



FORWARD PLAN

6 November 2023 - 10 March 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

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FORWARD PLAN ITEM

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

Meeting Date: 07/11/23

Keyword:

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

Title of Report: Free Discretionary Transport to Tadcaster Grammar School

Description: Purpose of Report: To show the Executive member the process for the removal of free discretionary transport to Tadcaster Grammar School to achieve agreed savings.

The Executive Member is asked to approve the process for the removal of free discretionary transport to Tadcaster Grammar School to achieve agreed savings. This ensures the elected member is sighted on the process being used and that it is consistent with the removal of other areas of free discretionary transport carried out previously.

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:

Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager

barbara.mands@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Informal consultation process as pupils are currently transported on a discretionary basis and not statutory.

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

Background Documents:

Call-In

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

04/12/23

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 14/11/23

Keyword:

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

Title of Report: Local Bus Service Updates

Description: Purpose of the report: This report will seek approval for Bus Service Improve Plan (BSIP) expenditure to extend support for some early morning and evening bus until 30/4/24. This will enable the current arrangements to continue whilst the findings from an ongoing Bus Network Review are analysed. Findings and recommendations from the Bus Network Review are planned to be presented to CYC Executive and the Enhanced Bus Partnership in January 2024 for implementation in May '24.

The Executive Member will be asked: To note and approve plans to extend to 30th April 2024 some existing tendered bus service contracts for early morning and evening bus services at a total estimated cost of up to £53,000.

The rationale for the extension is to enable the outputs of the York Bus Network Review to be thoroughly considered and discussed with stakeholders, with a view to bringing recommendations for longer-term, better value, and, hopefully, a more stable bus network to the Executive and York Enhanced Bus Partnership in January 2024, for implementation in May 2024.

The Council aims to give the same 28 days' clear notice of non-key decisions as it does for key decisions, but in exceptional circumstances this may not be possible. It has not been possible to give 28 clear days' notice of the intention to make this decision due to an administrative error.

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:

Joanne Waddington

joanne.waddington@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees: The York Enhanced Partnership (EP) for Buses has been consulted via the following forums: the EP Bus Forum, EP Performance Group, EP Operational Delivery Group.

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/12/23

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 14/11/23

Keyword:

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

Title of Report: Local Transport Strategy Consultation

Description: Purpose of the Report: To set out more detail of the high level transport objectives and policies discussed in the report about the Local Transport Strategy presented to Executive on the 12th October 2023.

The Executive Member will be asked: To approve the detail of draft transport policies prior to the beginning of public consultation later in November.

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:

Julian Ridge

julian.ridge@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: The report will outline the consultation process.

Consultees:

Background Documents:

Call-In

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

06/11/23

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 14/11/23

Keyword:

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

Title of Report: Tadcaster Road TRO Consultation

Description: Purpose of the Report: The works on Tadcaster Road have changed the road layout, which has required an amendment to the TRO (Traffic Regulation Order), the report will provide information on the response from the consultation which was undertaken.

The Executive Member will be asked: To approve the proposed amendments to the York Parking, Stopping and Waiting Order.

Wards Affected: Dringhouses and Woodthorpe Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Transport

Lead Director:

Corporate Director of Place

Contact Details:

Darren Hobson, Principal Engineer Traffic Manager

darren.hobson@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:

06/11/23

FORWARD PLAN ITEM

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

Meeting Date: 15/11/23

Keyword:

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

Title of Report: Investment of 2023-2024 council budget growth money - Substance Misuse

Description: Purpose of Report: To give an overview of how the Council will allocate resources from the 2023/24 Council Budget growth funding, which allocated a one-off amount of £100k to the public health team to support those living with substance issues. It will also set the context for the investment in terms of our city Drug and Alcohol Partnership priorities and programme.

The action date for this item has changed from 11 October 2023 to 15 November 2023.

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: Sharon Stoltz, Director of Public Health

sharon.stoltz@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Through Public Health DMT

Consultees:

Background Documents:

Call-In

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

04/12/23

FORWARD PLAN ITEM

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

Meeting Date: 15/11/23

Keyword:

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

Title of Report: DPH Annual Report

Description: Purpose of Report: This is the statutory annual report from the Director of Public Health. Under the Health and Social Care Act the Director of Public Health has a statutory duty to write a report and the Local Authority has a duty to publish it. The theme of the 2023 annual report is domestic abuse.

Wards Affected: The Executive Member will be asked: To note the report.
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: Christina Ravenhill

christina.ravenhill@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:

04/12/23

FORWARD PLAN ITEM

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

Meeting Date: 15/11/23

Keyword:

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

Title of Report: York Learning Annual Strategic Plan 2023-2024

Description: Purpose of Report: Presents York Learning's strategic aims for the academic year 2023/24, offers clear areas for development to meet the Accountability Agreement agreed at CMT in May. This report will be used to show progress towards these aims to Children, Culture & Communities Scrutiny Committee at the end of the academic year in 2024.

The Executive Member will be asked to consider the Strategic Report and approve it subject to any suggested changes.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Health, Wellbeing and Adult Social Care

Lead Director:

Director of Customer & Communities

Contact Details:

Angela Padfield, Head of Adult Learning Service - York Learning

angela.padfield@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

LSIP (Local Skills Improvement Plan) set out the skills plan and accountability statement, CMT approved the accountability agreement and this plan is based on that and then shared and discussed with all curriculum managers within York Learning.

Consultees:

Background Documents:

Call-In

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

04/12/23

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 16/11/23

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Capital Programme Monitor 2

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

Members will be asked:

- To note the issues;
- Recommend to Full Council any changes as appropriate.

Wards Affected: All Wards

Report Writer: Emma Audrain

Deadline for Report: 06/11/23

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

Lead Director: Chief Finance Officer

Contact Details: Emma Audrain, Accountant - Customer & Business Support Services

emma.audrain@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Capital Programme Monitor 2

Call-In

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

04/12/23

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 16/11/23

Keyword:

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

Title of Report: Castle Gateway Update

Description: Purpose of Report: To provide an update on the Castle Gateway Regeneration and seek approval for the next steps on the various project components.

The report will explain what has changed since the last decision report in June 2022 and what this means for the Castle Gateway projects, as well as setting out a series of recommended next steps.

Executive will be asked to consider what has changed on the Castle Gateway Regeneration since the last decision report in June 2022, and agree the way forward on the various project components.

Wards Affected: All Wards

Report Writer: Sally Cawthorn **Deadline for Report:** 02/11/23

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

Lead Director: Corporate Director of Place

Contact Details: Sally Cawthorn

sally.cawthorn@york.gov.uk

Implications

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

Making Representations:

Process: The Castle Gateway has been shaped through extensive public and stakeholder consultation throughout its lifetime. This has followed the innovative 'My' approach to engagement.

Consultees:

Background Documents: Castle Gateway Update
16 November 2023 - Exempt Notice - Executive - Castle Gateway Update

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: 16/11/23

Keyword:

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

Title of Report: Delivering More Affordable Housing in York – update on the Housing Delivery Programme

Description: Purpose of Report: To update Members on the Housing Delivery Programme including making recommendations which aim to accelerate the delivery of affordable housing in York.

The Executive will be asked: To consider recommendations related to developing sites for housing, including the disposal of land and partnership opportunities.

Wards Affected: All Wards

Report Writer: Michael Jones

Deadline for Report: 02/11/23

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

Lead Director: Corporate Director of Place

Contact Details: Michael Jones, Head of Housing Delivery and Asset Management, Sophie Round

michael.jones@york.gov.uk, Sophie.Round@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Delivering More Affordable Housing in York – update on the Housing Delivery Programme

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/12/23

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 16/11/23

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Delivery of KS2 Universal Free School Meals Pilot Project

Description: Purpose of Report: To provide details on the work that is taking place to implement a pilot project to extend universal free school meals to Key Stage 2 children. The project is designed to deliver on the Executive's election manifesto commitment to create a cross city alliance to address disadvantage and the cost of living crisis. Findings from the pilot project will then be used to inform any full city roll out of universal free school meals.

The Executive will be asked: To agree to start the pilot project for the delivery of universal free school meals in KS2. The pilot project will run from January 2024 to December 2024.

Wards Affected: Clifton Ward; Westfield Ward

Report Writer: Maxine Squire
Lead Member: Executive Member for Children, Young People and Education
Lead Director: Corporate Director of Children's and Education
Contact Details: Maxine Squire, Assistant Director of Education
Tel: 01904 553007
maxine.squire@york.gov.uk

Deadline for Report: 06/11/23

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process: Consultation has taken place with the pilot schools and catering providers to assess their interest in being part of the pilot project.

Consultees: Headteachers of Westfield Primary and Burton Green Primary Academy;
School Business managers at Westfield and Burton Green;
Hope Sentamu multi-academy trust;
Hutchinsons caterers;
North Yorkshire Catering Service.

Background Documents: Delivery of KS2 Universal Free School Meals Pilot Project

Call-In

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

06/11/23

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 16/11/23

Keyword:

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

Title of Report: Extension of the Young People's Community Wellbeing and Support Service

Description: Purpose of Report: To seek permission to extend the City of York Council's Community Wellbeing and Support Contract for Young People delivered by Safe and Sound Homes ("SASH") by a further six-months. A review of the Youth Homelessness Pathway is currently being undertaken by Children's Services. A six-month extension would allow us to incorporate its recommendations into the modelling and recommissioning of the new Service.

The Executive will be asked:

- i. To approve the extension of the current Community Wellbeing and Support Contract for Young People with SASH by 6 months until 31st July 2024.
- ii. To delegate authority to the Director of the Corporate Director of Adults and Integration (and their delegated officers) in consultation with both the Director Governance and the Chief Finance Officer (and their respective delegated officers) to draft, negotiate and conclude any necessary documentation with SASH to extend the Contract, in compliance with the terms and conditions of the Contract, the Council's Contract Procedure Rules set out within Appendix 11 of the Council's Constitution ("the Council's CPRs") and the Council's statutory obligations under the Public Contract Regulations 2015 ("the Procurement Regs").

The Council aims to give the same 28 days' clear notice of key decisions, but in exceptional circumstances this may not be possible. It has not been possible to give 28 clear days' notice of the intention to make this decision due to a short delay in the internal governance process.

Wards Affected: All Wards

Report Writer: Jamaila Hussain **Deadline for Report:** 02/11/23
Lead Member: Executive Member for Health, Wellbeing and Adult Social Care
Lead Director: Corporate Director of Adult Services & Integration
Contact Details: Jamaila Hussain, Corporate Director of Adult Social Care and Integration

jamaila.hussain@york.gov.uk

Implications

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

Making Representations:

Process: The paper has been through the appropriate governance processes including CMT.

Consultees: Legal,
Finance,
Procurement.

Background Documents: Extension of the Young People's Community Wellbeing and Support Service
Reg 10 - Extension of the Young People's Community Wellbeing and Support Service

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: 16/11/23

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Finance & Performance Monitor 2

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

Wards Affected: Members will be asked to note the report.
All Wards

Report Writer: Ian Cunningham, **Deadline for Report:** 06/11/23
Debbie Mitchell

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

Lead Director: Chief Finance Officer

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

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

Implications

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

Making Representations:

Process:

Consultees:

Background Documents: Finance & performance monitor 2

Call-In

If this item is called-in, it will be considered by the **04/12/23**
Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 16/11/23

Keyword:

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

Title of Report: Medium Term Financial Strategy Update

Description: Purpose of Report: To outline the high level Medium Term Financial Strategy (MTFS) 2024/25 to 2027/28 to reflect the updated Council Plan. The MTFS supports the Council Plan and will ensure that resources are prioritised to deliver Council priorities but will ensure that it only delivers those schemes that it can afford.

Members will be asked to approve the Medium Term Financial Strategy.

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 02/11/23

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: To be confirmed within the report and will be agreed with Executive /CMT in advance.

Consultees: Consultees are all residents and local businesses. Other special interest groups to be confirmed if required/appropriate.

Background Documents: Medium Term Financial Strategy Update

Call-In

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

04/12/23

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 16/11/23

Keyword:

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

Title of Report: Specialist Mental Health Housing and Support

Description: Purpose of Report: There is a widely accepted shortage of the right type of accommodation and support to meet the needs of people in York with mental ill-health. The deficit of specialist housing and support options for people with multiple and complex needs, particularly around mental health, and substance use disorder, was identified as a priority in an in-depth piece of co-production on the entire housing pathway. The resultant programme of work focuses on enabling people with complex mental health needs, including those with associated substance use disorder and behavioural difficulties, to access the right type of housing, with the right level of support, at the right time to meet their needs. This paper seeks approval for a change in delivery methodology for this programme of work.

On 22nd August 2020, the Executive approved plans to deliver 53 new specialist mental health housing and support places through the development of hub and spoke model.

On 15th July 2021 CYC and Vale of York Clinical Commissioning Group (now NHS Humber and North Yorkshire Integrated Care Board ("ICB")) completed a Section 75 partnership agreement in relation to Mental Health Housing and Support (the "Section 75 Agreement"). This covers partnership arrangements agreed between CYC and the ICB for 10-years, from 2021 – 2031. It was based on the previously tendered service arrangements that unfortunately did not result in a contract award. The proposed arrangements in this report therefore deviate from what is currently within the Section 75 Agreement. Any modifications/variations to the existing Section 75 Agreement (or replacement) would need to be in place prior to commencement of any new proposals. Any arrangements with other stakeholders such as Tees, Esk and Wear Valleys NHS Foundation Trust ("TEWV") would also need agreeing and documenting also.

A decision is needed to enable us to amend the original plan and to seek to alter the ICB Section 75 Agreement arrangements and explore alternative delivery options through adopting a phased approach of delivery for the wider programme, which includes a 12-month pilot of 7-units at 92 Holgate Road which will commence in January 2024.

The Executive will be asked to agree the following

recommendations:

- I. To adopt a phased approach of delivery for the wider programme which significantly includes a 7-unit pilot at 92 Holgate Road for 12-months.

- II. To enter a service contract with mental health support services provider (the “Provider”) for a Term of 12-months for provision by the Provider from 92 Holgate Road of a 7-unit mental health support service (the “Service Contract”).

- III. To grant a lease of 92 Holgate Road to the Provider for a Term of 12-months (the “Lease”).

- IV. To amend the existing Section 75 Agreement with the ICB to address changes to the long-term intentions of the Mental Health Housing and Support project and the funding requirements for the 12-month pilot at 92 Holgate Road.

- V. To delegate authority to the Corporate Director of Adult Services and Integration (“DASS”) (and their delegated officers), in consultation with the Director of Governance (and their delegated officers), to:
 - i. negotiate the provisions, and conclude the entry into, of the Service Contract and the Lease;
 - ii. negotiate and approve any required amendments to the existing Section 75 Agreement and arrangements with the ICB on the Council’s behalf; and
 - iii. negotiate and agree any arrangements and agreements with TEWV, ICB or other stakeholders as may be required including (but not limited to) any alternatives or replacements to the existing ICB Section 75 Agreement if necessary.

Wards Affected: All Wards

Report Writer: Jamaila Hussain **Deadline for Report:** 02/11/23
Lead Member: Executive Member for Health, Wellbeing and Adult Social Care
Lead Director: Corporate Director of Adult Services & Integration
Contact Details: Jamaila Hussain, Corporate Director of Adult Social Care and Integration

jamaila.hussain@york.gov.uk

Implications

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

Making Representations:

Process: The paper has been through the appropriate governance processes including CMT.
The original model is a result of intensive coproduction process that took place between 2017 and 2020 (see pages 6-7 of Annex 3).

The amended model has been through the task and finish group and Project Board set up to deliver the original vision.

Consultees: Legal;
Finance;
Procurement;
Housing.

Background Documents: Specialist Mental Health Housing and Support

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: 16/11/23

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Treasury Management and Prudential Indicators 2023/24 Mid-Year Review and Quarter 2 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;
- Approve any adjustments as required to the prudential indicators or strategy.

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 06/11/23

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 and Prudential Indicators 2023/24 Mid-Year Review and Quarter 2 Prudential Indicators

Call-In

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

04/12/23

FORWARD PLAN ITEM

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

Meeting Date: 21/11/23

Keyword:

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

Title of Report: York Climate Change Risks and Vulnerabilities to Inform a Climate Change Strategy and Action Plan

Description: Purpose of Report: To inform a climate change strategy and action plan for York's key climate change risks and vulnerabilities, including likely impact on council and wider services.

The Executive Member will be asked to agree the risks and vulnerabilities set out, with a view to these being better integrated within corporate and departmental risk registers and business continuity planning.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Director of Governance

Contact Details: Paul McCabe
paul.mccabe@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: The October 2022 CCRVA consulted a wide range of subject experts during its drafting, including a questionnaire – though response rates were limited. Officers have engaged with those from other authorities across the region as part of the YHCC facilitated climate adaptation workshop series. External partners have been consulted through a series of workshops to assess levels of city preparedness for climate change. The CYC Carbon Change Programme Board commented on a draft of the report.

Consultees: CYC Carbon Change Programme Board;
City partners;
Internal services – ongoing.

Background Documents:

Call-In

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

04/12/23

FORWARD PLAN ITEM

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

Meeting Date: 21/11/23

Keyword:

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

Title of Report: York Emissions Inventory Report 2023

Description: Purpose of Report: To report the latest data on York's greenhouse gas emissions inventory.

The Executive Members will be asked: To note and approve the report.

The Council aims to give the same 28 days' clear notice of non-key decisions as it does for key decisions, but in exceptional circumstances this may not be possible. It has not been possible to give 28 clear days' notice of the intention to make this decision due to a delay in the internal governance process.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Director of Governance

Contact Details: Shaun Gibbons

shaun.gibbons@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:

06/11/23

FORWARD PLAN ITEM

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

Meeting Date: 21/11/23

Keyword:

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

Title of Report: City of York Council: Annual Carbon Emissions Report 2022/23

Description: Purpose of Report: To report the latest data on the council's operational greenhouse gas emissions.

The Executive Members will be asked: To approve and note the report.

The Council aims to give the same 28 days' clear notice of non-key decisions as it does for key decisions, but in exceptional circumstances this may not be possible. It has not been possible to give 28 clear days' notice of the intention to make this decision due to a delay in the internal governance process.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Director of Governance

Contact Details: Shaun Gibbons

shaun.gibbons@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:

06/11/23

FORWARD PLAN ITEM

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

Meeting Date: 07/12/23

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.

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:

06/11/23

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 12/12/23

Keyword:

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

Title of Report: Directorate of Place 2023/24 Transport Capital Programme

Description: Purpose of the Report: To set out the proposed programme of schemes to be delivered through the 2023/24 Place Transport Capital Programme budget, following the approval of the 2023/24 Transport Capital Budget at Budget Council and subsequent reports to Executive.

The Executive Member will be asked to: Approve the proposed programme of schemes to be delivered in 2023/24.

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:

James Gilchrist, Director of Transport, Environment and Planning

james.gilchrist@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: N/A

Process: N/A

Consultees:

Background Documents:

Call-In

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

22/01/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/12/23

Keyword:

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

Title of Report: City of York Council Actions in Response to the York Anti-Racism and Inclusion Strategy

Description: Purpose of Report: To provide a plan of action as the Council's response to the Anti-Racism and Inclusion Strategy which was presented to and approved by Executive and Full Council in July 2023. A commitment was made to provide a further report to Executive in response to the strategy, making recommendations for change where actions can be implemented in the short term and also identifying medium and longer-term measures.

The Executive will be asked: To approve the Action Plans and related activities as contained in the report.

Wards Affected: All Wards

Report Writer: Pauline Stuchfield
Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities, Executive Member for Housing, Planning and Safer Communities

Deadline for Report: 30/11/23

Lead Director: Director of Customer & Communities

Contact Details: Laura Williams, Pauline Stuchfield, Director of Customer & Communities
laura.williams@york.gov.uk, pauline.stuchfield@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: The original strategy was produced by an independent working group which engaged with key organisations across the city and included the council's Black, Asian and Racially Minoritised Communities (BARMC) staff group and Leading Together (Head of Service) Group.

Consultees: The action plan will be produced with input from the staff and will involve detailed engagement with the BARMC staff group.

Background Documents: Public report Council
Public report Executive
City of York Council Actions in Response to the York Anti-Racism and Inclusion Strategy

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: 14/12/23

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Lord Mayoralty 2024/25

Description: Purpose of Report: To set out the points allocation for the Group eligible to nominate to the position of Lord Mayor for 2024/25.

The Executive will be asked: To note the current allocation of points for the Lord Mayoralty for 2024/25.

Wards Affected: All Wards

Report Writer: Dawn Steel

Deadline for Report: 04/12/23

Lead Member: Executive Leader inc. Corporate Services, Policy, Strategy and Partnerships (and Devolution)

Lead Director: Director of Governance

Contact Details: Dawn Steel, Head of Civic & Democratic Services

dawn.steel@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: None as this is a customary established process for the selection of the Lord Mayor.

Consultees:

Background Documents: Lord Mayoralty 2024/25

Call-In

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

22/01/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/12/23

Keyword:

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

Title of Report: Refreshed Governance Arrangements for York's Human Rights & Equalities Board (HREB)

Description: Purpose of Report: In a report considered at the Decision Session of the then Executive member of Culture Leisure and Communities on 31st January 2023, as well as recommitting to the declaration made in 2017 to become a Human Rights City it was approved that the council would:

Commit to moving forward in agreement with York Human Rights City Network (YHRCN) with a refreshed structure for the Human Rights and Equalities Board produced by a joint task group;

This report will describe the outputs and recommendations of that work which will enable the refreshed HREB and its members to move forward in ensuring that York moves forwards and delivers against its commitment as a Human Rights City

The Executive will be asked: To approve the recommendations which will see a refreshed governance structure for the Human Rights and Equalities Board.

Wards Affected: All Wards

Report Writer: Pauline Stuchfield
Lead Member: Executive Member for Finance, Performance, Major Projects and Equalities, Executive Member for Housing, Planning and Safer Communities

Deadline for Report: 30/11/23

Lead Director: Director of Customer & Communities

Contact Details: Pauline Stuchfield, Director of Customer & Communities
pauline.stuchfield@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: Continued engagement and coproduction with the York Human Rights City Network Steering Group during 2022 and 2023.

Consultees:

Background Documents: EMDS Paper
Refreshed Governance Arrangements for York's Human Rights & Equalities Board (HREB)

Call-In

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

FORWARD PLAN ITEM

Meeting: Joint Devolution Committee

Meeting Date: 15/12/23

Keyword:

Item Type: Joint Devolution Committee

Title of Report: Final Business Cases for Brownfield Housing funding programme

Description: Purpose of Report: Further to Minute 16 (13 March 2023), to seek approval of the final business cases for Brownfield Housing Fund Programme.

The committee will be asked to approve the recommendations.

Action date changed. Reason: This has been moved to the meeting scheduled for 15 December 2023.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Leader inc. Corporate Services, Policy, Strategy and Partnerships (and Devolution)

Lead Director:

Chief Operating Officer

Contact Details:

Claire Foale, Assistant Director of Policy and Strategy

claire.foale@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: 23 October 2023 - Exempt Notice - Joint Devolution Committee - Final Business Cases for Brownfield Reg 10 - Final Business Cases for Brownfield Housing Funding Programme

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: 15/01/24

Keyword:

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

Title of Report: Admissions Arrangements for the 2025/26 School Year

Description: Purpose of Report: To seek the Executive Member's approval for the City of York Council co-ordinated schemes and admission policies for the 2025/26 school year. It also seeks approval of the proposed individual school published admission numbers (PANs) for the academic year beginning in September 2025. The report follows a period of 6 weeks consultation.

The Executive Member will be asked to approve the admission arrangements (admissions policies and published admission numbers) for all schools for whom the local authority is the admissions authority, for entry into school in September 2025.

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, Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager

rachelle.white@york.gov.uk, barbara.mands@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

The statutory requirement is for a six week consultation 2nd October to 12th November.

Consultees:

Headteachers and governing bodies of all schools in the City of York area, admissions authorities other than CYC (Voluntary Aided and Academy schools), neighbouring admissions authorities, dioceses of Church of England and Roman Catholic churches. Also any parent/carers of children in the area who respond to consultation documents.

Background Documents:

Call-In

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

22/01/24

FORWARD PLAN ITEM

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

Meeting Date: 29/01/24

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

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:

06/11/23