



# **FORWARD PLAN**

**19 March 2018 - 22 July 2018**

**Produced By:**

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West Offices  
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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

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

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

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

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## FORWARD PLAN ITEM

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

**Meeting Date:** 19/03/18

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

**Title of Report:** Licensed Hackney Carriage and Private Hire Driver Training

**Description:** Purpose of Report: Following receipt of two petitions, one relating to the introduction of training for licensed drivers, and one relating to the renewal of Uber Britannia Ltd private hire operator's licence and out of town vehicles working in York, this report will give Members the background for introducing the training and the justification for the fee, the recent decision relating to the renewal of Uber Britannia Ltd operator licence and the legal position regarding out of area licensed vehicles operating within our authority area.

The report will ask the Executive Members to support Officers with regards to the introduction of the training, note the recent decision relating the renewal of Uber Britannia Ltd private hire operator's licence and the legal position regarding out of area licensed vehicles operating within our authority area.

Following debate at CMT/Portfolio Holders meeting, it was agreed to withdraw this item from the 25 January Executive and for it to be considered by the Executive Member for Housing & Safer Neighbourhoods at his Decision Session on 19 February 2018 in consultation with the Executive Member for Education, Children & Young People.

This item has been deferred to the 19 March Executive Member for Housing & Safer Neighbourhoods Decision Session, in consultation with the Executive Member for Education, Children & Young People, to enable further consultation to take place with relevant parties prior to the report coming forward for a decision by the relevant Executive Members.

**Wards Affected:** All Wards

**Report Writer:** Lesley Cooke  
**Lead Member:** Executive Member for Housing & Safer Neighbourhoods,  
Executive Member for Education, Children and Young People  
**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Lesley Cooke

lesley.cooke@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:** A report relating to driver training was taken to Gambling, Licensing and Regulatory Committee on the 13 November 2017.

**Consultees:**

**Background Documents:** Licensed Hackney Carriage and Private Hire Driver Training

**Call-In**

If this item is called-in, it will be considered by the 18/12/17  
Corporate and Scrutiny Management Committee on: 03/04/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/03/18

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

**Title of Report:** Culture Service Level Agreements

**Description:** Purpose of Report: The report presents refreshed service level agreements (SLAs) with those cultural organisations that the Council funds for the period 2018-21.

The Executive Member will be asked to agree the SLAs.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

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

charlie.croft@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

03/04/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 19/03/18

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

**Title of Report:** Developing a Strategic Direction and Operating Model for York Learning

**Description:** Purpose of Report: The report presents work undertaken to develop a strategic direction and new operating model for York Learning.

The Executive Member will be asked to agree to further work being undertaken to develop a business case in respect of the new model.

This item has been withdrawn to allow more time for officers to develop proposals.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact Report Author

**Process:** Contact report author

**Consultees:**

**Background Documents:**

### Call-In

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

03/04/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/04/18

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

**Title of Report:** Corporate Energy and Environmental Activity Update

**Description:** Purpose of Report: To update the Executive Member on activity across the council which reduces our carbon and energy usage, in support of our ambitions as a One Planet Council and City.

The Executive Member is asked to note the activity across the council in support of reducing carbon and energy usage.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**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:** This report focuses on activity within City of York Council and so consultation has been with Council Officers.

**Consultees:**

**Background Documents:**

**Call-In**

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

15/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/04/18

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

**Title of Report:** Application for Community Right to Bid under the Localism Act 2011 - New Earswick Swimming Pool

**Description:** Purpose of Report: Presents an application to list New Earswick Swimming Pool, as an asset of community value.

The Executive Member is asked to make a decision on whether New Earswick Swimming Pool should be added to the list of assets of Community Value.

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

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tim Bradley

tim.bradley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

14/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/04/18

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

**Title of Report:** Response to the MHCLG (Ministry of Housing, Communities and Local Government) consultation on the Fair Funding Review

**Description:** Purpose of Report: To report the Council's response to the MHCLG (Ministry of Housing, Communities and Local Government) consultation on the Fair Funding Review.

The Executive Member is asked to note the consultation response.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Sarah Kirby

sarah.kirby@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

14/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/04/18

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

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

**Description:** Purpose of Report: Presents an application to list Strensall Library, as an asset of community value.

The Executive Member is asked to make a decision on whether Strensall Library should be added to the list of assets of Community Value.

**Wards Affected:** Strensall Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tim Bradley

tim.bradley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Property Owners and Occupiers have been consulted

**Consultees:**

**Background Documents:**

### Call-In

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

14/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/04/18

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

**Title of Report:** Fossgate Experimental Traffic Regulation Order

**Description:** Purpose of Report: To consider the representations made during the first 6 months of operation and, if appropriate, to approve making the experiment permanent.

The Executive Member is asked to consider the recommendations as outlined in the report.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

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

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

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

alistair.briggs@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

15/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/04/18

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

**Title of Report:** St Aelred's Primary SRTS, Parking Restrictions – Traffic Regulation Order

**Description:** Purpose of Report: To consider objections raised during the Traffic Regulation Order advertisement process to the proposed parking restrictions on Penyghent Ave.

The Executive Member is asked to make a decision as to whether the parking restrictions should be implemented.

**Wards Affected:** Heworth Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Ben Potter

ben.potter@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Letters and plans issued to affected residents. TRO includes notices on street and in the local press.

**Consultees:**

**Background Documents:** St Aelred's Primary SRTS, Parking Restrictions – Traffic Regulation Order  
043 ANNEX A\_Decision Record St Aelreds SRS.pdf

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/04/18

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

**Title of Report:** Turner Close & Huntington Road: Proposed amendment to the Traffic Regulation Order

**Description:** Purpose of Report: To request permission to advertise waiting restrictions on recently adopted development of Turner Close, with additional restrictions on Huntington Road.

The Executive Member will be asked to authorise officers to advertise a proposal to amend the York, Parking and Stopping Traffic Regulation Order, to introduce no waiting at any time restrictions on Turner Close and to extend no waiting at any time restrictions nearby on Huntington Road.

**Wards Affected:** Heworth Ward

**Report Writer:** **Deadline for Report:**  
**Lead Member:** Executive Member for Transport and Planning  
**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:** Consultees include: Local Residents and Businesses most affected by the proposal.  
Ward Councillors  
North Yorkshire Police, Fire Services, York Ambulance Service, Freight Transport Association, Road Haulage Association

**Process:** Legal consultation process as outlined within the Local Authorities Traffic Orders (procedure) (England & Wales) Regulations 1996  
Involves notices on street, notices in The Press and details sent to those most affected.

**Consultees:**

**Background Documents:**

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/05/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 12/04/18

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

**Title of Report:** Strensall Road Speed Limit - Update

**Description:** Purpose of Report: To update the Executive Member with regards the investigation into reducing the speed limit to 40mph on the rural road between Earswick and Strensall.

The Executive Member will be asked to note the contents of the report and make a decision as to whether the speed limit should be reduced.

**Wards Affected:** Strensall Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Ben Potter

ben.potter@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**

**Background Documents:** Strensall Road Speed Limit - Update  
Annex A-Petition Covering Letter and Front Sheet.pdf  
Annex B-Injury Accident Location Plan.pdf  
Decisions 13042017 1400 Decision Session - Executive Member for Transport and Planning.pdf

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/04/18

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

**Title of Report:** Removal of Parliament Street Fountain and Saint Sampson's Square Toilets

**Description:** Purpose of Report: Parliament Street has a number of items of redundant life expired public realm infrastructure that blight the space. The fountain at the centre of Parliament Street is beyond repair and the toilet block at Saint Sampson Square is no longer used.

The report asks the Executive Member to consider the removal of the fountain at the centre of Parliament and the toilet block at Saint Sampson Square.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** James Gilchrist, Assistant Direct of Transport, Highways & Environment

james.gilchrist@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** York Business Improvement District, Make it York and Civic Trust have been consulted

**Consultees:**

**Background Documents:**

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/04/18

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

**Title of Report:** Replacement for Bus Service 18

**Description:** Purpose of Report: This report is brought In light of the decision by East Yorkshire Motor Services to discontinue operation of bus route 18 (which links York to the villages of Wheldrake, Thorganby, North Duffield, Bubwith and Holme on Spalding Moor) from 6/5/18.

The Executive Member is asked to give his consideration to ongoing provision of a local bus service to connect York with some or all of the villages along the existing route.

The Council aims to give the same 28 days' clear notice of non key decisions as it does for key decisions, but in exceptional circumstances this may not be possible. In this case, the item is being considered as an urgent matter due to the discontinue operation of bus route 18 from 6 May 2018 and the need to consider options prior to this date.

**Wards Affected:** Fishergate Ward; Fulford and Heslington Ward; Guildhall Ward; Wheldrake Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Andrew Bradley, Principal Transport Planner, City Strategy

andrew.bradley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** A procurement process will be undertaken. Subject to the outcome of this Procurement, the Executive Member will be asked to give consideration to whether he wishes to allocate additional resource to retain this bus service. In reaching a decision, East Riding and North Yorkshire County Councils will be consulted as they currently make a financial contribution to the operation of this service.

Consultees: The relevant ward members, bus operators, parish councils and neighbouring local authorities.

**Consultees:**

**Background Documents:**

**Call-In**

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

14/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/04/18

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

**Title of Report:** Review of Highways Maintenance Delivery 2017/18

**Description:** Purpose of Report: The report will provide the Executive Member with a review of the works carried out in the Highways Maintenance service during 2017/18.

The Executive Member is asked to note the report and make recommendations based on its content.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Bill Manby, Commercial & Business Delivery Manager, Steve

Wragg, Flood Risk Manager

Tel: 01904 553401

bill.manby@york.gov.uk, steve.wragg@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**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:

14/05/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/04/18

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

**Title of Report:** Joint Waste Management Agreement with North Yorkshire County Council (NYCC)

**Description:** Purpose of Report: The purpose of this paper is to update the Executive on the progress of the Allerton Waste Recovery Park (AWRP) project. This is a 25 year project in Partnership with North Yorkshire County Council (NYCC) with the objective of delivering a sustainable alternative to landfill for the treatment of residual waste. The project is entering its final stages and service will commence, on schedule, at the beginning of February 2018. A key element is the strengthening of the partnership between City of York Council (CYC) and NYCC, the waste disposal authorities.

The Executive is asked to note progress on the project and partnership between City of York Council and North Yorkshire County Council.

To ensure it is aligned with North Yorkshire County Council reporting timeline this item has been deferred to 15 March Executive.

Due to the extended commissioning period, prior to the agreement being formally reached, this item has been deferred to 26 April Executive.

**Wards Affected:** All Wards

**Report Writer:** Dave Atkinson **Deadline for Report:** 16/04/18

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

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

**Consultees:**

**Background Documents:** Joint Waste Management Agreement with North Yorkshire County Council (NYCC)

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 18/12/17  
15/05/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/04/18

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

**Title of Report:** Animal Welfare Licensing Policy

**Description:** Purpose of Report: To obtain final approval of Licensing Policy and conditions in relation to animal welfare licensing.

The Executive is asked to give final approval of a Licensing Policy and conditions relating to animal welfare licensing (animal boarding establishments, dangerous wild animals, pet shops, riding establishments, dog breeding, zoos, performing animals). The Policy was approved by Gambling, Licensing and Regulatory Committee on 6 March 2018.

**Wards Affected:** All Wards

**Report Writer:** Lesley Cooke **Deadline for Report:** 16/04/18

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

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

**Contact Details:** Lesley Cooke

lesley.cooke@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:** An eight week public consultation took place in relation to the draft Animal Welfare Licensing Policy, from the 18 September to 13 November 2007

DEFRA – Department for Environment, Food and Rural Affairs  
RSPCA – Royal Society for the Prevention of Cruelty to Animals  
PDSA – Peoples Dispensary for Sick Animals  
Specially Zoo Veterinary Surgeon (DEFRA)  
Pet Industry Federation  
BIAZA – British & Irish Association of Zoos & Aquariums  
Dogs Trust  
Cats Protection  
National Animal Welfare Trust  
OATA – Ornamental Aquatic Trade Association  
British Horse Society  
AHVLA – Animal Health and Veterinary Laboratories Agency  
NARPS UK (Home Boarders) – National Association of Pet Sitters and Dog Walkers



APHA – Animal and Plant Health Agency  
North Yorkshire Police  
North Yorkshire Fire and Rescue Services  
North Yorkshire County Council  
Current Licence Holders  
Ward Councillors  
Relevant City of York Council Departments

**Consultees:**

**Background Documents:** Animal Welfare Licensing Policy

**Call-In**

If this item is called-in, it will be considered by the 03/04/18  
Corporate and Scrutiny Management Committee on: 15/05/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/04/18

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

**Title of Report:** A Further Phase of the Older Persons' Accommodation Programme: deciding the future of Morrell House Older Persons' Home

**Description:** Purpose of Report: To provide Members with the results of the consultation undertaken with the residents, relatives and staff of Morrell House residential care home to explore the option to close the home with current residents moving to alternative accommodation, and for Members to make a decision about whether to close Morrell House. The context for this decision is that the Older Persons' Accommodation Programme aims to meet people's changing needs for accommodation with care, and in particular the needs of those with dementia and the demographic challenges faced by the city, through delivering additional Extra Care accommodation and new, good quality, residential and nursing care accommodation.

Members will be asked to consider whether to close Morrell House residential care home and, if a decision is made to close it, require that residents' moves to their new homes are carefully planned and managed in line with the Moving Homes Safely protocol. Should a decision to close be made, the report will also seek agreement for the future use of the site.

**Wards Affected:** All Wards

**Report Writer:** Roy Wallington      **Deadline for Report:** 16/04/18  
**Lead Member:** Executive Member for Adult Social Care and Health  
**Lead Director:** Corporate Director of Health, Housing and Adult Social Care  
**Contact Details:** Roy Wallington, Programme Manager Older Peoples Accommodation

roy.wallington@york.gov.uk

### Implications

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

**Making Representations:** Background papers : Executive 19th July - Executive agreement to proceed with Older Peoples Accommodation Programme

28th September 2017 : Executive sanction to consult on the closure of the next older persons home.

**Process:** Consultation process:

The Older Persons' Accommodation Programme has been the subject of extensive consultation and engagement and is guided by a Stakeholder Group.

Individual consultation at a particular care home follows the Moving Homes Safely Protocol. Residents, relatives and staff have been fully engaged and, where needed, supported by independent advocates.

Consultees:

Residents, relatives and staff at Morrell House.

**Consultees:**

**Background Documents:** A Further Phase of the Older Persons' Accommodation Programme: deciding the future of Morrell House Older Persons' Home

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/04/18  
04/06/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/04/18

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

**Title of Report:** Castle Gateway Masterplan

**Description:** Purpose of Report: The report will seek approval for the preferred masterplan for the regeneration of the Castle Gateway, and propose a series of recommendations to deliver the masterplan.

Members are asked to approve the preferred masterplan for the Castle Gateway and the proposed first stages of delivery.

**Wards Affected:** Fishergate Ward; Guildhall Ward; Micklegate Ward

**Report Writer:** Andy Kerr **Deadline for Report:** 16/04/18

**Lead Member:** Executive Leader (incorporating Finance & Performance), Executive Member for Economic Development and Community Engagement

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

**Contact Details:** Andy Kerr

andy.kerr@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:** Consultation process: The proposed masterplan has been developed through extensive consultation with the public through the My Castle Gateway project and key stakeholders through the Castle Gateway Advisory Group.

Consultees: The public through the My Castle Gateway project  
Members of the Castle Gateway Advisory Group (Historic England, English Heritage, York Museum's Trust, York Archaeological Trust, York Civic Trust, York Conservation Trust, Make It York, The BiD, and Environment Agency)

**Consultees:**

**Background Documents:** Castle Gateway Masterplan

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/04/18  
14/05/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/05/18

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

**Title of Report:** Duncombe Barracks

**Description:** Purpose of Report: To seek Executive approval to purchase the site from the Ministry of Defence (MoD).

Providing negotiations with the Ministry of Defence over the sale of Duncombe Barracks are successful, the Executive are asked to agree the sale with a view to developing the site for much needed affordable housing.

Discussions with the Reserve Forces and Cadets Association are continuing but have not reached a stage where a firm proposal to purchase the site could be brought to the Executive. It is therefore felt that the paper should be deferred until the April meeting of the Executive.

This item has been deferred until the 8 May Executive as negotiations with the owners of the site have not been concluded and need to reach an agreement in principle on an acquisition price in order to inform a report to the Executive.

**Wards Affected:** Clifton Ward

**Report Writer:** Paul Landais-Stamp      **Deadline for Report:** 16/04/18

**Lead Member:** Executive Member for Housing & Safer Neighbourhoods  
**Lead Director:** Corporate Director of Health, Housing and Adult Social Care  
**Contact Details:** Paul Landais-Stamp, Housing Strategy Manager

paul.landais-stamp@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:** Negotiations between Council officials and the MoD.

**Consultees:**

**Background Documents:** Duncombe Barracks

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 05/03/18  
15/05/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/05/18

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

**Title of Report:** Sale of Ashbank, 1 Shipton Road, York

**Description:** Further to the approval given by the Executive to sell Ashbank as part of the Administration Accommodation Project Business case back in November 2005, the purpose of the report is to advise on the offers received and make a recommendation on the preferred bidder.

The Executive Member is asked to approve the proposed sale to the highest bidder.

To allow officers to conclude clarifications with preferred bidders, this item has been deferred to the 12 February Decision Session.

Due to a delayed number of planning issues that need to be resolved prior to the report coming forward for a decision, this item has been deferred and will be considered at the 12 March Decision Session.

This item has been deferred to 14 May Decision Session because further negotiations with the prospective purchasers continue to take place.

This item will fall under the Finance and Performance portfolio area.

**Wards Affected:** Rawcliffe and Clifton Without

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tim Bradley

tim.bradley@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**



**Background Documents:** Sale of Ashbank, 1 Shipton Road, York

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/06/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 17/05/18

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

**Title of Report:** Lumley Rd / St Luke's Grove Ward Committee Scheme, Parking Restrictions – Traffic Regulation Order

**Description:** Purpose of Report: To consider objections raised during the Traffic Regulation Order (TRO) advertisement process to the proposed parking restrictions on Lumley Rd and St Luke's Grove.

The Executive Member is asked to make a decision as to whether the parking restrictions should be implemented.

This item has been deferred from 12th April Executive Member for Transport and Planning Decision Session to 17th May, due to the implications of some late submissions to the consultation on the Lumley Rd / St Lukes Grove TRO, officers need more time to ensure the report adequately deals with the issues raised.

**Wards Affected:** Clifton Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Ben Potter

ben.potter@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Letters and plans issued to affected residents. TRO includes notices on street and in the local press.

**Consultees:**

**Background Documents:** Lumley Rd / St Luke's Grove Ward Committee Scheme, Parking Restrictions – Traffic Regulation Order  
044 ANNEX A\_Decision Record Lumley Rd\_St Lukes Grove.pdf

### Call-In

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

04/06/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 17/05/18

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

**Title of Report:** North York Bus Improvement Scheme

**Description:** Purpose of Report: To present a scheme to improve journey times for buses (and other traffic) using Wigginton Road.

The report will ask the Executive Member to approve the scheme prior to public consultation with residents, businesses and stakeholders in the area.

**Wards Affected:** Clifton Ward; Guildhall Ward; Haxby & Wigginton Ward; Heworth Ward; Huntington & New Earswick Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Julian Ridge

julian.ridge@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** The Decision Session report will request permission to undertake an external consultation with residents and businesses in the effected area. Following this consultation process the scheme will either be modified to take account of consultees' concerns or (if no substantive concerns are expressed), the scheme will be built

**Consultees:**

**Background Documents:**

### Call-In

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

04/06/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 17/05/18

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

**Title of Report:** Annual Review of Restrictions - Objections

**Description:** Purpose of Report: To consider the objections made to proposed traffic regulations.

The Executive Member is asked to decide what actions to take forward to implementation.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

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

alistair.briggs@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** The objections received are in consequence to the formal consultation process for the introduction of traffic restrictions.

**Process:** Statutory consultees, press notice, on street notice, adjacent property owners.

**Consultees:**

**Background Documents:**

### Call-In

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

04/06/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/06/18

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

**Title of Report:** Update Report on Impact of Welfare Benefit Changes and Financial Inclusion Activities

**Description:** Purpose of Report: This paper will report on the impact of recent welfare benefit changes in York, including Universal Credit, and importantly the support available for residents in dealing with these challenges. For example, the roll out of Universal Credit has raised concerns in the city about the consequences of potentially leaving individuals and families without an income for up to 6 weeks. It will look at the available support for residents including local welfare support and other financial inclusion activity.

The Executive Member is asked to note the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Adult Social Care and Health

**Lead Director:**

Corporate Director of Customer and Corporate Services

**Contact Details:**

Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Feedback from Advice York partners will be sought on welfare benefits impacts and needs.

**Consultees:**

**Background Documents:**

### Call-In

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

02/07/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Library Services Procurement

**Description:** Purpose of Report: This report seeks authority to initiate the procurement process for the operation of the Council's library and archives service.

The Executive will be asked to:

- Note the outcome of the consultation conducted between November 2017 and February 2018;
- Agree the key elements of the services specification for the new contract;
- Agree the financial envelope for the contract;
- Agree the process by which:
  - (i) the procurement framework will be developed and
  - (ii) the contract awarded at the end of the process.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft      **Deadline for Report:** 11/06/18  
**Lead Member:** Executive Member for Culture, Leisure & Tourism  
**Lead Director:** Corporate Director of Children, Education and Communities  
**Contact Details:** Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** 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:** Library Services Procurement

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/04/18  
30/07/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Treasury Management Annual Report & Review of Prudential Indicators

**Description:** Purpose of Report: To provide the annual treasury management review of activities and the actual prudential and treasury indicators.

Members are 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:** 11/06/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** Debbie Mitchell

debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

**Background Documents:** Treasury Management Annual Report & Review of Prudential Indicators

### Call-In

If this item is called-in, it will be considered by the      03/04/18  
Corporate and Scrutiny Management Committee on:      17/07/18



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Capital Programme Outturn

**Description:** Purpose of Report: To provide Members with the outturn position on the capital programme.

Members are asked to note the outturn and recommend to full Council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain      **Deadline for Report:** 11/06/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**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 Outturn

### Call-In

If this item is called-in, it will be considered by the      03/04/18  
Corporate and Scrutiny Management Committee on:      17/07/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Q4 Finance and Performance Monitor

**Description:** Purpose of Report: To provide overview of the Council's overall finance and performance position at the end of Q4.

Members are asked to note and approve the report.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 11/06/18  
Debbie Mitchell

**Lead Member:** Executive Leader (incorporating Finance & 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:** Q4 Finance and Performance Monitor

### Call-In

If this item is called-in, it will be considered by the 03/04/18  
Corporate and Scrutiny Management Committee on: 17/07/18