



# **FORWARD PLAN**

**15 January 2024 - 19 May 2024**

**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 14<sup>th</sup> of each month and is available to view on-line at [www.york.gov.uk](http://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

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## **What information does the Forward Plan contain?**

Each issue entered in the Forward Plan lists:

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

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

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

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## FORWARD PLAN ITEM

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

**Meeting Date:** 15/01/24

**Keyword:**

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Children's and Education

**Contact Details:** Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager, Rachelle White, School Admissions Manager

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

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

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

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

### Background Documents:

#### Call-In

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

22/01/24

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Economy and Transport

**Meeting Date:** 16/01/24

**Keyword:**

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

**Title of Report:** Highway encroachment, Rural West

**Description:** Purpose of the Report: In 2021 and 2022, the local Parish Council contacted City of York Council (CYC) to ask CYC, as the highway authority, to investigate a possible highway encroachment issue. CYC officers have investigated the issue and have identified an encroachment issue.

Under Section 130 of the Highways Act 1980, the Highway Authority has the duty to assert and protect the rights of the public to use any highway for which they are the highway authority, including any roadside verges.

This report presents a summary of the evidence collated by officers, describes the legal background to any enforcement action that the Council may decide to take, and provides options for the Executive Member to consider when determining the next steps to be taken by CYC as the highway authority.

The Executive Member will be asked: To determine the next steps to be taken by CYC as the highway authority for this encroachment case.

**Wards Affected:** Rural West York Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Economy and Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:** Landowner and Parish Council have been consulted.

**Background Documents:**

**Call-In**

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

04/03/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 17/01/24

**Keyword:**

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

**Title of Report:** York Learning Self Assessment Report 2022/23

**Description:** Purpose of Report: To show how York Learning has performed in the academic year 2022/23 against the Education Inspection Framework and approval is sought before it is sent to Ofsted on 31 January 2023.

The Executive Member will be asked: To approve our self-assessment report for the academic year 2022/23 as part of governance processes.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Health, Wellbeing and Adult Social Care

**Lead Director:**

Director of Customer & Communities

**Contact Details:**

Angela Padfield, Head of Adult Learning Service - York Learning

angela.padfield@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

The SAR has been pulled together from 10 different reports created by different managers from different areas of learning within York Learning. Each report has been encapsulated into themes for the service report and then shared back for manager challenge. The report goes to governance on the 14th December for approval and will also receive robust challenge from a regional group of c.8-12 adult education providers on January 11th 2024.

**Consultees:**

### Background Documents:

#### Call-In

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

04/03/24



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

**Title of Report:** Capital & Investment Strategy

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

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

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 15/01/24

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital & Investment Strategy

### Call-In

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

04/03/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

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

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

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

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 15/01/24

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

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

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

**Title of Report:** Capital Programme Update monitor 3

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

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

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 15/01/24

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital Programme Update monitor 3

### Call-In

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

04/03/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

**Title of Report:** Finance & performance monitor 3

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

Members will be asked: To note the report.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham, Debbie Mitchell

**Deadline for Report:** 15/01/24

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

**Lead Director:** Chief Finance Officer

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

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

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Finance & performance monitor 3

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

**Title of Report:** Financial Strategy 2024/25

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

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

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 15/01/24

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Financial Strategy 2024/25

### Call-In

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

04/03/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

**Title of Report:** Treasury Management Quarter 3 Prudential Indicators

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

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

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 15/01/24

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management Quarter 3 Prudential Indicators

### Call-In

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

04/03/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

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

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

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

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 15/01/24

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

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

### Call-In

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

04/03/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

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

**Title of Report:** Waste Services – Service developments

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

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

**Wards Affected:** All Wards

**Report Writer:** Ben Grabham

**Deadline for Report:** 11/01/24

**Lead Member:** Executive Member for Environment and Climate Emergency

**Lead Director:** Corporate Director of Place

**Contact Details:** Ben Grabham, Head of Environment

ben.grabham@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

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

**Consultees:**

**Background Documents:** Waste Services – Service developments

### Call-In

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



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 25/01/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:** Martin Kelly

**Deadline for Report:** 15/01/24

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

**Lead Director:** Corporate Director of Children's and Education

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

martin.kelly@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:** N/A

**Process:** N/A

**Consultees:**

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

### Call-In

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

## FORWARD PLAN ITEM

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

**Meeting Date:**

**Keyword:**

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

**Title of Report:** Increase to Fixed Penalty Notices

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing, Planning and Safer Communities

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Tanya Lyon

tanya.lyon@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 24/01/24

**Keyword:**

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

**Title of Report:** Implementing the Social Model of Disability

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

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

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Customer & Communities

**Contact Details:** Laura Williams

laura.williams@york.gov.uk

### **Implications**

**Level of Risk:**

**Reason Key:**

### **Making Representations:**

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

**Consultees:**

### **Background Documents:**

### **Call-In**

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

04/03/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 06/02/24

**Keyword:**

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

**Title of Report:** Free Discretionary Transport to Tadcaster Grammar School

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

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

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

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Children's and Education

**Contact Details:** Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager

barbara.mands@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

04/03/24



## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Economy and Transport

**Meeting Date:** 20/02/24

**Keyword:**

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

**Title of Report:** Cashless Parking Review

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Transport

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Graham Titchener

graham.titchener@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

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

**Consultees:**

**Background Documents:**

**Call-In**

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



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/02/24

**Keyword:**

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

**Title of Report:** York Tourism Strategy

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

The Executive will be asked: .

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

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

**Wards Affected:** All Wards

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

**Lead Member:** Executive Member for Economy and Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

### Implications

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

### Making Representations:

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

**Consultees:**

**Background Documents:** York Tourism Strategy

**Call-In**

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

04/03/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/02/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

**Title of Report:** Health Protection Annual Assurance Report

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

**Wards Affected:** All Wards

**Report Writer:** Anita Dobson

**Deadline for Report:** 08/02/24

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

**Lead Director:** Director of Public Health

**Contact Details:** Anita Dobson

anita.dobson@york.gov.uk

### Implications

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

**Reason Key:**

### Making Representations:

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

Public Health Protection Team  
York Health protection Committee

### Consultees:

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

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/02/24

**Keyword:**

**Item Type:** Executive Decision - of 'Normal' Importance

**Title of Report:** Construction Skills and Retrofit

**Description:**

Purpose of the Report:

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

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

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

The Executive will be asked to:

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

**Wards Affected:** All Wards

**Report Writer:** Simon Brereton

**Deadline for Report:** 08/02/24

**Lead Member:** Executive Member for Economy and Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

**Implications**

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

**Making Representations:**

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

**Consultees:**

**Background Documents:** Construction Skills and Retrofit

**Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 21/02/24

**Keyword:**

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

**Title of Report:** Civic protocols Review

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

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:**

Director of Customer & Communities

**Contact Details:**

Laura Williams

[laura.williams@york.gov.uk](mailto:laura.williams@york.gov.uk)

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

**Call-In**

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

04/03/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 21/02/24

**Keyword:**

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Public Health

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

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

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Through the York Domestic Abuse Partnership Board

**Consultees:**

### Background Documents:

#### **Call-In**

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

04/03/24



## FORWARD PLAN ITEM

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

**Meeting Date:** 28/02/24

**Keyword:**

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

**Title of Report:** Review of Council Garage Licence Agreement

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing, Planning and Safer Communities

**Lead Director:**

Corporate Director of Place

**Contact Details:**

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

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

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

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

**Consultees:**

**Background Documents:**

### Call-In

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

04/03/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 05/03/24

**Keyword:**

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Children's and Education

**Contact Details:** Rachelle White, School Admissions Manager

rachelle.white@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Informal consultation via York Education.

**Consultees:**

**Background Documents:**

### Call-In

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

15/04/24