



# **FORWARD PLAN**

**24 October 2022 - 26 February 2023**

**Produced By:**

**Democratic Services  
City of York Council  
West Offices  
York  
YO1 9GA  
Tel No. 01904 551088**

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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>
10 Year Strategies	19
Active Travel – Ostman Road People Street	17
*Active Travel – Programme Revision and Contract Award	37
Addressing the Cost of Living Crisis in York	31
Admission Arrangements for the 2024/25 School Year	41
Apprenticeships Update	13
*Bus Network Review	35
Buttacre Lane Condition Report	18
Capital Programme 2022/23 Monitor 2	25
Childcare Sufficiency Review	11
City of York Council response to consultation on Selby District Council 'Pre-submission Publication Local Plan consultation'	6
Early Talk for York	12
Finance & Performance 2022/23 Monitor 2	26
Food Service Plan 2022/23	7
Household Support Fund 3 Oct 22 – March 23	14
Inclusive Growth Fund – update and final allocations	9
*Lord Mayoralty 2023/24	36
Occupational Health and Day One Absence Management Provision	29
*Pavement café licence update	33
Quarterly Economic Update	10
Quarterly Economic Update	42
Recommissioning of York Drugs and Alcohol Treatment and Recovery Service	27
Regular update on routine procurements and approval of ICT procurement over £250k	15

<b>ITEM</b>	<b>PAGE NO</b>
Self-Assessment Report for Academic Year 2021-2022	43
SEND Capital Plan, 2023-25	22
Treasury Management and Prudential Indicators 2022/23 Mid-Year Review	24
*TSAR Traffic Signal Refurbishment – Junction of Malton Road / New Lane	39
York 5 Year Flood Plan Update	40

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/10/22

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

**Title of Report:** City of York Council response to consultation on Selby District Council 'Pre-submission Publication Local Plan consultation'

**Description:** Purpose of Report: To outline proposed response to the formal consultation on the Selby District Council pre-submission Publication Local Plan.

The Executive Member will be asked to agree a response to be submitted to the consultation of behalf of the Council.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Place

**Contact Details:** Kirstin Clow, Interim Head of Strategic Forward Planning

kirstin.clow@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Not applicable.

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

**Consultees:**

**Background Documents:**

### Call-In

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

21/11/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 01/11/22

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

**Title of Report:** Food Service Plan 2022/23

**Description:** Purpose of Report:  
1. The council is required to produce an annual food service plan to satisfy the statutory requirements within the Food Law Code of Practice which is overseen by the Food Standards Agency (FSA).

2. It is recommended that the service plan is approved at a level which ensures local transparency and accountability.

This report sets out the annual food service plan as well as a review of last year's performance including the number of food safety and food standards inspections undertaken.

The Executive Member will be asked to approve the food service plan.

Reason: This will ensure that the council has a plan to fulfil its obligations under the Food Law Code of Practice.

Decision due date for Executive Member for Economy and Strategic Planning will be changed from 27/09/2022.

Arrangements will be made for a meeting to be rescheduled as soon as possible. Reason: Due to full statutory requirements not having been met for public notice of the meeting.

Decision due date for Executive Member for Economy and Strategic Planning changed from 27/09/2022 to 01/11/2022.

Reason: Due to full statutory requirements not having been met for public notice of the meeting.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Anthony Dean, Principal Environmental Protection Officer

anthony.dean@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Not Applicable.

**Consultees:**

**Background Documents:**

**Call-In**

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

03/10/22



## FORWARD PLAN ITEM

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

**Meeting Date:** 01/11/22

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

**Title of Report:** Inclusive Growth Fund – update and final allocations

**Description:** Purpose of report: to update the Executive Member on progress of the funded projects and recommend final allocations.

The Executive Member will be asked to note the content of the report and consider final allocations of remaining funding.

Decision due date for Executive Member for Economy and Strategic Planning will be changed from 27/09/2022.

Arrangements will be made for a meeting to be rescheduled as soon as possible. Reason: Due to full statutory requirements not having been met for public notice of the meeting.

Decision due date for Executive Member for Economy and Strategic Planning changed from 27/09/2022 to 01/11/2022.

Reason: Due to full statutory requirements not having been met for public notice of the meeting.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Not Applicable.

**Process:** Not Applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

03/10/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 01/11/22

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

**Title of Report:** Quarterly Economic Update

**Description:** Purpose of Report: To update the Executive Member on key measures of the economy, emerging issues and achievements.

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 Economy and Strategic Planning

**Lead Director:** Corporate Director of Place

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

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Not Applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

21/11/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 08/11/22

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

**Title of Report:** Childcare Sufficiency Review

**Description:** Purpose of Report: This report provides an update on a review of childcare sufficiency across the city to understand the impact of low funding and recruitment and retention challenges on the early years sector.

The Executive Member will be asked to note the content of the report and to raise the issue of low funding and recruitment and retention with the Secretary of State for Education.

Decision due date for Executive Member for Children, Young People and Education changed from 11/10/2022 to 08/11/2022.  
Reason: Due to an error in posting the list of upcoming meetings on the Council's noticeboard, the advance public notice requirements for this meeting have not been met.

**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's and Education

**Contact Details:**

Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager

barbara.mands@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:

21/11/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 08/11/22

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

**Title of Report:** Early Talk for York

**Description:** Purpose of Report: To provide an update on Early Talk for York and the impact it is having on closing the disadvantage gap in the early years.

The Executive Member will be asked to note the outcomes of Early Talk for York and to support the full rollout of the Early Talk for York approach.

**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's and Education

**Contact Details:**

Maxine Squire, Assistant Director of Education

Tel: 01904 553007

maxine.squire@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:

21/11/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 08/11/22

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

**Title of Report:** Apprenticeships Update

**Description:** Purpose of Report: To update the Executive Member on apprenticeship activity in York, including the impartial Apprenticeship Hub, the use of apprenticeships to support skills development within the council's existing workforce and the council's apprenticeship levy transfer process.

The Executive Member will be asked to

- i. Note the content of the report
- ii. Agree the frequency of future reports

**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's and Education

**Contact Details:**

Alison Edeson

alison.edeson@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:

21/11/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/11/22

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

**Title of Report:** Household Support Fund 3 Oct 22 – March 23

**Description:** Purpose of Report: To set out the council's scheme for the October 2022 to March 2023 Household Support Fund funded by Central Government.

The Executive Member is asked to approve the scheme.

Meeting to be held in consultation with the Executive Member for Housing and Safer Neighbourhoods.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance and Performance, Executive Member for Housing & Safer Neighbourhoods

**Lead Director:**

Director of Customer & Communities

**Contact Details:**

David Walker

david.walker@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

The core scheme is set by Central Government, the council has latitude to target the funding and discuss any potential schemes with its third sector partners.

**Consultees:**

### Background Documents:

### Call-In

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

21/11/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/11/22

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

**Title of Report:** Regular update on routine procurements and approval of ICT procurement over £250k

**Description:** Purpose of Report: To present a regular update on routine procurements as laid down in the council's contract procedure rules:  
"7.7 - Where the aggregate contract value (including any extension) is between £250,000 and less than £500,000 then the decision to enter the contract requires the approval of an Executive Member or the Executive unless the procurement is treated as Routine as defined in clause 7.9.  
7.8 - Where the aggregate contract value (including any extension) is £500,000 or more the decision will be regarded as a Key Decision unless the Chief Finance Officer acting in consultation with the Monitoring Officer has approved the procurement as Routine.  
7.9 - A Routine procurement is any arrangement that represents a low commercial and legal risk to the Council and relates to procurement of goods, services or works with a clearly defined specification and that clearly relate to the routine day to day operation of the Council. Routine procurements will be limited to items such as utilities, insurance or stationery. Where Officers consider a procurement process may be Routine, they are required to liaise with Commercial Procurement who will advise on the relevant paperwork to be submitted to the Chief Finance Officer. Authorisation to treat a procurement as Routine must be sought before the procurement process commences. A Director may enter a Contract where the procurement has been treated as Routine. An updated register of routine procurement must be presented regularly to the Executive Member for Finance and Performance."

The Executive Member will be asked to note the routine procurements and approve any non-routine ICT procurements planned over £250k to £500k.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance and Performance

**Lead Director:**

Chief Finance Officer

**Contact Details:**

Debbie Mitchell, Chief Finance Officer, Pauline Stuchfield, Director of Customer & Communities

debbie.mitchell@york.gov.uk, pauline.stuchfield@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** None as statutory responsibility sits with the Chief Finance Officer

**Consultees:**

**Background Documents:**

**Call-In**

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

21/11/22



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 15/11/22

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

**Title of Report:** Active Travel – Ostman Road People Street

**Description:** Purpose of Report: To present feasibility information about the proposed design options for the People Streets/Ostman Road scheme, with an aim to acquire approval to progress with Detailed Design for the recommended option before bidding for funding.

The Executive Member will be asked to approve progression for one design to Detailed Design stage.

**Wards Affected:** Acomb Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Christian Wood, CCTV Manager

christian.wood@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Not applicable.

**Process:** Not applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 15/11/22

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

**Title of Report:** Buttacre Lane Condition Report

**Description:** Purpose of Report: To report to the Executive Member the outcome of the Highways Maintenance Officer's site investigation of the reported poor carriageway and drainage conditions of Buttacre Lane, Askham Richard, York.

The Executive Member will be asked to consider the report in the context of the Council's maintenance obligations and next steps.

**Wards Affected:** Rural West York Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Dave Atkinson, Head of Highways and Transport

dave.atkinson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

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

19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** 10 Year Strategies

**Description:** As a Council, we are following a strategic approach to developing the city's ambitions for the decade ahead, considering the interdependencies between actions that affect the environment, society, and the economy. Particularly recognising the Council's existing commitment to achieving zero carbon by 2030, and the impact that climate change is already having locally, through ever increasing extreme weather events. The Covid pandemic has also further highlighted the importance of cohesive and urgent action that would address the longer term challenges and take advantage of the opportunities for developing skills and infrastructure needed to tackle the shift to a sustainable and inclusive economy. To this end, three strategies have been developed, covering health and wellbeing, economic growth and climate change to inform city-wide direction over the next decade.

The purpose of the report is to present the Economic Strategy, and the Climate Change Strategy for consideration by Executive as to whether to adopt these on behalf of the city.

The Health and Wellbeing Strategy is provided as an annex to note interdependencies; however the Health and Wellbeing Strategy is separately considered for approval by the Health and Wellbeing Board.

A city-wide engagement process has informed the development of the draft 10 year strategies, and resident and stakeholder feedback will be shared with the report. Relevant scrutiny committees have also contributed and reviewed the strategies.

The Executive are asked to:

- Approve the Climate Change Strategy 2022-2032 and the Economic Strategy 2022-2032
- Consider whether to adopt the Climate Change and Economic Strategy on behalf of the city, or whether to defer the decision to Full Council
- Review the resident and stakeholder feedback that informed the development of these strategies.
- Review the draft 10 year plan

Decision due date for Executive changed from 06/10/2022 to 22/11/2022. Reason: Because of the sad demise of Her Majesty Queen Elizabeth II and the subsequent postponement of Climate Emergency Policy and Scrutiny Committee and the Health and

Wellbeing Board, we have postponed the 10 year strategies item on Executive. This is to provide sufficient time for the strategies to be reviewed prior to commencing to Executive for approval of the Climate Change Strategy and endorsement of the Health and Wellbeing Strategy.

**Wards Affected:** All Wards

**Report Writer:** Claire Foale                      **Deadline for Report:** 10/11/22  
**Lead Member:** Executive Leader (incorporating Policy, Strategy and Partnerships)  
**Lead Director:** Director of Governance  
**Contact Details:** Claire Foale, Assistant Director of Policy and Strategy

claire.foale@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:** The 10 Year Strategies were developed over a period of 18 months by speaking to residents, businesses, community groups and partners.  
The resident engagement plan for the strategies was approved at Executive on Thursday, 22 April 2021 (item 123).  
The Our Big Conversation attitudinal survey helped us understand what's important for the people who live, work and study in our city.  
Over 2,000 participants, including residents and businesses, took part to tell us about different aspects of living in the city, which helped inform our 10 Year Strategies.  
We helped shape the strategies and covered different aspects of climate change through a mixture of technical and industry roundtable meetings, focused stakeholder and partner discussions and through business groups, and health and wellbeing workshops.  
The York Big Question took place during winter 2021 to 2022, engaging residents and third sector groups in what good health and wellbeing looks like to them.  
Several key co-production projects have fed into the development of the Health and Wellbeing Strategy, such as the Community Mental Health Transformation Programme.  
In May 2022 the Health and Wellbeing Board members held a workshop to agree the outline contents, building on this engagement and on the statutory Joint Strategic Needs Assessment, recently refreshed by the Public Health Team.  
More targeted focus groups to explore strategic themes with target demographics took place throughout May and June 2022. These targeted groups invited participation from residents who did not engage in Our Big Conversation to make sure we had a

blend of perspectives shaping the strategies.

Residents, businesses and stakeholders were invited to review the draft 10 Year Strategies and tell us what they think about what it will be like to live in the city in 2032 through the Our Big Conversation: 10 Year Strategies Consultation.

Scrutiny Committees and decision sessions discussed different aspects of the strategies as they developed throughout the last 18 months, with joint Scrutiny Committees scheduled for July and September to consider the interdependencies between the strategies.

Consultation feedback will be shared with this report.

Consultees: Residents, businesses, stakeholders, health and care users

**Consultees:**

**Background Documents:** 10 Year Strategies

**Call-In**

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

19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** SEND Capital Plan, 2023-25

**Description:** Purpose of Report: The report will present proposals to use SEND capital to support projects to address the outcomes of the Inclusion Review. The Inclusion Review focused on the sufficiency of provision for children and young people with special educational needs and disabilities and the SEND Capital Plan identifies capital projects to improve the sufficiency of provision in the City of York.

Decision due date for Executive changed from 24/11/2022 to 22/11/2022. Reason: The date of Executive changed.

**Wards Affected:** All Wards

**Report Writer:** Maxine Squire      **Deadline for Report:** 14/11/22  
**Lead Member:** Executive Member for Children, Young People and Education  
**Lead Director:** Corporate Director of Children's and Education  
**Contact Details:** Maxine Squire, Assistant Director of Education  
Tel: 01904 553007  
maxine.squire@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made

as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:**

**Process:** The Inclusion Review involved a city-wide consultation in 2020 and a series of parent/carers and young people engagement events in 2021/22.  
Schools have been consulted through the York Schools and Academies Board and School Forum.  
The planning phase of capital projects will involve consultation with all stakeholders.

**Consultees:**

**Background Documents:** SEND Capital Plan, 2023-25

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Treasury Management and Prudential Indicators 2022/23 Mid-Year Review

**Description:** Purpose of Report: To provide Members with an update on the treasury management position. Members will be asked to note the issues and approve any adjustments as required to the prudential indicators or strategy.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 10/11/22

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer

debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management and Prudential Indicators 2022/23 Mid-Year Review

### Call-In

If this item is called-in, it will be considered by the      19/12/22  
Corporate and Scrutiny Management Committee on:



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Capital Programme 2022/23 Monitor 2

**Description:** Purpose of Report: To provide Members with an update on the capital programme. Members will be asked to note the issues, recommend to Full Council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain **Deadline for Report:** 10/11/22

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

**Lead Director:** Chief Finance Officer

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

emma.audrain@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital Programme 2022/23 Monitor 2

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Finance & Performance 2022/23 Monitor 2

**Description:** Purpose of Report: To present details of the overall finance and performance position. Members will be asked to note the report.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham, Debbie Mitchell  
**Deadline for Report:** 10/11/22

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

**Lead Director:** Chief Finance Officer

**Contact Details:** Debbie Mitchell, Chief Finance Officer, Ian Cunningham

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

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Finance & performance 2022/23 Monitor 2

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Recommissioning of York Drugs and Alcohol Treatment and Recovery Service

**Description:** Purpose of Report: This report is to inform Executive that the current contract for the York Drugs and Alcohol service ends on 30th June 2022. It is the responsibility of the Local Authority to commission the service through the core public health grant. This report will outline the process and timelines for this recommissioning and seeks authorisation to approach the market for the tendering of the service.

**Wards Affected:** All Wards

**Report Writer:** Sharon Stoltz **Deadline for Report:** 10/11/22

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

**Lead Director:** Director of Public Health

**Contact Details:** Sharon Stoltz, Director of Public Health

sharon.stoltz@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a

key decision e.g. the  
award of a contract.

**Making Representations:**

**Process:** Public Health DMT  
Executive member briefing meeting

**Consultees:**

**Background Documents:** Recommissioning of York Drugs and Alcohol Treatment  
and Recovery Service

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Occupational Health and Day One Absence Management Provision

**Description:** Purpose of Report: To seek permission to re-procure an Occupational Health and Day One Absence Management Service for the Council, key in ensuring employees are able to fulfil their duties safely with their health and wellbeing supported.

**Wards Affected:** All Wards

**Report Writer:** Kay Crabtree,  
Claire Waind

**Deadline for Report:** 10/11/22

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

**Lead Director:** Chief Operating Officer

**Contact Details:** Claire Waind, HR Business Partner, Kay Crabtree, HR Manager (Performance and Change)

claire.waind@york.gov.uk, kay.crabtree@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:** Occupational Health and Day One Absence Management Provision

**Call-In**

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

19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Addressing the Cost of Living Crisis in York

**Description:** Purpose of Report: The report will provide an overview of the current position regarding the cost of living crisis locally in York for:

Residents

Businesses

Council Budget, Workforce and Services

Impact on partners such as Health and the Voluntary, Community & Social Enterprise (VCSE) Sector

The report will focus upon local plans, programmes being undertaken and key activities to tackle the impacts of the crisis. It will also include an update from the York Cost of Living Summit 2022.

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

**Report Writer:** Pauline Stuchfield **Deadline for Report:** 08/11/22

**Lead Member:** Executive Member for Housing & Safer Neighbourhoods,  
Executive Member for Finance and Performance

**Lead Director:** Director of Customer & Communities

**Contact Details:** Pauline Stuchfield, Director of Customer & Communities

pauline.stuchfield@york.gov.uk

### Implications

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

### Making Representations:

**Process:** The Cost of Living Crisis impacts have been discussed by Corporate Management Team and will be discussed at the York Cost of Living Summit to be held on 31 October 2022 with partners and stakeholders across all sectors in the city.

**Consultees:**

**Background Documents:** Addressing the Cost of Living Crisis in York

### Call-In

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

19/12/22

Corporate and Scrutiny Management Committee on:



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Pavement café licence update

**Description:** Purpose of Report: to detail a revised pavement café licensing guidance to Executive for approval, following the completion of a review of the current licensing guidance, as approved by Executive on 28 July 2022. If approved, the new 'City of York Guidance and Conditions for Pavement Cafes' will be used to review licence applications submitted in December 2022 by businesses wanting to renew their licences for January 2023 (under the Business and Planning Act 2020).

The Executive will be asked to approve the revised pavement café licensing guidance.

**Wards Affected:** All Wards

**Report Writer:** Helene Vergereau **Deadline for Report:** 10/11/22

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

**Lead Director:** Corporate Director of Place

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

helene.vergereau@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:** An independent access specialist has been commissioned to review the existing guidance on behalf of City of York Council. The review will take account of the feedback received from a panel recruited by the independent access specialist to inform the review. Business representatives will also be consulted on recommendations from the independent review.

**Consultees:**

**Background Documents:** Pavement café licence update

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 21/11/22  
19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Bus Network Review

**Description:** Purpose of Report to inform the Executive of options to stabilise the local bus network (as government support post Covid ends and within the context of a national driver shortage), whilst maintaining the objective to enhance the network within York's Bus Service Improvement Plan.

The Executive will be asked to agree Actions to Stabilise the Bus Network within York.

**Wards Affected:** All Wards

**Report Writer:** Michael Howard      **Deadline for Report:** 08/11/22

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Michael Howard, Senior Transport Project Manager

michael.howard@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:** Bus Network Review

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on:      21/11/22  
19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Lord Mayoralty 2023/24

**Description:** Purpose of Report: To set out the points allocation for the Group eligible to nominate to the position of Lord Mayor for 2023/24.

The Executive will be asked to note the current allocation of points for the Lord Mayoralty for 2023/24.

**Wards Affected:** All Wards

**Report Writer:** Dawn Steel **Deadline for Report:** 10/11/22

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

**Lead Director:** Director of Governance

**Contact Details:** Dawn Steel, Head of Civic & Democratic Services

dawn.steel@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Lord Mayoralty 2023/24

### Call-In

If this item is called-in, it will be considered by the 21/11/22  
Corporate and Scrutiny Management Committee on: 19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 22/11/22

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

**Title of Report:** Active Travel – Programme Revision and Contract Award

**Description:** Purpose of report: to seek the approval to award a contract for the provision of services in support of delivery of the whole active travel programme. The value of this contract exceeds £500k and therefore an Executive decision is required.

The Active Travel Programme have previously been prioritised as there is insufficient budget to deliver all schemes within the programme. This report confirms a revised programme of works that is achievable and affordable, and identifies schemes which will pause for future funding bids. The contract award will permit those schemes which are currently paused to resume as soon as external funding is confirmed.

The Executive will be asked to:

- Approve the revised programme of works and confirm the next steps for each project.
- Approve the award of a contract for the provision of Principal Designer services

**Wards Affected:** All Wards

**Report Writer:** Christian Wood      **Deadline for Report:** 10/11/22

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Christian Wood, CCTV Manager

christian.wood@york.gov.uk

### Implications

**Level of Risk:**

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

greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:**

**Process:** No public consultation has occurred for this decision. Each individual scheme within the programme is subject to a consultation process.

**Consultees:**

**Background Documents:** Active Travel – Programme Revision and Contract Award

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 21/11/22  
19/12/22

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 13/12/22

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

**Title of Report:** TSAR Traffic Signal Refurbishment – Junction of Malton Road / New Lane

**Description:** Purpose of Report: A decision is required regarding which of the proposed options for the refurbishment of Traffic Signals at the junction of Malton Road and New Lane which should be taken forward for Detailed Design and Delivery.

The Executive Member will be asked to approve one of the proposed designs for the Traffic Signal Refurbishment works at the junction of Malton Road and New Lane which should be taken forward for Detailed Design and Delivery.

**Wards Affected:** Heworth Without Ward; Huntington and New Earswick Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

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

### 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:

19/12/22

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/12/22

**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 will be asked to consider the updates detailed in the report and any supporting presentations, comment on their content and recommended actions.

**Wards Affected:** Acomb Ward; Bishopthorpe Ward; Clifton Ward; Copmanthorpe Ward; Dringhouses and Woodthorpe Ward; Fishergate Ward; Fulford and Heslington Ward; Guildhall Ward; Haxby and Wigginton Ward; Heworth Ward; Heworth Without Ward; Holgate Ward; Hull Road Ward; Huntington and 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 and Climate Change

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@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:

23/01/23



## FORWARD PLAN ITEM

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

**Meeting Date:** 10/01/23

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

**Title of Report:** Admission Arrangements for the 2024/25 School Year

**Description:** Purpose of Report: This report seeks the Executive Member's approval for the City of York Council's coordinated schemes and admission policies for the 2024/25 school year. It also seeks approval of the proposed individual school published admission numbers (PANs) for the academic year beginning in September 2024. The report follows a period of 6 weeks of consultation.

**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's and Education

**Contact Details:**

Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager, Rachelle White, School Admissions Manager

barbara.mands@york.gov.uk, rachelle.white@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

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 the Church of England, and Roman Catholic churches. Also any parent/carers of children in the area who respond to consultation documents.

**Process:**

The statutory requirement is for a six week consultation 3rd October to 13th November.

**Consultees:**

**Background Documents:**

### Call-In

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

23/01/23

## FORWARD PLAN ITEM

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

**Meeting Date:** 24/01/23

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

**Title of Report:** Quarterly Economic Update

**Description:** Purpose of Report: To update the Executive Member on key measures of the economy, emerging issues and achievements.

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 Economy and Strategic Planning

**Lead Director:** Corporate Director of Place

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

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Not Applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

27/02/23

## FORWARD PLAN ITEM

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

**Meeting Date:** 31/01/23

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

**Title of Report:** Self-Assessment Report for Academic Year 2021-2022

**Description:** Purpose of Report: As part of our governance overview the Executive Member has oversight and approval of our self-assessment report before it is sent to Ofsted which is a reflection of the previous academic year. The report due is for the academic year 2021-2022 and before the report is presented it will have been reviewed by all managers within York Learning, challenged by Governance Board and challenged by peer partners across the region.

The Executive Member will be asked to approve the report for sending to Ofsted.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Customer & Communities

**Contact Details:** Angela Padfield, Head of Adult Learning Service - York Learning

angela.padfield@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:

27/02/23