

**CITY OF YORK COUNCIL
SUMMONS**

All Councillors, relevant Council Officers and other interested parties and residents are formally invited to attend a meeting of the **City of York Council** at **The Citadel, Gillygate, York, YO31 7EA** to consider the business contained in this agenda on the following date and time

Thursday, 21 March 2024 at 6.30 pm

A G E N D A

1. Declarations of Interest (Pages 3 - 4)

At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

[Please see attached sheet for further guidance for Members].

2. Minutes (Pages 5 - 30)

To approve and sign the minutes of the Council meeting held on 22 February 2024.

3. Civic Announcements

To consider any announcements made by the Lord Mayor in respect of Civic business.

4. Public Participation

At this point in the meeting, any member of the public who has registered to address the Council, or to ask a Member of the Council a question, on a matter directly relevant to the business of the Council or the City, may do so. The deadline for registering is **5:00pm on Tuesday, 19 March 2024.**

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill in an online registration form. If you have any questions about the registration form or the meeting please contact Democratic Services. Contact details can be found at the foot of this agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission. The remote public meeting can be viewed live and on demand at

www.york.gov.uk/webcasts.

During coronavirus, we made some changes to how we're running council meetings. See our updates at www.york.gov.uk/COVIDDemocracy for more information on meetings and decisions.

5. **Petitions**

To consider any petitions received from Members in accordance with Standing Order B5. Notice has been received of six petitions to be presented by:

- (i) Cllr Mason, on behalf of local businesses, regarding pavement cafes and the city centre economy.
- (ii) Cllr Warters, on behalf of residents, regarding Tranby Avenue parking problems.
- (iii) Cllr Warters, regarding reducing the HMO thresholds.
- (iv) Cllr Myers, on behalf of residents, calling for an immediate and sustainable ceasefire in Gaza and Israel.
- (v) Cllr Waller, in the light of repeated deep pothole repairs, requesting that Foxwood Lane is resurfaced between the junctions with Huntsman's Walk and Askham Lane to complete the resurfacing which has been done in the section leading from Gale Lane to Huntsman's Walk.
- (vi) Cllr Waller, requesting resurfacing of Corlett Court road surface following the increasing number of potholes to follow on from repairs to Walker Drive and Spurr Court.

6. **CYC Scheme of Member Allowances: Report of the Independent Remuneration Panel** (Pages 31 - 68)

This report seeks Council's consideration of, and agreement to the adoption of, the 2024 Independent Remuneration Panel report into Members' Allowances, covering the period 1 April 2023 to 31 March 2027. Council is also asked to agree consequential suspension of paragraph 1.3 of Appendix 20 to the Constitution for the period 1 April 2023 to 7 May 2023, and for the Municipal Year 2024-25

7. Report of Executive Leader, Questions, and Executive Recommendations (Pages 69 - 76)

To receive and consider a written report from the Leader and ask questions on the work of the Executive, and to consider the Executive recommendations for approval, as set out below:

Meeting	Date	Recommendations
Executive	20 February 2024 https://democrac.y.york.gov.uk/ielistDocuments.aspx?CId=733&Mid=13936&Ver=4	Minute 96: York Tourism Strategy

8. Report of Deputy Leader and Questions (Pages 77 - 78)

To receive and consider a written report from the Deputy Leader and, to question the Deputy Leader thereon.

9. Motions on Notice

To consider the following Motions on Notice under Standing Order B13:

Motions submitted for consideration directly by Council, in accordance with Standing Order 22.1

- (i) From Cllr B Burton

Making York a Trauma Informed City

“Council notes:

- Trauma can be experienced through exposure to emotionally distressing experiences. This could be a single incident, or prolonged exposure to difficult and upsetting circumstances. Sources of trauma can be varied and complex;
- Understanding of trauma and the impact it has on survivors is well established, highlighting that its effects can be significant, wide-ranging and affect many aspects of people’s lives;

- 47% of children in the UK will experience at least one Adverse Childhood Experience, such as physical or sexual abuse or neglect, and 1 in 10 people in the UK will experience post-traumatic stress disorder (PTSD) at some time in their life;
- Trauma can result in increased likelihood of a range of negative outcomes including lower life expectancy, increased likelihood of being diagnosed with a mental illness and a heightened risk of death by suicide;
- Certain groups, including people experiencing socio-economic disadvantage, women, those who're care-experienced, minority ethnic groups, people with disabilities and the LGBTQ+ community are disproportionately affected by trauma;
- Organisations that adopt Trauma-Informed approaches provide more positive experiences for trauma survivors;
- Scotland, Humber & North Yorkshire Health & Care Partnership, numerous NHS Trusts and many local authorities have adopted Trauma-Informed approaches as best practice;
- Under the Humber and North Yorkshire Health & Care Partnership, there are four phases to becoming Trauma-Informed: Trauma Aware, Trauma Sensitive, Trauma Responsive and Trauma-Informed;
- Tees, Esk and Wear Valleys NHS Foundation Trust (TEWV) used their own Borderline Personality Disorder (BPD) protocol up until 2018, which identified people exhibiting many types of typical trauma responses under the label of BPD+, despite this not being a nationally recognised diagnosis.

Council believes:

- People who have, or who are experiencing, trauma can experience many barriers when accessing services. These can be complex and sometimes misinterpreted by professionals;
- Services or organisations can unintentionally retraumatise or cause additional trauma to service-users. Implementing a Trauma-Informed framework reduces the risk of this

occurring;

- Trauma-informed approaches benefit both trauma survivors and frontline staff;
- Service users and staff must have a voice in the decision-making process of the organisation and its services;
- Consistent and thorough implementation of a Trauma-Informed approach is an important way for schools and education settings to better understand and respond to the needs of children and young people;
- Successful implementation of Trauma-Informed approaches in the city will require a multi-agency approach and buy-in from external organisations;
- The use of the BPD+ protocol in the city by TEWV NHS Trust meant many people with severe trauma were provided with inadequate care. Though TEWV stopped officially using the BPD+ protocol in 2020, many residents accessing services more recently continue to report - through Healthwatch York and other voluntary and community sector organisations - the use of processes linked to the BPD+ protocol.

Council resolves:

- To take steps to become a Trauma-Informed City and commits to working in partnership to embed Trauma-Informed frameworks across services and partner agencies, working in co-production with trauma survivors;
- To ask the Executive Member for Health, Wellbeing and Adult Social Care and Executive colleagues to explore the introduction of a Trauma-Informed framework across Council services;
- To request the Executive Member for Health, Wellbeing and Adult Social Care explore the introduction of training for staff and councillors, including e-learning modules, that enables City of York Council to become a Trauma-Informed organisation;
- To work with partner organisations to implement a city-wide approach to raising awareness of the impact of trauma and how becoming Trauma-Informed can help to support trauma survivors;

- To consider the implications of making it a requirement in commissioned contracts and services that partner organisations can demonstrate they have, or are implementing, a Trauma-Informed framework;
- To recommend the Health, Housing and Adult Social Care Scrutiny Committee request a report from TEWV NHS Trust on its prior application and progress in moving beyond the use of the BPD+ protocol, an assessment of current staff understanding and the outlining of any trauma-informed approaches it is implementing.”

(ii) From Cllr Fisher

Safeguarding future library provision

“Council notes:

- The decision by Budget Council to reduce funding for York Explore by £300,000 in 2024/25
- The petition signed by 3246 residents, presented at Budget Council on 22 February 2024, expressing opposition to this cut
- The statement made by the Chief Executive of York Explore at Budget Council on 22 February 2024, on behalf of the Board, which set out the positive difference that York’s libraries make to communities across the city
- The significant investment the previous Lib Dem led administration put into our library services and buildings
- The 18 January 2024 independent review of English public libraries that held up York’s 15 year contract with Explore as an exemplar in long term planning to other local authorities
- The 26 October 2017 motion “Library Services in York” that urged the executive to commit “that there will be no reduction in the total number of staffed libraries across the city.

Council believes:

- That York's libraries are much more than 'books and cake' – they provide a range of services and support which benefits people of all ages and all backgrounds
- That City of York Council must adhere to its contractual obligations in respect of its relationship with York Explore, and all other organisations with whom it has contracts
- That there is considerable concern as to what impact the cut in funding for York Explore agreed for 2024/25 and proposed for 2025/26 will have on the scope and type of services that York Explore will be able to provide in future years.

Council resolves:

- To ask the relevant Executive Member to engage proactively in the next three months with York Explore, service users and, through Scrutiny, elected members of all parties in order to ensure that future library provision in York continues to meet residents' needs and expectations
- To ask the Executive to work with York Explore to ensure that there will be no reduction in the total number of staffed libraries across the city
- To ask the Executive to work with York Explore to ensure that the mobile library will not be cut."

(iii) From Cllr Steward

Affordable Housing Motion

"Council notes:

1. The continuing, unacceptable, reality of too many people unable to afford to buy homes.
2. That many reasons for this are beyond Local Authorities' remits but there remain big influences they can still have.

Council notes ongoing progress on the Local Plan and believes getting a valid Plan signed off remains the biggest step forward

for the council to help meet housing demand, including further formalising Affordable Housing policies.

Whilst in no way undermining the policies in the Local Plan, council believes there is always more that can and should be done to help people own homes. To further this, council believes the relevant officers, scrutiny and executive should examine elsewhere in the county and look to broaden the affordable housing criteria to be based on residents paying no more than a set percentage of their incomes in mortgages, rather than houses be valued at a more traditional reduced level of market value.”

(iv) From Cllr Baxter

My Vote, My Voice

“Council welcomes the My Voice, My Vote campaign promoting the right to vote and the removal of barriers to voting for the 1.5m learning disabled and 700,000 autistic adults living in the UK.

It notes:

- 40% of the population don't know these groups have an equal right to vote;
- 80% of people feel that polling stations are inaccessible for disabled people as a whole;
- only 12% of disabled voters were aware of their legal entitlements during the 2023 local elections, including available polling station support, in the wake of new rules around voter identification;
- the excellent work of council officers in ensuring relevant council teams and contracted services working with vulnerable adults explain how they can register to vote.

Council believes everyone should have a right to vote and disability and difference should be no barrier to voter participation.

Further, it believes democracy is best exercised when all groups are represented and that low turnout for one demographic indicates disenfranchisement.

Council resolves to request the Returning Officer:

- considers the city's polling stations for any accessibility improvements;
- considers how greater awareness of voting rights through social media activity can be advanced, particularly for hard-to-reach groups;
- provides as much detail as possible on the different roles for which individuals stand for election, to encourage greater voter participation, subject to relevant legislation.

And requests the Chief Operating Officer write to the relevant Minister within the Department for Levelling Up, Housing and Communities on:

- ways to make registering to vote easier, while maintaining the integrity of the electoral process, in order to increase voter participation.”

10. Questions to the Leader or Executive Members

To question the Leader and/or Executive Members in respect of any matter within their portfolio responsibility, in accordance with Standing Order B11.

11. Report of Executive Member (Pages 79 - 84)

To receive a written report from the Executive Member for Housing, Planning & Safer Communities, and to question the Executive Member thereon, in accordance with Standing Orders B9 and B10.

12. Scrutiny - Report of the Chair of the Customer & Corporate Services Scrutiny Management Committee (Pages 85 - 88)

To receive a report from Councillor Fenton, Chair of the Corporate Services, Climate Change and Scrutiny Management Committee, on the work of the Committee.

13. Police, Fire and Crime Panel Amendments (Pages 89 - 106)

This report seeks Members' approval of revisions to the Arrangements for the Police, Fire and Crime Panel, following the transfer of police and crime commissioner functions to the Mayor in May 2024.

14. 2024/25 Corporate Calendar (Pages 107 - 126)

This report presents for consideration and approval by Council the draft Corporate Calendar of meetings from May 2024 to May 2025, attached as Annex A.

15. Proposed Changes to the Composition and Quorum of Staffing Matters and Urgency Committee (Pages 127 - 136)

The report asks Members to agree the proposed addition of wording into Article 11 of the Constitution.

16. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer

Louise Cook

Contact details:

- Telephone: (01904) 551031
- Email: louise.cook@york.gov.uk

For more information about any of the following please contact the Democratic Services Officers responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

**Ta informacja może być dostarczona w twoim (Polish)
własnym języku.**

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

L Cook,
Democracy
Officer

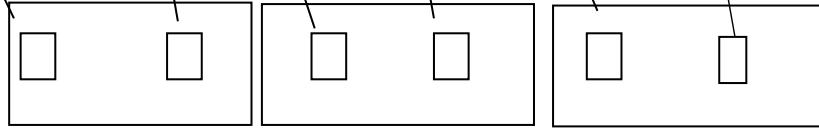
L Tomlinson,
Head of
Democratic
Governance

Cllr C Cullwick,
Lord Mayor

B Roberts,
Monitoring
Officer

I Floyd,
Chief Operating
Officer

D Mitchell, Chief
Finance Officer



Cllr Kent Cllr Ravilious

Cllr Pavlovic Cllr Kilbane

Cllr Douglas Cllr Lomas

Cllr Coles Cllr Webb

Cllr Clarke Cllr Nelson
Cllr Melly Cllr Merrett

Cllr Wilson Cllr Steels -
Walshaw

Cllr Kelly Cllr Myers

Cllr Warters

Cllr B Burton Cllr Rose
Cllr Crawshaw Cllr Whitcroft

Cllr Baxter Cllr J Burton

Cllr Taylor Cllr Wells

Cllr Steward Cllr Nicholls

Cllr Rowley
BEM

Cllr Smalley Cllr Runciman

Cllr Waller Cllr Widdowson

Cllr Ayre Cllr Healey

Cllr Fenton Cllr Mason

Cllr Hook Cllr Cuthbertson

Cllr Fisher Cllr Orrell

Cllr Pearson Cllr Hollyer

Cllr Wann Cllr Vassie

Cllr Knight Cllr Waudby

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Declarations of Interest – guidance for Members

- (1) Members must consider their interests, and act according to the following:

Type of Interest	You must
Disclosable Pecuniary Interests	Disclose the interest, not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Directly Related) OR Non-Registrable Interests (Directly Related)	Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak, but otherwise not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Affects) OR Non-Registrable Interests (Affects)	Disclose the interest; remain in the meeting, participate and vote <u>unless</u> the matter affects the financial interest or well-being: (a) to a greater extent than it affects the financial interest or well-being of a majority of inhabitants of the affected ward; and (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest. In which case, speak on the item <u>only if</u> the public are also allowed to speak, but otherwise do not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.

- (2) Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (3) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations,

and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.

City of York Council

Resolutions and proceedings of the Meeting of the City of York Council held at the Citadel, York on Thursday, 22 February 2024, starting at 6.30 pm.

Present: The Lord Mayor (Cllr Cullwick) in the Chair, and the following Councillors:

Acomb Ward	Bishopthorpe Ward
Lomas Rose	Nicholls
Clifton Ward	Copmanthorpe Ward
D Myers Wells	Steward
Dringhouses & Woodthorpe Ward	Fishergate Ward
Fenton Mason Widdowson	Whitcroft Wilson
Fulford and Heslington Ward	Guildhall Ward
Ravilious	Clarke Melly Merrett
Haxby & Wigginton Ward	Heworth Ward
Cuthbertson Hollyer Pearson	B Burton Douglas Webb
Heworth Without Ward	Holgate Ward
Ayre	Kent Steels-Walshaw Taylor

Hull Road Ward

Baxter
Kelly
Pavlovic

Huntington and New Earswick
Ward

Cullwick
Orrell
Runciman

Micklegate Ward

J Burton
Crawshaw
Kilbane

Osballdwick and Derwent Ward

Rowley BEM
Warters

Rawcliffe and Clifton Without Ward

Smalley
Wann
Waudby

Rural West York Ward

Hook
Knight

Strensall Ward

Fisher
Healey

Westfield Ward

Coles
Nelson
Waller

Wheldrake Ward

Vassie

No apologies for absence were received from Councillors.

58. Lord Mayor's Opening Remarks (6:34 pm)

The Lord Mayor confirmed that:

- this was a budget meeting of City of York Council and public participants must only address business on the agenda.
- York's target for net zero was 2030 and the city had recently achieved global recognition for climate action, with an A rating from CDP. With only 2,232 days to 31 December 2029, the Lord Mayor acknowledged the importance of working together to address the climate emergency.
- in accordance with the council's procedure rules, named votes would only be required for items directly linked to the budget and not in respect of agenda items 6, 10 and 11.

59. Declarations of Interest (6:39 pm)

Members were invited to declare at this point in the meeting any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests they might have in the business on the agenda.

The Lord Mayor confirmed that government guidance stated that Members did not have a disclosable pecuniary interest in the business of setting the council tax and that the council's code of conduct also stated that Members did not have a prejudicial interest in that business.

For transparency, the following interests were reported:

Cllr Kilbane confirmed that his partner worked for Safer and Sound Homes (SASH).

Cllr Pavlovic noted that between 2011 and 2014 he worked for a charity that delivered services to rough sleepers.

Cllr Nelson confirmed that her husband worked in social care at City of York Council.

60. Minutes (6:41 pm)

Resolved: That the minutes of the Council meeting held on 23 November 2023 be approved and then signed by the Chair as a correct record.

61. Civic Announcements and Announcement of Lord Mayor and Sheriff Elect (6:41 pm)

The Lord Mayor invited Cllr Douglas to nominate the Lord Mayor Elect for the 2024/25 municipal year. Cllr Douglas nominated Cllr Margaret Wells as the Lord Mayor Elect. Cllr Wells confirmed that she would be honoured to accept, and nominated former Councillor Fiona Fitzpatrick as her Sheriff.

The Lord Mayor announced that since the last meeting he had received a dragon soft toy on behalf of the city as part of the Chinese New Year celebrations, as well as receiving various gifts from when he met:

- visitors from Nanjing and from the Chinese Consulate based in Manchester.
- the German Ambassador.

He also noted that on behalf of City of York one of the city's seals had been presented to the Mayor of Lviv, and he concluded that he had copies of a press cutting from the 1924 Washington Post, which referenced a presentation of a ledger stone from New York to old York in the Guildhall.

62. Public Participation (6:46 pm)

It was reported that eight members of the public had registered to speak at the meeting under the Public Participation item. The Lord Mayor confirmed that, on the advice of the Monitoring Officer, public participation would be allowed on the additional items on the agenda as well as on the business associated with setting the council's budget for the coming financial year.

All speakers spoke on Agenda Item 8: Recommendations of Executive on the Council's Financial Strategy 2024/25 to 2028/29, Capital Budget 2024/25 to 2028/29, Capital Financing and Investment Strategy and the Treasury Management Strategy Statement, as follows:

Flick Williams raised concerns regarding the cuts affecting the reduction in webcasting which would reduce accessibility of participation by members of the public in the decision-making process.

Gwen Swinburn raised concerns regarding the inadequate consultation and lack of equalities impact assessments around the

budget setting process. She also addressed concerns regarding the reduction in webcasting and she asked the Monitoring Officer to confirm where the blanket member interest dispensation notice, in respect of Council Tax decisions, was lodged.

Denise Craghill spoke as Chair of the York Green Party and raised concerns regarding the cuts to library services. She noted the benefits and key roles of libraries and the value they provided to the community.

Jenny Layfield raised concerns on the reductions to the contract sum for Explore Libraries and Archives. She highlighted the uniqueness of each library and how each venue supported local communities. She also clarified the terms and impact of contract reductions.

Diane Geogheghan-Breen spoke in support of the green waste charge proposed. She noted that this service was not a statutory requirement and other local authorities had introduced the charge.

Luke Charters, a parliamentary candidate for York Outer constituency, expressed his concerns and the challenges faced regarding the significant budget pressures City of York Council were facing due to inadequate central government funding.

Carolyn Frank expressed the Federation of Small Businesses' views on the council budget proposals. They agreed that decisions were required that continued the resilient trend for the businesses in the city, and the wider city economy, balanced alongside protecting the council finances. They requested a small business impact assessment to be undertaken to understand the impact the proposals had on small and micro businesses as well as the self-employed.

Brian Watson briefly raised concerns with the proposed green waste and council tax charges, and cashless car parking payments. He then spoke on Agenda Item 6, CYC Scheme of Member Allowances: Report of the Independent Remuneration Panel (IRP) where he made reference to sections of the IRP report, and he also acknowledged the role of the Lord Mayor.

The Lord Mayor thanked all the public participants and confirmed that their comments had been noted and would be taken into account when Council debated those proposals and made its decisions.

63. Petitions (7:17 pm)

Under Rule B5 2, the following petitions were presented for reference to the Customer and Corporate Services Scrutiny Management Committee, in accordance with the Council's petition arrangements:

- i) A petition presented by Cllr Hollyer, on behalf of residents, regarding the proposed green waste charge.¹
- ii) A petition presented by Cllr Hollyer, on behalf of residents, regarding the proposed reduction in funding to York Explore.²

The Lord Mayor confirmed receipt of the petitions and stated that they would be considered by Members when they debated the budget proposals.

Action Required

- 1. Add the petition regarding the proposed green bin charge to the petitions log for referral to CCSSMC. SS
- 2. Add the petition regarding the proposed reduction in funding to York Explore to the petitions log for referral to CCSSMC. SS

64. CYC Scheme of Member Allowances: Report of the Independent Remuneration Panel (7:19 pm)

The Monitoring Officer advised Members that he recommended that this item be deferred to the next Council meeting, due to be held in March 2024, in order that some outstanding matters be clarified. It was noted that the Chair of the Independent Remuneration Panel would be invited to present the Panel's report at that meeting.

The Lord Mayor thanked the Panel for their hard work and commitment in producing the report.

Following debate and on being put to the vote, the recommendation to defer this item was declared CARRIED and it was

Resolved: That the CYC Scheme of Member Allowances: Report of the Independent Remuneration Panel be deferred to the 21 March 2024 Full Council meeting.

Reason: To enable further clarification on matters within the report.

65. Recommendations of the Executive in respect of the Capital Programme Monitor 3 2023/24 (7:22 pm)

Cllr Douglas moved, and Cllr Kilbane seconded, the following recommendation contained in Minute 84 of the Executive meeting held on 25 January 2024:

“Recommended:

- i. That Council agree to adjustments resulting in a decrease in the 2023/24 budget of £16.013m as detailed in the report.

Reason: To enable the effective management and monitoring of the Council’s capital programme.”

A named vote was then taken, with the following result:

For	Against	Abstained
Cllr Ayre		Cllr Nicholls
Cllr Baxter		Cllr Rowley
Cllr B Burton		Cllr Steward
Cllr J Burton		Cllr Warters
Cllr Clarke		
Cllr Coles		
Cllr Crawshaw		
Cllr Cuthbertson		
Cllr Douglas		
Cllr Fenton		
Cllr Fisher		
Cllr Healey		
Cllr Hollyer		
Cllr Hook		
Cllr Kelly		
Cllr Kent		
Cllr Kilbane		
Cllr Knight		
Cllr Lomas		

Cllr Mason		
Cllr Melly		
Cllr Merrett		
Cllr Myers		
Cllr Nelson		
Cllr Orrell		
Cllr Pavlovic		
Cllr Pearson		
Cllr Ravilious		
Cllr Rose		
Cllr Runciman		
Cllr Smalley		
Cllr Steels-Walshaw		
Cllr Taylor		
Cllr Vassie		
Cllr Waller		
Cllr Wann		
Cllr Waudby		
Cllr Webb		
Cllr Wells		
Cllr Whitcroft		
Cllr Widdowson		
Cllr Wilson		
Lord Mayor (Cllr Cullwick)		
43	0	4

The recommendation was therefore declared CARRIED, and it was

Resolved: That the above recommendation be approved.

66. Recommendations of Executive on the Council's Financial Strategy 2024/25 to 2028/29, Capital Budget 2024/25 to 2028/29, Capital Financing and Investment Strategy and the Treasury Management Strategy Statement and Prudential Indicators for 2024/25 to 2028/29 (7:27 pm)

Cllr Douglas moved, and Cllr Kilbane seconded, the following recommendations made by Executive at its meeting on 25 January 2024 in relation to:

- i) The Financial Strategy 2024/25 to 2028/29 (Revenue Budget)

- ii) The Capital Budget 2024/25 to 2028/29
- iii) The Capital Financing and Investment Strategy
- iv) The Treasury Management Strategy Statement and Prudential Indicators 2024/25 to 2028/29.

as set out in paragraphs 7 to 10 of the report at Agenda Item 8 on the Council agenda:

“Revenue Budget

Executive recommends that Council:

- i. Approves the budget proposals outlined in the Financial Strategy report and in particular;
 - a) The net revenue expenditure requirement of £149.268m
 - b) A council tax requirement of £113.927m
 - c) The revenue growth proposals as outlined in the body of the report
 - d) The 2024/25 revenue savings proposals as outlined in annex 2
 - e) The fees and charges proposals as outlined in annex 3
 - f) The Housing Revenue Account (HRA) 24/25 budget set out in annex 5
 - g) The Dedicated Schools Grant (DSG) proposals outlined from paragraph 139
- ii. Notes that the effect of approving the income and expenditure proposals included in the recommendations would result in a 4.99% increase in the City of York Council element of the council tax, 2% of which would relate to the social care precept.
- iii. Approves the 100% increase in council tax on second homes with effect from 1st April 2025 subject to the Levelling Up bill receive Royal Assent by 31st March 2024, as set out in paragraphs 75 to 77.
- iv. Approves the change to charge a 100% premium on homes that have been empty for 1 year with effect from 1st April 2024, as described in paragraph 78.

In addition, following a recent announcement, Council is recommended to:

- v. Note the increase in social care funding of £1.525m and agree that this be allocated to existing pressures.
- vi. Note the increase in services grant of £76k and agree that this be allocated to the contingency.

Reason: To ensure a legally balanced budget is set.

Capital Budget 2024/25 to 2028/29

Executive recommends that Council:

- i. Agree to the revised capital programme of **£395.186m** that reflects a net overall increase of **£56.409m** (as set out in table 2 and in Annex A). Key elements of this include:
 - a) New schemes funded by prudential borrowing totalling £3.353m as set out in table 3;
 - b) Extension of prudential borrowing funded Rolling Programme schemes totalling £25.025m as set out in table 4;
 - c) Extension of externally funded Rolling Programme schemes totalling £6.030m and new schemes funded by external grants totalling £3.844m as set out in table 5;
 - d) An increase in HRA funded schemes totalling £18.157m funded from a combination HRA balances/capital receipts as set out in table 6;
- ii. Note the total increase in Council borrowing as a result of new schemes being recommended for approval is £28.378m the details of which are considered within this report and the financial strategy report.
- iii. Approve the full restated programme as summarised in Annex B totalling **£395.186m** covering financial years 2024/25 to 2028/29 as set out in table 12 and Annex B.

Reason: In accordance with the statutory requirement to set a capital budget for the forthcoming financial year.

Capital and Investment Strategy

Executive recommends that Council:

i. Approve the Capital and Investment Strategy at Annex A.

Reason: To meet the statutory obligation to comply with the Prudential Code 2017.

Treasury Management Strategy Statement and Prudential Indicators

Executive recommends that Council approve;

- i. The proposed treasury management strategy for 2024/25 including the annual investment strategy and the minimum revenue provision policy statement;
- ii. The prudential indicators for 2024/25 to 2028/29 in the main body of the report;
- iii. The specified and non-specified investments schedule (annex B);
- iv. The scheme of delegation and the role of the section 151 officer (annex D).

Reason: To enable the continued effective operation of the treasury management function and ensure that all council borrowing is prudent, affordable and sustainable.”

Liberal Democrat Amendment Option A

Cllr Ayre moved, and Cllr Widdowson seconded, the following amendment on behalf of the Liberal Democrat Group:

“Revenue Budget

In relation to the Executive’s recommendations on the revenue budget (paragraph 7 of page 68 of Council papers refers):

In sub paragraph (c) add at the end of the sentence ‘subject to the following amendments;

- **£50k additional growth (total £250k) for Hostile Vehicle Mitigation for City Centre Access. To be spent on ways to ensure access to the city centre for all disabled people including Dial & Ride, shuttle bus etc.**

- £50k increased growth (total £150k) for gritting footpaths, cycle ways and roads
- £10k investment in civic party community engagement fund
- £400k growth to replace the Household support fund
- £80k increase in revenue cost of capital for Ward Highways scheme (£1m capital spend)
- £80k increase in revenue cost of capital for vacant workspace alteration (£1m capital spend)
- £80k increase in revenue cost of capital for Acomb Library and Westfield MUGA (£1m capital spend)
- £500k one off investment to establish a York business and shop insulation loan scheme

In sub paragraph (d) add at the end of the sentence 'subject to the following amendments;

- Increase in saving CAC03 from ICT management - £36k
- A reduction of one Executive Member - £20k
- Extend corporate restructure-replacement of 'Director' posts with 'Assistant Director' posts - £60k
- Delete Assistant Director posts - £184k
- A 5% reduction in ICT - £140k
- Entirety of Economic Development budget funded through external funding - £228k (any in year shortfall covered by venture fund)
- Relocate CYC staff in West Offices to existing vacant premises - £250k
- Delete post in Communications - £52k
- Reducing spend on Council Meetings - £8k
- Part reversal of saving CORP03 webcasting - £20k
- Reversal of saving CORP05 apprentices funding - £80k
- Reversal of saving CORP06 early intervention & prevention - £591k
- Part reversal of saving CORP07 vacancy management - £200k
- Reversal of saving CAC10 Libraries - £300k
- Reversal of saving PLA06 schools cycling training - £20k
- Reversal of saving PLA09 Dial a ride - £50k
- Reversal of saving PLA11 graffiti removal - £60k
- Reversal of saving PLA13 garden waste charge - £720k
- Reversal of saving PLA17 rough sleeper contract - £96k
- Reversal of saving PLA12 Grounds maintenance - £100k
- Reversal of saving PLA20 Make it York - £25k

- Part reversal of saving PLA21 service reviews - £370k
- Reversal of saving ASC05 community contracts - £264k
- Reversal of saving ASC10 Social work weekends - £129k

In paragraph (v) delete and replace with;

Note the increase in social care funding of £1.525m and recommend that this be used to fund additional investment. The government has indicated that all of the current sources of funding will continue into 2024/25. Any reduction in funding will have a profound impact both locally and nationally. Clearly this assumption will need to be tested regularly and if there are reductions then further savings will be required possibly in very short timescales.

In paragraph (vi) delete and replace with;

Note the increase in services grant of £76k and recommend that this be used to fund one-off investment

Addition of following paragraph;

(vii) use of £500k venture fund monies for the York business and shop insulation loan scheme

Addition of following paragraph;

(viii) use of £696k public health reserve and £500k acquisition reserve to fund one off items

Addition of following paragraph;

(ix) repurposing £170k revenue contribution for Housing Environment Improvement Programme (HEIP) towards Estate Improvements in 2024/25.”

After debate, a named vote was taken on the **amendment**, with the following result:

For	Against	Abstained
Cllr Ayre	Cllr Baxter	Cllr Nicholls
Cllr Cuthbertson	Cllr B Burton	Cllr Rowley
Cllr Fenton	Cllr J Burton	Cllr Steward
Cllr Fisher	Cllr Clarke	Cllr Warters
Cllr Healey	Cllr Coles	
Cllr Hollyer	Cllr Crawshaw	
Cllr Hook	Cllr Douglas	

Cllr Knight	Cllr Kelly	
Cllr Mason	Cllr Kent	
Cllr Orrell	Cllr Kilbane	
Cllr Pearson	Cllr Lomas	
Cllr Runciman	Cllr Melly	
Cllr Smalley	Cllr Merrett	
Cllr Vassie	Cllr Myers	
Cllr Waller	Cllr Nelson	
Cllr Wann	Cllr Pavlovic	
Cllr Waudby	Cllr Ravilious	
Cllr Widdowson	Cllr Rose	
Lord Mayor (Cllr Cullwick)	Cllr Steels-Walshaw	
	Cllr Taylor	
	Cllr Webb	
	Cllr Wells	
	Cllr Whitcroft	
	Cllr Wilson	
19	24	4

The amendment was therefore declared LOST.

An adjournment took place between 8:20 pm to 8:37 pm.

Liberal Democrat Amendment Option B

Cllr Vassie then moved, and Cllr Smalley seconded, the following amendment on behalf of the Liberal Democrat Group:

“Revenue Budget

In relation to the Executive’s recommendations on the revenue budget (paragraph 7 of page 68 of Council papers refers):

In sub paragraph (d) add at the end of the sentence ‘subject to the following amendments;

- **Reversal of saving CAC10 Libraries - £300k**
- **Reversal of saving PLA13 garden waste charge - £720k**
- **Reversal of saving PLA17 rough sleeper contract - £96k**

In paragraph (v) delete and replace with;

Note the increase in social care funding of £1.525m and services grant of £76k, and recommend that this be used to

fund additional investment of £1.116m. Transfer the balance to contingency (£485k). The government has indicated that all of the current sources of funding will continue into 2024/25. Any reduction in funding will have a profound impact both locally and nationally. Clearly this assumption will need to be tested regularly and if there are reductions then further savings will be required possibly in very short timescales.

Delete paragraph (vi)”

After debate, a named vote was taken on the **amendment**, with the following result:

For	Against	Abstained
Cllr Ayre	Cllr Baxter	Cllr Warters
Cllr Cuthbertson	Cllr B Burton	
Cllr Fenton	Cllr J Burton	
Cllr Fisher	Cllr Clarke	
Cllr Healey	Cllr Coles	
Cllr Hollyer	Cllr Crawshaw	
Cllr Hook	Cllr Douglas	
Cllr Knight	Cllr Kelly	
Cllr Mason	Cllr Kent	
Cllr Nicholls	Cllr Kilbane	
Cllr Orrell	Cllr Lomas	
Cllr Pearson	Cllr Melly	
Cllr Rowley	Cllr Merrett	
Cllr Runciman	Cllr Myers	
Cllr Smalley	Cllr Nelson	
Cllr Steward	Cllr Pavlovic	
Cllr Vassie	Cllr Ravilious	
Cllr Waller	Cllr Rose	
Cllr Wann	Cllr Steels-Walshaw	
Cllr Waudby	Cllr Taylor	
Cllr Widdowson	Cllr Webb	
Lord Mayor (Cllr Cullwick)	Cllr Wells	
	Cllr Whitcroft	
	Cllr Wilson	
22	24	1

The amendment was therefore declared LOST.

Conservative Amendment

Cllr Steward moved, and Cllr Rowley seconded, the following amendment on behalf of the Conservative Group:

“Revenue Budget

In relation to the Executive’s recommendations on the revenue budget (paragraph 7 of page 68 of Council papers refers):

In sub paragraph (c) add at the end of the sentence ‘subject to the following amendments;

- **£25k investment in community tool library**
- **£200k increase in highways maintenance budget**
- **£18k increase in growth for revenue cost of capital**
- **Remove £50k growth for Equalities**

In sub paragraph (d) add at the end of the sentence ‘subject to the following amendments;

- **Reversal of saving PLA13 garden waste charge - £720k**
- **Reversal of saving CHS02 home to school transport - £0k in 24/25**
- **Reversal of saving CAC08 reduction in civic support - £10k**
- **Reversal of saving CAC10 Explore Contract - £300k**
- **Delete Assistant Director posts - £144k**
- **Delete post in Democratic Governance - £55k**
- **Delete post in Economic Growth - £50k**
- **Delete budget for Our City - £60k**
- **Reduce Committee Chair allowances by 50% - £34k**
- **Reduce Executive Special Responsibility Allowances by 25% - £57k**
- **Remove the corporate policy team - £105k**
- **Remove the communications team - £198k**
- **Reduce overtime budget - £100k**
- **Delete Political Assistant posts - £90k**
- **Further centralise Housing, Childrens. Adults calls - save in management costs - £30k**

In paragraph 7 (ii) third line, delete ‘4.99%’ and replace with ‘4.49%’.

In paragraph 7 (v) delete and replace with;

Note the increase in social care funding of £1.525m and recommend that £800k of this be used to fund one-off investment with the balance of £725k being allocated to existing pressures.

Capital Budget 2024/25 to 2028/29

In relation to the Executive’s recommendations on the capital budget (paragraph 8 of page 69 of Council papers refers):

In paragraph 8 (i), first line delete ‘£395.186m’ and replace with ‘£395.386m’

In paragraph 8 (i), second line delete ‘£56.409m’ and replace with ‘£56.609m’

Under paragraph 8 (i), insert new sub paragraphs:

(e) Include a new scheme to invest £200k in the purchase of one pothole lorry.

In paragraph 8 (ii), second line delete ‘£28.378m’ and replace with ‘£28.578m’

In paragraph 8 (iii), second line delete ‘£395.186m’ and replace with ‘£395.386m’.”

After debate, a named vote was taken on the **amendment**, with the following result:

For	Against	Abstained
Cllr Nicholls	Cllr Baxter	Cllr Ayre
Cllr Rowley	Cllr B Burton	Cllr Cuthbertson
Cllr Steward	Cllr J Burton	Cllr Fenton
	Cllr Clarke	Cllr Fisher
	Cllr Coles	Cllr Healey
	Cllr Crawshaw	Cllr Hollyer
	Cllr Douglas	Cllr Hook
	Cllr Kelly	Cllr Knight
	Cllr Kent	Cllr Mason
	Cllr Kilbane	Cllr Orrell
	Cllr Lomas	Cllr Pearson

	Cllr Melly	Cllr Runciman
	Cllr Merrett	Cllr Smalley
	Cllr Myers	Cllr Vassie
	Cllr Nelson	Cllr Waller
	Cllr Pavlovic	Cllr Wann
	Cllr Ravilious	Cllr Warters
	Cllr Rose	Cllr Waudby
	Cllr Steels-Walshaw	Cllr Widdowson
	Cllr Taylor	Lord Mayor (Cllr Cullwick)
	Cllr Webb	
	Cllr Wells	
	Cllr Whitcroft	
	Cllr Wilson	
3	24	20

The amendment was therefore declared LOST.

After debate, a named vote was then taken on the **original recommendations**, with the following result:

For	Against	Abstained
Cllr Baxter	Cllr Ayre	Cllr Warters
Cllr B Burton	Cllr Cuthbertson	
Cllr J Burton	Cllr Fenton	
Cllr Clarke	Cllr Fisher	
Cllr Coles	Cllr Healey	
Cllr Crawshaw	Cllr Hollyer	
Cllr Douglas	Cllr Hook	
Cllr Kelly	Cllr Knight	
Cllr Kent	Cllr Mason	
Cllr Kilbane	Cllr Nicholls	
Cllr Lomas	Cllr Orrell	
Cllr Melly	Cllr Pearson	
Cllr Merrett	Cllr Rowley	
Cllr Myers	Cllr Runciman	
Cllr Nelson	Cllr Smalley	
Cllr Pavlovic	Cllr Steward	
Cllr Ravilious	Cllr Vassie	
Cllr Rose	Cllr Waller	
Cllr Steels-Walshaw	Cllr Wann	
Cllr Taylor	Cllr Waudby	
Cllr Webb	Cllr Widdowson	

Cllr Wells	Lord Mayor (Cllr Cullwick)	
Cllr Whitcroft		
Cllr Wilson		
24	22	1

The original recommendations were therefore declared CARRIED and it was

Resolved: That the Executive's recommendations to Council be approved.

67. Council Tax Resolution 2024/25 (10:01 pm)

Following the setting of the budget for 2024/25 under minute 66 above, Councillor Douglas moved, and Councillor Kilbane seconded, the Council Tax resolution for 2024/25, as set out in the report and schedules at pages 84-86 of the Council agenda.

It was noted that there was an error within the report regarding a discounted sum for the Heworth Without Ward that would require amending.¹

After debate, the required named vote was taken on the Council Tax Resolution, with the following result:

For	Against	Abstained
Cllr Ayre		Cllr Nicholls
Cllr Baxter		Cllr Rowley
Cllr B Burton		Cllr Steward
Cllr J Burton		Cllr Warters
Cllr Clarke		
Cllr Coles		
Cllr Crawshaw		
Cllr Cuthbertson		
Cllr Douglas		
Cllr Fenton		
Cllr Fisher		
Cllr Healey		
Cllr Hollyer		
Cllr Hook		
Cllr Kelly		
Cllr Kent		

Cllr Kilbane		
Cllr Knight		
Cllr Lomas		
Cllr Mason		
Cllr Melly		
Cllr Merrett		
Cllr Myers		
Cllr Nelson		
Cllr Orrell		
Cllr Pavlovic		
Cllr Pearson		
Cllr Ravilious		
Cllr Rose		
Cllr Runciman		
Cllr Smalley		
Cllr Steels-Walshaw		
Cllr Taylor		
Cllr Vassie		
Cllr Waller		
Cllr Wann		
Cllr Waudby		
Cllr Webb		
Cllr Wells		
Cllr Whitcroft		
Cllr Widdowson		
Cllr Wilson		
Lord Mayor (Cllr Cullwick)		
43	0	4

The motion was accordingly declared CARRIED, and it was

Resolved:

- (i) That it be noted that on 1 December 2023 the Chief Finance Officer, under her delegated authority, calculated the council tax base for the year 2024/25:
 - (a) for the **whole Council area** as 69,097.60 [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and

- (b) for those dwellings in those parts of its area to which a **Parish** precept relates as in column 1 in the attached Schedule A.
- (ii) That the Council Tax requirement for the Council's own purposes for 2024/25 (excluding Parish precepts) be calculated as £113,926,740.
- (iii) That the following amounts be calculated for the year 2024/25 in accordance with Sections 31 to 36 of the Act:
 - (a) £558,853,007 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - (b) £443,927,044 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £114,925,963 being the amount by which the aggregate at 9(a) above exceeds the aggregate at 9(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. [Item R in the formula in Section 31B of the Act].
 - (d) £1,663.24 being the amount at 9(c) above [Item R], all divided by Item T (7(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - (e) £999,223 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Schedule A).

- (f) £1,648.78 being the amount at 9(d) above less the result given by dividing the amount at 9(e) above by Item T (7(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (iv) That it be noted that the Fire and Crime Commissioner for the North Yorkshire Police Authority and the North Yorkshire Fire and Rescue Authority has issued precepts to the Council in accordance with Section 40 of the Act for each category of dwellings in the Council's area as indicated in the tables below.
- (v) That the Council, in accordance with sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in the tables below, and at Schedule B for Parished areas, as the amounts of council tax for 2024/25 for each part of its area and for each of the categories of dwellings.

City of York Council

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
1,099.19	1,282.38	1,465.58	1,648.78	2,015.18	2,381.57	2,747.97	3,297.56

North Yorkshire Police Authority

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
204.57	238.67	272.76	306.86	375.05	443.24	511.43	613.72

North Yorkshire Fire and Rescue Authority

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
55.35	64.57	73.80	83.02	101.47	119.92	138.37	166.04

Aggregate of Council Tax Requirements (excluding Parished Areas)

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
1,359.11	1,585.62	1,812.14	2,038.66	2,491.70	2,944.73	3,397.77	4,077.32

- (vi) That it be determined that the Council's basic amount of council tax for 2024/25 is not excessive in accordance with the principles approved under section 52ZB of the Act. As the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of council tax for 2024/25 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992

Action Required

1. Note the error within the report regarding Heworth Without Ward and take any required action. DM

68. Pay Policy Statement 2024-25 (10:06 pm)

Council received a report which presented the Pay Policy Statement for 2024-2025.

Cllr Douglas moved, and Cllr Kilbane seconded, the following recommendation contained in the report:

"That Council approve the Pay Policy Statement for 2024 – 2025.

Reason: In order to fulfil the requirements of Section 38 – 43 of the Localism Act 2011 for the Council to produce and publish an annual policy statement that covers a number of

matters concerning the pay of the Council's senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.

On being put to the vote, the recommendation was declared CARRIED and it was

Resolved: That the above recommendation be approved.¹

Action Required

1. Note approval of the Pay Policy and take any action required. JB

69. Combined Authority Committee Place Allocations (10:08 pm)

Council received a report that sought nominations for the Combined Authority places available to City of York Councillors.

Cllr Douglas moved, and Cllr Kilbane seconded, the following recommendation contained in the report:

“That Council nominates members to fill the Combined Authority committee places noted in Annex A to the report.

Reason: To ensure allocations to the Combined Authority committees are made.”

The Labour Group nominated Cllr Melly and Cllr Crawshaw onto the York and North Yorkshire Combine Authority Audit and Governance Committee and Cllr Merrett and Cllr J Burton onto the York and North Yorkshire Combined Authority Overview and Scrutiny Committee.

The Liberal Democrat Group agreed to provide nominations to the Monitoring Officer and the Conservative Group nominated Cllr Rowley onto the York and North Yorkshire Combined Authority Audit and Governance Committee.

On being put to the vote, the above nominations were declared CARRIED and it was

Resolved:

- (i) That the above Labour and Conservative Group nominations be approved.¹

- (ii) That the Liberal Democrat Group provide their nominations to the Monitoring Officer.²

Action Required

1. To note the approval of the appointments and inform the Combined Authority as required. BR

2. That the Liberal Democrat Group nominations, to fill the Combined Authority committee places, be provided to the Monitoring Officer. JW

Cllr Cullwick

LORD MAYOR OF YORK

[The meeting started at 6.30 pm and concluded at 10.08 pm]

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Meeting:	Council
Meeting date:	21 March 2024
Report of:	Bryn Roberts, Director of Governance
Portfolio of:	Cllr Claire Douglas, Leader of the Council

Decision Report: Report of Independent Remuneration Panel 2024

Subject of Report

1. This report seeks Council's consideration of, and agreement to the adoption of, the 2024 Independent Remuneration Panel report into Members' Allowances, covering the period 1 April 2023 to 31 March 2027.
2. Council is also asked to agree consequential suspension of paragraph 1.3 of Appendix 20 to the Constitution for the period 1 April 2023 to 7 May 2023, and for the Municipal Year 2024-25.

Benefits and Challenges

3. Council will recall that the final report of the Independent Remuneration Panel ("the Panel") was originally presented to the Budget Council meeting on 22 February 2024, for consideration and approval.
4. Following publication of the report, and prior to consideration by Council, however, it became apparent that there were a number of outstanding queries which required further investigation before Council would be in a position to make a fully informed decision. As a result, the issue was deferred from the 22 February 2024 Budget Council meeting for those matters to be resolved.
5. Following discussions with Group Leaders, it is proposed that Council:

- a) agrees, for the period 1 April 2023 to 7 May 2023, to apply the newly-recommended IRP Basic Allowance rate of £11,392, pro rata, for all Councillors who were then in office and who remain so today;
 - b) adopts the newly-recommended IRP Basic Allowance rate of £11,392 for the municipal year 2023-24, for all Councillors whose term of office began on 8 May 2023;
 - c) agrees, for the period 1 April 2023 to 24 May 2023, to apply the newly-recommended IRP Special Responsibility Allowance rates, pro rata, for all Councillors who were then in office and receiving SRAs, and who remain Councillors today;
 - d) adopts the newly-recommended IRP Special Responsibility Allowance rates for the municipal year 2023-24, for SRA recipients whose term of office began on 25 May 2023;
 - e) adopts the Basic Allowance and SRA 'freeze' for the municipal year 2024-25, as indicated in paragraph 4.3 of the IRP Report; and
 - f) adopts the Basic Allowance and SRA uplift, in line with any National Joint Council Pay award, for the municipal years 2025-26 and 2026-27.
6. The effect of the above will be to apply the IRP recommended Basic Allowances and SRAs from 1 April 2023 onwards, with any necessary back pay being paid to qualifying Councillors. Details of the proposed back payments are set out in Appendix B to this report.

Policy Basis for Decision

7. The Council must make decisions regarding a Scheme of Allowances for Members that comply with its Constitution and must make those decisions further to any recommendations made by an independent review.

Financial Strategy Implications

8. If the Council agrees to implement the Panel's recommendations for a basic allowance and corresponding changes in Special

Responsibility Allowances, there will be implications for the budget set for Members Allowances, as shown in paragraph 17 below.

Recommendation and Reasons

9. Council is asked to:
- (i) consider the report and recommendations of the Independent Remuneration Panel;
 - (ii) agree the proposals set out at paragraph 5 above;
 - (iii) request the Monitoring Officer to make any consequential changes to the Scheme of Allowances for Members, as set out in the Constitution; and
 - (iv) agree that paragraph 1.3 of Appendix 20 to the Constitution will not apply for the period 1 April 2023 to 7 May 2023 and for the 2024-25 Municipal Year.

Reason: To ensure the Council meets its statutory requirements relating to the independent review and provision of Members allowances.

Background

10. The Council is legally obliged to consider a report from its Independent Remuneration Panel before making any changes to its Scheme of Allowances. It is good practice to have the Scheme reviewed periodically to ensure that it reflects any changes in the Council's operation. Where the scheme allows for increases by reference to an index, there is a requirement for review of this index at least once every four years by an Independent Panel, in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.
11. The Council wishes to thank all the panellists for their work and commitment to their roles and for giving their time, freely, to the Council to undertake this review.
12. The Panel has made several recommendations for the Council to consider. Those include a new basic allowance and consequential changes to Special Responsibility Allowances for those Members holding additional roles, such as being an Executive Member or Chairing a committee. Its recommendations are set out in its full

report at Appendix A and a summary of the financial changes to allowances is contained within Annex C to its report.

13. Whilst the IRP process concerns the current term of office, i.e., May 2023 to May 2027, Council must also consider whether it wishes to apply an uplift for the final few weeks of the previous term of office, i.e., 1 April 2023 to 7 May 2023. If Council decides to apply this uplift it would only be applicable to those members who were in office during the 2019 to 2023 term, and who remained in office at the time of the May 2023 elections.

14. The Council's constitution states that:

"The basic allowance will be uplifted on an annual basis in line with any general salary increases payable to Council staff taking into account any views specifically expressed by the Independent Remuneration Panel."

15. The IRP Report also makes the following ancillary recommendations:

Review of roles attracting SRAs:

The Panel did not have the time or information to undertake a review of these roles, their workload or time commitment and is recommending a further review, particularly in view of the creation of the new Mayoral Combined Authority and its impact on certain SRAs. The Council will need to consider how, when and if to put such a review into effect. Resources implications will need to be identified. Paragraphs 2.11 and 4.6 of Appendix A refer.

Role Profiles for Ward Members:

The Panel had invited the Council to consider adopting these for all Members, based on representations received from Members and in the knowledge that many other local authorities had introduced them. The Council will need to consider whether to proceed with this recommendation and allocate resources to implement the proposal accordingly. Paragraph 5.1 of Appendix A refers.

Travel and Subsistence Expenses within York Boundaries:

The Panel made no suggested changes to these expenses but asked the Council to consider reviewing current practices relating to the provision of car parking passes for all those Members requesting one. The Council will need to consider whether it

wishes to review the current practice in light of its ambitions within its Climate and Transport Strategies. Paragraph 5.3 of Appendix A refers.

Childcare and Dependent Carers Allowances:

The Panel made no suggested changes to these expenses but wishes the Council to remind Members, periodically, that these exist and are claimable by those meeting the eligibility criteria. Paragraph 5.2 of Appendix A refers.

Pensions:

The Panel recognised that the matter of pensions was not within its remit but in light of some representations regarding the lack of pension provision and its impact on retaining effective Members long term, it is recommending the Council to consider making representations to His Majesty's Government to campaign for re-introducing a pension option for Elected Members. Council may wish to consider this suggestion but would ultimately need to take account of any financial impact in future years should legislation on this be reversed.

Options

16. Council has two available options in respect of this report:

- (i) **Approve the recommended Basic Allowance and consequential increase to Special Responsibility Allowances, as recommended by the IRP Report and set out in paragraph 5 above:**

The recommended increases will have a minimal impact on the budget for allowances for the next financial year. This is the recommended option;

- (ii) **Not approve the recommended Basic Allowance and consequential increase to Special Responsibility Allowances, as recommended by the IRP Report and set out in paragraph 5 above, and instead substitute a lower amount:**

This option will have no impact on the budget for allowances for the next financial year, but risks devaluing the work of Members, and turning the role of Member into one performable only by those of independent means. This is not the recommended option.

Organisational Impact and Implications

17. **Financial:** The total current budget for member's allowances is £786k per annum. If the Panel's recommendations are accepted, the budget will need to increase to around £793k per annum. The panel have also recommended that any changes are backdated to 25 May 2023 (Annual Council). There is no further immediate impact for the current financial year of the Panel's recommendations. Should Council choose to adopt the Panel's recommendations in relation to allowance increases, as set out in paragraph 4.3 of their Report, there will be growth in the Members' Allowances budget from the 2025-26 year onwards; it is important to note, however, that such growth is already included in the Medium-Term Financial Strategy for the 2024-25 year onwards, so there will be no unbudgeted pressure resulting.
18. **Human Resources:** The Panel has made some comments regarding welfare support for Elected Members as it did in 2019 and Council may wish to have regard to the Panel's observations. Paragraph 3.2 of Appendix A refers.
19. **Legal:** In accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003, the Council must convene an Independent Remuneration Panel to review its members' allowances scheme. Any changes to the scheme or consequential changes to the constitution, must be approved by Full Council.

Risks and Mitigations

20. The Council must commission and consider an independent review of allowances for its Members. It is not required to approve or implement the recommendations made by independent review. Depending upon the reasonableness of any independent panel's recommendations, however, there is a potential risk to the Council's reputation were it to choose not to approve recommendations regarded by public opinion to be otherwise reasonable and affordable. The Council needs to have regard to reasonableness and financial risks in considering and approving any recommendations relating to its scheme of Member allowances.

Wards Impacted

21. All wards

Contact details

For further information please contact the author of the report.

Authors

Name:	Bryn Roberts
Job Title:	Director of Governance
Service Area:	Governance
Report approved:	Yes
Date:	8 March 2024

Background papers

City of York Council Constitution, Appendix 20

[Appendix 20 - Member Allowances and Member Allowances Scheme.pdf \(york.gov.uk\)](#)

Local Authorities [Members' Allowances] (England) Regulations 2003

[The Local Authorities \(Members' Allowances\) \(England\) Regulations 2003 \(legislation.gov.uk\)](#)

Report to Budget Council with Appendices:

[Agenda for Council on Thursday, 22 February 2024 - see Item 6](#)

Annexes

Appendix A Report of Independent Remuneration Panel
Appendix B Table of proposed back payments

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Independent Remuneration Panel

2023/24

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Annexes

Annex A	The Panel's Terms of Reference
Annex B	Benchmarking Information
Annex C	Summary of Basic and Special Responsibility Allowances
Annex D	Summary of Additional Recommendations from 2019

1 Introduction

- 1.1 The Independent Remuneration Panel (IRP) was convened to advise the City of York Council on its scheme of allowances for its Elected Members. The IRP last met in 2019 and made a number of recommendations regarding basic and special responsibility allowances.
- 1.2 The report produced by the IRP in December 2019 was received by Full Council at its meeting on 17 December 2019 when the recommended increases to basic and special responsibility allowances were approved in full and agreed to be backdated to the end of May 2019 (commencing as of the date of the Annual Meeting that year).
- 1.3 The IRP in 2023 has met on 8 occasions to consider information gathered by officers. The Panel also met with, and received written representations on behalf of Groups from, a range of current Members of the Council, including Executive Members, Chairs and backbench Members, from all political parties currently represented on the Council. The Panel acknowledges the hard work undertaken by Elected Members on behalf of the public and expresses its appreciation to all those Members who gave up their time to meet with them. The Panel learnt a great deal from those contributions which form the basis for the recommendations in this report, together with the legal framework setting the Panel's remit.
- 1.4 The Local Authorities (Members' Allowances) (England) Regulations 2003 require Councils to appoint an IRP and to have regard to its recommendations prior to amending their scheme of allowances.

- 1.5 Under Regulation 10 (5) of the Local Authorities (Members' Allowances) (England) Regulations 2003, Local Authorities 'cannot rely on an index for Elected Member allowances for more than 4 years' before they invite the IRP to make further recommendations on the application and relevance of the index.
- 1.6 In 2019, the Panel recommended that Member basic and special responsibility allowances should be uplifted in line with any National Joint Council Pay award salary increases awarded to employees. As a result, Elected Members have received the following increases to the basic allowance of £10,371 starting in May 2019:

Year	Pay Award	Basic Allowance
2019/2020	N/A	£10,371 set by IRP in 2019
2020/2021	2.75%	£10,656
2021/2022	1.75%	£10,843
2022/2023	4.04%	£11,282

It should be noted that staff received an increase of 3.88% for 2023/24 but the Panel understands that no corresponding increase to Members allowances has been applied for 2023/2024 pending the recommendations and report of the IRP to the Council in early 2024.

- 1.7 In York, local Council elections take place every four years, when the entire Council membership stands down. For many years, it has been custom and practice for an IRP to review the existing Scheme of Members allowances following the formation of a new Council in an 'election year'. The Panel received a suggestion that the IRP process should be carried out prior to the elections but after consideration decided not to make a recommendation to that effect.

- 1.8 The current cycle presents real benefits in providing an IRP with a substantial period over which the existing scheme can be assessed and in providing opportunities for the Panel to learn from the experiences of newly elected and long serving Elected Members.
- 1.9 Local Authorities can also convene an IRP at any time to respond to a specific issue or for an annual or biennial review.

Membership of the Panel

- 1.10 Panelists were selected for appointment to the Independent Remuneration Panel in 2023, following a public recruitment exercise. As a result, the Council appointed the following to the Panel at its meeting on 21 July 2023:
- David Dickson (Chartered Accountant, Deputy Chair of the York and North Yorkshire LEP, Chair St Leonard's Hospice and Former Treasurer of the University of York and member of its Remuneration Committee)
 - Elizabeth Heaps (Trustee of York Civic Trust, Former Pro Vice-Chancellor of University of York)
 - Lucy Shaw (Operations Director at Wildcat Law)
- 1.11 The Panel also received administrative support from officers of City of York Council.

Terms of Reference

- 1.12 The Panel's terms of reference are attached at Annex A to this report. They reflect the legal requirements governing the Panel and

set the parameters for its work.

Context and Current Scheme of Allowances

- 1.13 All Elected Members, irrespective of particular Offices held on the Council, are entitled to the same level of basic allowance. Basic allowances are intended to reflect the expected time commitment of all its Elected Members. This includes, but is not limited to:
- attendance at Council meetings and committees
 - meetings with residents and Council officers
 - responding to and dealing with casework and enquiries
- 1.14 Basic Allowances should also cover incidental costs such as travel within the City and internet and phone provision. Currently, travel expenses can only be claimed outside of the City and when the purpose involves representing the authority at an external meeting or undertaking duties specifically associated with the role (for example as an Executive Member).
- 1.15 Between 2008 and 2015, there was no movement in the level of allowances for Elected Members. In that time, Council declined the increases suggested by IRP panels and declined increases in line with Council pay awards. As a consequence, the real value of allowances fell well below that of comparative authorities. However, in 2019, as set out in paragraph 1.6 above, the IRP recommended significant increases in Member Allowances in order to bring York allowances back in line with other benchmarked and similar authorities in terms of size, complexion and area, as well as in recognition of the increased time commitment to the role undertaken by the modern Elected Member.
- 1.16 As set out in paragraph 1.6, the figure agreed by the IRP in 2019 as a basic allowance was £10,371 per annum. This figure was

calculated by taking 52.5% of the median pay figure for York to reflect evidence that the workload involved in being an Elected Member equated to a little more than half a working week on average. This figure was then discounted by a third. This discount reflects that an important aspect of the role of an Elected Member is to serve the public and therefore, not all of what they do, should be remunerated. The one third discount for public service is a standard widely applied across the country.

- 1.17 The Leader's Special Responsibility Allowance (SRA) was calculated by multiplying the basic allowance by three. Statutory guidance also suggests that this is an appropriate methodology and one that previous IRPs in York have used in recent years. Traditionally, all other Special Responsibility Allowances have then been calculated as a percentage of the Leader's SRA.

2 Rationale

Basic principles

- 2.1 The Panel agreed to maintain the following principles on which the methodology and recommendations for its review in 2023 should be based:
- The level of allowances within the scheme should not discriminate or create barriers for those who may wish to stand for office.
 - The level and availability of travel allowances should not act as an obstacle to appropriate travel outside the City to promote the City's interests.
 - The scheme of basic and special responsibility allowances should provide for an adequate level of reward that neither encourages nor discourages those who may wish to stand for office.

- The scheme should be easily understood.
- The scheme should continue to move towards being easy to administer.

2.2 The Panel sought to account for the current context for Members allowances, looking at any changes in the workload since the last review and any changes to local or national context during that time.

Benchmarking

- 2.3 Details of benchmarking information and statistics considered by the Panel are attached at Annex B. This included evidence of allowances paid in other local authorities chosen based on a mixture of population size, locality and status. These figures were compared with those paid in York. The Panel also received information on annual York pay figures for 2022. The median figure for people working in York in 2022 being £32,533¹ (rising from £29,631 in 2018). Median pay figures are a recommended basis for calculating allowances for Elected Members and have been adopted by previous Panels to date.
- 2.4 In comparison to some other unitary authorities shown in Annex B, York's basic allowance is above the mean, whilst it is appropriately above local districts and below metropolitan authorities. The Panel noted that the allowances paid in North Yorkshire are higher than those in City of York Council. In view of the introduction of the Mayoral Combined Authority, responsibilities and allowances will need to be reviewed.
- 2.5 In the interests of consistency and clarity, the Panel remained of the view that the median pay figure for people working in York was still the most appropriate basis from which to calculate allowances and

¹ Source: ONS Crown Copyright Reserved [from Nomis on 19 October 2023]

therefore adopted the latest available figure (2022) as its starting point.

Evidence Base

- 2.6 The Panel met with a selection of Elected Members as stated in paragraph 1.3 above. It also received written representations from Groups and individual Members unable to attend interview.
- 2.7 The Panel heard that there continued to be a significant level of responsibility attached to the role of being an Elected Member. They also learnt that, on average, Members spent in excess of 20 hours per week performing Council duties. For those with other commitments such as paid employment, their Council duties provided an additional workload and, in some instances, financial challenges. The Panel acknowledged the commitment of time and effort to the public cause given by Elected Members and noted that financial recompense was not a consideration for those who volunteered to stand for election to represent their residents in public life. The Panel noted that the time commitment expressed, however, was not significantly different from that indicated to the Panel in 2019.
- 2.8 The frequency of some Council meetings had increased since 2019. Following the local elections in May 2023, Scrutiny Committees were now meeting on a monthly basis, rather than bi-monthly, although the Panel noted that there were no scrutiny meetings in February or August.
- 2.9 In its nature, the role of an Elected Member has always been public facing. Members are the spokespersons for their communities, and this has not changed.
- 2.10 The Panel heard of the ongoing workload and stress pressures upon Members created by the impact of social media and the

demands of supporting residents effectively and transparently. Since Covid19, the volume of health issues, including mental welfare and wellbeing, had increased and was increasingly becoming centre stage. As a result, Elected Members were continuing to find the day-to-day activities of the role time-consuming and complex.

- 2.11 The Panel noted the continuing requirement for a greater level of expertise and knowledge and the need for such knowledge to be current and maintained.
- 2.12 The Panel heard that the role of Committee Chair and Executive member both continued to provide challenging time commitments, which historically have attracted Special Responsibility allowances. The Panel also heard the view repeatedly that at meetings all committee members, or other unremunerated roles such as Vice Chairs, were required to be fully committed and informed, and that the differential between the basic allowances and SRAs was too wide. The Panel felt that the evidence before them of roles and responsibilities across all committees was not sufficient to recommend any changes to basic allowances or SRAs. Instead, they would recommend that a full review of such roles, responsibilities, workloads and time commitments be carried out urgently, to enable any changes to be made with as little delay as possible. This is timely in view of the introduction of the new Mayoral Combined Authority as a result of which roles and responsibilities would change, and comparisons will be made with equivalent roles in North Yorkshire. (See paragraphs 4.5 and 4.6)

3 Additional Recommendations made in 2019

- 3.1 In 2019, the Panel had made a number of additional recommendations not within its specific remit but which related to issues that had arisen during its discussion with Elected Members at that time. In the interests of completeness, a full update against those recommendations is set out at Annex D.
- 3.2 The Panel was pleased to learn that reference was now made within the Allowances Scheme for Elected Members to the provision of welfare support needs (including access to the Employee Assistance Programme) should an appropriate need arise in the opinion of the Head of Human Resources. Although not strictly within its remit and being mindful that Members were not classed as paid employees of the Council, the Panel remained sufficiently concerned to ensure that the Council took due regard of any wellbeing and welfare support needs which Members may present. It was apparent from discussions in 2023 that many Members were unaware of any available welfare support, including mental health.
- 3.3 Public expectations of Elected Members remained high and, as the Panel heard, often significantly higher than candidates may have understood prior to taking office. As in previous years, a number of newly elected Members had been surprised by the workload confronting them. However, the Panel noted the steps taken by the Council to put in place a training and induction programme across the whole spectrum of Council and Elected Member activities for 2023. It also noted that contact had been established with Groups about what information could helpfully be provided to candidates in advance of the local elections.
- 3.4 The Panel heard from some single ward Members and learnt how they could often struggle with capacity to support their residents,

given other roles and time commitments. In contrast, Elected Members in multiple Member wards acknowledged the welcome support they were able to receive from fellow ward Members, whether of the same or opposing parties.

4 The Panel's Recommendations

Basic Allowance

- 4.1 Taking into account the statistical information reviewed, the Panel agreed that the same method of calculation as that used in 2019 continued to remain appropriate in its consistency and transparency.
- 4.2 In 2019, the basic allowance was calculated at 52.5% of the median pay figure for people working in York (see paragraph 2.3). Taking into account all the evidence (soundings from a wide selection of Members in different roles both experienced and inexperienced, benchmarking against other local authorities and the local median salary), the Panel considered that the same rate of calculation at 52.5% of the York median pay figure remained appropriate. It further considered it necessary to apply the standard recommended public sector voluntary discount of one third to the basic allowance (see also paragraph 1.16).
- 4.3 In 2019, the Panel had recommended that Members' basic allowances should be uplifted in line with any National Joint Council Pay award salary increases awarded to employees (see para 1.6 above). In line with legal requirements (see para 1.5 above), the Panel now considered such uplifts, and recommended that from April 2025 to March in the next election year, uplifts should be applied annually to the basic allowance in the same way.

- 4.4 **The calculation results in a basic allowance of £11,392 per annum, compared to the current figure of £11,282, and will form the basis of all other allowances.**

Special Responsibility Allowances

- 4.5 As stated above, all SRAs are calculated as a percentage of the Leader's, which has traditionally been considered by Panels to be three times the basic allowance. **The Panel saw no reason to alter that assessment on the basis that it had no substantial evidence to rebut the current assessment or otherwise.** Equally, the Panel understood that this approach was widely recognized standard practice.
- 4.6 The Panel heard various representations regarding levels of Special Responsibility Allowances (SRAs) and the roles to which they were attached. The Panel felt unable to recommend changes to the Special Responsibility Allowances in the absence of detailed evidence of roles and responsibilities, workloads and time commitments required to carry out roles with additional responsibilities. In addition, the introduction of the new Mayoral Combined Authority, will have impacts on existing and future roles both in City of York Council area and the combined Authority. **The Panel therefore recommended that a detailed review of such roles and responsibilities be carried out urgently.**
- 4.7 The Panel also considered the potential for increasing the SRA specifically for the Executive Member for Transport as the Council's representative on the West Yorkshire Combined Authority (WYCA), on the basis that WYCA stipulated that each local authority was responsible for considering whether to award an allowance specially for the role up to a value of £2616 per annum. The Panel was not persuaded that there was a specific necessity to support an additional allowance for this role. It concluded this in the knowledge

that any Member performing this role could claim travel and subsistence expenses for WYCA meetings they attended.

- 4.8 Annex C shows the current and recommended basic allowance and list of Special Responsibility Allowances, based on the methodology adopted in this report.
- 4.9 **The Panel recommended that any changes to Basic and Special Responsibility Allowances should be backdated to the date in 2023 on which Elected Members commenced their respective roles.**

5 Additional Recommendations

- 5.1 Consideration was given to the value of role profiles for Ward Members to outline the basics of their role. Many Members commented that they would find this useful. The Panel learnt that such role profiles were inconsistently available across different authorities. Benefits would be to provide a clear picture of roles and responsibilities for those aspiring to be Elected Members, a guide to assist them in managing priorities and their time, and guidance to constituents as to Members' roles and limitations. **The Panel therefore recommended that the Council consider developing and adopting role profiles for Members and publishing them on the Council's website.**
- 5.2 The Panel reviewed the current **provision for childcare/dependent carer allowances and made no recommendation for change.** The Panel noted, however, that many Members appeared to be unaware of the support provisions available to them and suggested that repeat information channels

ensure that Members remain up to date with information provided upon induction.

- 5.3 The Panel **was content with travel and subsistence expenses within York boundaries**, given that it received no information from Elected Members or Officers which would suggest any alteration to existing rates was necessary. However, the Panel acknowledged the provision of car parking passes to those Members who requested them and invites the Council to consider reviewing this arrangement, in the light of the Council's ambitions on cars within the city centre and its economic agenda.
- 5.4 Further to paragraph 4.6, The Panel recognised that **the new Mayoral Combined Authority would drive changes in roles and responsibilities of Elected Members and recommends a complete review of all roles involving special responsibilities.**
- 5.5 Finally, the Panel was concerned at the lack of pension provision which had been removed from legal consideration by a former Government Minister. It **suggested that the Council may wish to make renewed representations to the relevant Secretary of State about reinstating the option for Elected Members to enter into a pension scheme**, to help attract and retain well trained, committed and competent Members.

**Independent Remuneration Panel 2023:
David Dickson (Chair), Elizabeth Heaps and Lucy Shaw**

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Independent Remuneration Panel
Member Role Description

Purpose of the Role

To recommend a Members' allowances scheme to City of York Council and to provide subsequent advice on revisions to the scheme following any changes to City of York Council's political structure / governance framework and policies.

Key Responsibilities

1. To consider appropriate remuneration for the various roles in the Council and recommend a Members' allowances scheme consistent with statutory obligations.
2. To take evidence as appropriate and assess it in developing the Members allowances scheme.
3. To consider any implications of changes to the Council's structures / governance framework and policies and make recommendations on any revisions needed to the scheme.

Person specification

Independence	<ul style="list-style-type: none"> • Not a candidate or not having been a candidate for election to the City of York Council, in the last 5 years. • Not a current employee of the City of York Council. • Not a close relative or friend of, any member or senior officer of the City of York Council. • Ideally not been a member or officer of a parish/town council in York.
Integrity	<ul style="list-style-type: none"> • Ability where appropriate to take an independent view which varies from that of other members of the Panel and demonstrate an ability to act with integrity and transparency. • Prepared to declare and register any disclosable pecuniary interests. • Never been bankrupt or have unpaid or unexpired composition or arrangement with creditors. • Never been convicted of a criminal offence leading to a three month (or longer) prison sentence (whether suspended or not).

	<ul style="list-style-type: none"> • An understanding of equalities principles.
Experience	<ul style="list-style-type: none"> • Awareness of the role of the Council in York. • Understanding the public expectations of the role of Members of the City of York Council • Experience of participating in a Committee environment. • Be over 18 years of age.
Skills	<ul style="list-style-type: none"> • Strong analytical capability, including the ability to question, probe and seek clarification about complex issues. • An ability to consider matters objectively and without regard to any personal political views or pre-conceived views.
Political awareness and sensitivity	<ul style="list-style-type: none"> • Awareness and/or experience of democratic processes. • Must not be actively involved with a political party or similar organisation.
Availability	<ul style="list-style-type: none"> • Available for a few formal meetings likely to be held at the time to suit the members of the Panel. Likely to be at least one a year with up to four additional ones called as need arises. • A time commitment of up to 5 days a year is normally envisaged. • Willing to operate via a “virtual” meeting – either through electronic or more traditional needs as required.

Comparative Allowance Data

Authority	Type	No of Cllrs	Population size	Allowances: Basic	Leader	Deputy Leader	Exec / Cabinet Member	Scrutiny Chair
York	Unitary	47	202,800	11,282	33,842	23,689	20,307	8,461
Cheshire West & Chester	Unitary	70	339,824	14,453	33,194	24,895	14,453	8,748
Warrington	Unitary	58	211,200	8,750	20,015	15,012	10,008	5,004
Bath & North East Somerset	Unitary	59	193,400	10,225	34,345	20,264	20,624	8,647
Swindon	Unitary	57	233,400	8,940	26,822	16,540	13,412	6,705
East Riding	Unitary	67	342,000	13,765	41,295	27,530	20,647	13,765
North Lincolnshire	Unitary	43	169,700	6,874	16,799	11,127	10,162	8,637
North East Lincolnshire	Unitary	42	156,900	8,530	22,500	16,875	11,250	5,625
Stockport	Metropolitan	63	294,800	10,716	32,150	17,682	16,075	6,430
Leeds City	Metropolitan	99	812,000	17,233	42,876	27,869	25,725	21,438
North Yorkshire	County Council	90	615,491	15,550	39,654	21,165	19,554	5,526

Authority	Chair of A&G	Chair of Licensing	Planning A Chair	Planning B Chair	Standards Committee	Leader of Opposition
York	8,461	8,461	10,806	8,461	N/A	15,229
Cheshire West & Chester	8,177	8,367	9,508	N/A	N/A	9,508
Warrington	8,506	8,506	8,506	N/A	2,002	8,506
Bath & North East Somerset		5,347	15,568	N/A	N/A	**
Swindon	6,705	6,705	6,705	N/A	6,705	6,705
East Riding	6,882*	6,882*	13,765	6,882	N/A	10,324
North Lincolnshire	5,312	8,130	9,146	N/A	N/A	8,400
North East Lincolnshire	4,500	4,500	6,750	N/A	4,500	2,250
Stockport	3,858	4,822	8,037	4,822	Independent	9,645
Leeds City	8,575	9,647	15,006	15,006	2,786	25,725
North Yorkshire	4,769	3,500	6,971	3,815	4,421	6,821

Authority	Deputy Leader of Opposition	Shadow Exec / Cabinet Member	Additional Notes	Source
York	6,770	N/A		
Cheshire West & Chester	7,054	N/A		Cheshire West & Chester
Warrington	N/A	N/A		Warrington
Bath & North East Somerset	N/A	N/A	** 428 per member, Minority Group Leader	Bath & NE Somerset Council
Swindon	N/A	N/A		Swindon
East Riding	N/A	N/A	*Audit & Licensing is the same role	East Riding
North Lincolnshire	5,563	N/A		N Lincs
North East Lincolnshire	N/A	N/A		NE Lincs
Stockport	N/A	N/A		Stockport
Leeds City	N/A	N/A		Leeds
North Yorkshire	N/A	N/A	Chair of Health Scrutiny 11,052	North Yorkshire

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Summary of Recommendations

Basic Allowance: **£11,282** → **£11,392 (at x 52.5%)**

Special Responsibility Allowances:

Special Responsibility	Current SRA	% of Leaders allowance	Recommended SRA
Leader	£33,842.00	100	£34,176.00
Deputy Leader	£23,689.00	70	£23,923.00
Group Leader (Main Opposition)	£15,229.00	45	£15,379.00
Deputy Leader (Main Opposition)	£6,770.00	20	£6,835.00
Group Leader (Minority Party) [min 4]	£6,770.00	20	£6,835.00
Executive Member	£20,307.00	60	£20,506.00
Chair of CSMC	£8,461.00	25	£8,544.00
Chair of Scrutiny	£6,770.00	20	£6,835.00
Chair of Main Planning	£10,153.00	30	£10,253.00
Chair of Area Planning Sub Committee	£8,461.00	25	£8,544.00
Chair of Licensing and Regulatory Committee	£8,461.00	25	£8,544.00
Chair of Audit and Governance	£8,461.00	25	£8,544.00
Chair of Full Council (LM)	£3,384.00	10	£3,418.00

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Report of Independent Remuneration Panel December 2019

Summary of Recommendations and Actions

IRP Recommendation	Council Decision	Action Taken
Basic allowance of £10,371. Various SRAs	Adopt the scheme of allowances recommended by the Panel and approve the financial implications from 1 April 2020 (an additional increased cost per annum of circa £120k) being addressed and taken into account, as part of the forthcoming budget setting process for the Council for 2020/21 onwards;	Implemented
Panel recommended backdating implementation to 22 May 2019	Authorise the Interim Chief Executive to implement the changes and backdate to 22 May 2019 (Annual Council Meeting), with any budgetary implications up to 31 March 2020 (an additional one-off cost of circa £100k) being met from the general contingency budget 2019/20; ¹	Implemented
	Ask the Monitoring Officer to make any	Changes made

	consequential constitutional changes.”	
The Panel therefore recommends that Council request a review into the support that Councillors receive around the handling and tracking of their casework and any policies currently in place.	No decision made	No action
The Panel believes that Councillors should have access to a similar level of Welfare Support to that of a City of York Council employee. Work related and personal stress affects Councillors as it affects staff and whilst the Panel recognise that Councillors are not employees, they considered it both a reasonable and appropriate gesture to open the existing offer to Councillors as well, wherever possible.	Ask the Monitoring Officer to make any consequential constitutional changes	<p>Appendix 20 of Constitution revised as follows:</p> <p><u><i>Welfare Support</i></u></p> <p><i>3.7 In recognition of the effects of work related and personal stress related to their role, Members will be able to access, in principle, a similar level of Welfare Support to that of a City of York Council employee, where deemed appropriate in consultation with the Head of Human Resources.</i></p> <p>December 2023, Elected Members given access to Employee Assistance Programme (covering various</p>

		welfare support issues)
The Panel recommends that both the Council (at pre-election stage) and political groups make potential candidates aware of all that would be expected of them upon election.	No formal decision made - See actions	Full details provided to all Groups on the Council prior to the local elections in May 2023 for sharing with candidates as appropriate with many aspects being made mandatory upon election.
The Panel recommends that the Council undertake a review of the civic support package and that recommendations are acted upon.	No formal decision made – see actions	Civic Function transferred under new line management in 2023 to bolster support and resources available to it. The service now resides within the Mansion House Service (intrinsically linked as the residence of the Lord Mayor)
The Panel was made aware of the recent decision of the IRP for the North Yorkshire County Council to recommend that a small allowance (in the sum of £1,697 per annum) be awarded to each Councillor appointed by Local Authorities across the region to represent them on the Police, Fire and Crime Panel. Having been asked to	Adopt the scheme of allowances recommended by the Panel and approve the financial implications from 1 April 2020 (an additional increased cost per annum of circa £120k) being addressed and taken into account, as part of the forthcoming budget	Arrangements made with North Yorkshire County Council to remunerate York's Panel representatives on a yearly basis

<p>consider the position for York, the Panel looked at the issues in some detail and, in principle, agreed to support and endorse the recommendations suggested by North Yorkshire County Council's IRP. However, the Panel advises that Council would need to have due regard to its practice of awarding only one SRA per Councillor.</p>	<p>setting process for the Council for 2020/21 onwards;</p>	
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Independent Remuneration Panel 2024**Recommendations to Council****Basic Allowance Rates**

1/4/22 to 31/3/23	1/4/23 to 7/5/23	8/5/23 to 31/3/24	1/4/24 to 31/3/25	1/4/25 to 31/3/26	1/4/26 to 31/3/27
Basic Allowance: £11,282	Basic Allowance: £11,392 pro rata Back payment of £11.12 per Councillor still in role on 8 May 2023	Basic Allowance: £11,392 pro rata Back payment of £98.88 per Councillor	Basic Allowance: £11,392	Basic Allowance: £11,392 plus uplift in line with National Joint Council Pay award	Basic Allowance: Figure for 1/4/25 to 31/3/26 plus uplift in line with National Joint Council Pay award

APPENDIX B

SRA Rates (to 31 May 2025) For Councillors Still in Role on 8 May 2023

Special responsibility	Existing (2023-23)	Proposed IRP Rates	1/4/23 to 24/5/23 Back Pay	25/5/23 to 31/3/24 Back Pay	1/4/24 to 31/3/25
Leader of the Council	£33,842	£34,176	£49.28	£284.72	£34,176
Deputy Leader of the Council	£23,689	£23,923	£34.52	£199.48	£23,923
Executive Member	£20,307	£20,506	£29.36	£169.64	£20,506
Group Leader (Main Opposition)	£15,229	£15,379	£22.13	£127.87	£15,379
Planning A Committee	£10,153	£10,253	£14.75	£ 85.25	£10,253
Audit and Governance	£8,461	£8,544	£12.25	£ 70.75	£8,544
Licensing and Regulatory	£8,461	£8,544	£12.25	£ 70.75	£8,544
Planning B	£8,461	£8,544	£12.25	£ 70.75	£8,544
CSCCSSMC	£8,461	£8,544	£12.25	£ 70.75	£8,544
Deputy Group Leader	£6,770	£6,835	£9.59	£ 55.41	£6,835
Group Leader (Minority Party – Min 4)	£6,770	£6,835	£9.59	£ 55.41	£6,835
Scrutiny Committees	£6,770	£6,835	£9.59	£ 55.41	£6,835
Lord Mayor	£3,384	£3,418	£5.02	£ 28.98	£3,418

Leader of the Council Report to Full Council 21 March 2024

Our city, Our community

The winter season has been a tremendously busy and vibrant time across our fine city and region with a huge range of celebrations, events and commemorations. York is an amazing place to live with a community constantly active in its support of each other in so many notable and important ways. This is such a valuable strength of our city. I'd like to highlight a few of the events I attended, often alongside the Lord Mayor. The beautiful Christmas celebration at the Minster, a service of Nine Lessons and Carols on 23 December, was a fantastic start to the Christmas week. On a more sombre note, in January, we attended the Holocaust Memorial Day event at York St. John's University. This is always so thought provoking and a very necessary space for reflection. It's so important we all take the time to remember what actions are possible in our society and vow to not see such things happen again.

There is a hugely exciting and growing strength and recognition of excellence across the Further and Higher Education sector in York. The Lord Mayor and I were both very fortunate to be asked to join York College & University Centre to celebrate the fact they have been granted membership to The Chartered Institution for Further Education. They are one of only 19 Further Education Colleges in the UK to be awarded such an honour. Membership to the institution is only granted to colleges who demonstrate exemplary Further Education by a strong track record of delivering the skills needed in modern Britain, a strong ethos of collaboration for the benefit of their key stakeholders and excellence in leadership and Governance. It was a joy to be there, along with a range of city partners and employers to see them officially unveil their Royal Charter. And I'd like to congratulate the staff and students on their fantastic achievement.

It was also a joy to join the University of York for their 2024 Graduation Dinner. A celebration of another part of our city's excellence in education. It was a joy to hear about the success of so many students at all levels of their Higher Education journey achieving their goals and taking their next steps on their careers.

Within our staff at City of York Council we have a number of currently serving army reservists. I was therefore invited to join the Commanding Officer of the 4th Battalion of The Royal Yorkshire Regiment, Lieutenant Colonel Richard Hill and the Helmand Company for breakfast at the Worsley Barracks, Army Reserve Centre on Fulford Road.

It was fantastic to learn and appreciate more about the reservist work that our employees and many other people across York do. This is a tremendously important aspect of the military life of York and the Council's staff body. I thank all reservists across the city for their commitment and expertise.

York International Women's Week

York International Women's Week took place from 2 to 10 March with International Women's Day celebrated on Friday 8 March. There was a huge range of events taking place across communities in our city. During the week I was glad to open and take part in a City of York Council, NatWest and Google Garage supported event Empowering and Inspiring Women in Business in York. Louise Toal, the inspirational Managing Director of The Distance gave a fantastic keynote speech encouraging women across York to start or grow their business. Kyra's annual International Women's Day event was a joy to attend and support. Kyra is a fantastic organisation doing such important work to support and empower women across our city to make positive changes in their lives. Thank you to all the volunteers, staff and programme participants for everything you're doing. And finally on the evening of 8 March I attended the event hosted by the Lady Mayoress. An inspirational evening at the Mansion House to celebrate 'York Women Changing Our World'. Elly Fiorentini masterfully interviewing three inspirational York women showing us all how to get out there, take our opportunities and make a difference. A hugely inspirational week celebrating women across our city. Thank you to everyone involved in the organisation, and delivery of the events. I'm already looking forward to 2025.

Domestic Abuse Strategy adopted for York and North Yorkshire

A new domestic abuse strategy for York and North Yorkshire was launched at the end of February, demonstrating the strong partnership approach we're taking to working with partners in the police, other local authorities as well as the voluntary and community sector. Last year there were over 2,000 domestic abuse related crimes in York. Behind each of those crimes are victims and survivors and their family members who need support, to live free from abuse and harm. This strategy is a major milestone in our work across York and North Yorkshire to drive system-level change around Domestic Abuse, for the sake of all our communities and residents, putting the voices of victims at the heart of our response.

Delivering for our city

It has been an absolute joy to see 2024 get off to a flying start with the launch of York Hungry Minds, the free school meals programme in both Westfield Community Primary and Burton Green Primary schools. Helping to tackle the cost-of-living crisis for households and deliver health and educational benefits for the children of York. The visit I made to Burton Green Primary was an absolute joy. Learning about and seeing the positive benefits of the free breakfast provision for the children attending the school. The teaching staff, children and parent/carers are already gushing with the positive benefits of healthy food bringing children into school regularly and early. Enjoying the social aspect of eating together in a calm environment and transitioning into really positive, constructive and enjoyable learning in the classroom. Westfield and Burton Green are the start of the programme's pilot and we look forward to learning more about the benefits of the scheme as both the Universities of York and Leeds evaluate the outcomes. The programme is publicly supported by the Archbishop of York and Sinead Peach, Captain of York Valkyries and York's Director of Public Health. I'd like to thank them for their support and everyone who has contributed their time, expertise and financial support. It's been a great team effort.

Another highly important and notable improvement delivered by the Labour administration since January has been the reversal of the Blue Badge holder access ban in the city centre. Blue Badge holders can now access their city via Goodramgate and the Blake Street/Lendal loop at all hours. Consultation is continuing with the disabled community to monitor the success and challenges of the scheme with the aim of improving how it works for everyone. We are currently working towards introducing Blue Badge parking bays on Blake Street and Lendal in order to extend the maximum time a Blue Badge holder can stay in the city centre beyond the 3 hours parking permitted on double yellow lines.

Combined Authority and Regional

A huge milestone was reached for our region in January 2024 with the creation and inaugural meeting of the York and North Yorkshire Combined Authority. Officers, elected members, and government ministers have been working closely over an extended period of time with the deal agreed in the summer of 2022 and the order finally approved through Westminster in December 2023.

The process of bringing devolution to York and our region has been a cross party effort initiated in the previous administration and completed in the new administration. Myself and Cllr Kilbane as lead members for

York on the Combined Authority are working constructively with the leadership of North Yorkshire Council to bring additional funding into the region. York has already benefitted from funds to bring forward Brownfield Housing sites and money allocated to a number of important Net Zero projects across the city. We look forward to the elected Mayor joining us following the sub-region wide election on Thursday 2 May 2024.

The opportunities for a comprehensive, joined up, regional approach to transport, inclusive economic development, achieving net zero and delivering truly affordable housing for our residents are extensive. The ability to make decisions, on these large-scale strategic issues, closer to our communities affected by them is very much welcomed. This doesn't come without its challenges though. There will be a lot of work needed by elected members, the Mayor, and officers to make sure the people of our region feel connected to the Combined Authority, and it is delivering for them in the communities they live in.

The public launch for the Combined Authority took place on 1 February at the Guildhall. A hugely optimistic event with standing room only during the speeches. This shows the level of interest and hope for the investment and opportunities it can bring to people and businesses across York and North Yorkshire. The meetings of the Combined Authority have started, the organisation is preparing for the arrival of the elected Mayor in May. I will keep you updated as we move through the early stages of this new, joint endeavour.

Other notable regional activities that have taken place over the past few months are the ongoing meetings of the hugely important Yorkshire and Humber Climate Commission. Our region has one of the largest decarbonisation challenges in the country. Yorkshire and the Humber is a large-scale energy producer and home to some of the most carbon intense manufacturing in the country. The task is huge but there is huge and collective determination to deliver on net zero commitments. The commission is currently focussing on Climate Talking Points, a presentation of four key policy asks to be put forward to all political parties creating manifestos for this General Election Year.

1. Set out a clear path to reducing emissions, restoring nature, and empower places to impose targets and go further and faster on that journey than national government targets, if they wish.
2. Create locally managed funding pots, on minimum five-year financial cycles, so that key sectors (e.g. housing upgrades, public transport, and active travel) don't need to bid repeatedly for multiple, disjointed funding sources.
3. Join up climate, skills, and economy strategies and ensure they address the big challenges together, including ageing populations, poverty, skills shortages, and climate risks.

4. Commit to a 'nature first' approach to publicly funded infrastructure projects so that our buildings and infrastructure can cope with future climate scenarios, and that nature recovery is woven in to all climate actions.

I have also participated in the Convention of the North 24 held in Leeds earlier this month. The Convention of the North brings the elected Mayors from east to west together along with local authority leaders, business leaders and policy makers to promote and develop our broader region on a national and international scale. I chaired the panel facilitating the development of the Net Zero policy theme for the Manifesto for the North and then presented the collaboratively developed policy position to the full convention.

It was a hugely thought provoking and motivating event with a large contingent of young people from Leeds and Bradford schools joining the Net Zero panel to tell us to 'be more ambitious, achieve more at pace and the need to focus on action rather than talk'. As always young people's input into the Net Zero debate is hugely impactful and focuses policy makers minds. I encourage everyone to take a look at the proposals of the Manifesto for the North 2024 on the Convention of the North 2024 website.

Closer to home on Net Zero the first meeting of the re-initiated York Climate Commission took place at the Guildhall in January. Around 100 organisations of all sizes and from all sectors across the city took part. The drive for change and action in York is palpable and 8 working groups have been set up covering a range of issues including nature recovery, food, waste and retrofitting of public, private and commercial buildings. There is a huge amount of work to do and given the council's activities only contribute 4% of the emissions in the city this is not a challenge we can tackle on our own. I'd like to thank everyone for joining the commission and showing your commitment to creating a cleaner, greener city for residents now and those of the future.

Business Support and York Central Update

I attended the 2023 York Press BusinessIQ Awards held in late November. It was a great evening showcasing the impressive array of successful businesses across York, both startup, growing and firmly established. The diversity, innovation and creativity in business across our city is truly awe-inspiring. Times have not been easy for business over the past years with the impact of the cost-of-living crisis and rising inflation hitting them persistently and squarely. But as is often the case in the commercial world, adversity often creates successful innovative approaches and it was great to see that being played out across the

room. Finalists were nominated by their customers, peers, colleagues and other business leaders. It was great to meet and congratulate the finalists and winners. I look forward to seeing them again later this year.

I was also glad to participate in the panel at the recent Insider York Central Breakfast event. The level of interest and optimism around the progression of the York Central development is palpable in the city. Hosted by our partners the National Railway Museum around 150 people from a range of industries across York and regionally attended the event. It was the first public outing of the Master Developers, McLaren Property and Arlington Real Estate since the announcement of them being selected by Homes England and Network Rail as the strategic developers.

An opportunity for businesses and organisations across our city to start to better understand the approach of the developers and the opportunities that the site will bring for them and our residents. I and others across the city have been heartened by early-stage conversations that have been taking place with McLaren and Arlington. Our alignment on making sure the York Central development delivers for the people of York, on reaching above policy sustainable and affordable housing delivery, sustainable transport and movement aims, inclusive and good quality economic development and substantial nature and biodiversity net gain is looking very positive, and I look forward to being able to update you on further detail as the months progress.

Cllr Douglas, Leader
12 March 2024

Meeting	Executive
Date	20 February 2024
Present	Councillors Douglas (Chair), Kilbane (Vice-Chair), Coles, Kent, Lomas and Webb
Apologies	Councillors Pavlovic and Ravilious
In Attendance	Councillor Widdowson
Officers in Attendance	<p>Ian Floyd – Chief Operating Officer Bryn Roberts – Director of Governance Debbie Mitchell – Chief Finance Officer Martin Kelly - Corporate Director Children, Families and Education Michael Melvin – Interim Corporate Director of Adults and Integration Peter Roderick – Director of Public Health James Gilchrist - Director of Transport, Environment and Planning Claire Foale - Assistant Director Policy and Strategy Michael Howard - Head of Highways and Transport Shaun Gibbons - Head of Climate Reduction Kathryn Daly - Head of City Development Simon Brereton - Head of Economy Niall McVicar - Head of Innovation and Children’s Champion Abid Mumtaz - Head of All Age Commissioning and Contracting</p>

PART B - MATTERS REFERRED TO COUNCIL

101. York Tourism Strategy

Officers introduced the report and confirmed that the strategy was a partnership piece of work with city partners and asked that the Executive recommend it to Council to approve on behalf of the city. They noted that a section on the Local Visitor Economy and Partnerships should have been included, it was

confirmed that York and North Yorkshire had been successful in their bid to be recognised as a LVEP partnership, LVEP work will see the Council match its tourism strategy with the emerging Combined Authority.

The Executive Member for Economy and Transport thanked partners for their work in developing the strategy.

Recommended:

- i. Thanked the Tourist Advisory Board (TAB) for their work in preparing a new York Tourism Strategy and recommended the strategy to Full Council so that it can be adopted on behalf of the city.

Reason: To recognise the work undertaken by TAB and industry partners in preparing the strategy, and to support the growth of the York economy and the Council's priorities of affordability, environment, equalities and human rights, and health and wellbeing.

Cllr Douglas, Chair

[The meeting started at 17:31 and finished 20:06].

Deputy Leader Report

As we approach the end of the municipal year, I'd like to thank Members for their hard work since last May and the start of this new council. We also approach financial year end with a lot of hard work having been done both on this year's budget and the setting of next year's budget. As we heard from one of our most experienced peer reviewers recently, the last year has been arguably their most difficult in 34 years in Local Government. So, it's probably worth underlining for some of our newer Members, it's not always like this, even if for the more experienced of us it sometimes feels like it.

This brings me to the Peer Review and a very welcome external review of how we operate and function as a council. The main findings and recommendations from this process will come to Executive soon. In such a challenging time for councils it would be easier not to be peer reviewed, but it is a healthy and positive thing for any organisation when done constructively, as this review has been. There's never a perfect time in Local Government for this and I want to thank all those officers and Members who participated to ensure we got the most we could out of an exercise that will help shape the kind of council we want to be going forward.

The Combined Authority is now up and running and by the time we meet, it's Scrutiny and Audit and Governance Committees will have had their first meetings, following the initial meetings of the Combined Authority itself. This mirrors the arrangements we have here where councillors can look into the processes behind how decisions are taken in ensuring public money is being spent appropriately and offering value for money.

Also, that scrutiny is playing its part in looking at how the Mayoral Combined Authority (MCA) is exercising its powers and decision making around Police and Fire responsibilities, and holding the soon to be elected Mayor to account. For York residents to feel the MCA is working for them and is relevant, these responsibilities must be taken seriously and not be seen as secondary to those same responsibilities on each constituent council.

I continue to live in hope, as previously indicated, this agenda item will soon be scrapped and time given over to items we should be discussing, when the Leader is well able to cover these important issues in her own report.

Cllr Kilbane, Deputy Leader
13 March 2024

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Report of Executive Member for Housing, Planning, Local Plan and Safer Communities

It's a huge pleasure to be presenting my first report to Full Council and I would like to start by offering all my thanks and gratitude to all the incredible council staff working across my portfolio areas who every day show perseverance, compassion and support to those residents who contact them and to their colleagues. I hear about the support our Housing Management Officers give to residents, our navigators and hostel staff show to those on the streets and in hostel accommodation, those ensuring our houses are well maintained and safe, those working within our communities' teams, enforcement and safety teams. They're not easy roles, there are many challenges, we don't always get things right, and when so many are vulnerable and look to the council for help, we must always look to improve, but I hear from residents and colleagues, how the little acts of kindness we show, really does make a difference.

Housing and Housing Repairs

It is against this very challenging environment that our repair teams are working and achieving very positive outcomes. Recent legislation and changes in the way concerns about housing conditions are responded to have seen huge increases in the reports of damp and mould. In 2021 the repairs service received 23 calls about damp and mould, in 2022 this rose to 47, by last year this increased to 485 and already 185 in the first two months of this year. The proposed Awaab's Law will give strict time limits on councils to investigate complaints of damp and mould within 14 days and then 7 days to remedy serious issues.

Our surveyors and repairs teams are already working hard to reduce and remedy damp problems but clearly this huge increase in calls as well as other repairs is stretching our capacity. However, despite that, in Q3 80% of all repairs were completed within specified timescales, 85% of repairs were completed in one visit (compared to 80% in 22/23), and void numbers have reduced markedly from this time last year. This will decrease further as I have agreed to transfer additional resources in order to meet the growing need for social housing as our housing waiting list continues to increase. Over two months at the beginning of the year the teams brought an additional 25 properties above the normal rate into the lettable stock.

The July budget allocated funding to the council undertaking its first ever comprehensive stock condition survey of all 7,500 council homes. The work was procured and commissioned and began in January, initially in Westfield and Acomb and has just started in Clifton. Serious problems will be reported for immediate repair, and this has already been welcomed by residents, pleased that the council is supporting and investing in their homes. It is envisaged by officers that the whole 7,500 homes will have been inspected by the end of 2024. We have already seen the number of homes with an EPC C energy rating increase from 42% to 44% this last financial year and the work on insulating homes is continuing apace.

The need for housing is certainly growing and there is no glossing over the scale of the problem. Years of austerity, a growing affordability gap across both buying and rental sectors, and pressures of delivering sufficient affordable housing have seen those registered on the housing waiting list grow to 1,480 at the end of Q3 from 1,209 last year. The lack of sufficient affordable housing delivery is a growing concern. The Local Plan process identified an annual need of 573 new affordable homes, whereas the past three years saw only 463 in total delivered. Unless we can address this, both through those delivered through developer contributions and an increase in those built by social housing providers, the already challenging situation will rapidly become a significant risk to the future prosperity of the city as a whole.

Housing Delivery Programme

The Labour Administration recognises that unless there is a sea change in genuinely affordable housing delivery, those who are essential to the city's wellbeing, its health and social care sectors workers, those teaching our children, policing our streets, those delivering our hospitality and tourism offers will continue to face the prospect of living further away from York or being unable to leave home.

We have already seen the census results show that our population in most age groups other than the over 55s either falling or remaining static over the past decade. We therefore decided to completely revisit the Housing Delivery Programme which in our opinion was not going to address the issues faced by the city. We have now redesigned the Ordnance Lane scheme to make it 100% affordable, increasing the density by 20 homes and are able to now offer 101 genuinely affordable

homes, rather than the 49 as originally agreed by the previous Administration.

The plans have been submitted to the Planning Department to be determined by Committee in early summer with the financial business plan being prepared for Executive to consider shortly. Groundworks are about to start, and the first homes should be visible by the end of the year. Similarly, the Willow House scheme is currently in design and should be submitted to Planning later in the year.

We are also changing the approach from the last Administration of using market sales to provide the capital receipt from one scheme to fund the delivery of the next. We feel that this would be a process that would take many years to provide any number of affordable homes, not least because the majority of every scheme would be market sales. Each year York would lose more through Right To Buy than it would provide. By selling sites allocated for housing not currently in design or planning to Registered Social Housing providers, we will receive a capital return and affordable housing that can be used to reduce the housing waiting list. Soft market testing has identified significant interest and we are currently preparing a business case for Executive to consider over the next few months. We make no apologies for prioritising the need of so many in our great city for the housing that is so desperately required.

Homelessness

Whilst I have already referenced the work of our homeless services, it is acknowledged that rough sleeping remains a visible reminder that those on the streets tonight, tomorrow and next week are human beings who deserve all the care, sympathy and support we can give them. We have been doing the same things for thirty years or more and still nationally our rough sleeper numbers continue to grow. We need a new approach which puts the person at the centre of the support offered rather than an approach which says "this is our offer, take it or go back to the streets". We need a multi-disciplinary, multi-agency approach which addresses not just the need for safe, secure housing but the often complex and multiple issues that both take people onto the streets and sadly too often keeps them there. We are working on a new Resettlement Strategy that will go to consultation and co design with those with lived experience as well as those working with them in public and third sector organisations.

Local Plan

70 years since York's last Local Plan and almost 6 years since this Draft Local Plan was submitted we are at last coming towards a conclusion? March 6 saw the 5th Public Hearing since submission to consider concerns within the Draft Plan about the strategy for additional Gypsy and Traveller provision. We are expecting the Secretary of State's Inspectors' report on whether this aspect of the Plan is sound any day and their overall findings on the soundness of the Plan as a whole shortly thereafter. We chose not to interfere with the Plan, given the late stage of the process on taking control of the Council in May. Any changes could have put the whole plan in jeopardy and would certainly have led to considerable delays. We await the Inspectorate decision and will then look at the options available, including discussion on next steps through the Local Plan Working Group.

Planning

On taking office myself, the Leader and Deputy Leader have taken every opportunity to inform developers and investors of our vision for an affordable, sustainable city, including the newly appointed master developers for York Central. At the request of the Chamber of Commerce Property Forum, we held a roundtable event attended by around 40 representatives from private, public academic and social housing developers to look how the planning process works in York, examples from other cities and best practice. From the meeting we are looking at a variety of ways to streamline the process to ensure that the best quality plans are produced. A protocol is being explored between the Chamber and the Planning Department that seeks to address issues that have been raised by both officers and developers themselves.

Before Christmas the department bid for £100,000 from the DLUHC Digital Improvement Fund which was successful, and the money has been received already.

Performance within the team remains very strong, 2,300 planning applications were received last year, of which 80% of major applications were determined within agreed timescales (against national target of 80%), 89% of minor applications (target 70%) and 80% of other applications (target 80%). Planning enforcement has seen a massive increase over the past 12 months with 1,864 new cases compared to 523 last year.

Far and away the greatest number of these new cases are a result of the new licensing of all HMOs with 1,229 new investigations which is strong evidence that introducing this policy was the right thing to do. Of the new cases, officers were able to complete and close 1,812. Several cases have been successfully prosecuted or are in the preparation process.

Community Safety

During March I was pleased to meet with the examiners for the Purple Flag award as part of their inspection process. Led by the York BID, who prepared an excellent presentation of all that York has to offer, we are extremely hopeful that this first full re-inspection of the city will be successful, and that York will retain its Purple Flag status and that the BID and the council will work together to promote the many advantages of having it.

Neighbourhood Enforcement teams have been extremely busy and proactive in investigating cases including flytipping and dumped waste, rat infestations in public areas, and antisocial behaviour. Sometimes these are caused by the behaviour of residents leaving debris and dumped rubbish in gardens. The NEO team can offer support, advice and if necessary legal notices to clear the rubbish where rats can congregate.

NEOs are also working alongside North Yorkshire to develop the first Clear, Hold, Build initiative to address the negative consequences of county line drug dealing through arrest and enforcement and then to support the community. The launch of Clear, Hold, Build was held at the Guildhall on 11 March and will be operating extensively during the Spring and Summer. It is a locality-based model using analytical tools to identify the support residents need to feel safe in their homes and neighbourhoods.

City centre anti-social behaviour is increasing and the work of the multi-agency Safer York Partnership and local enforcement officers alongside the street rangers, BID, the racecourse and Police are developing an approach which will build on the work carried out last summer, which saw levels fall, especially in respect of race days to ensure that the city is safe throughout the year.

Communities

A huge amount of work has been done by the communities' teams to support the most vulnerable in our city, especially those so badly

affected by the cost-of-living crisis. Last June, the York Cares Big Community Challenge attracted 600 volunteers who made a massive improvement to urban green spaces across the city. Volunteering and supporting the work of volunteers is a significant area of success and the Volunteer Service for Children and Young People now has 235 active volunteers working alongside colleagues in Social Care and the Youth Justice Service to deliver support to young people and parents to empower them toward increased resilience and community connections.

Family Hubs have now been set up in Hob Moor, Clifton and The Avenues Children's Centres as well as in Acomb, Clifton and York and Tang Hall Explore Libraries.

Threats to the Household Support Fund, although granted a six-month reprieve in the Government budget in early March, remain a huge concern. 1,000 food bags were distributed in the run up to Christmas and this year included toiletries and cleaning products. We were also able to distribute over 1,500 new and pre-loved toys from donations to children who risked not receiving any presents. It's perhaps not understood why the council should do this but without it, the consequences to health, emotional wellbeing and children's education would all be affected.

Whilst not a statutory service, the Communities teams work across the council, supporting every department, knitting together an holistic approach aimed at leaving none of our communities behind and offering those who need it a helping hand and a friendly face. It's not the best known work of the council but without it, we'd be in a sadder place and one with even more pressure on statutory services. The staff working in these teams, and all the staff working so hard every day under a very challenging financial environment have all my thanks.

Cllr Pavlovic, Executive Member for Housing, Planning & Safer Communities
12 March 2024

Report of the Chair of the Customer Services, Climate Change and Scrutiny Management Committee (CSCCSMC) – March 2024

1. We are now six months into the cycle of public scrutiny meetings in this municipal cycle and my sense is that members and officers have adapted well to the new approach. There are inevitably issues which need to be overcome, and in particular there is a need to standardise arrangements for inviting city partners to attend scrutiny meetings, as it is not working as smoothly as it could.
2. There have been relatively few formal pre-decision scrutiny discussions recently. Where these have happened, the discussions have been constructive and have hopefully informed decisions. I would welcome more of this, and there is also a role for scrutiny committee members to scrutinise the Forward Plan and highlight any issues that would benefit from pre-decision scrutiny.
3. It continues to be challenging to recruit members to take part in task and finish groups, which may in part be as a result of the lack of administrative support for these groups. A template proforma has been developed which members can use if they have an idea for a scrutiny task and finish group, which will hopefully be of use in making the process more manageable and giving members some assurance about the work involved.
4. In my November report I noted that one decision had been called-in, relating to the approach to the allocation of one element of ward funding. Since then, there have been call-ins in December (Castle Gateway), February (Waste Services) and March (Bus Services and Civic Protocols).
5. The Chairs of the scrutiny committees and Audit & Governance met with the Local Government Association's Peer Review team during their visit in February. It was a constructive discussion and I hope that our input was of some use. I look forward to seeing the report arising from the visit and in particular any recommendations relating to the scrutiny function.

CSCCSMC

6. At its 11 December meeting the committee focused on Combined Authority-related matters, with an update on the establishment of the York & North Yorkshire Combined Authority and a discussion on how York stands to benefit from the Net Zero Fund.
7. After some initial confusion ahead of the meeting, a draft of the Combined Authority constitution was published. There was not sufficient time available to discuss it at the meeting, and so members resolved to convene a joint meeting with Audit & Governance to properly review the document. Two joint meetings were subsequently held – on 15 January and 26 February – and detailed feedback from both meetings has been shared with members of the Combined Authority.
8. At its 29 January meeting the committee had a ‘deep dive’ into the issue of section 106 agreements arising from planning permissions, and received an update on steps being taken to support those most affected by the switchover from analogue to digital phone services. This followed on from a motion passed at Full Council last year.
9. At its 18 March meeting the committee will return to the Major Projects theme, with a discussion on York Central at which hopefully the lead developer will be present. There will also be some pre-decision scrutiny of the proposed approach to allocating an element of ward funding for 2024/25, following on from the call-in that took place in October last year.

Children, Culture & Communities Scrutiny Committee

10. At its 5 December meeting the committee received a report which provided an update on key issues in relation to Children and Young People in Care. Members also discussed issues arising from the Corporate Parenting Board annual report and the Virtual School annual report.
11. At its 23 January meeting members discussed the Standing Advisory Committee for Religious Education (SACRE) annual report and changes due to come into effect from April 2024 in relation to early years and childcare reforms. There was an in-depth discussion on the educational attainment gap, considering

school performance in the academic year 2022-2023, the outcomes of disadvantaged pupils, and the percentage gap in achievement between disadvantaged pupils and their peers.

12. At its 5 March meeting members received the bi-annual report of the Safer York Partnership, received an update on the delivery of actions outlined in the SEND Operational Plan 2023-2025 and discussed plans to develop a Youth Strategy for the city.
13. The Chair reports that he and the Vice Chair are meeting with the Executive Member every few months to ensure that Scrutiny is being as proactive as it can be.

Economy, Place, Access and Transport Scrutiny Committee

14. At its 28 November meeting members received an update on the progress to date with implementation of the York Economic Strategy, 12 months after adoption. Members also scrutinised the draft York Tourism Strategy, putting forward comments and suggestions for consideration ahead of a report to the Council's Executive in January 2024.
15. At its 22 January meeting members discussed the Make it York performance report and were joined by the MiY Managing Director for a discussion on challenges and opportunities for the organisation. Members also discussed Greenwich Leisure Ltd's performance report, with GLL colleagues taking part in the discussion. Members also received an update on the development of the York & North Yorkshire Economic Framework for the Mayoral Combined Authority.
16. At its 27 February meeting members had a wide-ranging discussion on the state of York's rivers, becks and drainage infrastructure. The scope of work to be undertaken by a Dial & Ride task & finish group was also approved.

Health, Housing & Adult Social Care Scrutiny Committee

17. At its 13 November meeting members discussed current services available for people threatened with or experiencing homelessness including the winter night provision for rough sleepers. Members also discussed current reablement services and the commissioning approach for contract renewal.

18. At its 13 December meeting members discussed work being done to improve oral health in the city and to tackle smoking during pregnancy. Members also considered a report which provided an update on the work being undertaken as part of York's Breastfeeding and Infant Feeding Delivery Plan.
19. At its 30 January meeting members discussed the findings of a CQC inspection of Tees, Esk & Wear Valleys NHS FT services carried out in 2023 and the actions arising. Members also discussed the contents of the council's All Age Commissioning Strategy 2023-25 and received an update on the upcoming CQC adult social care inspection and assurance process for City of York Council as a Local Authority.

Cllr Fenton, Chair of the Customer Services, Climate Change and Scrutiny Management Committee (CSCCSMC)
11 March 2024



Full Council**21 March 2024**

Director of Governance and Monitoring Officer
(Portfolio of the Executive Leader)

Police, Fire and Crime Panel Amendments**Introduction**

1. This report seeks Members' approval of revisions to the Arrangements for the Police, Fire and Crime Panel, following the transfer of police and crime commissioner functions to the Mayor in May 2024.

Background

2. Each Police, Fire and Crime Panel ("the Panel") is required to make Arrangements to set out its key legal functions and how it will appoint its members. The Arrangements must be formally agreed by each of the Panel's constituent authorities; in this case North Yorkshire Council and City of York Council.
3. Following the election of Mayor and the subsequent transfer of police, fire and crime commissioner functions to the Mayor, the Panel's Arrangements will need to reflect the changes in accountability to the Mayor.

Proposed Amendments

4. Annex A provides a revised draft of the Arrangements for agreement by Full Council. This early review is required in order that each of the constituent councils can then formally agree the changes prior to early May 2024.
5. The Arrangements have been updated to reflect the role of Mayor and, where applicable, of Deputy Mayor in relation to the Panel's functions. In addition, to ensure that the Arrangements fully reflect the latest provisions of the host authority's (North Yorkshire

Council's) Constitution, some additional provisions have been included in the draft as follows.

- a) An Appendix 1 which lists the standard Access to Information Procedure Rules of North Yorkshire Council and how these relate to public rights to information around Panel meetings; and
 - b) A new section 4.36 which provides additional delegated powers to the Assistant Chief Executive (Legal and Democratic Services), in consultation with the Panel Chair, to dismiss a co-opted member in appropriate circumstances.
6. The draft at Annex A was provisionally agreed by the Panel at its meeting of 11 January 2024, prior to formally submitting to meetings of full council at both North Yorkshire and City of York Councils in February and March 2024 respectively.

Financial Implications

7. There are no financial implications in relation to this report.

Legal Implications

8. There are no legal implications in relation to this report.

Other Implications

9. There are no other implications in relation to this report.

Recommendations

10. That Members agree the revised Arrangements for the North Yorkshire Police, Fire and Crime Panel as provided at Appendix A.

Reason: The Panel must have Arrangements setting out its legal role and responsibilities and which accurately reflect the shifting accountabilities from Commissioner to Mayor, from 7 May 2024. The council is therefore requested to agree the revised Arrangements ahead of this transition.

Contact Details

Author:

Bryn Roberts
Director of Governance and
Monitoring Officer

**Chief Officer Responsible for the
report:**

Bryn Roberts
Director of Governance and
Monitoring Officer

Report **Date** 11 March
Approved 2024

Wards Affected:

All

For further information please contact the author of the report

Background Papers: None

Annexes:

Annex A – Revised Panel Arrangements for adoption in May 2024

North Yorkshire Police, Fire and Crime Panel**Panel Arrangements**

This Agreement is dated the XX day of XX 2024.

The Agreement is made between the following:

The Council of the City of York

The Council of North Yorkshire

In the Agreement the above constituent councils are referred to together as 'the Authorities'.

1.0 Background

- 1.1 The York and North Yorkshire Combined Authority Order 2023 provides from 7th May 2024 for the Mayor for the area of York and North Yorkshire to exercise the functions of the police, fire and crime commissioner ('the Mayor's PCC and fire and rescue functions') in relation to that area.
- 1.2 These functions include securing an efficient and effective police force and fire and rescue service for the area, producing a police and crime plan and fire and rescue plan, recruiting the Chief Constable and Chief Fire Officer and holding them to account, publishing certain information including an annual report, setting the budgets for the police and fire services and their annual Council Tax precepts. These functions also include the responsibility for co-operating with local community safety partners and criminal justice bodies.
- 1.3 The Police Reform and Social Responsibility Act 2011 ('the Act') requires the Authorities to establish and maintain a police, fire and crime panel ('the Panel') for the North Yorkshire force area. The Panel has responsibility for scrutinising the performance of the Mayor's PCC and fire and rescue functions.
- 1.4 The Act requires the Authorities to make Arrangements for the Panel ('Panel Arrangements'). These Arrangements shall be periodically reviewed by the Panel.

2.0 General Principles

- 2.1 Each Authority and each Member of the Panel must comply with the Panel Arrangements.
- 2.2 The Panel must have regard to the Policing Protocol issued by the Home Secretary, which sets out the ways in which the Home Secretary, the Mayor, the Chief Constable and the Panel should exercise, or refrain from exercising, functions so as to encourage, maintain or improve working relationships (including co-operative working); and limit or prevent the overlapping or conflicting exercise of functions.
- 2.3 While the Panel is there to challenge the Mayor in respect of their PCC and fire and rescue functions and the Deputy Mayor for policing, fire and crime (where applicable), it must also exercise its functions with a view to supporting the effective

exercise of the PCC and fire and rescue functions of the Mayor for that force area. Section 3 outlines these functions.

- 2.4 The Panel is a joint committee of the Authorities.
- 2.5 The Authorities agree the Panel Arrangements.
- 2.6 On behalf of the constituent authorities, North Yorkshire Council is the responsible body for the effective delivery of the secretariat to the Panel. The Panel is therefore governed by the council's constitutional arrangements including the requirement to comply with the Equality Act 2010. The Panel shall conduct its business in accordance with the Procedure Rules of the host authority as set out in Appendix 1 of this document.

3.0 Functions of the Police, Fire and Crime Panel

- 3.1 The Panel may not exercise any functions other than those conferred by the Act.
- 3.2 The functions of the Panel set out at paragraphs 3.3 - 3.8 below may not be discharged by a Committee or Sub-Committee of the Panel.
- 3.3 The Panel is a statutory consultee on the development of the Mayor's Police and Crime Plan and Fire and Rescue Plan, and must:
 - a) review the draft Police and Crime Plan and Fire and Rescue Plan (and a variation to these); and,
 - b) report or make recommendations on the draft Plans, which the Mayor must take into account.
- 3.4 The Panel must comment upon the Mayor's Annual Reports for policing and fire and rescue (for the latter, this is sometimes referred to as an annual fire statement), and for that purpose must:
 - a) arrange for a public meeting of the Panel to be held as soon as practicable after the Panel is sent an Annual Report under Section 12 of the Act;
 - b) ask the Mayor at that meeting such questions about the Annual Reports as the Members of the Panel think appropriate;
 - c) review the Annual Reports; and,
 - d) make a report or recommendations on the Annual Reports to the Mayor.
- 3.5 The Panel must undertake a review of the policing and fire and rescue service precepts proposed by the Mayor in accordance with the requirements set out in Schedule 5 of the Act, and will have a right of veto in respect of the precepts in accordance with the Act and Regulations made thereunder.
- 3.6 The Panel must review, make a report to and make recommendations to the Mayor (in exercise of their PCC and fire and rescue functions) in relation to the appointment of a Chief Constable and a Chief Fire Officer by the Mayor. This is in accordance with the requirements set out in Schedule 8 of the Act and the Panel will have a right

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of veto in respect of these appointments in accordance with the Act and Regulations made thereunder.

- 3.7 The right of veto in paragraphs 3.5 and 3.6 will require that at least two-thirds of the persons who are Members of the Panel at the time when the decision is made vote in favour of making that decision.
- 3.8 The Panel must review, make a report and make recommendations to the Mayor in relation to the proposed appointment of a Deputy Mayor for policing, fire and crime (where applicable) in accordance with the requirements set out in Schedule 1 of the Act.
- 3.9 The following functions must also be undertaken by the Panel but may be delegated to a Sub-Committee of the Panel:
- 3.10 The Panel shall receive notification from the Mayor of any suspension of the Chief Constable, or any proposal to call upon a Chief Constable to retire or resign, and in the case of the latter must make a recommendation to the Mayor as to whether or not the Mayor should call for the retirement or resignation in accordance with the procedures set out in Schedule 8 of the Act.
- 3.11 The Panel must review or scrutinise the decisions made or actions taken by the Mayor in the discharge of his/her PCC and fire and rescue functions, the Deputy Mayor for policing, fire and crime (where applicable) and any other person who exercises any function of the Mayor in relation to their PCC and fire and rescue functions. The Panel may make reports or recommendations to the Mayor with respect to the discharge of those duties.
- 3.12 The Panel must publish any reports or recommendations made in relation to the discharge of the Mayor's PCC and fire and rescue functions in a manner which the Panel will determine and must also send copies to the Authorities.
- 3.13 The Panel may require the Mayor, the Deputy Mayor for policing, fire and crime (where applicable), members of staff of the Mayoral Combined Authority ('the MCA') deployed wholly or partly in relation to the Mayor's PCC and fire and rescue functions or any other person who exercises any function of the Mayor in their PCC and fire and rescue functions to attend the Panel to answer questions necessary for the Panel to undertake its functions.
- 3.14 Nothing in this Rule 3.13 requires a person to give any evidence, or produce any document, which discloses advice given to:-
- a) the Mayor in relation to their PCC or fire and rescue functions;
 - b) the Deputy Mayor for policing, fire and crime (where applicable); or
 - c) A member of the MCA who exercises any function of the Mayor pursuant to arrangements made under section 18 of the Act.
- 3.14 If the Panel requires the Mayor or Deputy Mayor for policing, fire and crime (where applicable) to attend the Panel, the Panel may (at reasonable notice) request the

Chief Constable or Chief Fire Officer to attend before the Panel on the same occasion to answer any question which appears to the Panel to be necessary in order for it to carry out its functions.

- 3.15 The Panel may require the Mayor to respond in writing to a report or recommendation from the Panel to the Mayor.
- 3.16 The Panel may suspend the Mayor so far as acting in the exercise of PCC and fire and rescue functions if he/she is charged with an offence carrying a maximum term of imprisonment exceeding two years. Where the Mayor is suspended from the exercise of PCC and fire and rescue functions the Panel must appoint an Acting Commissioner. The Panel must appoint an Acting Commissioner from the MCA's staff deployed wholly or partly in relation to the Mayor's PCC and fire and rescue functions or the Deputy Mayor for policing, fire and crime (where applicable).
- 3.17 The Panel will have any other powers and duties set out in the Act or Regulations made in accordance with the Act.

4.0 Membership

4.1 General

- 4.2 Appointments of elected members to the Panel shall be made by each of the Authorities in accordance with their own procedures and with a view to ensuring that the balanced appointment objective is met so far as is reasonably practicable. The Lead Authority shall take steps to coordinate the Authorities with a view to ensuring that the balanced appointment objective is achieved. The balanced appointment objective requires that the local authority Members of the Panel (which includes Members appointed by the Authorities and co-opted Members who are elected Members of any of the Authorities) should:
- a) represent all parts of the police force area;
 - b) represent the political make-up of the Authorities; and,
 - c) taken together have the skills, knowledge and experience necessary for the Panel to discharge its functions effectively.
- 4.3 In appointing co-opted Members who are not elected members of any of the Authorities the Panel must secure, so far as is reasonably practicable that the appointed and co-opted Members of the Panel, together have the skills, knowledge and experience necessary for the Panel to discharge its functions effectively.
- 4.4 The Panel shall consist of ten Members appointed by the Authorities in accordance with the requirements of fair representation as follows:
- 4.5 Seven Members appointed by the North Yorkshire Council.
- 4.6 Three Members shall be appointed by the City of York Council.

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- 4.7 The Panel shall also include up to three independent members co-opted by the Panel. There must be a minimum of two independent co-opted members on the Panel.
- 4.8 The Panel may also resolve to co-opt further Members with the agreement of the Secretary of State provided that the number of co-opted Members included in the Membership of the Panel shall not exceed 10.
- 4.9 Panel Members will not be able to appoint substitute Members in the event that they are unable to attend a meeting.

4.10 Appointed Members

- 4.11 The Authorities shall each nominate elected members to be Member of the Panel in accordance with paragraphs 4.5 and 4.6. If a nominated Member agrees to the appointment the Authority may appoint the Member as a Member of the Panel.
- 4.12 In the event that an Authority does not appoint a Member or Members in accordance with these requirements, the Secretary of State must appoint a Member to the Panel from the defaulting authority in accordance with the provisions in the Act.
- 4.13 With a view to ensuring continuity of membership as far as possible, an appointed Member shall be a Member of the Panel for four years unless s/he ceases to be an elected Member, or is removed by their Authority.
- 4.14 An Authority may decide in accordance with their procedures to remove their appointed Member from the Panel at any point and on doing so shall give notice to nypfcp@northyorks.gov.uk
- 4.15 An appointed Member may resign from the Panel by giving written notice to the Lead Authority on behalf of the Panel at nypfcp@northyorks.gov.uk and to their Authority via the relevant Authority's department as deemed appropriate.
- 4.16 In the event that any appointed Member resigns from the Panel, or is removed from the Panel by an Authority, the Authority shall immediately take steps to nominate and appoint an alternative Member to the Panel.
- 4.17 Members appointed to the Panel may be re-appointed to the Panel for a further term of four years provided that the balanced appointment objective is met by that re-appointment.

4.18 Substitute Members

- 4.19 Each constituent Authority will agree its own arrangements for the appointment of Substitutes to the Panel. The proper officer of each constituent Authority shall have authority to give effect to those nominations.

For North Yorkshire Council

- 4.20 Political groups of North Yorkshire Council may nominate some or all their Members to be substitutes for appointed Members of the Police, Fire and Crime Panel.

- 4.21 Arrangements for any substitute Member shall be made by the Member for whom the substitution is being sought or if that Member is unavailable or it is not practical for them to do so then by their political group leader by giving notice to the proper officer as soon as practicable before the meeting to which the substitution relates.

For City of York Council

- 4.22 In line with the Authority's Constitution, up to three named substitutes shall be allowed for each political Group. Independent Councillors may also be appointed to act as named substitutes for other Independent Councillors within this rule.
- 4.23 Where no named substitute is available a political group may instruct the Chief Operating Officer or the Monitoring Officer to replace for the duration of particular meeting, an existing Member with another substitute identified by the political group.
- 4.24 If a meeting which is attended by a substitute is adjourned, then the substitute will have the right to attend on the adjourned date in place of the original Member. If the substitute is unable to attend, then the original Member or another named substitute may attend.

General

- 4.25 In the event of notification not being provided/received before the start of the meeting then the substitute shall not be treated as a member of the Panel for the purposes of being able to speak or vote.
- 4.26 Substitute members will have all the powers and duties of any ordinary member of the committee but will not be able to exercise any special powers or duties exercisable by the person they are substituting.

4.27 Co-opted Members

- 4.28 The following may not be co-opted Members of the Panel:

- a) the Mayor for the Police/Fire and Rescue Area.
- b) a member of staff of the Mayor/Deputy Mayor for the area.
- c) a member of the civilian staff of the police force for the area.
- d) a member of staff of the fire and rescue authority for the area (MCA).
- d) a Member of Parliament.
- e) a Member of the National Assembly for Wales.
- f) a Member of the Scottish Parliament.
- g) a Member of one of the Authorities to the Panel.

- 4.29 With reference to 4.28(g), an elected member of any of the Authorities may not be a co-opted Member of the Panel where the number of co-opted Members is two.
- 4.30 If the Panel has three or more co-opted Members an elected member of any of the Authorities may be a co-opted Member of the Panel provided that at least two of the other co-opted Members are not elected members of any of the Authorities.

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- 4.31 A co-opted Member shall be a Member of the Panel for four years.
- 4.32 The Panel shall put in place arrangements to ensure that appointments of co-opted Members are undertaken following public advertisement in accordance with the following principles:
- a) The appointment will be made on merit of candidates whose skills, experience and qualities are considered best to ensure the effective functioning of the Panel;
 - b) The selection process must be fair, objective, impartial and consistently applied to all candidates who will be assessed against the same pre-determined criteria; and,
 - c) The selection process will be conducted transparently with information about the requirements for the appointment and the process being publicly advertised and made available with a view to attracting a strong and diverse field of suitable candidates.
- 4.33 A co-opted Member of the Panel may resign from the Panel by giving written notice to the Lead Authority on behalf of the Panel at nypfcp@northyorks.gov.uk
- 4.34 The Panel must from time to time decide whether the Panel should exercise its power to change the number of co-opted Members of the Panel to enable the balanced appointment objective to be met, or be more effectively met, and if so, it must exercise that power accordingly.
- 4.35 The Panel may decide to terminate the appointment of a co-opted Member of the Panel if at least two-thirds of the persons who are Members of the Panel at the time when the decision is made vote in favour of making that decision at any time for the reasons set out below and on doing so shall give written notice to the co-opted Member:
- a) if the co-opted Member has been absent from the Panel for more than three months without the consent of the Panel;
 - b) if the co-opted Member has been convicted of a criminal offence but not automatically disqualified;
 - c) if the co-opted Member is deemed to be incapacitated by physical or mental illness or is otherwise unable or unfit to discharge his or her functions as a co-opted Member of the Panel;
 - d) if the co-opted Member's membership of the Panel no longer achieves the meeting of the balanced appointment objective.
- 4.36 Additionally, in line with the North Yorkshire Council Constitution, there is a delegated function to the Assistant Chief Executive (Legal and Democratic Services) to dismiss a co-opted member of the Panel, in appropriate circumstances as determined by the Assistant Chief Executive Legal and Democratic Services in consultation with the Panel Chair.

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- 4.37 In the event that a co-opted Member resigns from the Panel or is removed from the Panel following a decision of the Panel, the Panel shall ensure that at least two independent co-opted Members remain appointed to the Panel, and in the absence of two such Members shall make arrangements to ensure that two co-opted Members are appointed.
- 4.38 Co-opted Members appointed to the Panel may be re-appointed for a further term of four years provided that the balanced appointment objective is met by that re-appointment.

5.0 Budget and Costs of the Panel

- 5.1 The annual costs of the Panel, reduced by the figure of any grant from the Home Office or any other source, shall be borne between the Authorities on the basis of population.
- 5.2 The population shall be determined by reference to the population data (mid-year estimates) issued by the Office of National Statistics for the year in which this agreement is made, and reviewed in accordance with that data every four years.
- 5.3 A draft budget for the operation of the Panel shall be drawn up by the Lead Authority in February each year, and shall be approved by the Authorities. All costs will be contained within the budget.

6.0 Lead Authority

- 6.1 The North Yorkshire Council shall be lead authority for the Panel and shall provide such administrative and other support as will be necessary to enable the Panel to undertake its functions.
- 6.2 As host authority, the Council will ensure that support and guidance is provided to executive and non-executive members and officers of the Authorities in relation to the functions of the Panel as and when required.

7.0 Rules of Procedure

- 7.1 The Panel shall determine its Rules of Procedure which shall include arrangements in relation to:
- a) the appointment and removal of the Chair;
 - b) the formation of sub-committees;
 - c) the making of decisions;
 - d) the arrangements for convening meetings; and,
 - e) the circulation of information.

8.0 Allowances and expenses

- 8.1 The payment of a responsibility allowance to Panel Members was considered by the Independent Remuneration Panel for North Yorkshire County Council (“the NYCC IRP”) in December 2018. In February 2019, the IRP published its recommendation that every Member of the Panel should be paid an equivalent of one unit of allowance (aligned to the NYCC allowances scheme); further that the Vice Chairs should each

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receive a Special Responsibility Allowance of two units and the Chair an SRA of four units. Community Members will also receive one unit of allowance.

- 8.2 This recommendation was made by the NYCC IRP in recognition of the expanded scrutiny role of the Panel from November 2018 and to reflect the complexity and responsibility of the matters dealt with by the Panel.
- 8.3 It was subsequently agreed via the Leaders of North Yorkshire and York that each constituent authority to the Panel will consider – via its own IRP – the recommendation to pay their Member an allowance. The costs of the basic councillor allowance shall be payable by their respective Authority.
- 8.4 The Lead Authority will continue to ensure an allowance is payable to Community Members from the Home Office grant.
- 8.5 Travel and subsistence expenses incurred by Appointed Members in the course of undertaking Panel business should be claimed from the Member's constituent authority. Travel and subsistence expenses incurred by co-opted members shall be processed by the host authority under the Panel's budget.

9.0 Promotion of the Panel

- 9.1 The Panel arrangements shall be promoted by:
- a) the establishment and maintenance of a dedicated open-access website including information about the role and work of the Panel, Panel Membership, all non-confidential Panel and sub-committee meeting papers, press releases and other publications;
 - b) activities agreed via the Panel's communications plan and media protocol, such as press releases and social media promotion of meetings/agendas; and,
 - c) the Authorities will each include information about the Panel on their websites, and will also include a link to the Panel website.

10.0 Validity of Proceedings

- 10.1 The validity of the proceedings of the Panel shall not be affected by a vacancy in the Membership of the Panel or a defect in appointment.
- 10.2 The conduct of the Panel and the content of these arrangements shall be subject to the legislative provisions in the Police Reform and Social Responsibility Act 2011, and any Regulations made in accordance with that Act, and in the event of any conflict between the Act or Regulations, and these arrangements, the requirements of the legislation will prevail.

Access to Information Procedure Rules

References to “the Council” in these Rules refer to North Yorkshire Council as host authority.

1. SCOPE

- 1.1 Except where indicated these rules apply to all formal meetings of the Panel and Sub-Panels.
- 1.2 These rules also cover public rights of access to information under the Freedom of Information Act 2000, and Members’ rights of access to information.

2. ADDITIONAL RIGHTS TO INFORMATION

- 2.1 These rules do not affect any more specific rights to information contained elsewhere.

3. RIGHTS TO ATTEND MEETINGS

- 3.1 Members of the public may attend all Panel meetings subject only to the exceptions in these Rules.
- 3.2 The Panel and any Sub-Panel may by resolution exclude the press and public from a meeting (whether during the whole part or part only of the proceedings) in accordance with the Access to Information Procedure Rule 10.

4. NOTICES OF MEETING

- 4.1 The Council will give notice of the time and place of any public meetings of the Panel by posting details of the meeting at County Hall and at the venue of the meeting (if different) and on the Council’s website. At least five clear days before the meeting or, where the meeting is convened at shorter notice, at the time that the meeting is convened.
- 4.2 “Clear days” means all days the notice is available for public inspection (not including the day of the notice or the day of the meeting/decision).

5. ACCESS TO AGENDA AND REPORTS BEFORE THE MEETING

- 5.1 The Council will make copies of the agenda, and reports which are open to the public, available for inspection at County Hall and on the Council’s website at least five clear days before the meeting. If an item is added to the agenda copies of which are open to inspection by the public, the Assistant Chief Executive Legal and Democratic Services shall make the revised agenda and the report concerning the item available to the public as soon as the report is completed and sent to Members) and subject to the report containing no confidential or exempt information as described in Rule 10.

5.2 Where a meeting is convened at shorter notice, a copy of the agenda and any associated reports to which the public have access will be available for inspection at the time the meeting is convened.

6. SUPPLY OF COPIES

6.1 The Council will supply copies of:

- (a) any agenda and reports which are open to public inspection;
- (b) any further statements or particulars necessary to indicate the nature of the items in the agenda; and
- (c) if the Assistant Chief Executive Legal and Democratic Services thinks fit, copies of any other documents supplied to Members in connection with an item to any person on payment of a charge for postage and any other costs.

6.2 Subject to Rule 6.3, any member of the public may, in any publicly available medium, reproduce, or provide commentary in relation to, any document supplied to that person or made available for inspection by members of the public under these Rules.

6.3 Rule 6.2 does not require or authorise the doing of any act which infringes the copyright in any work except that, where the owner of the copyright is the Council, nothing done pursuant to that paragraph constitutes an infringement of the copyright.

7. ACCESS TO MINUTES ETC AFTER THE MEETING

7.1 Draft minutes of the Panel are only confirmed as a correct record of the decision when approved as a correct record at the next convenient meeting of the Panel.

7.2 The Council will make available for public inspection (at County Hall and on the Council's website) copies of the following for six years after a meeting:

- (a) the minutes of the meeting (or records of decisions taken, together with reasons), excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information;
- (b) a summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record;
- (c) the agenda for the meeting; and
- (d) reports relating to items when the meeting was open to the public.

7.3 Where a request on behalf of a media organisation is made for a copy of any of the documents available for public inspection under 7.2 above, those documents must be supplied for the benefit of the organisation by the Council on payment by the organisation to the Council of postage, copying or other necessary charge for transmission.

8. BACKGROUND PAPERS

8.1 List of background papers

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The Assistant Chief Executive Legal and Democratic Services will ensure that there is set out in every report a list of those documents (called background papers) relating to the subject matter of the report which in their opinion:

(a) disclose any facts or matters on which the report or an important part of the report is based; and

(b) which have been relied on to a material extent in preparing the report,

but this does not include published works or those which disclose exempt or confidential information (as defined in Rule 10).

8.2 Public inspection of background papers

The Council will make available for public inspection (at County Hall and on the Council's website), both from the date from which the relevant report was made available for public inspection, and for four years after the date of the meeting, one copy of each of the documents on the list of background papers.

9. SUMMARY OF PUBLIC'S RIGHTS

9.1 A written summary of the public's rights to attend meetings and to inspect and copy documents must be kept at and available to the public at County Hall, Northallerton. These Rules constitute that summary.

10. EXCLUSION OF ACCESS BY THE PUBLIC TO MEETINGS

10.1 Confidential information – requirement to exclude public

The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings, that confidential information (see 10.4) would be disclosed.

10.2 Exempt information – discretion to exclude public

10.2.1 The public may be excluded from meetings whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that exempt information (see 10.5) would be disclosed.

10.2.2 The public may also be excluded under 10.1 and 10.2 for the part or parts of the meeting during which it is likely that confidential information or exempt information would be disclosed.

10.3 Meaning of confidential information

10.3.1 Confidential information means information given by a Government Department on terms which forbid its public disclosure or information which cannot be publicly disclosed by Court Order.

10.4 Meaning of exempt information

10.4.1 Exempt information means information falling within the following 7 categories

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(subject to any qualifications). Please note that even if the information falls within a category of exempt information, a public interest test re disclosure or exemption must still be applied.

1. Information relating to any individual	Information is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information
2. Information which is likely to reveal the identity of an individual	Information is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Information is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information Information is not exempt if it must be registered under various statutes, such as the Companies Act 1985 or the Charities Act 1993. “Financial or business affairs” includes contemplated, as well as past or current, activities
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.	Information is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information “Labour relations matter” are as specified in paragraphs (a) to (g) of section 218(1) of the Trade Unions and Labour Relations (Consolidation) Act 1992, i.e. matters which may be the subject of a trade dispute within the meaning of that Act or any dispute about any such matter
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	Information is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information
6. Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment	Information is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information
7. Information relating to any action taken or to be taken in connection with the	Information is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption

prevention, investigation or prosecution of crime	outweighs the public interest in disclosing the information
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11. EXCLUSION OF ACCESS BY THE PUBLIC TO REPORTS

11.1 If the Assistant Chief Executive Legal and Democratic Services thinks fit, they may exclude access by the public to reports which in their opinion relate to items during which, in accordance with Rule 10, the meeting is likely not to be open to the public. Such reports will be marked “Not for publication” together with the category of information likely to be disclosed.

Version Control

V 1.0 First agreed by Authorities	June 2012
Amended to reflect inclusion of FRS	4 December 2018
Update on Member Allowances	1 December 2019
Updated to reflect Home Office approval of third co-opted member.	25 January 2022
Updated following local government reorganisation and governance changes agreed by both Authorities (May 2023).	26 May 2023
Updated to reflect transition of Commissioner role to Mayor in May 2024 plus inclusion of NYC constitutional framework.	2 January 2024



Meeting:	Council
Meeting date:	21/03/2024
Report of:	Bryn Roberts, Director of Governance and Monitoring Officer
Portfolio of:	Cllr Douglas, Leader of the Council

Decision Report: 2024/25 Corporate Calendar

Subject of Report

1. This report presents for consideration and approval by Council the draft Corporate Calendar of meetings from May 2024 to May 2025, attached as Annex A.

Benefits and Challenges

2. Approval of the Corporate Calendar will enable forward planning for the upcoming municipal year and provide a framework for the Council's democratic and decision-making functions.
3. Non-approval of the Calendar may delay forward planning and the maintenance of an appropriate schedule of municipal meetings.

Policy Basis for Decision

4. An appropriate Corporate Calendar of meetings provides an essential framework for the democratic and decision-making functions required to support the delivery of the Council Plan and other key corporate priorities.

Recommendation and Reasons

5. It is recommended that:
 - i. The Corporate Calendar of meetings for 2024/25, attached as Annex A, be approved.

- ii. That the Director of Governance be authorised to make any changes to the Calendar as may prove necessary from time to time.

Reasons:

- i. To provide a framework for the democratic and decision-making functions which will underpin delivery of the Council's corporate priorities.
- ii. To ensure that the calendar of meetings is implemented to assist with the forward planning and better management of meetings.

Background

6. This is the first time that Council has been asked to approve the annual Corporate Calendar of meetings. This is common practice at many other local authorities and provides elected Members the collective opportunity to comment upon the cycle, pattern and proposed dates for meetings prior to formalising. Equally, it provides absolute clarity to Members and the public regarding proposed arrangements.
7. The Calendar has been scheduled with the following general principles in mind:
 - i. Maintaining the existing number and frequency of meetings of each Committee from the 2023/24 Calendar.
 - ii. Each Committee meets wherever possible on the same day of the week.
 - iii. Avoiding clashes between meetings wherever possible.
 - iv. Maintaining summer and Christmas breaks in August and mid-December to early January respectively, and for school holidays and half-terms as far as possible.
 - v. Meetings have been scheduled to enable the timely consideration of ordinary business, with flexibility for additional meetings to be called if necessary.
8. Once agreed by Council, provisional room bookings will be confirmed and the Calendar will be published on the Council's

website. A further report will follow in the coming months with proposed meeting dates for the 2025-26 and 2026-27 municipal years.

Consultation Analysis

9. The Calendar was circulated to appropriate officers and to all Members in February 2024 for consultation. The draft presented to Council incorporates suggestions made during the consultation.

Options

10. The following options are available to Council:
 - i. Approve the draft Calendar. This is the recommended option.
 - ii. Not approve the draft Calendar. This option is not recommended.

Organisational Impact and Implications

11. There are no known organisational implications associated with the preparation of the annual calendar of meetings, other than potential resource implications for Members and Officers if the calendar was not appropriately scheduled and spaced.

Risks and Mitigations

12. There are no known risks associated with this report.

Wards Impacted

13. All wards.

Contact details

For further information please contact the authors of this Decision Report.

Author

Name:	Bryn Roberts
Job Title:	Director of Governance and Monitoring Officer
Service Area:	Corporate Services
Telephone:	07514 735939
Report approved:	Yes
Date:	13/03/2024

Co-author

Name:	Lindsay Tomlinson
Job Title:	Head of Democratic Governance and Deputy Monitoring Officer
Service Area:	Corporate Services
Telephone:	07591 337143
Report approved:	Yes
Date:	13/03/2024

Background papers

No background papers were used in the preparation of this report.

Annexes

Annex A: Draft 2024/25 Corporate Calendar



Annex A

Corporate Calendar 2024/25

Monthly Calendar and List of Meeting Dates by Committee

List of Abbreviations Used in the Calendar

A&G	Audit and Governance Committee
CCCSC	Children, Culture and Communities Scrutiny Committee
CSCCSM	Corporate Services, Climate Change and Scrutiny Management Committee
EMDS	Executive Member Decision Session
EPAT	Economy, Place, Access and Transport Scrutiny Committee
HHASC	Health, Housing and Adult Social Care Scrutiny Committee
HWBB	Health and Wellbeing Board
SACRE	Standing Advisory Council on Religious Education
SMUC	Staffing Matters and Urgency Committee

May 2024

Annex A

April '24							June '24						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1
7	8	9	10	11	12	13	2	3	4	5	6	7	8
14	15	16	17	18	19	20	9	10	11	12	13	14	15
21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30					23	24	25	26	27	28	29
							30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2 Mayoral Election Date	3	4
5	6 Bank Holiday	7 EMDS Children 10:00 CCCSC 17:30	8 EMDS Housing 10:00 EMDS Finance 10:00 HWBB 16:30	9 Licensing Hearing 10:00* Executive 17:30	10 Corporate Appeals 10:30*	11
12	13 Licensing Hearing 10:00* CSCCSM 17:30	14 EMDS Economy 10:00 Joint Standards 16:00	15 EMDS Leader 10:00 HHASC 17:30	16 Licensing Hearing 10:00am* Planning A 16:30	17	18
19	20 Licensing Hearing 10:00am* Planning B 16:30	21 EMDS Environment 10:00 EPAT 17:30	22 EMDS Health 10:00 A&G 17:30	23 Annual Council 11:00	24	25
26	27 Bank Holiday	28 Half Term	29 Half Term	30 Half Term	31 Half Term	1
2	3	Notes *(If required)				

June 2024

Annex A

May '24							July '24							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4			1	2	3	4	5	6
5	6	7	8	9	10	11	7	8	9	10	11	12	13	
12	13	14	15	16	17	18	14	15	16	17	18	19	20	
19	20	21	22	23	24	25	21	22	23	24	25	26	27	
26	27	28	29	30	31		28	29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3 Licensing Hearing 10:00am* CSCCSM Calling in 17:30*	4 EMDS Children 10:00 CCCSC 17:30	5 SMUC 17:30	6 Licensing Hearing 10:00am* Planning A 16:30	7	8
9	10 Licensing Hearing 10:00am* CSCCSM 17:30	11 EMDS Economy 10:00 Licensing & Regulatory 17:30	12 HHASC 17:30	13 Licensing Hearing 10:00am* EMDS Housing 10:00 Executive 17:30	14 Corporate Appeals 10:30*	15
16	17 Licensing Hearing 10:00am* Corporate Parenting Board 17:00	18 EMDS Environment 10:00 SACRE 18:00	19	20 Licensing Hearing 10:00am* EMDS Finance 10:00 Planning B 16:30	21	22
23	24 Licensing Hearing 10:00am* Shareholders Committee 16:30	25 EMDS Leader 10:00 EPAT 17:30	26 EMDS Health 10:00	27 Licensing Hearing 10:00am*	28	29
30	1	Notes *(If required)				

July 2024

Annex A

June '24							August '24							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1						1	2	3
2	3	4	5	6	7	8	4	5	6	7	8	9	10	
9	10	11	12	13	14	15	11	12	13	14	15	16	17	
16	17	18	19	20	21	22	18	19	20	21	22	23	24	
23	24	25	26	27	28	29	25	26	27	28	29	30	31	
						30								

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 Licensing Hearing* 10:00am CSCCSM Calling In* 17:30	2 EMDS Children 10:00 CCCSC 17:30	3	4 Licensing Hearing* 10:00am Planning A 16:30	5	6
7	8 Licensing Hearing* 10:00am SACRE 18:00 CSCCSM 17:30	9 EMDS Economy 10:00	10 EMDS Housing 10:00 HHASC 17:30	11 Licensing Hearing* 10:00am Executive 17:30	12 Corporate Appeals* 10:30	13
14	15 Licensing Hearing* 10:00am	16 EMDS Environment 10:00 Licensing and Regulatory 17:30	17 EMDS Leader 10:00	18 Licensing Hearing* 10:00am EMDS Finance 10:00 Planning B 16:30	19	20
21	22 Licensing Hearing* 10:00am	23 Joint Standards 16:00	24 HWBB 16:30	25 Licensing Hearing* 10:00am Council 18:30	26	27
28	29 Licensing Hearing* 10:00am CSCCSM Calling In* 17:30	30 EPAT 17:30	31 EMDS Health 10:00 A&G 17:30	1	2	3
4	5	Notes *(If required)				

August 2024

Annex A

July '24							September '24						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6	1	2	3	4	5	6	7
7	8	9	10	11	12	13	8	9	10	11	12	13	14
14	15	16	17	18	19	20	15	16	17	18	19	20	21
21	22	23	24	25	26	27	22	23	24	25	26	27	28
28	29	30	31				29	30					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1 Summer Break Planning A 16:30	2 Summer Break	3
4	5 Summer Break	6 Summer Break	7 Summer Break	8 Summer Break	9 Summer Break Corporate Appeals* 10:30	10
11	12 Summer Break	13 Summer Break	14 Summer Break	15 Summer Break Planning B 16:30	16 Summer Break	17
18	19 Summer Break	20 Summer Break	21 Summer Break	22 Summer Break	23 Summer Break	24
25	26 Summer Break	27 Summer Break	28 Summer Break	29 Summer Break	30 Summer Break	31
1	2	Notes *(If required)				

September 2024

Annex A

August '24							October '24						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5
4	5	6	7	8	9	10	6	7	8	9	10	11	12
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30	31	27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Licensing Hearing* 10:00am SMUC 17:30	3 EMDS Children 10:00 CCCSC 17:30	4 A&G 17:30	5 Licensing Hearing* 10:00am Planning A 16:30	6	7
8	9 Licensing Hearing* 10:00am CSCCSM 17:30	10 EMDS Economy 10:00	11 EMDS Housing 10:00 HHASC 17:30	12 Licensing Hearing* 10:00am Executive 17:30	13 Corporate Appeals* 10:30	14
15	16 Licensing Hearing* 10:00am Corporate Parenting Board 17:00	17 EMDS Environment 10:00 Joint Standards 16:00	18 EMDS Leader 10:00	19 Licensing Hearing* 10:00am EMDS Finance 10:00 Council 18:30	20	21
22	23 Licensing Hearing* 10:00am	24 EPAT 17:30	25 EMDS Health 10:00 HWBB 16:30	26 Licensing Hearing* 10:00am Planning B 16:30	27	28
29	30 Licensing Hearing* 10:00am CSCCSM Calling In* 17:30	1	2	3	4	5
6	7	Notes *(If required)				

October 2024

Annex A

September '24							November '24						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7						1	2
8	9	10	11	12	13	14	3	4	5	6	7	8	9
15	16	17	18	19	20	21	10	11	12	13	14	15	16
22	23	24	25	26	27	28	17	18	19	20	21	22	23
29	30						24	25	26	27	28	29	30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1 EMDS Children 10:00 CCCSC 17:30	2	3 Licensing Hearing* 10:00am Planning A 16:30	4	5
6	7 Licensing Hearing* 10:00am CSCCSM 17:30	8 EMDS Economy 10:00 Licensing & Regulatory 17:30	9 EMDS Housing 10:00 HHASC 17:30	10 Licensing Hearing* 10:00am Executive 17:30	11 Corporate Appeals* 10:30	12
13	14 Licensing Hearing* 10:00am Shareholders Committee 16:30	15 EMDS Environment 10:00 SACRE 18:00	16 EMDS Leader 10:00	17 Licensing Hearing* 10:00am EMDS Finance 10:00* Planning B 16:30	18	19
20	21 Licensing Hearing* 10:00am	22 EPAT 17:30	23 EMDS Health 10:00	24 Licensing Hearing* 10:00am	25	26
27	28 Half Term	29 Half Term	30 Half Term	31 Half Term	1	2
3	4	Notes *(If required)				

November 2024

Annex A

October '24							December '24						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	1	2	3	4	5	6	7
6	7	8	9	10	11	12	8	9	10	11	12	13	14
13	14	15	16	17	18	19	15	16	17	18	19	20	21
20	21	22	23	24	25	26	22	23	24	25	26	27	28
27	28	29	30	31			29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1 Half Term	2
3	4 Licensing Hearing* 10:00am CSCCSM Calling In* 17:30	5 EMDS Children 10:00 CCCSC 17:30	6 HHASC 17:30	7 Licensing Hearing* 10:00am Planning A 16:30	8 Corporate Appeals* 10:30	9
10	11 Licensing Hearing* 10:00am CSCCSM 17:30	12 EMDS Economy 10:00 Joint Standards 16:00	13 EMDS Housing 10:00	14 Licensing Hearing* 10:00am Executive 17:30	15	16
17	18 Licensing Hearing* 10:00am	19 EMDS Environment 10:00 Licensing & Regulatory 17:30	20 EMDS Leader 10:00 HWBB 16:30	21 Licensing Hearing* 10:00am EMDS Finance 10:00 Council 18:30	22	23
24	25 Licensing Hearing* 10:00am SMUC 17:30 Corporate Parenting Board 17:00	26 EPAT 17:30	27 EMDS Health 10:00 A&G 17:30	28 Licensing Hearing* 10:00am Planning B 16:30	29	30
1	2	Notes *(If required)				

December 2024

Annex A

November '24							January '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2			1	2	3	4	
3	4	5	6	7	8	9	5	6	7	8	9	10	11
10	11	12	13	14	15	16	12	13	14	15	16	17	18
17	18	19	20	21	22	23	19	20	21	22	23	24	25
24	25	26	27	28	29	30	26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Licensing Hearing* 10:00am CSCCSM Calling In* 17:30	3 EMDS Children 10:00 CCCSC 17:30	4 EMDS Housing 10:00 HHASC 17:30	5 Licensing Hearing* 10:00am EMDS Economy 10:00 Planning A 16:30	6	7
8	9 Licensing Hearing* 10:00am CSCCSM 17:30	10 EMDS Environment 10:00 EPAT 17:30	11 EMDS Health 10:00	12 Licensing Hearing* 10:00am EMDS Leader 10:00 EMDS Finance 10:00 Executive 17:30	13 Corporate Appeals* 10:30	14
15	16 Christmas Break Planning B 16:30	17 Christmas Break	18 Christmas Break	19 Christmas Break	20 Christmas Break	21
22	23 Christmas Break	24 Christmas Break	25 Christmas Break	26 Christmas Break	27 Christmas Break	28
29	30 Christmas Break	31 Christmas Break	1	2	3	4
5	6	Notes *(If required)				

January 2025

Annex A

December '24							February '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30	31					23	24	25	26	27	28	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 Christmas Break	2 Christmas Break	3 Christmas Break	4
5	6 Christmas Break CSCCSM Calling In* 17:30	7 Christmas Break	8 Christmas Break	9 Christmas Break	10 Christmas Break	11
12	13 Licensing Hearing* 10:00am	14 EMDS Children 10:00 CCCSC 17:30	15 EMDS Housing 10:00 HHASC 17:30	16 Licensing Hearing* 10:00am EMDS Finance 10:00 Planning A 16:30	17 Corporate Appeals* 10:30	18
19	20 Licensing Hearing* 10:00am CSCCSM 17:30	21 EMDS Economy 10:00 Joint Standards 16:00	22 EMDS Leader 10:00 HWBB 16:30	23 Licensing Hearing* 10:00am Budget Executive 17:30	24	25
26	27 Licensing Hearing* 10:00am SACRE 18:00	28 EMDS Environment 10:00 EPAT 17:30	29 EMDS Health 10:00 A&G 17:30	30 Licensing Hearing* 10:00am Planning B 16:30	31	1
2	3	Notes *(If required)				

February 2025

Annex A

January '25							March '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3 Licensing Hearing* 10:00am Shareholders Committee 16:30	4 EMDS Children 10:00 Licensing & Regulatory 17:30	5 EMDS Housing 10:00 Planning A 16:30	6 Licensing Hearing* 10:00am EMDS Finance 10:00 Provisional Budget Executive 17:30	7	8
9	10 Licensing Hearing* 10:00am CSCCSM Calling In* 17:30	11 EMDS Economy 10:00 EMDS Environment 10:00	12 EMDS Leader 10:00	13 Licensing Hearing* 10:00am Executive 17:30	14 Corporate Appeals* 10:30	15
16	17 Half Term	18 Half Term	19 Half Term	20 Half Term Budget Council 18:30	21 Half Term	22
23	24 Licensing Hearing* 10:00am SMUC 17:30	25	26 EMDS Health 10:00 Planning B 16:30	27 Licensing Hearing* 10:00am Provisional Budget Council 18:30	28	1
2	3	Notes *(If required)				

March 2025

Annex A

February '25							April '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28		27	28	29	30			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
23	24	25	26	27	28	1
2	3 Licensing Hearing* 10:00am CSCCSM Calling In* 17:30	4 EMDS Children 10:00 CCCSC 17:30	5 Planning A 16:30	6 Licensing Hearing* 10:00am	7	8
9	10 Licensing Hearing* 10:00am CSCCSM 17:30	11 EMDS Economy 10:00 SACRE 17:30	12 EMDS Housing 10:00 HHASC 17:30	13 Licensing Hearing* 10:00am Executive 17:30	14 Corporate Appeals* 10:30	15
16	17 Licensing Hearing* 10:00am Corporate Parenting Board 17:00	18 EMDS Environment 10:00 Joint Standards 16:00	19 EMDS Leader 10:00 HWBB 16:30	20 Licensing Hearing* 10:00am EMDS Finance 10:00	21	22
23	24 Licensing Hearing* 10:00am Planning B 16:30	25 EPAT 17:30	26 EMDS Health 10:00 A&G 17:30	27 Licensing Hearing* 10:00am Council 18:30	28	29
30	31 CSCCSM Calling In* 17:30	Notes *(If required)				

April 2025

Annex A

March '25							May '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1					1	2	3
2	3	4	5	6	7	8	4	5	6	7	8	9	10
9	10	11	12	13	14	15	11	12	13	14	15	16	17
16	17	18	19	20	21	22	18	19	20	21	22	23	24
23	24	25	26	27	28	29	25	26	27	28	29	30	31
30	31												

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1 EMDS Children 10:00 CCCSC 17:30	2 EMDS Housing 10:00 HHASC 17:30	3 Planning A 16:30	4	5
6	7 Licensing Hearing* 10:00am School Holiday	8 Licensing Hearing* 10:00am School Holiday	9 School Holiday	10 Licensing Hearing* 10:00am School Holiday Executive 17:30	11 School Holiday	12
13	14 Licensing Hearing* 10:00am School Holiday CSCCSM 17:30	15 School Holiday	16 School Holiday	17 Licensing Hearing* 10:00am School Holiday	18 Bank Holiday	19
20	21 Bank Holiday	22 EMDS Economy 10:00 SACRE 18:00	23 EMDS Leader 10:00	24 Licensing Hearing* 10:00am EMDS Finance 10:00 Planning B 16:30	25 Corporate Appeals* 10:30	26
27	28 Licensing Hearing* 10:00am	29 EMDS Environment 10:00 EPAT 17:30	30 EMDS Health 10:00 CSCCSM Calling In* 17:30	1	2	3
4	5	Notes *(If required)				

Corporate Calendar 2024/25: List of Meeting Dates by Committee

Council *(all meetings start at 6.30pm except Annual Council Meeting)*

2024: 23 May (Annual Council Meeting – 11am); 25 July; 19 September; 21 November; **2025:** 20 February (Budget Council); 27 March.

Executive *(all meetings start at 5.30pm)* **2024:** 9 May; 13 June; 11 July;

12 September; 10 October; 14 November; 12 December; **2025:** 23 January; 13 February; 13 March; 10 May.

Decision Session - Executive Leader, Policy, Strategy and

Partnerships *(all meetings start at 10am)* **2024:** 15 May; 25 June; 17 July; 18 September; 16 October; 20 November; 12 December; **2025:** 22 January; 12 February; 19 March; 23 April.

Decision Session - Executive Member for Children, Young People

and Education *(all meetings start at 10am)* **2024:** 7 May; 4 June; 2 July; 3 September; 1 October; 5 November; 3 December; **2025:** 14 January; 4 February; 4 March; 1 April.

Decision Session - Executive Member for Economy and Transport

(all meetings start at 10am) **2024:** 14 May; 11 June; 9 July; 10 September; 8 October; 12 November; 5 December; **2025:** 21 January; 11 February; 11 March; 22 April.

Decision Session - Executive Member for Environment and Climate

Emergency *(all meetings start at 10am)* **2024:** 21 May; 18 June; 16 July; 17 September; 15 October; 19 November; 10 December; **2025:** 28 January; 11 February; 18 March; 29 April.

Decision Session - Executive Member for Finance, Performance,

Major Projects and Equalities *(all meetings start at 10am)* **2024:** 8 May; 20 June; 18 July; 19 September; 17 October; 21 November; 12 December; **2025:** 16 January; 6 February; 20 March; 24 April.

Decision Session - Executive Member for Health, Wellbeing and

Adult Social Care *(all meetings start at 10am)* **2024:** 22 May; 26 June; 31 July; 25 September; 23 October; 27 November; 11 December; **2025:** 29 January; 26 February; 26 March; 30 April.

Decision Session - Executive Member for Housing, Planning and

Safer Communities *(all meetings start at 10am)* **2024:** 8 May; 13 June; 10 July; 11 September; 9 October; 13 November; 4 December; **2025:** 15 January; 5 February; 12 March; 2 April.

Staffing Matters and Urgency Committee (*all meetings start at 5.30pm*)
2024: 5 June; 2 September; 25 November; **2025:** 24 February.

Audit and Governance Committee (*all meetings start at 5.30pm*) **2024:**
22 May; 31 July; 4 September; 27 November; **2025:** 29 January; 26
March.

Joint Standards Committee (*all meetings start at 4pm*) **2024:** 14 May;
23 July; 17 September; 12 November; **2025:** 21 January; 18 March.

Corporate Appeals Panel (*if required) (*all meetings start at 10.30am*)
2024: 10 May; 14 June; 12 July; 9 August; 13 September; 11 October; 8
November; 13 December; **2025:** 17 January; 14 February; 14 March; 25
April.

Health and Wellbeing Board (*all meetings start at 4.30pm*) **2024:** 8
May; 24 July; 25 September; 20 November; **2025:** 22 January; 19 March.

SACRE (Standing Advisory Council on Religious Education) (*all
meetings start at 6pm*) **2024:** 8 July; 15 October; **2025:** 27 January; 11
March 2025.

Planning Committee A (*all meetings start at 4.30pm*) **2024:** 16 May; 6
June; 27 June; 4 July; 1 August; 5 September; 3 October; 7 November; 5
December; **2025:** 16 January; 5 February; 5 March; 3 April.

Planning Committee B (*all meetings start at 4.30pm*) **2024:** 20 May; 20
June; 18 July; 15 August; 26 September; 17 October; 28 November; 16
December; **2025:** 30 January; 26 February; 24 March; 24 April.

Licensing and Regulatory Committee (*all meetings start at 5.30pm*)
2024: 11 June; 16 July; 8 October; 19 November; **2025:** 4 February.

Licensing/Gambling Hearing (*if required) *(all meetings start at 10am)*
2024: 9 May; 13 May; 16 May; 20 May; 3 June; 6 June; 10 June; 13 June;
17 June; 20 June; 24 June; 27 June; 1 July; 4 July; 8 July; 11 July; 15
July; 18 July; 22 July; 25 July; 29 July; 2 September; 5 September; 9
September; 12 September; 16 September; 19 September; 23 September;
26 September; 30 September; 3 October; 7 October; 10 October; 14
October; 17 October; 21 October; 24 October; 4 November; 7 November;
11 November; 14 November; 18 November; 21 November; 25 November;
28 November; 2 December; 5 December; 9 December; 12 December;
2025: 13 January; 16 January; 20 January; 23 January; 27 January; 30
January; 3 February; 6 February; 10 February; 13 February; 24 February;
27 February; 3 March; 6 March; 10 March; 13 March; 17 March; 20
March; 24 March; 27 March; 7 April; 8 April; 10 April; 14 April; 17 April; 24
April; 28 April.

Children, Culture and Communities Scrutiny Committee *(all meetings start at 5.30pm)* **2024:** 7 May; 4 June; 2 July; 3 September; 1 October; 5 November; 3 December; **2025:** 14 January; 4 March; 1 April.

Corporate Services, Climate Change and Scrutiny Management Committee *(all meetings start at 5.30pm)* **2024:** 13 May; 10 June; 8 July; 9 September; 7 October; 11 November; 9 December; **2025:** 20 January; 10 March; 14 April.

Corporate Services, Climate Change and Scrutiny Management Committee (Calling In) (*if required) *(all meetings start at 5.30pm)*
2024: 3 June; 1 July; 30 September; 4 November; 2 December; **2025:** 6
January; 10 February; 3 March; 31 March; 30 April.

Economy, Place, Access and Transport Scrutiny Committee *(all meetings start at 5.30pm)* **2024:** 21 May; 25 June; 30 July; 24 September; 22 October; 26 November; 10 December; **2025:** 28 January; 25 March; 29 April.

Health, Housing and Adult Social Care Scrutiny Committee *(all meetings start at 5.30pm)* **2024:** 15 May; 12 June; 10 July; 11 September; 9 October; 6 November; 4 December; **2025:** 15 January; 12 March; 2 April.

Shareholder Committee *(all meetings start at 4.30pm)* **2024:** 24 June 2024; 14 October; **2025:** 3 February.



Full Council

21 March 2024

Director of Governance and Monitoring Officer
(Portfolio of the Executive Leader)

Proposed Changes to the Composition and Quorum of Staffing Matters and Urgency Committee

Summary

1. To agree the proposed addition of wording into Article 11 of the Constitution.

Background

2. Recent difficulties in organising a meeting of the Staffing Matters and Urgency Committee (“SMUC”) have highlighted a significant flaw in the Council’s Constitution insofar as it relates to the Committee and its quoracy.
3. Presently, the committee is comprised of four members (which, in and of itself, is not ideal as it is preferable for committees to be comprised of odd numbers of members, to minimise the need for Chair’s casting votes). Unfortunately, however, the Constitution presently states, at Paragraph 4.1 d) of Appendix 6, that *“Any other Committee of the Council, including Planning Committee A and Planning Committee B will not transact any business unless at least four Members are present”*.
4. Since SMUC is not one of the committees referenced in paragraphs 4.1 a) to c), and Article 11 of the Constitution is silent on the issue of quorum, the provisions of Paragraph 4.1 d) apply. This means that the quorum for SMUC is its entire membership. This stands wholly contrary the ordinary concept of a “quorum”, i.e., one quarter of the members, or the common proportion for a quorum of one third of the members.
5. This position has led to significant challenges in arranging urgent SMUC meetings, due to lack of member availability, impacting on the ability of the Council to conduct its business in a lawful and timely manner.

6. In order to remedy this, it is proposed that Article 11 be further amended by the introduction of the following paragraph:

“1.3 The Committee shall comprise five members and shall have a quorum of three members.”

7. This proposal was considered by the Audit and Governance Committee on 20 March 2024; their endorsement or non-endorsement of the proposed amendment will be reported to the meeting.

Implications

8.

Financial – None directly arising from this report.

Human Resources (HR) – None directly arising from this report.

Equalities – None directly arising from this report.

Legal – The amendment proposed by this report will ensure that the Council is able to lawfully and expeditiously discharge its decision-making obligations, and will remedy an error in the current Constitution which has left the SMUC in a position where its quorum is the same as its membership, which is sub-optimal and highly unusual.

Crime and Disorder, Information Technology and Property – None directly arising from this report.

Recommendations

9. Subject to endorsement by Audit and Governance Committee, Council is recommended to approve the amendment to the Constitution through the inclusion in Article 11 of the proposed additional wording as set out in paragraph 6 above.

Reason: In order to remedy an error in the Constitution, to ensure that the Council can lawfully and expeditiously carry on its business.

Options

10. Members may choose to approve or not approve the proposed amendment to the Constitution.

Author and Chief Officer responsible for the report: Bryn Roberts, Director of Governance and Monitoring Officer

Report Approved **Date** 11 March 2024

Specialist Implications Officer(s):
None

Wards Affected: *List wards or tick box to indicate all* **All**

For further information please contact the author of the report

Background Papers:

- None.

Annexes:

Annex 1: Revised Political Balance Calculations

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Step 1 - Total places on those committees subject to rules of proportionality

Table 1

Name of Committee	Places
Licensing and Regulatory Committee	15
Corporate Services, Climate Change and Scrutiny Management Committee	13
Planning Committee A	11
Children, Culture, and Communities Scrutiny Committee	10
Economy, Place, Access and Transport Scrutiny Committee	10
Health, Housing, and Adult Social Care Scrutiny Committee	10
Planning Committee B	9
Audit and Governance Committee	7
Joint Standards Committee	5
Health and Wellbeing Board	4
Staffing Matters and Urgency Committee	5
Corporate Appeals Committee	3
Education Appeals Committee	3
Housing Appeals Committee	3
Total	108

Step 2 - Calculate overall proportionality for all eligible committees (i.e. politically balanced)

Total Places:

108

Formula: (Number in Group x Number of Committee Places) ÷ Total number of members: 47

Table 2

<u>Group</u>	<u>Number in group</u>	<u>Allocation of places</u>	<u>Number of places (rounded)</u>
Conservative	3	6.89	7
Labour	24	55.15	55
Liberal Democrat	19	43.66	44
<i>Unallocated*</i>	1		2
Total	47		108

* Do not count as a group

Step 3 - Political balance according to size of committee

Formula: (Number in group x number on committee) ÷ number of memb 47

Table 3

Size of committee	Conservative Group		Labour Group		Liberal Democrat Group		Unallocated	
	3		24		19		1	
1	0	0.06	1	0.51	0	0.40	0	0.02
3	0	0.19	2	1.53	1	1.21	0	0.06
4	0	0.26	2	2.04	2	1.62	0	0.09
5	0	0.32	3	2.55	2	2.02	0	0.11
6	0	0.38	3	3.06	2	2.43	0	0.13
7	0	0.45	4	3.57	3	2.83	0	0.15
8	1	0.51	4	4.09	3	3.23	0	0.17
9	1	0.57	5	4.60	4	3.64	0	0.19
10	1	0.64	5	5.11	4	4.04	0	0.21
11	1	0.70	6	5.62	4	4.45	0	0.23
12	1	0.77	6	6.13	5	4.85	0	0.26
13	1	0.83	7	6.64	5	5.26	0	0.28
14	1	0.89	7	7.15	6	5.66	0	0.30
15	1	0.96	8	7.66	6	6.06	0	0.32
16	1	1.02	8	8.17	6	6.47	0	0.34

Step 4 - Apply figures in Table 3 to each committee**Table 4**

	Total	Cons	Labour	Lib Dem	Unallocated
Licensing and Regulatory Committee	15	1	8	6	0
Corporate Services, Climate Change and Scrutiny Management Committee	13	1	7	5	0
Planning Committee A	11	1	6	4	0
Children, Culture, and Communities Scrutiny Committee	10	1	5	4	0
Economy, Place, Access and Transport Scrutiny Committee	10	1	5	4	0
Health, Housing, and Adult Social Care Scrutiny Committee	10	1	5	4	0
Planning Committee B	9	1	5	4	0
Audit and Governance Committee	7	0	4	3	0
Joint Standards Committee	5	0	3	2	0
Health and Wellbeing Board	4	0	2	2	0
Staffing Matters and Urgency Committee	5	0	3	2	0
Corporate Appeals Committee	3	0	2	1	0
Education Appeals Committee	3	0	2	1	0
Housing Appeals Committee	3	0	2	1	0
Totals	108	7	59	43	0
Total Allocation Allowed (as per Step 2 above)		7	55	44	2
ADJUSTMENT REQUIRED		0	-4	1	2

Step 5 - Apply expressed group preferences**Table 5**

	Total	Cons	Labour	LibDem	Unallocated
Licensing and Regulatory Committee	15				
Corporate Services, Climate Change and Scrutiny Management Committee	13				
Planning Committee A	11				
Children, Culture, and Communities Scrutiny Committee	10				
Economy, Place, Access and Transport Scrutiny Committee	10				
Health, Housing, and Adult Social Care Scrutiny Committee	10	Lose 1		Add 1	
Planning Committee B	9				
Audit and Governance Committee	7				
Joint Standards Committee	5				
Health and Wellbeing Board	4				
Staffing Matters and Urgency Committee	5				
Corporate Appeals Committee	3				
Education Appeals Committee	3				
Housing Appeals Committee	3				

Step 6 - Final Allocations**Table 6**

	Total	Cons	Labour	LibDem	Unallocated
Licensing and Regulatory Committee	15	1	7	6	1
Corporate Services, Climate Change and Scrutiny Management Committee	13	1	7	5	0
Planning Committee A	11	1	6	4	0
Children, Culture, and Communities Scrutiny Committee	10	1	5	4	0
Economy, Place, Access and Transport Scrutiny Committee	10	1	5	4	0
Health, Housing, and Adult Social Care Scrutiny Committee	10	0	5	5	0
Planning Committee B	9	0	4	4	1
Audit and Governance Committee	7	0	4	3	0
Joint Standards Committee	5	1	2	2	0
Health and Wellbeing Board	4	0	2	2	0
Staffing Matters and Urgency Committee	5	0	3	2	0
Corporate Appeals Committee	3	0	2	1	0
Education Appeals Committee	3	0	2	1	0
Housing Appeals Committee	3	1	1	1	0
Totals	108	7	55	44	2