



# **FORWARD PLAN**

**14 December 2015 - 17 April 2016**

**Produced By:**

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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

The Executive Forward Plan is a list of all non-key and key decisions the Authority intends to take during the next four month period. The Plan is updated weekly, every Monday and is available to view on-line at [www.york.gov.uk](http://www.york.gov.uk)

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

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

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## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 14/12/15

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

**Title of Report:** Adoption of York's Third Air Quality Action Plan (AQAP3)

**Description:** Purpose of Report: To adopt York's Third Air Quality Action Plan (AQAP3) following public consultation and amendments.

The Executive Member is asked to adopt the report and amendments.

Having formally received the views of the Economic Development and Transport Policy and Scrutiny Committee Pre Decision Call In Committee which had met immediately prior to his decision making session on 18 November, the Executive Member felt that more time was needed to respond to and address the implications associated with the comments made by scrutiny members. He agreed to receive a further report at a decision session to be held in December which would address those issues raised by scrutiny members. This meeting will take place at 4pm on Monday 14 December.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Mike Southcombe

mike.southcombe@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:**

Consultation Process & Consultees: Pub Consultation on the first draft of AQAP3 was undertaken from 21 November 2014 to 2 January 2015. An online questionnaire and electronic version were on the CYC website and the consultation period was advertised locally via a general press release, the main council website, JorAir website and Buzz. Copies of the draft AQAP3 and questionnaire were also placed in York libraries and at West Offices reception. Additional email notification of the consultation was sent directly to:

- all statutory consultees
- all local authorities within the Yorkshire region

- local health professionals (including NHS practitioners and members of the Health and Wellbeing board)
  - bus and taxi operators
  - local 'Breathe Easy' group
  - University of York and University of Leeds
  - Business / other stakeholder contacts from previous LES consultation work
  - consultants involved in the LEZ, anti-idling and electric bus feasibility studies
  - members of the Low Emission Strategy Partnership (LESP)
  - air quality journals
- York Press contained a main feature on the AQAP3 consultation on 30 December 2014.

**Consultees:**

**Background Documents:**

**Call-In**

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

04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 14/12/15

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

**Title of Report:** Food Service Plan

**Description:** Purpose of Report: Under the Food Standards Agency's (FSA) Framework Agreement, City of York Council is required to produce an annual service plan that covers their various food functions.

The Executive Member is asked to consider and approve the report.

Please note that this item falls under the Executive Member for Environment's portfolio area so a decision will be made by this Executive Member and not the Executive Member for Culture, Leisure & Tourism. A meeting date in December will be confirmed shortly.

This decision will be taken by the Executive Member for the Environment on Monday 14 December 2015.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Sean Suckling

sean.suckling@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

**Call-In**

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

04/01/16



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** Building Stronger Communities – Adult Social Care funding

**Description:** Purpose of Report: To present information about the proposal to invest funding over the next 2 years in community initiatives which prevent or delay the need for people to access statutory social care provision.

Use of £75,000 of this funding has already been agreed, as per the 'Listening to Residents: Ward Committees' paper presented to Executive on 30th July 2015 (whereby £75k will be devolved into ward budgets on a 'per capita' basis). Therefore this report makes proposals for the remaining funding.

Members are asked to agree the use of this funding for the purposes outlined in the report.

This report has been deferred to the meeting of Executive on 26 November in order to allow more work to be undertaken with Public Health to align agendas.

This item was withdrawn from the Forward Plan but will now be taken to Executive on 15 December so that further work with public health can be undertaken before the report is considered by Members.

This report has been withdrawn because it will be taken forward as part of a wider project and will come back to Executive at a later date.

**Wards Affected:** All Wards

**Report Writer:** Catherine McGovern, Michael Melvin  
**Deadline for Report:** 03/12/15

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

**Lead Director:** Director of Adult Social Care (Acting)

**Contact Details:** Catherine McGovern, Michael Melvin, Interim Assistant Director, Adult Social Care

catherine.mcgovern@york.gov.uk, michael.melvin@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Building Stronger Communities – Adult Social Care funding

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** Procurement of an Integrated Wellness Service Pilot Programme

**Description:** Purpose of Report: To present a proposal to tender a pilot 'Integrated Wellness Service'

Members are asked to consider and approve the procurement process for an 'Integrated Wellness Service' pilot programme.

A pilot programme will be commissioned to provide lifestyle and behaviour change support to identified priority groups using a person centred approach in line with best practice and evidence.

On completion of the pilot programme and incorporating learning from the pilot, it is intended to follow a full tender exercise for a wellness service offer.

This report has been withdrawn because it will be taken forward as part of a wider project and will come back to Executive at a later date.

**Wards Affected:** All Wards

**Report Writer:** Philippa Press      **Deadline for Report:** 03/12/15

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

**Lead Director:** Director of Public Health (Acting)

**Contact Details:** Philippa Press, Nick Sinclair

philippa.press@york.gov.uk, nick.sinclair@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Procurement of an Integrated Wellness Service Pilot Programme

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** York Central and Access Project

**Description:** Purpose of Report: To update Members on the current status of the project to develop the York Central site.

Members will be asked to consider a range of matters regarding the project.

This item has been deferred until August as further discussions are required with the relevant Portfolio Holders around the complexities involved in this project.

This decision will now be taken by Executive on 26 November to enable further discussions to take place with the Portfolio Holder around the complexities involved in this project.

This decision will now be taken by Executive on 17 December. It was agreed to slip the report until after the Chancellor's Autumn Statement as there may be implications for the project.

**Wards Affected:** Holgate Ward; Micklegate Ward

**Report Writer:** Neil Ferris  
**Lead Member:** Executive Member for Economic Development and Community Engagement (Deputy Leader)  
**Lead Director:** Director of City & Environmental Services  
**Contact Details:** Neil Ferris, Director of City & Environmental Services (Acting)  
Tel: 01904 55 1448  
neil.ferris@york.gov.uk

**Deadline for Report:** 07/12/15

### Implications

**Level of Risk:**

**Reason Key:** 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. The savings or expenditure are significant if they are equal to or

greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** York Central and Access Project

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** Review of Fees & Charges

**Description:** Purpose of Report: To propose an increase in Fees and Charges from 1st January 2016.

Members are asked to approve the recommended increase in Fees and Charges.

**Wards Affected:** All Wards

**Report Writer:** Sarah Kirby **Deadline for Report:** 03/12/15

**Lead Member:** Executive Leader, Finance & Performance

**Lead Director:** Director of Customer & Business Support Services

**Contact Details:** Jayne Close, Accountant

jayne.close@york.gov.uk

### Implications

**Level of Risk:** 04-08 Regular monitoring required **Reason Key:** It is significant in terms of its effect on communities

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Review of Fees & Charges

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** Award of Discretionary Rate Relief

**Description:** Purpose of Report: To approve any new awards of discretionary rate relief for the period 2016-2018.

Members are asked to consider any new applications against budget available and approve any new awards.

**Wards Affected:** All Wards

**Report Writer:** David Walker **Deadline for Report:** 07/12/15

**Lead Member:** Executive Leader, Finance & Performance

**Lead Director:** Director of Customer & Business Support Services

**Contact Details:** David Walker

david.walker@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Award of Discretionary Rate Relief

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** Lord Mayoralty 2016-17

**Description:** Purpose of Report: Members are asked to consider which of the political groups should be invited to appoint the Lord Mayor for the 2016-17 municipal year.

Members are asked to invite the group with the most points for the Mayoralty to nominate a Lord Mayor for the 2016-17 municipal year.

**Wards Affected:** All Wards

**Report Writer:** Anne Platt **Deadline for Report:** 07/12/15

**Lead Member:** Executive Leader, Finance & Performance

**Lead Director:** Director of Customer & Business Support Services

**Contact Details:** Anne Platt

anne.platt@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

**Background Documents:** Lord Mayoralty 2016-17

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** ICT Services Report

**Description:** Purpose of Report: To raise the awareness of ICT Services, its strategy, approach and scope.

Members are asked to endorse the ICT strategy and service approach.

This report will now be considered by Executive on 26 November as recent developments around shared services have created the need for additional information which will influence the report. This will also allow further time to undertake discussions regarding the input from scrutiny in relation to the digital customer work stream that is one of the key features of this report.

This report will now be considered by the Executive on 15 December in order to allow further discussions with Officers.

**Wards Affected:** All Wards

**Report Writer:** Roy Grant **Deadline for Report:** 03/12/15

**Lead Member:** Executive Leader, Finance & Performance

**Lead Director:** Director of Customer & Business Support Services

**Contact Details:** Roy Grant

roy.grant@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** ICT Services Report

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** Council Tax Support Review Scheme Cap - Consultation Outcome

**Description:** Purpose of Report: To present Members with the outcomes of the agreed consultation approved at the October 2015 Executive.

Members are asked to review the outcome of the consultation, and decide whether to make any changes to our Council Tax Scheme. Full Council have to make this decision so Executive will make a recommendation to Full Council in this report.

**Wards Affected:** All Wards

**Report Writer:** Pauline Stuchfield, **Deadline for Report:** 01/12/15  
David Walker

**Lead Member:** Executive Leader, Finance & Performance, Executive Member for Adult Social Care and Health

**Lead Director:** Director of Customer & Business Support Services

**Contact Details:** Pauline Stuchfield, Assistant Director Customers and People,  
David Walker

pauline.stuchfield@york.gov.uk, david.walker@york.gov.uk

### Implications

**Level of Risk:** 04-08 Regular monitoring required **Reason Key:** It is significant in terms of its effect on communities

**Making Representations:** Contact report author

**Process:** The consultation has been open to all York residents

### Consultees:

**Background Documents:** Council Tax Support Review Scheme Cap - Consultation Outcome

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/15

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

**Title of Report:** Holiday Pay & Overtime - A Further Report

**Description:** Purpose of Report: To present Members with a report on the options for meeting associated liabilities.

Members are asked to: Consider the options in relation to holiday pay and overtime payments.

**Wards Affected:** All Wards

**Report Writer:** Pauline Stuchfield **Deadline for Report:** 03/12/15

**Lead Member:** Executive Leader, Finance & Performance

**Lead Director:** Director of Customer & Business Support Services

**Contact Details:** Judith Bennett, Pauline Stuchfield, Assistant Director Customers and People

judith.bennett@york.gov.uk, pauline.stuchfield@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Trade Unions

### Consultees:

**Background Documents:** Holiday Pay & Overtime - A Further Report

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Housing and Safer Neighbourhoods

**Meeting Date:** 16/12/15

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

**Title of Report:** Refresh of the House in Multiple Occupation (HMO) Licensing Programme

**Description:** Purpose of Report: To present a refresh of the House in Multiple Occupation (HMO) Licensing Programme.

The Executive Member is asked to note that the five year renewal programme will start again in 2016 and approve the amendments to the HMO licensing conditions to improve the management and standard of the HMO stock in the city.

A public Decision Session will be arranged to take place during December 2015, date to be confirmed. The Decision Session was due to take place on Wednesday 9<sup>th</sup> December.

Due to other meeting commitments the Executive Member will now hold his Decision Session on Wednesday 16 December at 3:00pm.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Housing and Safer Neighbourhoods

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Ruth Abbott

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Landlords, tenants, residents and other stakeholders including other councils.

**Consultees:**

### Background Documents:

### Call-In

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

04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Housing and Safer Neighbourhoods

**Meeting Date:** 16/12/15

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

**Title of Report:** Changes to Council Tenancy Agreement

**Description:** Purpose of report: To present proposed amendments to the council's tenancy agreement including:

- providing clarification on the wording with regard to the use of the property.
- changing the rent year from 48 weeks & 4 weeks 'rent free' to 52 weeks (the effect being that the same amount is paid overall but it makes it easier to budget especially when Universal Credit is fully rolled out.)
- introducing flexible tenancy start dates so it does not have to be a Monday.
- amending the succession rules for new tenants so that they are in line with the Localism Act 2012.
- introducing a requirement to obtain permission to have pets (this is not currently a requirement) so that this can be withdrawn when needed.

Existing tenants will be consulted before notice of changes can be issued for implementation in April 2016.

The Executive Member is asked to agree to consult with tenants on proposed changes to council tenants tenancy agreement

Due to other meeting commitments the Executive Member will now hold his Decision Session on Wednesday 16 December at 3:00pm.

**Wards Affected:** All Wards

**Report Writer:**  
**Lead Member:** Executive Member for Housing and Safer Neighbourhoods  
**Lead Director:** Director of Communities & Neighbourhoods  
**Contact Details:** Denis Southall

**Deadline for Report:**

denis.southall@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Tenants.

**Consultees:**

**Background Documents:**

**Call-In**

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

04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Housing and Safer Neighbourhoods

**Meeting Date:** 16/12/15

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

**Title of Report:** Allocations Policy for City of York Council's 3 Gypsy Roma and Travellers Sites

**Description:** To seek approval of the revised and updated Allocations Policy and Application form, in order to allocate pitches across the Council's three sites fairly and consistently.

The Executive Member is asked: To approve the updated draft policy and application form to be implemented forthwith

**Wards Affected:** Hull Road Ward; Osbaldwick and Derwent Ward; Rawcliffe and Clifton Without

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Housing and Safer Neighbourhoods

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Ann-Marie Douglas

ann-marie.douglas@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** York Travellers Trust. Applicants on the York Travellers site waiting list and Housing Registrations Manager. By e-mail.

**Consultees:**

### Background Documents:

#### Call-In

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

04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 14/01/16

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

**Title of Report:** Variable Message Signs, Plan for Refurbishment

**Description:** Purpose of Report: This report seeks approval for a plan to refurbish the Variable Message Signs (VMS), used for City Centre Car Park Guidance and to mothball the VMS located on the outer ring road. This builds on recent capital investment in developing cost effective methods of refurbishing this equipment.

Executive Member is asked to consider the recommendations within the report

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of City & Environmental Services

**Contact Details:**

Darren Capes

darren.capes@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:

22/02/16



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 14/01/16

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

**Title of Report:** Traffic Regulation Order objection - Burdyke Avenue Improvement Scheme

**Description:** Purpose of Report: To ask the Executive Member to consider an objection raised as part of the Traffic Regulation Order (TRO) consultation process.

The Executive Member is asked to make a decision on whether to proceed with the parking restrictions as advertised.

**Wards Affected:** Clifton Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of City & Environmental Services

**Contact Details:** Ben Potter

ben.potter@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Culture, Leisure & Tourism

**Meeting Date:** 19/01/16

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

**Title of Report:** Legal Actions – 1 April 2015 to 30 September 2015

**Description:** Please note that this decision will be made by the Executive Member for Culture, Leisure & Tourism in consultation with the Executive Member for Housing and Safer Neighbourhoods.

Purpose of Report: To enable the Executive Members to review the results of legal actions (prosecutions, cautions and fixed penalties) undertaken by:-

- Public Protection (Environmental Health, Trading Standards and licensing)
- Regional Scambuster Team and National Trading Standards eCrime Centre,
- Housing Services

The Executive Members are asked to review formal enforcement activity undertaken by those teams.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Culture, Leisure & Tourism

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Matthew Boxall

matthew.boxall@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:

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 25/01/16

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

**Title of Report:** A Cleaner City

**Description:** Purpose of Report: To present proposals concerning 'Pride in York', local environmental decision making, street cleansing standard, city centre cleansing, litter bins and the Spring Clean.

The Executive Member will be asked to approve a programme of engagement and an action plan to engage businesses and communities and to improve standards.

This report will now be considered by the Executive Member in November in order to allow more time to consult with ward teams. It will be considered at an Executive Member decision session on 23 November.

This report will be deferred to the 25 January decision session in order to allow for further background work to be completed.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Russell Stone

russell.stone@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 25/01/16

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

**Title of Report:** Working with Students and Landlords

**Description:** Purpose of Report: To present proposals to assist students and landlords in the effective collection of waste at the end of student tenancies.

The Executive Member is asked to approve the plan of action.

This decision has been deferred until 25 January 2016 in order that it can be considered by members of the Communities and Environment Policy and Scrutiny committee at their January meeting prior to a decision being taken by the Executive Member.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Russell Stone

russell.stone@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 25/01/16

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

**Title of Report:** Customer Reporting of Environmental Issues

**Description:** Purpose of Report: The report sets out new arrangements by which the public can report environmental issues to the Council for action.

The Executive Member will be asked to agree the new arrangements including withdrawal of the former Smarter York branding.

This report has been removed from the forward plan as it will now be consolidated with the "A Cleaner City of York Council" report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

**Lead Director:** Director of City & Environmental Services, Director of Communities & Neighbourhoods

**Contact Details:** Russell Stone

russell.stone@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Consultation will take place with wards and parishes on open spaces requirements in their areas.

**Consultees:**

**Background Documents:**

**Call-In**

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 25/01/16

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

**Title of Report:** Gully Maintenance Programme

**Description:** Purpose of Report: To agree a new approach to maintenance of gullies in York, presenting a strategy developed in light of assessment of surface water flood risk areas.

The Executive Member will be asked to agree the strategy and outline programme, as well as use of the Drainage Hotspot Fund.

This item has been deferred to the January meeting to allow more time for the development of the strategy.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

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

**Meeting Date:** 26/01/16

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

**Title of Report:** Demolition of the Clifton Without Junior Building

**Description:** Purpose of Report: The building, which is on the site of Canon Lee School, has been unused by the school for over a year due to the school no longer needing the space and the accelerating costs of maintaining the site. It is a Children's Services Education and Skills (CSES) asset that has condition issues that are a cause for concern. Inclement weather exacerbates this deterioration. The building is also a security risk because it is unoccupied.

The Executive Member will be asked for their approval to demolish the Clifton Without Junior building apart from two storage areas used by Canon Lee School.

Due to further technical surveys needed to be undertaken, to allow the report to be finalised, this item has been withdrawn.

**Wards Affected:** Rawcliffe and Clifton Without

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Education, Children and Young People

**Lead Director:**

Director of Children's Services, Education and Skills

**Contact Details:**

Claire McCormick

claire.mccormick@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

School, Governors, CSES Directorate Management Team,  
Capital Asset Board

**Consultees:**

**Background Documents:**

**Call-In**

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 28/01/16

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

**Title of Report:** Children's Services Education and Skills (CSES) Taxi Transport Contract

**Description:** Purpose of Report: The current Children's Services Education and Skills (CSES) taxi contract is due to expire in August 2016. This paper sets out a proposal for how to progress the procurement of this contract.

Members will be asked to give permission to commence the process to procure a new taxi transport contract for the CSES directorate.

**Wards Affected:** All Wards

**Report Writer:** Mark Ellis  
**Lead Member:** Executive Member for Education, Children and Young People  
**Lead Director:** Director of Children's Services, Education and Skills  
**Contact Details:** Mark Ellis

**Deadline for Report:** 18/01/16

mark.ellis@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** 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. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made



as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:**

**Process:** Advice has been sort from the Procurement team prior to the proposals being included within this report. As part of the procurement process it is the intention to hold a supplier engagement session to seek their views on the proposals set out in this paper.

**Consultees:**

**Background Documents:** Children's Services Education and Skills (CSES) Taxi Transport Contract

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 28/01/16

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

**Title of Report:** The Business Improvement District (BID) – Final Arrangements

**Description:** Purpose of Report: To present the final arrangements for the Business Improvement District, now that a ballot has been agreed by the business community.

Members are asked to note the content of the report, the financial arrangements and Council involvement, and to lend their support.

Due to an administrative error the BID decision will now be considered by Executive and not the Executive Member for Economic Development and Community Engagement (Deputy Leader) and will move to 28 January 2016 as December is too close to the ballot timescales to develop full advice on next steps.

**Wards Affected:** Fishergate Ward; Guildhall Ward; Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Penny Nicholson, Phil Witcherley, Policy Officer

penny.nicholson@york.gov.uk, phil.witcherley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 28/01/16

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

**Title of Report:** Children's Services, Education and Skills (CSES) Capital Programme

**Description:** Purpose of Report: This paper will provide information about the CSES Capital Programme for 2015/16. It will contain details of the Basic Need programme for 2015-16 and the future place planning pressures through to 2020 which will direct the need to commission further additional school places. The paper will also outline the existing pressures with the Capital Maintenance programme and consider options for requesting the Executive to approve the use of Basic Need to address these pressures.

Members are asked to consider and approve:

(1) the plans for the use of Basic Need to add additional school places in 2015/16

(2) the proposed use of Basic Need capital to fund capital maintenance schools to 2018/19

**Wards Affected:** All Wards

**Report Writer:** Jake Wood, Mike Barugh, Maxine Squire, Mark Ellis

**Deadline for Report:** 18/01/16

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

**Lead Director:** Director of Children's Services, Education and Skills

**Contact Details:** Mike Barugh, Principal Accountant, Mark Ellis, Maxine Squire, Principal Adviser Standards and Quality, Jake Wood, Policy Officer

Tel: 1904 553007,

mike.barugh@york.gov.uk, mark.ellis@york.gov.uk,

maxine.squire@york.gov.uk, jake.wood@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** 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. The savings or

expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:** Contact report author

**Process:** The place planning team have attended school cluster meetings to share information about place planning pressures and to consult on options to address these. School Place Planning is a standing item on the agenda of meetings of the York Learning partnership Board which provides an opportunity to consult with headteachers, the Principal of York College and representatives of early years settings. The planning process for each building scheme will involve full public consultation. The capital asset board have been consulted and their advice sort on the development of these reports. Ward member briefings are planned to ensure that elected members have been briefed on the place planning pressures in their wards

Consultees:  
Elected members  
Headteachers, college principals and early years providers  
Members of the public through the planning process

**Consultees:**

**Background Documents:** Children's Services, Education and Skills Capital Programme

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 28/01/16

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

**Title of Report:** Southbank School Place Planning

**Description:** Purpose of Report: This paper presents the options available for the provision of additional primary school places in the Southbank area of York. Pupil place planning projections show that an additional form of entry (30 places) is required in Reception by September 2017 in the Southbank area. By 2018/19, as the larger cohorts begin to move through primary year groups, around 110 places will be required across Reception to Year 6. It is anticipated that a full 210 additional places will be required by around 22/23.

**Wards Affected:** Members will be asked to consider and approve the preferred option for the addition of school places in Southbank.  
Dringhouses & Woodthorpe Ward; Micklegate Ward

**Report Writer:** Claire McCormick    **Deadline for Report:** 18/01/16  
**Lead Member:** Executive Member for Education, Children and Young People  
**Lead Director:** Director of Children's Services, Education and Skills  
**Contact Details:** Claire McCormick, Maxine Squire, Principal Adviser Standards and Quality  
Tel: 1904 553007  
claire.mccormick@york.gov.uk, maxine.squire@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** 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. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less.

Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:** Contact report author

**Process:** The place planning team have attended school cluster meetings to share information about place planning pressures and to consult on options to address these. The Southbank cluster have discussed and presented preferred options for the delivery of additional places. Briefings have been provided for elected members in the Micklegate Ward.  
**Consultees:** Elected members, headteachers in the Southbank Cluster, members of the public through the planning process.

**Consultees:**

**Background Documents:** Southbank School Place Planning

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 28/01/16

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

**Title of Report:** Parking Strategy Report

**Description:** Purpose of Report: (i) To present the results of a review of the Council's Parking Service covering the Strategic, Policy and Operational aspects.

(ii) To consider the wider policy context and interdependencies for city centre car parking so that further consideration can be given to how the service can best be delivered to meet the future demands and aspirations of the Council.

(iii) To present the latest results of the "Pay on Foot" Trial that has been underway in Marygate Car Park and considers possible options for the expansion of a "Pay on Foot" system across other city centre car parks.

Members are asked to consider and make comment on:

- the results of the Parking Strategy Report.
- the results of the "Pay on foot Trial" on Marygate car park and confirm whether to continue, make permanent or remove the trial.
- the options for expansion of the "Pay on Foot" system of operation to other suitable car parks and how these should be explored further.

**Wards Affected:** All Wards

**Report Writer:** David Carter **Deadline for Report:** 18/01/16

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

**Lead Director:** Director of City & Environmental Services

**Contact Details:** David Carter

david.carter@york.gov.uk

### Implications

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

monitoring required

**Making Representations:** Contact report author

**Process:** Contact the report author.

**Consultees:**

**Background Documents:** Parking Strategy Report

**Call-In**

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

22/02/16



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Culture, Leisure & Tourism

**Meeting Date:** 29/01/16

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

**Title of Report:** York Learning Services Self-Assessment

**Description:** Purpose of Report: The report will set out York Learning Services' self-assessment summary.

The Executive Member will be asked to approve the self-assessment.

A public Decision Session will take place on 29 January 2016.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Alistair Gourlay

alistair.gourlay@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:

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Culture, Leisure & Tourism

**Meeting Date:** 29/01/16

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

**Title of Report:** Improving York's Green Spaces: Use of Section 106 Funds

**Description:** Purpose of Report: To set out a framework to guide the future allocation of public open space Section 106 funding.

The Executive Member will be asked to agree priorities to inform a protocol which will underpin future use of the funding.

This decision has been deferred from the meeting on 11 December 2015 to 29 January 2016 to allow time for consultation.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Culture, Leisure & Tourism

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Dave Meigh

dave.meigh@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Consultation will take place with wards and parishes on open space requirements in their areas.

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Culture, Leisure & Tourism

**Meeting Date:** 29/01/16

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

**Title of Report:** Review of the Management of Rowntree Park Tennis Courts

**Description:** Purpose of Report: To consider an update on the pilot approach to community management of Rowntree Park Tennis Courts.

The Executive Member will be asked to agree the future approach in light of the pilot.

This decision has been deferred from the meeting on 11 December 2015 to 29 January 2016 to allow time for consultation.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Culture, Leisure & Tourism

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Dave Meigh

dave.meigh@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Consultees: Friends of Rowntree Park and Ward Members

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 11/02/16

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

**Title of Report:** Casualty Reduction Programme

**Description:** Purpose of Report: To report on the preliminary proposals/consultation, and seek approval on a programme of schemes to take forward to detailed design and consultation, and to implement the schemes if no objections are received.

Executive Member is asked to consider the preliminary designs of a number of schemes, and give approval for the programme of schemes to be taken to detailed design and subsequent implementation.

If objections are received through consultation, the proposals will be reported back to Executive Member for a decision on how to proceed.

**Wards Affected:** Clifton Ward; Dringhouses & Woodthorpe Ward; Hull Road Ward; Westfield Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of City & Environmental Services

**Contact Details:** Ben Potter, David Ramsden, Engineer, Highways Department

ben.potter@york.gov.uk, david.ramsden@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** For further details please contact the report author.

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 11/02/16

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

**Title of Report:** Holgate Road (Iron Bridge to Acomb Road) Cycle Scheme

**Description:** Purpose of Report: To report on the consultation and road safety audit, and seek approval to advertise the Traffic Regulation Order for changes to parking. If no objections are received, seek approval to implement the measures.

The Executive Member is asked to approve the proposals in principle and authorise the advertise of the Traffic Regulation Order. If objections are received, the scheme will be reported back to Executive Member for a decision.

**Wards Affected:** Holgate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of City & Environmental Services

**Contact Details:**

Tom Blair

tom.blair@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** For full details please contact the report author.

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 11/02/16

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

**Title of Report:** City and Environmental Services Capital Programme – 2015/16 Monitor 2 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2015/16 CES Capital Programme and propose adjustments to scheme allocations to align with the latest cost estimates and delivery projections.

The Executive Member is asked to approve the amendments to the 2015/16 CES Capital Programme.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of City & Environmental Services

**Contact Details:** David Carter

david.carter@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Please contact report author for full details.

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 11/02/16

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

**Title of Report:** Consideration of Petitions received from Residents of 110-128 Broadway (Fulford), Ableton Grove and South Lane (Haxby)

**Description:** Purpose of Report: To request authorisation to consult further with residents of 110-128 Broadway and Ableton Grove (Residents' Priority Parking Scheme).

The Executive Member is asked to consider a request for additional no waiting at any time restrictions (double yellow lines) on South Lane.

**Wards Affected:** Fulford and Heslington Ward; Haxby & Wigginton Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of City & Environmental Services

**Contact Details:** Sue Gill

sue.gill@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 11/02/16

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

**Title of Report:** Monkgate Parking Changes

**Description:** Purpose of Report: To report on the results of the Traffic Regulation Order consultation and to seek approval to implement the scheme.

Executive Member is asked to give approval to implement the measures.

**Wards Affected:** Heworth Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of City & Environmental Services

**Contact Details:** Tom Blair

tom.blair@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Please contact report author.

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 11/02/16

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

**Title of Report:** Langdale Avenue Area Highway Condition Petition Report

**Description:** Purpose of report: To acknowledge receipt of a petition received by the Council regarding the condition of highway assets in the Langdale Avenue area. The report details the approach to highway asset management, the existing condition of the highway assets and the planned response in light of this. Links are made to wider work that is required to investigate wider issues surrounding unadopted sections of highway that are contained in the petition.

The Executive Member is asked to note the findings of the investigation surrounding the petition and approve further work required to fully address all issues.

**Wards Affected:** Heworth Ward; Heworth Without Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of City & Environmental Services

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/16

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

**Title of Report:** Community Stadium

**Description:** Purpose of Report: Prior to a recommendation to Council in December, this report presents the finalisation of the delivery of the Community Stadium and Leisure facilities contract.

Members are asked to;

1. Provide authority to award the contract for the design, build, operation and maintenance of the facilities.
2. Agree the financial costs for the delivery of the contract.
3. Any other appropriate decisions relating to the effective delivery of the project.

This item will now be considered by the Executive on 15 December in order to align the decision making process to enable ratification of the decision at Full Council on 17 December.

Due to ongoing negotiations this item has been slipped to 11 February Executive.

**Wards Affected:** Huntington & New Earswick Ward

**Report Writer:** Tim Atkins **Deadline for Report:** 01/02/16

**Lead Member:** Executive Member for Culture, Leisure & Tourism

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Tim Atkins

tim.atkins@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** 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. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than

£100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Community Stadium

**Call-In**

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

22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/16

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

**Title of Report:** The Housing Revenue Account Strategic Asset Plan

**Description:** Purpose of Report: The strategic Asset Plan provides a framework by which the council's Housing Revenue Accounts (HRA) assets are managed.

Members are asked to approve the strategic HRA Asset Plan.

This report has been deferred from the January to the February Executive meeting to coincide with the budget papers given that the issues set out are linked.

**Wards Affected:** All Wards

**Report Writer:** Tom Brittain  
**Lead Member:** Executive Member for Housing and Safer Neighbourhoods  
**Lead Director:** Director of Communities & Neighbourhoods  
**Contact Details:** Tom Brittain, Housing Operations Manager - City Team, Andy Kerr

**Deadline for Report:** 28/01/16

tom.brittain@york.gov.uk, andy.kerr@york.gov.uk

### Implications

**Level of Risk:** 04-08 Regular monitoring required  
**Reason Key:** It is significant in terms of its effect on communities

**Making Representations:** Contact report author

**Process:** With the Tenant Federation

**Consultees:**

**Background Documents:** The HRA Strategic Asset Plan

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/16

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

**Title of Report:** Review of the Housing Revenue Account (HRA) Business Plan

**Description:** Purpose of Report: To present the revised 30 year business plan for the Housing Revenue Account (HRA).

Members are asked to approve the revisions to the Business Plan.

This report has been deferred from the January to the February Executive meeting to coincide with the budget papers given that the issues set out are linked.

**Wards Affected:** All Wards

**Report Writer:** Tom Brittain  
**Lead Member:** Executive Member for Housing and Safer Neighbourhoods  
**Lead Director:** Director of Communities & Neighbourhoods  
**Contact Details:** Tom Brittain, Housing Operations Manager - City Team, Paul Stamp

**Deadline for Report:** 14/01/16

tom.brittain@york.gov.uk, paul.stamp@york.gov.uk

### Implications

**Level of Risk:** 04-08 Regular monitoring required  
**Reason Key:** It is significant in terms of its effect on communities

**Making Representations:** Contact report author

**Process:** With the Tenant Federation.

**Consultees:**

**Background Documents:** Review of the HRA Business Plan

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/02/16

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

**Title of Report:** Admissions Arrangements Consultation 2017/18

**Description:** Purpose of Report: This report seeks the Executive Member's approval for the City of York Council co-ordinated schemes and admission policies for the 2017/18 school year. It also seeks approval of the proposed individual school planned admission numbers (PANs) for the academic year beginning in September 2017. The report follows a period of consultation from October 2015 to December 2015.

The Executive Member for Education, Children and Young People will be asked to approve the admission arrangements (admissions policies and planned admission numbers) for all schools for whom the local authority is the admissions authority, for entry into school in September 2017.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Children's Services, Education and Skills

**Contact Details:** Tom Chamberlain, Office Manager, Education Access and Community Transport Team, Jake Wood, Policy Officer

tom.chamberlain@york.gov.uk, jake.wood@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Between 15/10/15 and 15/12/15. The statutory requirement is for a six week consultation.

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

**Consultees:**

**Background Documents:**

**Call-In**

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

14/03/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Meeting Date:** 08/03/16

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

**Title of Report:** Listening to Residents: Review of Neighbourhood Working Arrangements

**Description:** Purpose of Report: The report will set out learning from the Council's approach to neighbourhood working since implementation of the new arrangements in July, 2015.

The Executive Member will be asked to approve arrangements going forward.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Mary Bailey, Head of Play and Young People's Cultural Entitlement

mary.bailey@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Consultation will take place with members through Community and Environment Scrutiny Committee.

**Consultees:**

**Background Documents:**

### Call-In

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

18/04/16



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Culture, Leisure & Tourism

**Meeting Date:** 18/03/16

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

**Title of Report:** Sales of Age Restricted Products

**Description:** Purpose of Report: To present to the Executive Member the work undertaken by City of York Council (CYC) to prevent the illegal sales of age-restricted products and to seek the required approval for the programme of action for the next 12 months regarding the enforcement of:

i) The Children and Young Persons (Protection from Tobacco) Act 1991 in relation to cigarettes/tobacco.

ii) The Anti-Social Behaviour Act 2003 in relation to aerosol paint.

The Executive Member is asked to note the report and adopt the programme of education and enforcement action for the next 12 months.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Matthew Boxall

matthew.boxall@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** None

**Consultees:**

**Background Documents:**

### Call-In

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

18/04/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 31/03/16

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

**Title of Report:** The York Children and Young Persons' Fund

**Description:** Purpose of Report: The report proposes the establishment of a philanthropic fund for the benefit of children and young people in York.

Members will be asked to transfer some existing trust funds in order to form the basis of a new fund.

**Wards Affected:** All Wards

**Report Writer:** Sally Burns

**Deadline for Report:** 17/03/16

**Lead Member:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Lead Director:** Director of Communities & Neighbourhoods

**Contact Details:** Sally Burns, Director Of Communities and Neighbourhoods

sally.burns@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Trustees of existing funds.

**Consultees:**

**Background Documents:** The York Children and Young Persons' Fund

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 18/04/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport and Planning

**Meeting Date:** 07/04/16

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

**Title of Report:** City and Environmental Services Capital Programme - 2016/17 Budget Report

**Description:** Purpose of Report: To set out the proposed 2016/17 programme of works to be delivered using the City and Environmental Services Capital Programme budget.

The Executive Member is asked to approve the proposed programme of schemes to be delivered in 2016/17.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of City & Environmental Services

**Contact Details:** David Carter

david.carter@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:

18/04/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Culture, Leisure & Tourism

**Meeting Date:** 15/04/16

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

**Title of Report:** York Museums Trust: Renewing the Legal Relationship with the Council

**Description:** Purpose of Report: The report proposes a restructuring of the legal relationships between the Council and York Museums Trust (YMT) in order to foster a strong relationship between the Council and YMT, and ensure that the Council is best able to support YMT through a new 5 year strategic plan, to continue to develop and invest in the city's museums and protect the museum assets over the long-term.

The Executive Member is asked to agree the principles for a new legal structure.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Charlie Croft, Assistant Director Communities and Culture

charlie.croft@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:**

The issues covered by this report will be discussed by the Learning and Culture Scrutiny Committee during February / March 2016 prior to drafting of the report.

**Consultees:**

**Background Documents:**

### Call-In

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

23/05/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** Between 01/06/16 and 30/06/16

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

**Title of Report:** The Private Sector Housing Strategy

**Description:** Purpose of Report: This strategy sets out how the council and its partners will work to help improve the condition and management of owner occupied and privately rented homes in York.

Members are asked to approve the strategy and the supporting action plan.

Due to delays in receiving the refreshed evidence base, this report will not now be considered by the Executive until June 2016 (date of meeting to be confirmed). This will give time to assimilate the findings, refresh the strategy with help of the steering group, and undertake consultation.

This report has been called in for pre-decision scrutiny.

**Wards Affected:** All Wards

**Report Writer:** Ruth Abbott                      **Deadline for Report:** 17/05/16  
**Lead Member:** Executive Member for Housing and Safer Neighbourhoods  
**Lead Director:** Director of Communities & Neighbourhoods  
**Contact Details:** Ruth Abbott

### Implications

**Level of Risk:**                                      **Reason Key:** It is significant in terms of its effect on communities

**Making Representations:** Contact report author

**Process:** Consultation with landlords and letting agents, tenants and other interested parties.

**Consultees:**

**Background Documents:** The Private Sector Housing Strategy

### Call-In

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