



# **FORWARD PLAN**

**21 December 2015 - 24 April 2016**

**Produced By:**

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

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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

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

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

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

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## FORWARD PLAN ITEM

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

**Meeting Date:** 07/01/16

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

**Title of Report:** Strensall Neighbourhood Plan

**Description:** Purpose of Report: This report provides an update on the proposed Strensall Neighbourhood Plan including the area application.

The Executive Member is asked to consider the formal boundary application and make a decision whether or not to approve it.

**Wards Affected:** Strensall Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Rebecca Harrison  
rebecca.harrison@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:** 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  
mark.ellis@york.gov.uk

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

### 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.

Members will be asked to consider and approve the preferred option for the addition of school places in Southbank.

**Wards Affected:** 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.

The 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:** 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.

The 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 Member for Transport and Planning

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

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

**Title of Report:** Review of Free Weekend Youth and Children's Bus Travel

**Description:** Purpose of Report: The Executive Member is asked to give his consideration to the success of the youth and children's free weekend travel offer to date.

The Executive Member is asked as to whether he wishes to extend the period of the free offer beyond the end of February 2016 as per the previous report of 9 December 2015.

**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:**

Andrew Bradley, Principal Transport Planner, City Strategy  
andrew.bradley@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:** Objections received to the Proposed Residents Priority Parking Scheme on Nunthorpe Grove

**Description:** Purpose of Report: To outline the results of the recent consultation in respect of Proposed Residents' Priority Parking Scheme on Nunthorpe Grove.

The Executive Member is asked to overturn, uphold or amend, as appropriate, the objections received to the advertised proposal to introduce a Residents Priority Parking Scheme on Nunthorpe Grove.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Annemarie Howarth  
annemarie.howarth@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

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

**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  
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                      **Deadline for Report:** 14/01/16  
**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  
tom.brittain@york.gov.uk, paul.stamp@york.gov.uk

### Implications

**Level of Risk:** 04-08 Regular                      **Reason Key:** It is significant in terms of monitoring required                      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                      22/02/16  
Corporate and Scrutiny Management Committee on:

## 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:** 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.

This report has been deferred from the 11 February meeting to the 7 April meeting as, after receiving additional information in relation to the proposed resident parking element of the scheme, officers feel that they need to extend the consultation to gain a more appropriate response to the measures, therefore they are unable to produce a report in time for the February meeting.

**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:

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: