



# **FORWARD PLAN**

**30 November 2020 - 4 April 2021**

**Produced By:**

**Democratic Services  
City of York Council  
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YO1 9GA  
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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 551088

**EXECUTIVE FORWARD PLAN**  
**ALPHABETICAL LIST OF ENTRIES**

<b>ITEM</b>	<b>PAGE NO</b>
Admissions Arrangements for the 2022/23 School Year	39
Amendment to Council Tax Support Scheme	13
*City of York Trading Limited – Approval of the Shareholder Agreement	38
Consideration of consultation results from Farrar Street following a petition being received requesting Residents’ Priority Parking	8
Consideration of Objections in respect of No Waiting on the Verge Regulation order on Intake Lane, Dunnington	34
Council Housing Retrofit	16
CYC Renewal and Recovery Strategy update	19
Draft Vehicle Crossings Policy	32
*Economy & Place Transport Capital Programme – 2020/21 Monitor 2 Report	42
Haxby Road, New Earswick – Triple Cushion Replacement Trial	30
Make It York - Impact of Covid-19	14
*New Stadium Leisure Complex Commercial Proposal on Restaurant Units	20
NSLC Commercial proposals	49
Organisational Development (OD) Plan	51
Progress towards determining all outstanding DMMO applications	33
Project Executive Fee Level	48
Q3 20-21 Capital Programme Monitor	46
Q3 20-21 Finance and Performance Monitor	45
Quarterly Economic Update	25
*Reprocurement of Education Case Management System	12
Resident Parking Consultation for Broadway West and Westfield Drive	41
Response to petition calling for Safe Zones to protect services users and residents from harassment outside abortion clinics	24

<b>ITEM</b>	<b>PAGE NO</b>
Skills and Employment Update	26
Smokefree Play Park Scheme	11
Street Works – Changing from noticing to a permitting scheme	37
The York Business Improvement District renewal ballot	35
TSAR Traffic Signal Refurbishment - Clifton Moorgate / Hurricane Way YK2239	6
Update on E-scooter Trials	29
*Update on progress of the Minerals and Waste Joint Plan and the proposed Main Modifications	43
Update on the Council's preparations for the UK's exit from the European Union	18
Winter Grants Scheme	9
York 5 Year Flood Plan Update	47
York 5 Year Flood Plan Update	28
York Climate Commission	22
York Community Woodland delivery Pathway	23

## FORWARD PLAN ITEM

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

Executive Member for Transport

**Meeting Date:** 01/12/20

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

**Title of Report:** TSAR Traffic Signal Refurbishment - Clifton Moorgate / Hurricane Way YK2239

**Description:** Purpose of Report: to seek approval of the proposed refurbishment of the Traffic Signal Controls at the junction of Clifton Moorgate and Hurricane Way.

The Executive Member is asked to approve option 1.

**Wards Affected:** Rawcliffe and Clifton Without; Rural West York Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** James Williams, Transport Systems Project Manager

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** A consultation is being carried out to offer key user groups and ward councillors an opportunity to have their say on the proposed structure.

Consultees:

Age UK York

First Group

Yorkshire Ambulance Service

York Archaeological Trust

Connexions Buses

Transdev

York Civic Trust

York Blind and Partially Sighted Society

Arriva Yorkshire

Harrogate Coach

Visit York

Reliance Buses

Stephensons of Easingwold

Cycling UK

Glen Coaches

York Cycle Campaign

North Yorkshire Police  
York Pullman Buses  
Traffic Link  
Road Haulage Association  
North Yorkshire Fire Service  
East Yorkshire Buses  
TrafficMaster  
The Ghost Bus Tours  
Walk Cycle Life  
York Bike Belles  
York Hospital  
York People First  
York's Walk Cycle Forum

**Consultees:**

**Background Documents:**

**Call-In**

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

December 2020

## FORWARD PLAN ITEM

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

Executive Member for Transport

**Meeting Date:** 01/12/20

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

**Title of Report:** Consideration of consultation results from Farrar Street following a petition being received requesting Residents' Priority Parking

**Description:** Purpose of Report: To consider the results and responses received from a recent Residents Parking consultation and make a decision on the way forward from the options given.

The Executive Member is asked to either grant approval for the proposed extended ResPark scheme to be formally advertised or take no further action dependent upon the results received.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Annemarie Howarth

annemarie.howarth@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Consultees: Residents within the proposed extended area and ward councillor.

**Process:** All relevant Consultation document pack and front letter hand delivered to all properties on Farrar Street. As well as relevant officers and members.

**Consultees:**

**Background Documents:**

### Call-In

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

December 2020



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Finance and Performance

**Meeting Date:** 03/12/20

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

**Title of Report:** Winter Grants Scheme

**Description:** The government recently announced a package of extra targeted financial support for those in need over the winter period. The COVID Winter Grant Scheme will see new funding issued to councils to support those most in need across England with the cost of food, energy and water bills and other associated costs. The council has received a funding allocation of £416,729 which will last until the 31st March. The report will contain details of the recommended use of the funding and scheme to support its distribution to those who need it most. Details about the scheme can be found at:  
<https://www.gov.uk/government/news/new-winter-package-to-provide-further-support-for-children-and-families>

Executive Member is asked to approve the uses for the funding and the scheme that will be adopted to distribute funding that meet the requirements set by government and local needs.

The Council aims to give 28 days notice for non-key decisions as it does for key decisions however on this occasion that has not been possible. This is to ensure that grants are awarded to recipients at the earliest opportunity.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Chief Executive

**Contact Details:** David Walker

david.walker@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** This is a Central Government scheme and there was no consultation with City of York Council on its implementation. In terms of supporting the council's residents there will be internal consultation in respect of vulnerable children and free school meals.

Consultees: Children, Education and Culture Teams and relevant Executive portfolio holders

**Consultees:**

**Background Documents:**

**Call-In**

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

21/12/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/12/20

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

**Title of Report:** Smokefree Play Park Scheme

**Description:** Purpose of report: to present the proposal to introduce a Smokefree playpark scheme in York, and commence public consultation on this. This will be taken forward with the Tobacco Control Plan. As discussed at the HWBB.

The Executive Member is asked to approve the proposal.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Health and Adult Social Care

**Lead Director:**

Corporate Director of Health, Housing and Adult Social Care

**Contact Details:**

Peter Roderick, Specialty Registrar

peter.roderick@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

21/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Finance and Performance

**Meeting Date:** 14/12/20

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

**Title of Report:** Reprourement of Education Case Management System

**Description:** Purpose of Report: To inform Executive Member of details around re-procurement of Education system.

The Executive Member is asked to note the routine re-procurement of the Education Case Management systems.

It has not been possible to give 28 clear days' notice of the intention to make the decision. This is due to the cornerstone of activity for SEND Statement of Action which the authority have to show progress towards as soon as possible in new year, a number of existing contracts will come to an end, at end of December, before the next Executive Member Decision Session.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance and Performance

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Ian Cunningham

ian.cunningham@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** with S151 Officer

**Consultees:**

**Background Documents:**

### Call-In

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

21/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/20

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

**Title of Report:** Amendment to Council Tax Support Scheme

**Description:** Purpose of Report: The council had intended undertaking a full consultation process during 2020 to bring forward a new scheme for approval. The coronavirus pandemic meant this was postponed until 2021. However a minor change to the scheme that required minimum consultation (6 weeks) has gone ahead. The change is to stop the multiple bills been sent to customers in receipt of universal credit generated by minor fluctuations in their pay. This has led to confusion, and the change has also been requested by third sector organisations who represent many of the customers. Whilst a minor change the legislation requires full council approval.

**Wards Affected:** The Executive will be asked to approve the new scheme.  
All Wards

**Report Writer:** David Walker      **Deadline for Report:** 03/12/20  
**Lead Member:** Executive Member for Finance and Performance  
**Lead Director:** Deputy Chief Executive  
**Contact Details:** David Walker

david.walker@york.gov.uk

### Implications

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

### Making Representations:

**Process:** 6 week process. Third sector organisations and customers.

### Consultees:

**Background Documents:** Amendment to Council Tax Support Scheme

### Call-In

If this item is called-in, it will be considered by the      December 2020  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/20

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

**Title of Report:** Make It York - Impact of Covid-19

**Description:** Purpose of Report: To consider an approach from the Make It York Board seeking the Council's financial support to mitigate the impact of covid-19 on its services.

The Executive will be asked to consider the proposal for a series of actions to respond to Make It York's Board request.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft **Deadline for Report:** 03/12/20

**Lead Member:** Executive Member for Culture, Leisure and Communities

**Lead Director:** Corporate Director of Children, Education and Communities,  
Corporate Director of Economy and Place

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

charlie.croft@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:** Please contact the report author for further details.

**Process:** All relevant members and officers will be consulted.

**Consultees:**

**Background Documents:** Make It York - Impact of Covid-19

**Call-In**

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

22/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/20

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

**Title of Report:** Council Housing Retrofit

**Description:** Purpose of Report: A capital budget has previously been approved to deliver energy retrofit works to council homes. This report will identify opportunities for utilising this funding to reduce the carbon emissions from our council housing stock whilst also helping to reduce fuel poverty.

The Executive will be asked to approve recommendations related to the use of a capital budget to deliver council house energy retrofit works.

**Wards Affected:** All Wards

**Report Writer:** Michael Jones      **Deadline for Report:** 03/12/20

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

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

**Contact Details:** Michael Jones

michael.jones@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:** Please contact the report author for further details.

**Process:** All internal officers, members and external partners.

**Consultees:**

**Background Documents:** Council Housing Retrofit

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 21/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/20

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

**Title of Report:** Update on the Council's preparations for the UK's exit from the European Union

**Description:** Purpose of Report: To present an update on work undertaken by Officers ahead of the UK's exit from the European Union.

The Executive will be asked to:

- a. Note preparations that have taken place ahead of Brexit;
- b. Request Officers to continue to monitor Brexit and its potential impacts on the Council and city; and
- c. Request Officers to continue to work at a national, regional and local level to support the city's preparations for Brexit

**Wards Affected:** All Wards

**Report Writer:** Will Boardman      **Deadline for Report:** 03/12/20

**Lead Member:** Executive Leader (incorporating Policy, Strategy and Partnerships)

**Lead Director:** Chief Executive

**Contact Details:** Will Boardman, People and Neighbourhoods Strategy and Policy Group Manager

will.boardman@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Update on the Council's preparations for the UK's exit from the European Union

### Call-In

If this item is called-in, it will be considered by the      21/12/20  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/20

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

**Title of Report:** CYC Renewal and Recovery Strategy update

**Description:** Purpose of Report: To provide an update on activities in response to the Covid-19 and the work to support recovery and renewal. This follows previous Executive decisions to approve the Recovery and Renewal Plan, which frames the Council's recovery activities for the year.

**Wards Affected:** The Executive will be asked to note the report.  
All Wards

**Report Writer:** Will Boardman      **Deadline for Report:** 03/12/20

**Lead Member:** Executive Leader (incorporating Policy, Strategy and Partnerships)

**Lead Director:** Chief Executive

**Contact Details:** Will Boardman, People and Neighbourhoods Strategy and Policy Group Manager

will.boardman@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** CYC Renewal and Recovery Strategy update

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 21/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 15/12/20

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

**Title of Report:** New Stadium Leisure Complex Commercial Proposal on Restaurant Units

**Description:** Purpose of Report: Is to update Executive on the Commercial Deal that was agreed by Executive (19th October 2017) regarding the financial receipt due to the Council in respect of disposal and development of land adjoining the Community Stadium.

The Executive are asked to review and approve the request.

It has not been possible to give 28 clear days' notice of the intention to make the Key Decision. This is because the Executive is needed to make a decision at the time prior to Service Availability of the stadium which is anticipated to be made December 2020.

**Wards Affected:** All Wards

**Report Writer:** Patrick Looker      **Deadline for Report:** 03/12/20

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Chief Executive

**Contact Details:** Patrick Looker

patrick.looker@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:** N/A

**Process:** N/A

**Consultees:**

**Background Documents:** New Stadium Leisure Complex Commercial Proposal on Restaurant Units  
Reg 10. 15 December 2020. New Stadium Leisure Complex Commercial Proposal on Restaurant Units

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 21/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment and Climate Change

**Meeting Date:** 16/12/20

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

**Title of Report:** York Climate Commission

**Description:** Purpose of Report: To recommend the establishment of the York Climate Commission.

The Executive Member is asked to approve the recommendation.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment and Climate Change

**Lead Director:** Chief Executive

**Contact Details:** Will Boardman, People and Neighbourhoods Strategy and Policy Group Manager

will.boardman@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Recommendation based on the report, 'A Net Zero Carbon Roadmap for York' produced by University of Leeds, with input from Place Based Climate Action Network (PCAN) and Williams Consulting.

The Approach has been consulted with West Yorkshire Combined Authority and the York and North Yorkshire LEP.

**Consultees:**

**Background Documents:**

**Call-In**

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

21/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment and Climate Change

**Meeting Date:** 16/12/20

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

**Title of Report:** York Community Woodland delivery Pathway

**Description:** Purpose of Report: To present details of the proposed woodland design and creation pathway and project management/planning arrangements to support it.

The Executive Member is asked to agree to the proposed delivery pathway, associated activities, and project plan.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment and Climate Change

**Lead Director:** Chief Executive

**Contact Details:** Paul McCabe

paul.mccabe@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** The report has been drafted in consultation with partners within the White Rose Forest Partnership and the Community Forest Trust with detailed inputs from CYC comms, finance, legal, property and HR teams

The report has been considered by CMT 11 Nov 2020

**Consultees:**

**Background Documents:**

### Call-In

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

21/12/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 17/12/20

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

**Title of Report:** Response to petition calling for Safe Zones to protect services

users and residents from harassment outside abortion clinics

**Description:** Purpose of Report: The report will acknowledge receipt of the petition and advise on an appropriate course of action.

The Executive Member will be asked to consider and approve an appropriate course of action.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Jane Mowat, Director

jane.mowat@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** All internal officers, members and external partners will be consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

21/12/20



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economy and Strategic Planning

**Meeting Date:** 22/12/20

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

**Title of Report:** Quarterly Economic Update

**Description:** Purpose of the Report: To update the Executive Member on the performance of the York economy.

The Executive Member will be asked to note the contents of the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Economy and Strategic Planning

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

**Contact Details:** Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Consultation with all relevant Officers/Members.

**Consultees:**

**Background Documents:**

### Call-In

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economy and Strategic Planning

**Meeting Date:** 22/12/20

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

**Title of Report:** Skills and Employment Update

**Description:** Purpose of report: To update the Executive Member on the skills and employment support available to residents and businesses within York and how the council has worked with partners to:

- align and, where possible, adapt existing public-funded provision
- shape local implementation of new national initiatives
- communicate support available to residents, young people and businesses
- signpost York's emerging and future skills needs to influence the development of York and & North Yorkshire LEP plans.

In addition to updating on actions to respond to the immediate economic impact of Covid-19 on employment, the report will also provide an updated timeline for the development of a city skills strategy. It will focus on the progress made by the Skills and Employment Board's Task & Finish Group to build an evidence base that will underpin the one-year plan and 10-year strategy.

What will the report ask Members to do:

The Executive Member will be asked to note the activity detailed in the skills and employment update report. The Executive Member will also be asked to support and approve the updated timeline for completion and sign off of the one-year plan.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Alison Edeson

alison.edeson@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

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

**Process:** All relevant officers and members will be consulted.

**Consultees:**

**Background Documents:**

**Call-In**

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment and Climate Change

**Meeting Date:** 06/01/21

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

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

**Description:** Purpose of the 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.

What will the reports ask the Executive Member to do: Consider the updates detailed in the report and any supporting presentations, comment their content and recommended actions.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment and Climate Change

**Lead Director:**

Corporate 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 for further details.

**Process:**

Development of programme materials with Environment Agency via Regional Flood and Coastal Committee meetings and programme board of all flood alleviation schemes. Bi-annual meetings with Economy & Place Scrutiny.

**Consultees:**

**Background Documents:**

**Call-In**

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 12/01/21

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

**Title of Report:** Update on E-scooter Trials

**Description:** Purpose of the Report: To provide an update on the e-scooter trials since roll-out of a shared e-scooter rental scheme in mid-October 2020, and propose the introduction of shared e-bikes to this scheme.

What will the reports ask the Executive Member to do: To consider a report on the progress of the scheme roll out and whether or not e-bikes can be added to the provision from the end of the January 2021.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Dave Atkinson, Programme Manager

dave.atkinson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:**

The e-scooter trials have been enabled by the Department for Transport, who expanded the ability of council to undertake trials in response to COVID which has led to limited ability for consultation. Regular contact with key City stakeholders including the Hospital, police force and Universities, has ensured opportunities and challenges of the scheme have been discussed and resolved where necessary.

**Consultees:**

**Background Documents:**

### Call-In

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 12/01/21

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

**Title of Report:** Haxby Road, New Earswick – Triple Cushion Replacement Trial

**Description:** Purpose of Report: To evaluate the trial of a new road layout which has been in place on Haxby Road, New Earswick for 9 months, and suggest if the layout should remain or if other options should be considered.

The Executive Member will be asked to make a decision as to whether the trial road layout should be made permanent or another road layout considered.

This item was originally scheduled to be considered at the 1 December 2020 Executive Member for Transport Decision Session but deferred due to additional work that is required to be undertaken prior to the report coming forward for consideration on the 12 January 2021.

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

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Louise Robinson

[louise.robinson@york.gov.uk](mailto:louise.robinson@york.gov.uk)

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Email or letter to relevant parties requesting feedback on road layout trial.

Consultees: Residents, Parish Council, relevant Councillors, Emergency Services, Bus companies, cycle groups, other relevant road user groups.

**Consultees:**

**Background Documents:**

### Call-In

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

25/01/21



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 12/01/21

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

**Title of Report:** Draft Vehicle Crossings Policy

**Description:** Purpose of Report: to present the draft vehicle crossing policy which is proposed to be adopted by City of York Council to support the vehicle crossing application process.

The Executive Member is asked to recommend that the draft policy be subject to public consultation. The draft policy would then become final if no objections are received at the end of the consultation period (3 months) or would be presented to the Executive member for decision if objections are received.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Internal consultation conducted. Public consultation to follow this decision if recommendation approved.

**Consultees:**

**Background Documents:**

### Call-In

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

25/01/21



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 12/01/21

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

**Title of Report:** Progress towards determining all outstanding DMMO applications

**Description:** Purpose of Report: For the Executive Member to be informed of the progress made so far in determining all the outstanding DMMO applications in accordance with the Local Government Ombudsman's findings.

The Executive Member will be asked to note the content of the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Russell Varley, Definitive Map Officer, Transport Service-Rights of Way

russell.varley@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** All relevant officers and members will be consulted.

**Consultees:**

**Background Documents:**

**Call-In**

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 12/01/21

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

**Title of Report:** Consideration of Objections in respect of No Waiting on the Verge Regulation order on Intake Lane, Dunnington

**Description:** Purpose of Report: To consider the objections received to a proposal for a No Waiting on the Verge Regulation order on Intake Lane, Dunnington.

The Executive Member will be asked to consider the proposal together with representations received and decide the way forward.

**Wards Affected:** Osbaldwick and Derwent Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Sue Gill

sue.gill@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** All relevant officers and members.

**Consultees:**

**Background Documents:**

### Call-In

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 14/01/21

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

**Title of Report:** The York Business Improvement District renewal ballot

**Description:** Purpose of Report: To advise the Executive about the York Business Improvement District (BID) renewal ballot. This will allow local businesses within the BID area to vote on whether they wish the BID to continue as an organisation for a second five year term.

\*Please note this report, and the ballot renewal date, has been delayed for three months due to the COVID-19 pandemic.

The Executive will be asked to:

- Support the City Centre BID and its work, and its bid for a second term
- Confirm that the Executive is satisfied that the York BID proposals are not in conflict with any existing Council Policy
- Note the Baseline Service Agreements which provide a legal commitment by the Council to maintain provision of relevant services in the BID area
- Approve arrangements proceed to allow the Council to operate the ballot and act as the collection agent for the levy
- Note the stages and timescales required to secure a second BID term

This item has been postponed until 14 January 2021 due to the York Bid Ballot date has been delayed and therefore the above report has been slipped in line with the revised timeline.

**Wards Affected:** All Wards

**Report Writer:** Penny Nicholson **Deadline for Report:** 16/11/20

**Lead Member:** Executive Member for Economy and Strategic Planning

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

**Contact Details:** Penny Nicholson

penny.nicholson@york.gov.uk

### Implications

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

**Making Representations:** All levy payers within the BID geography with be consulted.

**Process:** This process will be outlined in the report.

**Consultees:**

**Background Documents:** The York Business Improvement District renewal ballot

**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:** 14/01/21

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

**Title of Report:** Street Works – Changing from noticing to a permitting scheme

**Description:** Purpose of Report: The aim of this report is to seek approval from the Executive to conduct a public consultation on proposals to introduce a permit scheme to govern all utility and highway works activities within the authority's highway network.

Executive are asked to approve a public consultation exercise to seek feedback from statutory consultees and other stakeholders on the proposals to introduce a permit scheme to govern all utility and highway works activities in York.

This decision has been postponed from the 15 December 2020 to allow for To allow further consideration of the consultation responses.

**Wards Affected:** All Wards

**Report Writer:** Helene Vergereau **Deadline for Report:** 04/01/21

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

### Implications

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

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

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

### Consultees:

**Background Documents:** Street Works – Changing from noticing to a permitting scheme

### Call-In

If this item is called-in, it will be considered by the 25/01/21  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 14/01/21

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

**Title of Report:** City of York Trading Limited – Approval of the Shareholder Agreement

**Description:** Purpose of Report: CYT Limited have updated their Shareholder Agreement and in accordance with the Council's Constitution this needs amended updated Agreement requires the approval of the Executive.

The Executive will be asked to approve the amended Shareholder Agreement for City of York Trading Limited.

**Wards Affected:** All Wards

**Report Writer:** Janie Berry **Deadline for Report:** 04/01/21

**Lead Member:** Executive Member for Finance and Performance

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

**Contact Details:** Janie Berry, Director of Governance  
Tel: 01904 555385  
janie.berry@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Consultees are the Board Members of CYT Limited. CYT Limited have updated their Shareholder Agreement and consulted with their relevant Board Members. They have also recently reported to the Shareholder Committee.

### Consultees:

**Background Documents:** City of York Trading Limited – Approval of the Shareholder Agreement

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 25/01/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/01/21

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

**Title of Report:** Admissions Arrangements for the 2022/23 School Year

**Description:** Purpose of Report: to seek approval for the City of York Council co-ordinated schemes and admission policies for the 2022/23 school year. It also seeks approval of the proposed individual school published admission numbers (PANs) for the academic year beginning in September 2022. The report follows a period of consultation from 12th October 2020 to 29th November 2020. The original consultation date was amended from 7th October 2020 to 22nd November to 12th October 2020 to 29th November to include changes to some school catchment areas.

the Executive Member is asked 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 2022.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Children, Young People and Education

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Mark Ellis, Rachele White, School Admissions Manager

mark.ellis@york.gov.uk, rachele.white@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Between 12/10/20 and 29/11/20. The statutory requirement is for a six week consultation.

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

**Consultees:**

**Background Documents:**

**Call-In**

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

25/01/21



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Resident Parking Consultation for Broadway West and Westfield Drive

**Description:** Purpose of the Report: To consider the results of a reconsultation with Residents of Broadway West and Westfield Drive about extending the adjacent R63 zone into their streets.

What will the reports ask the Executive Member to do: To consider the results of the consultation and any comments received and decide the way forward from options given within the report.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate 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:** Letters were delivered to Residents on both streets.

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Economy & Place Transport Capital Programme – 2020/21  
Monitor 2 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2020/21 Economy & Place Transport 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 2020/21 Economy & Place Transport Capital Programme.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** All relevant officers and members.

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economy and Strategic Planning

**Meeting Date:** 26/01/21

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

**Title of Report:** Update on progress of the Minerals and Waste Joint Plan and the proposed Main Modifications

**Description:** Purpose of Report: As a Waste and Minerals Planning Authority, it is our statutory duty to address these issues in York. City of York Council is producing a Joint Plan with North Yorkshire County Council and North York Moors National Park Authority. This is an information report to set out progress on the Minerals and Waste Joint Plan and will inform the Executive Member of the proposed Minerals and Waste Joint Plan Main Modifications and associated public consultation.

The Executive Member will be asked to note the progress of the Minerals and Waste Joint Plan and the proposed Main Modifications and associated public consultation.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Anna Pawson

anna.pawson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**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).

The Main Modifications public consultation will take place in the new year across the full plan area.

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

**Consultees:**

**Background Documents:**

**Call-In**

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Q3 20-21 Finance and Performance Monitor

**Description:** Purpose of Report: To provide overview of the councils overall finance and performance position at the end of Q3 20-21.

**Wards Affected:** The Executive will be asked to note and approve.  
All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 01/02/21  
Debbie Mitchell

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Corporate 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:** 04-08 Regular **Reason Key:**  
monitoring required

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q3 20-21 Finance and Performance Monitor

### Call-In

If this item is called-in, it will be considered by the 19/02/21  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Q3 20-21 Capital Programme Monitor

**Description:** Purpose of Report: To provide overview of the councils overall capital programme position at the end of Q3 20-21.

**Wards Affected:** The Executive are asked to note and approve.  
All Wards

**Report Writer:** Emma Audrain, **Deadline for Report:** 01/02/21  
Debbie Mitchell

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Corporate 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:** Q3 20-21 Capital Programme Monitor

### Call-In

If this item is called-in, it will be considered by the 19/02/21  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment and Climate Change

**Meeting Date:** 07/04/21

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

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

**Description:** Purpose of the 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.

What will the reports ask the Executive Member to do: Consider the updates detailed in the report and any supporting presentations, comment their content and recommended actions.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment and Climate Change

**Lead Director:**

Corporate 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:**

Development of programme materials with Environment Agency via Regional Flood and Coastal Committee meetings and programme board of all flood alleviation schemes. Bi-annual meetings with Economy & Place Scrutiny

**Consultees:**

**Background Documents:**

**Call-In**

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

29/04/21

## FORWARD PLAN ITEM

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

**Meeting Date:**

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

**Title of Report:** Project Executive Fee Level

**Description:** Purpose of Report: Approval to apply the appropriate fee percentage level for the role of Education Project Executive against Basic Need Schemes. That is on any expansion schemes being project managed by Multi Academy Trusts and being overseen by the Education School Services team.

This item has been withdrawn from the Forward Plan, this item was originally submitted prior to the COVID-19 pandemic and a decision will no longer be taken forward through this item.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Children, Young People and Education

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Alison Kelly, Policy and Planning Officer

alison.kelly@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Education Finance

**Consultees:**

**Background Documents:**

**Call-In**

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



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:**

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

**Title of Report:** NSLC Commercial proposals

**Description:** Purpose of Report: To present commercial options in relation to the New Stadium and Leisure Complex at Monks Cross.

The Executive will be asked to review the 2 options within the report and recommendations as provided.

This item has been withdrawn from the Forward Plan, this item was originally submitted prior to the COVID-19 pandemic and a decision will no longer be taken forward through this item.

**Wards Affected:** All Wards

**Report Writer:** Paul Forrest **Deadline for Report:** 13/04/20

**Lead Member:** Executive Member for Finance and Performance

**Lead Director:** Corporate 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:** NSLC Commercial proposals

**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:**

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

**Title of Report:** Organisational Development (OD) Plan

**Description:** Purpose of report: to review the draft OD plan and proposed governance for implementation across the council

Executive members will be asked to review and approve the draft OD plan and proposed governance for implementation across the council.

This item has been withdrawn from the Forward Plan, this item was originally submitted prior to the COVID-19 pandemic and a decision will no longer be taken forward through this item.

**Wards Affected:** All Wards

**Report Writer:** Trudy Forster **Deadline for Report:** 13/04/20

**Lead Member:** Executive Leader (incorporating Policy, Strategy and Partnerships)

**Lead Director:** Deputy Chief Executive

**Contact Details:** Trudy Forster, Head of Human Resources

trudy.forster@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Series of interactive meetings and workshops held  
Consultation with CMT members, Executive members, CYC staff,  
CCS Scrutiny Committee and Trade Unions

### Consultees:

**Background Documents:** Organisational Development (OD) Plan

### Call-In

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