



FORWARD PLAN

28 April 2025 - 28 April 2026

Produced By:

**Democratic Services
City of York Council
West Offices
York
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CABINET FORWARD PLAN

What is the Cabinet Forward Plan?

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

What is a non-key decision?

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

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

What is a key decision?

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

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

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

What information does the Forward Plan contain?

Each issue entered in the Forward Plan lists:

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

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

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

CABINET FORWARD PLAN

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FORWARD PLAN ITEM

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

Meeting Date: 29/04/25

Keyword:

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

Title of Report: Public Realm – Service developments

Description: The purpose of the report is to present to Executive Member an update on service developments in Public Realm and updates following some trials in 2024. The report will also set out some proposed options for future service developments. The report will focus on options to improve biodiversity in select areas of the city, an update on weed treatment, updates on cleansing activities and the management of parks and open spaces. The report will also cover e-petitions received by the service as they relate to a number of updates contained within the report. The Executive Member will be asked to consider the information presented in the report and note the contents of the report. The Executive Member will also be asked to consider some proposed future service developments and proposed areas for development.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Director of Transport, Environment and Planning

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

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

Implications

Level of Risk:

Reason Key:

Making Representations: N/A

Process: N/A

Consultees:

Background Documents:

Call-In

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

30/04/25

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Transport

Meeting Date: 13/05/25

Keyword:

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

Title of Report: Consideration of the representations received to the formal consultation to implement residents parking and limited waiting restrictions in the Heslington Road area advertised as 'R66: Wellington Street'

Description: Purpose of Report:: To ask the Executive Member for Transport to consider the representations received following the statutory consultation to introduce a new residents parking scheme advertised as 'R66 Wellington Street' along with limited waiting restrictions on Heslington Road.

The Executive Member will be asked to: Decide what action should now be taken.

Wards Affected: Fishergate Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport

Lead Director: Director of Transport, Environment and Planning

Contact Details: Annemarie Howarth

annemarie.howarth@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Each property within the advertised area were sent information relating to the advertised restrictions and legal order by post. Any email address provided from residents during the initial consultation also received the same documents via email.

Consultees:

Background Documents: Consideration of the representations received to the formal consultation to implement residents parking and limited waiting restrictions in the Heslington Road area advertised as 'R66: Wellington Street'

Call-In

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

30/06/25

FORWARD PLAN ITEM

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

Meeting Date: 20/05/25

Keyword:

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

Title of Report: North Yorkshire & York, Local Nature Recovery Strategy (LNRS) consultation draft

Description: To present the draft LNRS strategy ahead of an intended public consultation on the draft strategy to be carried out by North Yorkshire Council.

The Executive Member will be asked to in accordance with LNRS Regulations 2023, to decide whether to issue a letter to North Yorkshire Council agreeing to the publication of the draft strategy.

Reason for deferral: North Yorkshire Council are the “responsible authority” leading the development of a Local Nature Recovery Strategy; the development of the pre consultation draft of the strategy has been slightly delayed and moving York’s decision to May ensures sufficient information is available in advance of this decision.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Director of Transport, Environment and Planning

Contact Details: Guy Hanson

guy.hanson@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: A public consultation will follow in April/May 2025.

Consultees: This is a joint project between York & North Yorkshire Council

Consultees:

Background Documents:

Call-In

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

30/06/25

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Meeting Date: 03/06/25

Keyword:

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

Title of Report: Gypsy and Traveller Action Plan – Annual Update

Description: Purpose of Report: This report will provide an update on work which has taken place over the past 12 months in support of Gypsy and Traveller communities and will include an updated version of the action plan which will run for the next 12 month period.

The Executive Member will be asked to:

- i. Note the work undertaken since the report to Executive in May 2024
- ii. Approve the action plan for the next 12 months

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Housing, Planning and Safer Communities, Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Lead Director:

Director of Housing and Communities

Contact Details:

Michael Jones, Head of Housing Delivery and Asset Management, Laura Williams, Assistant Director of Customer, Communities and Inclusion

michael.jones@york.gov.uk, laura.williams@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: All work undertaken/planned is in collaboration with the York Gypsy and Traveller Working Group and York Travellers Trust.

Consultees:

Background Documents: Gypsy and Traveller Action Plan – Annual Update

Call-In

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

30/06/25

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Meeting Date: 03/06/25

Keyword:

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

Title of Report: Household Support Fund 7

Description: Purpose of Report: The purpose of the report is for the Executive Member to ratify the Household Support Fund 7 Scheme that was approved under officer delegation 25th March 2025.

The Executive Member will be asked to: Comment on the HSF 7 scheme and ratify the officer decision of 25th March 2025.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Lead Director: Director of Finance

Contact Details: David Walker, Head of Customer and Exchequer Services

david.walker@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: As set out in the officer published decision of 25th March 2025

Consultees:

Background Documents:

Call-In

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

30/06/25

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 03/06/25

Keyword:

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

Title of Report: Equity, Diversity and Inclusion Strategy

Description: Purpose of Report:

- i. In April 2024 a report to Executive presented the results of an externally facilitated assessment against the recently refreshed Equalities Framework for Local Government (EFLG).
- ii. This work fed into a Draft Equity, Diversity and Inclusion (EDI) Strategy. At the Executive meeting of April 2024 Members approved a recommendation to consult on the draft strategy which would inform a final document for adoption, with a linked action plan.
- iii. This report asks for Executive approval for both the final strategy and annual action plan.

The Executive will be asked to approve the following:

- i. The final Equity, Diversity and Inclusion Strategy and associated Annual Action Plan (the 'key deliverables' for Year 1 of the Strategy)
- ii. A progress report being produced every 12 months for the annual public meeting of the Human Rights and Equalities Board.

Reason: To demonstrate City of York Council's core commitment to becoming a more equal, diverse and inclusive council.

Wards Affected: All Wards

Report Writer: Laura Williams

Deadline for Report: 19/05/25

Lead Member: Executive Member for Housing, Planning and Safer Communities, Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Lead Director: Director of Housing and Communities

Contact Details: Laura Williams, Assistant Director of Customer, Communities and Inclusion

laura.williams@york.gov.uk

Implications

Level of Risk: 04-08 Regular

Reason Key:

monitoring required

Making Representations:

Process: Public consultation on the draft plan was undertaken Jan-March 2025 and detail is included in the report.

Consultees:

Background Documents: Refreshed Governance Arrangements for Yorks Human Rights Equalities Board HREB 1752.pdf
Implementing the Social Model of Disability 1007.pdf
Gypsy and Traveller Action Plan 1816.pdf
Consultation on an Equity Diversity and Inclusion Strategy 2024-27 and Next Steps 1747.pdf
Care Experience as a Protected Characteristic.pdf
Anti-Racism Inclusion Strategy and Action Plan 1813.pdf
Equity, Diversity and Inclusion Strategy

Call-In

If this item is called-in, it will be considered by the 30/06/25
Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 03/06/25

Keyword:

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

Title of Report: Housing Annual Report

Description: Purpose of Report: This report will provide an overview of the housing landlord service over the previous 12 months and set priorities for the coming year.

The Executive will be asked to: Note recent performance and agree an action plan for delivery in the next year which responds to tenant feedback, stock condition survey results, existing service level performance, and the Regulator of Social Housing Consumer Standards.

This item has been postponed to the 3 June due to an administrative error in the publishing of the agenda for the meeting of 6 May 2025.

Wards Affected: All Wards

Report Writer: Michael Jones **Deadline for Report:** 19/05/25
Lead Member: Executive Member for Housing, Planning and Safer Communities
Lead Director: Director of Housing and Communities
Contact Details: Michael Jones, Head of Housing Delivery and Asset Management

michael.jones@york.gov.uk

Implications

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

Making Representations:

Process: The annual report will cover a broad number of landlord topics. Consultation has taken place on various aspects of the report. This includes papers covering void performance, repairs policy, and investment plans being considered by Health, Housing and Adult Social Care Scrutiny in recent months.

Consultees:

Background Documents: Housing Annual Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 30/06/25

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 03/06/25

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: The York Business Improvement District - Ballot for 2026-2031

Description: The York Business Improvement District (BID) are approaching the end of their 2nd five year term as York's elected BID. As a result, the council is undertaking the necessary steps in preparation for an election to be held in October 2025 to elect a BID for a third five year term. As the lead authority, City of York Council are a key voter and levy payer and set the minimum service level requirements to inform the elected BID of their service level duties in the city centre.

The Executive will be asked to:

- a) Support the ballot of all businesses in the BID geography
- b) Request that the Leader of the Council casts the Council's ballot votes
- c) Note the content of the proposed BID Business Plan
- d) Approve the Council's minimum Service Level Agreements for the City Centre, discharged through the elected BID
- e) Note the progress achieved by the current York BID as a key City partner in supporting the City Centre economy.

Wards Affected: Fishergate Ward; Guildhall Ward; Micklegate Ward

Report Writer: Claire Foale, Penny Nicholson **Deadline for Report:** 21/05/25

Lead Member: Deputy Leader of the Council and Executive Member for Economy and Culture

Lead Director: Director of City Development

Contact Details: Claire Foale, Interim Director of City Development, Penny Nicholson

claire.foale@york.gov.uk, penny.nicholson@york.gov.uk

Implications

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

Making Representations:

Process: The BID Team is responsible for building and maintaining robust working relationships with all potential BID members and is required to engage businesses in every aspect of the process.

City Centre businesses and local partners have been consulted during the development phase of the refreshed BID Business

Plan, and will also be made aware of the ballot plans through a concerted renewal campaign.

The Minimum Service Level Agreements have been developed with the input of relevant service leads from the Council.

Consultees:

BID Levy payers, City of York Council (including Legal and Electoral Services), the BID Board members

Consultees:

Background Documents: The York Business Improvement District - Ballot for 2026-2031

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 30/06/25

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 03/06/25

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: York Learning Accountability Agreement 2025/26

Description: Purpose of Report: As a provider of adult education in receipt of grant funding of over £1m we must write and publish an accountability statement to form part 2 of our funding agreement with the Skills Funding Agency. We have also been advised that to meet financial procedure rules we must also document approval to receive the recurring grant funding that will make up part 1 of the documentation.

The statement is a mandatory part of the legislation linked to our current funding arrangements but must make clear reference to a document, written by West and North Yorkshire Chamber of commerce called the Learning Skills Improvement Plan (LSIP) and the key priorities of the council.

This document is this year's version of a document approved for 2024-25 and our response is largely based upon the strategy for adult learning and skills engagement that we consulted on in July 2022 and just defines targets based on the LSIP and national skills requirements.

The Executive will be asked to: Approve the agreement to form part 2 of our annual funding contract with the Skills Funding Agency.

Wards Affected: All Wards

Report Writer: Paul Cliff **Deadline for Report:** 21/05/25

Lead Member: Deputy Leader of the Council and Executive Member for Economy and Culture

Lead Director: Director of Housing and Communities

Contact Details: Paul Cliff, Joint Strategic Head of Learning

paul.cliff@york.gov.uk

Implications

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

Making Representations:

Process: The document will have been produced with full internal consultation with colleagues in education, economic development, the wider communities teams, external consultation is based upon work with local further education providers as part

of the LSIP steering board, with colleagues from the combined authority as part of the work to shape the MCA skills strategy and with colleagues at Yorkshire Learning Providers.

Consultees:

Alison Edeson (Skills Manager), Tracy Watts (Skills and Employability Manager York and North Yorkshire Combined Authority)

Consultees:

Background Documents: York Learning Accountability Agreement 2025/26
York Learning Accountability Agreement 2025/26

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 30/06/25

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 01/07/25

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Capital Programme Update Outturn

Description: Purpose of Report: To provide members with the outturn position on the capital programme.

Members will be asked to: Note the outturn, recommend to Full Council any changes as appropriate.

This item has been deferred to 1 July 2025 as the outturn figures will not be available in time for the June meeting due to it being so early in the month.

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 19/06/25

Lead Member: Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Lead Director: Director of Finance

Contact Details: Debbie Mitchell, Director of Finance (Section 151 Officer)

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Capital Programme Update Outturn

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 28/07/25

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 01/07/25

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Finance and Performance Outturn

Description: Purpose of Report: To provide members with the year-end position on both finance and performance.

The Executive will be asked to: Note the report.

This item has been deferred to 1 July 2025 as the outturn figures will not be available in time for the June meeting due to it being so early in the month.

Wards Affected: All Wards

Report Writer: Ian Cunningham, Debbie Mitchell **Deadline for Report:** 19/06/25

Lead Member: Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Lead Director: Director of Finance

Contact Details: Ian Cunningham, Head of Business Intelligence, Debbie Mitchell, Director of Finance (Section 151 Officer)

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

Implications

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

Making Representations:

Process:

Consultees:

Background Documents: Finance & performance outturn

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 28/07/25

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 01/07/25

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Treasury Management Q4 Prudential Indicators and 24/25 Outturn

Description: Purpose of Report: To provide members with an update on the treasury management position and to provide the annual treasury management review of activities and the actual prudential and treasury indicators.

The Executive will be asked to: Note the report and to note the issues and approve any adjustments as required to the prudential indicators or strategy.

This item has been deferred to 1 July 2025 as the outturn figures will not be available in time for the June meeting due to it being so early in the month.

Since the publication of the plan the "Treasury Management 2024/25 Outturn" and "Treasury Management Quarter 4 Prudential Indicators" items have been replaced with the "Treasury Management Q4 Prudential Indicators and 24/25 Outturn".

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 19/06/25

Lead Member: Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Lead Director: Director of Finance

Contact Details: Debbie Mitchell, Director of Finance (Section 151 Officer)

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Treasury management 2024/25 outturn

Call-In

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

28/07/25



FORWARD PLAN ITEM

Meeting: Executive

Meeting Date:

Keyword:

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

Title of Report: Contract Award: Hyper Hubs

Description: Following the successful introduction of two Hyper Hub locations, further projects are now ongoing to introduce a further two Hyper Hubs at locations around the city. A significant cost saving to both projects can be achieved by duplicating the original HyperHub design, standardising the equipment used, and aggregating the battery storage for an enhanced ability to provide grid service.

To do this, officers are proposing a direct award of the design and build contract to the supplier who designed and built the original facilities. A decision is needed to make a direct award of the construction contracts.

The Executive will be asked to:

- a) approve the direct award of the design and build contract for Union Terrace HyperHub to Evo Energy Ltd. and to delegate authority to the Director of Environment, Transport and Planning, in consultation with the Director of Governance and the Head of Procurement, to take such steps as are necessary to determine the provisions of and enter into the resulting contracts; and
- b) approve the direct award of the design and build contract for the Askham Bar Hyper Hub to Evo Energy Ltd, subject to the suitable resolution of outstanding legal conditions in respect of the site and to delegate authority to the Director of Environment, Transport and Planning, in consultation with the Director of Governance and the Head of Procurement, to take such steps as are necessary to determine the provisions of and enter into the resulting contracts; and
- c) approve a waiver of Rules 11.4 and 11.5 of the Council's Contract Procedure Rules in relation to the award of the construction contracts for Union Terrace HyperHub and Askham Bar HyperHub, as permitted to do so under Rule 26.1 of the Contract Procedure Rules.

This item has been withdrawn as Procurement reviewed the previous decisions made around the HyperHub projects and determined that no further decisions from Executive were required.

Wards Affected: All Wards

Report Writer: Stuart Andrews **Deadline for Report:** 30/04/25

Lead Member: Executive Member for Transport

Lead Director: Director of Transport, Environment and Planning

Contact Details: Stuart Andrews, Transport Systems Project Manager

stuart.andrews@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Internal consultation with senior officers from CYC Legal and Procurement Services.
No external consultation undertaken.

Consultees:
Internal consultation with senior officers from CYC Legal and Procurement Services. Report to be reviewed by responsible CYC officers with regards implications of the decision.

Consultees:

Background Documents: Contract Award: Hyper Hubs

Call-In

If this item is called-in, it will be considered by the 27/05/25
Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date:

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Treasury Management Quarter 4 Prudential Indicators

Description: Purpose of Report: To provide the annual treasury management review of activities and the actual prudential and treasury indicators.

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

This item has been withdrawn as since the publication of the plan the "Treasury Management 2024/25 Outturn" and "Treasury Management Quarter 4 Prudential Indicators" items have been replaced with the "Treasury Management Q4 Prudential Indicators and 24/25 Outturn" scheduled for the Executive on 1 July 2025.

Wards Affected: All Wards

Report Writer: Debbie Mitchell

Deadline for Report: 21/05/25

Lead Member: Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion

Lead Director: Director of Finance

Contact Details: Debbie Mitchell, Director of Finance (Section 151 Officer)

debbie.mitchell@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Treasury Management Quarter 4 Prudential Indicators

Call-In

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

30/06/25