EAST RIDING
OF YORKSHIRE COUNCIL

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Darren Stevens Executive Director of Corporate Resources

To: All Members of THE CABINET

All other Members of the Council
(for information)

Your Ref:
Our Ref: ER/Cabinet
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Date: 11 March 2024

Dear Councillor

I hereby give you notice that a meeting of THE CABINET will be held at COUNTY HALL, CROSS STREET, BEVERLEY, HU17 9BA on TUESDAY, 19 MARCH 2024 at 10.30 AM.

Public and press attendance at meetings
Seating in the public gallery is limited, therefore **places must be booked in advance** by contacting the Committee Manager on the contact details above. Members of the public and press are encouraged to view proceedings on the Council's YouTube channel where the meeting can be viewed live or at a later date. **https://www.youtube.com/channel/UCR6ExCx8bLOJUyRfmClIMeQ**

The business to be transacted is set out below.

Yours sincerely

Liz Russell.

for Darren Stevens
Executive Director of Corporate Resources

AGENDA

Item No		Pages
1.	Declarations of Pecuniary and Non-Pecuniary and Prejudicial Interests - Members to declare any interests in items on the agenda and the nature of such interest.	
2.	To approve as a correct record the Minutes of the meeting of The Cabinet held on 27 February 2024.	1 - 7
3.	To receive the Minutes of Overview and Scrutiny Committee and Sub-Committees:-	
	(a) Children and Young People of 7 February 2024	8 - 15
	(b) Health, Care and Wellbeing of 13 February 2024	16 - 19

Alan Menzies
Interim Chief Executive

Item No		Pages
	Reports which are included in the Forward Plan of Key Decisions	
4.	East Riding of Yorkshire Council Refresh of Modern Slavery Policy - Report of the Executive Director of Adult Social Care and Health.	20 - 31
5.	Carers Leave and Support Policy and Procedure - Report of the Executive Director of Corporate Resources.	32 - 43
	Reports requiring a 'Non-Key Decision'	
6.	Beverley Park and Ride Scheme - Report of the Interim Chief Executive.	44 - 49
7.	Disposal of Surplus Property and Land - Report of the Interim Chief Executive.	50 - 59
8.	Revenue and Capital Budget Monitoring 2023-24 - Report of the Executive Director of Corporate Resources.	60 - 103
9.	Agreement to Allocate Section 106 Contributions - Outdoor Play Space - Joint report of the Interim Chief Executive and Director of Communities and Environment.	104 - 108
10.	Forward Plan of Key Decisions - April to September 2024 - Report of the Executive Director of Corporate Resources.	109 - 119
	In accordance with Regulation 5(4) of the Local Authority (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, notice is given that at this meeting, The Cabinet will be asked to consider excluding the press and public from the meeting for consideration of the following items on the grounds that they are likely to involve the disclosure of exempt information as defined in paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. In making its decision, the Cabinet is asked to confirm that, having regard to all the circumstances, it is satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	
	Exempt Reports requiring a 'Non-Key Decision'	
11.	Contract: E1258 Howden Relief Road (HRR) - Report of the Executive Director of Communities and Environment.	120 - 126
12.	Contract No 55274 Term Service Contract for the Installation of Replacement UPVC Windows in Council Owned Dwellings - Report of the Executive Director of Communities and Environment.	127 - 131
13.	Contract No. 808-24 Maintenance of CCTV Equipment - Report of the Executive Director of Communities and Environment.	132 - 134
14.	Contract 2445-24 – Supply of One Wheeled Paving Machine - Report of the Executive Director of Communities and Environment.	135 - 137

15. Contract 2205-24 To Supply Translation and Interpretation Services - Report of the Executive Director of Communities and Environment. 138 - 140

16. 2448-24 Detection Management Response System - Report of the Executive Director of Communities and Environment. 141 - 143

17. 2190-24 NetApp Filer and Data Storage Solution - Report of the Executive Director of Communities and Environment. 144 - 146

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EAST RIDING OF YORKSHIRE COUNCIL

THE CABINET

27 FEBRUARY 2024

PRESENT: Councillors Handley (in the Chair), Aitken, Coultish, Dewhirst, Hammond, Jefferson, G McMaster and West.

The Cabinet meeting was held at County Hall, Beverley and was live streamed on YouTube.

42/24 DECLARATIONS OF PECUNIARY, NON-PECUNIARY AND PREJUDICIAL INTERESTS - There were no declarations of interest.

43/24 MINUTES - Resolved - That the minutes of the meetings of The Cabinet held on 30 January and 31 January 2024 be approved and signed as a correct record.

44/24 MINUTES OF OVERVIEW AND SCRUTINY COMMITTEE AND SUB-COMMITTEES - Resolved - That the minutes of the Overview and Scrutiny Sub-Committees be received:

- Health Care and Wellbeing of 9 January 2024
- Children and Young People of 17 January 2024
- Safer and Stronger Communities of 18 January 2024
- Environment and Regeneration of 24 January 2024
- Overview Management of 25 January 2024

45/24 PRIVATE SECTOR HOUSING ASSISTANCE POLICY - The Interim Chief Executive and Executive Director of Communities and Environment submitted a joint report as follows:

The report provided an overview of the update to the Private Sector Housing Assistance Policy which set out how the Council would use resources, subject to available funding, to assist and support occupants living in owner occupier, housing association or privately rented homes.

The Private Sector Housing Assistance Policy had been comprehensively reviewed and set out the criteria by which the Council would assess all requests for adaptation work. These works aimed to support disabled occupants, minimise the fear of crime through targeted home security and reduce energy use and associated carbon emissions from housing by the provision of assistance for energy efficiency measures.

Recommended to Council - (a) That the Housing Assistance Policy for Council Tenants (Appendix A of the report) be approved;

(b) that the proposed introduction of discretionary relocation assistance, in cases where it is not possible or cost effective to adapt a disabled person's current home, up to a maximum of £5,000, be approved;

(c) that the reviewed costs which have led to a proposed grant increase be approved:

(i) raising the amount of discretionary top up of mandatory grants from the previous maximum of £25,000 to £30,000;

(ii) raising the amount of discretionary aid given in safe homes grants from the previous maximum of £5,000 to £30,000, and

(d) that authority be delegated to the Executive Director of Communities and Environment and Executive Director of Planning and Economic Regeneration, in consultation with the relevant portfolio holder, to make any further minor amendments and additions to the Housing Assistance Policy for Council Tenants.

46/24 HOUSING ASSISTANCE POLICY FOR COUNCIL TENANTS - The Interim Chief Executive and Executive Director of Communities and Environment submitted a joint report as follows:

The report explained the approach to the new Housing Assistance Policy for Council Tenants (Appendix A of the report). The Policy set out the Council's criteria for assessing applications for minor aids and specialist equipment loans, and disabled facilities grants for adaptations for tenants in council properties.

The Policy identified, where a tenant's home was unsuitable for an adaptation or was considered to be under- or over-occupied, it could be more appropriate to explore alternative accommodation options in line with the Council's Allocation Policy. In such cases, the Policy proposed to offer financial aid in the form of removals assistance. While the Policy was new, the process for council tenants that required minor aids, specialist equipment loans and disabled facilities grants for adaptations was longstanding. The Policy took full account of the existing process and was also aligned with the Private Sector Housing Assistance Policy.

The Cabinet was keen to ensure that the Policy accounted for care experience (being a child looked after or a care leaver) as a protected characteristic in line with the motion passed by the full Council on 4 October 2023 (minute 102/23 refers). With regard to the Housing Assistance Policy for Council Tenants, children looked after had been considered as part of the equality analysis, and adjustments were not means tested.

Recommended to Council - (a) That the Housing Assistance Policy for Council Tenants (Appendix A of the report) be approved;

(b) that the funding for discretionary assistance as a top-up to the mandatory grant to a maximum of £30,000 be approved;

(c) that the offer of removals assistance to tenants up to a maximum of £5,000, including where a tenant's current property is not suitable for required adaptations, or if they are under-occupying their current property, or the current property has adaptations which are no longer required, be approved, and

(d) that authority be delegated to the Executive Director of Communities and Environment and Executive Director of Planning and Economic Regeneration, in consultation with the relevant portfolio holder, to make any further minor amendments and additions to the Housing Assistance Policy for Council Tenants.

47/24 TENANCY STRATEGY - The Interim Chief Executive and Executive Director of Communities and Environment submitted a joint report as follows:

The report detailed the reviewed the Council's Tenancy Strategy (Appendix A of the report). The Localism Act 2011 had introduced the requirement for all local housing authorities to publish a Tenancy Strategy to set out the expectations of the Council with regard to the tenancy policies of all of the providers of social housing operating within its area (of which the Council was one).

Demand for affordable housing in the East Riding exceeded supply and there was considerable work ongoing to increase the supply of affordable homes through delivery by housebuilders, registered providers (RPs) directly and the Council itself, which working by various means to build and acquire more affordable housing stock. It was important that particularly RPs, including the Council as an RP, worked in partnership to meet housing need and make the best use of stock, ensuring it was affordable for local people and promoted sustainable communities. The Tenancy Strategy provided a framework to enable this.

The Cabinet was keen to ensure that the Strategy accounted for care experience (being a child looked after or a care leaver) as a protected characteristic in line with the motion passed by the full Council on 4 October 2023 (minute 102/23 refers) and agreed that any necessary adjustments would be made under delegation pending approval by full Council.

Recommended to Council - (a) That the Tenancy Strategy (Appendix A of the report) be approved, and

(b) that authority be delegated to the Executive Director of Communities and Environment and Executive Director of Planning and Economic Regeneration, in consultation with the relevant portfolio holder, to make any further minor amendments and additions to the Tenancy Strategy.

48/24 TENANCY POLICY - The Interim Chief Executive and Executive Director of Communities and Environment submitted a joint report as follows:

The report detailed the reviewed Tenancy Policy (Appendix A of the report), written in accordance with the Tenancy Strategy, for those living in Council homes. The report included the Council's approach to the tenancy types and the lengths of tenancies that the Council offered in specific circumstances. It also set out the Council's position on succession and assignment of tenancies, the approach to offering tenancies to joint applicants, and it clarified the legal position for 16- and 17-year-olds.

The most notable change to the Policy was that flexible tenancies would no longer be offered. Instead, secure tenancies would be offered to all new tenants of general needs and sheltered accommodation in order to provide residents with the greatest amount of security and stability.

The Cabinet was keen to ensure that the Policy accounted for care experience (being a child looked after or a care leaver) as a protected characteristic in line with the motion passed by the full Council on 4 October 2023 (minute 102/23 refers) and agreed that any necessary adjustments would be made under delegation pending approval by full Council.

Recommended to Council - (a) That the Tenancy Policy (Appendix A of the report) be approved;

(b) that the removal of flexible tenancies, with the exception of those in extra care and supported housing accommodation, be approved, and

(c) that authority be delegated to the Executive Director of Communities and Environment and Executive Director of Planning and Economic Regeneration, in consultation with the relevant portfolio holder, to make any further minor amendments and additions to the Tenancy Policy.

49/24 FREEDOM OF INFORMATION AND ENVIRONMENTAL INFORMATION POLICY - The Executive Director of Corporate Resources submitted a report as follows:

The Council's current Freedom of Information and Environmental Information Policy (Appendix A) had been approved by The Cabinet on 2 March 2021 (minute 6461 refers) and full Council on 7 April 2021 (minute 2757 refers).

The Freedom of Information Act and Environmental Information Regulations required public authorities to provide public access to information. They did this in two ways: by obliging them to publish certain information about their activities; and allowing members of the public to request certain information.

The Policy was considered subject to two minor amendments:

- the Home Property Buyer Search charge was £108.30, and
- the Environmental Information Area Search charge was £46.70.

Recommended to Council - (a) That the Freedom of Information and Environmental Information Policy (Appendix A of the report), subject to the above amendments, be approved, and

(b) that authority be delegated to the Executive Director of Corporate Resources to make minor amendments to the Policy, in consultation with the relevant portfolio holder.

50/24 ESTABLISHMENT OF APPOINTMENTS COMMITTEE - EXECUTIVE DIRECTOR OF ADULT SOCIAL CARE AND HEALTH - The Interim Chief Executive submitted a report as follows:

The Executive Director of Adult Social Care and Health had notified of her intention to retire in May 2024. Approval was sought from The Cabinet to establish an Appointments Committee to appoint to the post of Executive Director of Adult Social Care and Health, with which was also associated the statutory role of Director of Adult Social Services (DASS).

Approval was sought for the Interim Chief Executive to be given delegated authority to determine the job outline, employee specification and salary banding for the position and to undertake the long-listing process for the appointment.

As the post held a statutory role, and to ensure stability across the service, approval was also sought to create a short-term interim appointment while the recruitment of a permanent postholder was underway.

Resolved - (a) That an Appointments Committee be established, comprising The Leader, Deputy Leader, Portfolio Holder for Adults, Health and Care and the Leader of the Opposition to undertake the short-listing and interviews to fill the post of Executive Director of Adult Social Care and Health;

(b) that authority be delegated to the Interim Chief Executive to determine the job outline, employee specification and salary banding for the position and to undertake the long-listing process for the appointment, and

(c) that a short-term interim appointment be approved to ensure stability during the recruitment process.

51/24 FORWARD PLAN OF KEY DECISIONS - MARCH TO JUNE 2024 - The Executive Director of Corporate Resources submitted a report updating on the Forward Plan of Key Decisions confirming that the Council had previously approved a Forward Plan of Key Decisions. The Local Government Act 2022 required this to be a rolling four-month plan, which was updated on a monthly basis.

The previous Forward Plan of Key Decisions had been reviewed and updated and the revised Forward Plan of Key Decisions had been attached as Appendix 2 of the report.

Appendix 1 of the report summarised the revisions made to the Forward Plan of Key Decisions since it was last approved.

Resolved - That the Forward Plan of Key Decisions for the period March to June 2024 (Appendix 2 of the report) be approved.

52/24 EXCLUSION OF THE PRESS AND PUBLIC - Resolved - That the press and public be excluded from the meeting for the consideration of minutes 53/24 to 60/24 on the basis that they involved the likely disclosure of exempt information as described in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

In making its decision The Cabinet confirmed that having regard to all the circumstances, it was satisfied that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

53/24 INPATIENT DRUG AND ALCOHOL DETOXIFICATION AND STABILISATION SERVICE - The Executive Director Adult Social Care and Health and Director of Public Health a joint report seeking The Cabinet's approval to award the contract for inpatient drug and alcohol detoxification and stabilisation services.

Resolved - That the contract for inpatient drug and alcohol detoxification and stabilisation services be awarded, under the new Provider Selection Regime for health care services, to Rotherham, Doncaster & South Humber NHS Trust (RD&SH), to commence on 1 April 2024 for an initial term of two years, with the option to extend for up to a further two years subject to satisfactory contractual performance.

54/24 CONTRACTS FOR LOCAL AUTHORITY PUBLIC HEALTH SERVICES - The Executive Director Adult Social Care and Health and Director of Public Health a joint report seeking The Cabinet's approval to award contracts for the Local Authority Public Health services.

To consider the award via direct award Option B of the Provider Selection Regime for the local authority public health contracts on an 'any qualified provider' basis for a four-year period with the option to extend for a further two twelve-month periods subject to satisfactory contractual performance, delegating the management of this list of providers to the Director of Public Health.

Resolved - That the new contracts for the provision of Local Authority Public Health (LAPH) services for an initial period from 1 April 2024 to 31 March 2028, with the option to extend for up to a further two twelve-month periods on an 'any qualified provider' basis, be approved.

55/24 AWARD OF A CONTRACT FOR INTEGRATED ADDICTIONS AND INCLUSION HEALTH SERVICES FOR THE EAST RIDING - The Executive Director Adult Social Care and Health and Director of Public Health a joint report seeking The Cabinet's approval to award a contract for the integrated addictions and inclusion health services for the East Riding.

Resolved - That Humber Teaching NHS Foundation Trust be awarded a three-year contract, with the option to extend for up to two further years at the sole discretion of the Council, for integrated addictions and inclusion health starting 1 July 2024.

56/24 2230-24 ORACLE SERVERS - The Executive Director of Communities and Environment submitted a seeking The Cabinet's approval to award a contract for the supply of Oracle Server Hardware and Associated Services to East Riding of Yorkshire Council for the period 8 March 2024 to 30 June 2029.

Resolved - That the most economically advantageous tender to specification for the supply of Oracle Server Hardware and Associated Services to East Riding of Yorkshire Council for the period 8 March 2024 to 30 June 2029 be approved.

57/24 RENEWAL OF CONTRACT FOR TELEPHONY SUPPORT, MAINTENANCE AND SOFTWARE ASSURANCE - The Executive Director of Corporate Resources submitted a report seeking The Cabinet's approval to award a contract for the provision of telephony support, maintenance, and software assurance services on the basis of a partial exclusion of the Council's Contract Procedure Rules.

Resolved - That the award of the contract for the supply of telephony support, maintenance, and software assurance services to the Council, by the incumbent supplier, CloudCoco Ltd, for the period 1 April 2024 to 31 March 2025 with the option of an additional 12-month extension period to 31 March 2026 be approved.

58/24 RENEWAL OF SUPPORT AND MAINTENANCE CONTRACT FOR GRANICUS - The Executive Director of Corporate Resources submitted a report seeking The Cabinet's approval to award a contract for the provision of support and maintenance for the Granicus system on the basis of a partial exclusion of the Council's Contract Procedure Rules.

Resolved - That the award of the contract for the provision of support and maintenance for the Granicus system to Granicus-Firmstep for the Achieve forms and GovDelivery system for three years from 1 April 2024 to 31 March 2027 be approved.

59/24 CPR4.23 - RENEWAL LICENCE OF SOFTWARE MAINTENANCE FOR ONE EDUCATION - The Executive Director of Children, Families and Schools submitted a report seeking The Cabinet's approval to award a contract for the license of software maintenance for the ONE Education system on the basis of a partial exclusion of the Council's Contract Procedure Rules.

Resolved - That the award of the contract for the license of software maintenance for the ONE Education system to Capita Business Services Ltd for a three-year period, with an option to extend for an additional two years, be approved.

60/24 CONTRACT NO. 1033 PAPER HYGIENE AND TOILET TISSUE - The Executive Director of Communities and Environment submitted a report seeking The Cabinet's approval to establish a framework agreement for the provision of paper hygiene and toilet tissue for use by East Riding of Yorkshire Council from 1 April 2024 to 31 March 2027.

Resolved - That the framework be established for the provision of paper hygiene and toilet tissue for use by East Riding of Yorkshire Council from 1 April 2024 to 31 March 2027.

EAST RIDING OF YORKSHIRE COUNCIL

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY SUB-COMMITTEE

7 February 2024

PRESENT: Councillors Whittle (Chair), Bowtell, Johnson [in remote attendance], Saribal, Shephard [in remote attendance], Steel, Sutton, and Whyte.

Co-opted Members: Mr Bullough.

Councillor Aitken - Portfolio Holder for Children, Families and Education.

Officers Present: Tom Chamberlain - Interim Director of Children and Young People, Education and Schools, Emma Hobbs - Head of School Effectiveness and Alison Finn - Senior Committee Manager.

The Sub-Committee met at County Hall, Beverley. The meeting was streamed live to the Council's Committee Meetings YouTube channel.

Leanne Hansell - Headteacher and Suzanne Blake - Co-Chair of Governors from Leven Primary School were in attendance for minute 8/24.

Claire White - Headteacher and John Whittle - Chair of Governors from Bridlington Nursery were in attendance for minute 9/24.

7/24 DECLARATIONS OF PECUNIARY, NON-PECUNIARY INTERESTS AND PREJUDICIAL INTERESTS -

Councillor Whittle declared a non-pecuniary interest in so far as he was the Chairman of Governors at two East Riding nursery schools.

Councillor Sutton declared a non-pecuniary interest in so far as she was Governor at the Hub School.

8/24 MINUTES - Agreed - That the minutes of the meeting of the Children and Young People Overview and Scrutiny Sub-Committee held on 17 January 2024 be confirmed as a correct record and signed by the Chairman.

9/24 LEVEN PRIMARY SCHOOL - The Executive Director of Children, Families and Schools submitted a copy of the Ofsted report following the inspection of the school on 20 June 2023. The Headteacher, the Co-Chair of Governors, the Head of School Effectiveness and the Interim Director of Children and Young People, Education and Schools were in attendance to address the Sub-Committee.

The Sub-Committee were advised that Ms Hansell had joined Leven Primary School in September 2022 as the Assistant Headteacher, the year six teacher and the lead for attendance tracking. The previous Headteacher left the school in September 2023 therefore she shared the Headteacher role from September to December 2023 and became the acting Headteacher from January 2024.

Ms Blake advised that she was the Co-Chair of Governors and had been in that role for over 15 months but had been a governor since March 2020. She had seen lots of change since the Ofsted inspection and found that staff and parents had been excellent at supporting the school.

The Ofsted inspection in June 2023 had included four deep dives into early reading, maths, religious education and art. The inspectors had found four areas of improvement for the school, including that teaching was not consistent in all subjects. To improve on that staff had improved their metacognition skills to ensure that children could be questioned on their understanding of a subject and that subjects were correctly tailored to their needs. The suggested improvement around understanding British values had come from the inspector questioning a seven year old on their understanding of democracy. The school were consistently teaching British values, they had a school council, discussed world news in respect of how it impacted on British values and held collective worship.

The third area of improvement was around speech and language with the inspector stating that "children are not always given the time to develop new and varied language well". The school had already identified issues with pupils' speech and language, particularly in the early years setting where children were most affected by the Covid pandemic and the impact of lockdowns. Many children were struggling but were not needing the higher level support provided by the NHS. A new Early Years Practitioner had been drafted in to help those early years children to develop their speech and language skills. The whole school had been reorganised to provide noisy areas and then quiet writing and phonics areas with round tables so that children were facing each other and could communicate better. Snack areas had been created to allow children to eat snacks whilst chatting with each other. Lots of resources were being put into speech and language development but it was difficult to afford the right level of resources.

Inspectors had described communication with parents as variable therefore the Headteacher had made that a key focus from September 2023. Half-termly overview letters were now issued which included the dates of events happening at the school. Parents were invited in termly to work with their children in school and linked to specific themes such as mental health week, Christmas crafts and science investigations. Parental feedback had been positive to the changes and parents appreciated the open door policy in place. Parents could speak to a member of staff on the door every morning and could join their children for lunch every Friday. A new SENCO had been employed to work closely with the parents of children with SEND. The parent survey conducted at the end of 2023 had shown very positive changes to communication and provided feedback on further improvements that could be made.

The Sub-Committee were advised that the Ofsted inspection had been mixed and whilst positive on day one with two inspectors working with staff, had been difficult on day two with only the lead inspector. The feedback session scheduled at the end of day two for 45 minutes had only taken 10 minutes.

The Interim Director of Children and Young People, Education and Schools advised that he had fed back some of the issues that the inspection had thrown up to Ofsted, particularly around the lack of feedback given to staff considering a Requires Improvement judgement was given.

The Head of School Effectiveness advised that Leven Primary worked closely with the Council and the interim support put in place for the new Headteacher had worked well. The Improvement team had been working closely with all the senior leadership team and help had been provided to the early years staff. She was impressed by the pace of change that the Headteacher was implementing and that she was taking staff with her on the journey.

The Sub-Committee discussed the following issues:

- Communication - parents had seen an improvement in the communication they received from the school and that had been reflected in the parents' survey conducted in September 2023. Requests had been made to vary the times that parents could come in for sessions and therefore sessions were being varied between mornings and afternoons. Most parents were seen daily and could raise issues, but monthly newsletters were now sent alongside half-termly overviews. Notifications were also issued two weeks before events were being held to remind parents. Feedback had been received that some parents could not attend the Friday lunch sessions therefore the days would be varied next term.
- Staffing - the school was struggling with their finances to be able to afford additional staff with the Headteacher also being the deputy head. Work was ongoing with another school to share staff, but budgets were tight. Some teaching assistants whilst being trained to level 2 or 3 were performing level 1 roles as that was the maximum level the school could pay. There was no funding for an assistant Headteacher or for an expert speech and language teacher to work with the early year's children. Of the 24 early years pupils, 8 had speech and language difficulties but parents were disappointed to hear that their children did not meet the thresholds for NHS support. Referrals were being made for all children but were not being accepted. The Council were in the process of brokering school to school support from an experienced school which could help improve the capacity of staff. The school were also hoping to work with the English Hub which would also take some pressure off the Headteacher as she was also the English lead.
- Governor support to the Headteacher - governors were regularly in school, and the Co-Chairs of governors regularly spoke to the Headteacher and visited for a coffee and chat. The chair of the parents' association was also a governor, and the association were a great support to the Headteacher and the whole school.
- Portfolio Holder comment - the Portfolio Holder was pleased to hear of the positive connection between Leven Primary and the council's school improvement team. She was disappointed to hear that the school could not get speech and learning support for their early years' cohort and understood the frustration that caused. As a member of the Health and Welling Board she would be challenging the ICB on the need to implement early intervention services that could impact now rather than children needing more in depth intervention later down the line.
- Director comment - all schools were experiencing high workloads that was impacting on their senior leadership teams. The reduction in pupils at Leven Primary had led to a reduction in their funding which was preventing them from employing additional staff. The governing body were an example of a great supporting team. Most schools were seeing an increase in children with speech and language difficulties because of the covid pandemic and lockdowns but Leven Primary could not afford to pay for expert help. Nationally 400,000 children were needing speech and language help. The school had tried to cut costs as much as possible but would still be facing a deficit budget. The Director considered that the Ofsted report was only a snapshot in time and that the school were on the path to good at their next inspection.

Agreed - (a) That the Sub-Committee note the Ofsted Report, and

Recommended - (b) That the Sub-Committee receive a briefing note on the number of referrals being received by the ICB for speech and language support and the number that were successfully receiving support.

10/24 BRIDLINGTON NURSERY SCHOOL - The Executive Director of Children, Families and Schools submitted a copy of the Ofsted report following the inspection of the school

in 16 and 17 May 2023. The Headteacher, Chair of Governors, the Head of School Effectiveness and the Interim Director of Children and Young People, Education and Schools were in attendance to address the Sub-Committee.

The Sub-Committee were advised that the Headteacher was pleased to be invited to the meeting to celebrate the Ofsted outcome for Bridlington Nursery. Having listened to the previous Headteacher from Leven Primary School, she could report that her nursery was experiencing very similar issues to them particularly around speech and language difficulties, SEND and financial pressures. She was delighted with the Ofsted outcome for the staff, children and community and the ethos of the nursery was that children come first.

Bridlington nursery had a significant number of pupils with SEND, children suffering from trauma and children with a named social worker. Longitudinal surveys had shown that attending high quality early years provision had a significant impact on the attainment of all children throughout their primary and secondary education. Bridlington nursery was an amazing setting that was run by dedicated staff who were having an impact on all the children there. The Headteacher was pleased that the Ofsted inspection had recognised that the nursery provided exceptional support to children, that children leave singing and happy at the end of a session and that children love their nursery.

As the Headteacher of all four East Riding maintained nurseries, the Headteacher had seen three inspections in 28 months with the final inspection due soon. All three nurseries that had been inspected had been judged as outstanding. Economies of scale had allowed the nurseries to buy in extra staff to take on children excluded from private settings. All the staff were highly trained, particularly in SEND. Year on year it was becoming harder to keep the nurseries going due to financial constraints which was exacerbated by recruitment issues and the number of more traumatised children needing support. All four nurseries were now showing a deficit budget. The nurseries, whilst working collaboratively and with a strategic governing body, all had their individual governing bodies. The nurseries could share experience, knowledge and skills and staff could move between them to build up their own skills. Whilst not happy at how the Ofsted visit had gone, the Headteacher was pleased with the outcome and how it reflected on the staff, children and the community around the nursery.

The Chair of Governors advised the Sub-Committee that the Headteacher had clearly shown her passion and beliefs in early years provision. He had been a member of the Hornsea Nursery governing body that had initially appointed her as their Headteacher, and she had been persuaded to take on the role of joint Headteacher at Bridlington and finally the Executive Headteacher role at all four maintained nurseries. Bridlington Nursery was now an exceptional place for young children and was providing an excellent education but that was built on having a committed Headteacher and highly qualified staff. Through the staff commitment and excellent skills, young children were encouraged to be enthusiastic about learning and interested in the world around them.

The Sub-Committee discussed the following issues:

- Other nursery providers - there was not much collaboration with other nursery providers in the Bridlington area as they were all private providers and there was direct competition for children. Private providers had been invited to visit the nursery but there had been very little take up. Private providers had to run on a business model with the aim to make a profit and were mainly for childcare only whilst maintained nurseries were schools and could not make a profit.
- Continuing to be outstanding - to remain outstanding, the nursery needed to look holistically at the new cohort of children coming in and design the curriculum to meet their

needs. More and more children were coming in having suffered trauma or difficult experiences in life and there were higher levels of SEND. Learning needed to be tailored to their needs and to look at narrowing their attainment gaps, particularly for those with additional needs. The nursery was experiencing similar issues to Leven Primary school with children needing support with speech and language difficulties. Even where children had been successfully referred for NHS support, they were only entitled to 8 sessions and then were relegated to the bottom of the waiting list. If 1 session was missed, children were discharged but were still in need of the help. Often parents did not have family support to get their children to sessions.

- Therapy - the nursery had increasing numbers of children with social workers but were finding it impossible to get them therapy. The nursery had introduced Theraplay sessions, sunshine circles and check in sessions and the children were tended to, fed and kept safe. The nursery voluntarily took on children with high needs but were struggling to get them the support they needed. They had received some support from the Council's behaviour support team and educational psychologists, but they were mainly limited to supporting children with education, health and care plans. The Headteacher had therefore had to invest in training for her staff and to buy in support from a psychologist from North East Lincolnshire. Private one to one sessions had also been purchased for some families which had had a massive impact. The associated costs had to be met from the nurseries reducing budget and it may not be possible to continue paying those costs moving forward.
- Nursey roll - there were fluctuating numbers of children at Bridlington Nursery with 120 children usually on roll, but figures could increase to 140. The building was large enough to accommodate the higher figures but the recent difficulties in attracting skilled staff was impacting on the number of children attending. All of the children in attendance were from the local area but had a variety of backgrounds. It was becoming increasingly difficult to support the number of children presenting with high levels of SEND as highly trained staff were hard to find. Funding increases would be needed to meet the higher levels of need. Nursery education was as important as sixth form to a child's education.
- Additional support for families - whilst providing education was the main role of the nursery, the Headteacher recognised that families also needed additional support. Many families used their foodbank, attended make and bake sessions or attended SEND support sessions. As other settings were not always welcoming of children with SEND and made parents uncomfortable, the nursery was able to provide space for toddler groups that were not judgemental. That also allowed for early intervention and support for families to be put in place. The overall support package was good for families and was having a positive impact but was not financed therefore would be difficult to keep going as finances were strained.
- Apprenticeship funding - the nursery had access to apprenticeship funding and used it to upskill their own staff. They also used it to grow their own staff by employing apprentices and to offer places at a local college. They worked with local secondary schools and offered work experience placements to encourage young people into teaching. As the GCSE in childcare was no longer available, that was impacting on the number of young people entering the profession. Low salaries paid in childcare was also off putting to many young people.
- Director comment - 80 per cent of early years providers in the East Riding were run by the private, voluntary or independent sector. It was therefore difficult for maintained nursery schools to share their experience with them. It should be noted that Bridlington Nursey continued to be outstanding and had been for a long time. He was disheartened that the Headteacher had to go outside of the East Riding to get speech and language help and would be considering solutions. Early help and prevention were topics on the Sub-Committees work programme for 2024/25 and would therefore need to include speech and language support.

- Portfolio Holder comment - NHS services received funding to provide speech and language support and therefore children and young people in the East Riding should be able to access the support they needed. The Council worked in partnership with the ICB and whilst that partnership still needed to grow, requests should be made to ensure that early intervention services could be accessed by East Riding nurseries and schools.

Agreed - (a) That the Sub-Committee congratulate the nursery on their Ofsted Report;

(b) that a small delegation from the Sub-Committee visit the nursery;

(c) That the Sub-Committee continue to lobby Government for fairer funding for East Riding schools and nurseries, and

Recommended - (d) That the Sub-Committee requests that the Integrate Care Board provide additional early intervention support to East Riding Schools and Nurseries, particularly around speech and language difficulties.

11/24 THE AUTUMN 2023 BATCH OF OFSTED SCHOOL INSPECTION REPORTS - The Sub-Committee received copies of Ofsted reports for schools inspected in Autumn 2023 presented by the Interim Director of Children and Young People, Education and Schools. Members were asked to determine which schools they would wish to invite to their next Ofsted meeting to discuss their report.

Ten East Riding schools had been inspected during Autumn 2023, with five schools receiving good judgements, four judgements not yet publish, and one judgement deferred. The schools were a mixture of maintained and academy schools. Following the good judgement for Longcroft school, all maintained secondary schools in the East Riding were now good or outstanding.

Agreed - That the following schools be invited to the next Ofsted meeting of the Sub-Committee:-

- Wetwang Primary School
- Longcroft School

12/24 OFSTED OUTCOMES FOR EAST RIDING SCHOOLS - The Interim Director of Children and Young People, Education and Schools updated the Sub-Committee on the most recent data on East Riding schools.

89 per cent of East Riding schools were judged to be good or outstanding compared to the national average of 85 per cent. That figure had been steadily maintained for the last two years and was not expected to reduce in the coming months despite some legacy schools awaiting inspections. There had been a lag in Ofsted inspections nationally due to the need to pause inspections and reflection on the impact of inspections on the mental health of teachers.

East Riding school Ofsted judgements had dramatically improved since 2014 due to the introduction of School Improvement funding which had been championed by the Sub-Committee. That was despite the fact that the Ofsted framework had changed four times in the last few years. That improvement now needed to be maintained but in the face of reducing finances which was having an impact.

Agreed - (a) That the Sub-Committee congratulate East Riding maintained secondary schools and the School Improvement Team for obtaining good or outstanding judgements;

(b) That the Sub-Committee thank school to school partnerships for helping to achieve such high levels of good or outstanding school, and

(c) That the Sub-Committee recognise that Ofsted Inspections could be a traumatic experience for schools and ask Ofsted to consider the pressure that their inspections could place on Headteachers and consider whether one word judgements are the most appropriate way to grade a school.

13/24 PROGRESS OF ACADEMIES - The Interim Director of Children and Young People, Education and Schools gave a verbal update on academisation in the East Riding.

A workshop had been held with all schools to discuss how maintained and academy schools work together collaboratively. The group determined that they want to work together to tackle some of the larger challenges facing all schools. Further meetings were to be held to discuss SEND issues and how schools could work together in partnership.

There were two schools in the process of academising, Beverley Minster School and Bishop Wilton School.

Bishop Wilton School had been served an academisation order by the Department for Education and was looking to join a trust outside of the East Riding. As it was in a federation with Beswick and Watton School and Middleton on the Wolds School they were looking to academise voluntarily with the same trust. Academisation was likely at the end of the school year.

Riverside Special School had requested a revocation of their academy order and had asked for a new Ofsted inspection.

Many East Riding schools were having discussions around whether academisation was appropriate for them and their communities. The Council were not encouraging academisation but were encouraging schools to consider the possible advantages or disadvantages of doing so and start early discussions. Governors and Headteachers were considering what would suit their communities best and where academisation was the choice, were looking at which academy trusts would suit them best. Collaboration between local schools was being emphasised. Whilst the topic of academisation was on the agenda for many schools, the day to day issues of lack of finance, difficulty in accessing services, the higher level of SEND needs of their pupils and staff recruitment were much more pressing issues.

14/24 ALTERNATIVE EDUCATION PROVISION - The Executive Director of Children, Families and Schools submitted a report which was presented by Tom Chamberlain - Interim Director of Children and Young People, Education and Schools.

The Sub-Committee were advised that the report provided was an interim report only whilst the Independent Review, commissioned in April 2023, was finalised. The Independent Review still needed to engage with parents and carers in the East Riding alongside East Riding Schools.

Whilst waiting for the Independent Review to be finalised, the Council were still undertaking work on Alternative Education Provision. The Review was intended to be a check and balance of the systems currently in place to ensure that nothing was being missed. Quality assurance was the major issue to ensure that all Alternative Provision was meeting the needs of children and young people. A panel of East Riding officers had been visiting all Alternative Provision settings to ensure that they were safe. A local Trust had made a bid to the Department

for Education to provide a free school in the East Riding to meet Alternative Provision needs. A decision on that bid had yet to be made but should it be approved; the school would increase provision alongside the Hub School.

Agreed - (a) That the Sub-Committee receive an update on Alternative Education Provision as part of their 2024/25 work programme;

(b) That a small delegation from the Sub-Committee visit the Hub School, and

(c) That a small delegation from the Sub-Committee visit an unregistered Alternative Provision setting.

15/24 CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY SUB-COMMITTEE WORK PROGRAMME 2023-24 - there were no updates to the work programme.

16/24 FORWARD PLAN OF KEY DECISIONS - there were no updates.

EAST RIDING OF YORKSHIRE COUNCIL

HEALTH, CARE AND WELLBEING
OVERVIEW AND SCRUTINY SUB-COMMITTEE

13 FEBRUARY 2024

PRESENT: Councillors Boynton (in the Chair), Bowtell, Cantrell, Cary, Cousins, C Gill, Heslop-Mullens, Meredith, Phoenix, Owen and Walker

Officers present: Robert Chidlow - Hull University Teaching Hospitals NHS Trust and North Lincolnshire and Goole NHS Foundation Trust, Simon Cox - NHS Place Director - East Riding of Yorkshire, Gareth Everton - Director of Integration and Commissioning, Michela Littlewood - Hull University Teaching Hospitals Trust and North Lincolnshire and Goole Trust, Deborah Lowe - East Riding of Yorkshire Place Director of Nursing, Humber and North Yorkshire Integrated Care Board , Andy Kingdom - Director of Public Health, and Rob Close - Senior Committee Manager.

Councillor Tucker - Portfolio Holder for Adults, Health and Care was also in attendance.

The Sub-Committee met at County Hall, Beverley and the meeting was streamed live to the Council's YouTube channel.

7/24 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS - Councillor Owen declared a personal interest in minute 9/24 noting that he was a member of the Integrated Care Board (ICB), Vice Chair of the Integrated Care Partnership (ICP), and the Chair of the Health and Wellbeing Board.

Councillor Phoenix declared a personal interest in minute 9/24 noting that she was a member of the Bridlington Health Forum and Health and Wellbeing Board.

Councillor C. Gill declared a personal interest in minute 9/24 noting that she was a Brough - Patient Practitioner Communication Group Member.

Councillor Boynton declared a personal interest in minute 9/24 noting that he was an employee of NHS England.

Councillor Heslop-Mullens declared a personal interest in minute 9/24 noting that he was a member of the Bridlington Health Forum.

Councillor Walker declared a personal interest in minute 9/24 noting that he was a member of the Bridlington Health Forum.

Councillor Bowtell declared a personal interest in minute 9/24 noting that she was a trustee of the Bridlington Health Forum and a Patient Governor York and Scarborough Teaching NHS Hospital Trust.

8/24 MINUTES - **Agreed** - That the minutes of the meeting held 9 January 2024 be confirmed as correct a record.

9/24 EAST RIDING NHS FOUNDATION TRUSTS - The Sub-Committee received a report of NHS Place Director - East Riding of Yorkshire presented by Simon Cox - NHS Place Director - East Riding of Yorkshire and Deborah Lowe - Place Nurse Director (Hull & East Riding of Yorkshire Place). Trust representatives included Robert Chidlow - Interim Group Director of Quality Governance at Hull University Teaching Hospitals NHS Trust and North Lincolnshire and Goole NHS Foundation Trust, Michela Littlewood - Associate Director of Quality Governance at Hull University Teaching Hospitals NHS Trust.

The Sub-Committee was advised that the Hull University Teaching Hospitals NHS Trust (HUTH) inspection report was published in March 2023 following inspection in November and December 2022. This included Urgent and emergency services, surgery and medical departments resulting in an overall rating of Requires Improvement (RI). However, urgent and emergency services was rated as Inadequate. The HUTH maternity inspection report was published in August 2023 following inspection in March and April 2023. This rated services as Inadequate for the Safe and Well Led domains. In response to the inspection reports, the Trust developed detailed action plans which were overseen by the Health Groups responsible. The Trust's Quality and Safety Committee was the Board sub-committee which oversaw and challenged progress against the plans developed. The Trust also had a monthly Quality Improvement Group (QIP) meeting led by NHSE, with ICB, System Partners and CQC attendees. 42 of 43 actions in respect of the ED urgent action plan were complete with evidence of completion provided. Of 27 actions documented to satisfy CQC Must Do actions, 19 were complete with evidence of completion provided; six had been implemented with ongoing monitoring and two were on track but not yet due. Of 10 actions documented to satisfy CQC Should Do actions, 10 were complete with evidence of completion provided.

The Northern Lincolnshire and Goole NHS Foundation Trust (NLaG) inspection report was published in December 2022 following inspection in June and July 2022. This resulted in an overall rating of Requires Improvement at an organisational level. In response to the inspection reports, the Trust developed detailed action plans which were overseen by the Health Groups responsible. The Trust's Quality and Safety Committee was the Board sub-committee which oversaw and challenged progress against the plans developed. The Trust also had a monthly Quality Improvement Group (QIP) meeting led by the ICB, with NHSE and CQC attendees. The Trust reported progress to the Quality and Safety Committee on 25 January 2024 against the 122 actions within its CQC action plan. There were 28, 23 per cent, where the Trust was fully assured that evidence was embedded and improvement was sustained and 22, 18 per cent, where the Trust had significant assurance over actions that could demonstrate evidence of improvement and the improvements becoming embedded, yet to be sustained. The Trust had a further 50, 41 per cent, actions against which progress was ongoing where there was some evidence of improvement, but this was yet to be embedded and sustained to the level the Trust were aspiring to before these were considered closed. The Quality and Safety Committee continued to challenge the focus on the remaining 22, 18 per cent, actions where there was limited assurance, defined as limited evidence of improvement and limited evidence of the improvements being embedded or sustained.

In October 2022 the CQC conducted unannounced inspections of Urgent and Emergency Care, Medical services and Maternity services across both York and Scarborough hospital sites. This was followed by a well-led assessment between November 2022 and March 2023. Following the initial Well-led interviews, the CQC formally notified the Trust of their decision to impose conditions on its registration in relation to regulated activity for maternity and midwifery services. This was undertaken under section 31 of the Health and Social Care Act 2008. An improvement plan for maternity services was immediately developed against which the Trust provided the CQC with an assurance report on the 23rd of each month. This would continue until the CQC is satisfied that the issues have been fully addressed. The Trust received the full inspection report in June 2023 which included 95 must do actions and 45 should do actions. There were a number of

repeated themes which were amalgamated to form 73 improvement actions. The Trust improvement plan was submitted to the CQC on 20 July 2023. The plan was subsequently approved by the CQC. A focussed improvement programme was established entitled `Journey to Excellence. Although the programme is not focussed solely on the CQC actions, each of the Must and Should actions were clearly mapped to the workstreams. This broader approach recognised that the required improvements must extend beyond the scope of the CQC inspection if long term sustained improvement was to be achieved.

The following points were also raised:

Workforce - There was a national challenge in recruiting midwifes, however both HUTH and NLaG were working extensively to improve this. Efforts include the recruitment of 10 international midwives, who recently completed their initial training, and engagement with Hull University. Moreover, HUTH operated with less staff during the CQC inspection periods resulting in significant recruitment of registered nurses into posts across the hospital ultimately yielding a full complement of registered nursing posts for HUTH. Additionally, care hours of patient care per day was steadily increasing. The opportunities to support nursing had developed since the cessation of the nurses bursary including the use of career building apprenticeships and training nurse associates roles. Further to some retired nurses returning to work directly, opportunities were available for nurses to return to mentor new recruits. Significant work was done to retain staff through improved working cultures and practices.

Collaborative Working - There was dedicated work taking place at a strategic level from the nursing and quality teams to pursue collaborative models of system quality improvement between the providers including acute trusts. Furthermore, work was done at a smaller scale through the East Riding Urgent and Emergency Care Board. Moving forwards, there was a view to integrate plans on a larger scale through stronger and open relationships, quality improvement at scale. There were a number of issues that were also best supported through wider system collaborative working including perinatal mental health and early years support. The ICB had appointed a Director of Midwifery to work across the trusts to develop a continuity of understanding in addition to the bringing together of the maternity voices partnership

Health Inequalities - The National Quality Board (NQB) endeavour to ensure that all care was focussed on reducing inequalities was addressed through the use of equality impact assessments with considerations given to demographic intelligence. Moreover, HUTH operated with a Health Inequalities Board which sought to address larger health concerns such as childhood obesity.

Leadership - In response to the RI CQC gradings, the trusts continue to strengthen their quality assurance framework, QIG`s being in place to support this and in ensuring continuously monitoring of the improvement actions. Working in partnership there is continuous focus upon improvement, how this is measured and in transforming services.

Capital Investments - NLaG had undertaken some significant capital investments for Emergency Departments (ED) on the south bank. Additionally, a new Urgent Treatment Centre (UTC) was due to be introduced in Hull. Moreover, there was significant ambitions to expand the digital capabilities of HUTH as to improve the access to data and information.

Patient Experience - The availability of data provided opportunities to use heat maps across the region to map the patient experience. This data did however identify HUTH as an outlier in terms of patient feedback. Ultimately, the patient experience was a huge driver in relation to the CQC grading feeding into the ward to board model of marrying up the direction of leadership with the lived experience of the service user.

Recommended - That the Sub-Committee recognise the improvements brought on by the collaborations, particularly with Northern Lincolnshire and Goole NHS Foundation Trust and Hull University Teaching Hospitals NHS Trust, and encourage engagement with York and Scarborough Teaching Hospital Foundation Trust.

10/24 HEALTH, CARE AND WELLBEING OVERVIEW AND SCRUTINY SUB-COMMITTEE WORK PROGRAMME 2023/2024 - The Sub-Committee received an update on its work programme for 2023/2024, presented by the Senior Committee Manager.

Agreed - That the update be noted.

11/24 FORWARD PLAN OF KEY DECISIONS - To note that there were no key decisions on the Council's most recently approved Forward Plan of Key Decisions that have not previously been reported and which fall within the Sub-Committee's terms of reference.

EAST RIDING OF YORKSHIRE COUNCIL **4**

Report to: The Cabinet
19 March 2024

Wards: All

East Riding of Yorkshire Council Refresh of Modern Slavery Policy

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Report of the Executive Director of Adult Social Care and Health

A. Executive Summary

The Council's existing Modern Slavery Policy is due to be revised. The revised policy has been developed to assist a wide range of council services and officers. The policy sets out the key role that the council plays in tackling modern slavery and demonstrates how the council will meet its responsibilities. It also sets out the links between the policy and other relevant council policies and identifies the potential outcomes and impacts as a result of implementation.

B. Council Priorities

Empowering and Supporting Communities
Protecting the Vulnerable

C. Lead Portfolio

Adults, Health and Care

D. Recommendation(s)

It is recommended that The Cabinet approves the revised Modern Slavery Policy (see Appendix) for onward approval by full Council.

1. Modern Slavery Policy outcomes

1.1 East Riding of Yorkshire Council supports the implementation of the Modern Slavery Act 2015 and is committed to eliminating practices and conditions, which may foster modern slavery to occur. The revised policy has been updated to reflect changes in national legislation and the activities of the council supporting the Humber modern slavery partnership.

1.2 The policy will ensure a joined-up approach to its statutory commitments under the Modern Slavery Act. Under the policy the council will review its current position in line with government guidelines and recommendations and commit to undertaking the Local Government Association modern slavery maturity matrix. This is a framework for councils to assess their current progress and plan future activity on modern slavery.

1.3 The policy will see the creation and roll out of a new comprehensive modern slavery training package for officers and members.

1.4 The policy will assist the council to identify, prevent and mitigate modern slavery in its operations and supply chains.

2. Assessments and considerations

2.1 An equality analysis (EA0342) has been completed as part of the development of this policy and the analysis of impact on protected characteristic groups has been carried out. Positive impacts have been identified under 'age', 'disability', 'sex' and 'race' as representative of groups that are known to be more at risk of becoming victims of modern slavery.

2.2 A health impact screening tool has been completed which identified that there are no health impacts as a result of implementing this policy.

2.3 This policy is not considered to infringe on any of the fundamental rights and freedoms as set out in the Human Rights Act 1998 conventions.

2.4 There are no identified impacts of the service on the rural community.

2.5 This area does not come under the scope of the armed forces covenant duty and therefore an armed forces covenant duty analysis is not required.

3. Conclusion

3.1 The following outcomes are intended through the implementation of this policy:

- The council will fulfil its duties under the Modern Slavery Act 2015.
- Victims of modern slavery will be appropriately identified and supported.
- The council will demonstrate good practice by completing the modern slavery maturity matrix and establishing a delivery group to drive improvement.
- Intelligence pertaining to modern slavery will be shared with partners.
- Council officers will transition from being modern slavery aware to modern slavery informed via a structured training programme.
- The council will identify, prevent and mitigate modern slavery in its operations and supply chains.

3.2 The policy will be reviewed every three years, aligned with the HPSP strategy or following significant legislative change. The review will be undertaken by adult services in partnership with the East Riding safeguarding adults board and key council services/partner agencies.

Beverley Compton
Executive Director of Adult Social Care and Health

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Appendix Modern Slavery Policy 2024-2027

Background papers None

Assessments/considerations

	Yes/No/NA
Appropriate Consultation (Section 3 Report Writers Guide)	Yes
Equality Analysis Screening Tool	Yes
Data Protection Impact Assessment (Stage 1)	NA
Health in All Policies Assessment	Yes
Environmental Sustainability Appraisal (Climate Change)	NA
Armed Forces Covenant	NA
Risk Register	NA
Value for Money	NA

Appendix

Modern Slavery Policy 2024-2027

Lead Directorate and Service:	Adults, Health and Customer Services – Adult Services
Effective Date:	TBC – April 2024 estimate
Date Last Reviewed:	July 2017
Date Due for Review:	April 2027
Contact Officer/Number:	Hannah Feeney
Approved By:	CMT minute no. and if necessary, Cabinet minute number

Contents Page

Recommended for Longer Documents only

1. Background

East Riding of Yorkshire Council supports the implementation of the Modern Slavery Act 2015 and is committed to eliminating practices and conditions, which may foster modern slavery to occur. This policy has been developed to assist a wide range of council services and officers, including:

- Services working directly with victims (such as Adult Services or Children's Services)
- Services where officers may come into contact with victims (such as Customer Services)
- Corporate Services that have a role to play supporting the councils' work on modern slavery, (such as legal services or public relations)

There are also a number of legislation documents that have an impact on a local authority's role in tackling modern slavery, in addition to supporting victims. These include:

- Crime and Disorder Act 1998
- Housing Act 1996
- Care Act 2014
- Children Act 1989
- Immigration Act 2016

This policy sets out the key role that the council plays in tackling modern slavery and demonstrates how the council will meet its responsibilities. It also sets out the links between this policy and other relevant council policies and identifies the potential outcomes and impacts as a result of implementation.

Broadly, the desired impact of this policy will be:

- Improved identification and referral of victims of modern slavery
- Improved support for victims of modern slavery
- Improved community safety and disruption of modern slavery
- Confidence that the supply chains councils procure from are free from modern slavery http://insight.eastriding.gov.uk/corporate-information/strategies-plans/ Council guide to tackling modern slavery | Local Government Association

2. Definitions for the Purposes of this Policy

What is Modern Slavery?

The UK Modern Slavery Act was enacted in 2015 and is designed to combat modern slavery in the UK.

Modern slavery is an umbrella term encompassing slavery, servitude, forced or compulsory labour and human trafficking. The Equality and Human Rights Commission provides the following definitions:

- **Slavery is** when ownership is exercised over a person.
- **Human trafficking** is when men, women and children are moved and forced into exploitation: the movement could be international but also within the country, from one city to another or even just a few streets. A person is a victim of human trafficking even if they have not yet been exploited but have been moved for the purposes of exploitation.
- **Sexual Exploitation** is when a person trafficked for sex may be controlled by violence, threats, substance abuse, deception, or grooming, with extreme physical or psychological domination.
- **Forced Labour** is work done under the threat of a penalty such as violence or harm to family. Victims are often further controlled by debt bondage.
- **Domestic Servitude** is when a person is forced to provide services with the obligation to live on or in a property without the possibility of changing those circumstances.
- **Organ Harvesting** is when a person is trafficked and specifically chosen for the harvesting of organs or tissues, such as kidneys, liver etc. without consent, to be sold.
- **Criminal exploitation** is when a person is coerced and forced to commit criminal activities, such as county lines.
- **National Referral Mechanism** is a framework for identifying and referring potential victims of modern slavery and ensuring they receive the appropriate support.

3. Policy Statement

The number of people identified as victims of modern slavery has been rising year on year, with over 12,000 people referred to the National Referral Mechanism (NRM) in 2021. The real number of people trapped in slavery is estimated to be much higher (more than 130,000 people) and is estimated to cost the UK £33 billion per year.

Modern Slavery in the UK can take many forms including sexual exploitation, labour exploitation, criminal exploitation, domestic servitude and organ harvesting. Forced labour is the most commonly identified form of Modern Slavery in the UK, fuelled by a drive for cheap products and services, with little regard for the people behind them. Criminal exploitation is a growing form of Modern Slavery.

In the UK, British children are commonly forced into 'county lines' drug trafficking and Vietnamese nationals are trafficked to work in cannabis production.

While it is impossible to know the full extent of modern slavery in the UK, the Home Office release data to demonstrate the numbers of people referred to authorities.

In 2022, the NRM received 16,938 referrals of potential victims of modern slavery, which represents a 33% increase in referrals compared to the preceding year (12,706). 2023 saw the highest number of annual referrals since the NRM began in 2009.

The council plays a key role in tackling modern slavery. This role can be separated into four distinct areas:

- Identification and referral of victims
- Supporting victims – this can be through safeguarding children and adults with care and support needs and through housing/homelessness services
- Community safety services and disruption activities
- Ensuring that the supply chains the council procures from are free from modern slavery

Modern slavery intersects with many different areas that the council are involved with, and a number of different officers may come across it whilst performing their everyday duties, for example:

Housing and Homelessness services - officers may see people who are at risk of trafficking through the provision of homelessness services, or through inspections of houses in multiple occupation (HMOs) where they might come across modern slavery victims living in substandard accommodation.

Community Safety Partnership - officers may witness trafficking or modern slavery whilst working on issues around serious and organised crime, gangs, drug selling and other crimes committed within their area, such as cannabis cultivation and begging.

Trading Standards, Licensing and Environmental Health Services – officers may encounter victims or perpetrators whilst inspecting premises such as nail bars, take aways and car washes and when regulating other businesses, such as taxis and private hire vehicles.

Public Health Services – officers may come across trafficking or modern slavery whilst working on issues around sexual health.

Councillors - residents may raise concerns with Councillors about particular businesses or houses in their areas.

Customer Services – officers may come into contact with victims through their ordinary everyday interactions with the public.

Children's Services – officers may deal with trafficked children or children who have been exploited.

Adult Services - officers may have a role supporting adult victims with care and support needs.

This list is not exhaustive and there will be many other places where council staff and Councillors may come across modern slavery or trafficking.

Given the different services which may come into contact with modern slavery, it is essential that the council has a joined-up approach to properly address the issue across the organisation.

Policy Implementation

The council has made substantial progress in its efforts to tackle Modern Slavery and is a member of the Humber Modern Slavery Partnership (HMSP). The HMSP is a strategic network of agencies across Hull, East Riding of Yorkshire, North and North-East Lincolnshire, that is committed to tackling Modern Slavery and Human Trafficking by prosecuting perpetrators, disrupting identified organised crime and supporting victims in or out of the National Referral Mechanism.

Its purpose is to generate a coordinated, efficient and proactive response to Modern Slavery across all four local authority areas. The Partnership takes a victim focused approach that sees improved identification and support for victims as well as improved knowledge among the public and professionals, to work towards making the region a hostile environment for perpetrators.

In December 2022, the council established the East Riding Local Modern Slavery Forum. This is a multi-agency collective and encompasses East Riding of Yorkshire Council, East Riding Safeguarding

Adults Board, Humberside Police, Humberside Fire & Rescue Service, Gangmasters & Labour Abuse Authority and Immigration, to co-ordinate efforts at a local level.

In June 2023, as part of Safeguarding Week, the council established the role of modern slavery champions. This has seen the creation of officers across various council departments who will:

- Be a point of contact for queries
- Receive and share the quarterly newsletter from Humber Modern Slavery Partnership
- Be responsible for cascading information
- Encourage team members to complete training appropriate to their roles
- Be a conduit for feeding intelligence into the partnership
- Report back best practice or new ideas for sharing in the Humber-wide newsletter

The council have worked as a member of the Local Government Association Construction Modern Slavery Steering Group.

The group was made up of the Local Government Association, University of Nottingham, East Riding of Yorkshire Council, Nottingham County Council and Portsmouth City Council.

Together they collaborated to produce a commissioning officer's guide entitled "Establishing modern slavery risk assessment and due diligence in Adult Social Care". This is available here.

The council were an early adopter of the guidance and it has been a standard clause in ERYC construction contracts since 2021.

In October 2023, the council delivered a joint presentation with Action Sustainability around the work undertaken at the YORhub Conference in Leeds. This led to the creation of the Regional Construction Modern Slavery Significant Interest Group which the council chairs.

The group is made up of members from other local authorities, contractors and consultants, who work collaboratively to tackle modern slavery in construction. The group is being expanded to include supply chain members.

In February 2024 the group are going to deliver a presentation: Introduction to Modern Slavery – Webinar with YORhub

Future Activities

To ensure a joined-up approach the council will continue to review its current position in line with government guidelines and recommendations.

In November 2022, the Local Government Association (LGA) published their Modern Slavery Maturity Matrix. This is a framework for councils to assess their current progress and plan future activity on modern slavery.

Progress levels are identified as:

- Basic steps
- Early progress
- Substantial progress
- Mature

The first two sections focus on how the council manages its modern slavery work by considering the themes of leadership, resources and capacity needed to effectively manage modern slavery work across a council.

The subsequent sections focus on the four broad themes of council activity highlighted in the LGA guidance: identifying, referring and supporting victims, disruption and prevention and mitigating the risk of modern slavery in council supply chains.

For each element within the different themes, councils can assess their current progress. The Modern Slavery Maturity Matrix is included as **Appendix 1.**

In addition to the completion of the Modern Slavery Maturity Matrix the council will also:

- Establish a Member Modern Slavery Champion
- Establish a named lead officer
- Develop/update/monitor the Modern Slavery Maturity Matrix
- Design and deliver a Modern Slavery e-learning training package for all staff
- Collect and publish modern slavery statistics on a quarterly basis with the East Riding Local Modern Slavery Forum
- Produce an annual report setting out activities and achievements

4. Corporate Requirements

4.1 Business Plan 2020-2025

The policy supports the council's vision:

"Your East Riding... where everyone matters"

The Policy also has the potential to support the following Corporate Priorities:

- Protecting the vulnerable

This has a strong focus on prevention and intervention and will strengthen safeguarding practices around adults, children and young people. This supports the council's vision of supporting residents in times of need.

- Empowering and supporting communities

This policy has been developed through the East Riding Safeguarding Adults board and will strengthen partnership working and support resilient and healthy communities. It complements the Health and Wellbeing Strategy, strengthens local co-ordination structures and the development of the community offer.

These priorities are set out in the Council Business Plan in greater detail.

4.2 Information Governance

In developing this Policy, reference has been made to the Data Protection Policy and the ICT Security Policy to ensure compliance. In addition, no personal details will be held under this policy and therefore a Data Protection Impact Assessment is not required.

4.3 Alignment to existing Policies and Strategies

This policy is aligned with the following existing policies:

- Housing Allocations Policy
- East Riding Safeguarding Adults Board Strategy
- East Riding Children and Families Strategic Plan
- East Riding Safeguarding Children's Partnership Child Extrafamilial Risk including Child Sexual and Criminal Exploitation, County Lines and Modern Slavery Guidance
- Commissioning and Procurement Policy
- Access to Education Policy

4.4 Crime and Disorder Act 1998 – Complying with Section 17

Without prejudice to any other obligation imposed on it, Section 17 of the Crime and Disorder Act 1998[1] imposes a duty on the local authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent:

(a) crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment);

(b) the misuse of drugs, alcohol and other substances in its area, and

(c) re-offending in its area

[1] https://www.legislation.gov.uk/ukpga/1998/37/section/17

There are strong links between modern slavery and crime and disorder. This policy will strengthen links with the Community Safety Partnership (CSP) and aligns with the CSP Strategic Plan 2023-2026.

4.5 Equality Duty

An Equality Analysis (EA0342) has been completed as part of the development of this policy and the analysis of impact on protected characteristic groups has been carried out. Positive impacts have been identified under 'Age', 'Disability', 'Sex' and 'Race' as representative of groups that are known to be more at risk of becoming victims of modern slavery.

4.6 Health in All Policies/Health Impact Assessments

The council has the ambition in the East Riding to ensure that health is considered as an integral part of decision making. This involves addressing the determinants of health in all policies, strategies and plans, as these are the key drivers of health outcomes and health inequalities. A Health Impact Screening tool has been completed which identified that there are no health impacts as a result of implementing this policy.

4.7 Human Rights

This policy is not considered to infringe on any of the fundamental rights and freedoms as set out in the Human Rights Act 1998 conventions.

4.8 Rural Proofing

There are no identified impacts of the service on the rural community.

4.9 Armed Forces Covenant

This area does not come under the scope of the Armed Forces Covenant Duty and therefore an Armed Forces Covenant Duty Analysis is not required.

5. Policy Development including Consultation

This section should provide a list of those who have worked on the Policy and should include job titles, and organisation titles for future reference, as well as the date consultation took place.

The Consultation Process

Please note that all consultation must go through the Business Intelligence team. For further information please contact consultation@eastriding.gov.uk.

The following have been consulted in the development of this policy:

6. Outcomes and Impacts

The following outcomes are intended through the implementation of this policy:

- The council will fulfil its duties under the Modern Slavery Act 2015
- Victims of Modern Slavery will be appropriately identified and supported
- The council will demonstrate good practice by completing the modern slavery maturity matrix and establishing a delivery group to drive improvement
- Intelligence pertaining to Modern Slavery will be shared with partners
- Council officers will transition from being modern slavery aware to modern slavery informed via a structured training programme including NRM referral training
- The council will identify, prevent and mitigate modern slavery in its operations and supply chains

7. Policy Implementation

The draft timescale for the implementation of this policy is as follows:

- **Completion of the LGA Modern Slavery** Maturity Matrix – within 12 months of the policy being approved.
- **Implementation of improvement plan based on the finding of the Maturity Matrix exercise** – within 12 months of the completion of the Maturity Matrix exercise.
- **New training package for officers and members** - Within 12 months of the policy being approved.
- **Annual report** – Within 12 months of the policy being approved.
- **Reporting mechanism** – Within 6 months of the policy being approved.

8. Financial Implications

There are no additional financial resources required at this stage for the implementation of this policy.

9. Evaluation

The policy will be reviewed every three years, aligned with the HPSP Strategy or following significant legislative change. The review will be undertaken by Adult Services in partnership with the East Riding Safeguarding Adults Board and key council services/partner agencies.

10. References

Humber Modern Slavery Partnership – Humber Modern Slavery Strategy
Local Government Association – Council guide to tackling Modern Slavery
Home Office - National referral mechanism guidance: adult (England and Wales)

EAST RIDING OF YORKSHIRE COUNCIL

5

Report to: The Cabinet
19 March 2024

Wards: All

Carer's Leave and Support Policy and Procedure

Report of the Executive Director of Corporate Resources

A. Executive Summary

The Carer's Leave Act 2023 will come into effect on 6 April 2024. The Act introduces a 'day one right' of one week's unpaid leave per year for employees who are providing or arranging care for a dependant with a long-term care need. The draft Carer's Leave and Support Policy and Procedure has been written to signpost employees and managers to what support is available and advise of the procedure to follow to request and authorise leave.

The draft version of the policy and procedure can be found at Appendix 1.

B. Council Priorities

Growing the Economy
Valuing the Environment
Empowering and Supporting Communities
Protecting the Vulnerable
Helping Children and Young People Achieve

C. Portfolio

Deputy Leader

D. Recommendations

It is recommended that The Cabinet:

(i) Approves the Carer's Leave and Support Policy and Procedure for onward approval by full Council.

(ii) Delegates authority to the Executive Director of Corporate Resources, in conjunction with the relevant Portfolio Holder to make minor amendments to the text of the policy and procedure.

1. Background

1.1 The Carer's Leave Act 2023 comes into effect on 6 April 2024. It introduces a 'day one right' of one week's unpaid leave on a rolling year basis for employees who are providing or arranging care for a dependant with a long-term care need. Under the Act, the definition of a dependant is a person who:

- has an illness or injury (whether physical or mental) that requires, or is likely to require, care for more than three months
- has a disability for the purposes of the Equality Act 2010
- requires care for a reason connected with old age

A dependant can be a spouse, civil partner, child, parent or someone who lives in the same household, but is not a lodger or tenant. It could also be someone who is reasonably reliant on someone to provide or arrange care.

2. Carers Leave

2.1 In readiness for the Carer's Leave Act 2023 being implemented, a draft Carer's Leave and Support Policy and Procedure has been prepared. This would apply to all employees of the Council, including school-based employees (teachers and support staff) where the policy has been adopted by the School Governing Body.

2.2 Carer's leave is designed for employees to agree with their manager in advance when they will need time off to care for a dependent, such as attending medical appointments. Employees needing to take unplanned leave or emergency leave will be directed to other Council policies such as the Special Leave Policy.

2.3 Managers are encouraged to be flexible to support the requests of employees who are informal carers, but managers will need to consider the effect on service delivery before authorising any leave. There may be occasions where the leave will need to be postponed. In such cases, as is the statutory requirement, managers will consult with employees to agree an alternative date within one month of the original date being requested.

2.4 Council employees (non-schools) with access to the IT network will be able to request leave using iTrent. School-based employees will be required to use the Carer's Leave Request Form and submit it to their manager or school administrator. All carer's leave will be recorded onto iTrent.

3. Trade Unions

3.1 Trade Unions have been consulted about the draft Carers Leave and Support Policy and Procedure. The following feedback was received:

a) Enquired whether an appeals process could be added to the policy to ensure a fair application of the policy. It was confirmed that an appeals process is not included in similar policies such as in the Special Leave policy. This is because employees can and would be expected to raise any issues in the first instance with their line manager, but failing to resolve it this way, through the grievance procedure.

b) Requested clarification on Appendix 1, the Carers Leave Request Form and the section for People Services administration, that says, date copy sent to employee as confirmation of leave being granted or denied. Trade Unions felt if managers can deny leave there should be an appeals process. It was explained that the only reasons for denial would be employees using the scheme inaccurately or due to an employee reaching the maximum entitlement to carers leave allowed.

c) Requested confirmation around notice to be given for granting carers leave for which the policy states that notice required is twice the length of the time required. It was confirmed that this rule was taken directly from the Carers Leave Bill, which mirrors annual leave legislation, and that carers leave is for planned events such as appointments. For any emergency or unplanned leave, employees will still be directed to use other policies such as special leave. This was accepted by the unions, and they confirmed that the procedure does clarify reasons for use.

3.2 Overall, Trade Unions approved of the policy and its content.

4. Conclusion

4.1 The draft 'Carer's Leave and Support' Policy and Procedure is a proposed policy that aims to support employees with time off for dependents who have a long-term care need. The Cabinet are requested to consider and approve the policy for onward approval by full Council giving delegated authority to the Executive Director of Corporate Resources in conjunction with the relevant Portfolio Holder to make minor amendments to the text of the policy and procedure.

Darren Stevens
Executive Director of Corporate Resources

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Contact Officer: Samantha Clarke
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Background Papers
None

Carers Leave and Support Policy and Procedure

EAST RIDING
OF YORKSHIRE COUNCIL

Lead Directorate and Service:	Corporate Resources – People Services
Effective Date:	*
Contact Officer/Number:	HR Advice Centre / Tel 01482 391221
Approved By:	*

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Carers Leave and Support Policy

1. Aim

The aim of this policy is to ensure that:

- we (the Council) support you (our employees) to balance work with your caring responsibilities outside of work.
- you understand what support is available and the procedure and requirements for claiming carers leave.
- managers understand who is eligible to claim for carers leave and the process to follow to authorise requests.

2. Scope

This policy and procedure applies to all employees of the Council.

This policy applies to school-based employees if it has been adopted by the respective School Governing Body.

3. Policy Statement

This policy sets out our commitment to try and help you balance work with your private caring responsibilities.

We understand that supporting you and accommodating leave is likely to improve your wellbeing, your attendance at work and assist the organisation to retain your valuable skills, knowledge and experience which may otherwise be lost.

4. Definitions

"Long-term care need" is defined as either

- a person having an illness or injury (whether physical or mental) that requires, or is likely to require, care for more than three months,
- a disability for the purposes of the Equality Act 2010, or
- requiring care for a reason connected with old age.

A "dependant" can be your spouse, civil partner, child, parent or someone who lives in the same household as you, but not a lodger or tenant. It could also be someone who is reasonably reliant on you to provide or arrange care.

Caring responsibilities for the purpose of this policy are different from the needs of employees with routine childcare responsibilities.

5. Entitlement

Keen to ensure you feel valued and supported, the Council wish to offer you, one weeks paid carers leave* over a 12-month rolling period if you provide care to a dependent who has a long term care need. This is an enhancement on the statutory entitlement of one weeks unpaid leave as per the Carers Leave Act 2023.

The leave can be taken during working hours to deal with caring matters involving your dependant(s). If you are providing or arranging care for more than one dependant, consideration will be given to granting further unpaid leave.

The leave requested will require authorisation from your manager. Your manager is encouraged to be flexible to support your request, but they will need to consider the effect on service delivery before authorising the leave.

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You should advise your manager as soon as possible of the leave required, ideally giving notice at twice the length of the time required.

* One week's leave is equivalent to your average weekly hours worked and the entitlement is irrespective of length of service.

6. Roles and Responsibilities

You are responsible for;-

- requesting permission for the time off required at the earliest opportunity.
- informing your manager if you wish to have a conversation about support available.

Your manager is responsible for

- being supportive and signposting you to relevant support. (See Appendix 2)
- trying to be flexible to accommodate your request where possible.
- authorising leave requests, considering leave taken to date and balancing your needs with service requirements.

7. Fair Application of the Policy and Procedure

To take carer's leave no evidence is required, you are a trusted employee, and your manager needs only enough detail to ensure you qualify to take the leave. Your manager needs to know you care for a dependent who has a long-term care need.

Requests will be considered objectively and sympathetically taking into account your statutory entitlement, working pattern and access to our other policies. All requests should be dealt with promptly, in confidence and with consideration to the sensitivity of the situation.

8. Relationship with other Policies

The list below details policies and documents that this policy supports or that maybe more appropriate to use:

- Special Leave Policy and Procedure.
- Wellbeing at Work Policy.
- Right to Request Flexible Working Procedure.
- Career Break.
- Compressed Working hours.
- Flexi-time Policy and Procedure.
- Parental Leave Policy and Procedure.
- Fostering Leave Policy.
- Maternity Pay and leave policy and procedure.
- Adoption Pay and leave policy and procedure.
- Time Off for Public Duties Policy (See policy for breakdown of activities).

9. Further Information and Support

Your manager has a responsibility to support you at work. If you feel there is further reasonable action your manager could take to support you, you are encouraged to arrange a meeting to discuss.

Carers and managers can access support and guidance on the wellbeing section of the intranet. Intranet - Employees who are carers (eastriding.gov.uk)

Employees who are carers are encouraged to join our carers network. The network may be able to offer or

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signpost to further advice and support. Please email ercarers@eastriding.gov.uk to register your interest to attend the next meeting.

Carers UK also provides both telephone and online support on all matters relating to caring, this includes financial support and support services for both you and the people that you care for. Helpline and other support | Carers UK

You can also access training courses available through our eLearning site. Once logged in you can browse the different courses available. Find a course (eastriding.gov.uk)

Alternatively, support is available via the Carers Support Service. If you'd like to talk to someone about your needs as a carer, or ask for some help with your caring role, you can:

- call the Carer's Support Service on: freephone 0800 917 6844 or 01482 396500
- email the Carer's Support Service on: ercarers@eastriding.gov.uk
- Alternatively visit the Carers Support Service Centre located in room J66 at County Hall, Cross Street, Beverley HU17 9BA to speak to a support worker face to face.

Other on-line support available:

Your Life Your Way - This website aims to help East Riding residents live active and independent lives. If you need support with the person you care for this website will help you get the right care and support at the right time: https://www.yourlifeyourway.uk/

Carers UK Digital Resource - To create an account and get free access to all the products and support resources, visit Carers UK Digital Resources website https://carersdigital.org/login/index.php using the East Riding access code: **Use access code DGTL2601**

Employers for Carers Digital Resource - To create an account and get free access to all the products and support resources, visit Carers UK Digital Resources website https://efcdigital.org using the East Riding access code: **Use access code EFC2601**

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Carers Leave and Support Procedure

1. When to use Carers Leave

Carers leave is designed for planned appointments or care and should be booked in advance and approved by your manager. If you need to take emergency leave for any unplanned events, please refer to our parental leave or special leave policy.

The activities that you as a carer may undertake are wide ranging, including:

- help with personal care.
- help with mobility.
- managing medication.
- attending medical appointments.
- support following a hospital visit.
- practical household tasks.
- emotional support.
- help with financial matters or administration.

You should discuss with your manager any known leave that is required relating to your caring commitments at the earliest opportunity. This will assist your manager in their attempt to meet your needs and that of the service.

2. Granting Carers Leave

You can request carers leave for up to a maximum of one working week with pay. If you work varying hours this will be the average working week for which you are contractually paid. The entitlement will apply over a 12-month rolling period.

Carers leave may be taken in increments of hours, this is to help facilitate you being able to take suitable time off for appointments when needed. You should advise your manager as soon as possible of the request for carers leave, ideally giving notice at twice the length of the time required. For short periods of time, we require at least one days' notice.

Your manager will be required to authorise leave before it is taken. Before authorising the leave your manager is responsible for confirming the time authorised to date under this policy. Previous leave authorised can be viewed on iTrent Manager Self Service. Click 'My Reportee's', select the employee's name, then click 'view other absence details'. If you require any assistance with verifying the hours taken please contact itrent.ss@eastriding.gov.uk for guidance.

Your manager will respond to your request for leave within a week or before the first date in which you requested to take leave (whichever is the earlier).

Your manager will be flexible and supportive and accommodate your leave where possible, but there may be occasions when the service will be unduly disrupted, and your leave will need to be postponed.

If your leave must be postponed your Manager will consult with you as to the reasons why, and agree an alternative date. The date will be within one month of the original leave date you requested, unless you both agree on an alternative date in the future. If the leave is urgent, please refer to the special leave policy.

3. Request Procedure for Carers Leave

All requests for carers leave must be submitted through iTrent Employee Self Service at the earliest opportunity. You should request carers leave via the 'other absence type' tab on iTrent Employee Self Service and then book the amount of agreed paid leave under the category 'carers leave'. The absence field should remain blank.

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In the rare case when you do not have access to iTrent Employee Self Service or if you are a schools employee, the Carers Leave Request Form in Appendix I should be completed and then submitted to your manager/ schools admin for approval. They will then forward it to the iTrent Support Team who will ensure that the information is entered on iTrent.

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APPENDIX 1

Carers Leave Request Form			
Surname		Forenames	
Site		Job Title	
Payroll No			(As shown on your payslip)
I wish to apply for Carers Leave in accordance with the Carers Leave and Support Policy and Procedure. The circumstances are as follows (please provide any details you wish to include, e.g. relationship, travel involved):			
I confirm that I provide care to a dependent under the definitions in this policy ☐			
Leave Requested			
Date of leave		Number of hours	Time From To
Employee signature		Date	
Manager's Comments			

PLEASE SUBMIT TO YOUR MANAGER/ SCHOOLS ADMINISTRATION SECTION					
Number of Hours paid (max equivalent to a working week)		Received and commented on by manager / school admin		Date	
Number of Hours unpaid		Authorised by Manager / Schools Admin		Date	
Leave approved, rejected or postponed		Proposed new date for leave (Date must be within one month of original date requested)			

FOR PEOPLE SERVICES ADMIN USE ONLY			
Date received		**Recorded by**	
Date copy sent to employee as confirmation of leave being granted or denied			
Details entered on iTrent			

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APPENDIX 2

Manager Action Plan / Checklist	
Make sure you understand what support is available for working carers by familiarising yourself with existing policies and support that we have in place such as flexible working, leave arrangements, working carer forum etc. More information available here: Intranet - Employees who are carers (eastriding.gov.uk)	
Encourage staff member to look at staff policies on the intranet and view the flexible working framework	
Ensure your staff member is aware of the Employee Assistance Programme (EAP). The EAP provides confidential support when you need it the most. Visit the Vivup website, download the app to your mobile or telephone 03303800658	
Advise your employee of the support available on the health and wellbeing directory on the intranet	

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EAST RIDING OF YORKSHIRE COUNCIL **6**

Report to: The Cabinet
19 March 2024

Wards: Minster and Woodmansey, St Mary's

Beverley Park and Ride Scheme

Report of the Interim Chief Executive

A. Executive Summary

This report sets out the background to the proposed park and ride (P&R) scheme. It asks the Cabinet to consider if the scheme offers value for money given the changes in anticipated demand, travel patterns and increased financial pressures since it was first conceived, and whether it is supported.

However, this report does not consider land uses nor does it allocate a budget if the scheme is supported. Both are outside the Cabinet's terms of reference. The former is a non-executive function that would be considered by the Planning Committee, and at the appropriate time, any necessary budget would be identified in the financial plan considered by the Cabinet and ultimately agreed by Full Council.

B. Council Priorities

Growing the Economy

C. Lead Portfolio

Environment and Transport

D. Recommendation

The Cabinet is asked to consider whether the Park and Ride scheme represents value for money given the changes in anticipated demand, travel patterns and increased financial pressures since it was first conceived and decide if the Park and Ride is supported.

1. Background

1.1 The need for a P&R facility for Beverley is included in the Council's current Local Plan and a 3.62ha site allocated for this provision (BEV-R). The P&R site is located immediately to the east of the rail line and adjacent to Minster Way (the Southern Relief Road) and the BEV-K mixed use development site. The site allocation remains in the Local Plan Update, which is currently undergoing examination by an independent planning inspector.

1.2 Policy BEV-R within the Council's adopted Local Plan states:

The Beverley Park and Ride is the second phase of the BITP (2012-15), the first phase being the construction of the Beverley Southern Relief Road Major Transport Scheme. The primary objectives of the BITP (2012-15) are to alleviate traffic congestion in the Town Centre, contribute to the Town Centre economy and improve the Town Centre environment. The Park and Ride will provide for a direct link, through a dedicated bus corridor, to Flemingate. Ancillary uses such as public conveniences, information points, and seating areas may also be provided. Proposals will need to be designed to minimise any impact on the amenity of the adjacent residential development to the north and west, for example through controlling floodlighting.

1.3 The dedicated bus corridor has now been partially removed from the scheme scope (see paragraph 4.2). The P&R has indicative capacity for 500 vehicles and the intention is that the site will be served by three regular buses linking to Beverley town centre.

1.4 As it stands, the P&R will be funded and constructed by the developers of the adjacent BEV-K site. Outline planning permission was granted for the P&R under application 16/02784/STPLF. This application was approved subject to a legal agreement which set out triggers for the provision of the P&R to ensure its delivery.

1.5 The legal agreement requires a scheme to be submitted to the Council for the P&R before any reserved matters for phase 2 are submitted. It further requires that no more 149 dwellings can be occupied on phase 2 before 300 spaces are constructed and no more than 234 dwellings can be occupied until the full 500 spaces are provided and available for public use. A reserved matters application for the P&R was submitted in August 2021 and remains undetermined. An application to vary the legal agreement was received in May 2023 and also remains undetermined.

1.6 Since the P&R was first proposed, travel patterns and associated demand have changed considerably. The cost to the Council of operating a P&R scheme has also increased. It is therefore considered appropriate to revisit the concept of a P&R to consider whether it continues to offer value for money, particularly in light of the Council's current challenging financial position.

1.7 However, this report does not consider land uses nor does it allocate a budget if the scheme is supported. Both are outside the Cabinet's terms of reference. The former is a non-executive function that would be considered by the Planning Committee, and at the appropriate time, any necessary budget would be identified in the financial plan considered by the Cabinet and ultimately agreed by Full Council.

2. Demand

2.1 When the project was first conceived, all-day parking from Council staff was anticipated to be the main contributor to weekday demand on the P&R. Pre-covid, the average daily footfall in County Hall was around 1,450. In 2023, this number dropped to an average of 633 per day, a decrease of 55%. The Council has now formally adopted a blended working policy and fewer staff travel to County Hall on a regular basis. This has significantly reduced core demand for the P&R.

2.2 The Council's asset rationalisation programme will see parts of County Hall leased to external partners who may require dedicated car parking. However, initial discussions suggest that tenants would require this in a town centre car park, and that this could be met within existing capacity.

2.3 Council staff working in County Hall are now also able to apply for flexible permits. Costing £3 a day to use any long-stay car park Monday-Friday, they are proving popular and undercut the proposed P&R fee (£6) by 50%. However, permit costs could be increased to make the P&R more competitive.

2.4 All day ticket issuance across Beverley long-stay car parks decreased by 11% in 2021-22 compared to pre-covid levels. Ticket sale rates in the town now appear to have stabilised post-covid.

2.5 In previous studies it was assumed that students and staff from the College would use the P&R. However, the College now has an arrangement with the Flemingate multi-storey car park (see paragraph 3.1) located adjacent to the College site. This is also therefore likely to significantly reduce or remove the anticipated demand from the College for the proposed P&R.

2.6 To cater for large events in Beverley, such as the Festival of Christmas and major cycle events, the Council currently operates a temporary P&R from Beverley Westwood. Generally this operates five times a year, at a cost of circa £1,500 for the day. The P&R is free to use.

3. Supply

3.1 A new 500 space private multi-storey car park at Flemingate shopping centre opened in 2015. This increased the number of parking spaces in the centre of Beverley by 60%. The charges here are £4 for up to five hours and £10 for 24 hours. This is less than most of the Council's car parking charges within Beverley (depending on the band of car park).

3.2 Analysis undertaken over three weeks in July 2023 indicated that there was a high number of spare parking spaces across all Beverley's town centre car parks on all days of the week. Although this analysis is very limited, it indicated that there were on average 545 spare parking spaces in Beverley town centre every day. The minimum number of unoccupied spaces over this period was 140. This data indicatively suggests that supply of car parking spaces significantly exceeds general demand, even without a P&R scheme.

4. Location

4.1 The P&R was developed with the aim of reducing traffic volumes in Beverley town centre and improving journey times and reliability for drivers. The P&R location to the south of Beverley town centre will require drivers travelling in from the north, west, and east to divert to access the site. These diversions will add traffic to existing routes, extending the length and time of these journeys. Drivers will then have to park, wait for a bus, and travel along estate roads before joining the dedicated route in to Flemingate with other traffic. As such, the P&R does not offer a significant time saving for drivers compared to driving directly into the town centre. The main incentive to use the site for those travelling in from other directions, is therefore likely to be cost (see paragraph 5.2).

4.2 When the P&R was first designed it included a dedicated bus greenway from the P&R, running parallel to the rail line and emerging adjacent to the leisure centre on Flemingate. This link would have offered a time saving for those using the P&R and is included in the approved outline scheme. However, this element of the P&R is not included in the reserved matters application and buses will now be required to travel through the new estate to Flemingate.

5 Finance

5.1 The developer will construct the P&R site at their expense before handing the completed facility over to the Council. The developer will therefore bear the capital cost of building the facility.

5.2 The Council has held informal discussions with commercial bus operators, who have indicated that the site would not be economically viable for them to operate. There is the option that a commercial bus company could manage the site once it becomes operational, although the likelihood of this appears low. As such, it will fall to the Council to manage and operate the P&R.

5.3 Initially there will be a requirement to procure three buses at an estimated cost of £0.180m each. These prices are from 2022 and bus purchase costs have increased by around 10% over the last 18 months. No allowance has been made for this within the Council's capital programme. These costs would have to be met either through borrowing or through a reduction in other capital schemes/programmes.

5.4 The indicative price per car for all day parking at the P&R is £6 a day. This cost aligns with the current average all day cost of the main car parks within the town centre (although full Council has agreed to increase car parking charges to a maximum of £8 per day from July 2024, depending on the band of car park). To make the P&R site appealing for users, it would be necessary to either further increase town centre car parking charges to encourage people towards the cheaper P&R facility (as they have done in York) or reduce the cost of using the P&R, which, in turn, would increase the subsidy burden to the Council.

5.5 For context, user costs at P&R facilities in other historic town/city locations are included below.

Area	Charge for P&R	Charge for Council run town centre car park
Stratford upon Avon	Charge for bus £2.20 per adult £1.10 per child £3.50 group ticket (up to five people)	£8.80 for an all-day ticket (up to 9 hours)
Durham	Charge for bus £2 per person	£6.40 for 8 hours
Cheltenham	Charge non-bus users - £6 Charge for bus users - £2 (part of current government £2 fare cap)	£8-£13 for over 6 hours
York	Charge for bus £3.60 per person	Bootham: £15.50 for up to 5 hours +£3.10 per hour thereafter Monk Bar: £18 for over 5 hours

5.6 As well as the upfront capital cost for the buses, a budget would be required to manage and maintain the facility. Ultimately most P&R sites aim to be self-funding and the same principle would apply here. Ongoing operational costs coupled with site maintenance have been estimated at £0.350m - £0.450m per year (2018/19 prices, unadjusted for inflation) and will be the responsibility of the Council. Projected use suggests that this revenue cost will not be covered by income, so an ongoing subsidy will be required.

5.7 Currently, no budget has been allocated for the P&R. At the appropriate time, any necessary budget would be identified in the financial plan considered by the Cabinet and ultimately agreed by Full Council.

5.8 The Council has recently agreed guidance for budget holders on essential spending. This asks several questions which should be considered when making decisions. With the P&R in mind, the following questions appear pertinent:

- Does the spend represent value for money?
- Is the spend necessary for the council to fulfil its statutory duties to the recognised minimum standard?
- What are the risks if the money is not spent?
- Would it compromise priority outcomes or statutory duties?
- Could you justify it as essential in the public domain?
- Is the spending necessary to develop or maintain opportunities for cost savings or income generation?

6 Economic Assessment

6.1 In 2021 officers commissioned consultants AECOM to complete an independent assessment to consider the economic viability of the P&R based on:

- Changes in demand (blended working)
- Increased car parking supply (Flemingate)
- Increased cost
- Amended route (removal of bus greenway link).

6.2 This concluded that "*The overall Benefit Cost Ratio for the scheme across all scenarios is now less than 1, representing 'poor' value for money."*

7 Consultation

7.1 Meetings have been held with Beverley Town Council, Beverley Civic Society and the Beverley Chamber of Trade to gauge their views on the P&R. Opinions were mixed, with some individuals suggesting that the P&R was no longer the right transport solution for the town, whilst others stated that they felt that the P&R was essential to supporting the town's future economic vitality and viability.

7.2 Meetings with the elected members for Minster and Woodmansey, St Mary's and Beverley Rural wards were held in December 2023 and January 2024. Whilst appreciating the current challenges relating to the P&R, the ward members have collectively stated that they would *'not be supportive of any proposal to cancel the park and ride'*.

8. Conclusion

8.1 Car parking supply and demand in Beverley has changed markedly since the concept of a P&R for the town was first developed nearly 20 years ago. The cost of buying the buses to support the site plus the operational cost and ongoing subsidy (assuming that commercial interest in running the site does not materialise) has not currently been included as part of the Council's financial planning process.

8.2 The Cabinet is asked to consider whether the P&R scheme represents value for money given the changes in anticipated demand, travel patterns and increased financial pressures since it was first conceived and decide if the P&R is supported.

Alan Menzies
Interim Chief Executive

Contact Officer: Claire Hoskins
Director of Asset Strategy
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Background Papers **None**

Glossary/Abbreviations

P&R	Park and Ride

Assessments/Considerations

	Yes/No/NA
Appropriate Consultation (Section 3 Report Writers Guide)	Yes
Equality Analysis Screening Tool	NA
Data Protection Impact Assessment (Stage 1)	NA
Health in All Policies Assessment	NA
Environmental Sustainability Appraisal (Climate Change)	NA
Armed Forces Covenant	NA
Risk Register	NA
Value for Money	No

EAST RIDING OF YORKSHIRE COUNCIL **7**

Report to: The Cabinet
19 March 2024

Wards: Mid Holderness, St Marys, Minster and Woodmansey

Disposal of Surplus Property and Land

Report of the Interim Chief Executive

A. Executive Summary

The report details six properties which are no longer required for operational purposes and are considered as surplus to the requirements of the Council.

B. Council Priorities

Growing the Economy

C. Lead Portfolio

Housing and Infrastructure

D. Recommendations

It is recommended that The Cabinet formally declare the properties listed below as surplus to the requirements of the Council. At the point they become vacant, each property will be sold on terms to be agreed and approved by the Executive Director of Planning and Economic Regeneration:

(i) The former Skirlaugh Offices, A165, Skirlaugh, HU11 5HN, as shown for identification purposes at Appendix 1, Drawing Number CAB0226A
(ii) The Beverley Customer Service Centre, 7 Cross Street, Beverley.HU17 6TB, as shown for identification purposes at Appendix 2, Drawing Number CAB0227A
(iii) Walkergate House, Beverley, HU179BP**,** as shown for identification purposes at Appendix 3, Drawing Number CAB0228A
(iv) Manor Road, Beverley, HU177BZ. as shown for identification purposes at Appendix 4, Drawing Number CAB229A
(v) Former Small Business Centre, Beverley, HU17 0LF, as shown for identification purposes at Appendix 5, Drawing Number CAB231A
(vi) 65 & 71 Keldgate, Beverley, HU17 8HU as shown for identification purposes at Appendix 5, Drawing Number CAB235A.

1. Background

Former Offices, Skirlaugh, A165, Skirlaugh, HU11 5HN

1.1 The former Council offices in Skirlaugh have now been vacated, with accommodation requirements consolidated within the Council's retained estate.

1.2 Asset Strategy have confirmed the area is surplus to their operational requirements and there are no other internal services with a requirement for the property. It is therefore surplus to the requirements of the Council. Drawing CAB 0226A at Appendix 1 shows the site boundary marked with a thick black line.

1.3 The site has been allocated along with adjoining land for residential development in the update to the Local Plan which is currently under examination and the site will be marketed for sale on the open market.

The Customer Service Centre, 7 Cross Street, Beverley.HU17 6TB

1.4 The Customer Service Centre is being re-located within Champney Treasure House Building as part of a major refurbishment project. Works are currently on site and the building is scheduled to be vacated in September 2024.

1.5 Asset Strategy has confirmed the site is surplus to their operational requirements and there are no other internal services with a requirement for the property. It is therefore surplus to the requirements of the Council. Drawing CAB 0227A at Appendix 2 shows the site boundary marked with a thick black line.

1.6 The Site will be marketed for sale on the open market.

Walkergate House, Beverley, HU179BP

1.7 Walkergate House contained the Beverley registrars service which is to be re-located within Champney Treasure House Building as part of a major refurbishment project. Works are currently on site and the building is scheduled to be vacated in September 2024.

1.8 Asset Strategy has confirmed the site is surplus to their operational requirements and there are no other internal services with a requirement for the property. It is therefore surplus to the requirements of the Council. Drawing CAB 0228A at Appendix 3 shows the site boundary marked with a thick black line.

1.9 The Site will be marketed for sale on the open market.

Offices, Manor Road, Beverley, HU17 7BZ

1.10 The former offices are scheduled to be fully vacated by June 2024, with accommodation requirements consolidated within County Hall, Beverley.

1.11 Asset Strategy have confirmed the site is surplus to their operational requirements and there are no other internal services with a requirement for the property. It is therefore surplus to the requirements of the Council. Drawing CAB 0229A at Appendix 4 shows the site boundary marked with a thick black line.

1.12 The property neighbours the Manor Road Health Centre and has a common vehicular access. It is envisaged that the site will be marketed for sale on the open market.

Former Small Business Centre, Beverley, HU17 0LF

1.13 The former small business centre has now been fully vacated with the service relocated to the recently constructed Beverley Enterprise Centre.

1.14 Asset Strategy and the Inward Investment Service within Economic Development have confirmed the site is surplus to their operational requirements and there are no other internal services with a requirement for the property. It is therefore surplus to the requirements of the Council. Drawing CAB 0231A at Appendix 5 shows the site boundary marked with a thick black line.

1.15 The property is currently being marketed for sale.

65 & 71 Keldgate, Beverley, HU17 8HU

1.16 The property comprises of a cleared vacant site and an adjacent empty residential building. These were the subject of a development proposal for supported living accommodation by the Council, for which planning permission has been obtained. Capital costs to develop the project proved prohibitive, and the resultant scheme was not considered to offer value for money for this use.

1.17 Asset Strategy have confirmed the site is surplus to the Council's operational requirements and there are no other internal services with a requirement for the property. It is therefore surplus to the requirements of the Council. Drawing CAB 0235A at Appendix 6 shows the site boundary marked with a thick black line.

1.18 The site will be marketed for sale on the open market with the benefit of the existing detailed planning permission.

2. Conclusion

2.1 The former sites listed are no longer required by the Council for operational purposes and are considered surplus. It is therefore proposed that they are formally declared surplus to Council requirements by The Cabinet and disposed of on terms to be agreed and approved by the Executive Director of Planning and Economic Regeneration.

2.2 Forecast capital receipts for the above sites have already been included within the Council's discretionary funding budget, which is used to fund the existing capital programme. Any capital schemes that include an element of discretionary funding will therefore be impacted if these disposals do not progress.

Alan Menzies
Interim Chief Executive

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Background Papers None
Appendices
1: Site Plan CABO226A
2: Site Plan CABO227A
3: Site Plan CABO228A
4: Site Plan CABO229A
5: Site Plan CABO231A
6: Site Plan CABO235A

Assessments/Considerations

	Yes/No/NA
Appropriate Consultation (Section 3 Report Writers Guide)	Yes
Equality Analysis Screening Tool	No
Data Protection Impact Assessment (Stage 1)	No
Health in All Policies Assessment	No
Environmental Sustainability Appraisal (Climate Change)	No
Armed Forces Covenant	No
Risk Register	No
Value for Money	No

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INFORMATION TAKEN FROM THE CORPORATE PROPERTY INFORMATION SYSTEM.

LEGEND

Land to be Declared Surplus
0.88 Ha/ 2.18 Acres

CLAIRE HOSKINS
ACTING DIRECTOR OF
ASSET STRATEGY

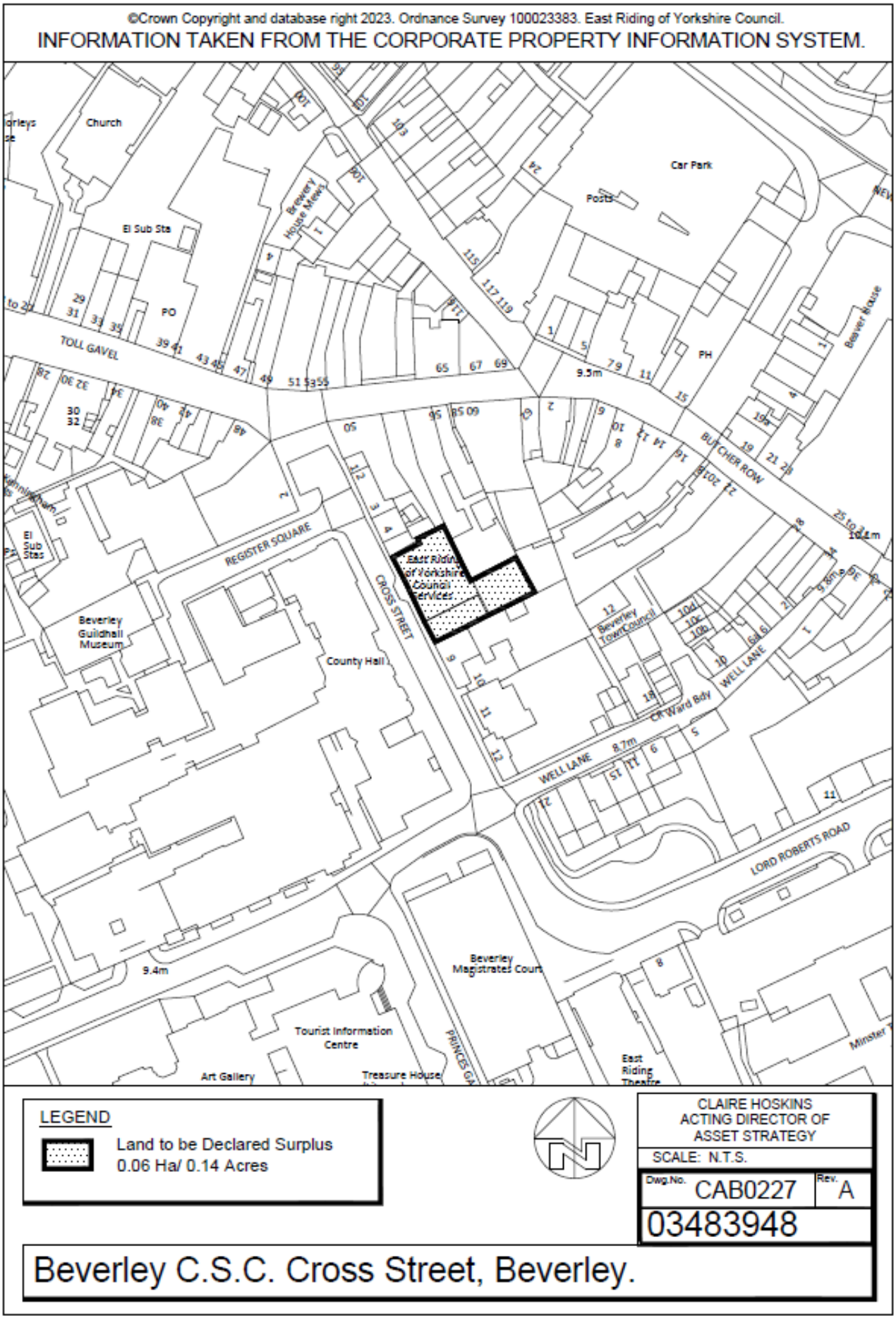
SCALE: N.T.S.

Dwg.No. CAB0226 Rev. A

13773990

Skirlaugh, (Old Office site and parking).

Appendix Two: CAB0227A



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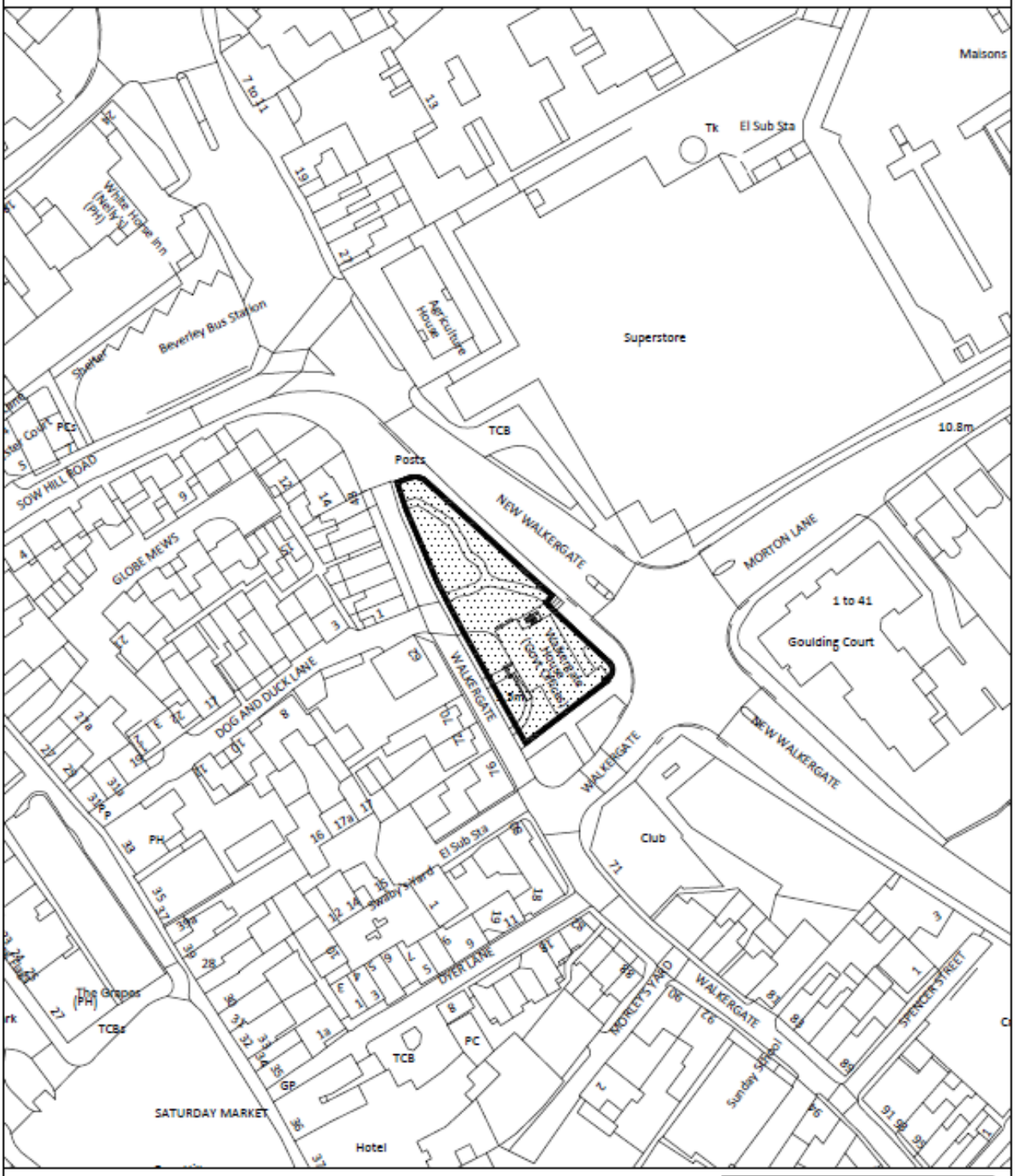

LEGEND

Land to be Declared Surplus
0.12 Ha/ 0.29 Acres

CLAIRE HOSKINS
ACTING DIRECTOR OF
ASSET STRATEGY

SCALE: N.T.S.

Dwg.No. CAB0228 Rev. A

03373972

Walkergate House, Beverley.

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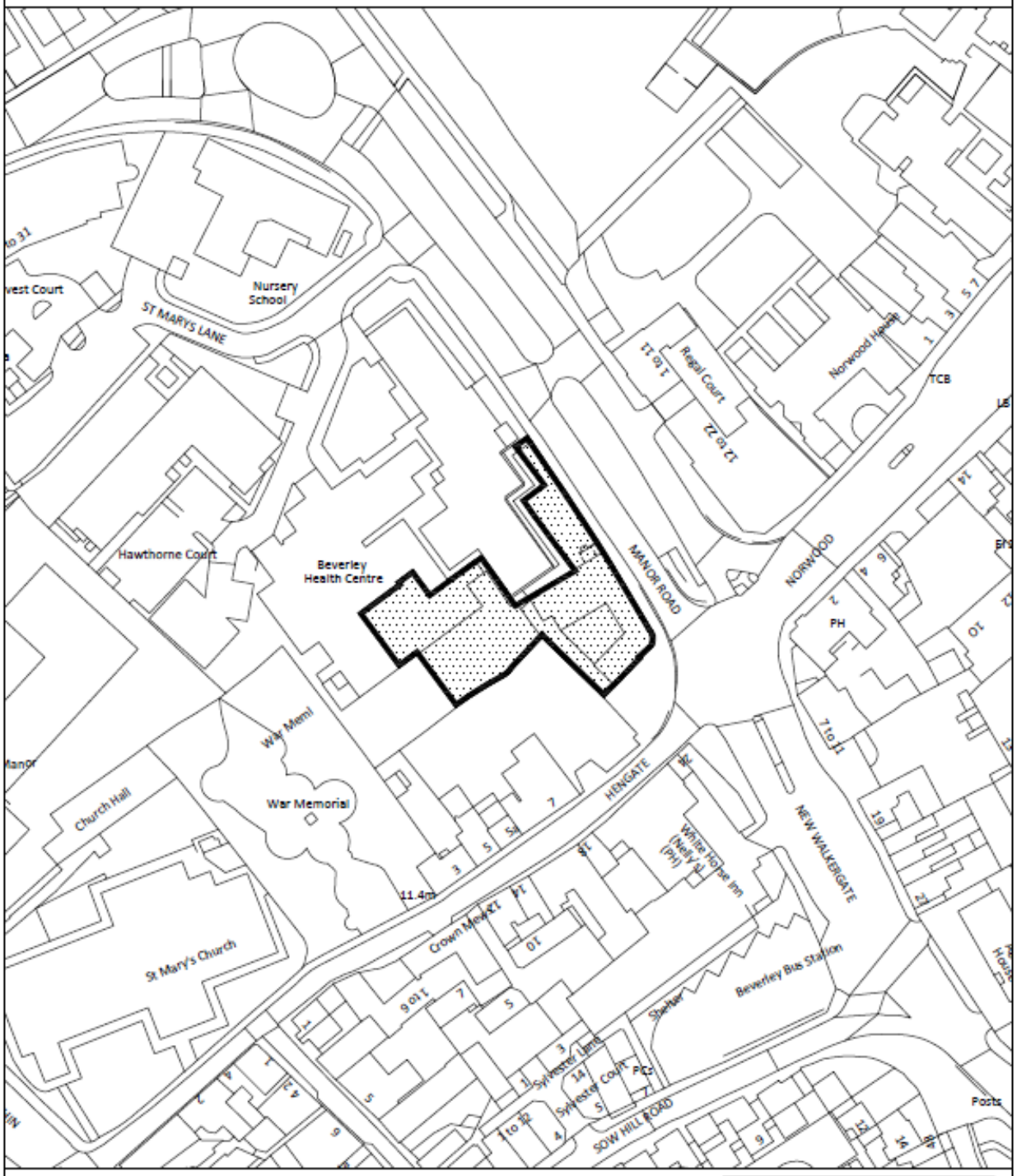


LEGEND

Land to be Declared Surplus
0.15 Ha/ 0.38 Acres

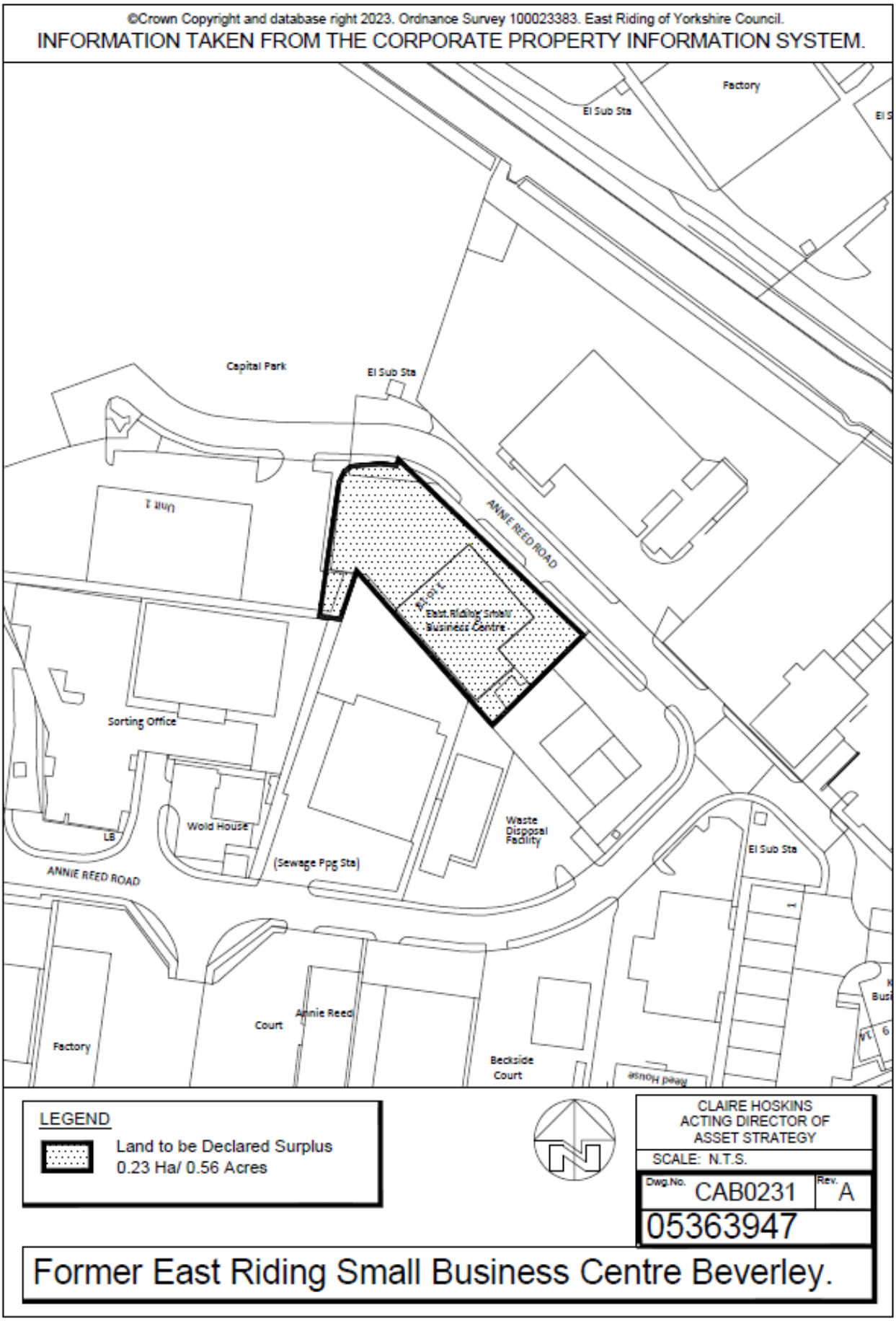
CLAIRE HOSKINS
ACTING DIRECTOR OF
ASSET STRATEGY

SCALE: N.T.S.

Dwg.No. CAB0229 Rev. A

03253988

Beverley Manor Road Offices.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INFORMATION TAKEN FROM THE CORPORATE PROPERTY INFORMATION SYSTEM.
Factory
El Sub Sta
Capital Park
El Sub Sta
ANNIE REED ROAD
East Riding Small Business Centre
Sorting Office
Wold House
LB
ANNIE REED ROAD
(Sewage Ppg Sta)
Waste Disposal Facility
El Sub Sta
Factory
Court
Annie Reed
Beckside Court
LEGEND
Land to be Declared Surplus
0.23 Ha/ 0.56 Acres
CLAIRE HOSKINS
ACTING DIRECTOR OF
ASSET STRATEGY
SCALE: N.T.S.
Dwg.No. CAB0231
Rev. A
05363947
Former East Riding Small Business Centre Beverley.

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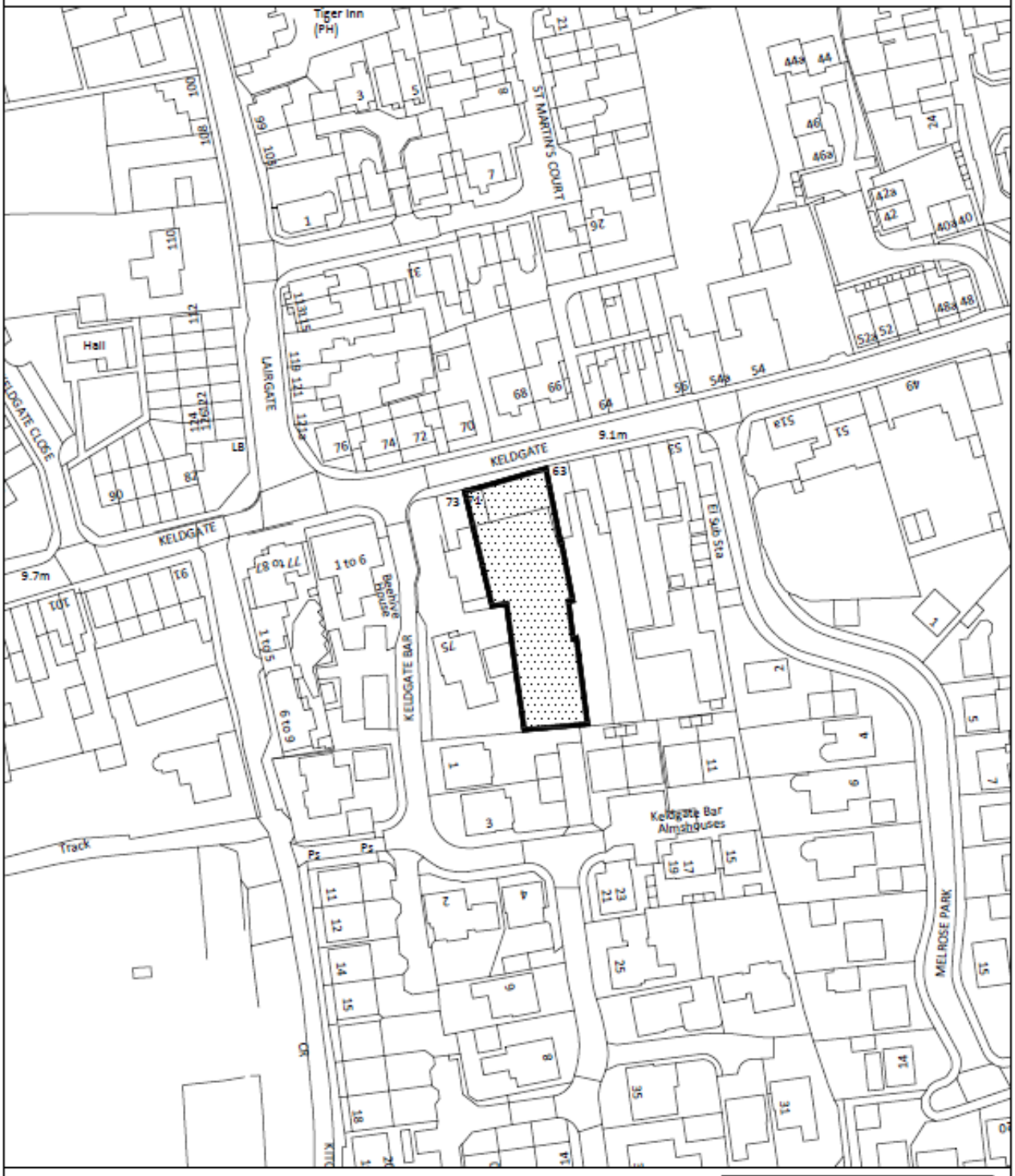

LEGEND

Land to be Declared Surplus
0.1 Ha/0.25 Acres

CLAIRE HOSKINS
DIRECTOR OF ASSET STRATEGY

SCALE: N.T.S.

Dwg.No. CAB0235 Rev. A

03433906

65 and 71 Keldgate, Beverley.

EAST RIDING OF YORKSHIRE COUNCIL

Report to: The Cabinet
19 March 2024

Wards: All

Revenue and Capital Budget Monitoring 2023-24

Report of the Executive Director of Corporate Resources

A. Executive Summary

Revenue Budget

The Council's overall General Fund budget is projected to outturn with a £1.6m overspend, an increase of £1.1m from the previously reported position. General Fund services are projected to overspend by £19.0m and this is reduced to £1.6m by underspends on whole organisation budgets and through the approved use of reserves. The overspend is largely focussed within adult's and children's social care and relates to a significant demand for services at levels higher than budgeted for, combined with the impact on costs of inflation remaining higher for longer than forecast and a significant underachievement of savings. Since the projections in the 2024-25 budget were prepared, the 2023-24 financial position has continued to deteriorate. This needs to be very carefully considered to determine the impact on the 2024-25 budget and if necessary, identify mitigating actions to prevent overspending.

The 2023-24 budget includes £19.3m of required savings measures. The latest risk assessment indicates that the Council is currently on track to deliver 64% of the savings, a shortfall of £7.0m.

The Schools Budget, funded by the Department for Education (DfE), is projected to outturn with a net overspend of £12.4m, which largely relates to insufficient funding to support education services for pupils with high needs. Consequently, the cumulative funding deficit on the Dedicated Schools Grant reserve is projected to reach £23.2m by the end of the financial year. This deficit balance is subject to oversight by the Department for Education (DfE) through the Council's deficit management plan which includes agreed measures to manage and clear the deficit going forward.

The Housing Revenue Account (HRA) is projected to outturn with an overspend of £3.0m. The projected overspend is mainly due to repairs and maintenance works delivered by the HMU (£3.8m) and Building Design feasibility works (£0.9m), offset by an underspend of £1.7m against the HRA revenue contribution to the capital programme. The outturn overspend on the HRA will be funded from HRA general earmarked reserve.

Capital Budget

The forecast spending profile of the capital programme has required further re-profiling of a net £26.2m of planned expenditure from 2023-24 into future years along with a request for a net decrease to the capital programme of £13.2m (1.7%).

The forecast outturn on the capital programme for 2023-24 is £107.2m, with the overall programme for 2023-24 and later years forecast to be £764.2m.

B. Council Priorities

Growing the Economy
Valuing the Environment
Empowering and Supporting Communities
Protecting the Vulnerable
Helping Children and Young People Achieve

C. Lead Portfolio

Finance and Governance

D. Recommendations

It is recommended that The Cabinet approves:

(i) A £0.3m transfer of budget from the safeguarding adults staffing budget to the deprivation of liberty safeguards (DoLS) budget to fund external assessors, with effect from 1 April 2024.

(ii) The following supplementary budget requests for 2023-24:

- £0.6m to Legal and Democratic Services, funded by the Election reserve.
- £0.3m for additional costs associated with posts which help support the Housing Revenue Account, fully funded by income from the Housing Revenue Account.
- £0.4m for the Agile Project fully funded from the Digital and Agile Reserve.

(iii) That the Council acknowledges the findings of the Homes England Compliance Audit report as set out in paragraph 4.8 of this report.

(iv) The amendments to capital scheme budgets to align with forecast variances over £0.250m, identified in Appendices 13 and 14 of this report.

1. Background

1.1 This report sets out the projected financial performance against budgets for the 2023-24 financial year based on information available as at 31 January 2024. It explains the key variances and highlights any potential budget risk.

2. 2023-24 Revenue Budgets

2.1 An overview of financial performance against revenue budgets for the General Fund, Housing Revenue Account and Schools budget is provided at Appendix 1, with service performance at Appendices 2 to 11.

3. Capital Programme

3.1 The capital programme, based on the approved programme and actual position at the end of January 2024, is summarised at Appendix 12. The year to date spend is £76.4m, representing 57.3% of the current approved budget of £133.4m. If approved, the recommendations included in this report will reduce this budget to align with the forecast outturn of £107.2m, with the overall programme for 2023-24 and later years forecast to be £764.2m.

3.2 The Council is under contract with Homes England to deliver grant funded affordable housing. As part of this agreement an annual compliance audit is undertaken to ensure that the funding is being used in accordance with the grant terms and conditions. The compliance audit report for 2022-23 has been published and has identified no breaches. The final grade awarded was 'Green - meets requirements'.

Scheme Updates

3.3 Major scheme updates have been included within Appendix 13 and 14.

Whole Life Scheme Variances over £0.250m requiring The Cabinet's Approval

3.4 Appendix 13 sets out projected scheme variances exceeding £0.250m over the whole life of a scheme. These variances are due to a combination of funding confirmations and revised spend profiles. It is recommended that the Cabinet approves the proposed changes to scheme budgets, resulting in a net decrease of £13.2m, to match current spending projections.

3.5 Whole Life Scheme variances under £0.250m have been agreed by the Director of Finance under delegated authority.

Re-profiling Variances over £0.250m requiring The Cabinet's Approval

3.6 Appendix 14 sets out projected scheme variances arising from changes to the projected profile of expenditure and funding across financial years, whilst the overall projected scheme cost remains largely unchanged. It includes the projected profiling of the schemes in Appendix 13. It is recommended that The Cabinet approves the proposed re-profiling of scheme budgets to match current spending projections.

3.7 Scheme re-profiling variances under £0.250m have been agreed by the Director of Finance under delegated authority.

4. Section 151 Commentary

4.1 The forecast overspend position on the General Fund budget is £1.6m (after £4.7m of support from reserves), a deterioration of £1.1m from the previously reported overspend of £0.5m. The increase to the forecast overspend primarily relates to further increases in costs and demand in Adult Social Care of £2.3m, offset by an improvement in the forecast positions of Children, Families and Schools and Communities & Environment of £0.9m.

4.2 This further deterioration means that the forecast overspend position reported by service directorates has now climbed to £19.0m, which is being offset by largely one-off measures to reach the net overspend position of £1.6m.

4.3 On 8 February 2024, full Council approved the 2024-25 budget. It was a considerable challenge for the Council to achieve a balanced budget proposal which needed to address the pressures experienced on the 2023-24 budget in addition to further increases forecast in 2024-25. This required £11.6m of one-off support from reserves in addition to measures to contain and reduce costs. Since the projections in the 2024-25 budget were prepared, the 2023-24 financial position has continued to deteriorate. This needs to be very carefully considered to determine the impact to the 2024-25 financial position and if necessary, identify mitigating actions to prevent overspending.

4.4 Whilst the Government must recognise that local authorities cannot continue to reduce costs, contain pressures and use reserves following over a decade of austerity measures, and a national funding solution is acutely required by the local government sector over the medium term, we must take immediate action to reduce costs to achieve a sustainable budget position.

4.5 The Council needs to achieve budget savings beyond 2024-25 to remain financially sustainable and this is the current focus of our work to improve the Council's financial position. An essential spending survey was completed in December 2023 by Directors and their direct reports to obtain assurance on the steps they are taking to control spending. The outcomes have been shared with senior leaders which included positive assurance on spending compliance and messaging, and some good examples were provided on areas of activity and associated oversight. Respondents were asked for their feedback on any barriers (perceived or otherwise) in respect of reducing non-essential spending and this information will be used to focus a series of staff communications through a number of channels. Building on the essential spending survey, a budget holder survey designed to draw out further feedback on savings opportunities across the Council and underpin the drive towards a culture of cost-consciousness has been launched.

4.6 A leadership event attended by the Corporate Leadership Team, Senior Leadership Team, Cabinet Members and Group Managers was held in February to discuss the Council's financial position in further detail. The event was an opportunity to promote a culture of responsible spending and give clear messages that spending restrictions, including controls on filling vacant posts, will remain in place indefinitely. It also provided time and space for colleagues to share ideas to deliver the cost reductions and service changes that will be needed to achieve financial sustainability.

4.7 The impact of underfunding of high needs provision remains of great concern for the Schools Budget. There is a £8.7m projected overspend on high needs, representing 70% of the overall £12.4m forecast overspend. The Council has a deficit management plan which should see the deficit be recovered over the long term and discussions are continuing with the Department for Education to monitor and refine the plan.

4.8 The £3.0m overspend projected on the Housing Revenue Account is another area of concern. Management action to re-establish robust budgetary controls for housing maintenance spend (currently forecast to overspend by £3.8m) is being implemented and closely monitored, however improvements will materialise in 2024-25. Control measures have been implemented to limit spend in year on works which do not impact on compliance or the health and safety of residents, however the winter period has brought additional pressures. Collaborative work between Housing and Finance is ongoing to identify where pressures are arising and identify solutions. The re-coding of all invoices via a direct coding exercise, provides assurance that this projected variance is realistic.

4.9 The spending profile of the 2023-24 capital programme requires a net £26.2m of re-profiling of planned expenditure into future years alongside a request to decrease the

capital programme by £5.3m. These changes bring the forecast outturn on the capital programme to £107.2m. Given the pressures on the revenue budget, we will need to carefully consider how the capital programme is funded going forward and its impact on our revenue costs.

Darren Stevens
Executive Director of Corporate Resources

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Email:	claire.hoskins@eastriding.gov.uk

EAST RIDING OF YORKSHIRE COUNCIL

Appendix 1

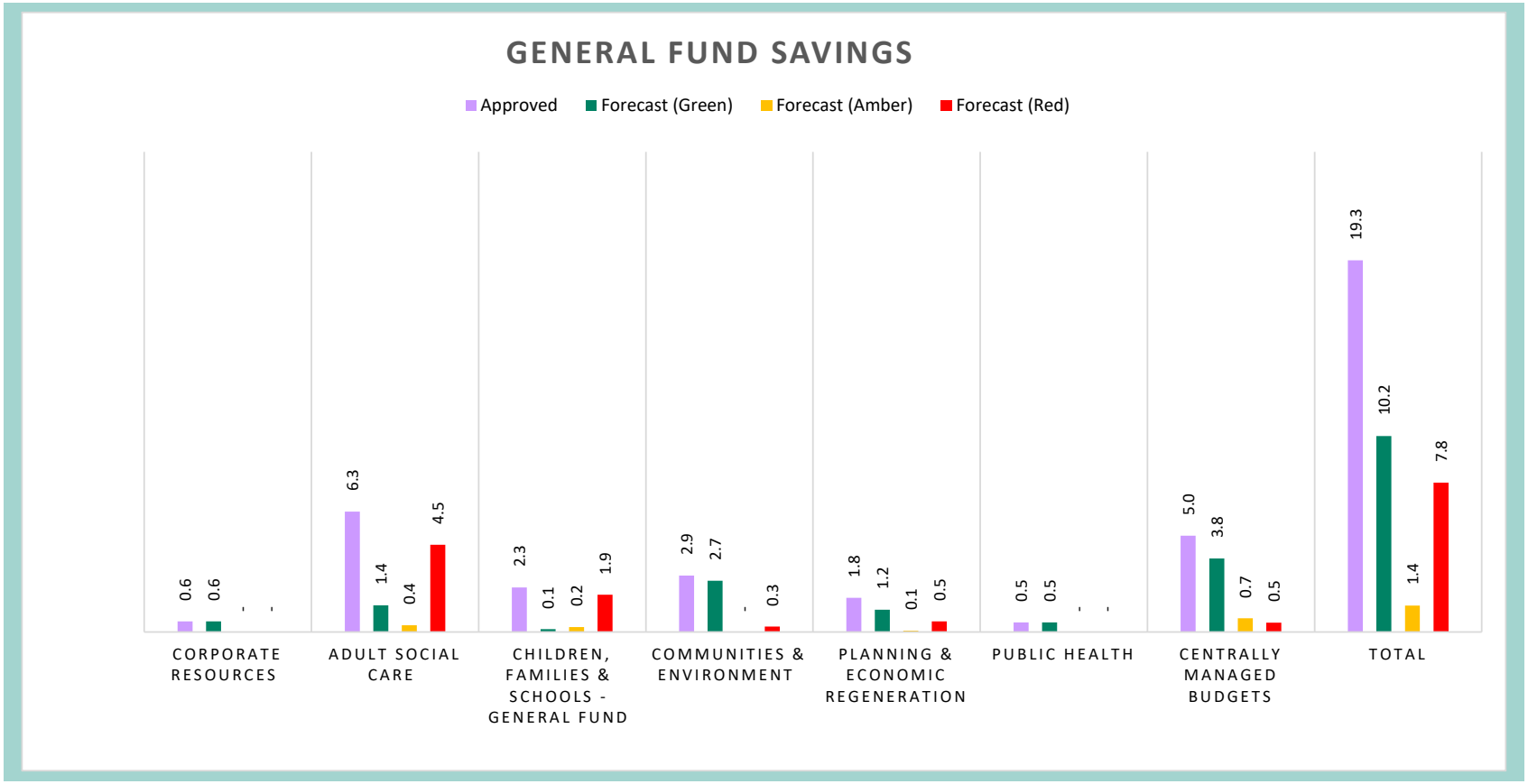
FINANCIAL MONITORING REPORT 2023/24 – Month 10

REVENUE – HIGHLIGHTS

GENERAL FUND	Full Year Budget £m	Projected Outturn £m	Projected Variance £m	Appendix
Adult Social Care	125.0	136.2	11.2	2
Children, Family and Schools (exc. Schools)	74.8	84.0	9.2	3
Chief Executive	0.6	0.9	0.3	-
Communities and Environment	55.9	55.0	-0.9	4
Corporate Resources	34.8	35.3	0.5	5
Planning and Economic Regeneration	50.6	49.3	-1.3	6
Public Health	3.9	3.9	0.0	7
Total Services excluding Schools and HRA	**345.6**	**364.6**	**19.0**	
Whole Organisation Costs	2.6	-15.3	-17.9	8
Total Requirements	**348.2**	**349.3**	**1.1**	
Resources	-348.2	-347.7	0.5	9
Net Requirements	**0.0**	**1.6**	**1.6**	

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m	Appendix
Schools Budget	**0.0**	**12.4**	**12.4**	10
Housing Revenue Account	**-0.2**	**2.8**	**3.0**	11

REVENUE HIGHLIGHTS cont'd



KEY MESSAGES

- The Council's General Fund budget is projected to outturn with a net overspend of £1.6m. There is currently an overspend of £19.0m projected on General Fund services and this is reduced to £1.6m by underspends on whole organisation budgets and through the approved use of reserves. The increase in the overspend on service budgets compared to that previously reported is £1.5m. The main areas of overspend areas largely focussed within adult's and children's social care and relates to a significant demand for services at levels higher than budgeted for, combined with the impact on costs of inflation remaining higher for longer than forecast and a significant underachievement of savings. Underspends on whole organisation budgets, most significantly from the delayed implementation of Total Pay and Reward of £7.0m, combined with £4.7m of one-off support from reserves previously approved by the Cabinet, bringing the overall forecast overspend down to £1.6m.

- The Council's General Fund budget for 2023-24 includes £19.3m of required savings measures, which were approved when the budget was set by the Council in February 2023. The latest risk assessment indicates that £12.3m (64%) of the savings by value are currently forecast to be achieved, leaving a shortfall of £7.0m. This will inevitably bring challenges for 2023-24 and has the potential to impact future years. This has been reviewed and considered as part of the 2024-25 budget setting process.

- The Schools Budget, funded by the Department for Education (DfE), is projected to outturn with a net overspend of £12.4m. £8.7m of the variance relates to a projected overspend on high needs budgets, largely due to a deficit on funding provision for pupils with high needs. Consequently, the projected cumulative funding deficit on the Dedicated Schools Grant reserve at the end of 2023-24 is £23.2m. This deficit balance is subject to oversight by the Department for Education (DfE) through the Council's deficit management plan which includes agreed measures to manage and clear the deficit going forward.

- The Housing Revenue Account (HRA) is projected to outturn with an overspend of £3.0m. The projected overspend is mainly due to repairs and maintenance works delivered by the HMU (£3.8m) and Building Design feasibility works (£0.9m), offset by an underspend of £1.7m against the HRA revenue contribution to the capital programme. Any outturn variance on the HRA will be transferred to or funded from HRA general earmarked reserve. The HRA general earmarked reserve balance is currently £5.2m.

ADULT SOCIAL CARE

Headlines:

- £11.2m overspend – 9% over budget.
- £4.3m in year savings forecast as unachieved (across commissioned and non-commissioned budgets).
- £6.9m net further pressure across services, mainly due to increasing demand for homecare and intermediate hours being purchased, as well as more complex packages.

Risks and Actions:

- High levels of volatility due to constant stream of demand with varying levels of need.
- Backlogs and additional costs require further investigation and clarification.
- Commissioning data needs further analysis and interpretation in conjunction with the service to help inform decisions and prevent volatility in figures reported.
- This budget is extremely high risk and is subject to high volatility and demand changes.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Adult Social Care			
Commissioning	84.8	94.1	9.3
Integration and Commissioning	6.1	5.4	-0.7
Locality Wellbeing & Safeguarding	15.2	17.0	1.8
Adult Specialist Services	18.9	19.7	0.8
Adult Social Care	**125.0**	**136.2**	**11.2**

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Adult Social Care					
Lifeline - contributions	0.200	-	- 0.200	R	Number of staff capacity issues and data validation issues have meant the repricing has been delayed. The intention is that one price uplift will be completed for April 24. This should meet the target for 24-25.
Strength Based approach to care and support planning and approach to risk	2.500	-	- 2.500	R	The Strength Based approach was introduced at the start of the 2023/24 financial year. Work is to be carried out to identify the effect of the Strength Based approach on the costs of care incurred by the authority.
S117 Income	1.000	-	- 1.000	R	The new policy was implemented from the 1st April 2023 and review of records of decisions made at panel suggest that currently the service have realised cost avoidance rather than cost savings, the value of new packages is exceeding stopped packages by £0.21m. The director is aware and has asked for a review of existing cohorts to see where cost reductions can be made.
In-house Day Services Review	0.500	0.184	- 0.316	R	The position has worsened from month 8 when £0.086m of underspends were reported. The remaining £0.182m has been temporarily met by utilising one off ear marked reserves. Further work needs to be carried out to establish the full saving on a permanent basis.

ADULT SOCIAL CARE cont'd

Risks and Actions cont'd:

- Agency costs are an evolving picture. Close monitoring will continue Into the next financial year.
- Abacus to Azeus data migration is causing challenges.
- Work with the services to formulate other mitigations.
- £3.8m temporary funding has been utilised in year and mitigates the current overspend position.
- Budget holders must continue to focus on elimination of non-essential expenditure.

	Approved	Forecast	Variance	RAG	Update / Comments
	£m	£m	£m		
Adult Social Care (Cont'd)					
Community Transport Review	0.190	0.081	- 0.109	R	The £0.081m saving is currently being met through other projected underspends within Specialist Services. Further work needs to be carried out to realise permanent savings to meet the planned Community Transport Review saving.
Futures Plus	0.500	0.350	- 0.150	A	Due to a Section 117 refund now being made from the earmarked reserve, £0.150m is now not available to meet the saving. Further work still needs to be completed to identify the savings on a permanent basis.
Client Contributions	0.856	0.856	-	G	Assumptions are client contributions are on track to achieve the predicted 2% increase. Further analysis is being explored to understand further trends and impact on potential increasing income streams.
Your Life Your Way Programme	0.403	0.403	-	G	Previous programmes of work have achieved the expected outcomes, which have delivered the full saving. This has been achieved as fixed term posts are not required going forward
CCG Better Care Fund Contributions	0.120	0.120	-	G	The £0.120m planned saving relates to the 22/23 uplift already received. A further £0.488m has been achieved this financial year, against the initial saving, due to a further uplift.
	6.269	**1.994**	**- 4.275**		

POSITION SUMMARY

Adult Services is forecast to outturn with an overspend of £11.2m. This is an increase compared to month 8 of £2.3m and relates to a number of factors: fee uplifts, an increased cost in residential placements and further increased demand on homecare and direct payments. Increases in agency costs, and a shortfall in the budget allocation to fund the cost of the pay award £0.6m also compound the overall pressure. A number of risks are highlighted which have the potential to change the level of projected overspend.

ADULT SOCIAL CARE cont'd

Key variances are as follows:

Forecast to outturn with an overspend of £11.2m. Of this, £4.3m relates to savings built into the budget which are not considered to be fully achievable at this time. The 2023-24 budget plan includes savings of £6.2m and, at this stage of the year, there are plans in place to achieve £1.9m of those savings. It should be noted that some of the savings achieved are one-off in nature and so on-going solutions need to be found for later years. Work is still ongoing to establish and implement plans to deliver the remaining £4.3m into the next financial year.

Further gross pressures within the total adults services budgets amounting to £10.7m have arisen. This is comprised of additional commissioning costs due to increasing demand above budget in the number of homecare and intermediate hours being purchased, as well as the number of more complex packages of care increasing the cost of short-term care. Due to underspends on adult services in previous years, the budget for 2023-24 assumed that increasing demand would be managed within budget but this has not been possible. Inflationary increases in the market have also contributed to the overspent cost projections, as an average fee increase of 10% to providers was planned for in the 2023-24 budget, whilst actual provider increases have been up to 15%.

The overspend has been partly offset by an additional grant of £2.1m from the Market Sustainability and Improvement Fund – Workforce Fund. Further £1.1m active communities budget spend will be now met by the Public Health grant which mitigates the overspend position. Finally, £0.6m of one-off reserves have also been drawn down into the budget.

Supplementary budget request – With effect from 1 April 2024, a transfer of £0.3m from the safeguarding adults staffing budget to the deprivation of liberty safeguards (DoLS) budget to fund external assessors is requested. The budget was originally allocated in the 2021-22 budget plans to support the implementation of liberty protection safeguards (LPS); however, they have been put on hold by the government. The halt on LPS means that the supervisory responsibility remains within the DoLS team and, due to increased demand and reliance on costly external assessors, the DoLS budget has been consistently overspent. The change in circumstance has resulted in the need to realign the budget to fund the increased spend within the DoLS service.

CHILDREN, FAMILIES & SCHOOLS (EXC SCHOOLS)

Headlines:

- £9.2m overspend - 13% over budget
- Demand and cost pressures remain on agency placement costs. £7.1m overspend projection.
- Home to School Transport presenting as a significant pressure, with a £2.4m overspend projected.
- £1.5m in-year savings forecast to be unachieved.

Risks and Actions:

- Further work to develop and deliver savings plans and understand their trajectory into the next financial year.
- Work to further the data analytics across the directorate to support the forecasting of demand and cost.
- Various capital projects with revenue savings need further work to understand the impacts.
- Budget holders must continue to focus on elimination of non-essential expenditure.
- Use of carry forward grant temporarily mitigates the position this financial year.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Specialist Services	14.7	13.9	-0.8
Education And Schools	27.9	29.8	1.9
Children & Young People Support & Safeguarding Services	32.2	40.3	8.1
Children,Family & Schools	**74.8**	**84.0**	**9.2**

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Children, Families & Schools - General Fund					
Children Looked After agency placements	0.433	-	- 0.433	R	Saving not expected to be achieved. The anticipated increases in internal residential provision has been delayed and a shortage of in-house foster carers has been faced, partly due to challenges over the competitiveness of the offer. These are being addressed, with the Capital Programme containing a number of schemes to develop a range of Children's Homes to help avoid children going out to agency resource and to bring children and young people back into internal provision. The review of the in-house care service strategy is complete with the new offer in place from April 2024.
Reprovision of Residential Estate	0.750	-	- 0.750	R	Saving not expected to be achieved. The proposed reprovision of a former Children's Home to return 4 children from external agency residential care has not happened because the property had to be used to meet the needs of one individual child. There was and remains no alternative resource in the country, including secure care, identified as able to meet the needs of this young person and therefore a bespoke placement has been created. Refurbishment of the new bespoke home was delayed until February 2024 because of building project issues. Once the young person moves to the bespoke placement, the former Children's Home will be available to refurbish in readiness to provide short term accommodation to avoid the need for children to go out to expensive agency residential care. This will deliver some of the projected savings from 2024/25.

CHILDREN, FAMILIES & SCHOOLS (EXC SCHOOLS) cont'd

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Children, Families & Schools - General Fund (Cont'd)					
Transformation of Early Help and Prevention Offer (incl Children's Centres)	0.500	0.500	-	R	Although the savings target is forecast to be met from temporary Children's Centre underspends for 2023-24, further work is required to achieve permanent savings. This will be achieved by reviewing the Children's Centre estate and developing an alternative Family Hub offer.
Review of Support Functions	0.031	-	- 0.031	R	Saving not now being progressed. Budget Pressure for 2024/25 now removed, so decision required on the way forward.
Subscriptions	0.030	-	- 0.030	R	Budget reduced but savings not projected to be achieved
School Improvement	0.187	-	- 0.187	R	Saving not expected to be achieved. Reviews of the school improvement service continue but projected income achievement levels from schools/academies, mean a projected overspend is shown for 2023/24.
Schools Music Service	0.246	0.246	-	A	The Members Initative provides temporary budget for 2023-24 which offsets the permanent budget saving approved in the Financial Plan for 2023-24. Reviews ongoing to achieve saving from 2024-25.
Home to School Transport	0.070	0.070	-	G	Additional contribution from the Hub.
Home to School Transport - Personal Travel budgets	0.046	0.046	-	G	Savings expected to be achieved but significant Home to School Transport overall overspend.
Schools Supply Service	0.025	0.025	-	G	Saving expected to be achieved.
	2.318	**0.887**	**- 1.431**		

POSITION SUMMARY

The Children, Families and Schools budget (excluding Schools Budget) is forecast to overspend by £9.2m (12%), a £0.4m decrease from month 8. Increased demand and cost increases in both agency placement costs and home to school transport together with so far projected unachievable savings proposals have resulted in the forecast overspend position.

CHILDREN, FAMILIES & SCHOOLS (EXC SCHOOLS) cont'd

Key variances are as follows:

Children & Young People Support & Safeguarding Services - The forecast overspend is predominately due to an overspend on children's social care of £8.1m.

The number of young people in residential agency placements are currently projected to be 139% over budget – totalling £6.0m. Budget assumptions for 2023-24 were built on 12 whole time equivalent (wte) children in high costs placements, at an average annual cost of £0.2m each. However, there is currently projected to be 28.73 wte children, with an average annual cost of £0.3m. The number of young people in foster agency placements are currently projected to be 103% over budget – totalling £1.1m. Budget assumptions for 2023-24 were built on 30 whole time equivalent (wte) children in high costs placements, at an average annual cost of £0.057m each. However, there is currently projected to be 60.76 wte children, with an average annual cost of £0.047m.

The capital programme will deliver a number of internal Children's Homes, which, when available, will help address a range of overspends currently being seen across the directorate, including on these residential agency placements. The 2023-24 budget assumptions included a saving of £1.2m to be achieved through the opening of two of these locations in February and July 2023 for children with complex needs. This provision has, however, not yet been completed, with revised openings now planned for February and April 2024. This has resulted in children and young people having to be accommodated in these high-cost external residential placements instead. In addition, if new children enter the system, then there is a real risk that cost projections could increase further.

Further overspends totalling £1m relate to agency staff costs and these costs are unbudgeted.

Education & Schools - There is an overall forecast net overspend of £1.9m (7%). Home to school transport budget presents as the main pressure. This is as a result of additional demand and significant levels of inflation prevalent in the UK economy, which are resulting in increased contract prices. Early Help transformation savings of £0.5m are mainly offset by temporary staffing underspends. In addition, use of £1.4m carry forward grant contributes to a temporary mitigated position within education and schools.

Specialist Services – This service area is forecasting a net £0.8m saving. However, cost pressures within the budget are temporarily mitigated by vacancy and contract savings. Projected overspend on direct payments of £0.7m, which aligns with the increased hourly rate to match Adult Services and increased complexity of need. Pressure is also reported within residential special schools of £0.4m. In addition to the two residential special schools, community short breaks are in place providing provision in various locations across the East Riding to support children, young people and families. the successful DFe innovative short breaks funding will provide further community short break provision.

COMMUNITIES & ENVIRONMENT

Headlines:

- Net underspend £0.9m (1.6%).
- Staffing underspend £0.9m.
- Income overachievements £1.2m
- Crematorium overspend £0.7m.
- Underachievement of savings targets £0.3m.

Risks and Actions:

Risks

- Inflation.
- Crematorium income.
- Homelessness accommodation.
- Waste collection (bins).
- Waste Disposal (contract).
- Revenues and Benefits (income).

Actions

- Constant monitoring of spend and budgets to assist in the early identification of pressures / savings delivery so actions can be taken to deliver within the overall budget.
- Budget holders must continue to focus on elimination of non-essential expenditure.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Housing,Transportation & Public Protection	10.6	10.2	-0.4
Streetscene Services	32.2	32.7	0.5
Infrastructure & Facilities	0.3	0.5	0.2
Revenues & Procurement	5.8	5.1	-0.7
Culture & Customer Services	7.0	6.5	-0.5
Communities & Environment	**55.9**	**55.0**	**-0.9**

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Communities & Environment					
Increase in households - domestic waste collection	0.176	-	- 0.176	R	Saving from Developers Contributions towards the costs of new housing are not expected to materialise
Household Waste Recycling Sites	0.100	-	- 0.100	R	Reduction in opening hours not yet agreed. Discussions ongoing.
Commercial Growth	0.845	0.845	-	G	Saving expected to be achieved.
Annual income increase and operations review	0.398	0.398	-	G	Saving expected to be achieved.
Culture and Customer Services Budget Review	0.228	0.228	-	G	Saving expected to be achieved.
Homelessness Grant	0.100	0.100	-	G	Saving expected to be achieved.
HRA Recharges	0.282	0.282	-	G	Saving expected to be achieved.
Pandemic impact on income	0.805	0.805	-	G	Saving expected to be achieved.
	2.934	**2.658**	**- 0.276**		

COMMUNITIES & ENVIRONMENT cont'd

POSITION SUMMARY

The Directorate budget is forecast to underspend by a net £0.9m (1.6%), in comparison to the previously reported £0.4m underspend. The increase in the underspend is mainly due to £0.3m forecast underspends from leisure centres in Culture & Customer services and a £0.1m reduction in the overspend in Streetscene. The forecast includes a shortfall of £1.2m in the budget allocation to fund the cost of the pay award, offset by vacancy management and other savings as a result of the additional controls on essential spend.

The forecast underspend is predominately due to underspends of £0.9m on staffing costs, partly as a result of difficulties in recruiting and retaining staff, and income overachievements of £1.2m including £0.7m on highways, and £0.5m on leisure centres. This is offset by overspends on environmental services of £1.3m and the underachievement of savings targets in the financial plan of £0.3m. Various other smaller variances totalling underspends of £0.4m make up the balance.

Key variances are as follows:

Housing, Transportation & Public Protection is forecast to underspend by £0.4m as previously reported. This change is due to prudent financial management within Public Protection and additional one-off income streams which were not previously foreseen. There has been little change to the position on concessionary travel and supported bus routes which account for £0.1m of the underspend, with a further £0.1m attributed to fees and charges income within Housing and Safe Communities. Vacancies within Housing Assistance team account for £0.1m. It should be noted that the forecast assumes spend on temporary accommodation is covered by one off additional Homelessness Prevention Grant funding in 2023-24, and that going forwards this pressure has now been addressed within the financial plan.

Streetscene Services is forecast to overspend by £0.5m compared to £0.6m previously reported. The reduction in the overspend is due to increases in underspend in Fleet Services of £0.1m.
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The overspend is the result of a number of compensating over and underspends across the service. There is a overspend of £1.3m on environmental services, of which £0.7m relates to the Cemeteries and Crematoria budget, due to a £0.6m underachievement of income as the number of cremations have been lower than anticipated and a £0.1m overspend on expenditure due to one-off set up costs. The current financial year was always anticipated to show a £0.3m underachievement however this has widened as numbers have remained low. There is a marketing plan in place and work is ongoing with Finance colleagues to closely monitor budgets. The numbers of cremations are being monitored on a monthly basis and open days have been held to publicise the facility.

COMMUNITIES & ENVIRONMENT cont'd

The anticipated saving of £0.2m from Developers Contributions in Waste Collection to fund the costs of increased demand from new housing is not expected to materialise and a budget pressure has been included in the 2024-25 draft financial plan. There is a forecast £0.2m overachievement of income in highways street works and permits and £0.2m overachievement in Civil Parking Enforcement income. There is a £0.4m underspend on fleet services mainly due to an overachievement of income on the hire account.

The 2023-24 Streetscene budget is supported by a £0.8m planned use of the Waste Management Reserve and it is expected that the reserve will be fully utilised this financial year.

Revenues and Procurement is forecast to underspend by £0.7m, principally due to savings on staffing costs of £0.8m, through proactive vacancy management, offset by income under-achievements of £0.2m. The main areas of income under-achievement are £0.4m on Supplies income due to a reduction in goods being purchased across the Council, and £0.2m on reimbursed court costs, which is dependent on the number of cases being presented which are compensated by income overachievements of £0.2m in procurement and £0.2m in stores.

Culture and Customer Services is forecast to underspend by £0.5m compared to £0.2m previously reported. The underspend has been achieved mainly due to leisure centre gym membership income which is more than offsetting the additional staffing costs and, overall, leisure centres are forecasting an underspend of £0.4m. Further underspends of £0.1m on supplies and services are forecast across the service.

CORPORATE RESOURCES

Headlines:

- The directorate is forecast to report an overspend of £0.5m by the end of the financial year.

Risks and Actions:

Risks

- Inflation pressures.
- The Directorate manages a number of projects. By their nature, projects have an added risk of cost overruns.

Actions

- Constant monitoring of spend and budgets to assist in the early identification of pressures / savings delivery so actions can be taken to deliver within the overall budget.
- Budget holders must continue to focus on elimination of non-essential expenditure.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Finance	3.0	3.1	0.1
Legal & Democratic Services	4.7	5.1	0.4
People Services	4.5	4.7	0.2
Other Corporate Services	3.5	3.7	0.2
Digital Change and Technology Service	19.1	18.7	-0.4
Corporate Resources	**34.8**	**35.3**	**0.5**

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Corporate Resources					
Agile Working (CR)	0.285	0.285	-	G	Achieved.
Centralised ICT budgets	0.100	0.100	-	G	The saving has been achieved as part of the review of the call charges budget.
HRA recharges	0.165	0.165	-	G	Saving expected to be achieved.
	0.550	**0.550**	**-**		

POSITION SUMMARY

The Directorate budget is projected to overspend of £0.5m by the end of the financial year. This is a movement of £0.1m from the previous forecast which reported an overspend of £0.4m. This movement relates to additional IT costs which are unavoidable in 2023-24.

CORPORATE RESOURCES cont'd

Supplementary budget requests:

A supplementary budget of £0.6m is requested in 2023-24 for Legal and Democratic Service, funded by the Elections reserve. The budget is required to cover the costs which have been incurred by the Council in fulfilling its responsibility to deliver elections in 2023-24.

A supplementary budget of £0.3m is requested in 2023-24 which reflects the additional costs associated with posts which help support the Housing Revenue Account. This will be fully funded from income of £0.3m from the Housing Revenue Account.

A supplementary budget of £0.4m is requested in 2023-24 which reflects the costs associated with the Agile Project. This will be fully funded from the Digital and Agile Reserve.

PLANNING & ECONOMIC REGENERATION

Headlines:

- Net underspend £1.3m (2.7%).
- Energy budgets underspend £4.7m.
- Highways overspend £0.6m
- Property maintenance overspend £1.1m
- Planning fee income underachievement £1.1m.
- Underachievement of savings targets £0.5m.

Risks and Actions:

Risks

- Inflation.
- Property maintenance.
- Planning and building control income.
- Energy prices.

Actions

- Constant monitoring of spend and budgets to assist in the early identification of pressures / savings delivery so actions can be taken to deliver within the overall budget.
- Budget holders must continue to focus on elimination of non-essential expenditure.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Economic Regeneration	10.1	9.5	-0.6
Planning & Development Management	1.9	3.0	1.1
Asset Strategy	38.6	36.8	-1.8
Planning & Economic Regeneration	**50.6**	**49.3**	**-1.3**

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Planning & Economic Regeneration					
Covid Pressures	0.021	-	- 0.021	R	Lower than anticipated Communications projects income
Preparation of Local Plan (consultant fees)	0.070	-	- 0.070	R	Service expecting a pressure, Service conducting further review.
Property Surveys	0.200	-	- 0.200	R	Service conducting further review.
Highways Commuted Sums	0.060	-	- 0.060	R	Service advised cannot be achieved.
Hilderthorpe Road Coach Park	0.071	-	- 0.071	R	Saving not expected to be achieved until 24-25
Electric Vehicle Charging Points	0.189	0.066	- 0.123	A	Lower than anticipated usage of EV charging points. Service conducting further review.
Beverley Grovehill Business Centre	0.068	0.068	-	G	Saving expected to be achieved.
Ergo Centre	0.031	0.031	-	G	Saving expected to be achieved.
Planning Appeal	0.250	0.250	-	G	Forecast to be achieved with robust plans in place.
HRA income inflation	0.005	0.005	-	G	Saving expected to be achieved.
Planning Highways Income	0.075	0.075	-	G	Saving expected to be achieved.
Economic Development vacancy factor increase	0.038	0.038	-	G	Saving expected to be achieved.
Winter Maintenance	0.200	0.200	-	G	Saving expected to be achieved.
Vacancy Management	0.233	0.233	-	G	Saving expected to be achieved.
Street Lighting - White Light Efficiencies	0.250	0.250	-	G	Saving expected to be achieved.
Housing Revenue Account income	0.007	0.007	-	G	Saving expected to be achieved.
	1.768	**1.223**	**- 0.545**		

PLANNING & ECONOMIC REGENERATION cont'd

POSITION SUMMARY

The Directorate budget is forecast to underspend by £1.3m (2.7%) which is an increase of £0.1m to the previously reported underspend. The increase to the forecast underspend is mainly due to an increase to the underspend in Economic Development arising from a contribution to overhead costs funded by external grant income of £0.4m, offset by £0.3m increased underachievement of planning fee income. The forecast includes a shortfall of £0.5m in the budget allocation to fund the cost of the pay award, offset by vacancy management and energy underspends.

The projected underspend is mainly due to savings on energy budgets for both property and street lighting of £4.7m that are offset by a forecast £1.1m overspend on reactive and cyclical property maintenance and overspends on highways of £0.6m. The energy projections are based on the latest winter tariffs and forecast consumption. The forecast includes a £1.1m underachievement of planning fee income in Planning and Development Management, in line with national trends as the construction industry has slowed down due to economic conditions. There are other minor underspends across various budget heads of £0.1m and an underachievement of savings targets in the financial plan of £0.5m.

Key variances are as follows:

Asset Strategy is forecast to underspend by £1.8m underspend which is no change to the previously reported position. The underspend mainly relates to an underspend on energy costs in both property (£3.2m) and streetlighting (£1.0m), offset by forecast overspends on reactive and cyclical property maintenance (£1.0m). There are a number of compensating variances including £0.4m underspend on winter maintenance due to a milder than expected winter, offset by overspends of £0.3m on coastal and flood protection due to increased rainfall as well as overspends of £0.7m on highway maintenance and structures. Energy projections are based on the latest winter tariffs and forecast consumption. A successful bid to the Sport England's Swimming Pool Support Fund has secured a revenue grant of £0.5m to support the increase in utility costs and is also included in the forecast energy underspend.

Economic Development & Communications is forecast to underspend by £0.6m compared to a £0.2m underspend previously reported. The increase to the underspend is mainly due to a one-off £0.3m contribution towards overhead costs from externally funded grant schemes that have ended. The forecast also includes an underspend of £0.3m on staffing for managing the UK Shared Prosperity Fund grant programme. This permanent budget was approved as part of the 2023-24 financial planning process to fund an anticipated 2.5% shortfall on grant funding for management costs of the programme and is fully funded by the Economic Development Reserve. The grant agreement has subsequently been agreed and allows for the full management costs of 6.5% to be funded from the grant.

PLANNING & ECONOMIC REGENERATION cont'd

Planning & Development Management is forecast to overspend by £1.1m compared to £0.8m overspend previously reported. Planning income is forecast to underachieve by £1.1m in line with national trends as the construction industry has slowed down due to challenging economic conditions. The Council has witnessed a circa 15% reduction in planning applications, including those major applications which come with a higher planning fee.

PUBLIC HEALTH

Headlines:

- The ringfenced public health budget is currently forecast as balanced.

Risks and Actions:

- Public Health schemes will be delivered in full, but the risk is that activity/take up is not as high as anticipated.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Public Health	**3.9**	**3.9**	**0.0**

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Public Health grant increase					
Public Health grant increase	0.500	0.500	-	G	Additional saving of £0.197m due to Public Health grant being higher than planned
	0.500	**0.500**	**-**		

POSITION SUMMARY

Public Health - a budget is set which reflects a planned use of the Public Health reserve together with the in-year grant. There is no impact on the General Fund as the Public Health Grant is a specific ringfenced grant. There has been no change from the previous monitoring report.

WHOLE ORGANISATION COSTS

Headlines:

- Forecast net underspend of £17.9m.
- Includes an underspend of £7.0m on Total Pay & Reward reflecting a confirmed 1 April 2024 implementation, an underspend of £3.3m on the General Fund Reserve, £4.7m use of earmarked reserves to reduce the overall projected General Fund overspend.

Risks and Actions:

Risks

- Greater use of one-off reserves may be required due to the now forecast £1.6m overspend position.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Levies And Charges	3.4	3.8	0.4
Capital Financing and Interest Receivable	19.7	16.5	-3.2
Total Pay & Reward Strategy	7.0	0.0	-7.0
Use of (-) / Contributions to (+) Reserves	-27.5	-35.6	-8.1
Whole Organisation Costs	**2.6**	**-15.3**	**-17.9**

	Approved £m	Forecast £m	Variance £m	RAG	Update / Comments
Centrally Managed Budgets					
Digital, Agile and Commercial	1.188	0.706	- 0.482	A	See explanation below.
Investment Interest Receipts	2.657	2.657	-	G	
Estimated Cost of Health and Social Care Levy	1.160	1.160	-	G	
Total Other Items	**5.005**	**4.523**	**- 0.482**		

POSITION SUMMARY

Whole organisation cost budgets are forecast to underspend by £17.9m (unchanged from the position previously reported). This is predominately due to an underspend of £7.0m due to delayed implementation of the Total Pay & Reward Strategy, an underspend of £3.3m on the General Fund Reserve, Interest Receivable is forecast to overachieve by £3.2m and the approved use of reserves of £4.7m required to help reduce the overall projected overspend on the General Fund budget.

WHOLE ORGANISATION COSTS cont'd

The 2023-24 General Fund budget includes the requirement to achieve a savings target of £1.2m from Digital, Agile and Commercial initiatives. There is currently a projected underachievement against target of £0.5m as further work is required to identify the existing shortfall. The responsibility for the achievement of these savings is with individual directorates with support from the business change team. Indicative targets have been provided to directorates, with the understanding that these targets will be re-aligned to reflect updated savings potential, as change programmes are refined. The £0.5m underachievement of savings is reflected within the financial position of individual directorates reported in appendices 2 to 6.

Key variances are as follows:

Levies and Charges are forecast to overspend by £0.4m. Following final confirmation of levies from external bodies such as the Environment Agency, Hull and Goole Port Health Authority and Internal Drainage Boards, an overspend of £0.4m is projected. The levy increases for 2023-24 ranged from 3% to 39%.

Interest Receivable is forecast to overachieve by £3.2m. Since the budget was set there have been further increases to bank rate. The Bank of England (BoE) has continued its approach of raising interest rates to get persistent high levels of inflation under control. The latest rate rise of 0.25% (to 5.25%) was set by the BoE in August and it has remained at that level since then as the rate of inflation has continued to fall back. The rate rises have increased the level of returns that can be achieved on investments. It is therefore currently forecast that investment returns will be £3.2m above the levels forecast when the budget was set.

Total Pay and Reward is forecast to underspend by £7.0m. The underspend reflects the latest implementation plans of 1 April 2024 (which remains subject to agreement with Trade Unions). This means the full 2023-24 budget provision can be released.

Use of (-) / Contributions to (+) Reserves is forecast to underspend by £8.1m. The 2023-24 budget included a £3.3m contribution to the General Fund reserve to replenish the reserve following its expected use to fund the 2022-23 General Fund overspend that was forecast at time the budget was set. Following a reduction to the 2022-23 overspend, the budget provision is not required and has resulted in a £3.3m underspend which is therefore supporting the 2023-24 projected overspend.

Included is one-off support from earmarked reserves to help offset the projected overspend on the 2023-24 General Fund budget. The following approved use of reserves totalling £4.7m has been applied:

- £4.0m from the Efficiency Fund
- £0.7m from the Business Rates Reserve

The application of these reserves reduced the overall projected overspend on the General Fund budget to £1.6m. It should be noted that the money set aside in the Efficiency Fund was planned to support the revenue budget in future years to allow time for the formulation and delivery of savings requirements. The projected use of this accelerates the required pace of budget savings in future years.

Appendix 9

RESOURCES

Headlines:

- Forecast net underachievement of £0.5m.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Resources	**-348.2**	**-347.7**	**0.5**

Resources are forecast to underachieve by a net £0.5m (previously £0.9m). The improvement of £0.4m is due to the allocation of funding from the £100m Business Rate Levy Fund Surplus account, announced by the Government at the final local government finance settlement in February 2024. This additional funding has helped to offset the £0.9m underachievement previously reported relating to a lower than forecast business rates balance estimated on the collection fund for 2022-23 (the complexities of accounting regulations mean that this balance needs to be accounted for in 2023-24).

SCHOOLS BUDGET

Headlines:

- The schools budget is forecast to overspend by £12.4m or 6.7% above budget.
- The £12.4m overspend includes £2.1m on the schools block and £8.7m on the high needs block.
- Balances held by schools are forecast to fall by £3.3m to £7.2m.
- The Dedicated Schools Grant funding deficit is forecast to increase by £8.2m to £23.2m.

Risks and Actions:

Risks

- Inflation and growth in demand for services, particularly high need.
- Unfunded pay inflation for schools from 2022-23 into 2023-24.
- Pay and Reward – additional costs from 2024-25 unfunded for schools budgets.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Education and Schools - Schools Block	123.2	125.3	2.1
Schools and Education - Central block	1.7	3.0	1.3
Specialist Services - High Needs Block	39.3	48.0	8.7
Support and Safeguarding Services - Early Years Block	20.5	20.8	0.3
Dedicated Schools Grant	-184.7	-184.7	0.0
Schools Budget	**0.0**	**12.4**	**12.4**

POSITION SUMMARY

The schools budget is forecast to overspend by £12.4m (6.7%). The overspend is due to a combination of pressures faced by individual schools and those experienced centrally particularly with regard to high needs.

Key variances are as follows:

Schools funding block – forecast to overspend by £2.1m (1.7%). The forecast includes overspends of £1.m by primary schools and £0.8m by secondary schools. This reflects the latest forecasts provided by individual schools and outturn projections, which have been adjusted to reflect the historic movement in outturn forecasts between this stage of the year and year-end. The overspend also reflects that a significant proportion of the 2022-23 local government pay award was unfunded and this pressure has rolled forward into 2023-24. In respect of 2023-24, additional funding was given through the Teachers pay grant to fund the shortfall in base funding following the teachers' pay settlement. The pay award for support staff is significantly higher than budgeted for but does not attract additional funding. Final details for a number of schools that have already converted to an academy in 2023-24 have still to be agreed and will have an impact on the final outturn position.

SCHOOLS BUDGET cont'd

Risks and Actions cont'd:

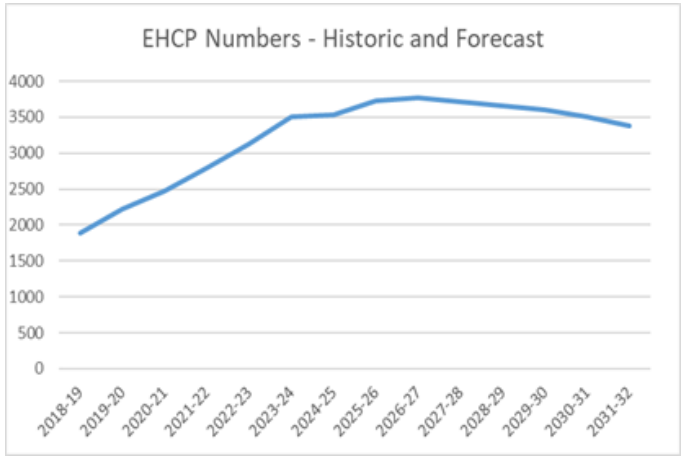
Risks

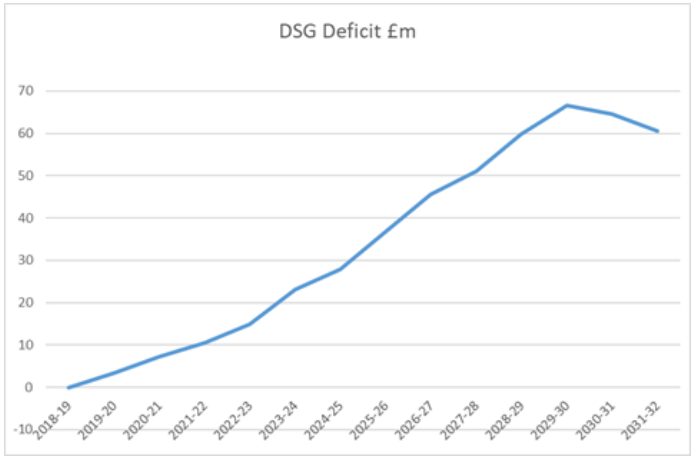
- SEND Improvement Plan – On-going review of Special School and early years banding levels together with recommendations from external alternative provision review will further increase costs in the short term.

Central school services block – forecast to overspend by £1.3m, including £0.3m on exclusions, £0.1m on the admissions service and £0.9m relating to the Bridlington Schools Private Finance Initiative (PFI). Any variance on the Bridlington School PFI is funded from a separate reserve.

High needs funding block – forecast to overspend by £8.7m (22.2%). Most of the overspend (£5.1m) reflects the gap at the start of the year between resources allocated in the dedicated schools grant for high needs and known commitments. This overspend is likely to increase further as the year progresses, particularly as education, health and care plan (EHCP) numbers continue to increase. Between April and January 2024, these numbers increased by 9.6%. The local authority has been successful in its application to the Department for Education for £1m in Delivering Better Value grant funding. This funding will be used to fund a number of projects associated with helping mitigate the growth in the Council's projected DSG deficit. The first graph (EHCP Numbers – Historic and Forecast) below shows the historic and projected EHCP numbers over the timeline of the deficit recovery plan.

Reserves – Surplus balances held by individual schools are expected to reduce by £3.3m to £7.2m by the end of the year. Similarly, the funding deficit on the dedicated schools grant reserve (representing the centrally managed budgets including high needs) is expected to increase by £8.2m to £23.2m. The second graph (DSG Deficit £m) below shows the projected deficit over the timeline of the deficit recovery plan. From 2030-31, the deficit is anticipated to start falling in line with a reduction in overall EHCP numbers.


EHCP Numbers - Historic and Forecast
4000
3500
3000
2500
2000
1500
1000
500
0
2018-19
2019-20
2020-21
2021-22
2022-23
2023-24
2024-25
2025-26
2026-27
2027-28
2028-29
2029-30
2030-31
2031-32


DSG Deficit £m
70
60
50
40
30
20
10
0
-10
2018-19
2019-20
2020-21
2021-22
2022-23
2023-24
2024-25
2025-26
2026-27
2027-28
2028-29
2029-30
2030-31
2031-32

HOUSING REVENUE ACCOUNT

Headlines:

- Net overspend £3.0m.
- Housing Maintenance Unit overspend £3.8m
- Decant payments overspend £0.4m
- New build scheme write off £0.9m
- Community Responders £0.3m
- Interest on cash balances overachievement £1.2m
- Rent income underachievement £0.7m
- Energy efficiency scheme underspend £1.7m

Risks and Actions:

Risks

- Inflation.
- Decant payments.
- Housing maintenance unit

Actions

- Demand for responsive repairs and maintenance has significantly increased and a review is being undertaken to focus on essential spend. Senior management are aware and are actively involved in trying to resolve the issues.

	Full Year Budget £m	Projected Outturn £m	Projected Variance £m
Housing Service	2.2	2.4	0.2
Asset Strategy	15.3	19.8	4.5
Adult Services	0.5	0.8	0.3
Finance (Rents)	-18.2	-20.2	-2.0
Housing Revenue Account	**-0.2**	**2.8**	**3.0**

POSITION SUMMARY

The Housing Revenue Account (HRA) is forecast to outturn with a £3.0m overspend, in comparison to the previously reported overspend of £1.8m. The increase is due to a £0.5m increase in the Housing Maintenance Unit (HMU) delivered responsive repairs and maintenance overspend, a further £0.4m overspend against the Building Design feasibility budget and £0.3m on employee costs due to the shortfall in the budget allocation to fund the pay award. Any outturn overspend on the HRA will be funded from the HRA general reserve**.**

The projected overspend is mainly due to overspends on repairs and maintenance works delivered by the HMU (£3.8m) and Building Design feasibility works (£0.9m), offset by an underspend of £1.7m against the HRA revenue contribution to the capital programme.

HOUSING REVENUE ACCOUNT cont'd

Key variances are as follows:

Housing Services

Housing Services is forecast to overspend by £0.2m. An overspend of £0.4m is as a consequence of the sheltered housing re-modelling for the decanting of existing tenants to alternative accommodation, with payments issued to compensate tenants for home loss and/or the disturbance caused, with underspends on staff vacancies of £0.2m offsetting this.

Note that, following work on the Housing Maintenance Unit (HMU) trading account, costs have now been recharged to Asset Strategy and so the previously forecast overspend of £3.4m is now reflect in the Asset Strategy overspend.

Asset Strategy

Asset Strategy is forecast to overspend by £4.5m, of which £3.8m relates to repairs and maintenance delivered by the Housing Maintenance Unit (HMU).

The Revenue responsive, void and programmed works delivered by the HMU is forecast to overspend by £3.8m. Higher expenditure than budgeted is due to a number of factors, including increases in materials and labour costs due to inflation, an increase in demand (the number of reactive repairs requested) and increased work associated with damp and mould inspections and electrical compliance remedial works. Control measures have been implemented to limit spend as much as possible in year on works which do not impact on compliance or the health and safety of residents. There have also been system issues which have been subject to an internal audit review, and collaborative work between Housing and Finance is ongoing to resolve. The re-coding of all invoices via a direct coding exercise, provides assurance that this projected variance is realistic.

There is also a £0.9m overspend against the Building Design feasibility budget, mainly due to the write-off of costs associated with new build schemes no longer going ahead. This being due to the high costs included as part of the tender returns, and it is considered that some schemes are no longer financially viable and do not offer good value for money. A further £0.1m overspend relates to legal disrepair claims**.**

A projected underspend of £0.3m against the cost of energy is forecast. Energy prices have softened considerably since the unprecedented market highs reached in Autumn 2022, when the 2023-24 budget was set.

Adult Services

The Community Responders (formerly Wardens) Service is forecast to overspend by £0.3m.

As a consequence of the sheltered housing review where some dwellings were reclassified as 'general needs' or 'housing for older people' then this has led to tenants opting out of the support they previously received as a 'sheltered' tenant therefore reducing client income by £0.6m. This is offset by £0.3m underspend against the provision of the service. The Commercial Office are working with the service looking at a range of options to reduce this pressure.

HOUSING REVENUE ACCOUNT cont'd

Finance (Rent Income / Central Services / Reserve & Capital Contributions)

Finance is forecast to underspend by £2.0m.

A projected underspend of £1.7m against the HRA revenue contribution to the capital programme has been identified. A new ten year programme for energy efficiency measures was set up in 2023-24, with the aim of achieving EPC ratings of C for all stock by 2035. The commencement of these works have been delayed, hence the reduced contribution to the capital programme.

A higher than budgeted return on HRA cash balances following an increase to the bank rate have increased the level of returns that can be achieved on investments. Interest to be applied to the HRA for 2023-24 is currently forecast to be £1.3m higher than budgeted.

Dwelling rent income is anticipated to underachieve by £0.7m, with void dwellings being higher than budgeted for in the HRA Business Plan (currently at 2.7% compared to the budgeted level of 2.0%), alongside the removal of 144 dwellings from stock, as part of the re-modelling and rebuild of the Council's sheltered housing schemes.

HRA Audit Compliance

The Council is under contract with Homes England to deliver grant funded affordable housing. As part of this agreement an annual compliance audit is undertaken to ensure that the funding is being used in accordance with the grant terms and conditions. The compliance audit report for 2022-23 has been published and has identified no breaches. The final grade awarded was 'Green - meets requirements'. It is proposed the Council acknowledges the findings of the Homes England Compliance Audit report.

Appendix 12

CAPITAL – HIGHLIGHTS

The capital programme, based on the approved programme and actual position at the end of January 2024, is summarised in the table below. The year to date, spend is £76.4m, representing 57.3% of the current approved budget of £133.4m. If approved, the recommendations included in this report will reduce this budget to align with the forecast outturn of £107.2m, with the overall programme for 2023-24 and later years forecast to be £764.2m. It is recommended that the Cabinet approve the proposed changes to scheme budgets in Appendix 12 and the proposed re-profiling of scheme budgets in Appendix 13 to match current spending projections, resulting in a net decrease of £13.2m, to match current spending projections.

	2023/24 Approved £m	2023/24 Actual to Date £m	2023/24 Forecast Outturn £m	2023/24 Variance £m	Future Years Approved £m	Future Years Forecast £m	Future Years Variance £m	Total Variance £m
Economic Development	8.2	1.4	3.8	-4.4	31.8	36.4	4.6	0.1
Corporate	10.1	3.4	7.2	-2.9	23.1	27.1	3.9	1.0
Highways, Transport, Coastal Protection & Infrastructure	45.7	28.4	38.4	-7.3	247.4	251.5	4.1	-3.2
Housing	51.7	32.7	44.2	-7.5	286.8	294.0	7.3	-0.3
Leisure & Libraries	4.9	2.7	4.3	-0.7	25.2	25.9	0.7	0.1
Schools & Children's Centres (exc. Schools Devolved)	8.0	5.5	6.5	-1.5	15.3	16.6	1.3	-0.3
Children's & Adult Services	2.1	1.2	2.0	-0.1	3.2	3.3	0.1	0.0
Waste Disposal	0.5	0.1	-0.4	-0.9	9.9	0.0	-9.9	-10.8
Schools Devolved	2.2	1.0	1.3	-0.9	1.3	2.2	0.9	0.0
Total Capital Programme	**133.4**	**76.4**	**107.2**	**-26.2**	**644.1**	**657.0**	**12.9**	**-13.2**

Appendix 13

CAPITAL BUDGET WHOLE LIFE SCHEME VARIANCES AND FUNDING AMENDMENTS OVER £0.250m - REQUIRING CABINET APPROVAL

Scheme	Original Whole Life Budget £m	Current Whole Life Budget £m	Whole Life Forecast Outturn £m	Whole Life Variance £m
Economic Development				
Other Economic Development Schemes-				
Communities & Place REPF	1.5	1.5	0.8	(0.7)
Supporting Local Business REPF	0.3	0.3	1.0	0.7
Corporate				
Corporate Property-				
Renewable Energy Schemes	4.0	3.8	4.0	0.3
Strategic Property Planned Maintenance	7.6	8.5	9.1	0.6
Highways, Transport, Coastal Protection & Infrastructure				
Flooding Mitigation Schemes-				
Flood Mitigation Schemes - Phase 2				-
Brough - Blackburn Surface Water Flood Alleviation Scheme	0.4	0.8	-	(0.8)
Beeford Village Flood Alleviation Scheme	0.9	1.2	-	(1.2)
The Meadows, Cherry Burton Flood Alleviation Scheme	0.3	1.1	-	(1.1)
Housing				
Housing Revenue Account				
Other Schemes-				
New Housing Supply	133.3	128.1	125.6	(2.4)
West Hill 2, Willerby	-	-	2.2	2.2
Schools & Children's Centres (exc. Schools Devolved)				
Secondary Schools-				
High Needs Provision - Schemes to be determined	0.7	5.6	4.1	(1.5)
Central Schemes-				
Childcare Expansion	-	-	0.7	0.7
Waste Disposal				
Household Recycling Site - Beverley	10.8	10.8	-	(10.8)
Effects of other Scheme Whole Life Variances (net)	**	574.9	575.7	0.8
Total	**159.8**	**736.5**	**723.3**	**(13.2)**

Original Whole Life - * annual allocations / ** a combination of individual schemes

Economic Development

Rural England Prosperity Fund - Communities & Place / Rural England Prosperity Fund - Supporting Local Business - Transfers
The UK Shared Prosperity Fund (UKSPF) and Rural England Prosperity Fund (REPF) grants are part of the government's support package to promote Levelling Up and are considered to be a replacement for European Structural and Investment Funds (ESIF).

Previously four schemes were added to the capital programme with a value of £3.9m to reflect the level of capital funding it was expecting to receive. A review of the scheme proposals has been completed and there is a requirement to reprofile funding between two schemes. It is requested that the following amendments are made to the capital programme:

- Reduction of £0.7m (£0.2m in 2023-24 and £0.5m in 2024-25) from the Communities & Place REPF scheme.
- Additional £0.7m (£0.1m in 2023-24 and £0.6m in 2024-25) from the Supporting Local Business REPF scheme.

Corporate

Renewable Energy Schemes – Addition of £0.3m
The Renewable Energy Schemes fund is critical to support the delivery of renewable energy and energy reduction schemes. The schemes are expected to reduce energy, generate a net income, and reduce carbon emissions.

Asset Strategy officers have successfully secured funding of £0.3m from the Swimming Pool Support Fund for investment in the Council's leisure centres. Alongside this, a review of future schemes has taken place resulting in a requirement to reprofile the spend over the next few years. It is requested that £0.3m is added to the capital programme and a reprofile as follows:

- £0.2m added in 2024-25
- £0.1m added in 2025-26

Strategic Property Planned Maintenance – Addition of £0.6m
The council has a diverse portfolio of property assets including leisure centres, libraries, civic offices and business centres. A planned programme of works is completed each financial year to ensure these assets are of a suitable and sufficient standard, and to reduce the risk of major failures that would affect service delivery.

A number of high value schemes have been delayed until next financial year, resulting in a reprofile of £1.0m into 2024-25. There are a number of schemes at leisure centres, Hornsea Hub and Hornsea toilets that require revenue contributions of £0.5m from Culture and Customer Services. A further contribution from the traveller's reserve of £0.1m has been received to complete works at Woodhill, Eppleworth and Woldgate traveller's sites. It is requested that £1.0m is reprofiled from 2023-24 to 2024-25 and £0.6m is added to the capital programme in 2024-25 funded from Culture and Customer Services 2023-24 revenue budget and traveller's reserve.

Highways, Transport, Coastal Protection & Infrastructure

Brough - Blackburn Surface Water Flood Alleviation Scheme - Removal from Capital Programme £0.8m
A feasibility study funded through Grant in Aid has identified an outline option and cost estimate. However, the programme has experienced delays due to resourcing constraints. As a result, the project is to be paused whilst other flood and coastal risk management schemes in the capital programme are prioritised for development and delivery.

Any future scheme is likely to be progressed in the next 6-year national flood and coastal erosion risk management investment programme, which commences in April 2027. Consequently, it is requested that the costs incurred to date are written off to revenue and the indicative delivery profile of £0.8m is removed from future years of the capital programme.

Beeford Village Flood Alleviation Scheme - Removal from Capital Programme £1.2m
The capital scheme was to look at a flood alleviation scheme for the village of Beeford. The scheme has been put on hold whilst a wider study is undertaken by the Environment Agency. Therefore, it is requested £1.2m is

removed from the capital programme (the majority of this is indicative grant funding) with all costs incurred to date written off to revenue.

The Meadows, Cherry Burton - Removal from Capital Programme £1.1m
The project to reduce potentially flooding in Cherry Burton has been pushed back for consideration in the next 6-year national flood and coastal erosion risk management investment programme, which commences in April 2027. Therefore, it is requested £1.1m is removed from the capital programme (the majority of this is indicative grant funding) with all costs incurred to date written off to revenue.

Housing

Housing Revenue Account

New Housing Supply – Reduction and Transfer of £2.4m
Through the budget setting process the HRA created a budget to fund the delivery of 1,000 affordable homes. As schemes are developed, separate budget lines are added to the capital programme. It is requested that £2.5m is removed from the capital programme (£1.4m in 2023-24 and £1.0m in 2024-25) to reflect the West Hill 2 Willerby scheme (£2.2m) below and additional two properties (£0.3m) funded through the Local Authority Housing Fund R2 for Afghan Resettlement and Temporary Accommodation.

West Hill 2, Willerby – Addition / Transfer of £2.2m
The Council has exchanged contracts with Beal Homes on 9 properties on West Hill 2 in Willerby. This will contribute to meeting in need and the 1,000 homes target. It is requested that £2.2m is added to the capital programme funded by Home England Grant and HRA funding transferred from New Housing Supply above.

Schools & Children's Centres (exc. Schools Devolved)

High Needs Provision Schemes – Reduction of £1.5m
In March 2022 DfE announced capital allocations funding for high needs provision. This is to support the creation of new High Needs places or the improvement of existing provision (for pupils with Special Educational Needs and Disabilities (SEND) or requiring Alternative Provision (AP)). As schemes are identified funding is transferred to individual capital scheme codes. It is requested that the scheme is reprofiled and the following adjustments are made to the budget as follows:

- A reduction £2.1m in 2023-24 of which £1.5m is to replace the prudential borrowing on Throstle Nest SEND Complex LD Residential Provision scheme in Children & Adult Services below, the remaining reduction of £0.6m is reprofiled into future years.
- A reduction of £2.5m in 2024-25
- An increase of £1.6m into 2025-26
- An increase of 1.5m into 2026-27

Childcare Expansion – Addition of £0.7m
The Council has received a capital allocation to support the to support the phased expansion of Early Years (EY) childcare provision for working parents of all children 9 months to 3-year-olds and also for the provision of 8am to 6pm wraparound care for primary aged. It is requested that £0.7m is added to the capital programme in 2024-25 to reflect the grant allocation received.

Children's Services

Throstle Nest - SEND Complex LD Residential Provision – Funding Change
This scheme was based on the purchase of an existing residential property and conversion to a residential home for children and young people with complex learning disabilities. A review of the funding has taken place and it is requested that high needs grant of £1.5m is used to replace prudential borrowing.

Waste Disposal

Household Recycling Site – Beverley – Removal from Capital Programme £10.8m
This scheme involves relocating the existing recycling site at Weel, as this is no longer fit for purpose and Environmental Agency (EA) can refuse to grant the Council a permit to operate in the near future if no action is taken. The Planning Committee in February rejected the planning application for a new site north of Beverley

and therefore it is proposed that the scheme is removed from the capital programme. All costs incurred to date will need to be written off to the General Fund revenue budget in accordance with accounting regulations. Officers are now in discussions regarding the next steps to meet the EA's requirements.

It is requested that revenue budget impact of the costs incurred to date is funded from the capital investment fund and that, as directed by the Cabinet, the remaining funding allocated to the scheme of £10.2m is transferred to a new Environment & Highways reserve to be used for future schemes.

Appendix 14

CAPITAL BUDGET RE-PROFILING VARIANCES OVER £0.250M - REQUIRING CABINET APPROVAL

Scheme	2023/24 Variance £m	2024/25 Variance £m	2025/26 Variance £m	2026/27 Variance £m	2027/28 Variance £m	Later Variance £m
Economic Development						
Other Economic Development Schemes-						
Goole Advance Town Deal-						
Goole TD Victoria PG	(1.0)	1.0	-	-	-	-
Goole TD - Property Activation Fund	(1.5)	1.5	-	-	-	-
Goole TD - Dutch River Cycleway & Flood Defence	(1.5)	1.5	-	-	-	-
Corporate						
E-Government-						
ICT Replacement and Investment Fund - Phase 2	(0.4)	0.5	-	-	-	-
Corporate Property-						
Champney Treasure House	(1.0)	1.0	-	-	-	-
Beck Hill Car Park Bridlington	(0.4)	-	0.4	-	-	-
Highways, Transport, Coastal Protection & Infrastructure						
Other Schemes-						
A164 and Jocks Lodge Junction Improvement Scheme	(0.7)	-	-	-	0.7	-
A63 Brough/Welton Junction Improvement Scheme	(0.7)	0.7	-	-	-	-
A164/B1232 junction improvement scheme	(0.5)	0.5	-	-	-	-
Flooding Mitigation Schemes-						
Anlaby & East Ella Flood Alleviation Scheme	-	(0.5)	0.2	0.3	-	-
Vehicle Replacement Programme	(2.8)	2.1	2.0	(0.4)	0.2	(1.1)
Housing						
Housing General Fund						
Other General Fund Housing-						
Community Housing Fund	(0.3)	(0.6)	0.3	0.6	-	
Housing Revenue Account						
Other Schemes-						
New Build - Burden Road, Beverley	(0.6)	0.6	-	-	-	-
New Build - Springfield Avenue, Bridlington	(0.4)	(2.6)	2.9	0.1	-	-
New Build - Sewerby Road, Garage Court, Bridlington	(0.6)	0.6	-	-	-	-
New Build - Whitethorn Avenue, Withernsea	(0.9)	0.9	-	-	-	-
New Build - Greenfield Garage Court, Bridlington	(0.5)	0.5	-	-	-	-
Pybus Court Redevelopment	(1.8)	0.2	1.6	-	-	-
Leisure & Libraries						
Corporate Property-						
Playing Pitch Improvement and Investment Programme	(1.1)	1.1	-	-	-	-
East Riding Leisure Goole Hub	0.7	(0.7)	-	-	-	-
Schools & Children's Centres (exc. Schools Devolved)						
Primary Schools-						
Hallgate Primary School	-	0.3	(0.1)	-	-	-
Central Schemes-						
Basic Need - to be allocated	-	(2.2)	1.0	1.0	-	-
Schools Devolved						
LEA Schools	(0.9)	-	0.9	-	-	-
Effects of other Scheme Reprofiling and Whole Life Variances (net)	(9.3)	(1.3)	(2.9)	1.0	(0.8)	-
Total	**(26.2)**	**5.0**	**6.3**	**2.6**	**0.1**	**(1.1)**

Economic Development

Goole TD Victoria PG
The future of this town centre sports stadium owned by ERYC and leased to Goole Town Council has been secured with the development of a new, full-size, artificial 3G pitch; compact athletics offer; a state-of-the-art, two-storey pavilion, providing modern changing facilities and a cafe, as well as a 160-seat conference and hospitality suite.

It was anticipated that the main construction phase would start in 2023-24 however, two key factors have delayed the project start. The total funding package includes circa £1 million from the Football Foundation which will fund the 3G pitch costs. Unfortunately, the first round of procurement administered by Goole Town Council failed to generate a suitable contractor which resulted in the process being re-run, now with a successful outcome. However, this impacted on the submission timescales for the Football Foundation funding and impacts the construction schedule linked to the ground being the home ground of Goole AFC. a league club with fixtures that needs to be factored into the timetable of work. It has therefore been necessary to push back further into 2024-25 to minimise disruption and costs to Goole AFC and their football active season. It is requested that £1.0m is reprofiled from 2023-24 to 2024-25 to reflect the delays on the scheme.

Goole TD - Property Activation Fund
The Property Activation Fund is a pot of grant funding that will help to transform Goole's town centre. It aims to make the town centre a more attractive and appealing place to live, work and visit by restoring, refurbishing and ultimately reinventing buildings that are empty, under used or in a poor state of repair.

The Town Investment Plan spend profile anticipated a number of schemes to be delivered early. However, due to the complexities of planning permission and the towns rapid inundation zone (flood), the challenges are being explored further. There was also a high expectation from the Town Deal Board that a couple of large applications would be submitted early from property owners and whilst dialogue is advanced, these are complex properties taking longer than anticipated to develop. It is requested that £1.5m is reprofiled from 2023-24 to 2024-25 to reflect the delay in progressing the scheme.

Goole TD - Dutch River Cycleway & Flood Defence
As Goole is highly vulnerable to flooding, the Environment Agency was already intending to reinforce flood defences along the Dutch River at Goole. However, a contribution from Goole Town Deal means that this work will go ahead three years sooner than planned and will incorporate a 'greenway corridor' to enable pedestrians and cyclists to enjoy the great outdoors. This will extend approximately 4.7 kilometres and be built alongside and on top of the Dutch River flood defences.

Construction work is scheduled to start in September 2024 and complete in September 2025. The Environment Agency is delivering this project with contributions from other funders and their own financial resources, which have been utilised thus far. The Towns Fund budget allocation will not be required until 2024-25, so it is requested that £1.5m is reprofiled from 2023-24 to 2024-25.

Corporate

ICT Replacement and Investment Fund - Phase 2
The ICT Investment fund comprises a series of projects which ensure the continued viability of the Council's ICT Infrastructure including telephony, security, virus protection and server infrastructure.

The replacement programme is ongoing. However, an element off upgrading across a number of sites will take place in 2024-25. As a result, it is requested that £0.4m is reprofiled from 2023-24 into 2024-25 and a further £0.1m is added to the capital programme in 2024-25 funded from the IT Reserve to reflect increased costs associated with the upgrade.

Champney Treasure House
The scheme is to renovate and refurbish the existing Treasure House while amalgamating a variety of services which forms part of the council's asset rationalisation programme to release buildings to support the funding of the capital programme and achieve revenue savings.

Construction works commenced later than anticipated resulting in major parts of construction spend moving from 2023-24 to early 2024-25. It is requested that £1.0m is reprofiled from 2023-24 to 2024-25 to reflect the revised programme of works.

Beck Hill Car Park Bridlington
This scheme is to create a new multi-level car park with a capacity of circa 420 spaces at the Beck Hill site in Bridlington. This has been identified as an essential piece of infrastructure required to support the town centre. During the originally planning process, a number of objections to the scheme were raised, resulting in a redesign of the scheme.

Work is continuing on the business case to support the internal borrowing of the estimated schemes costs. Once this has been completed and agreed the final design can be completed. It is requested that £0.4m is reprofiled from 2023-24 to 2025-26 to reflect the revised programme of delivery.

Highways, Transport, Coastal Protection & Infrastructure

A164 and Jocks Lodge Junction Improvement Scheme
In November, the Government confirmed that the A164/Jocks Lodge junction improvement scheme would go ahead with the Department for Transport providing £41m towards the £86.9m scheme.

Officers have received a construction programme from the contractor. As a consequence of the revised programme, it is requested that £0.7m is reprofiled from 2023-24 to 2027-28 to reflect the revised construction programme and expected future land payments.

A63 Brough/Welton Junction Improvement Scheme The existing junction linking Brough/Welton and the A63 is sub-standard, and often results in queues and delays. The Brough Consortium, who are leading on the Brough South development, must fulfil a planning condition to fund an improvement to the Welton junction to accommodate the additional journeys generated by their development. The improved scheme involves signalising the roundabout and enlarging the junction.

Construction work continues on the scheme; however, the recent severe weather has impacted on the expected delivery timescales. It is requested that £0.7m is reprofiled from 2023-24 to 2024-25 to reflect the revised programme of works.

A164/B1232 junction improvement scheme
The Local Plan Allocations Document includes the AWK-B site, which is located to the south of Great Gutter Lane west at Willerby. The site is allocated for residential development and has come forward in phases. Through the planning process the developers have contributed towards the cost of highway improvements at the A164/B1232 junction. This roundabout is often congested, particularly on the B1232 arm at peak periods with queuing traffic waiting to turn right towards Beverley, and the additional traffic generated by the new housing development will exacerbate this issue.

The Council has developed an improvement scheme that involves signalising the roundabout and enlarging the junction. Due to delays by the statutory undertakers and severe weather, there is a requirement to reprofile the scheme. It is requested that £0.5m is reprofiled from 2023-24 to 2024-25 to reflect the delays in construction.

Anlaby & East Ella Flood Alleviation Scheme
The award winning £21m AEEFAS project was completed in 2020, reducing flood risk to more than 4,000 homes and businesses. The delivery of any major new infrastructure on private land, such as the watercourses and culvert, requires land agreements or acquisition of private land. Whilst the scheme is now complete and fully operational, negotiation over the final land compensation fees is still being finalised. It is requested that £0.5m is reprofiled from 2024-25 to 2025-26 (£0.2m) and 2026-27 (£0.3m) to reflect that any payments to the remaining landowners will not be made until future years.

Vehicle Replacement Programme
The Council has over 700 fleet vehicles and has a scheduled replacement programme which ensures the Council meets its statutory duties and maintain cost effective provision and service reliability. Ageing, unreliable vehicles incur increasing maintenance and operational costs, which could adversely impact compliance with statutory duties and achieving national targets. The programme has been updated to reflect expected times and values of replacing all vehicles. Smaller vehicles are replaced every five years with the large vehicles (for example buses and Waste Collection vehicles) replaced every seven to ten years.

The capital programme has been reviewed to taking into account the expired HGV framework due to procurement issues, impacts of a supplier going into administration, and the delays caused by extended lead times which have resulted in altering the replacements years.

It is requested that the following adjustments are made to the capital programme:

- Reduce £2.8m from 2023-24.
- Add £2.1m in 2024-25.
- Add £2.0m in 2025-26.
- Reduce £0.4m in 2026-27.
- Add £0.2m in 2027-28.
- Reduce £0.8m in 2028-29.
- Reduce 0.3m in 2029-30.

Housing

Housing General Fund

Community Housing Fund
The scheme is to support community led groups develop housing projects to meet the needs of their local community. The funding of the programme is from Government's Community Housing Fund. The majority of the grant will be used to provide capital support to fund the development costs of new builds by community groups. The Council is currently assisting with a community led scheme in Skipsea and a revised timetable of delivery has been produced along with a review of possible use of the funding. It is requested that the following reprofiles are approved as follows: £0.3m is reprofiled from 2023-24, £0.6m is reprofiled from 2024-25, £0.3m is added into 2025-26 and £0.6m is added into 2026-27.

Housing Revenue Account

New Build - Burden Road, Beverley
The HRA have planning approval to build four houses on surplus land next to Beverley's Adult Education Centre. This will contribute towards meeting housing need and the 1,000 homes target. The properties will be council-led builds and meet national design space standards.

The scheme has been delayed in going out to tender with start on site expected in the next financial year. It is requested that £0.6m is reprofiled from 2023-24 to 2024-25 to reflect the revised timescale for delivery.

New Build - Springfield Avenue, Bridlington
Consultants are continuing on finalising the design for 30 flats to be submitted to planning to meet the growing need for this type of housing in Bridlington and contribute to the 1,000 homes target. This will be a council-led build on surplus land owned by the council. Delays caused by not receiving planning approval has impacted on the proposed timetable for delivery. It is requested that following is approved:

- A reduction of £0.4m from 2023-24
- A reduction of £2.6m from 2024-25
- Add £2.9m in 2025-26
- Add £0.1m added in 2026-27

New Build – Sewerby Road, Garage Court, Bridlington
The HRA owns a number of garage sites that are either under-occupied or are no longer fit for purpose. Following a review of all HRA garage sites, the site at Sewerby Road in Bridlington has been declared surplus. The Council are planning to deliver four affordable housing units on this site to assist in meeting housing need in Bridlington and contribute towards the 1,000 homes target.

Following on final cost estimates, a viability examination of the scheme is taking place to explore options, this has impacted on the construction programme. It is requested that £0.6m is reprofiled from 2023-24 to 2024-25 to reflect the revised programme of delivery.

New Build – Whitethorn Avenue, Withernsea
Work continues on the construction of 16 properties to address the growing need for this type of property in Withernsea. The scheme will also contribute to the 1,000 homes target.

The scheme was expected to be completed by early April which has now moved into May. Therefore, it is requested that £0.9m is reprofiled from 2023-24 to 2024-25 to reflect the revised programme of works.

New Build – Greenfield Garage Court, Bridlington
The HRA owns a number of garage sites that are either under-occupied or no longer fit for purpose. Following a review of all HRA garage sites, the site at Greenfield Avenue in Bridlington has been declared surplus. The Council are planning to deliver six affordable housing units on this site to assist in meeting housing need in Bridlington and contribute towards the 1,000 homes target.

Following on final cost estimates, a viability examination of the scheme is taking place to explore options, this has impacted on the construction programme. It is requested that £0.5m is reprofiled from 2023-24 to 2024-25 to reflect the revised programme of delivery.

Pybus Court Redevelopment
The current accommodation at Pybus Court in Hornsea comprises mostly of bedsits that are difficult to let, and the heating systems are very inefficient and do not meet current regulations for heat networks. It is proposed that the existing heating system is replaced with a communal heating system and the bedsits are extended into self-contained accommodation. There will be a mix of one and two-bedroom flats.

Work is soon to commence on the refurbishment at Mere Garth in Hornsea. This is a similar sheltered scheme and once this scheme is completed, contractors will turn their attention to completing the proposed works at Pybus Court. It is requested that £1.8m is reprofiled from 2023-24, £0.2m in to 2024-25 and £1.6m in to 2025-26 to reflect that work will commence on this scheme once Mere Garth is completed.

Leisure & Libraries

Playing Pitch Improvement and Investment Programme
This project was to deliver improvements to three 3G pitches and associated changing facilities, together with grass pitch maintenance improvements. Work has already been completed in Beverley and Market Weighton with the proposed final 3G Pitch at Haltemprice Leisure Centre. Work on design and surveys are ongoing to finalise a cost estimate. The construction phase of the project will not commence until 2024-25. It is requested that £1.1m is reprofiled from 2023-24 to 2024-25 to reflect the proposed timescales for delivery.

East Riding Leisure Goole Hub
The scheme involves refurbishing and extending the leisure centre to include a new learner pool and revised layouts to incorporate hospitality and leisure facilities.

Officers continue to work on completion of the design. It is now expected that work will commence in April rather than then the original March date. Consultants and contractors' costs will now fall in the next financial year. It is requested that £0.7m is reprofiled from 2023-24 into 2024-25 to reflect the revised timetable for delivery.

Schools & Children's Centres (exc. Schools Devolved)

Cottingham Hallgate
There is a need for two additional classrooms at Hallgate Primary School In Cottingham. Officers have identified a scheme and additional funding of £0.2m is required to complete the project. It is requested that £0.2m from Basic Needs Grant below is added to the scheme and a reprofile of £0.1m from 2025-26 to 2024-25 a total of £0.3m profiled in to 2024-25.

Basic Need - to be allocated
This is funding given to local authorities each year to help them fulfil their duty to make sure there are enough school places for children in their local area. As schemes are identified funding is transferred into a separate capital scheme. It is requested that £2.0m is reprofiled from 2024-25 split between 2024-25 and 2026-27 and a reduction of £0.2m from 2023-24 to fund the Cottingham Hallgate capital scheme above for the increased estimated costs for two additional classrooms.

Schools Devolved

LEA Schools

Schools have received an annual allocation of devolved capital from the Department for Education (DfE). This capital grant gives all schools/support centres money to invest in their buildings, grounds and ICT equipment in order to improve educational standards. The Council manage this programme on behalf of schools.

The expected spend for this year is £1.3m and therefore it is requested that £0.9m is reprofiled from 2023-24 to 2025-26.

EAST RIDING OF YORKSHIRE COUNCIL **9**

Report to: The Cabinet
19 March 2024

Wards: Driffield and Rural and Pocklington Provincial

Agreement to Allocate Section 106 Contributions – Outdoor Play Space

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Joint report of the Interim Chief Executive and Executive Director of Communities and Environment

A. Executive Summary

Development has been carried out pursuant to several major planning applications for housing in the Driffield and Rural and Pocklington Provincial Wards. The developers have met the relevant payment thresholds for off-site outdoor sports provision.

Extensive research and consultations have been completed with the relevant local organisations to identify the best spend of this funding to meet the outdoor sport and recreation needs of these expanding populations.

Cabinet approval is sought to allocate a total of £319,821.22 to two separate organisations; one each in Driffield and Pocklington, as each sum is more than £100,000.

B. Council Priorities

Growing the Economy
Empowering and Supporting Communities

C. Lead Portfolio

Planning, Communities and Public Protection
Culture, Leisure, and Tourism

D. Recommendation(s)

Following completion of a thorough research and consultation process to identify the most appropriate spend of the commuted sums to meet the outdoor sport and recreation needs in the Wards of Driffield and Rural and Pocklington Provincial, it is recommended that The Cabinet approve the following allocations to two separate organisations:

(i) £200,000 towards a new clubhouse/changing facility for Great Driffield Football Club.

(ii) £119,821.22 towards improvements to the changing facility and outdoor training pitch at Pocklington Sports and Football Club.

1. Background

1.1 East Riding of Yorkshire Council requires developers to provide Outdoor Playing Space (OPS) as part of all new residential developments above certain size thresholds. This requirement is highlighted in the East Riding Local Plan, accompanied by a Supplementary Planning Document.

1.2 Outdoor Playing Space is space that is available for outdoor sport, equipped play areas and recreation space, which is of a suitable size and nature for its intended purpose, and safely accessible and available to the public. When a developer does not provide this within the development itself, a sum of money known as a commuted sum may be paid in lieu of this, by the developer entering into an agreement under the Town and Country Planning Act 1990. This is paid to the Council in phases during the construction period and is used for the provision of outdoor facilities relating to outdoor sport, equipped play space and recreation space. The sum is held by the Council until an appropriate project is identified. Each sum of money has individual stipulations attached as provided for by the relevant Section 106 Agreement. In all cases the projects must meet these specific criteria and must ensure that the project will benefit the local community within the housing development from which it was generated.

1.3 The final decision regarding the award of any commuted sum is made by the Director of Planning and Development Management and the Executive Director of Planning and Economic Regeneration following consultation with ward members. However, any project over £100,000 must receive approval from Cabinet.

1.4 There have been several Commuted Sums allocations to groups in Pocklington over the past four years including Pocklington Tennis Club, Pocklington Cricket Club, Pocklington Rugby Union Club, Stewart Bowling Club, Pocklington Sports and Football Club, The Buddhist Centre, Burnby Hall Gardens, Yapham Cricket Club, Pocklington Town Council, and the Canal Society.

1.5 Driffield has also seen several commuted sums allocations to groups to improve their facilities including Driffield Town Cricket Club, Driffield Rugby Union Club, Driffield and District Lawn Tennis Club and improvements to the town's parks; St Margarets, North End Park, and Allotment Lane play area.

1.6 The Commuted Sums Team have carried out a thorough process of research, taking account of relevant strategies such as The Playing Pitch Strategy (2012), Local Football Facilities Plan (2019) and the Open Space Policy (2014) and consultation with relevant organisations and ward members in Driffield and Rural and Pocklington Provincial to bring forward proposals for how the funding can be spent to best meet the outdoor sport and recreation needs of the local population. This has resulted in the identification of 2 projects.

2. Projects Identified

2.1 Two projects have been identified. The relevant ward members and Director of Planning and Development Management and the Executive Director of Planning and Economic Regeneration support both proposed allocations. The background is given in Appendix 1.

Driffield Football Club	£200,000.00
Pocklington Sports and Football Club	£119,821.22
Total	**£319,821.22**

2.2 The total value of the commuted sums allocated to these three projects is £319,821.22 against a cumulative total project cost of £716,531.21. All organisations have been encouraged throughout the process to use the commuted sums to lever in match funding from other sources such as National Governing Bodies of Sport, FCC Communities Fund and Club funds. Commuted Sums will not be confirmed to the organisations until all of the £396,709.99 external match funding has been secured.

3. Conclusion

3.1 All projects need to meet the requirements as part of the Commuted Sums application including securing landlords' consent and the required planning permissions and building regulations. The Commuted Sums award will be subject to the organisations obtaining these.

3.2 These commuted sums funding packages represent excellent value for money. They all improve the facilities that the organisations can offer to existing and potential users, whilst enhancing the quality, quantity, and provision of outdoor sports opportunities available to the residents of Driffield and Pocklington.

3.3 Cabinet approval is sought to allocate £200,000.00 to Great Driffield Football Club, £119,821.22 to Pocklington Sports and Football Club.

Alan Menzies
Interim Chief Executive

Paul Bellotti
Executive Director of Communities and Environment

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Background Papers None

Assessments/Considerations

	Yes/No/NA
Appropriate Consultation (Section 3 Report Writers Guide)	YES
Equality Analysis Screening Tool	N/A
Data Protection Impact Assessment (Stage 1)	N/A
Health in All Policies Assessment	N/A
Environmental Sustainability Appraisal (Climate Change)	N/A
Armed Forces Covenant	N/A
Risk Register	N/A
Value for Money	N/A

APPENDIX 1

BACKGROUND TO PROJECTS IDENTIFIED

Driffield Football Club

Great Driffield Football Club is the primary football club in Driffield providing footballing opportunities for children from age 5- 18, both boys and girls and open space (senior) football teams. The club has 20 football teams with over 200 registered players. The club's home ground is Allotment Lane Playing Fields, Driffield. The club's aim is to provide footballing opportunity for all, with good facilities and for the club to be at the heart of the local community.

The project is the refurbishment of football changing rooms to enhance the facilities available and meet FA standards and a new clubhouse extension. The new clubhouse will provide new improved changing rooms and a social space for use by the club's many players, spectators and opposing teams. This will enhance the experience offered by the club and enable social interaction following training, matches and general use.

The facility at present is not available to be hired out, although local schools are permitted use at no charge. The current facility is simply football pitches and a small number of changing rooms. As part of the new development the clubhouse will be accessible to the local community, particularly residents in the surrounding areas as well as for use for social gatherings/events and by other community organisations.

The project will enhance the facilities the club offers for those that want to play and be involved in football and hopefully encourage more people to become involved and participate. The club is keen to expand its girls and women's football section, walking football and disability football which the enhanced facilities delivered by this project and the clubhouse providing the ability to socialise will help.

Pocklington Sports and Association Football Club (AFC)

Pocklington Sports and AFC has been open since 1998 and the majority of the building has remained almost unchanged since. The club are continuing to proceed with Phase 2 of their development plans which focus on infrastructure and refurbishment work to support the Phase 1 scheme of developing the grass pitches and to bring the site up to the current standard to allow the club is provide a modern, fit for purpose faciality for future use in years to come. These proposals include: refurbishing four changing rooms and three shower rooms to bring them up to standard, refurbish and upgrade the officials room, improvements to social space and internals of the clubhouse, improvements to floodlights in the training area to make them more efficient.

Pocklington Sports and AFC provide a sporting and recreation facility that is available to everyone in Pocklington and the surrounding area. The Association has in the past and continues to be a hub in the community providing sporting facilities to various organisations including Pocklington Town AFC. Pocklington Town AFC are a Charter Standard Football Club and offer football from under 7s through to Veterans and also open age Ladies Football. They have 4 Men's Senior Teams with the First team playing in the Humber Premier League, totalling 350 players. It is estimated that the club facilities are used by between 450 and 500 people of all ages each month.

The Association also provides a social club venue that caters for a diverse range of activities including keep fit, darts, dominoes and pool. In recent times the Association has provided its facilities as a start and finish of a cycling sportive event, community family fun days, Pocklington Lions fundraising days as well as other smaller events.

The facilities are also available to the community and many events are held in the club room including birthday parties, anniversary celebrations, training seminars and community group meetings amongst others. The facility is open 7 days a week as and when required to accommodate the needs of its user groups and participants. Saturdays and Sundays are the most heavily used days due to activities mostly taking place on a weekend, however they are also open on most midweek nights all year round providing training and social events.

Other user groups who use the facility include Pocklington Town FC, Pocklington Sports and Social Club Darts and Dominoes teams, Woldgate school and 6th form college, York & District Minor Football League, Hull City Tigers Trust, ERYC Youth Offending team, Pocklington & District Lions, Pocklington Branch - British Heart Foundation, Sherbutt Residential and Home Care Services, NV Tec - Tractor Appreciation Society

Other volunteer organisations use the facilities on an ad-hoc arrangement. There are no restrictions as to who can use the facilities and the Association seeks to make this known to the local community.

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EAST RIDING OF YORKSHIRE COUNCIL

Report to: The Cabinet
19 March 2024

Wards: All

Forward Plan of Key Decisions - April to September 2024

Report of the Executive Director of Corporate Resources

A. Executive Summary

The Council has previously approved a Forward Plan of Key Decisions. The Local Government Act 2000 requires this to be a rolling four-month plan which must be updated on a monthly basis.

The previous Forward Plan of Key Decisions has been reviewed and updated and the revised Forward Plan of Key Decisions is attached as Appendix 2 of this report.

Appendix 1 of this report summarises the revisions made to the Forward Plan of Key Decisions since it was last approved.

B. Council Priorities

Growing the Economy
Helping Children and Young People Achieve
Promoting Healthy Lifestyles
Protecting the Vulnerable
Valuing our Environment

C. Portfolio

Leader
Deputy Leader
Adults, Health and Care
Children, Families and Education
Culture, Leisure and Tourism
Finance and Governance
Heritage and Coastal
Housing and Infrastructure
Environment and Transport
Planning, Communities and Public Protection

D. Recommendation

That the Forward Plan of Key Decisions for the period April to September 2024, as attached as Appendix 2 of the report, be approved.

1. Background

1.1 The Local Government Act 2000 requires the Council to prepare and publish a Forward Plan of Key Decisions containing details of all key decisions to be made over a four-month period. The Act also requires the Forward Plan of Key Decisions to be reviewed on a monthly basis. The revised Forward Plan of Key Decisions comes into effect on 1 April 2024.

1.2 Members are now asked to approve the Forward Plan of Key Decisions. Following approval, the Forward Plan of Key Decisions will be made available to all of the Council's Overview and Scrutiny Sub-Committees and members of the public as part of the Council's normal arrangements for the publication of agendas and reports. In addition, individual sections will be discussed with the relevant Overview and Scrutiny Sub-Committee.

2. Considerations including Options

2.1 The Cabinet is asked to approve the Forward Plan of Key Decisions for the period April to September 2024 as attached as Appendix 2 of this report.

Darren Stevens
Executive Director of Corporate Resources

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Background Papers

APPENDIX 1

AMENDMENTS TO THE FORWARD PLAN OF KEY DECISIONS APRIL TO SEPTEMBER 2024

A. Additional reports placed on the Forward Plan of Key Decisions for the above period:

Title of Report	Directorate	Portfolio Holder	Date
Review of Anti-Social Behaviour Policy	Communities and Environment	Cllr Hammond Cllr G McMaster	2 July 2024

B. Reports which are on the Forward Plan of Key Decisions but have now changed the date they were scheduled to go to The Cabinet:

Title of Report	Directorate	Reason	Date now due	Portfolio Holder
Salary Sacrifice Shared Cost Additional Voluntary Contributions	Corporate Resources	Further work required	2 July 2024	Cllr Dewhirst
East Riding Design Code	Planning and Economic Regeneration	Further work required	17 September 2024	Cllr Hammond Cllr Jefferson

C. The following reports have been deleted from the Forward Plan of Key Decisions:

Title of Report	Directorate	Reason	Portfolio Holder
Culture and Customer Services - Libraries Strategy	Communities and Environment	Required input from new Director of Culture and Customer Services	Cllr Coultish Cllr Jefferson
Culture and Customer Services - Cultural Strategy	Communities and Environment	Required input from new Director of Culture and Customer Services	Cllr Coultish Cllr Jefferson
Property Asset Management Strategy	Planning and Economic Regeneration	Further work required	Cllr G McMaster Cllr Jefferson
Communications Strategy for East Riding of Yorkshire Council	Planning and Economic Regeneration	Further work required	Cllr Dewhirst

APPENDIX 2

EAST RIDING OF YORKSHIRE COUNCIL

FORWARD PLAN OF KEY DECISION

APRIL TO SEPTEMBER 2024

The Forward Plan of Key Decisions contains information about all the key decisions The Cabinet and the Council will be asked to take within the next six months. The Forward Plan is reviewed monthly and rolled forward for each subsequent six-month period. Each Forward Plan supersedes the previous one and becomes effective on the first working day of each month, although it will be publicly available 14 days before that date.

The Forward Plan has been compiled in consultation with service departments and includes decisions which fall under one or more of the following definitions of a key decision.

- Any decision relating to the approval of or variation to the Council's policy framework or budget which is reserved in the Council's constitution for determination by full Council on a recommendation from The Cabinet (any recommended to Council item), or

- Any decisions made in the course of developing proposals to the full Council to amend the Policy Framework. This includes decisions made to amend draft policies for the purposes of consultation.

- Any decision which will result in income, expenditure or savings with a gross full year effect of £500,000 or greater whether or not the item has been included in the relevant approved budget with the exception of expenditure which is required for the day to day provision of services (e.g. day to day supplies, payment of energy bills etc.), or

- Any decision which is likely to have a significant impact on people living or working in communities in two or more Wards with the exception of decisions that involves two or more Wards simply because of the carrying out of a programme of works.

* - Policy Framework - The Council has determined that the Policy Framework shall comprise all major corporate plans, strategies and objectives of the Council.

* - Budget - The budget includes the allocation of financial resources to different services and projects, proposed contingency funds, the Council Tax base, setting the Council Tax and decisions relating to the control of the Council's borrowing requirements, the control of its capital expenditure and the setting of virement limits.

The Forward Plan of Key Decisions is available for inspection by the public at all Customer Service Centres and Libraries in the East Riding of Yorkshire and via the Council's website.

EAST RIDING OF YORKSHIRE COUNCIL
FORWARD PLAN OF KEY DECISIONS
APRIL TO SEPTEMBER 2024

Matter/Issue	Details of Key Issue/Decision and options to be considered	Decision Making Body (see note (i) below)	Date on which it is proposed the decision will be taken	Principal Groups or organisations it is proposed to be consulted before the decision is taken	Means by which consultation is to be undertaken	Directorate/ Contact Officer	Portfolio Holders
April 2024							
Review of Sex Establishment policy (Post Consultation)	To approve revised Sex Establishment licensing policy following public consultation for formal implementation	The Cabinet	16 April 2024	External: n/a Internal: n/a	n/a	**Communities and Environment** Angela Dearing 01482 396100 Louise Wilson 01482 396104	Cllr Hammond
Complaint and Feedback Policy Update	The existing policy needs to be reviewed in line with its review date to ensure it remains fit for purpose.	The Cabinet	16 April 2024	External: n/a Internal: All directorates	IGMB, SLT, CLT	**Corporate Resources** Matthew Turner 01482 393202 Gwendoline Anson 01482 391419	Cllr Dewhirst
Policy on the use of Generative Artificial Intelligence	Approval of the adoption of the GenAI policy ensuring the Council has a framework in place to take advantage of this new technology whilst ensuring full and proper consideration is always given to areas including security, accuracy, and its ethical use. Additionally,	The Cabinet	16 April 2024	External: n/a Internal: CLT, SLT, Information Governance Management Board	SLT, CLT	**Corporate Resources** Darren Stevens Kevin Woodcock 01482 394521	Cllr Dewhirst

	the policy, supported by existing processes including the Data Protection Impact Assessment and the Equality Analysis highlights risks associated with compliance, bias and discrimination. AI is a rapidly advancing technology, and this policy meets the immediate governance challenges, however it is recognised that this policy will need to be reviewed on a regular basis.						
Flexible Working Policy and Procedure	To make it easier for Council employees to locate appropriate information before submitting a flexible working request, the opportunity has been taken to combine several policies including - • Right to Request Flexible Working policy • Term Time working • Compressed Working Hours • Job-Share	The Cabinet	16 April 2024	External: Trade Unions Internal: SLT, CLT, People Services, Legal, Workforce Wellbeing Group, EDI Workforce Action Group	Reports, meetings, discussions	**Corporate Resources** Director of People Services 01482 391100 Samantha Clarke 01482 391132	Cllr Dewhirst

	Further there are statutory changes coming into effect on the 6 April 2024, which are reflected in the revised policy. The changes include - • a day one right to request flexible working, • a reduction in the time employers have to respond to requests for flexible working, • an increase in the number of requests that an employee can make each year from one to two						
External Funding Strategy 2024-2028	This strategy will set out the types of external funding the council brings in, how this funding is managed, and how its impact is evaluated and communicated to residents. The strategy will also outline the roles and responsibilities for external funding within the council and the support available to voluntary, community and social enterprise (VCSE) organisations and	The Cabinet	16 April 2024	External: This strategy is aimed at officers and councillors and therefore is intended for internal use only. A desktop review of other local authority external funding strategies has been carried out to identify any best practice. Internal: A cross-directorate officer working group is being convened to support the development of this strategy.	Workshops, meetings, emails	**Planning and Economic Regeneration** Claire Watts Tel No: 01482 391610 Suzanne Tose Tel No: 07867 524162	Cllr Handley Cllr Wilkinson

	businesses who are seeking external funding. Approval and adoption of the External Funding Strategy 2024-2028						

May 2024

Risk Management Framework 2024-28	To approve the Risk Management Framework 2024-28, which supersedes the Risk Management Strategy 2021-23	The Cabinet	21 May 2024	External: n/a Internal: SLT, CLT, Audit, Cabinet	Presentations	**Corporate Resources** Simon Lowe Simon.lowe@eastriding.gov.uk Mike Salter Mike.salter@eastriding.gov.uk	Cllr Dewhirst
Establishing contracts for the provision of home care support*	To procure home care support for the residents of the East Riding of Yorkshire within the East Riding of Yorkshire for a four-year period, commencing 1 April 2025.	The Cabinet	21 May 2024	External: Consultation will be undertaken with the existing service providers. Internal: Adult integrated commissioning team.	Meetings	**Adult Social Care and Health** Gareth Everton 01482 393885 Carole Pickburn 01482 392470	Cllr Tucker
Injury Allowance Scheme	The Injury Allowance Scheme was due for review as part of the normal cycle of policy reviews. The Injury Allowance Scheme is whereby the Council considers making payments to a person who suffers a financial detriment as a result of sustaining an injury while carrying out their duties at work. This is only	The Cabinet	21 May 2024	External: Trade Unions Internal: SLT / CLT, People Services, Finance, Legal	Reports and meetings	**Corporate Resources** Director of People Services 01482 391100 Yvette Earl 01482 391147	Cllr Dewhirst

	applicable to employees who are eligible to join the LGPS. The scheme has shifted legally to being discretionary. It is proposed that moving forward the Council retain only the part of the scheme which employees to date have primarily utilised.						

June 2024

Surveillance Camera Policy Update	The existing policy needs to be reviewed in line with its review date to ensure it remains fit for purpose.	The Cabinet	18 June 2024	External: n/a Internal: All directorates	IGMB, SLT, CLT	**Corporate Resources** Matthew Turner 01482 393202 Gwendoline Anson 01482 391419	Cllr Dewhirst

July 2024

Review of Anti-Social Behaviour Policy	The Council's Anti-Social Behaviour Policy expires in May 2024 and now needs to be reviewed. Consultation with key stakeholders is being carried out.	The Cabinet	2 July 2024	External: Safer East Riding Partnership Internal: Relevant Directorates, CLT, SLT and Safer and Stronger Communities Overview and Scrutiny Sub-Committee	Email Meetings	**Communities and Environment** Angela Dearing 01482 396100 Nigel Brignall 01482 396019	Cllr Hammond Cllr G McMaster
Salary Sacrifice Shared Cost Additional	Report seeking approval to implement a Salary Sacrifice Shared Cost Additional Voluntary	The Cabinet	2 July 2024	2 July 2024	Report and meetings	**Corporate Resources** Director of People Services	Cllr Dewhirst

Voluntary Contributions	Contribution (SS SC AVC) pension arrangement for Local Government Pension Scheme (LGPS) members. The scheme will make savings for employees and the Council. The scheme adds to the Council's Employee Value Proposition as it offers financial wellbeing to employees upon retirement.					01482 391100 Yvette Earl 01482 391147	

September 2024

Allocations Policy	The decision will be whether to adopt an updated Allocations Policy. The policy outlines how the Council aims to meet housing need and make the best use of affordable housing stock available in the East Riding. The policy is required to assess housing applications received and the criteria for being accepted onto the Housing Register and how an application is banded. The Policy is prepared to ensure that the	The Cabinet	17 September 2024	External: Council Tenants, Public consultation Internal: Asset Strategy, Housing, Transportation and Public Protection, Legal	Tenant Panel, Tenants Forum, Online external consultation, various internal and external meetings	**Planning and Economic Regeneration** Claire Hoskins 01482 391747 Angela Dearing 01482 396100 Nicola Sworowski Nicola.sworowski@eastriding.gov.uk	Cllr G McMaster

	appropriate housing options are available to each household based on their housing need.						
East Riding Design Code	Following a public consultation on the draft East Riding Design Code, which took place September – October 2023, a final design code is submitted to the Cabinet for adoption as a Supplementary Planning Document.	The Cabinet	17 September 2024	External: General public, developers, planning agents, town and parish councils. Internal: Planning and Development, Economic Development, Asset Strategy, Infrastructure and Facilities, Public Health, Street Scene Services	External: Online consultation, public drop in events, developers/ agents workshop. Internal: Member and Officer workshops.	**Planning and Economic Regeneration** Stephen Hunt 01482 391740 Jessica Slater 01482 391740	Cllr Hammond Cllr Jefferson

Notes:

i. Membership of The Cabinet is detailed on the Council's website.
ii. Representations in respect of any key decision should be made to the contact officer at least two weeks prior to the date when the decision is due to be made.
iii. In the case of all Key Decisions to be made by The Cabinet or other Committee, the documents submitted to that body will be a report which will be included on the agenda. A minute from The Cabinet or other Committee recommending the decision to be taken will be submitted to full Council in respect of Key Decisions which they are to make.
iv. For further information or if you have any queries regarding the Forward Plan of Key Decisions, please contact liz.russell@eastriding.gov.uk

Key: CLT = Corporate Leadership Team/SLT = Senior Leadership Team (internal bodies) * = Exempt