



Notice of a public meeting of

Decision Session - Combined Executive Member Decision Session

To: Councillors Pavlovic and Lomas

Date: Tuesday, 2 December 2025

Time: 10.00 am

Venue: West Offices - Station Rise, York YO1 6GA

AGENDA

Notice to Members – Post Decision Calling In:

Members are reminded that, should they wish to call in any item* on this agenda, notice must be given to Democratic Services by **4:00pm on Tuesday, 9 December 2025 (5 working days after meeting)**.

*With the exception of matters that have been the subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any items that are called in will be considered by the Corporate Scrutiny Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5:00pm on Friday, 28 November 2025 (2 working days before meeting)**.

1. Appointing a Chair

To confirm arrangements for chairing the meeting as follows:

Councillor M Pavlovic, Executive Member for Housing, Planning and Safer Communities – Agenda items 1-7.

Councillor K Lomas, Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion – Agenda item 8 and Urgent Business.

2. **Apologies for Absence**

To receive and note apologies for absence.

3. **Declarations of Interest**

At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

(1) Members must consider their interests, and act according to the following:

Type of Interest	You Must
<i>Disclosable Pecuniary Interests</i>	<i>Disclose the interest, not participate in the discussion or vote, and leave the meeting unless you have a dispensation.</i>
<i>Other Registrable Interests (Directly Related)</i> OR <i>Non-Registrable Interests (Directly Related)</i>	<i>Disclose the interest; speak on the item only if the public are also allowed to speak, but otherwise not participate in the discussion or vote, and leave the meeting unless you have a dispensation.</i>
<i>Other Registrable Interests (Affects)</i> OR <i>Non-Registrable Interests (Affects)</i>	<i>Disclose the interest; remain in the meeting, participate and vote unless the matter affects the financial interest or well-being: (a) to a greater extent than it</i>

	<p><i>affects the financial interest or well-being of a majority of inhabitants of the affected ward; and</i></p> <p><i>(b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest. In which case, speak on the item only if the public are also allowed to speak, but otherwise do not participate in the discussion or vote, and leave the meeting unless you have a dispensation.</i></p>
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(2) Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.

(3) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.

4. Minutes (Pages 7 - 10)

To approve and sign the minutes of the Combined Executive Member Decision Session held on Tuesday, 4 November 2025.

5. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee. Please note that our registration deadlines are set as 2 working days before the meeting, in order to facilitate the management of public participation at our meetings. The deadline for registering at this meeting is 5:00pm on Friday, 28 November 2025.

To register to speak please visit

www.york.gov.uk/AttendCouncilMeetings to fill in an online

registration form. If you have any questions about the registration form or the meeting, please contact Democratic Services. Contact details can be found at the foot of this agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this meeting will be webcast including any registered public speakers who have given their permission. The meeting can be viewed live and on demand at www.york.gov.uk/webcasts.

6. City of York Council Annual complaints (Pages 11 - 88) performance and service improvement report April 2024 to March 2025

This covering report presents the Annual Complaints Performance and Service Improvement Report April 2024 to March 2025 (ACP&SI).

7. Historic Windows Planning Design and (Pages 89 - 100) Conservation Advice Note

This report aims to enable the council to publish guidance on caring for historic windows and considering changes.

8. Advertising/Bus Shelter Contract Update (Pages 101 - 112)

The Council has had a concession contract in place for a concessionaire to provide and maintain bus shelters with either no advertising, paper adverts or Free-Standing Units (FSUs) since 15 July 1999. This contract ended on 31 December 2024.

This report seeks approval to enter a new Service Level Agreement (SLA) with the incumbent supplier for a further 10-months, commencing on 1 January 2026 and expiring on 31 October 2026, to ensure ongoing maintenance of Bus Shelters and a smooth removal and installation of new shelters. This will minimise the impact on residents.

9. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer: Ben Jewitt
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For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

Alternative formats

If you require this document in an alternative language or format (e.g. large print, braille, Audio, BSL or Easy Read) you can:



Email us at: cycaccessteam@york.gov.uk



Call us: **01904 551550** and customer services will pass your request onto the Access Team.



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Select 'Switchboard' from the menu.



We can also translate into the following languages:

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (ہولی) میں بھی میا کی جاسکتی ہیں۔ (Urdu)