



# **FORWARD PLAN**

**2 October 2017 - 4 February 2018**

**Produced By:**

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

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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

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

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

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

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## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment (Interim Deputy Leader)

**Meeting Date:** 02/10/17

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

**Title of Report:** Fire Risk Management Update

**Description:** Purpose of Report: Within the Health & Safety Annual Report which was received at the Decision Session (Executive Member for the Environment) held on 7th July, an update was provided on how related fire risk assessments are managed at CYC. It also referred to an imminent meeting of a regional local government Fire Safety Sub Group to ensure sharing of best practice and consider ways of minimising fire risk in light of the Grenfell Tower tragedy.

The Executive Member approved that a follow-up report summarising any H&S response/learning be considered at a future Decision Session under this portfolio.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment (Interim Deputy Leader)

**Lead Director:** Director of Customer and Corporate Services

**Contact Details:** Stuart Langston, Shared Head of Health and Safety

stuart.langston@york.gov.uk

**Implications**

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

06/11/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/10/17

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

**Title of Report:** Introduction of Civil Penalty Notices for Housing Act Offences

**Description:** Purpose of Report: To brief the executive re the background to the introduction of the monetary civil penalty notices as an enforcement option when tackling poor housing conditions. Outline how the policy including how monetary penalty notices will be determined.

The Executive Member will be asked to set the policy framework, including how the monetary penalty notices will be determined.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing & Safer Neighbourhoods

**Lead Director:**

Director of Health, Housing and Adult Social Care

**Contact Details:**

Ruth Abbott

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

This is a statutory requirement but we will set policy having regard to government guidance and best practise.

**Consultees:**

Local Government Association

### Background Documents:

#### Call-In

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

06/11/17

## FORWARD PLAN ITEM

**Meeting:** Executive Leader (incorporating Finance & Performance)

**Meeting Date:** 17/10/17

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

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

**Description:** Purpose of report: To present applications to list The Blue Bell Public House, 53 Fossgate, York, YO1 9TF and Old Ebor Public House, 2 Drake Street, Nunnery Lane, York, YO23 1EQ, as assets of community value.

The Executive Member will be asked to: Make a decision on whether the Blue Bell and Old Ebor Public Houses should be added to the list of assets of Community Value.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Leader (incorporating Finance & Performance)

**Lead Director:** Director of Economy and Place

**Contact Details:** Tim Bradley

tim.bradley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author for further details.

**Process:** Please contact the report author for further details.

**Consultees:**

**Background Documents:**

### Call-In

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

06/11/17



## FORWARD PLAN ITEM

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

**Meeting Date:** 19/10/17

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

**Title of Report:** Transport Programme Update – 2017/18 Monitor 1 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2017/18 Economy & Place Capital Programme and propose adjustments to scheme allocations to align with the latest cost estimates and delivery projections.

The Executive Member will be asked to approve the amendments to the 2017/18 Economy & Place Capital Programme.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Economy and Place

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author for further details.

**Process:** Please contact the report author for further details.

**Consultees:**

**Background Documents:**

### Call-In

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

06/11/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/10/17

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

**Title of Report:** Consideration of Petition Received Requesting St John's Place & Chestnut Court Be added to the R7: Penleys Grove Street Resident Priority Parking Zone

**Description:** A decision is requested from one of the following options:

- To grant the request
- To refuse the request

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Economy and Place

**Contact Details:** Alistair Briggs, Traffic Network Manager

alistair.briggs@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Not applicable at this stage

**Consultees:**

**Background Documents:**

### Call-In

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

06/11/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/10/17

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

**Title of Report:** Micklegate Neighbourhood Plan Area and Forum

**Description:** Purpose of report: To set out the content of the proposed area and forum applications and feedback any representations made during the 6 week period that the application was publicised.

The Executive Member will be asked to: Approve the formal area and forum applications to allow the Neighbourhood Plan to progress.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Economy and Place

**Contact Details:** Rebecca Harrison

rebecca.harrison@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation process: The neighbourhood plan area and forum applications are publicised for a period not less than 6 weeks to give people who live, work and do business in the area the opportunity to make representations on the proposed area. This period was 10th July to 21st August 2017.

**Consultees:** People who live, work and do business in the Micklegate area. This includes local residents, local businesses/organisations, landowners/agents, and neighbouring parish councils/authorities.

### Background Documents:

#### Call-In

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

06/11/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/10/17

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

**Title of Report:** Removal of 1no. Payphone and Box at Site Adjacent to 90 Clifton

**Description:** Purpose of report: Following a request by CYC, BT are proposing to remove a public payphone close to Clifton Green, which is the way of some proposed highways works. The box has had low usage. The process for this includes a public consultation which includes, and is partly administered by, the relevant local authority. The purpose of this report is to consider the request, including reporting any local consultation responses received with a view to the Local Authority making a formal response to BT.

The Executive Member will be asked to: Whether the Local Authority object or not to the removal of the payphone.

**Wards Affected:** Clifton Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Economy and Place

**Contact Details:** Matthew Parkinson, Planning Officer

matthew.parkinson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** BT have placed a site notice in the payphone. The Local Authority have consulted the local Parish Council/Planning panel by letter.

**Consultees:**

### Background Documents:

### Call-In

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

06/11/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/10/17

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

**Title of Report:** CYC Adults Transport Policy / Roll-out of a Personalised Approach

**Description:** Purpose of report: The report builds on decisions taken by CYC Executive on 27th April 2017 which set the direction of travel for adults transport i.e. a personalised approach. This report sets out specific options around the roll-out of the personalised approach, which will be captured in an Adults Transport Policy 2017- 2020.

The Executive will be asked to consider specific options around the roll-out of the personalised approach, which will be captured in an Adults Transport Policy 2017- 2020.

Consideration of this item was deferred from 31 August 2017 to the meeting of the Executive on 28 September 2017, to take into account additional financial and legal input into the report. It was further deferred to 19 October 2017 to conduct further research and analysis.

This item has been withdrawn to conduct further research and analysis.

**Wards Affected:** All Wards

**Report Writer:** Adam Gray **Deadline for Report:** 09/10/17

**Lead Member:** Councillor Carol Runciman

**Lead Director:** Director of Health, Housing and Adult Social Care

**Contact Details:** Adam Gray, Senior Partnership Support Officer (VCS)  
adam.gray@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Consultation process: Further to decisions taken by CYC Executive on 27th April 2017 (which set the direction of travel for adults transport i.e. a personalised approach) there has been ongoing consultation with adult learning disability and frail, elderly customers and their carers.

**Consultees:** Adult learning disability and frail, elderly customers and their carers.

**Background Documents:** CYC Adults Transport Policy / Roll-out of a Personalised Approach

### 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:** 19/10/17

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

**Title of Report:** Future Management of Allotments

**Description:** Purpose of Report: Report on the future management of allotments by way of a Charitable Incorporated Organisation, which will take on the letting and management of 1,250 allotment plots spread over 18 sites.

Executive is asked to: Approve the letting of 18 allotment sites to the Trustees of the Charitable Incorporated Organisation.

This item has been deferred from 31 August and will now be considered on 19 October 2017 as the proposed charitable incorporated organisation is awaiting approval from the Charity Commissioners.

Previous deferrals are detailed below:-

- From 29 June to 13 July 2017 as further work is required to develop the business case in line with Council's procedures.
- From 13 July to 31 August 2017 to allow more time for the proposed Charitable Incorporated Organisation to become legally constituted.

This item was called in for pre-decision scrutiny and considered at the meeting of the meeting of the Economy & Place Scrutiny Committee on 11 September 2017.

**Wards Affected:** All Wards

**Report Writer:** Andrew Bradley **Deadline for Report:** 16/08/17

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

**Lead Director:** Director of Economy and Place

**Contact Details:** Tim Bradley, Dave Meigh  
tim.bradley@york.gov.uk, dave.meigh@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:** Please contact the report author for further details.

**Process:** Please contact the report author for further details.

**Consultees:**

**Background Documents:** Future Management of Allotments

### Call-In

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

18/09/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/10/17

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

**Title of Report:** Upper and Nether Poppleton Neighbourhood Plan – Referendum Result and Adoption

**Description:** Purpose of report: To inform Members of the positive outcome of the Referendum and recommend that Members at Full Council on 26th October formally 'make' the Upper and Nether Poppleton Neighbourhood Plan and adopt it as Council policy.

What will the report ask Members to do: The report will recommend that Members note the positive outcome of the Referendum and recommend that Members at Full Council on 26th October formally 'make' the Upper and Nether Poppleton Neighbourhood Plan and adopt it as Council policy.

**Wards Affected:** Rural West York Ward

**Report Writer:** Rebecca Harrison      **Deadline for Report:** 05/10/17  
**Lead Member:** Executive Member for Transport and Planning  
**Lead Director:** Director of Economy and Place  
**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:

**Process:** Previous consultations have taken place at area designation stage (2014) pre-submission stage (2015 and 2016), submission stage (2016/17) and revised SEA stage (2017). Residents of Upper and Nether Poppleton Parishes voted in a Referendum on 23rd August 2017 and answered the following question 'Do you want City of York Council to use the Neighbourhood Plan for Poppleton to help it decide planning applications in the neighbourhood area?'

**Consultees:** Consultees included in Schedule 1 of the Neighbourhood Planning (General) Regulations 2012, and people who live, work and do business in the parishes of Upper or Nether Poppleton. All residents on the electoral register and living in Upper and Nether Poppleton were permitted to vote in the Referendum.

**Background Documents:** Upper and Nether Poppleton Neighbourhood Plan – Referendum Result and Adoption

### Call-In

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

06/11/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/10/17

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

**Title of Report:** Minerals and Waste Joint Plan - Submission

**Description:** Purpose of report: To inform Members of the outcomes of the public consultation on the Minerals and Waste Joint Plan – Proposed Changes and to request that they approve the final Submission version of the Plan, requesting that they agree that it can be submitted for Examination by making a recommendation to Full Council.

Executive will be asked to: Note the outcomes of the Proposed Changes Consultation and request that they recommend to Full Council on 26th October that they approve the Submission Draft Plan and supporting documents for submission for Examination in November 2017, in line with the updated Local Development Scheme.

**Wards Affected:** All Wards

**Report Writer:** Rebecca Harrison **Deadline for Report:** 05/10/17

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

**Lead Director:** Director of Economy and Place

**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:

**Process:** Previous consultation has taken place at the following stages: First Consultation (2013), Issues and Options Consultation (2014), Additional or Revised Sites Consultation (2015), Preferred Options Consultation (2015/16), Publication stage (2016), Post-Publication Proposed Changes Consultation (2017).

**Consultees:** Statutory consultees and all consultees contained in the three authorities' consultation databases.

**Background Documents:** Minerals and Waste Joint Plan - Submission

### Call-In

If this item is called-in, it will be considered by the

Corporate and Scrutiny Management Committee on: 06/11/17



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/10/17

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

**Title of Report:** Community Stadium Project Report

**Description:** Purpose of Report: To present a final update on the status of Project's partners and proposed commercial development associated with the New Stadium Leisure Complex ahead of contracts being signed.

The Executive are asked to: approve the recommendations within the report.

**Wards Affected:** All Wards

**Report Writer:** Mark Wilson **Deadline for Report:** 09/10/17

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

**Lead Director:** Director of Customer and Corporate Services

**Contact Details:** Paul Forrest  
paul.forrest@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:** Community Stadium Project Report

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 06/11/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/10/17

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

**Title of Report:** Update on West Offices Savings Target

**Description:** Purpose of Report: To inform Members on the progress achieved and outline the future issues.

The Executive are asked to: Approve the recommendations within the report.

**Wards Affected:** All Wards

**Report Writer:** Ian Asher                      **Deadline for Report:** 05/10/17  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Director of Customer and Corporate Services  
**Contact Details:** Ian Asher

ian.asher@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:

#### Consultees:

**Background Documents:** Update on West Offices Savings Target

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 06/11/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/10/17

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

**Title of Report:** Disposal of Willow House, Walmgate, York

**Description:** Purpose of report: The report will seek an Executive decision to select a preferred bidder for the sale of the former Elderly Persons Home at Willow House.

The Executive will be asked to: Decide which developer to select as the preferred bidder.

**Wards Affected:** Guildhall Ward

**Report Writer:** Tim Bradley                      **Deadline for Report:** 05/10/17  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Director of Economy and Place  
**Contact Details:** Tim Bradley

tim.bradley@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:

**Process:** Please contact the report author for further details.

### Consultees:

**Background Documents:** Disposal of Willow House, Walmgate, York

### Call-In

If this item is called-in, it will be considered by the

Corporate and Scrutiny Management Committee on: 06/11/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/10/17

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

**Title of Report:** Delivering Health & Wellbeing Facilities for York: Sports Pitches at the Askham Estate and a Health Hub at Burnholme

**Description:** Purpose of Report: This report will seek consent for investment in and preparation and submission of the planning applications to deliver sports pitches and related facilities on land at the Askham Estate and seek agreement to dispose of land at Burnholme to facilitate the provision of a health hub on the site.

Executive will be asked to: Give consent for investment in and preparation and submission of the planning applications to deliver sports pitches and related facilities on land at the Askham Estate and seek agreement to dispose of land at Burnholme to facilitate the provision of a health hub on the site.

**Wards Affected:** Bishopthorpe Ward; Copmanthorpe; Dringhouses & Woodthorpe Ward; Heworth Ward; Hull Road Ward; Rural West York Ward

**Report Writer:** Vicky Japes, Roy Wallington **Deadline for Report:** 09/10/17

**Lead Member:** Councillor Nigel Ayre, Councillor Carol Runciman

**Lead Director:** Director of Health, Housing and Adult Social Care

**Contact Details:** Roy Wallington, Programme Manager Older Peoples Accommodation, Vicky Japes

roy.wallington@york.gov.uk, vicky.japes@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:** The confidential annex will deal with matters relating to the valuation and sale of land at Burnholme and is kept confidential in order to protect the commercial interests of the authority should the proposed sale not proceed and they wish to pursue a sale to another purchaser.

**Process:** Consultation process: The Older Persons' Accommodation Programme has been the subject of extensive stakeholder and public engagement and this continues. Proposals for the provision of sports pitches at Askham Estate have been the subject of discussion with the neighbouring landowner, the current land user, local football clubs, the Football Federation and Sport England.

The plans and proposals at Burnholme have also been the subject of extensive public and stakeholder consultation and engagement. Patients and stakeholders of the three GP practices affected by the Burnholme Health Centre will be engaged, as will the neighbours and other stakeholders of the Burnholme site.

**Consultees:** The users and potential users of the current and new sports pitches, local residents and other stakeholders. The users of the current health facilities and neighbours, local residents and other stakeholders of the proposed new facilities.

**Background Documents:** Executive 19 July 2015 - Agreement to Proceed with the OPA.docx  
Executive 19 May 2016 - Delivery of Community Facilities at the Burnholme Health Wellbeing Campus.pdf  
Executive 7 December 2016 - Burnholme Health Wellbeing Campus - Key Decisions to Further Progress Development.pdf  
Executive 7 December 2016 - Lowfield Green Development.pdf

**Call-In**

If this item is called-in, it will be considered by the

Corporate and Scrutiny Management Committee on:

06/11/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/10/17

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

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

**Description:** The report will set out York Learning Services' self-assessment summary. The Executive Member will be asked to approve the self-assessment.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Ann Reid

**Lead Director:** Director of Children, Education and Communities

**Contact Details:** Alistair Gourlay, Head of York Learning

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:

06/11/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/10/17

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

**Title of Report:** Equality Objectives

**Description:** The report will set out proposed equality objectives for the Council under the Equality Act 2010. The Executive Member will be asked to approve the objectives.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Ann Reid

**Lead Director:** Director of Children, Education and Communities

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

charlie.croft@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:

06/11/17



## FORWARD PLAN ITEM

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

**Meeting Date:** 23/10/17

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

**Title of Report:** Cold Calling Controlled Zones

**Description:** Purpose of report: To obtain approval for community involvement in the provision of cold calling controlled zones.

The Executive Member is asked to: Approve the new approach.

Consideration of this item has been deferred from 25 September to 23 October 2017 as officers need to undertake further work prior to the report coming forward for Member consideration.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Matthew Boxall

matthew.boxall@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author for further details.

**Process:** Please contact the report author for further details.

**Consultees:**

**Background Documents:**

### Call-In

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

16/10/17

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economic Development and Community Engagement

**Meeting Date:** 09/11/17

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

**Title of Report:** 4Community Growth York

**Description:** Purpose of Report: This report sets out a project plan for the 4Community Growth York project.

The Executive Member is asked to agree the project plan.

To enable further consultation with the Executive Member, this item has been deferred to the 7<sup>th</sup> November Decision Session.

The date of the meeting has been moved from 7 to 9 November 2017, due to Executive Member availability

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

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Keith Orrell

**Lead Director:** Director of Children, Education and Communities

**Contact Details:** Mora Scaife

mora.scaife@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

18/12/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/11/17

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

**Title of Report:** Refresh of Housing Revenue Account Business Plan

**Description:** Purpose of the report: This is an annual refresh of the 30 year business plan.

The Executive will be asked to agree the amended plan and finances.

This item has been deferred from the Executive meeting on 28 September to 19 October 2017. Following the election in June there has been some uncertainty that means it would be prudent to put the revised plan back to October.

As part of the Housing business plan review, there is a need to review the depreciation methodology as the self financing transitional arrangements are coming to an end. We are seeking external assistance to do this piece of work and to allow time for this to happen it has been necessary to further defer this item to the Executive meeting on 15 November 2017.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Sam Lisle

**Lead Director:** Director of Health, Housing and Adult Social Care

**Contact Details:** Denis Southall, denis.southall@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation on Update with Customer Groups.

**Consultees:** Federation of Residents Associations

### Background Documents:

#### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/02/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/11/17

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

**Title of Report:** Q2 Finance and Performance Monitor

**Description:** Purpose of Report: To provide overview of the councils overall finance and performance position at the end of Q2.

The Executive are asked to note and approve.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 03/11/17  
Debbie Mitchell

**Lead Member:** Executive Leader (incorporating Finance & Performance)

**Lead Director:** Director of Customer and Corporate Services

**Contact Details:** Ian Cunningham, Debbie Mitchell

ian.cunningham@york.gov.uk, debbie.mitchell@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q2 Finance and Performance Monitor

### Call-In

If this item is called-in, it will be considered by the

Corporate and Scrutiny Management Committee on: 18/12/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/11/17

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

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

**Description:** Purpose of Report: To provide overview of the councils overall capital programme position at the end of Q2. Members are asked to note and approve.

The Executive are asked to note and approve.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain, **Deadline for Report:** 03/11/17  
Debbie Mitchell

**Lead Member:** Executive Leader (incorporating Finance & Performance)

**Lead Director:** Director of Customer and Corporate Services

**Contact Details:** Emma Audrain, Accountant - Customer & Business Support Services, Debbie Mitchell

emma.audrain@york.gov.uk, debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**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: 16/10/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/11/17

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

**Title of Report:** York Central – Preferred Access Route and Preparation for Planning

**Description:** Purpose of report: To consider the York Central Partnership recommended access route for inclusion in the master plan, to provide an update on progress and to agree the release of funds to support future work on master planning, consultation and planning application submission.

The Executive will be asked to: Agree an access route and agree funding for the next stages of work to take the scheme through the planning application stage.

This item has been deferred to give sufficient time for analysis of consultation responses by York Central Partnership.

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

**Report Writer:** Tracey Carter      **Deadline for Report:** 01/11/17  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Director of Economy and Place  
**Contact Details:** Tracey Carter, Assistant Director-Regeneration and Asset Management, tracey.carter@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:** A public consultation has been undertaken to inform the decision on access route. This will be followed by a comprehensive informal master plan consultation. York Central Community Forum are also engaged in the consultation process.

### Consultees:

**Background Documents:** York Central –Preferred access route and preparation for planning

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 18/12/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/11/17

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

**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 the issue and approve any adjustments as required to the prudential indicators or strategy.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 03/11/17

**Lead Member:** Executive Leader (incorporating Finance & Performance)

**Lead Director:** Director of Customer and Corporate 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:**

**Process:**

**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  
Corporate and Scrutiny Management Committee on: 18/12/17



## FORWARD PLAN ITEM

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

**Meeting Date:** 16/11/17

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

**Title of Report:** Consideration of the Objections Received to the Advertised Proposal to Amend the Traffic Regulation Order to include Residents' Priority Parking in the Holgate Ward for: Holgate Central

**Description:** Purpose of Report: To report the objections received within the legal consultation period for the consideration of the Executive Member for Transport and Planning.

The Executive Member is requested to make a decision from the options outlined in the report.

**Wards Affected:** Holgate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author for further details.

**Process:**

**Consultees:** All the properties within the proposed boundary areas have received hand delivered details. Notices have been placed on street and in The Press

Notices of the proposal have been sent to: Ward Councillors, North Yorkshire Police  
York Ambulance Service NHS Trust, North Yorkshire Fire and Rescue Service  
Road Haulage Association, Freight Transport Association.

**Background Documents:**

**Call-In**

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

18/12/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/11/17

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

**Title of Report:** Consideration of the objections received to the advertised proposal to amend the Traffic Regulation Order to include Residents' Priority Parking in the Micklegate Ward for: South Bank Avenue; Bishopthorpe Road from Butcher Terrace to Reginald's Grove

**Description:** Purpose of Report: To report the objections received within the legal consultation period for the consideration of the Executive Member for Transport and Planning.

The Executive Member is requested to make a decision from the options outlined in the report.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author for further information.

**Process:**

**Consultees:**

All the properties within the proposed boundary areas have received hand delivered details. All the properties within the existing boundaries have received hand delivered details of the proposed extension of area. Notices have been placed on street and in The Press.

Notices of the proposal have been sent to: Ward Councillors, North Yorkshire Police York Ambulance Service NHS Trust, North Yorkshire Fire and Rescue Service, Road Haulage Association, Freight Transport Association.

**Background Documents:**

**Call-In**

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

18/12/17

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment (Interim Deputy Leader)

**Meeting Date:** 04/12/17

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

**Title of Report:** York 5 Year Flood Plan Update

**Description:** Purpose of Report: City of York Council are working closely with the Environment Agency in the development of flood risk management schemes across the city, updates from both organisations will be brought to the Executive Member for further consideration and recommendation.

The Executive Member is asked to consider the updates detailed in the report and any supporting presentations, comment their content and recommended actions.

**Wards Affected:** Acomb Ward; Bishopthorpe Ward; Clifton Ward; Copmanthorpe; Dringhouses & Woodthorpe Ward; Fishergate Ward; Fulford and Heslington Ward; Guildhall Ward; Haxby & Wigginton Ward; Heworth Ward; Heworth Without Ward; Holgate Ward; Hull Road Ward; Huntington & New Earswick Ward; Micklegate Ward; Rawcliffe and Clifton Without; Strensall Ward; Westfield Ward; Wheldrake Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Interim Deputy Leader)

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author.

**Process:** Please contact the report author.

**Consultees:**

**Background Documents:**

**Call-In**

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

18/12/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 07/12/17

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

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

**Description:** Purpose of Report: To approve any new awards of discretionary rate relief for the period 2018-2020.

Executive 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:** 27/11/17  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Director of Customer and Corporate Services  
**Contact Details:** David Walker

david.walker@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Annual Discretionary Rate Relief Decision Paper

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 02/01/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 07/12/17

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

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

**Description:** Purpose of Report: To seek approval to increase a range of the council's fees and charges with effect from 1st January 2018.

Members are asked to approve an option to increase the relevant fees and charges as set out in the report annexes to enable the Council to effectively manage its budget.

**Wards Affected:** All Wards

**Report Writer:** Helen Malam                      **Deadline for Report:** 27/11/17  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Director of Customer and Corporate Services  
**Contact Details:** Helen Malam, Systems Accountant

[helen.malam@york.gov.uk](mailto:helen.malam@york.gov.uk)

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

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

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 02/01/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/12/17

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

**Title of Report:** Parking Issues, Scarcroft Primary School

**Description:** Purpose of Report: To request authorisation to advertise a proposal to amend the Traffic Regulation Order in the Micklegate Ward to create a disabled parking area outside Scarcroft Primary School on Moss Street Short term waiting area for drop-off and pick up on Scarcroft Road

The Executive Member is asked to approve the request for advertising.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author for further details.

**Process:** Please contact the report author for further details.

**Consultees:**

**Background Documents:**

### Call-In

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

02/01/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/01/18

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

**Title of Report:** Admissions Arrangements for the 2019/20 School Year

**Description:** This report seeks the Executive Member's approval for the City of York Council co-ordinated schemes and admission policies for the 2019/20 school year. It also seeks approval of the proposed individual school published admission numbers (PANs) for the academic year beginning in September 2019. The report follows a period of consultation from October 2017 to December 2017.

The report will ask the Executive Member to approve the admission arrangements (admissions policies and published admission numbers) for all schools for whom the local authority is the admissions authority, for entry into school in September 2019.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Children, Education and Communities

**Contact Details:** Tom Chamberlain, Office Manager, Education Access and Community Transport Team

tom.chamberlain@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Between 16/10/17 and 01/12/17. The statutory requirement is for a six week consultation.

**Consultees:**

**Background Documents:**

**Call-In**

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

12/02/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 18/01/18

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

**Title of Report:** Transport Programme Updates – 2017/18 Monitor 2 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2017/18 Economy & Place Capital Programme and propose adjustments to scheme allocations to align with the latest cost estimates and delivery projections.

The Executive Member will be asked to: Approve the amendments to the 2017/18 Economy & Place Capital Programme.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Tony Clarke

tony.clarke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author for further details.

**Process:** Please contact the report author for further details.

**Consultees:**

**Background Documents:**

### Call-In

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

12/02/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 15/02/18

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

**Title of Report:** Housing Register and Allocations

**Description:** Purpose of Report: To agree the future direction in respect of access to / allocation of social housing.

The Executive Member will be asked to:

- Agree the direction regarding remaining with North Yorkshire Home Choice or introducing a York system; and
- Agree allocation policy

Consideration of this item has been deferred to 15 February 2018 to allow for the statutory consultation period.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Health, Housing and Adult Social Care

**Contact Details:** David Warburton, david.warburton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Background documents will follow - draft allocation policy

**Process:** Consultation by questionnaire and events (some have already taken place as part of an ongoing review of Housing registrations Service. This issue has also been discussed at scrutiny but some aspects have now changed (eg agreement that Housing purchase a new IT system) which affect final decision

**Consultees:** Stakeholder and public consultation

### Background Documents:

#### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/02/18