



FORWARD PLAN

22 January 2024 - 26 May 2024

Produced By:

**Democratic Services
City of York Council
West Offices
York
YO1 9GA
Tel No. 01904 551031**

CABINET FORWARD PLAN

What is the Cabinet Forward Plan?

The Cabinet Forward Plan is a list of all non-key and key decisions the Authority intends to take during the next four month period. The Plan is updated monthly on or around the 14th of each month and is available to view on-line at www.york.gov.uk

What is a non-key decision?

For the purposes of the Plan, a non-key decision is defined as a 'decision of normal importance' which:

- the Cabinet can collectively take as set out in Part 3 of the council's constitution
- which any Cabinet Member can take individually in line with the Council's Scheme of Delegation

What is a key decision?

A key decision is defined as a decision which is likely:

- to result in the Council incurring expenditure, or making savings, which are significant having regard to the Council's budget for the service or function to which the decision relates i.e.:
 - make a saving of more than 10% of the budget for a particular area - or be more than £500,000
 - require spending that is more than 10% of the budget for a particular area - or be more than £500,00
- to be significant in terms of its effects on communities

In addition to elected Councillors, chief officers can also take key decisions in line with the Officers Delegation Scheme as set out in Schedule 3, Part 3 of the Council's Constitution

What information does the Forward Plan contain?

Each issue entered in the Forward Plan lists:

- The history of the issue in relation to the Forward Plan
- What consultation will be undertaken prior to a decision being made
- The name and contact details of the chief officer responsible for the issue and the forthcoming report
- The date of the meeting at which a decision is due to be taken
- The wards which will be affected by any decision taken

If I have a query about an entry on the Forward Plan, who do I contact ?

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact or have any general enquiries about the Forward Plan, please ring Democratic Services on Tel No. 01904 551031

CABINET FORWARD PLAN
ALPHABETICAL LIST OF ENTRIES

ITEM	PAGE NO
*Acomb Front Street Phase 2 – open public engagement on costed designs and ideas for the scheme	19
Capital & Investment Strategy	8
Capital Budget 2024/25 to 2028/29	9
Capital Programme Update monitor 3	10
Cashless Parking Review	21
*Children and Young People’s Plan 2024-2027	23
Civic protocols Review	35
Construction Skills and Retrofit	25
*Corporate Parenting Strategy	27
Developing a Welcome Centre Approach for Unaccompanied Asylum-Seeking Children	16
Finance & performance monitor 3	11
Financial Strategy 2024/25	12
Free Discretionary Transport to Tadcaster Grammar School	18
*Harewood Whin Green Energy Park (GEP) – Project Initiation	28
Health Protection Annual Assurance Report	30
Implementing the Social Model of Disability	6
Increase to Fixed Penalty Notices	17
*Local Bus Service Updates	31
North Yorkshire and City of York Domestic Abuse Strategy 2024 -2028	37
*Public Realm – Service developments	38
Review of Council Garage Licence Agreement	39
Term dates for the 2025/26 School Year	40
*The Council’s Contract with Make It York	41
Treasury Management Quarter 3 Prudential Indicators	13

ITEM	PAGE NO
Treasury Management Strategy Statement 2024/25 - 2028/29	14
Waste Services – Service developments	15
York Tourism Strategy	33

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Finance, Performance, Major Projects and Equalities

Meeting Date: 24/01/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Implementing the Social Model of Disability

Description: Purpose of Report: To produce a clear policy statement as what the Social Model of Disability means in terms of the how the council will communicate, engage and deliver services to residents. This report will also contain an update on the work of the York Access Forum (YAF) and the move to appoint an independent Chair to take the work of YAF forward.

This will provide an update following the following elements of the Council Motion approved by full Council on October 20th 2022, at which the following was resolved:

- To adopt the Social Model of Disability and embed it into every area of its working, operation, policy and practice, including in how it communicates;
- To review the extent to which disability awareness training, inclusive and universal design training and disability equality is embedded across the organisation in how the council delivers services, making recommendations as appropriate;
- To commit to genuine co-production on all council developments, where disabled people's views are incorporated alongside those of appropriate professionals when considering inclusion and accessibility;
- Upon the appointment of an Access Officer, to convene a quarterly Access Forum, resourced so that it will work in an entirely inclusive and accessible way, supporting a genuine commitment to co-production."

The Executive Member will be asked: To approve the policy statement on implementing the Social Model of Disability at CYC, note the YAF update and the next steps in appointing an independent Chair of YAF.

The date for this item was changed to the decision session scheduled for 29 January because after early conversations with members of the Disabled Community it has been decided to delay this report to enable further consultation ahead of publication; This has since been amended to 24 January for

administrative reasons due to change in date of the decision session.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Director of Customer & Communities

Contact Details: Laura Williams

laura.williams@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: The policy statement will be co produced with representatives of the disabled community, along with their involvement in the appointment of the independent Chair of YAF

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Capital & Investment Strategy

Description: Purpose of Report: To set out a framework for all aspects of the council's capital and investment expenditure including prioritisation, planning, funding and monitoring.

Wards Affected: Members will be asked: To recommend the strategy to full council
All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 15/01/24

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Chief Finance Officer

Contact Details: Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Capital & Investment Strategy

Call-In

If this item is called-in, it will be considered by the
Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Capital Budget 2024/25 to 2028/29

Description: Purpose of Report: To present the capital programme, including detailed scheme proposals.

Members will be asked: To recommend the proposals to full Council

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 15/01/24

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Chief Finance Officer

Contact Details: Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Capital Budget 2024/25 to 2028/29

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Capital Programme Update monitor 3

Description: Purpose of Report: To provide members with an update on the capital programme.

Members are asked: To note the issues and recommend to Full Council any changes as appropriate.

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 15/01/24

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Chief Finance Officer

Contact Details: Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Capital Programme Update monitor 3

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Finance & performance monitor 3

Description: Purpose of Report: To present details of the overall finance and performance position.

Members will be asked: To note the report.

Wards Affected: All Wards

Report Writer: Ian Cunningham, Debbie Mitchell

Deadline for Report: 15/01/24

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Chief Finance Officer

Contact Details: Ian Cunningham, Debbie Mitchell, Chief Finance Officer

ian.cunningham@york.gov.uk, debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Finance & performance monitor 3

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Financial Strategy 2024/25

Description: Purpose of Report: To present the Financial Strategy, including detailed revenue budget proposals.

Members will be asked: To recommend the proposals to full Council

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 15/01/24

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Chief Finance Officer

Contact Details: Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Financial Strategy 2024/25

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Treasury Management Quarter 3 Prudential Indicators

Description: Purpose of Report: To provide members with an update on the treasury management position.

Members will be asked to: Note the issues and approve any adjustments as required to the prudential indicators or strategy.

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 15/01/24

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Chief Finance Officer

Contact Details: Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Treasury Management Quarter 3 Prudential Indicators

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Treasury Management Strategy Statement 2024/25 - 2028/29

Description: Purpose of Report: To set out the treasury management strategy, including the annual investment strategy and the minimum revenue provision policy statement and prudential indicators.

Wards Affected: Members will be asked: To recommend the strategy to full Council
All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 15/01/24

Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director: Chief Finance Officer

Contact Details: Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Treasury Management Strategy Statement 2024/25 - 2028/29

Call-In

If this item is called-in, it will be considered by the
Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - a 'Key Issue' - decision with significant effects on communities

Title of Report: Waste Services – Service developments

Description: Purpose of the Report: The purpose of the report is to present to Executive proposed changes in Waste Services to inform the budget process. The report will focus on an option to introduce a garden waste subscription service and also cover other proposed service developments in relation to the bags to bins project, round optimisation and the adoption of a waste policy.

The Executive will be asked: Consider the information presented in the report and note the contents of the report. The Executive will also be asked to consider the introduction of a garden waste subscription service and whether other service developments including bags to bins, round optimisation and the adoption of a waste policy are approved.

Wards Affected: All Wards

Report Writer: Ben Grabham

Deadline for Report: 11/01/24

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Corporate Director of Place

Contact Details: Ben Grabham, Head of Environment

ben.grabham@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: Not Applicable with exception of the relevant officers and members.

Consultees:

Background Documents: Waste Services – Service developments

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 25/01/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Developing a Welcome Centre Approach for Unaccompanied Asylum-Seeking Children

Description: Purpose of Report: To seek agreement to develop a Welcome Centre approach for Unaccompanied Asylum-Seeking Children who are aged 16 and 17 and can be supported in 'other arrangements' under the care planning regulations.

The report also seeks permission to delegate the decision to re profile capital which was previously allocated in 2019 to develop placement sufficiency.

The Executive will be asked to approve and support the approach of a welcome centre and delegate decision making for capital, should it be required, to the Corporate Director of Children Services in consultation with the council's Chief Finance Officer.

Wards Affected: All Wards

Report Writer: Martin Kelly

Deadline for Report: 15/01/24

Lead Member: Executive Member for Children, Young People and Education

Lead Director: Corporate Director of Children's and Education

Contact Details: Martin Kelly, Corporate Director of Children & Education

martin.kelly@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations: N/A

Process: N/A

Consultees:

Background Documents: Developing a Welcome Centre Approach for Unaccompanied Asylum-Seeking Children

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Housing, Planning and Safer Communities

Meeting Date:

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Increase to Fixed Penalty Notices

Description: Purpose of the Report: To agree increases to the Fixed Penalty Notices charges (including early repayment discounts) for: Fly-tipping, Household Duty of Care, Littering and Fly-posting offences.

The Executive Member will be asked: To approve recommended increases as outlined in the report.

This item has been withdrawn as this will now be considered as part of the overall Financial Strategy 2024/25 report to be considered at Executive on 25 January 2024.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Housing, Planning and Safer Communities

Lead Director:

Corporate Director of Place

Contact Details:

Tanya Lyon

tanya.lyon@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Children, Young People and Education

Meeting Date: 06/02/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Free Discretionary Transport to Tadcaster Grammar School

Description: Purpose of Report: The Executive Member for Children, Young People and Education is asked to take a decision about the phased removal of free discretionary transport to Tadcaster Grammar School following the public consultation on the proposal.

The Executive Member will be asked to approve the phased removal of free discretionary transport to Tadcaster Grammar School from September 2025 in order to achieve previously agreed savings and approve amending the wording in the current policy for home to school transport and the Guide for Parents.

Wards Affected: Bishopthorpe Ward; Copmanthorpe Ward; Rural West York Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Children, Young People and Education

Lead Director:

Corporate Director of Children's and Education

Contact Details:

Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager
barbara.mands@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: An online survey opened on 13 November and ran until 20 December 2023. A public meeting will also be held on 28 January.

Consultees: North Yorkshire County Council, Tadcaster Grammar School, STAR MAT and parents of existing children and young people travelling on a discretionary basis to the school.

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Acomb Front Street Phase 2 – open public engagement on costed designs and ideas for the scheme

Description: Purpose of the Report: The purpose of the report is to set out the ambition and potential scope of the phase 2 works on Acomb Front Street, a key secondary shopping centre within the City of York Council area, seeking approval to undertake open public engagement on costed designs and ideas for the scheme.

The ambition and delivery approach will promote economic growth and help to develop a unique local high street environment promoting diverse community use, and respond to the ideas from the 2021 Future of Acomb Front Street Study, and feedback to date including the petition submitted following the phase 1 works.

The engagement process will be set out, and potential elements (with costings) will be outlined, to ensure businesses and residents and have an opportunity to contribute during the planned engagement period, which is being designed to meet the aspirations of the local community.

Approval will be sought to undertake open public engagement on the Acomb Front Street Phase 2 project approach, to test costed designs and ideas for the scheme.

The Executive will be asked: To confirm that the public consultation on Acomb Front Street Phase 2 may commence, based on the project approach outlined.

Instruct officers to undertake public engagement, analyse responses and work up detailed designs in order that a full costed project scheme can be presented to Executive for approval in Summer 2024.

Wards Affected: Acomb Ward; Holgate Ward; Westfield Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Economy and Transport

Lead Director: Corporate Director of Place

Contact Details: Kathryn Daly, David Warburton

kathryn.daly@york.gov.uk, david.warburton@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Residents, and businesses and stakeholders.

Process: Consultation on the future of Acomb Front Street was undertaken in 2020 with residents, businesses and visitors. In 2021 The Future Acomb Front Street Study included over 1,200 responses Further engagement will now be undertaken in early 2024 in order to progress a holistic design for Front Street.

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the
Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Cashless Parking Review

Description: Purpose of the Report:
Taking forward the decision made by the Executive Member for Economy and Transport to consult on moving the parking estate to cashless payments only and agree to a review of the current number of parking ticket machines and a procurement for parking ticket machines.

The Executive Member will be asked: To make a number of decisions based on the officer recommendations outlined in the report as follows:

- i. To review the cashless parking consultation results;
- ii. To agree one of the following options:
A – To remove the acceptance of cash across the parking estate, which is in line with the budget decision made in March 2023;
B – To continue to accept cash payments across all the parking estate;
- iii. To agree to the removal of some of the on street parking based on an annex that will be included in the report;
- iv. Agree to the Parking Services to go out for the procurement of a new supplier for parking ticket machines and pay on exit systems where the decision as to whether cash will be accepted or not will inform the specification for cashless or cash accepting machines.

The action date for this item has changed from 16 January 2024 to 20 February 2024. Reason: To allow further time to consider the consultation results and review recommendations.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Transport

Lead Director:

Corporate Director of Place

Contact Details:

Graham Titchener

graham.titchener@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: The cashless parking consultation is currently underway and will finish on the 4th December, where the findings will inform the decision to be made in this report.

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Children and Young People's Plan 2024-2027

Description: Purpose of Report: To agree the Children and Young People's Plan 2024-2027. The Children and Young People's Plan is a partnership plan. It is a multi-agency planned held by the City of York Safeguarding Children's Partnership. The council is being asked to adopt the plan through the Executive, partner agencies are asked to adopt the plan through their own governance structures.

The safeguarding partnership agreed the plan in September 2023 and will provide the forum for ongoing oversight of the plan.

The Executive will be asked to agree the Children and Young People's Plan 2024-2027.

Wards Affected: All Wards

Report Writer: Niall McVicar

Deadline for Report: 08/02/24

Lead Member: Executive Member for Children, Young People and Education

Lead Director: Corporate Director of Children's and Education

Contact Details: Niall McVicar

niall.mcvicar@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process: A team of partners working across the York came together to help develop our new Children and Young People's Plan. Together we:

- Listened to what children and young people across the city told us about their lives and living in York.
- Developed a 'children's rights' co-production toolkit. We tested this with young people to help raise awareness of children's rights and understand what our priorities should be.
- Reviewed existing strategic plans across the city.
- Reviewed what data and intelligence tell us about living and growing up in York

We are committed that children and young people must have a voice, are heard and are listened to.

In developing our Children and Young People's Plan we drew together key messages from children and young people through lots of different forums.

- 2023 Co-Production and Joint Partnership with children, young people and families
- 2023 Annual Show Me That I Matter and I Still Matter reports
- 2023 Annual Advocacy Report
- 2023 U_Matter Report
- 2023 City of York Safeguarding Children's Partnership
- 2023 York Youth Council
- Access4All
- 2022 Public Health Survey
- 2021 Voice and Involvement Strategy Evaluation
- 2021 York Human Rights Indicator Report

Consultees:

- Children and Young People
- Partner agencies

Background Documents: Children and Young People's Plan 2024-2027

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Construction Skills and Retrofit

Description:

Purpose of the Report:

To outline the need for a new Construction Skills Initiative (CSI York) to support the development of local employment opportunities resulting from key housing and employment sites in the Local Plan and from the work needed to retrofit domestic and commercial properties across the city if York is to meet our carbon reduction targets.

To set out two projects responding to these two drivers, which Executive have already agreed in October 2023 to support through UK Shared Prosperity Fund (UKSPF). These represent a short term pilot with potential for delivery across the York and North Yorkshire region. In future, they might then be supported by the Mayoral Combined Authority through future UK Shared Prosperity Fund (UKSPF) and gainshare. These two projects aim to increase the local supply of appropriately skilled and qualified employees and businesses that respond to growth in demand.

Funding of £3.37m has recently been awarded by Innovate UK for a project to develop a Retrofit One Stop Shop for York (ROSSY), with City of York Council as lead partner and delivery for 21 months from February 2024. This project is predominantly designed to develop demand for domestic retrofit, complementing the supply-side measures in CSI York. The two initiatives will work together to address our climate change and economic challenges, and the report recommends delegations from Executive to the Corporate Director of Place to enable swift implementation.

The Executive will be asked to:

- Endorse the York Construction Skills Initiative.
- Note the progress made on developing a Construction Skills hub.
- Note the successful application to Innovate UK for the Retrofit One Stop York project and delegate further decisions on implementation to the Corporate Director of Place.

Wards Affected: All Wards

Report Writer: Simon Brereton

Deadline for Report: 08/02/24

Lead Member: Executive Member for Economy and Transport

Lead Director: Corporate Director of Place

Contact Details: Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

Implications

Level of Risk: 04-08 Regular **Reason Key:**
monitoring required

Making Representations:

Process: Executive Members, Key City Stakeholders, Construction Industry
and training providers and FE colleges.

Consultees:

Background Documents: Construction Skills and Retrofit

Call-In

If this item is called-in, it will be considered by the 04/03/24
Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Corporate Parenting Strategy

Description: Purpose of Report: To agree the Corporate Parenting Strategy 2024-2027. A copy of the initial action plan and EIA has also been provided.

The Executive will be asked to: Agree the Corporate Parenting Strategy 2024-2027

Wards Affected: All Wards

Report Writer: Niall McVicar

Deadline for Report: 08/02/24

Lead Member: Executive Member for Children, Young People and Education

Lead Director: Corporate Director of Children's and Education

Contact Details: Niall McVicar

niall.mcvicar@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: Children and young people in care and care leavers have been directly involved in development of the strategy. Details of consultation are included in the Executive paper.

Consultees:

Children and young people in care and care leavers. The draft strategy was agreed at Corporate Parenting Board in September 2023.

Consultees:

Background Documents: Corporate Parenting Strategy

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Harewood Whin Green Energy Park (GEP) – Project Initiation

Description: The former landfill site at Harewood Whin, owned by the council (but currently leased to Yorwaste Limited (Yorwaste)), has been identified as a potentially suitable site for the development of a Green Energy Park (GEP). This report provides an outline of the proposed GEP project at Harewood Whin and requests approval to initiate a project business case.

The Executive will be asked to:

1. Agree to initiate the Harewood Whin GEP project and the development of a Strategic Outline Case for a preferred way forward.

Reason: To assess the viability and feasibility of the proposed project, reaffirm the strategic context, and determine a preferred way forward for the project that is financially viable.

2. Agree that a Strategic Outline Case will be prepared for the project and presented to the Executive at the conclusion of the first stage of project development (Gateway Review 1).

Reason: To enable the Executive to review the Strategic Outline Case (business case) and determine whether to authorise the project to proceed to the next stage of project development.

3. To initiate the governance to assure the project and delegate financial authority for this stage to the Corporate Director of Place to allow the project to proceed to the next Executive decision.

Reason: To progress the project to this next stage, operating within the £243,500 budget allocated by the MCA.

Wards Affected: Rural West York Ward

Report Writer: Alex Eburne, Shaun Gibbons **Deadline for Report:** 08/02/24

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Director of Governance

Contact Details: Alex Eburne, Sustainability Project Manager, Shaun Gibbons

shaun.gibbons@york.gov.uk

Implications

Level of Risk: 04-08 Regular **Reason Key:**
monitoring required

Making Representations:

Process: At a strategic level, an Interim Project Steering Group has been set up to guide to current pre-initiation stage of the project. The Steering Group has been consulted throughout the pre-initiation stage of the project, have provided guidance on the future direction of the project, and support the initiation of the project.

The York & North Yorkshire Local Enterprise Partnership (LEP) have been involved in stakeholder discussions throughout the early stages of the project. The LEP are supportive of the GEP project and its alignment with the key strategic priorities as set out in the York & North Yorkshire Routemap to Carbon Negative.

Northern Powergrid (NPG), the local Distribution Network Operator (DNO), have been involved in discussions about grid connection options and constraints as part of the Local Area Energy Plan (LAEP) project. NPG were invited to provide input into developing the GEP proposal and are supportive of the opportunity it presents to increase large-scale distributed generation in York. Other consultees that have been consulted are listed below.

The council will undertake community engagement on the proposed project prior to the submission of a planning application in order to inform and refine the development proposal and design. It is also proposed that the council undertakes further engagement at the post-submission stage to alleviate any remaining public concerns.

Consultees:

- Interim Project Steering Group
- Council Management Team (CMT)
- Executive
- Executive Members for Environment and Climate Emergency
- Council Implications Officers
- York & North Yorkshire Local Enterprise Partnership (LEP)
- Northern Powergrid
- Yorwaste

Consultees:

Background Documents: Harewood Whin Green Energy Park (GEP) – Project Initiation

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Health Protection Annual Assurance Report

Description: Purpose of Report: To provide the Executive with its annual assurance of health protection arrangements in place to protect the local population, and show them the ways we as a local authority fulfil our statutory duties to protect the health of the public against infectious and environmental hazards.

Wards Affected: All Wards

Report Writer: Anita Dobson

Deadline for Report: 08/02/24

Lead Member: Executive Member for Health, Wellbeing and Adult Social Care

Lead Director: Director of Public Health

Contact Details: Anita Dobson

anita.dobson@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process: The report was written and supported by a number of CYC staff and external organisations. The report was agreed at the York Health Protection Committee Meeting.

Public Health Protection Team
York Health protection Committee

Consultees:

Background Documents: Health Protection Annual Assurance Report
Health Protection Annual Assurance Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24
15/04/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above

Title of Report: Local Bus Service Updates

Description: A summary will be provided of the recent York Bus Network Review, undertaken by consultants Momentum. The results of the report will be used for long-term planning but have also informed some immediate proposals to amend the supported bus network. The results of a consultation on these shorter-term proposals will be presented in the report, alongside a series of recommendations for service changes to be implemented in 2024. In association with this, approval will be sought to extend some existing short-term bus arrangements to 2nd June 2024.

The second key aspect of the report will be to provide an update on progress with the York Bus Service Improvement Plan ("BSIP"). This will include an overview of the funding position for council supported bus services, including details of an additional £1.15m of BSIP funding awarded by the Department of Transport ("DfT") to City of York Council for 2024/25.

The final component of the report will be to provide details of York's latest bid to the DfT for Zero Emission Bus Regional Areas ("ZEBRA2") scheme, with the outcome expected in March 2024.

The Executive will be asked:
To make decisions in relation to supported bus services.
To note the update and additional BSIP Funding and update on Zebra funding.

Wards Affected: All Wards

Report Writer: Joanne Waddington **Deadline for Report:** 08/02/24

Lead Member: Executive Member for Economy and Transport

Lead Director: Corporate Director of Place

Contact Details: Joanne Waddington

joanne.waddington@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: A public consultation on proposals to change some supported bus routes and timetables was launched on 21st December 2023 and

concludes on 17th January 2024. The results are to be incorporated into this report.

A number of BSIP funding approvals have already been sought from the York Enhanced Bus Partnership (“EP”) Operational Delivery Group (“ODG”). Further approvals will be sought on 17th January 2024.

Consultees:

Background Documents: Local Bus Service Updates

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 20/02/24

Keyword:

Item Type: Executive Decision - a 'Key Issue' - decision with significant effects on communities

Title of Report: York Tourism Strategy

Description: Purpose of the Report:
The report will outline the Tourism Strategy that York's Tourism Advisory Board (TAB) have developed with industry partners, consider its strategic fit with Council Plan Priorities, and recommend that Executive ask Full Council to adopt the strategy on behalf of the city. It will also update Executive on the joint work with North Yorkshire Council, Make it York and the shadow Combined Authority to establish a York & North Yorkshire Local Visitor Economy Partnership (YNY LVEP) for York and North Yorkshire and the collaborative arrangements in place for developing and implementing that LVEP.

The Executive will be asked: .

- Thank the Tourism Advisory Board for their work in preparing a new Tourism Strategy for the city and recommend the strategy to Full Council so that it can be adopted on behalf of the city
- Note the requirement to work collaboratively with North Yorkshire Council to prepare a YNY LVEP Year 1 Growth Action Plan and a framework which aligns the York Tourism Strategy and the North Yorkshire Destination Management Plan by 31 March 2024

Delegate the sign off for York input to the collaborative work on the LVEP Growth Action Plan/LVEP Framework to the Director of Housing, Economy and Regeneration.

Wards Affected: All Wards

Report Writer: Simon Brereton **Deadline for Report:** 08/02/24

Lead Member: Executive Member for Economy and Transport

Lead Director: Corporate Director of Place

Contact Details: Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

Implications

Level of Risk: 04-08 Regular **Reason Key:**
monitoring required

Making Representations:

Process: Extensive consultation through Tourism Advisory Board with external partners. Internal consultation.

Consultees:

Background Documents: York Tourism Strategy

Call-In

If this item is called-in, it will be considered by the
Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Finance, Performance, Major Projects and Equalities

Meeting Date: 21/02/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Civic protocols Review

Description: Purpose of Report: To review all aspects of current civic protocols to ensure that the Civic Party, including use of the Mansion House and Lord Mayor's Charity are supported into the future in a sustainable way at a time of constrained resources. Importantly this review will ensure that the Lord Mayor can continue to act as an ambassador for the City locally, nationally and internationally, as it's elected First Citizen, in their role to ;

- I. Uphold historical and ceremonial traditions of the Office of Lord Mayor;
- II. Attend and support civic events and community activities which demonstrate the First Citizen's commitment to the Council Plan.

The Executive Member will be asked: To approve the revised set of civic protocols for introduction in the new Civic Year from May 2024.

The decision will be made by Cllr Katie Lomas - Executive Member for Finance, Performance, Major Projects and Equalities in consultation with Cllr Claire Douglas – Executive Leader inc. Corporate Services, Policy, Strategy and Partnerships.

The action date for this item has changed to 21 February due to the January meeting being moved to an earlier date, and to complete work required on the detail of the report.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director:

Director of Customer & Communities

Contact Details:

Laura Williams

laura.williams@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the
Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Health, Wellbeing and Adult Social Care

Meeting Date: 21/02/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: North Yorkshire and City of York Domestic Abuse Strategy 2024 - 2028

Description: Purpose of Report: To present the North Yorkshire and City of York Domestic Abuse Strategy 2024-2028 together with the accompanying Equalities Impact Assessment.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Health, Wellbeing and Adult Social Care

Lead Director: Director of Public Health

Contact Details: Anita Dobson, Peter Roderick, Director of Public Health

anita.dobson@york.gov.uk, peter.roderick@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Through the York Domestic Abuse Partnership Board

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Environment and Climate
Emergency

Meeting Date: 27/02/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Public Realm – Service developments

Description: The purpose of the report is to present to the Executive Members proposed changes in Public Realm. The report will focus on options to improve biodiversity in select areas of the city, options for weed treatment and changes to the management of verges and open spaces. A number of these proposals will be trial areas to inform future service developments.

The Executive will be asked: Consider the information presented in the report and note the contents of the report. The Executive Members will also be asked to consider the proposed trial areas contained within the report and decide if they wish to adopt these proposed areas.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Corporate Director of Place

Contact Details: Ben Grabham, Head of Environment, Dave Meigh

ben.grabham@york.gov.uk, dave.meigh@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Not Applicable.

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the
Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Housing, Planning and Safer Communities

Meeting Date: 28/02/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Review of Council Garage Licence Agreement

Description: Purpose of report: The report reviews the current CYC garage licence agreement, identifying parts that require updating to bring it up to date, with the purpose that CYC has a garage licence agreement that is future proof.

The Executive Member will be asked to approve the introduction of a new garage licence agreement from April 2024.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Housing, Planning and Safer Communities

Lead Director: Corporate Director of Place

Contact Details: Kate Grandfield, Supported Housing Manager, Peter Holt, Housing Assistant Team Leader, Denis Southall, Head of Housing Management Services

kate.grandfield@york.gov.uk, peter.holt@york.gov.uk,
denis.southall@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Using Survey Monkey, asking garage licensees for comment on proposed changes to the garage licence. The consultation will take 7 weeks

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

04/03/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Children, Young People and Education

Meeting Date: 05/03/24

Keyword:

Item Type: Executive Member Decision - of 'Normal' importance

Title of Report: Term dates for the 2025/26 School Year

Description: This report seeks the Executive Member's approval for the City of York Council term dates 2025/26 school year. The report follows an informal consultation via York Education.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Children, Young People and Education

Lead Director: Corporate Director of Children's and Education

Contact Details: Rachelle White, School Admissions Manager

rachelle.white@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Headteachers of all schools in the City of York area.

Process: Informal consultation via York Education.

Consultees:

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:

15/04/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/03/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: The Council's Contract with Make It York

Description: Purpose of Report: For members to decide if the existing Make It York contract should be extended by up to a further three years. The report will also update and seek approval from members on the current proposed service specification and any other contract changes required.

The Executive will be asked:

To consider the option to extend the Make It York contract and approve the updated Service Specification and contract changes.

Wards Affected: Guildhall Ward

Report Writer: Andrew Laslett

Deadline for Report: 04/03/24

Lead Member: Executive Member for Economy and Transport, Executive Member for Health, Wellbeing and Adult Social Care

Lead Director: Director of Customer & Communities

Contact Details: Andrew Laslett, Head of Strategic Services (Leisure & Community Centres)

andrew.laslett@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: Consultation Process : Make It York Senior Management Team

Consultees: Economy, Place, Access and Transport scrutiny committee – 22 January 2024

Consultees:

Background Documents: The Council's 2019s Contract with Make It York
The Council's Contract with Make It York

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/03/24