

Agenda

**Meeting: Corporate and Partnerships
Overview & Scrutiny Committee**

**Venue: Grand Meeting Room,
County Hall, Northallerton DL7 8AD
(see location plan overleaf)**

Date: Monday 28 April 2014 at 10.30 am

Business

1. **Minutes of the meeting held on 3 February 2014**

(Pages 1 to 3)

2. **Public Questions or Statements.**

Members of the public may ask questions or make statements at this meeting if they have given notice to Lorraine Laverton of Policy & Partnerships (*contact details below*) no later than midday on Wednesday 23 April 2014 three working days before the day of the meeting. Each speaker should limit themselves to 3 minutes on any item. Members of the public who have given notice will be invited to speak:-

- at this point in the meeting if their questions/statements relate to matters which are not otherwise on the Agenda (subject to an overall time limit of 30 minutes);
- when the relevant Agenda item is being considered if they wish to speak on a matter which is on the Agenda for this meeting.

Suggested timings

3. **Executive Member Update** - Oral report of Executive Member County Councillor Carl Les

10.35 am - 10.45 am

4. **2020 North Yorkshire** – Oral Report of the Chief Executive

10.45 am - 11.15 am

5. **Proposal To Create a North Yorkshire Community Safety Partnership** – Report of the Assistant Director Policy & Partnerships. *11.15 am - 11.40 am*
(Pages 4 to 13)
6. **Corporate Performance Management Framework** - Report of the Corporate Director Strategic Resources. *11.40 am - 12.00 pm*
(Pages 14 to 18)
7. **Video Conferencing Solutions** *12.00 pm - 12.20 pm*
- Covering report of the Scrutiny Team Leader
 - Draft Final Report of County Councillor Tim Swales
- (Pages 19 to 26)**
8. **Work Programme** – Report of the Scrutiny Team Leader. *12.20 pm*
(Pages 27 to 30)
9. **Other business which the Chairman agrees should be considered as a matter of urgency because of special circumstances.**

Barry Khan
Assistant Chief Executive (Legal and Democratic Services)

County Hall
Northallerton

16 April 2014

NOTES:

- (a) Members are reminded of the need to consider whether they have any interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why they have any interest when making a declaration.

The relevant Corporate Development Officer or Monitoring Officer will be pleased to advise on interest issues. Ideally their views should be sought as soon as possible and preferably prior to the day of the meeting, so that time is available to explore adequately any issues that might arise.

- (b) **Emergency Procedures For Meetings**
Fire

The fire evacuation alarm is a continuous Klaxon. On hearing this you should leave the building by the nearest safe fire exit. From the **Grand Meeting Room** this is the main entrance stairway. If the main stairway is unsafe use either of the staircases at the end of the corridor. Once outside the building please proceed to the fire assembly point outside the main entrance

Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service or the Emergency Co-ordinator.

An intermittent alarm indicates an emergency in nearby building. It is not necessary to evacuate the building but you should be ready for instructions from the Fire Warden.

Accident or Illness

First Aid treatment can be obtained by telephoning Extension 7575.

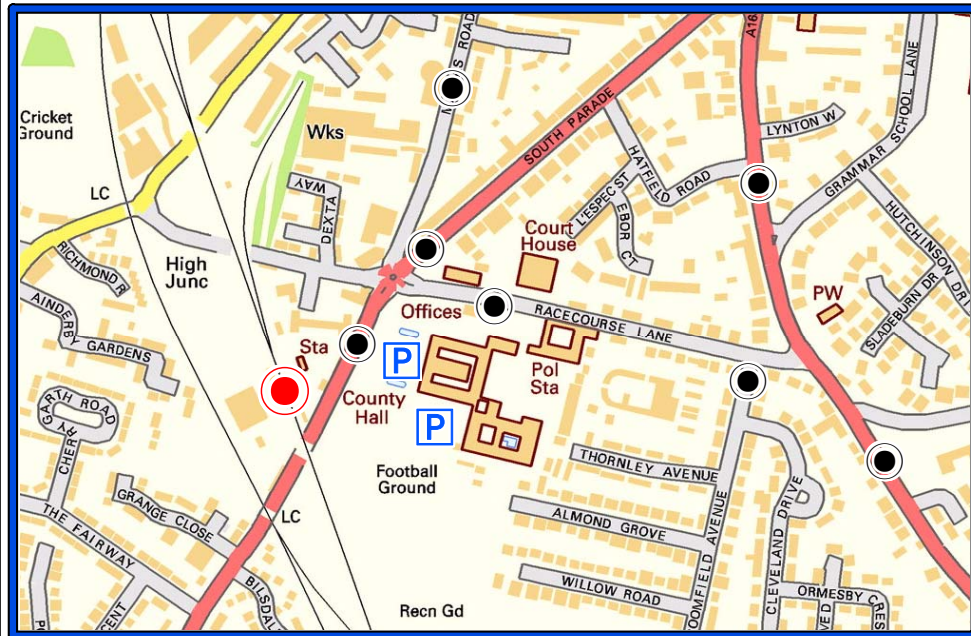
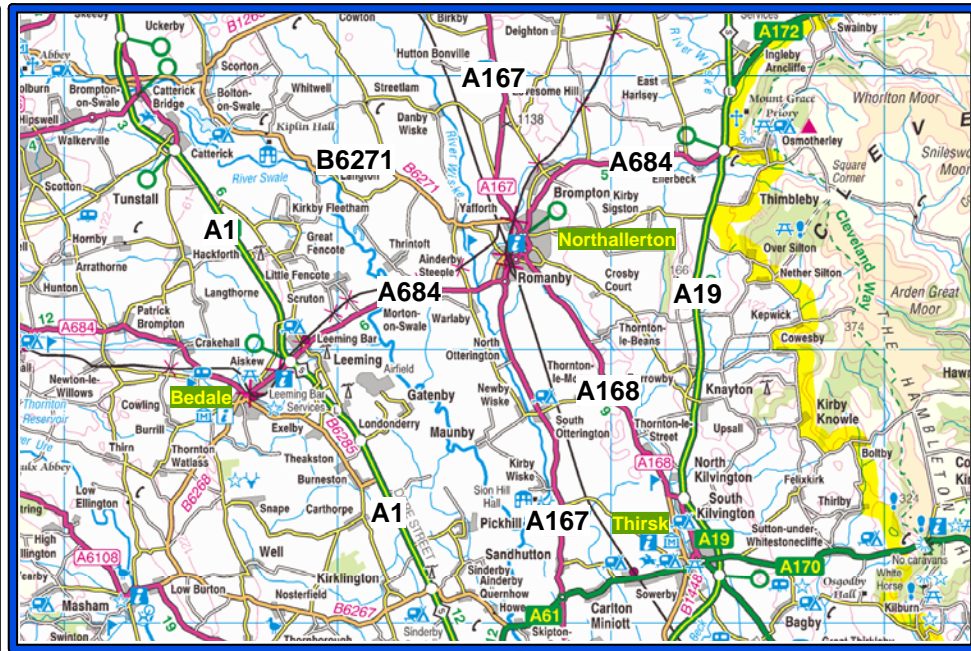
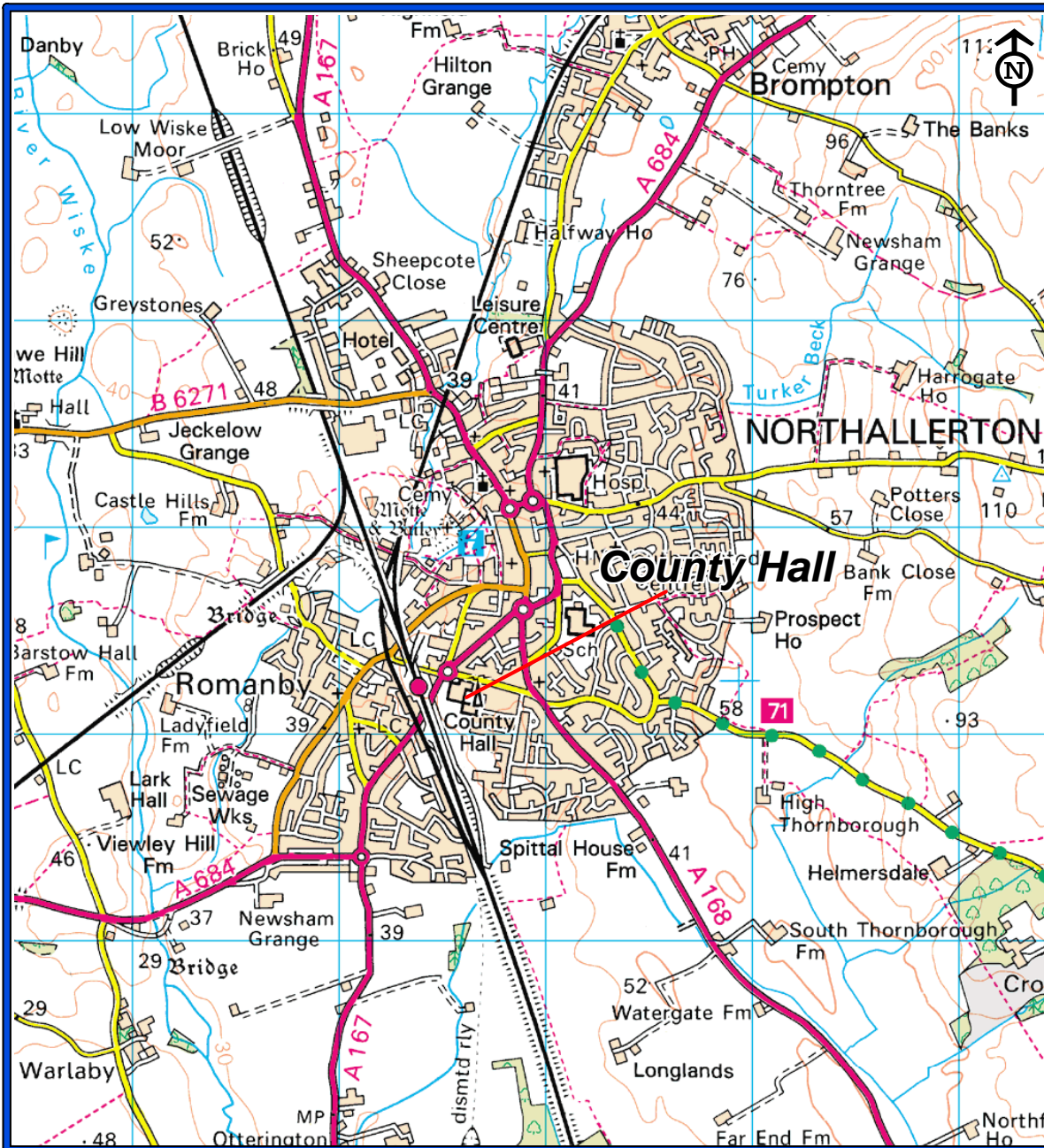
Corporate and Partnerships Overview and Scrutiny Committee

1. Membership

County Councillors (13)							
	Councillors Name			Chairman/Vice Chairman	Political Party	Electoral Division	
1	ARNOLD, Val				Conservative		
2	BASTIMAN, Derek				Conservative		
3	BATEMAN, Bernard MBE				Conservative		
4	BLACKBURN, John				Conservative		
5	BUTTERFIELD, Jean				Conservative		
6	CROSS, Sam				UKIP		
7	ENNIS, John				Conservative		
8	LEE, Andrew				Conservative		
9	PARSONS, Stuart				NY Independent		
10	RANDERSON, Tony				Labour		
11	SHAW-WRIGHT, Steve			Vice Chairman	Labour		
12	SHIELDS, Elizabeth				Liberal Democrat		
13	SWALES, Tim			Chairman	Conservative		
Total Membership – (13)				Quorum – (4)			
Con	Lib Dem	NY Ind	Labour	Liberal	UKIP	Ind	Total
8	1	1	2	0	1	0	13

2. Substitute Members

Conservative		Liberal Democrat	
	Councillors Names		Councillors Names
1	ATKINSON, Margaret	1	HOULT, Bill
2	BAKER, Robert	2	De COURCEY-BAYLEY, Margaret-Ann
3	PLANT, Joe	3	
4	MOORHOUSE, Heather	4	
5		5	
NY Independent		Labour	
	Councillors Names		Councillors Names
1	HORTON, Peter	1	
2		2	
3		3	
4		4	
5		5	
UKIP			
	Councillors Names		
1	SIMISTER, David		
2			
3			
Independent			
1			



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County Hall

Northallerton
North Yorkshire
DL7 8AD

Tel : 0845 8 72 73 74



North Yorkshire County Council

North Yorkshire County Council

Corporate and Partnership Overview and Scrutiny Committee

Minutes of the meeting held at County Hall, Northallerton on 3 February 2014 at 10.30 am.

Present: County Councillor Tim Swales in the Chair

County Councillors Val Arnold, Derek Bastiman, Bernard Bateman MBE, John Blackburn, Jean Butterfield, Sam Cross, John Ennis, Stuart Parsons, Steve Shaw-Wright, Elizabeth Shields, Tony Randerson

Also in Attendance

Visitors Dave Jones Chief Constable North Yorkshire Police,
Paul Kennedy Assistant Chief Constable North Yorkshire Police,
Julia Mulligan North Yorkshire Police and Crime Commissioner

Officers Gary Fielding Corporate Director Strategic Resources, Debbie Hogg Assistant Director Resources, Simon Toplass Head of Procurement & Contract Management, Jon Learoyd Head of ICT Architecture, Lesley Dale Corporate Development Officer, Lorraine Laverton Corporate Development Officer

Apologies for absence were received from County Councillor Carl Les

Copies of all documents considered are in the Minute Book

9. Minutes

Resolved –

That the minutes of the meeting held on 1 November 2013, having been printed and circulated, be taken as read and be confirmed and signed by the Chairman as a correct record.

10. Public Questions or Statements

There were no public questions or statements

11. Executive Member Update

County Councillor Les had sent his apologies so Gary Fielding explained to the Committee the savings proposals for Central Services. These include:

- Longer term savings by the redesign of library provision building on the existing models of community ownership, co-production involving key stakeholders, communities and staff.
- Rationalisation of property leading to a reduction in the number of properties and their associated costs including repairs and maintenance.

- Reduction of level of HR services.
- Reduction in the numbers of separate IT systems.
- Updating of financial services and associated ways of working.
- Updating of systems and ways of working around business support.
- Review of strategic support services within the Chief Executive's Unit.
- Improvement in systems and review of support arrangements within Legal and Democratic Services.

The Committee agreed that it was encouraging to see that the County Council is doing all it can to mitigate any effects on front line services but accepted it is inevitable that some difficult decisions will have to be made. Members were informed about the proposal to extend the provision of community led libraries but were reassured that the proposals would not be taken forward until 2015/16. However if opportunities arise before then Members understood the Council would be remiss if it did not take advantage of interest from community groups. The Committee were keen to see that local members were kept informed and involved in any decisions taken about their local area, whether this was involving local services or the reuse or the disposal of buildings.

Members requested a further report on the rationalisation of properties including an explanation on the processes for property disposal.

Resolved –

To note the information provided in the update and to receive a further report on rationalisation of property and the process for property disposal to a future meeting of the Committee.

12. 2013 Annual report for the Procurement Service

Ms Debbie Hogg, Assistant Director Resources and Simon Toplass Head of Procurement and Contract Management gave a detailed report to the Committee on procurement practice and the implementation of the new contract for procurement services that now focuses on a shared delivery model.

Members commented that they could see the benefit that working in partnership with the North Yorkshire Procurement Service brings with more robust challenge of traditional procurement practice. Members also asked whether opportunities for generating income were explored and were reassured that they were although the primary focus of work is to enable the County Council to obtain the maximum benefit from the money it spends on goods and services whilst also delivering savings through the 2020 North Yorkshire Programme.

The Committee agreed to receive the annual report on procurement as a regular report.

Resolved –

The Committee resolved to receive an annual report on procurement to its meeting early in 2015.

13. Communication Solution

Interim report of the Member Task Group presented by the Chairman, County Councillor Tim Swales.

Councillor Swales informed the Committee that as part of the scrutiny review around communication solutions he has been working closely with officers focussing particularly on video conferencing. Cllr Swales sees video conferencing as a solution that could assist the County Council in increasing productivity, saving money, reducing the need to travel for both Members and officers (whilst also reducing the associated carbon emissions) and reducing time spent travelling. The Committee agreed it was a good way forward and are keen to be involved in the pilot that is proposed.

Resolved –

The Committee noted the information in the report and agreed that they should be involved in the proposed pilot scheme.

14. Committee consideration of Crime and Disorder Matters

The Committee welcomed the Chief Constable Dave Jones and Assistant Chief Constable Paul Kennedy along with the Police and Crime Commissioner Julia Mulligan to the meeting. Members agreed it is vital that the links between the County Council, the Police and the Commissioner's office continue to be developed to ensure that all partners are working together to reduce crime and disorder in the County.

Members raised issues around the use of the 101 telephone service and questioned whether it delivered a service to the public. Members were informed that the police had taken on board the feedback they have received from the public and work is ongoing to address the problems. The use of the 101 service had seen a reduction in inappropriate use of the 999 service.

Ms Mulligan informed the Committee on the model for community safety across the County and her intention to use the reduced funding available to target issues relevant for the County by commissioning work at a local level. Ms Mulligan took on board the comments from Members and went on to advise the Committee that there would be implications for this Committee in looking at the work of the North Yorkshire Community Safety partnership in the future. The Committee look forward to developing those links.

Resolved –

The Committee noted the information in the reports and resolved to work with the North Yorkshire Community Safety Partnership to develop an annual reporting system.

15. Work Programme

The Committee agreed to include a report on the County Council's property portfolio and the processes used for the disposal of property on the work programme. To be scheduled in to an appropriate meeting.

Resolved –

The Committee resolved to include a report on the County Council's property portfolio and the processes used for the disposal of property on the work programme. To be scheduled in to an appropriate meeting.

The meeting concluded at 12:35

LL/JD

North Yorkshire County Council**Corporate and Partnerships Overview and Scrutiny Committee****28 April 2014****Proposal to create a North Yorkshire Community Safety Partnership****1 Purpose of the paper**

- 1.1 To inform and consult the Corporate and Partnerships Overview and Scrutiny Committee regarding the proposal to combine the six Community Safety Partnerships in North Yorkshire into one North Yorkshire Community Safety Partnership.
- 1.2 All responsible authorities in North Yorkshire are being asked to consider and agree to the proposal by the end of July 2014. For North Yorkshire County Council, the decision will be taken by the Executive on 8 July 2014. The views of the Corporate and Partnerships Overview and Scrutiny Committee on the proposal will be included in the report to the Executive.

2 Background

- 2.1 The Crime and Disorder Act 1998 (as amended) requires the police force¹, local authorities, fire and rescue, probation and clinical commissioning groups (collectively known as the responsible authorities) to work together and with others to:
 - a. Protect their local communities from crime and help people feel safer;
 - b. Deal with local issues like antisocial behaviour, drug or alcohol misuse and re-offending; and
 - c. Assess local crime priorities and consult partners and the local community about how to deal with them.
- 2.2 Currently there are six Community Safety Partnerships (CSPs) in North Yorkshire: Craven, Hambleton and Richmondshire, Harrogate, Ryedale, Scarborough and Selby. Originally there were seven; Hambleton and Richmondshire merged in 2011. In addition, legislation requires that where there is more than one CSP in a county council area, there must also be a county-wide strategy group.

¹ Although the former police authorities were defined as responsible authorities, the police and crime commissioners are not defined as responsible authorities.

- 2.3 Partners have been considering the nature and number of partnerships in recent years, including those relating to community safety. In January 2011 Local Government North Yorkshire and York agreed four principles for a new approach to partnerships:
- a. The minimum number and simplest of partnership structures, consistent with delivering the required outcomes and statutory requirements;
 - b. A North Yorkshire and York approach to county/sub-regional partnership structures as far as possible, recognising that a degree of pragmatism will be required given the different local authority structures in North Yorkshire and York;
 - c. Local partnerships, including shared community engagement arrangements, at the most appropriate local level; and
 - d. The use of task and finish groups to deal with particular issues, rather than standing thematic partnerships or sub-groups.
- 2.4 Until 2010 the Home Office provided funding to support the work of CSPs in England via the Government Offices for the Regions. From 2010 the Home Office funding came via upper-tier local authorities such as North Yorkshire County Council. In addition, since 2010 the amount of Home Office funding for community safety has reduced considerably; in North Yorkshire from over £700k per year to around £250k per year. In April 2013 the Home Office transferred the funding to the police and crime commissioners, as an integral part of their main grant from the Home Office rather than ringfenced or separately identified for CSPs.
- 2.5 Prior to the election of the police and crime commissioners, the York and North Yorkshire Safer Communities Forum reviewed the future of partnerships concerned with community safety with a view to reducing cost and concentrating local energy on a locally based problem solving approach. Proposals focused on reducing the number of CSPs whilst maintaining local groups to ensure the effective delivery of a locally based problem solving approach.
- 2.6 Discussions have continued since, with the involvement of the Police and Crime Commissioner for North Yorkshire following her election in November 2012. The Police and Crime Commissioner has strongly argued for the principle of one CSP for North Yorkshire, supported by district based local delivery teams, alongside one CSP for York.

3 Combination of CSPs

- 3.1 Legislation allows for responsible authorities to propose a combination of CSPs in the interests of efficiency and economy. The power to approve a combination now rests with the relevant police and crime commissioner, but the request can only come from the responsible authorities. The Home Secretary would only be only involved if a proposed CSP would cover all or parts of more than one police force area.

4 Proposal to create a North Yorkshire CSP

- 4.1 The proposal is to combine the six Community Safety Partnerships in North Yorkshire into one North Yorkshire Community Safety Partnership, supported by district based local delivery teams.
- 4.2 The proposal is made in the interests of efficiency and economy given the significantly reduced resources available for community safety in North Yorkshire, alongside the background of significantly reduced budgets for most responsible authorities.
- 4.3 In this context, district based local delivery teams will better enable responsible authorities, through operational managers, to implement a partnership based problem solving approach - working together to identify and mitigate the impact of crime and disorder issues on the locality or victim and to promote crime prevention activities.
- 4.4 A single CSP will also better enable a strategic approach to community safety, including applying for funding from the Police and Crime Commissioner. The Police and Crime Commissioner has indicated that she is seeking bids for funding from a York CSP and a North Yorkshire CSP for the period October 2014 to March 2016, after which she will move to an open commissioning process.
- 4.5 All responsible authorities will need to agree to the proposal. There are currently 17 responsible authorities (police force, eight local authorities, fire and rescue authority, probation trust and six clinical commissioning groups), although the number will shortly increase to 18 when a national reorganisation of the probation service create a national probation service and regional community rehabilitation companies.
- 4.6 If any responsible authority does not agree to the proposal, the combination cannot go ahead in respect of the districts served by that responsible authority. However, the combination can still (and is expected to) go ahead in respect of all the districts not served by that responsible authority.
- 4.7 All responsible authorities have been requested to consider and agree to the proposal by the end of July 2014, with the combination taking effect no later than 30 September 2014, subject to the agreement of the Police and Crime Commissioner.
- 4.8 The funding from the Police and Crime Commissioner for the current six CSPs ends on 30 September 2014. Officers of the responsible authorities have already met as a shadow North Yorkshire CSP to start preparing a bid to the Police and Crime Commissioner for funding from October 2014, with an expected deadline for the bid of 30 June 2014.

5 Local authority crime and disorder overview and scrutiny committees

- 5.1 Every local authority is required to designate a committee with the power to review or scrutinise decisions made, or actions taken in connection by the discharge by the responsible authorities of their crime and disorder functions. North Yorkshire County Council has designated the Corporate and Partnerships Overview and Scrutiny Committee for this purpose.
- 5.2 This duty and power would not change with combination of the CSPs. It would be possible for local authorities to exercise this duty and power through a joint committee, but this would have to be entirely separate from the Police and Crime Panel. It is anticipated that the eight local authorities are likely to want to continue to exercise the duty and power individually in the best interests of their residents, but a protocol or understanding between the committees may be helpful to avoid any duplication of effort.

6 Recommendation

- 6.1 It is recommended that the Corporate and Partnerships Overview and Scrutiny Committee comments on the proposal to combine the six Community Safety Partnerships in North Yorkshire into one North Yorkshire Community Safety Partnership.

Neil Irving
Assistant Director – Policy and Partnerships

14 April 2014

Appendix 1: Draft constitution North Yorkshire Community Safety Partnership (draft as at 10 April 2014)

Appendix 1: Draft constitution North Yorkshire Community Safety Partnership (draft as at 10 April 2014)

North Yorkshire Community Safety Partnership

DRAFT Constitution

1 Background

- 1.1 The Crime and Disorder Act 1998 (as amended) requires the Police Service, Local Authorities, Fire and Rescue Authority, National Probation Service, Community Rehabilitation Company, and Clinical Commissioning Groups (collectively known as the responsible authorities) to work together and with others to:
- a. Protect their local communities from crime and help people feel safer;
 - b. Deal with local issues like antisocial behaviour, drug or alcohol misuse and re-offending; and
 - c. Assess local crime priorities and consult partners and the local community about how to deal with them.
- 1.2 In the interests of efficiency and economy, the responsible authorities in the county of North Yorkshire have agreed to establish a single Community Safety Partnership (CSP) for North Yorkshire (to be known as the North Yorkshire Community Safety Partnership).
- 1.3 The purpose of the CSP is to bring together the responsible authorities, supported by other relevant organisations, to fulfil their statutory responsibilities to work together.
- 1.4 The CSP will be supported by district based Local Delivery Teams (LDTs).

2 Role and functions

- 2.1 The CSP will:
- a. Input into the development of the Joint Strategic Intelligence Assessment (JSIA), in partnership with the LDTs.
 - b. Agree the Joint Strategic Intelligence Assessment for North Yorkshire.
 - c. Develop and agree a three year Community Safety Partnership Plan, updated annually, for reducing crime and disorder in North Yorkshire.
 - d. Monitor and evaluate activity undertaken to deliver the Plan.
 - e. Develop links and opportunities for collaborative working between the responsible authorities and other relevant organisations to deliver the most efficient and effective community safety services for the communities of North Yorkshire within available resources.
 - f. Agree the terms of reference of the LDTs.

- g. Receive regular updates from each of the LDTs and provide updates in return.
- h. Mitigate risks to community safety services by finding and implementing the most appropriate control measures.
- i. Attract funding and resources from appropriate funding streams and/or organisations.
- j. Agree the utilisation of funding and other resources attracted by the CSP.
- k. Provide advice and feedback to the Police and Crime Commissioner to support the development of the Police and Crime Plan and commissioning strategy.
- l. Communicate and consult with the communities of North Yorkshire in partnership with the LDTs, on community safety matters and ensure any feedback received follows an appropriate channel to influence the work of the CSP.
- m. Take the lead with regard to Domestic Homicide Reviews, in accordance with national guidance.

3 Membership of the CSP

3.1 Meeting support:

- a. Chair - from one of the responsible authorities, elected annually by the representatives of the responsible authorities, working to a role description agreed by the representatives of the responsible authorities.
- b. Deputy Chair - from one of the responsible authorities, elected annually by the representatives of the responsible authorities, working to a role description agreed by the representatives of the responsible authorities.
- c. Secretariat support for meetings of the CSP - provided by North Yorkshire County Council.

3.2 Responsible Authorities:

- a. Airedale, Wharfedale and Craven Clinical Commissioning Group
- b. Craven District Council
- c. Hambleton District Council
- d. Hambleton, Richmondshire and Whitby Clinical Commissioning Group
- e. Harrogate and Rural District Clinical Commissioning Group
- f. Harrogate Borough Council
- g. Humberside, Lincolnshire, and North Yorkshire Community Rehabilitation Company
- h. National Probation Service
- i. North Yorkshire County Council
- j. North Yorkshire Fire and Rescue Authority
- k. North Yorkshire Police
- l. Richmondshire District Council
- m. Ryedale District Council
- n. Selby District Council
- o. Scarborough and Ryedale Clinical Commissioning Group
- p. Scarborough Borough Council

- q. South Lakes Clinical Commissioning Group
- r. Vale of York Clinical Commissioning Group

3.3 Representatives of responsible authorities:

- a. Every responsible authority will be represented by one person with the requisite authority necessary to direct activity related to community safety.
- b. A representative may nominate a named substitute with appropriate seniority and knowledge to attend and act in their absence.
- c. One person cannot represent more than one responsible authority.
- d. Representatives of responsible authorities shall receive agendas, papers and minutes of CSP meetings.
- e. Representatives of responsible authorities shall have the right to speak and vote on all items at all meetings.
- f. With the agreement of the CSP, it may be appropriate for more than one person from a responsible authority to receive agendas and papers for CSP meetings and to attend and vote on all items at all meetings; however only one representative from each responsible authority may vote at meetings.

3.5 Relevant organisations:

- a. Office of the Police and Crime Commissioner
- b. North Yorkshire (Local) Criminal Justice Board
- c. North Yorkshire Youth Justice Service
- d. North Yorkshire and York Forum or nominated representative from the voluntary and community sector
- e. Safer York Partnership
- f. Other organisations as agreed from time to time by the responsible authorities

3.6 Representatives of relevant organisations:

- a. Every relevant organisation will be represented by one person appointed by the organisation with the requisite authority necessary to direct activity related to community safety.
- b. A representative may nominate a named substitute with appropriate seniority and knowledge to attend and act in their absence.
- c. Representatives of relevant organisations shall receive agendas, papers and minutes of CSP meetings.
- d. Representatives of relevant organisations shall have the right to speak on all items at all meetings but not to vote at meetings.

4 Meetings and other arrangements

4.1 The CSP shall meet at least three times a year on dates agreed by the CSP. Additional meetings may be called by the Chair and shall be called upon the request of representatives of at least four responsible authorities.

4.2 Meetings will be quorate if representatives of at least at six responsible authorities are present.

- 4.3 Every reasonable effort will be made to ensure that decisions are taken by consensus. In the event of a consensus not being reached, a decision will be reached by a simple majority of representatives of responsible authorities present and voting at the meeting, with each responsible authority having one vote. In the event of it not being possible to reach a decision by a simple majority of members present and voting, the Chair will have an additional casting vote. Voting shall be by show of hands.
- 4.4 In the absence of both the Chair and Deputy Chair, the representatives of the responsible authorities present will, as the first item of business, appoint one of themselves to chair the meeting.
- 4.5 The Chair will determine the content and structure of meeting agendas. Any member may suggest items for inclusion on the agenda by contacting the Chair at least ten working days before the meeting. Items not identified on the agenda may be raised by representatives under the 'Any Other Business' agenda item at the CSP meeting.
- 4.6 Agendas and papers for a meeting should normally be circulated five working days before the meeting is due to take place. The minutes of a meeting should normally be circulated within ten working days after the meeting.
- 4.7 All information included with agendas, papers and minutes of meetings must comply with all relevant public information legislation.
- 4.8 If any dispute or difference arises, members are expected to respect each other's views and seek to identify and deal with the issues of concern. If necessary, the Chair will identify a mutually acceptable person or process to guide the relevant members to a resolution.
- 4.9 All representatives of responsible authorities and all representatives of relevant organisations must declare any interests which could influence the decisions they make as part of the CSP.
- 4.10 The CSP may establish sub-groups to deliver specific pieces of work. Every sub-group must have terms of reference agreed by the CSP that clarify the remit, purpose and membership; and must be disestablished once the purpose has been achieved.
- 4.11 Whilst the work of the CSP may influence the decision and policy making of the responsible authorities and relevant organisations, the responsible authorities and relevant organisations appreciate that they are independent of each other and need to make their own decisions in relation to the work of the CSP in accordance with their own authority's or organisation's procedures. These responsibilities cannot be delegated to the CSP. Each representative therefore remains accountable to their own authority or organisation.

5 Local Delivery Teams

- 5.1 A Local Delivery Team (LDT) will exist for each of the districts in North Yorkshire. One LDT may work across more than one district by mutual agreement between the responsible authorities in those districts.
- 5.2 The purpose of the LDT is to bring together the operational managers of the responsible authorities, supported by other relevant organisations, to coordinate and ensure the delivery of the North Yorkshire Community Safety Partnership Plan in the district, in particular to:
- a. Protect their local communities from crime and disorder, and help people feel safer;
 - b. Deal with local issues like antisocial behaviour, drug or alcohol misuse, re-offending and crime prevention; and
 - c. Assess local crime and disorder priorities and consult partners and the local community about how to deal with them.
- 5.3 As a minimum the LDT will:
- a. Input into the development of the Joint Strategic Intelligence Assessment (JSIA) and the North Yorkshire Community Safety Partnership Plan.
 - b. Coordinate the activity of responsible authorities and other relevant organisations to ensure the delivery of the North Yorkshire Community Safety Partnership Plan in the district.
 - c. Share relevant local information and knowledge, including that supplied by the Office of the Police and Crime Commissioner and the Police.
 - d. Adopt a problem solving approach; working in partnership to identify and mitigate the impact of crime and disorder issues on the locality or victim and to promote crime prevention activities.
 - e. Provide regular updates to and receiving regular updates from the North Yorkshire Community Safety Partnership.
 - f. Advise the North Yorkshire Community Safety Partnership on key matters relating to local community safety to support the development of strategic themes and priorities.
 - g. Monitor emerging trends and issues that require a quick delivery response.
 - h. Support partners and the community to deliver community safety solutions and projects in a timely and expedient manner.
 - i. Work collaboratively with North Yorkshire Community Safety Partnership, delivery partners commissioned by the Office of the Police and Crime Commissioner, and other LDTs to ensure enhanced, effective and efficient joined up delivery at district level.
- 5.4 Membership:
- a. Core (voting) membership will comprise operational managers from the responsible authorities.

- b. Representatives (operational managers) of other relevant organisations (for example the voluntary and community sector) may be co-opted, as agreed by the core membership.

5.5 Each LDT will agree its own arrangements with regard to:

- a. Appointment of Chair and Deputy Chair
- b. Administrative support
- c. Frequency of meetings
- d. Quorum
- e. Decision making
- f. Content of agenda
- g. Circulation of papers / action logs
- h. Resolution of disputes and differences
- i. Declaration of interests
- j. Task and finish groups

6 Constitution

6.1 This constitution will be reviewed by the CSP as necessary, but not less than every two years. All changes to terms of reference must be agreed by the CSP.

NORTH YORKSHIRE COUNTY COUNCIL

Corporate and Partnerships Overview and Scrutiny Committee

28 APRIL 2014

REVIEW OF THE Q PERFORMANCE REPORTS IMPLEMENTED IN 2013/14

Report of the Corporate Director – Strategic Resources

1.0 PURPOSE OF THE REPORT

- 1.1 To present the findings of the review of the new performance reporting implemented for the quarterly performance reports to the Executive.
- 1.2 To seek views of the Committee and feedback any matters for inclusion in the shaping of future reporting.

2.0 BACKGROUND

- 2.1 As part of action to further develop the County Council's Corporate Performance Management Framework (the Framework), a review was undertaken in 2012 of both the content and presentation of performance monitoring information. This review included contributions from Cabinet, Scrutiny Board and Management Board.
- 2.2 As a result previous Key Performance Indicators (KPIs) are no longer reported in the same way. A number of services have been identified as benefiting from focussed in-depth analysis, these being
- Waste Management (BES)
 - Highways Maintenance (including the winter service) (BES)
 - Residential and Community Services (HAS)
 - Looked After Children (CYPS)
 - Safeguarding (CYPS)
 - Pupil Attainments and Schools (CYPS)
- 2.3 Certain previous KPIs and performance in relation to other services not covered in the in-depth analysis will be reported to the Executive in Quarter 4 as part of an annual round up of performance on those activities. For the Quarter 4 report for this year, those services are:
- Public Health (HAS)
 - Public Rights of Way (BES)
 - Libraries (CSD)
 - Customer Services Centre (CSD)
 - Finance (CSD)

2.4 The purpose of this report is to review the first year of operation to date and make recommendations for future development.

3.0 PERFORMANCE REPORTING: CONTEXT AND PURPOSE

3.1 Whilst an important element of performance management, reporting must be seen as part of an overall performance framework and not something which operates in isolation.

3.2 Given the changing context that the County Council is operating in the current Performance Management Framework (PMF) is in review. As such the principles outlined in this report are an integral part of that review. The Committee is invited to make comment that will help shape the outcome.

3.2 To help illustrate this **Appendix A** sets out an illustration of a basic performance management cycle within which reporting sits. Reporting is designed to help:

- A. Clarify and communicate organisational goals and directions;
- B. Monitor progress and support evidence based decision making that contributes to continuous improvement at all levels in the organisation;
- C. Support budgeting and resource allocation decisions;
- D. Provide information to the organisation, Members and the public on the work of the organisation;
- E. Continued stimulating discussion on performance at all levels in the organisation.

3.3 Performance reports should therefore be clear, focussed, address the right areas and be engaging for Members.

4.0 REVIEW METHOD AND FINDINGS

4.1 To complete the review, research was undertaken both in terms of exploring suggested best practice, case studies, a workshop with the Corporate Performance Management Group and discussions with Corporate Directors, Assistant Chief Executive and a number of Assistant Directors.

4.2 **Appendix B** sets out a summary of the points made during the review.

4.3 A number of areas for potential improvement were identified including ideas to ensure that performance reporting is robust, relevant and fresh so as to continue to prompt stimulating discussion and effective learning and decision making. The key actions from this review are listed in the table below:

Area for Improvement	Intended Action
Further clarity could be given on the exact purpose of the performance reports.	Provide a full explanation of purpose as part of the PMF.
The Q performance reports could potentially include more organisation wide indicators of performance (currently includes	Organisation wide performance indicators are being considered as part of the review of the PMF, noting that directorate performance issues are also organisation issues. Aspects being explored include

elements of workforce and complaints and compliments).	workforce, productivity, effectiveness, programme management and Council Plan priorities.
The Q reports focus on selected themes with an annual report on certain other services. More adaptability to reporting performance problems and risks would better represent sound reporting.	The review of the PMF is considering a more balanced report between a selected theme and by exception reporting on indicators that are not being achieved or at significant risk (also note the intention for incorporating progress monitoring for 2020 North Yorkshire above). This will also act to ensure the relevance and freshness of reporting.
Non-financial and financial information could be better and more comprehensively linked to more fully explain performance and also potentially to aid resource allocation decisions.	Work is underway to further align the budget process to performance management. A range of measures is being considered to develop this aspect of reporting more fully.
Although improving, the production of performance reports can be time consuming and significantly manual in nature. This is not efficient and can hinder effective performance management.	An option of a performance management system (PMS) is being considered. This will weigh up benefits to costs as part of a business case.
There are some differences in the nature of performance discussions within directorates and more productive discussions could be held at the Corporate Performance Management Group (CPMG) to aid challenge and performance improvement.	A model is being developed as part of the PMF review on what discussions and challenge should take place throughout the organisation and in what forums.
Some of the Q reports run into eight to twelve pages. This may be considered too long.	The content, including volume, of reports is part of the review of the PMF.

5.0 **RECOMMENDATIONS**

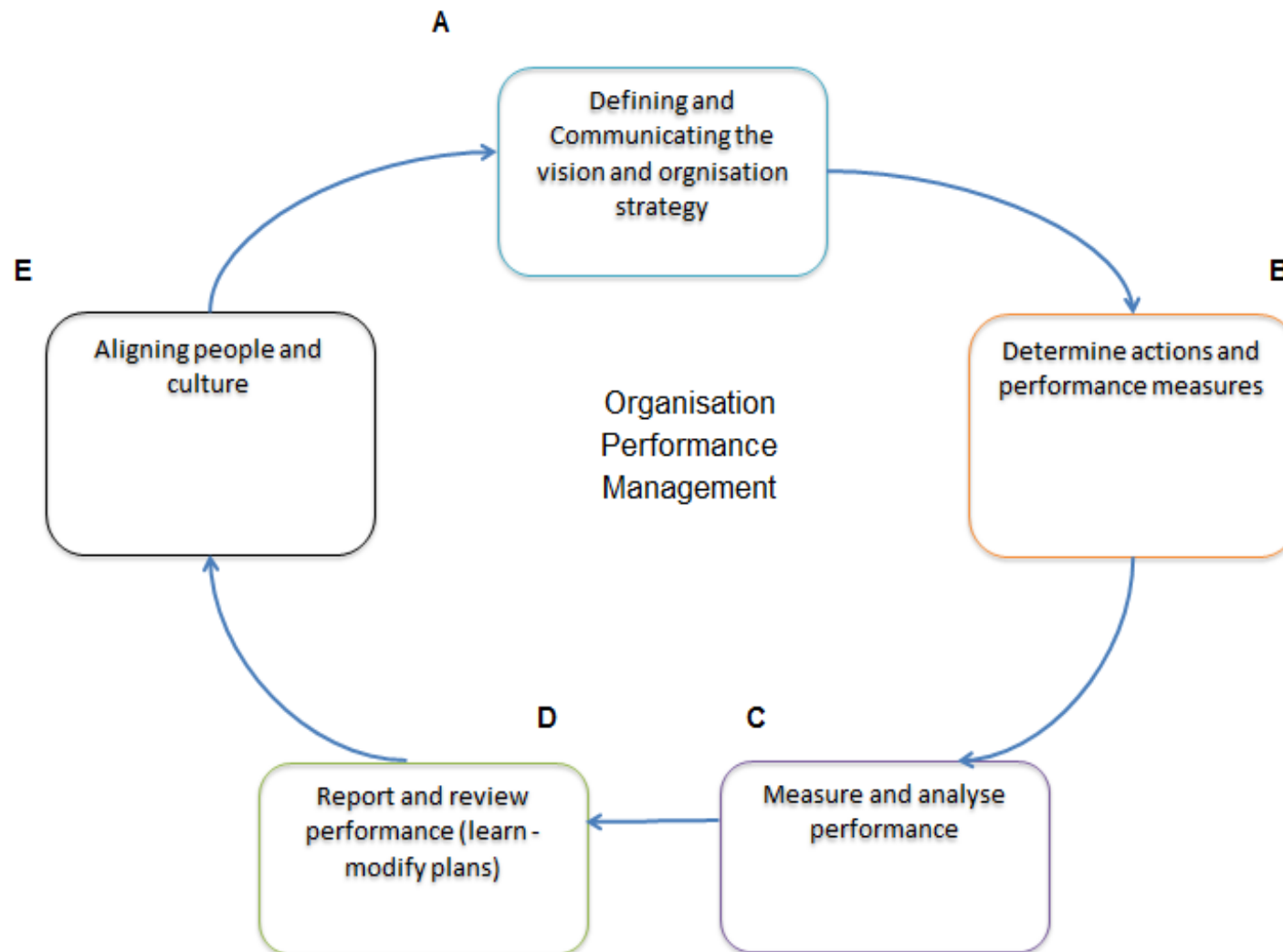
5.1 That the Committee:

- i) Note the review of the Q performance reports and the actions intended as set out in **Paragraph 4.3** and **Appendix B**;
- ii) Provide feedback and comment on the findings of the report.

GARY FIELDING
Corporate Director – Strategic Resources
16 April 2014

Report prepared by Trevor Clilverd, Assistant Director Strategic Resources

APPENDIX A



- A** Set Council Plan vision, priorities and strategy.
- B** At all levels in the organisation, notably service planning.
- C** Measure actual performance against measures. How well we are delivering on the strategy. Analyse results to develop evidence base and to inform decision making.
- D** Translate insights from C into management reports and put review in place to act on the results. Evidenced based decision making facilitated by the performance review process.
- E** Ensure people, culture and leadership approach is focussed on performance improvement. Learning culture. Act on insights gained in the cycle.

SUMMARY OF REVIEW FINDINGS

APPENDIX B

Category / Description	Action
<u>Administrative</u>	
Recommendation to be placed after each performance section.	Implement for all future Q reports.
Include a separating page between sections with content list.	Implement for all future Q reports.
<u>Model</u>	
Need to define purpose of reports.	Outline purpose in this report and proposed Performance Management Framework (PMF).
Reports should focus on matters that are core to achieving Council aims	This is part of the review of the PMF.
Reports should pick up performance by exception where set performance levels are not being achieved or are at significant risk, not just on set themes.	This is part of the review of the PMF; implement a process to pick up exceptions to report.
The Q report should reflect the general performance view of the County Council as a whole with the ability to drill down.	This is part of the review of the PMF in terms of ensuring alignment of objectives and actions to County Council aims.
Reports should include corporate indicators and be built up from services based on exceptions and risks.	Develop organisation wide indicators as part of the review of the PMF.
Reports should clearly state how we are performing both in terms of effectiveness (outcomes) and productivity (ratio of activities undertaken to resources / inputs consumed).	Develop measures, where required, to demonstrate both productivity and effectiveness.
Financial and non-financial reporting should be integrated.	This is part of the review of the PMF, which seeks to ensure alignment between key management processes, including performance and budgeting.
Financial and performance information do not need not be together in every quarter reporting cycle.	Consider as part of the review of the PMF – a view also exists that they should be reported together each quarter.
Robust and challenging discussions, based on reports, should take place throughout the organisation.	This is part of the review of the PMF.
Collection of data should be efficient.	The option of a PMS is being explored.
<u>Content</u>	
Make better use of the summary section to outline key issues and learning / forward actions to be taken.	Review Q4 reports for immediate improvements and embed for 2014/15 reporting.
Volume is too high in some reports and can mask the key issues.	Review as part of the PMF.
Volume should be dictated by the issues and purpose of the reports and not limited to a set number of pages.	Review as part of the PMF.
The Q reports should pick up on major work programmes such as 2020 North Yorkshire.	This is part of the review of the PMF.

North Yorkshire County Council
Corporate and Partnerships Overview and Scrutiny Committee

28 April 2014

Video Conferencing Covering Report

1.0 Purpose of Report

- 1.1 This report asks the Committee to:
- a. Note the information in this report.
 - b. Note the information in the attached final report on Video Conferencing attached as Appendix 1
 - c. Consider the Recommendations to the Executive set out in section 9 of the report on Video Conferencing

2.0 Background

County Councillor Tim Swales has been working with officers since November 2013 to look at an appropriate communications solution for the County Council. This has led to an in depth look at video conferencing.

3.0 Draft final report on Video Conferencing

The draft final report from Cllr Swales is attached at Appendix 1 for your consideration. Cllr Swales asks that you consider the information in the report and the recommendations for the Executive set out at section 9.

4.0 Executive Report

The Executive will consider this final report on Tuesday 29th April 2014. Due to the deadline for reports this will mean that the Executive will see this report before it has been formally agreed by this Committee. All comments and any amendments from this Committee will be presented to the Executive at their meeting.

5.0 Recommendations

- 5.1 The Committee is asked to:
- a. Note the information in this report.
 - b. Note the information in the attached final report on Video Conferencing attached as Appendix 1
 - c. Agree or amend the Recommendations to the Executive set out in section 9 of the report on Video Conferencing

Bryon Hunter, Scrutiny Team Leader
Central Services
County Hall, Northallerton

Report compiled by:	Lorraine Laverton Corporate Development Officer
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Email:	Lorraine.laverton@northyorks.gov.uk
Date:	April 2014
Background Documents:	None
Annex:	Appendix 1 – Final Report on Video Conferencing



North

Yorkshire County Council

Corporate & Partnerships
Overview and Scrutiny Committee

Video Conferencing Solutions
Draft Final Report



April 2014

Video Conferencing Solutions

Draft Final Report

1.0 Background

The County Council has had video conferencing units installed in offices around the county since 2007. However, the units had not been heavily used and due to various reasons they were not reliable so they were removed.

At the Corporate & Partnerships Overview and Scrutiny Committee meeting on the 1st November 2013 Members agreed that the Chairman County Councillor Tim Swales should work with officers to look at the options around communication solutions. This is an innovative approach to a scrutiny review task group which provided a sounding board for officers and allowed for the Members' perspective to be included in all considerations.

The focus of the review has been to look at a solution that would promote communication, increase productivity, save money and reduce the need to travel (and reduce associated carbon emissions) as much as possible. Video conferencing is a solution that can address all of these areas.

2.0 Why a video conferencing solution?

What are the benefits of video conferencing?

There are many benefits associated with the use of a video conferencing solution including that it;

- Reduces travel costs
- Increases productivity
- Provides an intermediate step between a phone call and a face-to-face visit.
- Can involve multiple sites simultaneously
- Allows many people to interactively participate immediately
- Responds to immediate communication needs
- Provides a focused, precise, and concise communications tool;
- Simplifies access to either mandatory or optional training
- Projects an up-to-date, new image for the organisation
- Allows meetings to be recorded and archived easily
- Accelerates decision making
- Allows the transmission of graphic, written or computer-generated material
- Future proofs the communication needs of the Authority with the capability to provide video link communications with external partners and the public

What are the drawbacks of video conferencing?

- Gaining cultural acceptance of its use; both Members and officers willingness and discipline to make it work
- Challenges around chairing a meeting

Whilst accepting that there are challenges to implementing a video conferencing solution it would seem the positives far outweigh the negatives. I am not advocating using video conferencing for all meetings. It has to be used when appropriate

3.0 What do we want from a video conferencing solution?

If we accept that a video conferencing solution is the way forward in order to achieve the benefits outlined in section 2.0 above we have to be clear about what we want it to do.

- One to One Video
- One to Many Video (for example this could be used for training)
- Many to Many
- Across all sites on the NYCC network
- Conference Room functionality
- Secure meetings
- Ease of Use, pre book and auto set-up
- Ability to share documents during video conference/desktop sharing
- Facility to record video conferences
- High Definition Quality
- Remote set-up
- Easy to use
- Reliable
- Tamper proof set-up
- Ability to link up to others outside of the NYCC network

4.0 What do our partners think?

I sought the views of the County Council's Head of ICT Architecture and the Emergency Planning Manager as well as from Health, North Yorkshire Police and North Yorkshire Fire and Rescue and District and Borough Councils. There was a general consensus that it would be helpful to be able to join up easily and quickly via video conferencing, that of course it could not replace all meetings but that used appropriately it could benefit all partners.

Discussions have also taken place with those District and Borough Councils whose Members use a 'tablet' device to see if they would be able to use this for video conferencing with NYCC. Those Districts and Boroughs that have supplied 'tablet' devices to their members are happy for them to use them to connect to the NYCC for video conferences

5.0 Demonstration & Pilot

It was important to see first-hand how a video conferencing solution could work for the County Council when the previous system had failed to achieve benefits. First impressions were very good and I could see how progress had been made in the accessibility of the new system. It addressed our needs outlined in section 2.0 above and also made me think again about its possible uses. This was a system that could not only be used for internal meetings and briefings but there is potential in the future to use it for other communication needs for example in emergency planning incidents, or for highways and property inspections, for linking up social workers and service users with officers in County Hall, for encouraging the involvement of young people in their own Youth Council and Young

People's Council meetings and of course for linking up with other Local Authorities across the country to learn from best practise in a variety of areas.

To test the feasibility of the solution further a discreet pilot was undertaken. County Councillors Val Arnold and Carl Les and myself, linked up with officers for the mid cycle briefing of the Corporate & Partnerships Overview and Scrutiny Committee. It highlighted some areas for further work such as ensuring that meetings were secure, the accessibility to view documents simultaneously and the need for protocols to ensure the smooth running of the meeting but with these matters addressed it reaffirmed my belief that video conferencing is the way forward.

A further test of the system was used for the mid cycle briefing of the Young People's Overview and Scrutiny Committee. Councillors Elizabeth Shields and Tony Hall and officers from County Hall with Councillors Joe Plant and John Ritchie joining the meeting from the East Coast on their tablet devices. The meeting worked well and allowed a meeting to take place that might otherwise have had to be cancelled as well as saving the Councillors three hours of travelling each!

6.0 What could a solution look like?

Imagine a video conferencing solution that could be accessed via any computer with internet access and a webcam or even through your smart phone or your tablet device. With the flexibility to be used informally or to have a screen and meeting space arranged for a productive meeting. An easily accessible and usable system that is simple to arrange and intuitive to use. One that provides flexibility and goes some way to future proof our communication needs and allows us to invite anyone to participate in meetings not just those who are part of the County Council. That is the solution that can be offered.

7.0 Indicative savings and costs

Indicative Savings

Whatever solution is agreed it has to provide savings to our current practice of travelling to meetings. It has to provide savings of time and money as well as supporting the County Council's determination to reduce our carbon footprint. I have undertaken some preliminary work on what these savings could be and they are attached to this report at Annex A. These are of course an example of indicative savings but in looking at using video conferencing for the mid cycle briefings and task group meetings of Overview and Scrutiny it may be possible to achieve savings in the region of nearly £6,000 in mileage claims (based on a total of 40 meetings/briefings), a total of nearly two weeks on the road and just over 5 tonnes of carbon emissions. These figures are looking from a Members perspective the savings of officer time and travel would also need to be taken into account and this increases the potential savings still further.

A report has been run from the Resourcelink system for the period 1st January to 31st December 2013 which shows that there had been over 23,000 mileages claims for a total in excess of 1 million miles at the mileage rate of 40p per mile this is an annual cost of £415,000. Whilst it is clear that not all essential travel can be replaced with video conferencing if we took a conservative estimate that 10% of this mileage could be replaced with video conferencing it would provide an annual saving of over £40,000 per annum and save a significant amount of member and officer time.

In order to drive the use of video conferencing and realise the savings outlined above the County Council would need to consider the policy we currently have for paying mileage. There needs to be a commitment from all officers and members to use video conferencing where possible and not to arrange meetings where travel is required. Overview and Scrutiny should also consider that mid cycle briefings will automatically use video conferencing unless there is a good reason for not doing so. The Scrutiny Board should monitor and encourage the use of video conferencing for all briefings.

Indicative Costs

Of course any savings that are made have to be balanced against the cost of introducing and maintaining the solution.

The costs are made up of two components, the first is the infrastructure to join up all parties attending the video conference, the second is the boardroom video conferencing equipment (screen, camera, microphone). Previously the infrastructure to join everyone up has been bought and installed onsite in the councils Data Centre, this presents a significant cost in the region of £70,000. However, it is proposed to use an externally hosted offering which will cost £4,440 for a year which offers far more flexibility.

The boardroom equipment ranges in price depending on the requirements, £11,000 to £25,000 per unit.

8.0 Next steps

The next step for Jon Learoyd the County Council's Head of ICT Architecture (as the County Councils officer with delegated responsibility) is to procure an externally hosted video conferencing solution. This will be for an initial period of one year to provide more opportunity to embed its use across the authority and with partners. A review of the required boardroom equipment will be required and a small number of key locations identified. There will be a standard format for the system but with the flexibility to adapt to meet any increased demand.

Further thought is also needed in (in no particular order) :

- Leadership – a mandate that video conferencing will be used for all appropriate meetings / briefings
- Instruction on how to use the system
- Protocols when to use the system – before booking a pool car – before booking a room – the question to be asked whether video conferencing can be used
- Ensuring the security of meetings
- Protocols for chairing a meeting
- Communications to encourage a culture change with both Members and officers
- further work on looking at the opportunities for its wider use (more than just for briefings)
- Equipment; consideration for some officers to have a web cam with their office computer, when considering replacements for equipment that is due to be renewed, for both officers and Members, video conferencing should be included when looking at what that replacement should be.

- Monitoring and review – we need to ensure that the equipment is being used and that officers and Members are accountable. To facilitate this a review of the current mileage policy and consideration of reporting its usage. It would also be helpful to look at a sample of meetings taking place and the question asked whether video conferencing would have been appropriate.

The Corporate & Partnerships O&SC would welcome the opportunity to review the use of the video conferencing solution and progress on the areas outlined above.

9.0 Recommendations

The Corporate and Partnerships Overview and Scrutiny Committee make the following recommendations to the Executive:

- 1. note the information in this report**
- 2. note the intention of the Head of ICT Architecture to secure a video conferencing solution for an initial period of one year**
- 3. agree the further work to be undertaken outlined at section 8 above including a review of the policy for paying mileage to attend meetings**

County Councillor Tim Swales

Chairman Corporate & Partnerships Overview and Scrutiny Committee

ANNEX A - Video Conferencing – Indicative Savings

Table 1 **Examples of Overview and Scrutiny Meetings that could be done through video conferencing**

Meeting	Number of meetings per year	Number of Members involved at each meeting	Comment
O&S Mid Cycle Briefing	20	5/6	There are 5 Committees each holding a mid cycle briefing 4 times per year
O&S Task Group Meeting	20	4	On average each Committee undertakes 1 review per year. Each review has about 4 meetings

Table 2 **Examples (totals for 4 meetings)**

Meeting	Members at each meeting	Total mileage ¹	Total Travel time	carbon emissions ²	mileage claim at 40p per mile
Example O&SC Mid cycle ³	6	1,438	36 hours 24 mins travelling	0.51 tonnes	£575.20
Example O&S Task Group ⁴	5	1,524	39 hours 36 mins travelling	0.54 tonnes	£609.60

These are indicative amounts and would vary for each Committee depending on the home location of each Member and the number of Members involved. These figures do not take into account officers' time.

Table 3 **Based on the indicative figures above the savings that might be achieved through video conferencing per year**

Meeting	Number of meetings	Total mileage	Total Travel time	carbon emissions	mileage claim at 40p per mile
O&S Mid cycle briefing	20	7,190	182 hours	2.55	£2,876
Task Group	20	7,620	198 hours	2.7	£3,048
Totals	40	14,810	380 hours (over 2 weeks on the road!)	5.25	£5,924

This paper shows examples of two types of O&S meeting that could use video conferencing. There are other formal and informal O&S meetings where video conferencing might also be used so the savings are potentially greater than suggested here.

There are also other benefits to consider:

- Potential for reduced cancellation of meetings due to adverse weather conditions
- Increased availability of Members if travel time does not have to be factored in
- Reduction in risks associated with driving
- More Inclusive - Larger Participation

¹ Mileage and travel times calculated using Google maps

² <http://www.carbonfootprint.com/calculator.aspx>

³ Based on mid cycle briefings of Corporate & Partnerships O&SC

⁴ Based on Task Group meetings of Young People O&SC

North Yorkshire County Council
Corporate and Partnerships Overview and Scrutiny Committee
28 April 2014
Work Programme

1.0 Purpose of Report

- 1.1 This report asks the Committee to:
- a. Note the information in this report.
 - b. Confirm, amend or add to the list of matters shown on the work programme schedule (attached at Annex A).

2.0 Mid cycle briefing 10 March 2014

The mid cycle briefing was used to test the video conferencing system. County Councillors Val Arnold and Carl Les were in attendance and Gary Fielding took part direct from his office using the video conferencing system. The system worked well and highlighted some areas for further consideration.

3.0 Work Programme Schedule

The Work Programme Schedule is attached at Annex A and Members are asked to consider, amend and add to the Committee's Work Programme.

4.0 Future meeting Dates

The future meeting dates for the Committee are:

- 21 July 2014
- 13 October 2014
- 19 January 2015

5.0 Recommendations

- 5.1 The Committee is asked to:
- a. Note the information in this report.
 - b. Approve, comment on or add to the areas of work listed on the Work Programme schedule.

Bryon Hunter, Scrutiny Team Leader
Central Services
County Hall, Northallerton

Report compiled by: Lorraine Laverton Corporate Development Officer
 Telephone: 01609 532108
 Email: Lorraine.laverton@northyorks.gov.uk
 Date: April 2014
 Background Documents: None
 Annex: Annex A – Work Programme

Corporate & Partnerships Overview and Scrutiny Committee – Work Programme Schedule 2014 / 15

Scope

The Council's corporate organisation and structure, resource allocation, asset management, procurement policy, people strategy, equality & diversity, performance management, communication and access to services.

Partnership working, community development, community engagement, community strategies and community safety. This Committee shall be the Crime & Disorder Committee for the purposes of Part 3 of the Police and Justice Act 2006

Meeting dates

<i>Scheduled Mid Cycle</i> Attended by Lead Members of Committee	<i>10 March</i> <i>2014</i> <i>10:30am</i>	<i>16 June</i> <i>2014</i> <i>10:30am</i>	<i>1 Sept</i> <i>2014</i> <i>10:30am</i>	<i>8 Dec</i> <i>2014</i> <i>10:30am</i>
<i>Scheduled Committee Meetings</i>	<i>28 April</i> <i>2014</i> <i>10.30am</i>	<i>21 July</i> <i>2014</i> <i>10:30am</i>	<i>13 Oct</i> <i>2014</i> <i>10:30am</i>	<i>19 Jan</i> <i>2015</i> <i>10:30am</i>

In-depth Scrutiny Review

Meeting	SUBJECT	AIMS/TERMS OF REFERENCE	ACTION/BY WHOM
<i>1st Nov 2013</i>	Communications solution – video conferencing	Time limited Task Group led by C Cllr Tim Swales with support from C Cllrs Val Arnold and Andrew Lee if required. Final report 28 April 2014	<i>C Cllr Tim Swales</i>

Corporate & Partnerships Overview and Scrutiny Committee – Work Programme Schedule 2014 / 15

Overview Reports

Meeting	SUBJECT	AIMS/TERMS OF REFERENCE	ACTION/BY WHOM
28th April 2014	Executive Member Update	Overview and update from the Executive Member	C Cllr Carl Les
	2020 North Yorkshire	Verbal Update	Richard Flinton
	The merger of Community Safety partnerships into a North Yorkshire Community Safety Partnership	Update	Neil Irving
	Corporate Performance Management Framework	Review the implementation of the new performance management framework.	Gary Fielding Trevor Clilverd
	Video Conferencing Solution – draft final report	findings and recommendations regarding video conferencing solutions (due to timing of meetings to be presented to Executive 29 April 2014, comments and amendments from the Committee to be tabled on the day)	C Cllr Tim Swales / Jon Learoyd
	Work Programme Report	Regular report where the Committee reviews its work programme	Lorraine Laverton
21 July 2014	Executive Member Update	Overview and update from the Executive Member	
	Property disposals process	Informing the Committee of the process the County Council uses when disposing of properties	Gary Fielding
	<i>Follow up to the review of the newspaper partnership To be confirmed</i>	<i>The Committee received a report on the newspaper partnership with the Johnston press 1 July 2013 and recommended that the partnership should continue but that there should be a review after a year with a report back to this Committee</i>	<i>Helen Edwards</i>
	Work Programme Report	Regular report where the Committee reviews its work programme	Lorraine Laverton
13 Oct 2014	Executive Member Update	Overview and update from the Executive Member	
	Property Planning	Update report	Gary Fielding Jon Holden
	Workforce update	Regular update to Committee	Justine Booksbank
	Work Programme Report	Regular report where the Committee reviews its work programme	Lorraine Laverton
19 Jan 2015	Executive Member Update	Overview and update from the Executive Member	
	Work Programme Report	Regular report where the Committee reviews its work programme	Lorraine Laverton

Corporate & Partnerships Overview and Scrutiny Committee – Work Programme Schedule 2014 / 15

To be confirmed 2015	North Yorkshire Community Safety Partnership	Designated Crime and Disorder Committee – strategic overview – future plans – annual consideration of crime and disorder matters	TBC
	Procurement annual report	Regular update to committee (last report Feb 2014)	TBC

Please note that this is a working document, therefore topics and timeframes might need to be amended over the course of the year.