



FORWARD PLAN

14 April 2015 - 14 August 2015

Produced By:

**Democratic Services
City of York Council
West Offices
York
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CABINET FORWARD PLAN

What is the Cabinet Forward Plan?

The Cabinet Forward Plan is a list of all non-key and key decisions the Authority intends to take during the next four month period. The Plan is updated monthly on or around the 14th of each month and is available to view on-line at 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 Cabinet can collectively take as set out in Part 3 of the council's constitution
- which any Cabinet 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

In addition to elected Councillors, chief officers can also take key decisions in line with the Officers Delegation Scheme as set out in Schedule 3, Part 3 of the Council's Constitution

What information does the Forward Plan contain?

Each issue entered in the Forward Plan lists:

- The history of the issue in relation to the Forward Plan
- What consultation will be undertaken prior to a decision being made
- The name and contact details of the chief officer responsible for the issue and the forthcoming report
- The date of the meeting at which a decision is due to be taken
- The wards which will be affected by any decision taken

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

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

CABINET FORWARD PLAN
ALPHABETICAL LIST OF ENTRIES

ITEM	PAGE NO
Busking Guidelines	5
Disabled Access to York's Heritage & Culture Offer Scrutiny Review Final Report	6
Disposal of Oliver House - former Elderly People's Home	12
Entrepreneurship Scrutiny Review Final Report	8
*Homeless Strategy Review 2013-18	19
Narrowing the Gap Scrutiny Review Final Report	7
*Neighbourhood Working Implementation	13
*New Council House Build Phase 2	21
Next Steps in the Council's Journey in Equalities	17
*Online Skills / E-Commerce Scrutiny Review Final Report	9
*Procurement of Council Security Services	15
Q4 (Year End) Performance Monitor	20
Review of Get York Building Programme 2nd Year	11
The Community York Fund	18
Update on the Guildhall Project	10
*York Museums Trust Funding	14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Culture, Leisure & Tourism

Meeting Date: 21/04/15

Keyword:

Item Type: Cabinet Member Decision - of 'Normal' importance

Title of Report: Busking Guidelines

Description: Purpose of Report: The report sets out new guidelines for busking in the city.

The Cabinet Member will be asked to approve the new busker guidelines.

This item will be considered at a public Cabinet Member Decision Session to take place on 21 April 2015.

This item has been withdrawn and will now be considered as an officer decision.

Details of the decision taken by the Director of Communities and Neighbourhoods on 14th April can be viewed at <http://democracy.york.gov.uk/ieDecisionDetails.aspx?ID=4352>

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Cabinet Member for Culture, Leisure & Tourism

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Charlie Croft, Assistant Director Communities and Culture
charlie.croft@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees: Legal

Background Documents:

Call-In

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

15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Disabled Access to York's Heritage & Culture Offer Scrutiny Review Final Report

Description: Purpose of Report: To present the Cabinet with the final report arising from the Disabled Access To York's Heritage Cultural Offer Scrutiny Review.

Cabinet are asked to approve the recommendations arising from the review Disabled Access to York's Heritage & Culture Offer Scrutiny Review Final Report

This item has been deferred until the next Cabinet which is due to take place on 14 April 2015 because the final report is awaiting consideration by the Learning & Culture Overview & Scrutiny Committee on 18 March 2015.

This item will now be considered at Cabinet on 2 June 2015 because the April meeting has been cancelled.

Wards Affected: All Wards

Report Writer: Melanie Carr

Deadline for Report: 20/05/15

Lead Member: Councillor Dave Taylor

Lead Director: Director of Customer & Business Support Services

Contact Details: Melanie Carr
melanie.carr@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees: Contact the report author.

Background Documents: Disabled Access to York's Heritage & Culture Offer Scrutiny Review Final Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Narrowing the Gap Scrutiny Review Final Report

Description: Purpose of Report: To present the Cabinet with the final report arising from the Narrowing the Gap Scrutiny Review.

Members are asked to approve the recommendations arising from the review.

This item has been deferred until the next Cabinet which is due to take place on 14 April 2015 because the final report is awaiting consideration by the Learning & Culture Overview & Scrutiny Committee on 24 February 2015.

This item will now be considered at Cabinet on 2 June 2015 because the April meeting has been cancelled.

Wards Affected: All Wards

Report Writer: Melanie Carr **Deadline for Report:** 20/05/15

Lead Member: Councillor Dave Taylor

Lead Director: Director of Customer & Business Support Services

Contact Details: Melanie Carr

melanie.carr@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact the report author.

Consultees:

Background Documents: Narrowing the Gap Scrutiny Review Final Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Entrepreneurship Scrutiny Review Final Report

Description: Purpose of Report: To present the Cabinet with the Final Report arising from the Entrepreneurship Scrutiny Review. Cabinet are asked to approve the recommendations arising from the review

This item will now be considered at Cabinet on 2 June 2015 because the April meeting has been cancelled.

Wards Affected: All Wards

Report Writer: Melanie Carr

Deadline for Report: 20/05/15

Lead Member: Cabinet Member for Education, Children & Young People

Lead Director: Director of Customer & Business Support Services

Contact Details: Melanie Carr

melanie.carr@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process:

Consultees:

Background Documents: Entrepreneurship Scrutiny Review Final Report

Call-In

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

15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Online Skills / E-Commerce Scrutiny Review Final Report

Description: Purpose of Report: To present the Cabinet with the final report arising from the Online Skills / E-Commerce Scrutiny Review

Cabinet are asked to approve the recommendations arising from the review

Wards Affected: All Wards

Report Writer: Steven Entwistle **Deadline for Report:** 20/05/15

Lead Member: Councillor Andrew Waller

Lead Director: Director of Customer & Business Support Services

Contact Details: Steven Entwistle, Scrutiny Officer

steven.entwistle@york.gov.uk

Implications

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

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents: Online Skills / E-Commerce Scrutiny Review Final Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Update on the Guildhall Project

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

Wards Affected: Cabinet are asked to consider a potential proposal for interim use of the Guildhall and the establishment of a new Media Arts Guild.
Guildhall Ward

Report Writer: David Warburton **Deadline for Report:** 20/05/15

Lead Member: Cabinet Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

Contact Details: David Warburton

david.warburton@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

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

Consultees:

Background Documents: Update on the Guildhall Project

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Review of Get York Building Programme 2nd Year

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

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

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

Wards Affected: All Wards

Report Writer: Paul Stamp

Deadline for Report: 20/05/15

Lead Member: Cabinet Member for Communities, Cabinet Member for Transport, Planning & Economic Development

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

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

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

Implications

Level of Risk: 04-08 Regular monitoring required

Reason Key:

Making Representations: Contact Report Author paul.landais-stamp@york.gov.uk 01904 554098, steve.waddington@york.gov.uk 01904 554016

Process: Consult report author

Consultees:

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

Call-In

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

15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

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

Title of Report: Disposal of Oliver House - former Elderly People's Home

Description: Purpose of Report: Oliver House has been marketed for sale and this report will review bids and recommend a preferred bidder.

Cabinet is asked to select a preferred bidder to purchase Oliver House.

To enable wider discussion of this matter, this item was referred to Cabinet by the Cabinet Leader, Finance & Performance at his Decision Session on 19 March 2015.

Wards Affected: Micklegate Ward

Report Writer: Tracey Carter **Deadline for Report:** 20/05/15

Lead Member: Cabinet Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

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

tracey.carter@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact Report Author

Consultees:

Background Documents: Disposal of Oliver House - former Elderly People's Home

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Neighbourhood Working Implementation

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

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

Wards Affected: All Wards

Report Writer: Charlie Croft

Deadline for Report: 20/05/15

Lead Member: Cabinet Member for Health & Community Engagement

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Charlie Croft, Assistant Director Communities and Culture

charlie.croft@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Neighbourhood Working Implementation

Call-In

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

15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: York Museums Trust Funding

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

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

Wards Affected: All Wards

Report Writer: Charlie Croft

Deadline for Report: 20/05/15

Lead Member: Cabinet Member for Culture, Leisure & Tourism

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Charlie Croft, Assistant Director Communities and Culture

charlie.croft@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: York Museums Trust Funding

Call-In

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

15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 02/06/15

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

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

Title of Report: Procurement of Council Security Services

Description: Purpose of Report: The report will seek Cabinet approval for the commencement of a procurement of security services across all council properties to replace a wide range of small contracts and local arrangements in order to improve service quality and reduce cost.

Wards Affected: All Wards

Report Writer: Debbie Mitchell **Deadline for Report:** 20/05/15

Lead Member: Cabinet Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

Contact Details: Debbie Mitchell
debbie.mitchell@york.gov.uk

Implications

Level of Risk:

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

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

Making Representations:

Process: Consultation with staff and unions

Consultees:

Background Documents: Procurement of Council Security Services

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/06/15

FORWARD PLAN ITEM

Meeting: Cabinet Member for Health & Community Engagement

Meeting Date: 08/06/15

Keyword:

Item Type: Cabinet Member Decision - of 'Normal' importance

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

Description:

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

The Cabinet Member is asked to:

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

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

This item will now be considered on 8 June as officers are still awaiting receipt of the formal report from the inspectors.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Cabinet Member for Health & Community Engagement

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Charlie Croft, Assistant Director Communities and Culture

charlie.croft@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Contact report author

Process:

n/a

Consultees:

Background Documents:

Call-In

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

20/07/15

FORWARD PLAN ITEM

Meeting: Cabinet Member for Health & Community Engagement

Meeting Date: 08/06/15

Keyword:

Item Type: Cabinet Member Decision - of 'Normal' importance

Title of Report: The Community York Fund

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

The Cabinet Member will be asked to agree the proposed criteria.

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

Due to the purdah period this item will now be considered on 8 June 2015.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Health & Community Engagement

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Charlie Croft, Assistant Director Communities and Culture

charlie.croft@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: N/a

Consultees:

Background Documents:

Call-In

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

20/07/15

FORWARD PLAN ITEM

Meeting: Cabinet Member for Communities

Meeting Date: 01/07/15

Keyword:

Item Type: Cabinet Member Decision - of 'Normal' importance

Title of Report: Homeless Strategy Review 2013-18

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

The Cabinet Member is asked to consider and agree the homeless strategy review and action plan for the forthcoming three years.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Communities

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Becky Ward, Service Manager

becky.ward@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

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

Consultees:

Background Documents:

Call-In

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

21/09/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/07/15

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Q4 (Year End) Performance Monitor

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

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

Wards Affected: All Wards

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

Lead Member: Cabinet Leader, Finance & Performance

Lead Director: Chief Executive

Contact Details: Ian Cunningham

ian.cunningham@york.gov.uk

Implications

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

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents: Q4 (Year End) Performance Monitor

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/07/15

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/07/15

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

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

Title of Report: New Council House Build Phase 2

Description: Purpose of Report: To identify sites for new council house buildings.

Cabinet are asked to approve the use of the identified sites and budget to build new council homes.

Wards Affected: Acomb Ward; Fishergate Ward

Report Writer: Steve Waddington **Deadline for Report:** 25/06/15

Lead Member: Cabinet Member for Communities

Lead Director: Director of Communities & Neighbourhoods

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

steve.waddington@york.gov.uk

Implications

Level of Risk:

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

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

Making Representations: Contact report author

Process: Ward members
Legal
Property
Finance

Consultees:

Background Documents: New council house build phase 2

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/07/15