



# **FORWARD PLAN**

**15 May 2023 - 17 September 2023**

**Produced By:**

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

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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

The Executive 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 weekly, every Monday 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 Executive can collectively take as set out in Part 3 of the council's constitution
- which any Executive 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

Such 'key decisions' can only be taken by the Executive, unless they have been **specifically** delegated to an Executive Member or Officer, or unless the Leader or Chief Executive is exercising their urgency powers.

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

In relation to each issue entered on the Forward Plan, there are details of:

- the date on which or time period within which the decision will be taken;
- the wards affected;
- how to make representations on the issue in hand; and
- what the consultation will be taking place, where applicable.

## **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

**EXECUTIVE FORWARD PLAN**  
**ALPHABETICAL LIST OF ENTRIES**

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## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/06/23

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

**Title of Report:** Recommission of the current York Reablement Service

**Description:** Reablement services is an important provision that provides the opportunity to meet the duties of the Care Act 2014 s2 (duty to prevent, reduce or delay needs for care and support for all adults). The current reablement service contract is coming to an end this year, the commissioning team are in the process of recommissioning the service.

The purpose of the report is for Executive to review the report and recommendations to come to a decision on the best option to go forward.

Members will be asked to recommend the best option to recommission York Reablement Services.

Decision due date for Executive changed from 16/03/2023 to 15/06/23. Reason: An equality impact assessment has recently been completed and as a consequence there is a need for an extended engagement period with key stakeholders to fully understand the impact of the current service and any gaps in provision, and that they are addressed as part of the recommissioning process.

**Wards Affected:** All Wards

**Report Writer:** Judith Culleton  
**Lead Member:** Executive Member for Adult Social Care and Public Health  
**Lead Director:** Corporate Director of Adult Services & Integration  
**Contact Details:** Judith Culleton, Edward Njuguna

judith.culleton@york.gov.uk, edward.njuguna@york.gov.uk

### Implications

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

### Making Representations:

**Process:** The consultation will involve a survey being sent out to service users, health professionals and other key stakeholders that will inform the report to the Executive. A working group has also been set up to look at the different options to recommission the York Reablement Service. The outcome will be the implementation of

an efficient and effective commissioning model that will provide value for money and is the best strategic fit for the delivery of our Home First care and support pathway.

**Consultees:**

- York and Scarborough Hospital NHS Foundation Trust
- City of York Council Reablement Task and Finish Group
- Reablement Responsive Care Pathway Working Group
- The York Multiple & Complex Needs Network
- Age Friendly York Older Citizens Group
- NHS Humber and North Yorkshire Integrated Care Board
- Existing users of the reablement service.
- Age UK
- Healthwatch
- York Advocacy
- York Sensory Service
- Dementia Strategy Group
- Carers Strategy Group
- York CVS
- Other Stakeholders

**Background Documents:** Recommission of the current York Reablement service

**Call-In**

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

04/09/23

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/06/23

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

**Title of Report:** Finance & Performance 2022/23 Outturn

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

Members are asked to note the report.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 05/06/23  
Debbie Mitchell

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Chief Finance Officer

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

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

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Finance & performance 2022/23 outturn

### Call-In

If this item is called-in, it will be considered by the **04/09/23**  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/06/23

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

**Title of Report:** Capital Programme 2022/23 Outturn

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

Members are asked to note the outturn, recommend to Full Council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain **Deadline for Report:** 05/06/23

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Chief Finance Officer

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

emma.audrain@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital Programme 2022/23 outturn

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/09/23



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/06/23

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

**Title of Report:** Treasury Management & Prudential Indicators 2022/23 Outturn

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

Members are 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:** 05/06/23

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Chief Finance Officer

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

debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management & Prudential Indicators 2022/23  
outturn

### Call-In

If this item is called-in, it will be considered by the      04/09/23  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/06/23

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

**Title of Report:** Westfield Centre Partnership with University of York

**Description:** Purpose of Report: The report will explain the development of a community learning partnership proposal from the University of York called the 'Westfield Centre project to support education and community outcomes in the Westfield area from Sanderson Community House in Chapelfields, whilst also reviewing other options for the site. The lease decision has to be a decision of the Executive.

The Executive will be asked to:

- Support the development of the Westfield Centre Project
- Consider a partnership contribution from City of York Council by the means of providing Sanderson Community House for an initial five-year lease, on a peppercorn rent, or alternative options as outlined in the report.

**Wards Affected:** Westfield Ward

**Report Writer:** Andrew Laslett      **Deadline for Report:** 01/06/23

**Lead Member:**

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

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

andrew.laslett@york.gov.uk

### Implications

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

### Making Representations:

**Process:** This is supported by senior officers in Children & Education Services and by the Headteachers of the local primary and secondary schools

Consultees - The consultation process will be included in an annex in the report

### Consultees:

**Background Documents:** Westfield Centre Partnership with University of York

**Call-In**

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

04/09/23

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/06/23

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

**Title of Report:** Strensall with Towthorpe Neighbourhood Plan

**Description:** Purpose of Report: To consider the results of the Strensall with Towthorpe Neighbourhood Plan referendum, which took place on Thursday, 4 May 2023. Due to a favourable result of the referendum, it asks Members to formally 'make' the Neighbourhood Plan and bring it into full legal force as part of the Development Plan for York. This will allow the Neighbourhood Plan to progress in line with the relevant Neighbourhood Planning Legislation and Regulations.

The Executive will be asked to formally 'make' the Neighbourhood Plan and bring it into full legal force as part of the Development Plan for York.

**Wards Affected:** Strensall Ward

**Report Writer:** John Roberts  
**Lead Member:** Executive Member for Economy and Strategic Planning  
**Lead Director:** Corporate Director of Place  
**Contact Details:** Laura Bartle, Principal Strategic Planning Policy Officer, John Roberts

**Deadline for Report:** 01/06/23

[laura.bartle@york.gov.uk](mailto:laura.bartle@york.gov.uk), [john.roberts@york.gov.uk](mailto:john.roberts@york.gov.uk)

### Implications

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

### Making Representations:

**Process:** Consultations have taken place at area designation stage, pre-submission stages and submission stage in line with applicable Regulations. A Consultation Statement has been submitted as part of the suite of submission documents by Strensall Parish Council outlining the consultation undertaken pre-submission. Post submission consultation has been undertaken by City of York Council.

### Consultees:

**Background Documents:** Strensall with Towthorpe Neighbourhood Plan

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/09/23

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/06/23

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

**Title of Report:** City of York Trading (CYT) – awarding of agency worker contract

**Description:** Purpose of Report: To review the options around the Council's contract with City of York Trading Limited ("CYT"), t/a Working with York ("CYT").

Executive will be asked to consider the options for future provision of temporary staff to the City of York Council.

**Wards Affected:** All Wards

**Report Writer:** Helen Whiting **Deadline for Report:** 05/06/23

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Chief Operating Officer

**Contact Details:** Helen Whiting, Head of Human Resources

[helen.whiting@york.gov.uk](mailto:helen.whiting@york.gov.uk)

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** We continue to work with a range of stakeholders across the organisation to help refine the Council's agency offer, this includes Trade Union representatives and managers.

**Consultees:** TU representatives  
Managers

**Background Documents:** City of York Trading (CYT) – awarding of agency worker contract

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/09/23