



# **FORWARD PLAN**

**9 November 2020 - 14 March 2021**

**Produced By:**

**Democratic Services  
City of York Council  
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YO1 9GA  
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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

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

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact or have any general enquiries about the Forward Plan, please ring Democratic Services on Tel No. 01904 551088

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## FORWARD PLAN ITEM

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

**Meeting Date:** 12/11/20

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

**Title of Report:** Lockdown and Tier 3 – Additional Restrictions Grant (ARG)

**Description:** Purpose of report: To consider the allocation of Additional Restrictions Grant funding from Government

The Executive Member will be asked to consider the proposals for utilising £4,212,360 of discretionary Additional Resources Grant for the current lockdown, any future lockdowns, and any period in which York enters Tier 3.

It has not been possible to give 28 clear days' notice this decision, as the council needs to make a decision urgently to quickly implement the Additional Restrictions Grant (ARG) scheme in order to ensure funding is delivered as soon as possible to those businesses in York that need it.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance and Performance

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

Federation of Small Business, York Chamber of Commerce, Institute of Directors, York Business Improvement District, University of York, York Food Festival, Make it York.

**Process:**

Consultation process: The proposals have been discussed with the key business networks in the city.

**Consultees:**

**Background Documents:**

### Call-In

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

21/12/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 17/11/20

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

**Title of Report:** Term dates for the school year 2022-2023

**Description:** Purpose of Report: To approve the school term dates for schools for whom the Local Authority (LA) is the employer, for the school year beginning in September 2022-23. The report also updates the Executive Member on a previously agreed strategy for setting future term dates alongside our neighbouring Local Authorities for future school years.

The Executive Member is asked school term dates for the school year beginning in September 2022.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Councillor Ian Cuthbertson

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Rachelle White, School Admissions Manager

rachelle.white@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

Informal consultation through York Education with school head teachers who have been asked to submit any comments/concerns by 31 October 2020

Neighbouring local authorities have agreed to the same term dates as in previous years. At a recent regional Yorkshire & Humber Admission Authority Group meeting all local authorities in attendance agreed to follow the same term date conventions (the only exemption is the fixed Easter break which is used by only two local authorities).

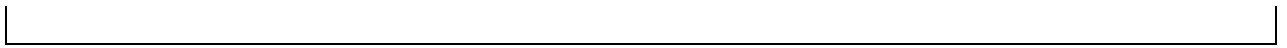
**Consultees:**

**Background Documents:**

### Call-In

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

November 2020





## FORWARD PLAN ITEM

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

**Meeting Date:** 24/11/20

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

**Title of Report:** Sector Roundtable Update – output and next steps

**Description:** Purpose of Report: To update the Executive Member on the Council's sector roundtables initiative which has been established in partnership with key business support agencies in York. The aim of the initiative has been to understand the changing needs of businesses in response to Covid-19, to develop appropriate provision, and lobby for resources.

Three rounds of sector roundtable meetings have taken place between May and September 2020. The report will outline the key issues that have emerged over the course of these meetings, and how the Council and its partners have responded to business feedback to in order to support local businesses.

The report will also outline future sector roundtable activity and the governance arrangement for these groups moving forwards.

The Executive Member will be asked to note the contents of the report on the Council's sector roundtable initiative; Agree to continued business engagement through the sector roundtable approach.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

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

simon.brereton@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

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

**Process:** 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:

December 2020

## FORWARD PLAN ITEM

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

**Meeting Date:** 24/11/20

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

**Title of Report:** York's approach to Inward Investment

**Description:** Purpose of Report: To update the Executive Member on the city's proposed approach to attracting inward investment to York in response to the macroeconomic trends being witnessed following Covid-19.

The Executive Member will be asked to note the contents of the report and approve the Council's approach to inward investment; To approve the creation of a York prospectus that outlines the city's inward investment offer and sector-specific propositions.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** 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:

December 2020

## FORWARD PLAN ITEM

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

**Meeting Date:** 24/11/20

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

**Title of Report:** City of York Council – Apprenticeship Levy Transfer Strategy

**Description:** Purpose of Report: To recommend that the council commits to transfer any of its unspent annual apprenticeship levy funds, up to a maximum of 20%, to local employers to support the city's economic recovery. This will ensure that York benefits from a reinvestment of any unused council apprenticeship levy funding to support local priorities rather than any unused levy funding being lost to the city.

It also suggests the framework through which local employers (micro, SMEs and VCSE) can apply to receive a transfer of the council's unspent levy funds to support new apprenticeship starts within their organisation.

The Executive Member will be asked to consider and approve the strategy.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Children, Education and Communities,  
Corporate Director of Economy and Place

**Contact Details:**

Alison Edeson

alison.edeson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** 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:

November 2020

## FORWARD PLAN ITEM

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

**Meeting Date:** 24/11/20

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

**Title of Report:** Infrastructure Funding Statement

**Description:** Purpose of Report: The purpose of report is to explain the Infrastructure Funding Statement (IFS) which is required as part of the Community Infrastructure Levy (Amendment) (England) (No.2) Regulations 2019. An IFS, amongst other things is intended to act as a statement of the monetary or non-monetary contributions received by a Local Planning Authority. Any receiving authority is required to publish an annual Infrastructure Funding Statement (IFS) no later than the 31st December 2020.

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Mark Baldry, Becky Eades, Head of Development Services

mark.baldry@york.gov.uk, becky.eades@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:

December 2020

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** York Railway Station Gateway – Project Delivery

**Description:** Purpose of Report: This report is brought to inform the Executive about progress on delivery of the York Railway Station Gateway (formerly Station Front) Scheme. The report will provide an update on the current funding streams from West Yorkshire Transport Fund and The Transforming Cities Fund and will explain the current work in progress on delivery and procurement strategies and propose a first delivery phase for consideration.

The Executive will be asked to consider the delivery of a first phase of works funded by the West Yorkshire Transport Fund that comprises acquisition of land at George Stephenson House and from Network Rail, the demolition of Queen Street Bridge and the reconstruction of the Inner Ring Road at ground level and an upgraded bus interchange and elements of new public realm.

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

**Report Writer:** Brendan Murphy      **Deadline for Report:** 16/11/20

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Brendan Murphy, Senior Transport Project Manager

brendan.murphy@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 information.

**Process:** A consultation process was undertaken in July/August 2018. The relevant ward members, bus operators, stakeholders, York residents.

**Consultees:**

**Background Documents:** York Railway Station Gateway – Project Delivery

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** Q2 20-21 Finance and Performance Monitor

**Description:** Purpose of Report: To provide overview of the council's overall finance and performance position at the end of Q2 20-21.

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

**Report Writer:** Ian Cunningham, **Deadline for Report:** 16/11/20  
Debbie Mitchell

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

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

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

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

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q2 20-21 Finance and Performance Monitor

### Call-In

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



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** Q2 20-21 Capital Programme Monitor

**Description:** Purpose of Report: To provide overview of the council's overall capital programme position at the end of Q2 20-21.

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

**Report Writer:** Emma Audrain, **Deadline for Report:** 16/11/20  
Debbie Mitchell

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

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

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

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

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q2 20-21 Capital Programme Monitor

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** Welcome to Yorkshire

**Description:** Purpose of Report: To review the future relationship with Welcome to Yorkshire and consider a request for funding to support the delivery of the Welcome to Yorkshire short-term business plan which will strengthen Partnership working between Welcome to Yorkshire, Make it York and CYC ensuring that Welcome to Yorkshire actively participate in the development of a York Tourism Strategy and support our autumn Tourism recovery plan.

the Executive will be asked to consider the request for funding to support the delivery of the Welcome to Yorkshire short-term business plan.

**Wards Affected:** All Wards

**Report Writer:** Simon Brereton      **Deadline for Report:** 12/11/20  
**Lead Member:** Executive Member for Culture, Leisure and Communities  
**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Simon Brereton, Head of Economic Growth, Tracey Carter, Assistant Director-Regeneration and Asset Management, Claire Foale, Head of Communications

simon.brereton@york.gov.uk, tracey.carter@york.gov.uk,  
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:** All relevant stakeholders, members and officers will be consulted.

### Consultees:

**Background Documents:** Welcome to Yorkshire

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** Treasury Management and Prudential Indicators Mid Year Review

**Description:** Purpose of Report: To provide members with an update on the treasury management position.

The Executive 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:** 16/11/20

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

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

**Contact Details:** Debbie Mitchell

debbie.mitchell@york.gov.uk

### Implications

**Level of Risk:**

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management and Prudential Indicators Mid  
Year Review

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** Update on the Asset Management Strategy 2017-2022

**Description:** Purpose of Report to set out the progress against the delivery of the Asset Management Strategy for the Council for the period 2017-2022. The report will set out work undertaken over the last 3 years to deliver the strategy.  
The report will review the strategic objectives set out in the strategy to reflect the impact of COVID 19 and the developing agenda around sustainability.  
The report will also set out the process for considering future use of council assets and a series of business cases and proposals for lease disposal and acquisition to deliver further strategic benefits to the City Council.

The Executive will be asked to review the objectives in the Strategy and consider business cases for lease disposal or acquisition of assets.

**Wards Affected:** All Wards

**Report Writer:** Tracey Carter

**Deadline for Report:** 16/11/20

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

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

**Contact Details:** Tracey Carter, Assistant Director-Regeneration and Asset Management

tracey.carter@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:** All relevant members and officers.

**Consultees:**

**Background Documents:** Update on the Asset Management Strategy 2017-2022

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 23/11/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** Taxi Licensing Policy – new vehicle standards

**Description:** Purpose of the Report: to seek approval for a change in the taxi licensing policy to introduce new environmental standards and age limits for taxis as well as increasing the number of wheelchair accessible hackney carriage vehicles.

The Executive will be asked to amend the Taxi Licensing Policy and conditions with regards to the type of hackney carriage and private hire vehicles that will be licensed by the Council in the future. To ensure a more environmentally friendly and modern hackney carriage and private hire fleet in the city and continuing desire to improve air quality. As well as increasing the number of wheelchair accessible hackney carriage vehicles.

**Wards Affected:** All Wards

**Report Writer:** Matthew Boxall      **Deadline for Report:** 16/11/20  
**Lead Member:** Executive Member for Economy and Strategic Planning,  
Executive Member for Environment and Climate Change,  
Executive Member for Transport

**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Matthew Boxall

matthew.boxall@york.gov.uk

### Implications

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

**Making Representations:** Over 200 responses from the public and taxi trade.

**Process:** The report describes consultation with the public and taxi trade which triggered the report.

All relevant officers and members

**Consultees:**

**Background Documents:** Taxi Licensing Policy – new vehicle standards

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** The future of the extended city centre footstreets

**Description:** Purpose of Report: To set out the future options for the city centre footstreets that have been extended as part of the Covid-19 Economic Recovery Transport and Place Strategy.

The Executive will be asked to decide whether the temporary footstreet extensions need to continue beyond the initial 6 month period, and to consider if any of the footstreet areas should be considered for retention on a permanent basis. Consider and respond to the results of engagement with stakeholders most affected by the extension, including an open brief prepared to reflect the impact on accessibility of the city centre.

**Wards Affected:** All Wards

**Report Writer:** Andy Kerr **Deadline for Report:** 12/11/20

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Tony Clarke, Andy Kerr

tony.clarke@york.gov.uk, andy.kerr@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 options outlined in the report will be based on the outcomes of the Our Big Conversation exercise, ward members, stakeholder feedback, and the current targeted engagement with those who have been affected by the extension of the footstreets.

Consultees: Respondents to Our Big Conversation, ward members, Mt City Centre Steering Group, and those who have been involved in the open footstreets engagement process.

### Consultees:

**Background Documents:** The future of the extended city centre footstreets

### Call-In

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





## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

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

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

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

**Report Writer:** Will Boardman      **Deadline for Report:** 16/11/20

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

**Lead Director:** Deputy Chief Executive

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

will.boardman@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

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

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/11/20

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

**Title of Report:** Wenlock Childrens Home Contract Variation and Extension with Hexagon Care Services

**Description:** Purpose of Report: To request the extension and variation of the contract with Hexagon Care, (valued at 650k) in order to change its purpose to deliver services to fewer, older young people with more complex needs and to create the conditions and provisions for the future needs of our looked after children. This is to support placement sufficiency and gain better value for money. A waiver is therefore sought to provide these specialist services.

The Executive are asked to review and approve the request.

It has not been possible to give 28 clear days' notice of the intention to make the Key Decision. This is due to the impact of Covid 19 on property availability and the response from the local community to properties being used in their areas for children's homes. Close monitoring of the property market has been essential at this time and it now proves timely to seek to extend the existing contract with Hexagon Care Services who deliver a children's home on our behalf, for a further 12 months (with the option of a further 12 months depending on the long term impact of Covid and property availability in the City).

**Wards Affected:** All Wards

**Report Writer:** Amanda Hatton **Deadline for Report:** 16/11/20

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

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

**Contact Details:** Sophie Wales, Assistant Director, Children's Social Care, City of York Council

sophie.wales@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:** Internal discussion with senior leaders and the current Provider  
**Consultees:**  
Amanda Hatton  
Sophie Wales  
Simon Fisher  
Mark Woolford

**Consultees:**

**Background Documents:** Wenlock Childrens Home Contract Variation and Extension with Hexagon Care Services  
Reg 10. 26 November 2020. Wenlock Childrens Home Contract Variation and Extension with Hexagon Care Services

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

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

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

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

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

The Executive Member is asked to approve option 1.

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

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

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

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

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

Consultees:

Age UK York

First Group

Yorkshire Ambulance Service

York Archaeological Trust

Connexions Buses

Transdev

York Civic Trust

York Blind and Partially Sighted Society

Arriva Yorkshire

Harrogate Coach

Visit York

Reliance Buses

Stephensons of Easingwold

Cycling UK

Glen Coaches

York Cycle Campaign

North Yorkshire Police

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

**Consultees:**

**Background Documents:**

**Call-In**

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

December 2020

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

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

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

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

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

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

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Annemarie Howarth

annemarie.howarth@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

December 2020

## FORWARD PLAN ITEM

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

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

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

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

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

The Executive Member is asked to approve the proposal.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Health and Adult Social Care

**Lead Director:**

Corporate Director of Health, Housing and Adult Social Care

**Contact Details:**

Peter Roderick, Specialty Registrar

peter.roderick@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

21/12/20



## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

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

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

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

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

david.walker@york.gov.uk

### Implications

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

### Making Representations:

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

### Consultees:

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

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

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

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

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

**Wards Affected:** All Wards

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

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

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

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

charlie.croft@york.gov.uk

### Implications

**Level of Risk:**

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

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

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

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

**Consultees:**

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

**Call-In**

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

22/12/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

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

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

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

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

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

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

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

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Louise Robinson

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

### Implications

**Level of Risk:**

**Reason Key:**

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

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

25/01/21



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

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

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:**

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

**Consultees:**

**Background Documents:**

### Call-In

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

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

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

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

The Executive will be asked to:

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

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

**Wards Affected:** All Wards

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

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

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

**Contact Details:** Penny Nicholson

penny.nicholson@york.gov.uk

### Implications

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

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

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

**Consultees:**

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

**Call-In**

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



## FORWARD PLAN ITEM

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

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

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

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

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

the Executive Member is asked to approve the admission arrangements (admissions policies and published admission numbers) for all schools for whom the local authority is the admissions authority, for entry into school in September 2022.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Children, Young People and Education

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Mark Ellis, Rachele White, School Admissions Manager

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

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

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

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

**Consultees:**

**Background Documents:**

**Call-In**

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

25/01/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:**

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

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

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

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

This item has now been postponed from the 1 October until the December meeting of the Executive, date to be confirmed.

**Wards Affected:** All Wards

**Report Writer:** Helene Vergereau **Deadline for Report:** 13/04/20

**Lead Member:** Executive Member for Transport

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

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

helene.vergereau@york.gov.uk

### Implications

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

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

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

**Consultees:**

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

### Call-In

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

## FORWARD PLAN ITEM

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

**Meeting Date:**

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Alison Kelly, Policy and Planning Officer

alison.kelly@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Education Finance

**Consultees:**

**Background Documents:**

### **Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:**

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

**Title of Report:** NSLC Commercial proposals

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

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

This item was first deferred to the 19 March 2020 and has now been deferred to the 23 April 2020 meeting to enable a more detailed report to be prepared.

**Wards Affected:** All Wards

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

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

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

**Contact Details:** Paul Forrest

paul.forrest@york.gov.uk

### Implications

**Level of Risk:**

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

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** NSLC Commercial proposals

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:**

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

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

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

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

**Wards Affected:** All Wards

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

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

**Lead Director:** Deputy Chief Executive

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

trudy.forster@york.gov.uk

### Implications

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

**Making Representations:**

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

**Consultees:**

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

### Call-In

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