



# **FORWARD PLAN**

**14 July 2015 - 13 November 2015**

**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 monthly on or around the 14<sup>th</sup> of each month 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:** Decision Session - Executive Member for Housing and Safer Neighbourhoods

Executive Member for Housing and Safer Neighbourhoods

**Meeting Date:** 20/07/15

**Keyword:**

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

**Title of Report:** Annual Homeless Report 2014/15

**Description:** Purpose of Report: To present the outline of service during 2014/15 and agree priorities for 2015/16.

The Executive Member is asked to agree priorities for 2015/16.

This decision will be taken at a public Executive Member decision session on 20 July 2015. It was originally entered on the forward plan for decision during October due to an administrative error.

**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:** Becky Ward, Service Manager

becky.ward@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:

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive Leader, Finance & Performance

**Meeting Date:** 22/07/15

**Keyword:**

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

**Title of Report:** Application for Community Right to Bid under Localism Act 2011

**Description:** Purpose of Report: This report presents an application to list the Punch Bowl, 134 Lowther Street, York YO31 7ND from the Friends of the Punch Bowl as an Asset of Community Value (ACV), for consideration by the Council.

The Executive Member is asked to agree to the application to list The Punch Bowl Public House as an Asset of Community Value.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Chris Steward

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

**Contact Details:** Philip Callow

philip.callow@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:

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Transport and Planning

Executive Member for Transport and Planning

**Meeting Date:** 23/07/15

**Keyword:**

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

**Title of Report:** City and Environmental Services 2014/15 Capital Programme  
Outturn Report

**Description:** Purpose of Report: To present the 2014/15 Capital Programme  
Outturn.

The Executive Member is asked to note the progress in delivering  
schemes, and approve the proposed funding carryovers.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Ian Gillies

**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:** 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:

17/08/15



## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Transport and Planning

Executive Member for Transport and Planning

**Meeting Date:** 23/07/15

**Keyword:**

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

**Title of Report:** Aldreth Grove - Petition for ResPark

**Description:** Purpose of Report: To seek permission to undertake a formal consultation with residents.

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

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Ian Gillies

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

**Contact Details:** Annemarie Howarth

annemarie.howarth@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:

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Transport and Planning

Executive Member for Transport and Planning

**Meeting Date:** 23/07/15

**Keyword:**

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

**Title of Report:** Proposal to restrict public rights over the alleyway between Stanley Street and Warwick Street (Stanley Mews)

**Description:** Purpose of Report: To seek approval as to whether or not to seal and make operative the Draft Public Spaces Protection Order.

The Executive Member is asked to note the content of the report and agree the officer recommendation.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Ian Gillies

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

**Contact Details:** Alison Newbould

alison.newbould@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:

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Transport and Planning

Executive Member for Transport and Planning

**Meeting Date:** 23/07/15

**Keyword:**

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

**Title of Report:** Murton Neighbourhood Plan

**Description:** Purpose of Report: To provide an update on the proposed Murton Neighbourhood Plan including the boundary application.

The Executive Member is asked to approve the formal boundary application to allow the Plan to progress.

**Wards Affected:** Osbaldwick and Derwent 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:

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Transport and Planning

Executive Member for Transport and Planning

**Meeting Date:** 23/07/15

**Keyword:**

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

**Title of Report:** Askham Lane - Petition for Crossing

**Description:** Purpose of Report: To acknowledge receipt of a petition from residents for a formal crossing on Askham Lane in the vicinity of Westfield Primary School.

The Executive Member is asked to acknowledge receipt of the petition and instruct officers to further investigate the need for and feasibility of a crossing.

**Wards Affected:** Westfield Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Andy Vose

andy.vose@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:

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Culture, Leisure & Tourism

Executive Member for Culture, Leisure & Tourism

**Meeting Date:** 29/07/15

**Keyword:**

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

**Title of Report:** York Museums Trust (YMT) Funding

**Description:** Purpose of Report: The report sets out potential changes to York Museum Trust's (YMT) charging policy and proposes changes to property leases.

Executive are asked to agree changes to YMT's leases to facilitate the revised charging policy.

To assist with the scheduling of business for the first meeting of the Executive, this item will now be considered at the 30 July 2015 Executive.

Due to a minor change to the YMT's lease this item will now be considered by the Executive Member for Culture, Leisure & Tourism and will be resubmitted to the Forward Plan at a later date.

This item has been resubmitted to the forward plan. The decision will be taken by the Executive Member at a public decision session on Wednesday 29 July.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft

**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:** Contact report author

**Consultees:**

**Background Documents:** York Museums Trust Funding

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 21/09/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** WITHDRAWN **Keyword:**

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

**Title of Report:** Q4 (Year End) Performance Monitor

**Description:** Purpose of Report: This report presents details of the Council's performance covering 1 April 2014 to 31 March 2015. This is the fourth report of the financial year and assesses performance against key themes, including Council Plan Priorities.

Executive are asked to note the Council's current performance against its key priorities, from 1 April 2014 to 31 March 2015.

This item has been withdrawn because the Performance Monitoring information will be included as part of the 2014/15 Finance and Performance Outturn report scheduled for the same Executive meeting.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham **Deadline for Report:** 25/06/15

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

**Lead Director:** Chief Executive

**Contact Details:** Ian Cunningham

ian.cunningham@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:** Q4 (Year End) Performance Monitor

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** WITHDRAWN **Keyword:**

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

**Title of Report:** Q4 (Year End) Performance Monitor

**Description:** Purpose of Report: This report presents details of the Council's performance covering 1 April 2014 to 31 March 2015. This is the fourth report of the financial year and assesses performance against key themes, including Council Plan Priorities.

Executive are asked to note the Council's current performance against its key priorities, from 1 April 2014 to 31 March 2015.

This item has been withdrawn because the Performance Monitoring information will be included as part of the 2014/15 Finance and Performance Outturn report scheduled for the same Executive meeting.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham **Deadline for Report:** 25/06/15

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

**Lead Director:** Chief Executive

**Contact Details:** Ian Cunningham

ian.cunningham@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:** Q4 (Year End) Performance Monitor

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** WITHDRAWN **Keyword:**

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

**Title of Report:** The Community York Fund

**Description:** Purpose of Report: The report proposes criteria for the Community York Fund for the next period.

Executive will be asked to agree the proposed criteria.

This report was due to be considered at a public Cabinet Member Decision Session on 9 March. It was then slipped to 8 June because of the purdah period.

Update: As the Community York Fund has wider strategic significance, it has been agreed that the decision will be taken by full Executive rather than the Cabinet Member for Health and Community Engagement as originally proposed. This will now be considered by Executive on 30 July in order to allow further time for consultation.

This item has been withdrawn because it will be covered in the Neighbourhood Working Implementation Report that is due to be considered at Executive on 30 July 2015.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**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:** 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:

17/08/15



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** Update on the Guildhall Project

**Description:** Purpose of Report: To provide an update on the delivery of a Media Arts Centre in the Guildhall.

Executive are asked to consider a potential proposal for interim use of the Guildhall and the establishment of a new Media Arts Guild.

In order to undertake the review that the new administration have asked for, this item has been deferred to the July Executive.

**Wards Affected:** Guildhall Ward

**Report Writer:** David Warburton **Deadline for Report:** 20/07/15

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

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

**Contact Details:** David Warburton

david.warburton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Digital Media Sector  
University of York  
York St John's University

**Consultees:**

**Background Documents:** Update on the Guildhall Project

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** Annual Report of the Financial Inclusion Steering Group 2014/15

**Description:** Purpose of Report: To update progress on financial inclusion activities with particular emphasis on the York Financial Assistance Scheme.

Executive are asked to receive the report for information as per Cabinet decision 16 December 2014 (Mid Year Report Of The Financial Inclusion Steering Group 2014/15).

**Wards Affected:** All Wards

**Report Writer:** John Madden

**Deadline for Report:** 25/06/15

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

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

**Contact Details:** John Madden, Benefits Assessments Manager, Resources - Financial Services Group

john.madden@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:** Annual Report of the Financial Inclusion Steering Group 2014/15

### Call-In

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

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

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

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

**Title of Report:** Capital Programme Outturn

**Description:** Purpose of Report: To provide Executive with the outturn position on the capital programme.

Executive are asked to note the outturn and recommend to full Council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Ross Brown

**Deadline for Report:** 25/06/15

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

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

**Contact Details:** Ross Brown

ross.brown@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:** Capital Programme Outturn

**Call-In**

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

17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

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

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

**Title of Report:** 2014/15 Finance and Performance Outturn

**Description:** Purpose of Report: To provide Executive with the year end position on both finance and performance.

Executive are asked to note the outturn.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 25/06/15

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

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

**Contact Details:** Debbie Mitchell

debbie.mitchell@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:** 2014/15 Finance and Performance Outturn

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** Treasury Management Annual Report & Review of Prudential Indicators 2014/15

**Description:** Purpose of Report: To provide the annual treasury management review of activities and the actual prudential and treasury indicators.

Executive are asked to note the issues and approve any adjustments as required to the prudential indicators or strategy.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell **Deadline for Report:** 25/06/15

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

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

**Contact Details:** Debbie Mitchell

debbie.mitchell@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Treasury Management Annual Report & Review of Prudential Indicators 2014/15

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** Neighbourhood Working Implementation

**Description:** Purpose of Report: The report sets out next steps with implementation of the Council's Neighbourhood Working model including allocation of the Environmental Improvement Fund, criteria for the Community York Fund, and the approach to community development.

Executive are asked to agree next steps with implementation of the Council's neighbourhood Working model including allocation of the Environmental Improvement Fund, criteria for the Community York Fund, and the approach to community development.

This decision will now be taken by Executive at their meeting on 30 July in order to allow more time for consultation.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft

**Deadline for Report:** 24/06/15

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

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

**Contact Details:** Charlie Croft, Assistant Director Communities and Culture

charlie.croft@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:** Neighbourhood Working Implementation

### Call-In

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

17/08/15



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** Castlegate: Update and future models of delivery

**Description:** Purpose of Report: At the 10 February 2015 Cabinet meeting, members received an update report on developments in relation to the transformation of information, advice, guidance and support services for young people currently delivered from Castlegate. The February report outlined the activity which had taken place since October 2014 to review the original business case and to develop alternative models of delivery and identify new sources of funding to inform a revised business case. At the Full Council Budget Meeting in February 2015 funding was agreed to provide funding to support the current model of service delivery from Castlegate whilst alternative options were explored. Exploration of alternative models has continued through meetings of a subgroup of YorOk partners, which has included representatives from health, further and higher education. These models are informing the development of a revised business case.

Members will be asked to approve the work to date to develop a revised business case.

**Wards Affected:** All Wards

**Report Writer:** Steve Flatley

**Deadline for Report:** 20/07/15

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

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

**Contact Details:** Steve Flatley, Connexions Manager

steve.flatley@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:** Contact Report Author

**Process:** The consultation document was sent to approximately 200 individuals and organisations on 8 December 2014 with a deadline for returns by 15 December 2014. The consultation focused on the proposal outlined in the business case. We received 22 responses from partners, including three from Local Authority (LA) partners, five from mental health charities, clinicians and children's health clinicians, four from schools, colleges and providers, three from Connexions staff, three from the housing sector and one from the Police and Crime

Commissioner's office ( PCC) and Job Centre Plus.  
Young People Consultation: A large consultation event was held at West Offices with Castlegate users and Year 11s. For groups who felt uncomfortable at large events, smaller and more targeted work was used including 1-2-1 sessions. Additionally, an online survey was made available. In total, the consultation engaged 81 Young People age range 13-25.  
The results of the consultation were reported to YorOk sub group and the YorOk Board in February 2015. Feedback broadly favoured the delivery of services to young people from a city centre venue other than West Offices.  
Children and young people attending secondary school and FE colleges. Castlegate users age 16 to 25. Partners and stakeholders in youth support, education, health and the voluntary and community sector.

**Consultees:**

**Background Documents:** Castlegate: Update and future models of delivery

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

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

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

**Title of Report:** Older Persons' Accommodation Programme Update

**Description:** Purpose of Report: To provide an update on the Older Persons' Accommodation Programme. Members are asked to approve the business plan and key steps for the programme.

**Wards Affected:** All Wards

**Report Writer:** Roy Wallington

**Deadline for Report:** 20/07/15

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

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

**Contact Details:** Roy Wallington

roy.wallington@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:** Older Persons' Accommodation Programme Update

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** Holiday Pay and Overtime

**Description:** Purpose of Report: To present Members with a report on the implications of legal judgements in relation to the calculation of holiday pay related to non contractual overtime, and any related decisions.

Members will be asked to note the implications and agree the rate of Holiday Pay to be applied.

**Wards Affected:** All Wards

**Report Writer:** Pauline Stuchfield **Deadline for Report:** 20/07/15

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

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

**Contact Details:** Janet Neeve, HR Business Partner, Pauline Stuchfield, Assistant Director Customers and People

janet.neeve@york.gov.uk, pauline.stuchfield@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Trade Unions

**Consultees:**

**Background Documents:** Holiday Pay and Overtime

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:** Be significant in terms of its effects on communities

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

**Title of Report:** Local Plan Update - Housing and Employment Demand

**Description:** Purpose of report: To update Members on the emerging Local Plan relating to updated evidence on the Objective Assessment of Housing Need and Economic Forecasts.

Members will be asked to consider the outcomes of the report relating to housing and employment demand requirements for the Local Plan period up to 2031 and recommend officers to progress with work to support a revised Publication Draft Local Plan.

**Wards Affected:** All Wards

**Report Writer:** Martin Grainger

**Deadline for Report:** 16/07/15

**Lead Member:** Executive Leader, Finance & Performance, Executive Member for Economic Development and Community Engagement (Deputy Leader)

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

**Contact Details:** Martin Grainger, Principal Development Officer Forward Planning, Rachel Macefield

martin.grainger@york.gov.uk, rachel.macefield@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:** Local Plan Update - Housing and Employment Demand

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** A Business Improvement District for York: York Business Improvement District (BID)

**Description:** Purpose of Report: The report seeks to update the Executive on the progress made in the development of the York Business Improvement District (BID) area proposals

Executive are asked to

- Lend their support to the proposed BID for York
- Provide a commitment to maintain provision of statutory services relevant to the BID in the city centre
- Approve the arrangements for the Council to operate the ballot and act as the collection agent for the levy
- Consider the financial implications of the BID and how the Council manages any costs incurred whilst assisting the establishment of the BID.

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

**Report Writer:** Phil Witcherley

**Deadline for Report:** 20/07/15

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

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

**Contact Details:** Phil Witcherley, Policy Officer, Penny Nicholson

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

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** The recommendations have been developed with City Team York which represents businesses in the city centre.

**Consultees:**

**Background Documents:** A Business Improvement District for York: York Business Improvement District (BID)

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:**

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

**Title of Report:** Consultation on Decision Making Arrangements

**Description:** Purpose of Report: This report will propose arrangements for giving scrutiny committees a greater role in reviewing decisions to be taken by the Executive or individual Executive Members before the decision is taken.

Members will be asked to comment and agree to further consultation with political groups.

**Wards Affected:**

**Report Writer:** Andrew Docherty **Deadline for Report:** 20/07/15

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

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

**Contact Details:** Andrew Docherty, Assistant Director Legal, Governance and ITT

andrew.docherty@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:** Consultation on Decision Making Arrangements

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/07/15

**Keyword:** Be significant in terms of its effects on communities

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

**Title of Report:** Coppergate Traffic Regulation Order

**Description:** Purpose of Report: To update Members about the Review Decision of the Chief Adjudicator to the Traffic Penalty Tribunal (TPT) regarding civil enforcement of the Coppergate Traffic Regulation Order by way of camera, and to make recommendations as to the way forward.

Members are asked to:-

1. Determine how the Council wishes to respond to the Chief Adjudicator's decision.
2. Determine how the Council wishes to control traffic on Coppergate in the future.

**Wards Affected:** Guildhall Ward

**Report Writer:** Neil Ferris

**Deadline for Report:** 16/07/15

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

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

**Contact Details:** Neil Ferris, Assistant Director for Transport, Highways and Fleet  
Tel: 01904 55 1448  
neil.ferris@york.gov.uk

### Implications

**Level of Risk:**

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

**Making Representations:** Contac report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Coppergate Traffic Regulation Order

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/08/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 10/08/15

**Keyword:**

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

**Title of Report:** Extension of Green Waste Collections

**Description:** Purpose of Report: The report sets out options for the extension of green waste collections in the Autumn / Winter.

Executive Member is asked to agree the arrangements for extended collections.

**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:**

**Process:**

**Consultees:**

**Background Documents:**

**Call-In**

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

21/09/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 10/08/15

**Keyword:**

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

**Title of Report:** Christmas Household Waste Collection Arrangements

**Description:** Purpose of Report: The report sets out proposed arrangements for household waste collections over the Christmas period and the communications strategy.

The Executive Member is asked to approve the proposed arrangements.

**Wards Affected:** All Wards

**Report Writer:** Russell Stone

**Deadline for Report:** 20/07/15

**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:** 04-08 Regular monitoring required

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Christmas Household Waste Collection Arrangements

### Call-In

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

21/09/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/08/15

**Keyword:**

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

**Title of Report:** The Redress Schemes for Lettings Agency and Property Management Work

**Description:** Purpose of Report: To present information about new legislation which affects letting agents and property management work, namely the:

a) Redress Schemes for Lettings Agents and Property Management Work (came into force Oct 2014).

b) The Duty of Letting Agents to Publicise Fees (came into force May 2015)

c) The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 (will be coming into force in October 2015).

The Executive Member is asked to note the legislation, the impact it will have on the service and it will recommend to adopt a policy to enforce the new laws imposing the new maximum penalty in most circumstances unless there are extenuating circumstances.

**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:** 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:

21/09/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/08/15

**Keyword:**

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

**Title of Report:** Temporary Accommodation Agreement

**Description:** Purpose of Report: To present information on the alterations to the temporary accommodation agreement.

The Executive Member is asked to approve the changes to the temporary accommodation agreement in light of legal advice and changes in case law.

**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:** Ann-Marie Douglas

ann-marie.douglas@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation with CYC Legal Team  
Barrister from Zenith Chambers  
Staff

**Consultees:**

### Background Documents:

### Call-In

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

21/09/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/08/15

**Keyword:**

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

**Title of Report:** Temporary Accommodation Agreement

**Description:** Purpose of Report: To present information on the alterations to the temporary accommodation agreement.

The Executive Member is asked to approve the changes to the temporary accommodation agreement in light of legal advice and changes in case law.

**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:** Ann-Marie Douglas

ann-marie.douglas@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation with CYC Legal Team  
Barrister from Zenith Chambers  
Staff

**Consultees:**

### Background Documents:

### Call-In

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

21/09/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/08/15

**Keyword:**

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

**Title of Report:** Housing & Community Safety Legal Actions

**Description:** The purpose of this report is to enable the Executive Member to review the results of legal actions (prosecutions, cautions and fixed penalties) undertaken by Environmental Health, Trading Standards, Licensing, the Regional Scambuster Team, and the National Trading Standards eCrime Centre as well as action taken by Housing Services for the period 1 October 2014 to 31 March 2015.

The report will be considered by the Executive Member for Housing and Safer Neighbourhoods in conjunction with the Executive Member for Culture, Leisure and Tourism.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

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

21/09/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/08/15

**Keyword:**

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

**Title of Report:** Adult Social Care – The “Market” and “Market Shaping”

**Description:** Purpose of Report: To inform Executive on responsibilities arising from the Care Act impacting on Commissioning, Market Shaping and Market Development.

Executive are asked to note the new responsibilities placed on Adult Social Care as a result of the Care Act and the Department’s position in relation to Market Facilitation, Market Shaping and Provider Failure.

**Wards Affected:** All Wards

**Report Writer:** Gary Brittain

**Deadline for Report:** 17/08/15

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

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

**Contact Details:** Gary Brittain

gary.brittain@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Due to the nature of the report no consultation is necessary.

**Consultees:**

**Background Documents:** Adult Social Care – The “Market” and “Market Shaping”

### Call-In

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

21/09/15



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/08/15

**Keyword:**

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

**Title of Report:** Community Stadium and City Leisure Contract

**Description:** Purpose of Report: To give Members an update on the progress of the project.

Members will be asked to note the content of the report and await a detailed programme and contract decision report.

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

**Wards Affected:** All Wards

**Report Writer:** Tim Atkins

**Deadline for Report:** 17/08/15

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

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

**Contact Details:** Tim Atkins

tim.atkins@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Community Stadium and City Leisure Contract

### Call-In

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

21/09/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/08/15

**Keyword:**

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

**Title of Report:** Progress Report: City of York Trading Ltd

**Description:** To present Members with an update on the progress of the Council's Trading Company, to update the Shareholders Agreement and agree the future direction of new business.

**Wards Affected:** All Wards

**Report Writer:** Pauline Stuchfield **Deadline for Report:** 17/08/15

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

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

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

pauline.stuchfield@york.gov.uk

### Implications

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

**Making Representations:** Contact the Report Author

**Process:** Council's Management Team

### Consultees:

**Background Documents:** Progress Report: City of Trading Ltd

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 14/09/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/08/15

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

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

**Title of Report:** 0-19 Healthy Child Service

**Description:** The purpose of the report is to provide the Executive with options for the future provision of a 0-19 Healthy Child Service for children and young people in the City of York.

The report will ask Members to consider options for the future provision/contracts for health visiting, school nursing and the National Child Measurement Programme.

**Wards Affected:** All Wards

**Report Writer:** Sharon Stoltz

**Deadline for Report:** 17/08/15

**Lead Member:** Executive Member for Education, Children and Young People, Executive Member for Adult Social Care and Health

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

**Contact Details:** Sharon Stoltz, Interim Consultant in Public Health

sharon.stoltz@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 YorOK Board launched a consultation on a proposed 0-19 Healthy Child Service in May 2015. A key element of the consultation has been to seek the views of a wide range of people about how health visiting and school nursing services are currently provided across the City and how the needs of residents can be met in the future through a new single 0-19 Healthy Child Service delivering both the HCP 0-5 and 5-19 elements. The consultation was co-ordinated by the Children's Trust Unit and comprised of:

- Stakeholder mapping which was tabled at various forums for scrutiny and feedback
- A development day was hosted by York Teaching Hospital NHS Foundation Trust for all the health visiting and school nursing staff to share the proposed vision for the new service and provide an opportunity for them to help shape this and discuss the challenges and potential opportunities it presents. This event was attended by representatives from Vale of York CCG, local authority public health and children's services.
- Face to face discussions took place at a range of forums including internal CYC meetings, the Youth Council, the 'Show Me I Matter' Panel involving children in care, the Headteacher's forum for primary and secondary schools and School Governors.
- Communication via the media to the public and via existing communication channels to Vale of York Clinical Commissioning Group, Partnership Commissioning Unit, NHS England, Public Health England, Elected Members, staff in the council and partner organisations including newsletters sent out to schools, colleges and community and voluntary organisations. A dedicated email account was set up for people to submit feedback.
- Three short confidential on-line surveys were disseminated using Survey Monkey aimed at young people, parents and practitioners.

Consultees:

City of York Council  
Vale of York Clinical Commissioning Group  
York Teaching Hospital NHS Foundation Trust  
Primary and Secondary Schools  
Community and voluntary groups  
Parents  
Children and young people  
Public Health England  
NHS England

**Consultees:**

**Background Documents:** 0-19 Healthy Child Service

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 21/09/15

## FORWARD PLAN ITEM

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

**Meeting Date:** WITHDRAWN **Keyword:**

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

**Title of Report:** Next Steps in the Council's Journey in Equalities

**Description:**

Purpose of Report: The report sets out the results of the recent peer review assessment in equalities at 'Excellent' level.

The Executive Member is asked to:

- note the Council's success in being assessed as 'Excellent'
- approve an action plan with respect to identified areas for improvement

This report will be considered at a public Cabinet Member Decision Session on 9 March 2015.

This item will now be considered in June as officers are still awaiting receipt of the formal report from the inspectors.

This report has been deferred in order to take account of new decision making arrangements which will be agreed by the Executive in July.

This issue has been withdrawn because it is a monitoring report for scrutiny to receive an overview of where CYC are to implementing 'excellence' so no Executive Member decision is formally required.

**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:** n/a

**Consultees:**

**Background Documents:**

**Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 10/09/15

**Keyword:**

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

**Title of Report:** Proposal to Designate Hassacarr Nature Reserve as a Statutory Local Nature Reserve (LNR) by delegation of function

**Description:** Purpose of Report: To consider delegation of function to Dunnington Parish Council.

The Executive Member is asked to consider that City of York Council endorses the application to declare Hassacarr Nature Reserve as a Local Nature Reserve by delegating powers to Dunnington Parish Council in this one instance.

**Wards Affected:** Hull Road Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Daniel Calvert

daniel.calvert@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:

21/09/15



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 14/09/15

**Keyword:**

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

**Title of Report:** Promoting Recycling

**Description:** Purpose of Report: To present proposals to assist residents to use existing recycling services to their maximum to divert waste from landfill.

The Executive Member is asked to approve a business case for appropriate arrangements.

This decision will now be taken by the Executive Member at a public decision session on Monday 14<sup>th</sup> September.

**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:

19/10/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 14/09/15

**Keyword:**

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

**Title of Report:** Investing in the Council's Community Centres

**Description:** Purpose of Report: To present proposals to assist communities in managing their community centres.

The report asks the Executive Member to agree the use of additional funding to support the Council's community centres.

This decision will now be taken by the Executive Member at a public decision session on Monday 14<sup>th</sup> September.

**Wards Affected:** Acomb Ward; Clifton Ward; Heworth Ward; Hull Road Ward; Westfield Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

**Contact Details:** Andrew Laslett

andrew.laslett@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:

19/10/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 18/09/15

**Keyword:**

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

**Title of Report:** York Learning Services Strategic Plan

**Description:** The report will set out York Learning Services' strategic plan for the academic year 2015/16.

**Wards Affected:** The Executive Member will be asked to approve the plan.  
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:** 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:

19/10/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/09/15

**Keyword:**

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

**Title of Report:** Q1 Finance & Performance Monitor 2015/16

**Description:** Purpose of Report: To provide Members with an update on the 2014/15 finance and performance information.

Members are asked to note the issues.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell **Deadline for Report:** 14/09/15

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

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

**Contact Details:** Debbie Mitchell

debbie.mitchell@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:** Q1 Finance & Performance monitor 2015/16

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/09/15

**Keyword:**

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

**Title of Report:** Future Options for Increased Delivery for New Houses

**Description:** Purpose of Report: To review progress of the workstreams under the Get York Building programmes that were agreed at the March 2014 Cabinet Meeting.

Executive are asked to note the contents of the report and to consider the recommendations contained within it.

This decision will now be taken by Executive in June in order to allow full year performance figures to be included rather than year end forecast figures.

To assist with the scheduling of business for the first meeting of the Executive, this item will now be considered at the 30 July 2015 Executive.

This item has been deferred until 24 September Executive and changed its name from 'Review of Get York Building Programme 2nd Year' to 'Future Options for Increased Delivery for New Houses'. The reason for this is to enable a report to be brought forward to look at the outcomes of Get York Building but to also bring forward options for increased delivery of new homes, in line with the administrations priorities.

**Wards Affected:** All Wards

**Report Writer:** Paul Stamp, Steve Waddington **Deadline for Report:** 14/09/15

**Lead Member:** Executive Member for Housing and Safer Neighbourhoods, Executive Member for Transport and Planning

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

**Contact Details:** Paul Stamp, Steve Waddington, Assistant Director Housing and Public Protection

paul.stamp@york.gov.uk, steve.waddington@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact Report Author paul.landais-stamp@york.gov.uk 01904 554098,

steve.waddington@york.gov.uk 01904 554016

**Process:** Consult report author

**Consultees:**

**Background Documents:** Review of Get York Building Programme 2nd Year

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/09/15

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

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

**Title of Report:** Burnholme Development Business Case

**Description:** Purpose of Report: To present the Executive with the Business case proposals for the redevelopment of Burnholme.

Members are asked to approve the Business Case.

To allow additional time to fully evaluate the available procurement routes this item has been deferred to the September Executive.

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

**Report Writer:** Louise Ramsay

**Deadline for Report:** 14/09/15

**Lead Member:** Executive Member for Housing and Safer Neighbourhoods,  
Executive Member for Adult Social Care and Health

**Lead Director:** Chief Executive

**Contact Details:** Louise Ramsay

[louise.ramsay@york.gov.uk](mailto:louise.ramsay@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:**

**Consultees:**

**Background Documents:** Burnholme Development Business Case

**Call-In**

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

19/10/15



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/09/15

**Keyword:** Be significant in terms of its effects on communities

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

**Title of Report:** Southern Gateway

**Description:** Purpose of Report: The report will set out work done to build a coherent vision for the future regeneration of the area around Piccadilly and the Eye of York.

Members are asked to agree to release resources to develop proposals to ensure the area is improved and becomes a healthy and vibrant part of the city centre.

**Wards Affected:** Guildhall Ward

**Report Writer:** Tracey Carter

**Deadline for Report:** 10/09/15

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

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

**Contact Details:** Tracey Carter, Assistant Director-Finance, Asset Management and Procurement

tracey.carter@york.gov.uk

### Implications

**Level of Risk:**

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

### Making Representations:

**Process:** Consultation with Heritage bodies, local councillors and adjoining land owners

**Consultees:**

**Background Documents:** Southern Gateway

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/09/15

**Keyword:**

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

**Title of Report:** Highway Asset Management Report

**Description:** Purpose of Report: The report gives an overview and update of the strategy and approach taken in the management of our highways assets.

Members are asked to:

- (i) Consider the process detailed in the report and comment on its aims and approach and the requirement for future reviews to incorporate national best practice.
- (ii) Consider and make comment on the Streetlighting Policy document.

**Wards Affected:** All Wards

**Report Writer:** Steve Wragg

**Deadline for Report:** 14/09/15

**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:** 04-08 Regular  
monitoring required

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Highway Asset Management Report

### Call-In

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

## FORWARD PLAN ITEM

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

**Meeting Date:** Between 01/10/15 and 30/10/15 **Keyword:**

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

**Title of Report:** Homeless Strategy Review 2013-18

**Description:** Purpose of Report: To present proposed changes and updates to the Homeless Strategy 2013-18.

The Executive Member is asked to consider and agree the Homeless Strategy Review and action plan for the forthcoming three years.

This decision will be taken at a public Executive Member decision session during October on a date to be confirmed. This was originally entered on the forward plan for decision during July due to an administrative error.

**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:** Becky Ward, Service Manager

becky.ward@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Staff, stakeholders, customers (June 2015), Homeless Strategy Executive Group

**Consultees:**

### Background Documents:

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** Between 01/10/15 and 31/10/15 **Keyword:**

**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.

A public meeting will take place during October on a date to be confirmed.

**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:

16/11/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** Between 01/10/15 and 31/10/15 **Keyword:**

**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.

A public meeting will take place during October on a date to be confirmed.

**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:

16/11/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/15

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

**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.

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

**Report Writer:** Sarah Tanburn  
**Lead Member:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Deadline for Report:** 13/11/15

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

**Contact Details:** Sarah Tanburn, Director of City and Environmental Services  
Tel: 01904 55 2375  
sarah.tanburn@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:** 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:

14/12/15