



# **FORWARD PLAN**

**5 October 2015 - 7 February 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 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 Housing and Safer Neighbourhoods

**Meeting Date:** 12/10/15

**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 on 14<sup>th</sup> October. This was originally entered on the forward plan for decision during July due to an administrative error.

This decision will now be taken on Monday 12 October due to officer availability.

**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:

16/11/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/10/15

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

**Title of Report:** Response to the Petition regarding installation of bench arms in Rougier Street

**Description:** Purpose of Report: To present the response to the petition outlining the reasons for the installation of the bench arms.

This decision will be made by the Executive Member for Housing and Safer Neighbourhoods in consultation with the Executive Member for Transport & Planning.

The Executive Members are asked to note the contents of the report and agree to retain the bench arms or remove them.

This decision will now be taken on Monday 12 October due to officer availability.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing and Safer Neighbourhoods,  
Executive Member for Transport and Planning

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Steve Waddington, Assistant Director Housing and Public Protection

steve.waddington@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** The author by email.

**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:** 19/10/15

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

**Title of Report:** Energy Performance RE:FIT Project with Local Partnerships

**Description:** Purpose of Report: To set out the overall aim of RE:FIT, to help accelerate reduction of energy use, cutting energy bills and helping the delivery of the Carbon reduction targets for City of York Council.

The Executive Member is asked to instruct officers to work with local partnerships to undertake Phase 1 of the RE: FIT program on specific council owned buildings.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment

**Lead Director:**

Director of City & Environmental Services

**Contact Details:**

Martin Grainger, Principal Development Officer Forward Planning  
martin.grainger@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:

16/11/15



## FORWARD PLAN ITEM

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

**Meeting Date:** 23/10/15

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

**Title of Report:** Registrars Service Plan 2015-17

**Description:** Purpose of Report: The purpose of this report is to invite the Executive Member to approve a specific Service Delivery Plan for Registration Services as required by the General Register Office (GRO) under the 'New Governance' system of working.

The Executive Member is invited to approve the Service Delivery Plan so that the Registration Service meets its obligations under the 'New Governance' arrangements.

Decision Session Meeting date to be confirmed in due course.

**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:

16/11/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/10/15

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

**Title of Report:** Volunteering

**Description:** Purpose of Report: To consider an update on progress with the Council's approach to volunteering.

The Executive Member will be asked to agree a new volunteering policy.

**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:** 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:** 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:** 29/10/15

**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.

Because the report is not yet ready to present to Members this item has been withdrawn. It will be resubmitted to the Forward Plan for consideration at a later date.

As the report is now ready to be presented to the Executive this item has been resubmitted to the Forward Plan to be considered on 29 October 2015.

**Wards Affected:** Guildhall Ward

**Report Writer:** Tracey Carter  
**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

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

### Implications

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

**Making Representations:** Contact report author

**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: 16/11/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/10/15

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

**Title of Report:** Youth Support and Advice Service

**Description:** Purpose of Report: This paper will provide details about the proposed model for a new integrated youth support and advice service for 16-25 year olds. The new model will complete the transformation of services currently located at 29a Castlegate and will result in the development of an integrated and co-located youth service offer operating from a city centre and various community-based venues which will bring together a range of professionals/partners to provide specialist advice and support for young people at risk of NEET, care leavers, those in the youth justice system and from other vulnerable groups. The service would provide targeted support to promote young people's emotional health and wellbeing and support welfare to work pathways to secure effective transition to adult life for vulnerable young people.

Members will be asked to consider and approve the new model for an integrated youth support and advice service for 16-25 year olds.

This item has been withdrawn from the forward plan as more time is needed to work with young people and partners in order to ensure that the developed model delivers the right services to young people. This will mean that the remodelled service better meets the needs and improves outcomes for young people in the city.

**Wards Affected:** All Wards

**Report Writer:** Steve Flatley      **Deadline for Report:** 15/10/15  
**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      **Reason Key:** It is significant in terms of monitoring required      its effect on communities

**Making Representations:** Contact report author

**Process:** The consultation process will take place August and September

and will include:

- focus groups with service users and partners to co-construct solutions
- meetings of the YorOK Castlegate subgroup
- feedback from CYC employees

Consultees:

- Members of the YorOk partnership including representatives from health, education and the voluntary sector
- City of York Council employees
- Castlegate users

**Consultees:**

**Background Documents:** Youth Support and Advice Service

**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:** 29/10/15

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

**Title of Report:** Coppergate Traffic Restrictions

**Description:** Purpose of Report: To provide options for the provision of traffic restrictions on Coppergate.

Members are asked to approve the principles, processes and delegations for the delivery of traffic restrictions on Coppergate. To approve delegations for the management and delivery of a wider urban realm and traffic regulation scheme.

**Wards Affected:** Guildhall Ward

**Report Writer:** Alistair Briggs **Deadline for Report:** 19/10/15

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

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

**Contact Details:** Alistair Briggs, Traffic Engineer, City Strategy

alistair.briggs@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Formal TRO legal process if approved. Residents, businesses, transport and special interest groups will be consulted.

### Consultees:

**Background Documents:** Coppergate Traffic Restrictions

### 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:** 29/10/15

**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.

This decision will now be taken by the Executive in October in order to allow more time to evaluate the available procurement routes.

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

**Report Writer:** Louise Ramsay  
**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

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

[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:** Contact report author

**Process:** Contact report author

**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:

16/11/15



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/10/15

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

**Title of Report:** ICT Services Report

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

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

**Wards Affected:** All Wards

**Report Writer:** Roy Grant **Deadline for Report:** 19/10/15

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

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

**Contact Details:** Roy Grant

roy.grant@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** ICT Services Report

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 16/11/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/10/15

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

**Title of Report:** School Capital: Basic Need and Maintenance

**Description:** Purpose of Report: This paper will provide Members with information about the planned 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 seek Executive's approval for the use of basic need funding 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

The report will also ask Members to note the proposed use of basic need to meet place planning pressures between 2016/17 and 2018/19. Specific details of each of these schemes will be submitted separately for Executive approval following the completion of feasibility studies and detailed options appraisals.

This item has been withdrawn from the forward plan as it is being replaced by a report which will go to the January 2016 Executive which will be a more comprehensive overview of the entirety of the Children's Services, Education and Skills Capital Programme to encompass the financial aspects of the LA's Place Planning Strategy and Maintenance issues across the schools estate.

**Wards Affected:** All Wards

**Report Writer:** Mark Ellis, Jake Wood      **Deadline for Report:** 19/10/15

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

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

**Contact Details:** Mark Ellis, Jake Wood, Policy Officer, Maxine Squire, Principal Adviser Standards and Quality  
Tel: 1904 553007  
mark.ellis@york.gov.uk, jake.wood@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:**

**Process:** Each proposed scheme goes through a public planning process.

Headteachers, governing bodies, elected members, local residents and other stakeholder groups.

**Consultees:**

**Background Documents:** School Capital: Basic Need and Maintenance

**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:** 29/10/15

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

**Title of Report:** The Future of York's Guildhall and Riverside – Project Update Report

**Description:** Purpose of Report: To confirm the outcome of the scrutiny review of the project (as agreed by July Executive)

Members are asked to confirm that further detailed project development work should now be progressed to enable a deliverable scheme to be developed for approval in accordance with a revised project programme

**Wards Affected:** Guildhall Ward

**Report Writer:** Tracey Carter **Deadline for Report:** 19/10/15

**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:** 04-08 Regular **Reason Key:** monitoring required

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

**Background Documents:** The Future of York's Guildhall and Riverside – project update report

### 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:** 29/10/15

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

**Title of Report:** Joint Minerals and Waste Plan - Preferred Options

**Description:** Purpose of Report: This report sets out an overview of the content of the Joint Minerals and Waste Plan Preferred Options document, highlighting those issues, policies, sites with most relevance to York.

The Executive is asked to agree that the Joint Plan can be published for public consultation in November 2015.

**Wards Affected:** All Wards

**Report Writer:** Rebecca Harrison **Deadline for Report:** 15/10/15

**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:** 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:** Joint Minerals and Waste Plan - Preferred Options

### 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:** 29/10/15

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

**Title of Report:** Older Person's Accommodation Programme

**Description:** Purpose of Report: To provide to Members the outcome of consultation undertaken with the residents, family, carers and staff of Grove House and Oakhaven to explore the option to close each home with current residents moving to alternative accommodation.

Members are asked to make a decision regarding the future of each home.

**Wards Affected:** Guildhall Ward; Holgate Ward

**Report Writer:** Roy Wallington **Deadline for Report:** 19/10/15

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

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

**Contact Details:** Roy Wallington

roy.wallington@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** A six week period of consultation will be undertaken with the residents, family, carers and staff of Grove House and Oakhaven to explore the option to close each home with current residents moving to alternative accommodation.

We will engage key stakeholders, such as AgeUK York and the York Older Peoples Assembly.

We will engage with staff and their union representatives.

### Consultees:

**Background Documents:** Older Person's Accommodation Programme

### 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:** 29/10/15

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

**Title of Report:** Protecting Public Houses

**Description:** Purpose of Report: To provide Members with background information in relation to the options available to the Council to afford greater protection to public houses including Article 4 Directions and the assets of community value register.

Members will be asked to consider a number of options relating to protecting public houses.

**Wards Affected:** All Wards

**Report Writer:** Frances Sadler      **Deadline for Report:** 19/10/15

**Lead Member:** Executive Member for Transport and Planning, Councillor Chris Steward

**Lead Director:** Director of City & Environmental Services, Director of Customer & Business Support Services

**Contact Details:** Frances Sadler  
frances.sadler@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Protecting Public Houses

### 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:** 29/10/15

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

**Title of Report:** Future Workforce (young people)

**Description:** Purpose of Report:  
(i) To present Members with the development activities and strategy which will ensure sustainable support for apprenticeships for CYC going forward. Members to note.  
  
(ii) To highlight the plans to facilitate a cohesive approach to work based experience for young people. Members to note.  
  
(iii) To advise of a pay decision to ensure pay rates for Year 1 apprentices are increased annually going forward to ensure consistent treatment with the wider CYC workforce. Members to approve.

**Wards Affected:** All Wards

**Report Writer:** Pauline Stuchfield **Deadline for Report:** 19/10/15  
**Lead Member:** Executive Leader, Finance & Performance, Executive Member for Economic Development and Community Engagement (Deputy Leader)

**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:**

**Reason Key:**

**Making Representations:**

**Process:** Council's Management Team and Trade Unions

**Consultees:**

**Background Documents:** Future Workforce (young people)

### 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:** 29/10/15

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

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:** Catherine McGovern, Michael Melvin  
**Deadline for Report:** 19/10/15

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

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

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

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

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

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

### Call-In

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

16/11/15

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/10/15

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

**Title of Report:** Recommendations of Local Plan Working Group, 29 September 2015

**Description:** Purpose of Report: The report presents the recommendations from the Local Plan Working Group meeting on 29 September 2015

Members are asked to approve the recommendation of the Working Group in relation to:

- City of York Local Plan – Objective Assessment of Housing Need
- City of York Local Plan – Economic growth

**Wards Affected:** All Wards

**Report Writer:** Martin Grainger      **Deadline for Report:** 19/10/15  
**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

martin.grainger@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:** Recommendations of Local Plan Working Group, 29 September 2015

### 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 Transport and Planning

**Meeting Date:** 12/11/15

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

**Title of Report:** Public Rights of Way - Proposal to restrict public rights over the alleyways between Barbican Road/Willis Street, Willis Street/Gordon Street and Gordon Street/Wolsley Street, Fishergate Ward, using Public Spaces Protection Order legislation

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

The Executive Member is asked to make a decision based on the recommendations.

This item has been deferred to 12 November 2015 because officers are still awaiting final consultation details therefore are unable to make the necessary deadlines to meet the 15 October meeting.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of City & Environmental Services

**Contact Details:**

Alison Newbould

alison.newbould@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:

14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/11/15

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

**Title of Report:** Partnership Speed Review Update. Including Proposed engineering speed reduction schemes. Related Vehicle Activated Sign (VAS) Review.

**Description:** The report will update on the partnership speed review process, giving information on where complaints of speeding have been received, the investigation results and conclusions. It will also include a section, which requires approval of proposed speed reduction scheme at locations previously identified from the data led review. It will also update on the status of the Vehicle Activated Signs (VAS) across the city and provide an updated Strategy in relation to VAS's.

Purpose of Report: To update Executive Member of progress on complaints about speeding received from members of the public which are managed via a Partnership approach which includes North Yorkshire Police and North Yorkshire Fire & Rescue Service.

The Executive Member is asked to note the contents and progress, and approve the proposed speed reduction schemes and VAS policy.

**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:**

Trish Hirst, Ben Potter, Louise Robinson

ben.potter@york.gov.uk, louise.robinson@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:

14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/11/15

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

**Title of Report:** City and Environmental Services Capital Programme - 2015/16 Monitor 1 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:**

**Process:**

**Consultees:**

**Background Documents:**

**Call-In**

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

14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/11/15

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

**Title of Report:** City Centre Access Update

**Description:** Purpose of Report: To consider city centre vehicle access arrangements.

The Executive Member is asked to approve further investigation into taking forward changes to the city centre access arrangements.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of City & Environmental Services

**Contact Details:**

Alistair Briggs, Traffic Engineer, City Strategy  
alistair.briggs@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:

14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/11/15

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

**Title of Report:** Stockton Lane - Speed Management Scheme

**Description:** Purpose of Report: Following receipt of a speeding complaint from local residents, Stockton Lane east and west Hempland Lane was reviewed by the Road Safety Partnership team, as part of the speed management process. It was subsequently referred to the Transport Projects team to be considered for engineering measures. This report discusses the scheme development and results of consultation on the proposed solution.

The Executive Member is asked to approve the installation of 1.5m wide cycle lanes on Stockton Lane between its junction with Lime Avenue and Greenfield Park Drive.

**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:**

Sam Fryers

### 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:

14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/11/15

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

**Title of Report:** Traffic Systems Asset Renewal Plan

**Description:** Purpose of report: To present a plan for structured renewals of the City's traffic systems assets including traffic signals, for which a recent asset condition assessment has shown are in need of significant investment.

The Executive Member is asked to approve a proposal for a programme of investment in the city's traffic signal equipment on a supply and maintenance basis.

**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:** Contact report author

**Process:** Internal consultation only.

**Consultees:**

**Background Documents:**

### Call-In

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

14/12/15



## FORWARD PLAN ITEM

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

**Meeting Date:** 16/11/15

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

**Title of Report:** Introduction of a Public Space Protection Order (PSPO) within the Groves

**Description:** Purpose of the Report: To present a report to get agreement to introduce a Public Space Protection Order (PSPO) within the Groves area.

The Executive Member is asked to agree to the introduction of a PSPO within the Groves area.

**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:** Paul Morrison, Contracts Manager - Acomb Team

paul.morrison@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Residents consulted through a survey on the Council's website and Paul Morrison attended the local Residents Association.

**Consultees:**

**Background Documents:**

### Call-In

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

14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/11/15

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

**Title of Report:** Repositioning of Peasholme Centre

**Description:** Purpose of Report: This report proposes a subtle repositioning of the accommodation services offered at Peasholme Centre as an entry point service. This will dovetail with the proposed review of housing related support (Adult Social Care) which is taking place as a result of austerity measures and the cessation of Supporting People service in 2013.

The Executive Member is asked to agree that Peasholme Centre is repositioned to align with other CYC hostels and provide an entry level service.

**Wards Affected:** Fishergate Ward

**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:** Contact report author

**Process:** CYC and Peasholme Charity staff have been consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 23/11/15

**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 September.

To allow time to go through the scrutiny process this item will be deferred to 16 November 2015.

This report will now be considered at an Executive Member decision session on 23 November.

**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:

14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 23/11/15

**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.

This report will now be considered at an Executive Member decision session on 23 November.

**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:

14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 23/11/15

**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.

To allow time to go through the scrutiny process this item will be deferred to 16 November 2015.

This report will now be considered at an Executive Member decision session on 23 November.

**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:

14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 23/11/15

**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 decision will now be taken on 23 November 2015.

**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:

14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 23/11/15

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

**Contact Details:** Ruth Abbott

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

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

- all statutory consultees
- all local authorities within the Yorkshire region
- local health professionals (including NHS practitioners and members of the Health and Wellbeing board)
- bus and taxi operators
- local 'Breathe Easy' group
- University of York and University of Leeds
- Business / other stakeholder contacts from previous LES consultation work
- consultants involved in the LEZ, anti-idling and electric bus feasibility studies
- members of the Low Emission Strategy Partnership (LESP)

- air quality journals
- York Press contained a main feature on the AQAP3 consultation on 30 December 2014.

**Consultees:**

**Background Documents:**

**Call-In**

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

14/12/15



## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

**Title of Report:** Q2 Capital Programme Monitor

**Description:** Purpose of Report: To provide members with an update on the capital programme.

Members are asked to note the issues and recommend to full council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Ross Brown **Deadline for Report:** 16/11/15

**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:** 04-08 Regular **Reason Key:**  
monitoring required

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

**Background Documents:** Q2 Capital Programme Monitor

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

**Title of Report:** Q2 Finance & Performance Monitor 2015/16

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

Members are asked to note the issues.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 16/11/15

**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:** Q2 Finance & Performance monitor 2015/16

### Call-In

If this item is called-in, it will be considered by the      14/12/15  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

**Title of Report:** Treasury Management and Prudential Indicators Mid Year Review

**Description:** Purpose of Report: To provide Members with an update on the treasury management position.

Members are asked to note this issue and approve any adjustments required to the prudential indicators or strategy.

**Wards Affected:** Acomb Ward

**Report Writer:** Katie Brown      **Deadline for Report:** 16/11/15

**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:** 04-08 Regular      **Reason Key:**  
monitoring required

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

**Background Documents:** Treasury Management and Prudential Indicators Mid Year Review

### Call-In

If this item is called-in, it will be considered by the      14/12/15  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

**Title of Report:** Council Tax Support Review

**Description:** Purpose of Report: To present Members with the outcomes of a review of Council Tax support as requested at the August 2015 Executive.

Members are asked to consider the content of the report and approve the proposed strategy moving forward.

**Wards Affected:** All Wards

**Report Writer:** David Walker

**Deadline for Report:** 12/11/15

**Lead Member:** Councillor Chris Steward, Councillor Carol Runciman

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

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

david.walker@york.gov.uk, pauline.stuchfield@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:** Council's Management Team, Financial Inclusion Steering Group and Advice York agencies

**Consultees:**

**Background Documents:** Council Tax Support Review

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive

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

**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.

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

**Report Writer:** Tim Atkins

**Deadline for Report:** 16/11/15

**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:

14/12/15

## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

**Title of Report:** Funding Criteria for Council Supported Bus Services

**Description:** Purpose of Report: To provide the opportunity to align the council's funding criteria for socially necessary bus services with the new council objective to "support rural bus services and others where there is most need".

Members are asked to approve one of three options; two which would guarantee minimum levels of bus service to areas within the York boundary where the council currently supports a bus service (and for which no commercial alternatives exist), or a third option to retain the current criteria, which does not guarantee any minimum service level.

**Wards Affected:** All Wards

**Report Writer:** Sam Fryers **Deadline for Report:** 16/11/15

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

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

**Contact Details:** Sam Fryers

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Funding criteria for council supported bus services

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 27/11/15

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

**Title of Report:** Food Service Plan

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

Members are asked to consider and approve the report.

**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:**

Sean Suckling

sean.suckling@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

### **Call-In**

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

14/12/15



## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/15

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

**Title of Report:** Extra Investment in Children & Young People's Services

**Description:** The report provides an update on the Shine, Yorpart and Better Play Grant programmes.

The Executive Member is asked to decide how additional investment will be used to enhance the work.

**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:** 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:

14/12/15

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/12/15

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

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

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

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

A public Decision Session will be arranged to take place during December 2015, date to be confirmed.

The Decision Session will take place on Wednesday 9<sup>th</sup> December.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing and Safer Neighbourhoods

**Lead Director:**

Director of Communities & Neighbourhoods

**Contact Details:**

Ruth Abbott

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Landlords, tenants, residents and other stakeholders including other councils.

**Consultees:**

**Background Documents:**

### Call-In

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

04/01/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/12/15

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

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

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

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

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

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

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

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

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

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

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

**Contact Details:** Neil Ferris, Director of City & Environmental Services (Acting)  
Tel: 01904 55 1448  
neil.ferris@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates. The savings or expenditure are significant if they are equal to or greater than £500,000 or

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

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

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

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/12/15

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

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

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

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

**Wards Affected:** All Wards

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

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

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

**Contact Details:** Sarah Kirby  
sarah.kirby@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

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

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/12/15

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

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

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

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

**Wards Affected:** All Wards

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

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

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

**Contact Details:** David Walker

david.walker@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

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

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/12/15

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

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

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

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

**Wards Affected:** All Wards

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

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

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

**Contact Details:** Anne Platt

anne.platt@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

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

### Call-In

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

## FORWARD PLAN ITEM

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

**Meeting Date:** Between 01/01/16 and  
31/01/16

**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 be arranged to take place during January 2016, date to be confirmed.

**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 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

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

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

**Title of Report:** The HRA 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.

**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, Andy Kerr  
tom.brittain@york.gov.uk, andy.kerr@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:** 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:** 28/01/16

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

**Title of Report:** Review of the 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.

**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 monitoring required

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

### Making Representations:

**Process:** With the Tenant Federation.

### Consultees:

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

### Call-In

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

22/02/16