applications since July 2005 *
	2	That the Council should develop stronger partnerships with external bodies and organisations in the archaeological field, in order to bid for funding for better public access to existing site records and information	Oxford ArchDigital have been appointed to produce an on-line Historic Environment Record. Provisional go-live date set for April 2007 *
	3	That archaeology and heritage should feature more heavily in the Council's corporate objectives	No progress has been made in this area to date.
	4	That the Council should examine ways of developing a comprehensive heritage strategy in order that both residents and visitors can benefit from York's rich heritage (including above ground historic fabric).	This is a huge venture which may be considered with other related strategies. Cllr Hogg previously raised the issue of a possible scrutiny topic on Cultural Tourism, but to date no topic has been registered
	5	That the Council should examine ways of linking education and heritage more closely in order to take advantage of York's rich heritage within the school curriculum	The Learning City Initiative Forum has been set up for all heritage providers, meetings are held twice a year *
	6	That the City of York Council should examine ways of establishing an education heritage forum in partnership with other stakeholders	Meetings are taking place to address these issues.
	7	That the Council supports the bid for a community archaeologist currently being made by the York Archaeological Trust	Two years completed of 5 year HLF funded project. *
	8	That the Council explore the possibility of future funding for the post of community archaeologist after the initial five years of term (depending upon the success of the bid).	Two years completed of a 5-year HLF funded project. Community Archaeologist Jon Kenny is in post managed by the YAT. Recommended that he be invited to give an update to SMC in Autumn 2007 *
	9	That the Council should make a greater commitment to public access to archaeology in York (in terms of both physical access and information). York should improve its Sites and Monuments Record, making it accessible to the public and allocating sufficient resources to maintain it to a standard commensurate with the city's standing as a heritage site of international importance	Oxford ArchDigital have been appointed to produce an on-line Historic Environment Record. Provisional go-live date set for April 2007 *

Scrutiny Comment: Those recommendations with a * could be signed off as the update information appears to address all of the agreed actions

Board and Topic	Rec No.	Recommendations as approved by the Executive member for Environment & Sustainability on 17 May	Update on Implementation of Recommendations as at January 2007
Commercial Services Scrutiny Board - The cleaning of gullies, gutters, footpaths and back lanes in terraced streets (Review Completed May 2005)	1	In order for the Board to judge the effectiveness of recent changes to the gully cleansing regime Members of the Commercial Services Scrutiny Board wish to receive quarterly reports:	To be reviewed as part of the Neighbourhood Services restructure and the Neighbourhood Services EMAP.
		i) Showing Any changes in the level of complaints related to gully cleansing with comparative data for the same period prior to the changes being implemented.	There has been no significant changes in the levels of complaints. A slight downward trend has occurred. 2005 July - December 232 complaints. 2006 July - December 218 complaints.
		ii) Such reports should commence upon approval of this report and continue for a period of not less than 1 year.	Will be reported 6 monthly as a minimum.
	2	That Commercial Services officers consult with officers in the Neighbourhood Pride Unit to assess the feasibility of informing residents, through Your Ward newsletters, of their role in gully cleansing and placing notice of gully cleansing dates when parked vehicles should be removed before cleansing takes place. This measure should be additional to notice served direct to householders.	It was decided to revisit this issue if extra advance signing did not have the desired effect. To date the placing of large information signs 7 days in advance of the works, at each end of the streets to be cleaned, has reduced the problems with parked cars. It was felt that by publicising the dates too far in advance of the work, residents would forget when the cleaning work was due.
	3	That officers in Commercial Services present jointly drafted reports with officers from Street Environment and presented on a quarterly basis advising Members of: <ul style="list-style-type: none"> ▪ The position in respect of wrongly presented waste in key terraces prior to the introduction of luggage labels ▪ the impact in their view of the introduction of the luggage label system 	To be reviewed as part of the Neighbourhood Services restructure and the Neighbourhood Services EMAP.
	4	The Board consider that the specific issue of improving recycling facilities for terraces should be better addressed and propose the following short term and long term solutions:	The is being covered as part of the waste review. One of the priorities for the Council, headed up by John Goodyear, Assistant Director, Neighbourhood Services as champion.
		a) Terraced Streets where the properties have forecourts should be issued with green boxes; subject to service availability.	Part of the review. Vehicle access into some streets need further consideration.
		b) The broader issue of recycling and terraced streets should be considered as part of the Boards next scrutiny topic and the Disabled Persons Advisory Group should be key consultees.	Part of the review of Neighbourhood Services.

Board and Topic	Rec No.	Recommendations as approved by SMC on 23 October 2005	Update on Implementation of Recommendations
Commercial Services Scrutiny Board - The cleaning of gullies, gutters, footpaths and back lanes in terraced streets (Review Completed May 2005)		c) This recommendation should be included in the plans for the enhanced waste management scheme to be launched this autumn.	The review is scheduled to finish by this Autumn and be part of next years budget proposals.
	5	That in terraced streets only, Officers in the waste collection crews should be allowed to collect a minimal amount of side waste where the amount meant is at the discretion of the senior officers within the service. Where side waste exceeds this amount. Officers in the waste collection crews should immediately label the waste as excess and alert Street Environment Officers so that they can remove the waste trace the owners and begin legal enforcement procedures.	The review is considering a standard policy for the whole City.
	6	That the first stage warning letter sent out to residents mispresenting waste be amended to include a paragraph with wording to the effect, " where relevant, if your household thinks your bin size capacity is too small, you may be eligible for a larger capacity wheeled bin. See (paragraph to be inserted recommending the bin sizes available to residents with a note of number of adults each bin should serve.) Should you require more information about this please contact your Street Environment Officer.	This has been passed to the Street Environment Officers for inclusion.
Scrutiny Comment as of 26 February 2007: The implementation of these recommendations is not complete therefore this review cannot be signed off until after the review of Neighbourhood Services is completed			

Board and Topic	Rec No.	Recommendations as approved by SMC on 23 October 2005	Update on Implementation of Recommendations
Environmental & Sustainability Scrutiny Board - Take-Aways; Powers of Enforcement (Review Completed October 2005)	1	The Environment and Sustainability Scrutiny Board would welcome the positive contribution that the success of the penalty notice support bid would make to addressing these issues.	
	2	A multi-agency access database containing details about all individual take-away properties should be created. Such details should be in the form of notes on disturbance, environmental health issues, actions taken to ensure compliance etc and updated by licensing, planning, environmental health and the community police as appropriate. This should be maintained to ensure that it remains current	
	3	Under Section 17 of the Crime & Disorder Act 1998 this information could, and should, be shared with North Yorkshire Police. This would allow Police Officers to assist in the collecting of evidence about late-night activities. The Environment and Sustainability Scrutiny Board would welcome the positive contribution that the success of the IT bid would make to addressing these issues.	
	4	That activities be coordinated between all relevant City of York Council Departments (including Street Environment, Environmental Protection Unit, Planning Enforcement and Licensing Officers); especially at the point of determining which enforcement regime would be most effective. Working practices need to be agreed and joint training sessions considered where relevant, to avoid duplication or unwitting interference in each other's cases.	
	5	That the Assistant Director in responsible for the Planning and Enforcement Team be instructed to review risk assessments carried out for all aspects of the officer's duties and to thereafter produce appropriate working practice agreements in consultation with the appropriate Officer In Human Resources.	

Board and Topic	Rec No.	Recommendations as approved by SMC on 23 October 2005	Update on Implementation of Recommendations as of 26 February 2007
Environmental & Sustainability Scrutiny Board - Take-Aways; Powers of Enforcement (Review Completed October 2005)	6	An official vehicle should be available during the day, or close parking provided for the on-call officer's personal vehicle. Council owned transport should be provided if the officer is working a night shift. Both marked and unmarked vehicles should be available, as required; especially for out of hours working.	
	7	That Planning Enforcement Officers be enabled to process their own prosecutions, that at least one Planning Enforcement Officer to undergo formal Court Training in order to support this.	
	8	That an investigation should be undertaken to assess which other officers are able to supplement the Planning Enforcement team.	
	9	Officers should be equipped with the necessary tools to undertake their work. The present level of equipment between departments is variable. Equipment should be assessed to meet the needs of the work and ensure equality of access between equivalent areas of work	
Scrutiny Comment as of 26 February 2007: The implementation of these recommendations is not complete therefore this review cannot be signed off			

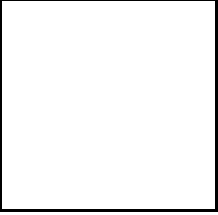
Board and Topic	Rec No.	Recommendations as approved by SMC on 23 October 2005	Update on Implementation of Recommendations as of 26 February 2007
Resources Scrutiny Board - Sustainability & Social Responsibility in Procurement (Review Completed June 2005)	1	<p>As a result of its investigations, the board identified the following key themes that it would want to be reflected in the Corporate Procurement Strategy:</p> <ul style="list-style-type: none"> i) The board supports the use of local suppliers where possible, in order to acknowledge the importance of keeping jobs and money in the York area ii) The board wishes to highlight the need for a mixed economy of suppliers iii) The board want the use of Fair Trade products to be encouraged, particularly as the Fair Trade mark is the only one that can guarantee to the customer that goods have been fairly traded. iv) The board want ethical suppliers to be encouraged, i.e. suppliers that have policies in place regarding health and safety, trades union membership and environmental issues, although the board recognised that this may not be achievable for smaller supplies v) The board concluded that a cultural change was needed within the Council regarding the voluntary and third sector in order to break down internal barriers to trade. Early consultation with the voluntary and third sector is needed and tendering processes need to be simplified. 	<p>These comments and concerns are being addressed through the on-going development of the CPS and other key development work now in hand to address the improvements needed at the Council in respect of procurement policy and practice across the whole organisations. Long term sickness absence and other staffing issues within the Corporate Procurement Team in 06/07 to date have delayed work on the CPS. A revised timetable for this work has been agreed with the Executive Member for Corporate Services following the recent re-structure of procurement functions within Resources. The new team will be in place from 1 April 2007 and work to deliver the strategy will be prioritised with a view to reporting to Members after the May elections. In the meantime a number of the matters raised through the scrutiny review have been addressed in terms of the practical arrangements and processes used for tendering and working with suppliers, including Fair Trade arrangements, the use of pro-forma documentation, standard terms and conditions and pre qualification questionnaires to establish the financial standing and ethical credentials of potential suppliers.</p> <p>In addition the Council's financial regulations and procurement rules have been significantly revised as part of the new Constitution (including all financial thresholds and bandings) and the District Auditor has confirmed they are now consistent with what they would expect to see at a Level 4 (Excellent) authority for CPA assessment purposes.</p>
		vi) The board agreed that cutting costs is not incompatible with sustainable procurement. A key point is that the specification should promote and ensure compliance with the objectives of sustainable procurement	Other key development work now well underway includes: a/ the preparation of a procurement manual for practitioners - this will set out the practical steps commissioning departments will need to go through in procuring supplies and services and be fully referenced to the CPS to ensure local actions and decisions are
		vii) The board felt that the Council should use its influence in organisations of which it is a part, such as the Yorkshire Purchasing Organisation (YPO), to encourage the procurement of sustainable and Fair Trade products	

Board and Topic	Rec No.	Recommendations as approved by SMC on 23 October 2005	Update on Implementation of Recommendations as of 26 February 2007
Resources Scrutiny Board - Sustainability & Social Responsibility in Procurement (Review Completed June 2005)		viii) Processes for promoting engagement with suppliers. Members were interested in how the Council's procurement procedures could facilitate the greater involvement of suppliers. It proposed that the following steps be pursued:-	
		a. That a review of the banding procedures take place in relation to the legal and financial limits;	
		b. That E-enabling is promoted and the number of enquiries from suppliers via the web site increased	
		c. That an open day for potential suppliers be held as an opportunity for the Council to explain how to contract with York. Building partnerships with firms interested in contracting is especially important, as the instability of contracts was of concern to some firms whom the board spoke to.	c/ the introduction of a new Supplier Contract Management System - this system is currently being introduced and when fully operational will allow the authority to manage all Council's contracts (adverts, awards, registers, approved lists etc) through one system and provide an e-enabled interface for external suppliers to find out what contracts are up and coming, what awards have been made and to whom and how to register onto an approved list. This initiative is being taken forward as part of a regional solution in conjunction with the regional Centre of Excellence and is recognised as a best practice solution in compiling contract data, contract management and renewal and providing transparent and timely information (and system acknowledgements) to the supplier community. In the longer term, it will also allow the Council to think more strategically across the piece in terms of contract solutions, as it will highlight where and when contracts may be coming up that could generate economies of scale across authorities or indeed regionally if appropriate. Once the new SCMS system is tested
		d. That contact is maintained with potential suppliers by ensuring that all enquiries are acknowledged and the system of procurement is promoted	and fully operational and open day event will be scheduled for suppliers in association with the local Chamber of Commerce. d/ the development of a Strategic Procurement Programme that will sit as a discrete plan for practical management purposes within the Council's Efficiency Programme. The work to finalise the Programme is currently in hand and it is hoped this will be ready for approval by Members shortly with a view to the Programme going live from 1 April 2007.
Scrutiny Comment as of 26 February 2007: The implementation of these recommendations is not complete therefore this review cannot be signed off			

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007
Confidentiality & Transparency Scrutiny Panel (Review Completed January 2006)	1	That the use of confidentiality in tendering and contracting for high-risk procurement is reconsidered as a topic for scrutiny within two years of the completion of the restructuring of Property Services.	Approved - referred back to Scrutiny Management Committee for consideration in accordance with new agreed procedures for registration of new scrutiny topics.
	2	The Panel recommends, in order to improve transparency of practice, that the opportunity of the Constitutional Review be taken to achieve consistent standing orders for all Council bodies, to establish conventions for Officer contributions to Committee business, and to review the	Standing Orders and the terms of reference for the Urgency Committee have both been reviewed as part of the review of the Council's Constitution to achieve consistency where possible but recognising the quasi-judicial function of some committees. Officers will keep the operation of Standing Orders under review and propose The terms of reference for the Urgency Committee now includes a definition of decisions which are considered appropriate for consideration by this committee.
	3	The Panel recommends, in relation to the <i>Statement of Community Involvement</i> , that	The Statement of Community Involvement (SCI) has been finalised and the comments of the panel were considered.
		a) The comments of individuals as well as groups be sought, and reasoned argument analysed	a) The SCI relates to both individuals and groups setting the standards of engagement for all
		b) Increased 'marketing' of the consultation exercise be undertaken, to improve response rates	b) With any consultation exercise the Council endeavoured to maximise the response rate. The level and form of consultation reflected the resources available. The document is subject to three stages of consultation, when this is considered over five documents it equates to 15 consultations within 3 years.
		c) Established representative groups be targeted, but with clear invitations to respond being extended to the widest range of interested parties	c) Agreed - this has been done
		d) The communication networks of city employers be used, to encourage employees to participate as individuals or groups, at their choice	d) Agreed – this has been done.
		e) The use of independent facilitators be encouraged for consultations on specific schemes	e) This has been used on a number of major schemes such as Castle Piccadilly and Hungate but has resource implications that would need to be considered in each case.
		f) The public benefit of <i>S106 agreements</i> , both locally and city-wide, be clearly articulated in the presentation of planning decisions	f) This can be done but must be in the context of commercial sensitivity and would need to take into account the provisions of the Local Government Act 1972 Schedule 12 (as amended).

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007								
Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)		g) That the disbursements and outstanding balances of <i>S106 agreements</i> be shown in the financial accounts at the fiscal year end and published in the local press	g) In line with the accounting Statement of Recommended Practice these figures are already provided. For 2005/06 they are shown as Developers Contributions at Note 24 to the Consolidate Balance Sheet on page 63 of the annual Statement of Accounts. From these figures it can be shown that: <div>£'000s</div> <table><tr><td>Opening Balance</td><td>2,770</td></tr><tr><td>In Year Expenditure</td><td>-2,336</td></tr><tr><td>In Year Income</td><td><u>3,273</u></td></tr><tr><td>Total =</td><td>£ 3707</td></tr></table> The Council's Statement of Accounts are considered by Full Council and are available to residents and other stakeholders either in a printed form (for which a small charge is normally levied) or via the council's website. In addition, each year a public notice is placed inviting individuals to inspect the accounts, such queries could include the breakdown of developers contributions which are currently held of have been applied. As such the publication of additional isolated details is not supported at this time.	Opening Balance	2,770	In Year Expenditure	-2,336	In Year Income	<u>3,273</u>	Total =	£ 3707
	Opening Balance			2,770							
	In Year Expenditure			-2,336							
	In Year Income			<u>3,273</u>							
	Total =			£ 3707							
		h) The inclusive engagement of the public in the planning process be developed through improved communication by the Council, especially through a ' <i>No Surprises</i> ' policy .	h) Agreed but suggest this is addressed through a review of procedures undertaken for processing planning decisions rather than developing an additional policy.								
	4	The Panel recommends that, in relation to high-profile planning applications									
		a) The Development Control department publish the criteria for reference, by any party, of such applications to <i>Government Office</i> for determination	a) The Secretary of State has the power to call in planning applications. It is entirely within his discretion whether or not an application is called in although there are several categories which are liable. This may make it difficult to produce a definitive criteria.								
		b) Public education in the planning process be sustained	b) Agreed, however this will have HR & Finance resource implications therefore this recommendation to be supported in so far as it cab be achieved within existing budget allocations..								
		c) The professional role of Development Control officers be carefully explained when formal and informal advice is given to applicants, and when planning committees receive advice	c) Agreed								

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007
Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)		d) Members should declare, at Committee, their other relevant Committee memberships	d) Members are required to make declarations of any personal or prejudicial interest at the commencement of any committee meeting. However, membership of another committee does not of itself represent a personal or a prejudicial interest. Such additional declaration could lead to confusion as to the nature of the declaration. Membership of committees is a matter of public record and is now more widely available to the public through the electronic committee management system which publishes this information on the Council's web site.
	5	The Panel recommends that, in relation to current developments in the planning system,	
		a) The City of York Council accord to the completion of the <i>Local Development Framework</i> the first priority, in order to achieve the essential robust and stable planning environment for the city	a) Agreed - The Executive recognises the importance of the LDF. However, the City may - for example as a result of economic change - on occasions be faced with the need to act promptly to secure jobs in the city. Factors like these will continue to be taken into account in allocating resources and priorities
		b) Local area development plans and management plans should be expected to preclude new proposals arising only from unanticipated funding allocations	b) "Unexpected" proposals arising out of unanticipated funding allocations will be determined in accordance with the existing planning policy framework.
		c) The Executive Member for Resources should not be a member of any planning committee	c) Any member of any committee is required to consider what, if any, declarations need to made at the commencement of a any committee meeting. In addition members must also consider whether there previous involvement in a matter is such that they may be deemed to have "prejudged" the issue. It is therefore dealt with on a case by case basis. Whilst this may be more pertinent for certain members in certain roles eg the Executive Member for Resources in a planning context it applies equally to all members. As such to ensure consistency the Council could not implement this recommendation without undertaking a review of membership of all committees. This may impact on the ability of minority parties to participate in committee decisions.



Therefore this recommendation is not approved - Allocation of individuals to committee places will continue to be the responsibility of the party groups. Individual member of all committees will continue to declare any interests that they may have on any item being discussed and - if necessary - they will leave the meeting when such a matter is being considered.

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007
Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)		d) Development in which the Council has an interest should continue to be considered under identical processes to those covering private interests	d) Agreed
		e) The importance attached to design quality should be reinforced by the appointment of an independent professionally qualified <i>Design Champion</i> for York.	e) It is acknowledged that this has been successfully pursued by other important historic cities such as Edinburgh, but the Executive would wish to see a seperate report produced on this option. In particular it would wish to understand the resource implications of such a move. Recommendation therefore deferred until such a report can be considered and approved by Full Council
		f) Performance monitoring should include systematic surveys of regular users of the planning system.	f) Agreed this should include plan making as well as development control.
		g) If as a result of the Government's consultation on planning fees, the level of fees is raised, the income from this should be 'ring-fenced' for the processing of applications, compliance and enforcement of planning conditions.	g) The Head of Finance advised that the ring fencing of income in this manner should not be supported. While the local development framework is undoubtedly an important requirement for York, as with any service area its funding needs to be considered and assessed against the other pressures and priorities which the council faces in the short to medium term. Such decisions need to be undertaken as part of the council's annual budget process. It should be noted that at its meeting on 16 th January 2007 the Executive recommended to council that the 2007/08 to 2009/10 budgets should contain the following additional funding for the local development framework and related works.

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007
Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)	6	The Panel recommends in relation to presentations a) That the Council's Code of Good Practice for Planning Committee Members be reviewed by Planning Committee (with appropriate input from Standards Committee), as part of the Constitutional Review	a) This was not included in the Review of the Constitution but could be undertaken by Democratic Services in conjunction with planning officers. Standards Committee should be consulted to ensure any amendments to the Code are in line with the Members' Code of Conduct which is also likely to be amended shortly. If this recommendation is approved there will be resource implications for both Democratic Services and City Strategy in terms of allocation of officer time to undertake the review. Therefore, in the absence of any evidence to substantiate shortcomings in the existing code, the Executive did not approve this recommendation
		b) That where a presentation is given in support of an application, it should also be open to non-participating observers	b) Agreed
		c) Where the developer has made a presentation to the Planning Committee an opportunity should be afforded to objectors to arrange a comparable presentation by objectors.	c) This would be difficult to facilitate given that there is a limited number of applicants who usually have professional representatives whereas there are often a large number of objectors who are rarely represented. The purpose of such presentations is to enable applicants to clarify details of complex applications and it is agreed that recommendation 6 (b) is therefore appropriate. However, if this recommendation is implemented it would create an adversarial approach to such presentations which could become akin to the public inquiry process which is a separate procedure. Therefore, the Executive did not approve this recommendation. However, the Executive recognised that the current practice where on occasions objectors have been given the opportunity to present their views in a less structured way than occurs at a formal planning committee, should remain an option for the Committee chair to consider
	7	The Panel recommends, arising from its consideration of the Brief and outcomes at the Rawcliffe Grange site a) That a Development Brief, adopted as Supplementary Planning Guidance, should be required for all sites where development may be undertaken in stages	a) Planning briefs are more generally prepared for all major sites in the City. If Members wish more briefs to be prepared then sufficient resources will be needed to facilitate this work. Recommendation not approved

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007
Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)		b) That Development Briefs should have the involvement of all relevant officers to ensure that the brief is robust	b) Agreed. A “development team” approach is adopted in preparing planning briefs that involve all relevant officers from the outset through to planning submission and beyond.
		c) That the current (November 2005) definition of ‘ <i>pepper-potting</i> ’, as described above, should be applied to all developments	c) Pepper potting is already applied to all substantial developments as included within the CYC Affordable Housing Advice Note, June 2005 and as required with the Affordable Housing Plan.
		d) That Supplementary Planning Guidance be developed and adopted as regards energy and water efficiency in new dwellings, to incorporate measures to reduce the use of energy during construction and during the lifetime of the building	d) We are in the process of producing guidance to support the Local Plan Policy on Sustainable Design and Construction. This will also be covered within the LDP
		e) That the Council’s Development Control department define the difference between socio-economic sustainability and energy efficient sustainability, as part of the ‘Sustainable City’ objective as set out in the Council Plan, and publicise the definitions	e) This task ought to be undertaken by the Council’s sustainability officer. Any definition should reflect the definition of sustainability set out in PPS 1 and “Securing the Future” the government’s national strategy. This should clarify the different strands (social, economic, environmental and resource efficiency) that make up the definition of sustainable development.
		f) That the boundary between any proposed development and existing properties should be considered carefully and developed in such a way as to define responsibilities for maintenance	f) Agreed – maintenance should be clearly addressed in any development brief. For major sites one key person is responsible for overseeing the process and managing relationships between the developer (s) and the local residents/businesses. This the approach that has been taken to sites such as Germany Beck, Metcalfe Lane and Heslington East. In addition community liaison groups have also been sent up in these cases.
		g) That the density of new developments should be detailed in the Development Brief, and that such densities should be adhered to. Whilst recognising the requirements of PPG3 all new development should blend in with the surrounding area, rather than meet the requirements of PPG3 and be inappropriate	g) A development brief can clearly set minimum densities and in some cases maximum to reflect known constraints but it would be inappropriate to include an exact figure. The density of any development is the product of detail consideration of all the factors relating to urban design. This can only be done at the Master Planning stage.

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007
Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)		<p>h) That for any development requiring a Development Brief, a Liaison Panel be required. This should detail one key person responsible for overseeing the process and managing relationships between the developer(s) and the local residents/businesses. This person should be nominated by the Director with responsibility for Development Control, and should be independent of the Case Officer</p> <p>i) That the Area Enforcement Officer should be involved in the determination of the various conditions recommended by officers, to ensure enforceability. The Area Enforcement Officer should also be in attendance at relevant planning committee meetings to advise on any modifications or original conditions that members might suggest.</p>	<p>h) Agreed. This is currently nominated through the City Development projects team who co-ordinates a cross directorate project working group and liaises directly with the developer and agents.</p> <p>i) Agreed</p>
	8	<p>The Panel recommends that, in the course of the Constitutional Review,</p> <p>a) The availability of the <i>Whistle-blowing</i> Policy of April 2005 should be publicised</p> <p>b) There should be a <i>Whistle-blowing</i> Policy specific to members of the public</p> <p>c) There should be specifically designated <i>whistle-blowing</i> advisers to whom the complainant can be addressed. There should be at least one adviser per Directorate</p> <p>d) There should be additional procedures for Elected Members, consistent with the objectives of the Public Interest Disclosure Act 1998</p> <p>e) Such procedures should be cross-referenced to the <i>Whistle-blowing</i> and Complaints procedures.</p>	<p>a) The Council's whistle blowing policy is to be the subject of further review and will be re-published through employee newsletters including reference to its basic content and where the procedure can be accessed.</p> <p>b) This can be considered as part of the further review and this work is now ongoing.</p> <p>c) The current policy includes the names and designation of officers to whom whistle blowing complaints can be made.</p> <p>d) The procedure already applies to Elected Members, therefore the Executive believes that there are already sufficient opportunities for elected members to raise issues without recourse to expensive whistle blowing process - Recommendation not approved</p> <p>e) As part of the review of the Complaints Procedure and the further review of the Whistle blowing procedure consideration can be given to how to cross reference the two procedures but also having regard to the need to ensure that the public have clarity about how to raise any concerns.</p>

Board and Topic	Rec No.	Recommendations as approved by the Executive on 17 February 2006	Update on Recommendations as approved by Executive on 13 February 2007
Confidentiality & Transparency Scrutiny Panel (Review Completed January 2006)		f) The annual report referred to in the <i>Whistle-blowing</i> Policy should be submitted to both Personnel Committee and <i>Standards Committee</i> .	f) Agreed the Constitution can be amended to require an annual report to Standards Committee and possibly to Audit and Governance Committee.
	9	The Panel recommends that a) An approach similar to that of the HR Strategy be adopted by other Directorates in developing their forward plans b) Personnel Committee review the arrangements for officer induction, and for the provision of a staff handbook setting out approved Council-wide policies, additional to material provided by individual directorates.	a) The Council has, through the development of its corporate strategy, identified 13 priorities one of which is to improve leadership at all levels to provide clear, consistent direction to the organisation. The Council champion for this priority will be developing a corporate set of values and behaviours as part of the Delivery and Innovation Plan (DIP) for this priority. b) The employee induction process has been reviewed and includes activity at both Corporate and Directorate levels. Compilation of a staff handbook is on-going as the council's review of HR policies and procedures is being undertaken.
	10	The Panel recommends that a) An agreed form of value system on the lines of the key themes of the HR Strategy be adopted by the Corporate Leadership Group, to give coherence to this work b) Progress be reviewed in the course of the <i>Ethical Audit</i> , to be undertaken by the <i>Standards Committee</i> following the completion of the Constitutional Review.	a) See officer response to recommendation 9(a) above. b) Agreed
	11	The Panel recommends that the key themes of the HR Strategy be expanded into a Council statement of values, and applied to arrangements concerning the three groups affected by the Council's business - Members, officers and the public. These themes need to be clearly presented and publicised.	The key themes from the HR Strategy provide the guiding principles for the development of the employment framework. The themes identified should be considered in the context of the Council priority identified in the officer response to recommendation 9(a) and incorporated where appropriate into the DIP.
	12	The Panel recommends that a future scrutiny be undertaken to examine the transparency of the activity which precedes the formulation of Council policy.	Approved - Referred back to Scrutiny Management Committee for consideration in accordance with new agreed procedures for the registration of new scrutiny topics.
	Scrutiny Comment as of 26 February 2007: Executive have only recently considered and approved these recommendations therefore to soon to report on their implementation. Suggest update in September 2007		

Board and Topic	Rec No.	Recommendations as approved by the Executive on 24 October 2006	Update on Recommendations
Commercial Services Scrutiny Board - Recycling & Re-use (Review Completed September 2006)	1	That further consideration be given to the Hazel Court site and surroundings with a view to applying additional spatial – i.e. site linked site facilities - features in partnership with others as per the Site Model based on Waste Hierarchy Principals in the report. Officers to prepare a report for the next meeting of the Executive detailing the proposed roll out arrangements for the cardboard collection service to the remaining 40,000 properties on alternate weekly collection, to ensure that this system maximises the diversion from landfill which can then be re-invested into the service for expansion to new areas	
	2	That the City of York Council should consider the roll out recycling in Terraced Streets adopting the following good practice :	
		i. Use slimmer recycling boxes with a smaller footprint for such areas to reduce impeding pedestrian use of pavements Officers to prepare a report for the next meeting of the Executive detailing the communication strategy for the Winter collection System and examining ways in which this can be done to reduce costs which can in turn be invested into the recycling service.	
		ii. Ensure that changes to such services are communicated better to disabled people well in advance of the change and that this could be facilitated by using relevant advisory groups Officers to work with Equalities Officer to devise test schemes for box collection schemes in the City	
	3	That the City of York Council be recommended to consider paying Re-use Credits. That prior to the introduction of a scheme, Waste Strategy Officers at the City of York Council prepare a report for Member approval detailing; <ul style="list-style-type: none"> ▪ Best practice schemes already running at other Local Authorities including information about the effectiveness of the North Yorkshire County Council scheme ▪ The terms of an appropriate scheme 	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 7 November 2006	Update on Recommendations as of Feb 2007
Commercial Services Scrutiny Board - Recycling & Re-use (Review Completed September 2006)		<ul style="list-style-type: none"> The likely cost impact of credits upon the authority 	
	4	That the City of York Council be recommended to consider paying Re-use Credits for the Bike Rescue Project. Officers to develop ways for improved working with the Bicycle Recovery Project at the Household Waste Recycling Centres.	
	5	That further cross corporate work be done with the project managers and officers in Education, Youth Offending, Equalities and Sustainability and to ensure benefit from potential funding opportunities The recycling team to continue to co-ordinate applications for funding which can be utilised corporately from external sources	
Scrutiny Comment as of 26 February 2007: Executive have only recently considered and approved these recommendations therefore to soon to report on their implementation. Suggest update in September 2007			

Board and Topic	Rec No.	Recommendation as approved by the Executive on 7 November 2006	Update on Recommendations as of Feb 2007
Reducing Carbon Emissions Scrutiny Sub-Committee (Review Completed Sept 2006)	1	That Climate Change Strategies and Action Plans are developed by the Council's Sustainability Officer as a matter of urgency. This to be done with a view to best practice approaches used by other Local Authorities. It is acknowledged that the Council is already well advanced in developing its strategies for dealing with climate change, in so far as it has powers to do so, and anticipates that a consultants report will be submitted to Executive shortly. At that time the SMC may, of course if they wish, choose to review the contents of the report".	
	2	That the Local Development Framework and our present planning policy framework include a Calderdale/Merton Style Target. This target will require developers to ensure that: i. at least 10% of all energy required is provided from renewable sources in all new and significantly refurbished developments from this point and up to 2010, including domestic development. ii. After 2010 the target rises for onsite embedded renewables to be greater than or equal to 15% between 2010 and 2015 iii. Then rises again to be greater than or equal to 20% between 2015 and 2021 etc. This proposal to be referred to the LDF Working Group for their consideration	
	3	That the City of York Council researches planning policies adopted by other local authorities with a view to applying them in York, if appropriate, in order to specifically ensure energy efficiency by design. That all plans submitted to the Local authority be tested on these criteria. The proposal to be referred to the LDF Working Group for their consideration.	
	4	That the authority enforce Parts L and F of the Building Regulations as a matter of urgency, resolving any training and resourcing issues that may need addressing, whilst recognising that the deployment of resources will be influenced by the Councils annual budget build process	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 7 November 2006	Update on Recommendations as of Feb 2007
Reducing Carbon Emissions Scrutiny Sub-Committee (Review Completed Sept 2006)	5	That the Council, through officers in consultation with its Elected Member Energy Champion request that the Yorkshire and Humber Assembly and/or Yorkshire Forward facilitate region wide BREEAM assessor training for the region's Development Control (and other appropriate) Officers with the aim of reducing costs to individual Local Authorities, with the aim of reducing future expenditure.	
	6	That information, including any response to regional questionnaires, on the Councils position be reported to the City Strategy EMAP at an appropriate time	
	7	That the authority adopt clearer lines of communication to ensure that information already collated by Housing Officers regarding thermal efficiencies improvements and other Carbon reduction measures, is shared with the Sustainability Officer. This should be done to ensure housing data relevant to the developing Environmental Management System (EMAS) is integrated. Officers in Housing should work with the Authority's Sustainability Officer to agree the best format for such data sharing and, ensure advice regarding targeted improvements in housing and the reporting of these outcomes are delivered under EMAS	
	8	That the Housing Strategy & Enabling Group - Housing Standards & Adaptations Officer and other officers in housing where relevant work with York EEAC officers consult upon, devise and adopt a 'Energy Efficiency and Thermal Comfort Strategy and Action Plan' for the authority commencing this year. The Officers are recommended to use the Regional Action Plan (Annex C) NEA guidance (Annex F) and activities outlined at paragraph 50 of this report as a primary steer in shaping the process	
	9	That the Local Authority ensures that CYC Officer and Member Positions on the Energy Partnership Board are always filled.	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 7 November 2006	Update on Recommendations as of Feb 2007
Reducing Carbon Emissions Scrutiny Sub-Committee (Review Completed Sept 2006)	10	<p>That Annual and inter-year joint working be conducted between EEAC's Local Authority Support Programme Co-ordinator and CYC Housing Officers to ensure that opportunities for the use of renewables are considered as part of the HRA and Housing Capital Business plan. Where such opportunities are cost neutral or affordable within the life of the business plan, micro-renewables should be installed as part of the development of the business plan. Consultation between housing officers and EEAC should cover improvements scheduled to buildings fabric, such as photovoltaic roof tiles when roofs need replacement and/or heating, water systems replacements (i.e. can carbon minimising heat pumps be applied) etc; Consultation should also explore opportunities to bring in external grants revenue.</p>	
Scrutiny Comment as of 26 February 2007: Executive have only recently considered and approved these recommendations therefore to soon to report on			

Board and Topic	Rec No.	Recommendation as approved by the Executive on 13 March 2007	Update on Recommendations as of Sept 2007
Guidance For Sustainable Development (Review Completed in October 2006) Contact ?	1	<p>That sustainability statements submitted by developers must clearly demonstrate that</p> <p>a) 'whole life' costings , have been properly evaluated and accounted for in terms of Best Practice</p> <p>b) 'life-long building principles have been applied to all proposed developments.</p> <p>This to be be referred to the LDF Working Group for consideration, in the light of public consultation results and emerging national and regional guidance.</p>	
	2	<p>That developers are required to incorporate of renewable energy heating or power systems into all future developments - This to be be referred to the LDF Working Group for consideration, in the light of public consultation results and emerging national and regional guidance.</p>	
	3	<p>That Solar Gain will be considered when assessing all planning proposals to ensure that proposed new developments or major refurbishments do not impact upon measures for active or passive solar gain in existing developments that surround them. Developers will be required to evidence assessment of the impact of development proposals on solar gain on neighbouring developments, whether they be existing structures or proposed structures in receipt of prior planning permission. This recommendation to be referred for consideration by the LDF Working Group.</p>	
	4	<p>That all new or significantly refurbished developments will give consideration to incorporating sustainable – renewably powered – street lighting. This recommendation to be referred for consideration by the LDF Working Group.</p>	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 13 March 2007	Update on Recommendations as of Sept 2007
Guidance For Sustainable Development (Review Completed in October 2006) Contact ?	5	That developers be required to replace proposals for areas of impermeable hard standing with plans incorporate standing (or forms of pavier) which provides for water to soak away. This recommendation to be referred for consideration by the LDF Working Group.	
	6	That all new developments will incorporate the provision of water butts to ensure rainwater harvesting and water recycling from roof run-off - This to be referred for consideration by the LDF Working Group in the light of public consultation results and emerging national and regional guidance, and that it be noted that this proposal is included in the draft SPG that is currently being consulted on.	
	7	That all new developments will incorporate grey water recycling - This to be be referred to the LDF Working Group for consideration, in the light of public consultation results and emerging national and regional guidance.	
	8	a. The Executive's support for the establishment of new woodland be recorded and the Director of City Strategy be requested to develop options for achieving this and for sustaining existing tree cover in the City.	
		b. This recommendation be referred to the LDF Working Group with a request that they consider and advise on establishing a policy that would increase the percentage of tree cover in the City	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 13 March 2007	Update on Recommendations as of Sept 2007
Guidance For Sustainable Development (Review Completed in October 2006) Contact ?	9	That all new developments be encouraged to plant a fruit tree for each new property or, if a fruit tree is not suitable, that another small native species be planted. This recommendation to be referred for consideration by the LDF Working Group.	
	10	That developers are required to show planting plans for all new developments. This recommendation to be referred for consideration by the LDF Working Group.	
	11	That all new developments shall require developers to plant native species hedging in preference to fencing or walls - the Executive has reservations about whether this form of boundary treatment would be appropriate in every case and requests the LDF Working Group to consider carefully the implications of adopting such a blanket policy of this nature.	
	12	That environmental sustainability be specifically referred to within the context of the 'Historic Environment'. This recommendation to be referred for consideration by the LDF Working Group.	
	13	That efforts are made to ensure that historic buildings, including the space above shops, incorporate high quality insulation and double glazing, where it is possible to do so without compromising the appearance of the building. This recommendation to be referred for consideration by the LDF Working Group.	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 13 March 2007	Update on Recommendations as of Sept 2007
Guidance For Sustainable Development (Review Completed in October 2006)	14	<p>That overdevelopment should be avoided. In particular the LDF core strategy should prevent the construction of excessively high buildings, and seek to enhance the historic environment by, where possible, incorporating buildings and traffic-free public green space with the mutual aims of:</p> <ul style="list-style-type: none"> i Providing good views of architecturally significant build whether this be historic or modern ii improving biodiversity and green corridors iii improving air quality and rain water soak away iv creating a greater percentage of public open space across the city 	
		<p>a. The Executive recognises merits in the general approach of Recommendation 14 but in the absence of agreed definitions finds it impossible to understand the practicality of implementing the suggestion, and</p>	
		<p>b. The recommendation be referred to Officers for further information and to incorporate the views of the LDF Working Group.</p>	
	15	<p>That green spaces and gardens are preserved, particularly in the city centre, and that new green space and/or sustainably designed water features be incorporated into all major new developments.</p>	
	16	<p>That new developments should be built on 'Life-long' principles. This recommendation to be referred for consideration by the LDF Working Group.</p>	
	17	<p>That access to public transport be a material consideration when evaluating planning proposals for health service provision, such as dentists' or doctors' surgeries. This recommendation to be referred for consideration by the LDF Working Group.</p>	
	18	<p>That work involving engagement with local architects to assess interest, familiarity with and use of sustainable construction methods be conducted by officers in Buildings Control. Following consideration by the LDF Working Group, officers to report back on the operational, workload and financial implications.</p>	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 13 March 2007	Update on Recommendations as of Sept 2007
Guidance For Sustainable Development (Review Completed in October 2006)	19	That Buildings Control investigate the sourcing and availability of materials for sustainable development in York and make that information readily available to the public. Following consideration by the LDF Working Group, officers to report back on the operational, workload and financial implications.	
	20	That City of York Council produce its own Sustainable Developers Guide. Following consideration by the LDF Working Group, officers to report back on the operational, workload and financial implications.	
	21	That a feasibility study be carried out to explore the viability of Building Control acting as the Council's promoter of sustainable construction. Following consideration by the LDF Working Group, officers to report back on the operational, workload and financial implications.	
	22	That a single unified web portal be created with a direct link from the City of York council's Homepage, providing centrally linked information regarding recommendations (i) to (xi). Officers to report back on the financial implications as part of the budget build exercise for next year and, in the meantime, that such information as is readily and economically available be posted on the existing Council website.	
	23	That City of York Council, in consultation with the Local Strategic Partnership and steering group of LA21, adopt and monitor the following Local Quality of Life Indicators, with a particular bearing on energy and environmental impact:	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 13 March 2007	Update on Recommendations as of Sept 2007
Guidance For Sustainable Development (Review Completed in October 2006)		i levels of key air pollutants ii carbon dioxide emissions, by sector and per capita emissions iii average annual domestic consumption of gas and electricity (kWh) Officers to report back on the implications of this recommendation.	
	24	That the improving reputation of the authority related to the standards of sustainable construction applied to the ecoDepot be maintained through the adoption of a policy requiring equal or higher standards of sustainable construction for all future commissioned properties, or the refurbishment of properties within the authority's portfolio and that this policy be applied whether the property is public amenity, business or domestic – eg: schools, leisure facilities and office environments. This to be referred for consideration by the LDF Working Group in the light of public consultation results and emerging national and regional guidance, and that Officers report back on the financial and practical implications of adopting a blanket policy of this sort, but that the attention of the Working Group dealing with the new City Hall project be drawn to this important issue.	
	25	That the executive support proposals to formally request the Yorkshire and Humber Assembly to endorse the development of recognised voluntary standards above the minimum promoting lower energy usage and emissions. Officers to provide additional information in the light of existing regional and emerging national policies and, in respect of ITT applications, resource, capacity and financing issues.	
Scrutiny Comment as of ?:			

Board and Topic	Rec No.	Recommendation as approved by the Executive on 10 April 2007	Update on Recommendations as of Sept 2007
Highways Maintenance Procurement Process & PFI (Review Completed in April 2007) Contact Damon Copperthwaite	1	That the efficiencies and other benefits gained through the PFI approach, as highlighted within the Eol be weighed against any budgetary inflexibility in future years, when deciding whether or not to proceed with the PFI process.	
	2	That in the event that the PFI outcome is unsuccessful, the key issues identified should be taken into consideration when deciding upon an alternative approach.	
	3	That in the event that the Council's Eol is successful, the decision to proceed to the next stage of the PFI process, i.e. submitting an Outline Business Case[1] (OBC), be weighed against the resulting greater annual budget commitment required from the Council if the highways repair and maintenance works are to be carried out.	
	4	That it be noted that the total expenditure over the lifespan of the PFI cannot be properly identified.	
	5	That in the event that the Eol is successful, careful consideration should be given when deciding whether to proceed to each of the following stages of the process.	
	6	The Executive resolved to note the scrutiny report and the issues raised and principles identified for procuring highways maintenance for the future and agreed to take them into account when the outcome of the PFI Expression of Interest was known and consequently when it determined the Council's future highways maintenance procurement arrangements.	
Scrutiny Comment as of ?:			

Board and Topic	Rec No.	Recommendation as approved by the Executive on 24 April 2007	Update on Recommendations as of Sept 2007
Home to School Transport Review (Completed in April 2007) Contact Steve Morton for updates on Kendric Ash	1	Council officers to be instructed to negotiate with the transport provider for St Mary's School, Askham Richard in order for seat belts to be provided on all vehicles. If this is not possible at a reasonable cost then they will re-let the contract from September 2007. The Executive endorsed the Scrutiny Committee recommendation and instructed officers to address this issue as part of any proposals arising out of the Kendric Ash review of the Councils transport contracts	
	2	The Council will ensure that minimum standards for all future home to school transport buses include: a) Lap seatbelts to be fitted to all vehicles, with the long term aim of these being 3 point seatbelts. b) CCTV to be installed in all vehicles and functioning at all times c) Contractors to ensure that all drivers have had a CRB check within the last three years before commencing this work and thereafter in line with current Council policy. EU2 emission standards or greater to be required on all contract vehicles Officers were instructed to address these issues as part of any proposals arising out of the Kendric Ash review of the Councils transport contracts. The Executive accepted that it may be necessary to phase in these new contract requirements over a period of time to allow for any necessary conversions to be undertaken and for funding sources to be found.	
	3	The council will ensure that where possible contracts are to be let for more than 5 years, ideally 8 - 10 years in order to allow contractors to invest in higher quality vehicles - The Executive noted the Scrutiny Committee recommendation and asked officers to report back on the advantages and any possible disadvantages of letting longer transport contracts	

Board and Topic	Rec No.	Recommendation as approved by the Executive on 24 April 2007	Update on Recommendations as of Sept 2007
Home to School Transport Review (Completed in April 2007) Contact Steve Morton for updates on Kendric Ash review	4	The council will recognise good practice in other local authorities and encourage schools and contractors to use measures such as good behaviour contracts (see paragraph 32), designated seats and the use of bus prefects to discourage unruly behaviour by pupils. The Executive endorsed the Scrutiny Committee recommendation.	
	5	The Council will endeavour to ensure that the same high standards are in place for bus contracts covering all educational establishments. The Executive endorsed the Scrutiny Committee recommendation and instructed officers to address this issue as part of any proposals arising out of the current Kendric Ash review of the Councils transport contracts.	
Scrutiny Comment as of ?:			