



FORWARD PLAN

26 February 2024 - 30 June 2024

Produced By:

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CABINET FORWARD PLAN

What is the Cabinet Forward Plan?

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

What is a non-key decision?

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

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

What is a key decision?

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

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

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

What information does the Forward Plan contain?

Each issue entered in the Forward Plan lists:

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

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

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

CABINET FORWARD PLAN
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FORWARD PLAN ITEM

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

Meeting Date: 27/02/24

Keyword:

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

Title of Report: Public Realm – Service developments

Description: The purpose of the report is to present to the Executive Members proposed changes in Public Realm. The report will focus on options to improve biodiversity in select areas of the city, options for weed treatment and changes to the management of verges and open spaces. A number of these proposals will be trial areas to inform future service developments.

The Executive will be asked: Consider the information presented in the report and note the contents of the report. The Executive Members will also be asked to consider the proposed trial areas contained within the report and decide if they wish to adopt these proposed areas.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Emergency

Lead Director: Corporate Director of Place

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

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

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Not Applicable.

Consultees:

Background Documents:

Call-In

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

04/03/24

FORWARD PLAN ITEM

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

Meeting Date: 28/02/24

Keyword:

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

Title of Report: Review of Council Garage Licence Agreement

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

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

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Housing, Planning and Safer Communities

Lead Director: Corporate Director of Place

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

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

Implications

Level of Risk:

Reason Key:

Making Representations:

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

Consultees:

Background Documents:

Call-In

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

04/03/24

FORWARD PLAN ITEM

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

Meeting Date: 05/03/24

Keyword:

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

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

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

Wards Affected: All Wards

Report Writer:

Deadline for Report:

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

Lead Director: Corporate Director of Children's and Education

Contact Details: Rachelle White, School Admissions Manager

rachelle.white@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Informal consultation via York Education.

Consultees:

Background Documents:

Call-In

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

15/04/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 12/03/24

Keyword:

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

Title of Report: Access Control Barrier Review

Description: Purpose of the Report: This report seeks approval of a new Access Control Barrier Policy for York based on a review which was completed during 2023. The objectives of the review were to undertake and audit of current access control measures across the council area, to research current guidance, legislation, and best practice, to formulate a policy to determine where barriers should and should not be installed and, in locations where they are deemed to be appropriate, which designs should be used. The final part of the review was formulation of a prioritisation methodology to enable the current non-compliant barriers to be removed or redesigned in a logical order. Approximately 900 individual barriers or access controls were identified as part of the audit phase of the project of which almost three quarters were found to be non-compliant with current government guidance.

The Executive Member will be asked to: Approve adoption of the new guidance and prioritisation methodology as council policy which should be used going forwards to tackle existing barriers and to influence future projects.

To ask officers to disseminate this guidance to other agencies in York who are responsible for their own barriers in order that they are aware of their duties under Equalities legislation and to ensure that barrier policy and designs are standardised across the council area.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Transport

Lead Director:

Corporate Director of Place

Contact Details:

Greg Morgan

greg.morgan@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Engagement with stakeholder groups was undertaken at two

stages during the review.

1. At the policy formulation stage in order that a general consensus could be reached to ensure as much buy-in as possible from stakeholders

2. At the prioritisation methodology formulation stage to ensure the most relevant factors were used.

Internal consultation has been undertaken with relevant council departments on the final policy to ensure we have a singular approach to any future projects.

Consultees:

Background Documents:

Call-In

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

15/04/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 12/03/24

Keyword:

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

Title of Report: Active Travel Programme – Badger Hill Scheme

Description: Purpose of the Report:
As part of the Active Travel Programme, feasibility work has been completed for the 'Badger Hill Active Travel Scheme'. This report presents the proposed scheme and seeks a decision to progress to detailed design and delivery.

The Executive Member will be asked to:
Decide on whether the proposed scheme presented and detailed in this report can proceed to the Detailed Design workstage and subsequent construction.

Wards Affected: Hull Road Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Transport

Lead Director:

Corporate Director of Place

Contact Details:

Bethan Old, Transport Project Manager

bethan.old@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents:

Call-In

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

15/04/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 12/03/24

Keyword:

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

Title of Report: Bishopthorpe Bridge Options Report

Description: Purpose of the Report: In August last year a decision was made to implement a temporary weight restriction to Appleton Road Bridge in Bishopthorpe as the inspections found that the structure was not currently capable of bearing 40 tonnes of live loading and an 18 tonnes weight restriction was implemented.

This report will update on the options which have been explored which will include a bridge strengthening option.

The Executive Member will be asked to: Select the option or options to progress.

Wards Affected: Bishopthorpe Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Transport

Lead Director:

Corporate Director of Place

Contact Details:

Siavosh Mahmoodshahi

siavosh.mahmoodshahi@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents:

Bishopthorpe Bridge Options Report

Weight restriction Bishopthorpe Bridge General Layout-Signs.pdf

Weight restriction Bishopthorpe Bridge General Layout-Plan.pdf

Call-In

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

15/04/24

FORWARD PLAN ITEM

Meeting: Decision Session - Executive Member for Economy and Transport

Meeting Date: 12/03/24

Keyword:

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

Title of Report: Response to the petition to “Pedestrianise Fossgate”

Description:

Purpose of the Report:

The report considers a petition titled “We call on City of York Council to pedestrianise Fossgate”, submitted to City of York Council in November 2023.

The report considers the changes proposed in the petition and whether it would be possible to achieve the aims stated in the petition by implemented these changes or other possible options. An analysis of these options is presented to support the Executive Member’s decision on the Council’s response to the petition.

The Executive Member will be asked to:

Acknowledge the petition, its request for Fossgate to be pedestrianised, and its aims to provide “enough room to accommodate pavement café licences and the needs of our local disabled community”;

Acknowledge the significant amount of analysis and consultation previously undertaken on this issue and the fact that there is no consensus amongst users of the street;

Acknowledge that even if further permanent access restrictions were implemented in the street, this would not enable more pavement cafés to be licensed as it would not be possible to place tables and chairs in the carriageway;

Acknowledge that CYC cannot support the removal of the kerb delineation between the footways and the carriageway as this would transform Fossgate into a level surface shared space;

Approve Option A - Current restrictions, no change, and Option E - Market day approach, where vehicular access to the whole or part of the street would be restricted for specific events. The closures would be managed as events and the organisers would have to ensure that they have all the required permissions in place, including the support of the Security Advisory Group, and that they are able to meet the events’ costs.

Wards Affected: Guildhall Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Transport

Lead Director:

Corporate Director of Place

Contact Details:

Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Detailed in the report – significant number of consultations over the last few years

Consultees:

Background Documents:

Call-In

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

15/04/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/03/24

Keyword:

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

Title of Report: Action plan to reduce inequalities within Gypsy and Traveller communities including the provision of additional pitches and improvement of existing provision

Description: Purpose of report: To set out a 12 month action plan of activity with the ambition of reducing inequalities within Gypsy and Traveller communities. The report will also set out plans to both improve existing sites and provide additional pitches to meet identified need in the Local Plan.

The Executive will be asked: To approve the action plan.

Wards Affected: All Wards

Report Writer: Michael Jones

Deadline for Report: 29/02/24

Lead Member: Executive Member for Housing, Planning and Safer Communities

Lead Director: Corporate Director of Place

Contact Details: Michael Jones, Head of Housing Delivery and Asset Management, Laura Williams

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

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: Action Plan has been developed with support from the Gypsy and Traveller Working Group which is a cross department and multi-agency meeting designed to support Gypsy and Traveller communities in York.

Consultees:

Background Documents: Action plan to reduce inequalities within Gypsy and Traveller communities including the provision of additional pitches and improvement of existing provision

Call-In

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

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/03/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: The Council's Contract with Make It York

Description: Purpose of Report: For members to decide if the existing Make It York contract should be extended by up to a further three years. The report will also update and seek approval from members on the current proposed service specification and any other contract changes required.

The Executive will be asked:

To consider the option to extend the Make It York contract and approve the updated Service Specification and contract changes.

Wards Affected: Guildhall Ward

Report Writer: Andrew Laslett

Deadline for Report: 04/03/24

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

Lead Director: Director of Customer & Communities

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

andrew.laslett@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations:

Process: Consultation Process : Make It York Senior Management Team

Consultees: Economy, Place, Access and Transport scrutiny committee – 22 January 2024

Consultees:

Background Documents: The Council's 2019s Contract with Make It York
The Council's Contract with Make It York

Call-In

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

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/03/24

Keyword:

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

Title of Report: Procurement of Healthwatch York

Description: Purpose of Report: This paper seeks permission to reprocure the City of York Council's ("the Council") Healthwatch York contract for a maximum 4 years value of £462,440 (subject to adjustments).

This will enable the officers to implement the tendering process to align with the expiry of the existing contract and ensure there is a continuous service to the residents of York.

The Executive will be asked: To approve the decision to go out to tender for Healthwatch York for 4-years and associated officer delegations.

Wards Affected: All Wards

Report Writer: Carl Wain

Deadline for Report: 04/03/24

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

Lead Director: Director of Customer & Communities

Contact Details: Carl Wain, Commissioning Manager

carl.wain@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: None - mandatory service

Consultees:

Background Documents: Procurement of Healthwatch York

Call-In

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

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/03/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Local Transport Strategy update

Description: Purpose of report: This will be an update report summarising information collected during York's consultation on Local Transport and work in other relevant transport workstreams.

The Executive will be asked to instruct officers to prepare a Local Transport Strategy which takes into account the information presented in the report.

Wards Affected: All Wards

Report Writer: Julian Ridge **Deadline for Report:** 04/03/24

Lead Member: Executive Member for Economy and Transport

Lead Director: Corporate Director of Place

Contact Details: Julian Ridge

julian.ridge@york.gov.uk

Implications

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

Making Representations:

Process: The report will summarise the responses to the consultation on local transport which ran between November 20th 2023 and February 4th 2024. This comprised both of an online questionnaire and a number of ward and drop in events.

There was extensive city wide advertising of the consultation and the consultation was open to anyone to fill in.

Consultees:

Background Documents: Local Transport Strategy update

Call-In

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

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 14/03/24

Keyword:

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Statement of Community Involvement update

Description: Purpose of the Report: This report sets out the draft updated Statement of Community Involvement, and asks members to approve it for consultation. This will replace the existing Statement of Community Involvement (adopted December 2007) and the 2020 update (which was produced as an update due to Covid regulations).

The Statement of Community Involvement sets out the Council's consultation methodology for planning policy documents, including the Local Plan (and associated documents), neighbourhood plans and the Development Management process for planning applications. The preparation of a Statement of Community Involvement is a statutory requirement under national planning policy.

The Executive will be asked to agree the draft updated Statement of Community Involvement for citywide public consultation.

Wards Affected: All Wards

Report Writer: John Roberts

Deadline for Report: 04/03/24

Lead Member: Executive Member for Housing, Planning and Safer Communities

Lead Director: Corporate Director of Place

Contact Details: John Roberts

john.roberts@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process: Consultation process: Citywide consultation will take place on the approved document using the procedures set out in the draft updated Statement of Community Involvement

Consultees: Public, statutory consultees and interested parties who have registered their interest in the existing planning system. There will be an opportunity for people to also register their interest for future updates to planning policy documents.

Consultees:

Background Documents: Statement of Community Involvement update

Call-In

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

FORWARD PLAN ITEM

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

Meeting Date: 19/03/24

Keyword:

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

Title of Report: Council Tax Debt Pilot

Description: Purpose of Report: The report sets out the findings of the council tax debt pilot undertaken across 2022/23 and sets out recommendations to improve the recovery process for residents.

The Executive Member will be asked: To note the findings and approve the recommendations.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Finance, Performance, Major Projects and Equalities

Lead Director:

Director of Customer & Communities

Contact Details:

David Walker

david.walker@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: This was undertaken as part of the project key stakeholder interviews been undertaken by the University of York.

Consultees: This included third sector organisations, council officers, and residents who participated

Consultees:

Background Documents:

Call-In

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

15/04/24

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 18/04/24

Keyword:

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

Title of Report: Recommissioning of Sensory Services in York

Description: Purpose of Report: Local authorities have a statutory duty to prevent, reduce or delay needs for care and support (Care Act 2014 section 2) for all adults including carers; this means early intervention to prevent deterioration and reduce dependency on support from others including those with sensory impairments. The current Sensory Support service contract is coming to an end this year, the commissioning team are in the process of recommissioning the service. The purpose of the report is for Executive Meeting to review the report and recommendations to come to a decision on the best option to go forward.

The Executive will be asked: To recommend the best option to recommission York Sensory Support Services.

Wards Affected: All Wards

Report Writer: Edward Njuguna **Deadline for Report:** 04/04/24
Lead Member: Executive Member for Health, Wellbeing and Adult Social Care
Lead Director: Corporate Director of Adult Services & Integration
Contact Details: Edward Njuguna

edward.njuguna@york.gov.uk

Implications

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

Making Representations:

Process: A sensory Support survey was conducted to get views from customers who use sensory support services, and those who might need to in the future (and their families and carers). We hoped this would give us a better understanding of what sensory support people need and what needs to improve.

The survey was open for 10 weeks from 1 November 2023 to 8 January 2024

Consultees:

- The Wilberforce Trust (YorSensory)
- MySight York.
- Specialist Teaching Team and Deaf Café
- City of York Council Access Team
- People with lived experience of sensory loss
- North Yorkshire Sight Loss Council.

- Living 4 Moments
- Community Links
- York Older People's Assembly
- York and Scarborough Teaching Hospitals
- Age Friendly York Older Citizens Group
- York Disability Rights Forum
- NHS Humber and North Yorkshire Integrated Care Board
- Tees Esk Wear Valleys NHS FT
- Age UK
- Healthwatch
- York Advocacy
- Dementia Strategy Group
- Carers Groups/Forums
- York CVS
- Other Stakeholders

Consultees:

Background Documents: Recommissioning of Sensory Services in York

Call-In

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