



# **FORWARD PLAN**

**29 April 2024 - 1 September 2024**

**Produced By:**

**Democratic Services  
City of York Council  
West Offices  
York  
YO1 9GA  
Tel No. 01904 551031**

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# CABINET FORWARD PLAN

## What is the Cabinet Forward Plan?

The Cabinet Forward Plan is a list of all non-key and key decisions the Authority intends to take during the next four month period. The Plan is updated monthly on or around the 14<sup>th</sup> of each month 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 Cabinet can collectively take as set out in Part 3 of the council's constitution
- which any Cabinet Member can take individually in line with the Council's Scheme of Delegation

## What is a key decision?

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

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

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

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

Each issue entered in the Forward Plan lists:

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

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

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

**CABINET FORWARD PLAN**  
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## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 09/05/24

**Keyword:**

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

**Title of Report:** Building a smokefree generation in York: approving use of the Local Stop Smoking Services and Support Grant

**Description:** Purpose of Report: The report will give an overview of how the council intends to utilise new resource from the Section 31 Local Stop Smoking Services and Support Grant 2024-2025 grant, where the city has been allocated an initial £196,000 from Department of Health and Social Care to be spent on reducing smoking in York in 2024/2025, with grant expected to continue each year until 2028/2029.

**Wards Affected:** All Wards

**Report Writer:** Peter Roderick

**Deadline for Report:** 29/04/24

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

**Lead Director:** Director of Public Health

**Contact Details:** Peter Roderick, Director of Public Health

peter.roderick@york.gov.uk

### Implications

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

**Reason Key:**

### Making Representations:

**Process:** Internal consultation officers and members, alongside external consultation with partner organisations.

Consultees:

Health trainer service staff

Specialist implication officers

Directors and elected members, including lead member for Health.

Humber and North Yorkshire ICB (Centre for Excellence in Tobacco Control)

National expert group (Spectrum Knowledge exchange)

### Consultees:

**Background Documents:** Building a smokefree generation in York: approving use of the Local Stop Smoking Services and Support Grant

### Call-In

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

03/06/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 09/05/24

**Keyword:**

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

**Title of Report:** Update to Joint Committee Governance Arrangements for the Yorkshire Purchasing Organisation ("YPO")

**Description:** Purpose of Report: To seek approval to sign a revised Management Agreement, which sets out the governance arrangements for the YPO Joint Management Committee following a review of governance and recommendations for approval.

The Executive will be asked to:

- i. Note and consider the changes recommended by the YPO Management Committee.
- ii. Delegate authority to the Director of Governance (and their delegated officers) to sign an updated Management Agreement on behalf of the Council noting that all Member Authorities must also agree before the revisions take effect.

**Wards Affected:** All Wards

**Report Writer:** Dan Moynihan

**Deadline for Report:** 29/04/24

**Lead Member:** Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:** Director of Governance

**Contact Details:** Dan Moynihan, Senior Solicitor - contract and commercial  
[dan.moynihan@york.gov.uk](mailto:dan.moynihan@york.gov.uk)

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:** N/A

**Consultees:**

**Background Documents:** Update to Joint Committee Governance Arrangements for the Yorkshire Purchasing Organisation ( u201cYPO u201d)

Update to Joint Committee Governance Arrangements for the Yorkshire Purchasing Organisation ("YPO")

### Call-In

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

03/06/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 09/05/24

**Keyword:**

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

**Title of Report:** Veritau Assurance Limited – Creation of New Audit & Assurance Company Limited by Guarantee

**Description:** Purpose of Report: To consider the establishment of a new Teckal company for the provision of audit and assurance services to CYC, North Yorkshire Council (“NYC”), Middlesbrough Council (“MC”), and Redcar and Cleveland Borough Council (“RBCB”) (and potentially other local authority members in due time), which would adhere to the Teckal exemption under Reg. 12(1) of the Public Contracts Regulations 2015.

The Executive will be asked to:

- i. Further to Article 12 of the CYC Constitution, approve the formation of a new Teckal compliant company limited by guarantee together with NYC, MC, and RBCB for the delivery of audit and assurance services to these authorities.
- ii. Approve the novation of CYC’s current Contract for the Provision of Assurance Services with CYC’s and NYC’s current Teckal company, Veritau Limited, to the New Company.
- iii. Delegate authority to the Director of Governance (and their delegated officers) to negotiate, draft and conclude with the other member authorities and Veritau Limited all necessary documentation linked to the formation of the new company (including (but not limited to) the new company’s Articles of Association, Members Agreement, and the Novation of the Contract for the Provision of Assurance Services between CYC and the New Company.

**Wards Affected:** All Wards

**Report Writer:** Dan Moynihan

**Deadline for Report:** 29/04/24

**Lead Member:** Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:** Director of Governance

**Contact Details:** Dan Moynihan, Senior Solicitor - contract and commercial

dan.moynihan@york.gov.uk

**Implications**



**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** N/A

**Consultees:**

**Background Documents:** Veritau Assurance Limited - business case  
Appendix A - Veritau group budget 2024-25  
9 May 2024 - Exempt Notice - Executive - Veritau  
Assurance Ltd

**Call-In**

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

03/06/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 09/05/24

**Keyword:**

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

**Title of Report:** Gypsy and Traveller Action Plan

**Description:** Purpose of the Report:

To set out a 12 month action plan of activity with the ambition of reducing inequalities within Gypsy and Traveller communities. The Executive will be asked to approve the action plan.

**Wards Affected:** All Wards

**Report Writer:** Laura Williams

**Deadline for Report:** 25/04/24

**Lead Member:** Executive Member for Finance, Performance, Major Projects and Equalities, Executive Member for Housing, Planning and Safer Communities

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

**Contact Details:** Laura Williams

[laura.williams@york.gov.uk](mailto:laura.williams@york.gov.uk)

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:** Action Plan has been developed with support from the Gypsy and Traveller Working Group which is a cross department and multi-agency meeting designed to support Gypsy and Traveller communities in York.

**Consultees:**

**Background Documents:** Gypsy and Traveller Strategy  
Gypsy and Traveller ToR  
Gypsy and Traveller Action Plan

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/06/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 09/05/24

**Keyword:**

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

**Title of Report:** Future Resettlement Pathway – Building Independence

**Description:** Purpose of Report: This report sets out the results of the review of homelessness rough sleeping resettlement pathways which provides emergency /temporary accommodation and support via residential placements for everyone over the age of 16 who needs it.

The report outlines the continued move towards a tailored, person-centred, strength-based approach to resettlement and makes recommendations to reshape existing provision to deliver long term improvements to the lives of care experienced young people as they proceed into adulthood and to vulnerable, homeless adults and young people.

Existing provision is a mixture of internally delivered and externally commissioned services. Significant external service contracts come to an end in the 31st July 2024 and decisions need to be made about future models of provision.

The Executive will be asked: To review the report and agree future Delivery arrangements.

This item was deferred from the 18 April 2024 due to the complexity of the proposal, and the need to gather up-to-date financial and performance data, it is essential that the report only be presented when ready.

**Wards Affected:** All Wards

**Report Writer:** Tracey Carter

**Deadline for Report:** 29/04/24

**Lead Member:** Executive Member for Children, Young People and Education, Executive Member for Health, Wellbeing and Adult Social Care, Executive Member for Housing, Planning and Safer Communities

**Lead Director:** Corporate Director of Adult Services & Integration

**Contact Details:** Tracey Carter, Director Economy, Regeneration and Housing, Michael Melvin, Corporate Director of Adult Social Care and Integration

tracey.carter@york.gov.uk, michael.melvin@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

## **Making Representations:**

### **Process:**

#### Consultation process:

In 2024 an in-depth piece of co-production was undertaken to review the resettlement pathway and related services and support. Key stakeholders service users and delivery partners contributed to key recommendations which will inform the delivery and design of the future Service. Officers initiated a review involving a multidisciplinary team with colleagues from Housing Childrens and Adults Social services Public Health, current service providers and service users (through a lived experience group).

#### Consultees:

- CYC Housing
- CYC Children's Social Care
- CYC Adult Social Care
- CYC Contracts and Commissioning
- Public Health
- Service Providers
- Service Users
- Other Stakeholders

### **Consultees:**

**Background Documents:** Future Resettlement Pathway – Building Independence  
Exempt Notice - Future Resettlement Pathway

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/06/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 09/05/24

**Keyword:**

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

**Title of Report:** LGA Peer Challenge – report, recommendations and action plan

**Description:** Purpose of report: An LGA Peer Challenge took place in February 2024. The LGA Peer Challenge set out to understand how the council operates, exploring the council's leadership at place and organisational level, governance, culture, financial management and capacity to improve, with a focus on improving customer service and working closely with regional partners to best represent York's interests.

The LGA report presented to Executive shares their recommendations about how the council can improve, the council's strengths and areas of concern. In response to the LGA Peer Challenge, the council will share an action plan setting out the activities and projects that will support the council be best placed to address issues and consider opportunities.

Members will be asked to: Note the LGA Peer Challenge report and recommendations, and approve the council's action plan in response to the LGA recommendations and consider next steps.

This item was deferred from the 18 April 2024 meeting due to amended timescale for receiving the final agreed Peer report.

**Wards Affected:** All Wards

**Report Writer:** Claire Foale

**Deadline for Report:** 29/04/24

**Lead Member:** Executive Leader inc. Corporate Services, Policy, Strategy and Partnerships (and Devolution)

**Lead Director:** Director of Governance

**Contact Details:** Claire Foale, Assistant Director of Policy and Strategy

claire.foale@york.gov.uk

### Implications

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

**Reason Key:**

### Making Representations:

**Process:** The Audit and Governance Committee considered the approach to the LGA Peer Challenge prior to it taking place. The LGA Peer Challenge involved over 60 interviews to gain a clear understanding of how the council operates, it's strengths and areas of concern.

**Consultees:**

Focus groups and 121 discussions were held by the LGA Peers with:

- Residents / invited participants of the Talkabout Panel
- Elected members / Executive / Scrutiny Chairs / Group Leaders
- Partners / Public Sector partners / economic partners
- Officers / Corporate Management Team / Heads of Service / Frontline

**Consultees:**

**Background Documents:** LGA Peer Challenge – report, recommendations and action plan

**Call-In**

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

03/06/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 21/05/24

**Keyword:**

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

**Title of Report:** Consideration of results received from the consultation to extend R23 Residents Parking Zone to include Government House Road and a decision to be made on placing limited waiting restrictions on Water End slip road

**Description:** Purpose of the Report:  
To ask the Executive Member for Transport to consider the results received following a consultation to include Government House Road within the existing R23 residents parking scheme and also make a decision on placing limited waiting restrictions on Water End slip and progressing to legal advertisement.

Executive Member will be asked to approve the officer recommendation to progress to legal advertisement to both extend R23 resident parking area and restrict the maximum duration of parking on the Water End slip road to 2 hours or take no further action.

**Wards Affected:** Clifton Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Transport

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Annemarie Howarth

annemarie.howarth@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

Each property within the proposed extended area were sent information relating to the proposal to extend R23 and asked to return a ballot sheet with their preference on if they wish to be included within a ResPark scheme and the preferred times/days of operation. In additional further comments were requested in relation to water end slip road restrictions after a request was received during the consultation period.

**Consultees:**

**Background Documents:**

### Call-In

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

03/06/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 21/05/24

**Keyword:**

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

**Title of Report:** Consideration of representations received for Annual Review of Traffic Regulation Order Requests

**Description:** Purpose of the Report: Consider the representations received following the advertisement of the Annual Review of Traffic Regulation Order proposals.

Executive Member will be asked to consider the representations received from residents and to approve the officer recommendations within the report.

**Wards Affected:** Acomb Ward; Bishopthorpe Ward; Clifton Ward; Copmanthorpe Ward; Dringhouses and Woodthorpe Ward; Fishergate Ward; Fulford and Heslington Ward; Guildhall Ward; Haxby and Wigginton Ward; Heworth Ward; Holgate Ward; Huntington and New Earswick Ward; Micklegate Ward; Osbaldwick and Derwent Ward; Rawcliffe and Clifton Without; Rural West York Ward; Westfield Ward; Wheldrake Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Place

**Contact Details:** Geoff Holmes, Traffic Projects Officer

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** The items proposed following approval at a public decision session with the Executive Member were advertised on 10th November to 1st December 2023. The proposals were advertised in the York Press, locally on street with Notice of Proposals and letter drops to adjacent properties. Ward Councillors and Parish Councils were also notified of all proposals.

Consultees: Residents, local Ward Councillors and Parish Councils.

**Consultees:**

**Background Documents:**

**Call-In**

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

03/06/24



## FORWARD PLAN ITEM

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

**Meeting Date:** 11/06/24

**Keyword:**

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

**Title of Report:** Petition Improving Cycling Facilities on Wentworth Road

**Description:** Purpose of the Report:  
This report acknowledges the receipt of a petition from residents (12 signatures) of Wentworth Road to provide on street secure cycle storage (commonly referred as a Cycle Hanger) on a trial basis with the understanding that this would reduce available road space for car parking, and details how officers propose to take this request forward.

Executive Member will be asked to Acknowledge receipt of the petition and instruct officers to carry out a study on the provision of cycle hangers to residential streets and how this can both inform a new policy and be incorporated in the Local Transport Strategy.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Place

**Contact Details:** Greg Morgan  
greg.morgan@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Consultation process:  
No consultation will take place until the study has been undertaken and its findings reviewed, and an action agreed.

Consultees:  
Ward members, relevant council officers, external stakeholders (including the lead petitioner, local schools, emergency services, bus operators and other statutory consultees for highway schemes)

**Consultees:**

**Background Documents:**

**Call-In**

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

01/07/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 11/06/24

**Keyword:**

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

**Title of Report:** Response to the Petition entitled "Reopen The Groves Roads"

**Description:** Purpose of the Report: An e-petition entitled "Reopen The Groves Roads" was presented to the Council in April 2024. 19 people signed this e-petition. The report will acknowledge and respond to the petition.

Executive Member will be asked to: Acknowledge the concerns raised by the petition and consider the aims of the petition in the context of York's emerging Local Transport Plan and wider Council objectives. Decline the request to reopen the roads which were closed to through travel by motorised traffic as part of the Low Traffic Neighbourhood scheme, which became permanent in 2022 as any changes to the highway network need to be assessed across the Local Authority area and through the principles and policies of the emerging Local Transport Plan.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Transport

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

No additional consultation undertaken. Significant consultation was undertaken before and during the experimental order and before the closures were made permanent. This information is available online on the Council's "The Groves low traffic neighbourhood" page: [www.york.gov.uk/TheGroves](http://www.york.gov.uk/TheGroves)

**Consultees:**

**Background Documents:**

**Call-In**

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

01/07/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 11/06/24

**Keyword:**

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

**Title of Report:** Response to the Petitions to Resurface Foxwood Lane and Corlett Court

**Description:** Purpose of the Report:

Two petitions were received at Full Council on 21st March 2024 requesting that highway resurfacing is considered on Corlett Court and Foxwood Lane, the petitions received 58 and 12 signatures respectively. The report details the highway asset data for each road and their need for resurfacing makes recommendations to the Executive Member to respond to the petitioner.

Executive Member will be asked to.

Consider the recommended response to the petitions.

**Wards Affected:** Westfield Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Transport

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** 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:

01/07/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 11/06/24

**Keyword:**

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

**Title of Report:** To acknowledge receipt of a petition to review road safety around Fishergate Primary School

**Description:** Purpose of the Report:

To acknowledge an e-petition titled "Fishergate Primary School Road Safety" which was submitted to the Council in January 2024  
To address the issues raised in the petition by including the area into the Council's Safe Routes to School programme for 2024/25 and conducting a feasibility study.

Executive Member will be asked to:

Approve the inclusion of the Fishergate School area into the Council's Safe Routes to School programme for 2024/25 to enable a feasibility study to be conducted and officers to report back once the study is completed.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Place

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

helene.vergereau@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

Consultation process:

Initial internal consultations have taken place to prepare this report as well as discussions with the school.

Consultation will take place as part of feasibility study and on any recommended measures presented as part of the study.

Consultees:

For the feasibility study, consultees may include: Internal CYC consultees, local councillors, schools in the area, including parents bodies such as PTFAs, other statutory consultees (including emergency services and us operators), local residents and businesses. Full list of consultees to be confirmed during feasibility study stage.

**Consultees:**

**Background Documents:**

**Call-In**

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

01/07/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 11/06/24

**Keyword:**

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

**Title of Report:** Review of CYC Pavement café licensing process and guidance

**Description:**

Purpose of the Report:

The report will present options to review the Council's pavement café licensing process and guidance following the commencement of the pavement licensing provisions laid out in the Levelling Up and Regeneration Act 2023. The provisions introduce a permanent pavement licensing regime to replace the temporary provisions introduced by the Business and Planning Act 2020, retaining most of the features of the temporary regime but introducing some changes and updated government guidance.

The report will also acknowledge and consider option to address the concerns raised by a petition titled "Support Outdoor Dining in York", which was presented by Cllr Mason to Full Council on 21 March 2024. The petition was signed by 282 people asking for a review of how pavement cafes can operate in the city centre following the changes to pavement café licences made in areas of the city centre where Blue Badge vehicular access has been reinstated.

Executive Member will be asked to:

Consider options to review the Council's pavement café licensing process and guidance following the commencement of the new legislation and the submission of the petition. Changes to the Council's pavement café licensing process and guidance will also need to be approved by the Council's Licensing Committee.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Transport

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Consultation process:

Consultation on options to include internal Council officers as well as York Access Forum, business groups (for example York BID), and pavement café licence holders.

**Consultees:****Background Documents:****Call-In**

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

01/07/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 11/06/24

**Keyword:**

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

**Title of Report:** Tadcaster Road Parking Bays

**Description:** Purpose of the Report:  
The report will provide feedback on the results of the initial consultation that was undertaken, for the proposed changes to the parking/loading bays on Tadcaster Road between its junctions with Royal Chase and Slingsby Grove.

Executive Member will be asked to approve the advertisement of the Statutory Consultation for the amendment to the Traffic Regulation Order (TRO) in response to the consultation with the businesses and residents in the area.

**Wards Affected:** Dringhouses and Woodthorpe Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Place

**Contact Details:** Darren Hobson, Principal Engineer Traffic Manager

darren.hobson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation process:  
Statutory consultation was undertaken about some additional double yellow lines in the vicinity of the buildings, which resulted in complaints about the loading bay and lack of time limits on one side of the road.  
In response further consultation with the businesses and residents was undertaken to understand in greater detail the concerns the businesses have.  
The approved amendment to the TRO will require statutory consultation on the matter to be progressed, this will include advertisement of the Notice of Proposal on the affected streets and in a local circulated Newspaper. A letter, which will include the Notice of Proposal and Plan of the proposed restriction, will sent to all residents of properties and businesses adjacent to the proposed areas of restriction. The Ward Cllrs will also receive the information and asked to comment on the Consultation.



Consultees:  
Ward Cllrs  
Residents/businesses of adjacent affected properties  
North Yorkshire Police  
York Ambulance Service, NHS Trust  
North Yorkshire Fire & Rescue  
Freight Transport Association  
Logistics UK

**Consultees:**

**Background Documents:**

**Call-In**

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

01/07/24

## FORWARD PLAN ITEM

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

**Meeting Date:** 11/06/24

**Keyword:**

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

**Title of Report:** Tranby Avenue Parking Problems

**Description:** Purpose of the Report:  
The report will respond to the petition submitted by residents of Osbaldwick in relation to the parking problems on Tranby Avenue. The report will also propose potential parking restrictions to remove the long-term parking that is occurring.

Executive Member will be asked to approve the amendment of the Traffic Regulation Order to introduce new parking restrictions on Tranby Avenue.

**Wards Affected:** Osbaldwick and Derwent Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Transport

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Darren Hobson, Principal Engineer Traffic Manager

darren.hobson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

Consultation process:

No consultation has taken place, the request for review was via a petition submission. If the proposal is approved for advertisement then the Notice of Proposal will be put on display in the affected streets and in a local circulated Newspaper. A letter, which will include the Notice of Proposal and Plan of the proposed restriction, will be sent to all residents of properties adjacent to the proposed areas of restriction. The Ward Cllrs and Parish Councils will also receive the information and be asked to comment on the Consultation.

Consultees:

Ward Cllrs

Parish Councils

Residents/businesses of adjacent affected properties

North Yorkshire Police

York Ambulance Service, NHS Trust

North Yorkshire Fire & Rescue

Freight Transport Association  
Logistics UK

**Consultees:**

**Background Documents:**

**Call-In**

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

07/05/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 13/06/24

**Keyword:**

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

**Title of Report:** Air Quality Annual Status Report 2024

**Description:** Purpose of the Report:  
The report details the latest (2023) air quality monitoring results for York and progress on achieving measures in York's current Air Quality Action Plan (AQAP3). The report also highlights priorities for 2024/25 and measures to deliver further improvements in air quality.

Executive will be asked to.  
The Executive is asked to note the contents of the report (and approve the submission of the Annual Status Report to DEFRA, Department for Environment, Food and Rural Affairs) including the generally improving trend in air pollution in recent years.

**Wards Affected:** All Wards

**Report Writer:** Mike Southcombe      **Deadline for Report:** 03/06/24  
**Lead Member:** Executive Member for Environment and Climate Emergency  
**Lead Director:** Corporate Director of Place  
**Contact Details:** Mike Southcombe

mike.southcombe@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Consultation process:  
Local authorities must submit an ASR to DEFRA each year. Whilst no consultation outside CYC has been undertaken specifically for the purposes of compiling the ASR, the report will be considered in public at the Executive, before submission to DEFRA.

Consultees:  
Various CYC departments were consulted to obtain updates on air quality improvement measures outlined in the report. DEFRA will appraise the ASR following submission and provide feedback to CYC.

**Consultees:**

**Background Documents:** Air Quality Annual Status Report 2024

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 01/07/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 13/06/24

**Keyword:**

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

**Title of Report:** Prioritisation of Supplementary Planning Documents

**Description:** Purpose of report: The list of SPDs to produce to support the plan was agreed at Executive in January 2023. This report seeks agreement on their prioritisation and timescales for production and to agree any new SPDs and/or guidance subsequently identified as a priority, and where resources allow.

The Executive will be asked to  
Agree the list of prioritised SPDs  
Agree to additional SPDs and/or guidance production, where subsequently identified as a priority and where resources allow.

**Wards Affected:** All Wards

**Report Writer:** Alison Cooke

**Deadline for Report:** 03/06/24

**Lead Member:** Executive Member for Housing, Planning and Safer Communities

**Lead Director:** Corporate Director of Place

**Contact Details:** Alison Cooke, Head of Strategic Planning Policy

Alison.Cooke2@york.gov.uk

### Implications

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

**Reason Key:**

### Making Representations:

**Process:** The preparation of SPDs is subject to the statutory legislation. Consultation will be undertaken in accordance with the Town and Country Planning regulations and the Council's Statement of Community Involvement. An individual consultation strategy will be developed for each SPD to ensure this is appropriately targeted. The draft documents will be subject to a further Executive decision to consider the detail and publish for consultation purposes.

**Consultees:** Consultation will be in accordance with our Statement of Community Involvement. Consultees will be determined using our Planning Policy contact database and targeted to relevant groups, where applicable, and set out in a consultation strategy.

**Background Documents:** Prioritisation of Supplementary Planning Documents  
Prioritisation of Supplementary Planning Documents

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 01/07/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 13/06/24

**Keyword:**

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

**Title of Report:** Results of Air Quality Action Plan 4 (AQAP4) Consultation

**Description:** Purpose of the Report:  
The report presents the scope and results of the public consultation on a draft of CYC's Air Quality Action Plan update, that took place between 22nd November 2023 and 4th February 2024.

Executive will be asked to.

Note the results of the public consultation, the updates made to the consultation draft of AQAP4 and to formally adopt AQAP4. Subject to approval, a final version of AQAP4 will be submitted to DEFRA.

**Wards Affected:** All Wards

**Report Writer:** Mike Southcombe      **Deadline for Report:** 03/06/24  
**Lead Member:** Executive Member for Environment and Climate Emergency  
**Lead Director:** Corporate Director of Place  
**Contact Details:** Mike Southcombe

mike.southcombe@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Consultation process:  
The draft AQAP4 was subject to a period of public consultation between 22nd November 2023 and 4th February 2024. The report will provide a full overview of the public consultation process, but in summary this included online and offline mechanisms (including in-person consultation events). The consultation was shared with all CYC staff and CYC councillors, with additional notification of the consultation being sent directly to all statutory consultees and a number of other relevant stakeholders. Again, the report will provide a full overview.  
Additionally, the pre-consultation draft of AQAP4 and outline of the proposed consultation approach was shared with CYC's Economy, Place, Access and Transport Scrutiny Committee on 24 October 2023 (as part of the paper discussing overarching principles for York's overarching Transport Strategy and Plan).

**Consultees:**

In addition to consulting with members of the public, CYC staff and councillors, information about the consultation was sent to all statutory consultees and a number of other relevant stakeholders. This included DEFRA, all neighbouring local authorities, York Civic Trust, UK Health Security Agency, the Environment Agency, National Highways, Yorkshire Ambulance Service, York Hospital, North Yorkshire Police, all local bus and taxi operators, the Confederation for Passenger Transport, Asthma and Lung UK, the University of York and York St John University. The consultation was also sent to bodes representing local business interests including Make it York, York BID, Federation of Small Business, York Chamber of Commerce and York & North Yorkshire Local Enterprise Partnership.

**Consultees:**

**Background Documents:** Results of Air Quality Action Plan 4 (AQAP4)  
Consultation

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 01/07/24



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 13/06/24

**Keyword:**

**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 will be asked: To note the outturn, recommend to full Council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 03/06/24

**Lead Member:** Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:** Chief Finance Officer

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

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital Programme outturn

### 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:** 13/06/24

**Keyword:**

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

**Title of Report:** Finance & performance outturn

**Description:** Purpose of report: To provide members with the year-end position on both finance and performance.

**Wards Affected:** Members will be asked: To note the report.  
All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 03/06/24  
Debbie Mitchell

**Lead Member:** Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:** Chief Finance Officer

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

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

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Finance & performance outturn

### 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:** 13/06/24

**Keyword:**

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

**Title of Report:** Treasury Management Quarter 4 Prudential Indicators

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

Members will be asked: To note the issues and approve any adjustments as required to the prudential indicators or strategy.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 03/06/24

**Lead Member:** Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:** Chief Finance Officer

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

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management Quarter 4 Prudential Indicators

### 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:** 13/06/24

**Keyword:**

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

**Title of Report:** Treasury Management 23/24 outturn

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

Members will be asked: To note the issues and approve any adjustments as required to the prudential indicators or strategy.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 03/06/24

**Lead Member:** Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:** Chief Finance Officer

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

debbie.mitchell@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management 23/24 outturn

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Housing, Planning and Safer Communities

**Meeting Date:** 10/07/24

**Keyword:**

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

**Title of Report:** E-petition – Releasing Section 106 funds to Osbaldwick Sports Club

**Description:** Purpose of the Report: To outline the E-petition received from Cllr Warters requesting the release of section 106 funds to Osbaldwick Sport Club and update what funding has been received and where it is to be spent.

Executive Member will be asked to: Note the contents of the report.

**Wards Affected:** Osbaldwick and Derwent Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Housing, Planning and Safer Communities

**Lead Director:** Corporate Director of Place

**Contact Details:** Becky Eades, Head of Planning and Development Services

becky.eades@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:

29/07/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/07/24

**Keyword:**

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

**Title of Report:** Enforcement Policy

**Description:**

Purpose of the Report:

The report proposes a new enforcement policy ('the policy') for the council. It is intended to apply to almost all council services, therefore having a much wider scope than the various existing policies.

The policy sets out the general principles officers will apply to achieve compliance with the wide variety of legislation enforced. The policy also sets out instances where a firmer stance, including prosecution, may be considered more appropriate even in the first instance.

Executive will be asked to.

Adopt the policy in order to guide officers and ensure a consistent approach when enforcement activity is undertaken by the council.

**Wards Affected:**

All Wards

**Report Writer:**

Matthew Boxall

**Deadline for Report:** 01/07/24

**Lead Member:**

Executive Member for Environment and Climate Emergency

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Matthew Boxall, Head of Public Protection  
matthew.boxall@york.gov.uk

**Implications**

**Level of Risk:**

04-08 Regular  
monitoring required

**Reason Key:**

**Making Representations:**

**Process:**

Consultation process: On-line 12 week consultation ran in parallel with transport strategy consultation (closed 4 February 2024)  
Some specific targeting of businesses and other organisations likely to be impacted encouraging them to take part.  
Presentations at York Access Forum, York Tourism Advisory Board.

**Consultees:**

Public, Businesses (and business representatives), Enforcement Partners including police and other emergency services. A full list of organisations specifically contacted and encourage to participate contained in the report.  
There were 168 responses in total to the public consultation.

**Background Documents:** Enforcement Policy

**Call-In**

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

29/07/24

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/07/24

**Keyword:**

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

**Title of Report:** Safer York Partnership Community Safety Strategy

**Description:** Purpose of the Report: The strategy has been approved by Safer York Partnership (Statutory CSP For York). The Council, has a statutory duty under Section 17 of the Crime and Disorder Act 1998 to work in partnership to deliver a strategy to reduce crime and anti social behaviour in York.

The Executive are asked to note the content of the Strategy and to commit to ensuring that City of York Council will continue to support its delivery through the work of services contributing to each of the Strategic Priorities outlined within the Strategy.

**Wards Affected:** All Wards

**Report Writer:** Jane Mowat

**Deadline for Report:** 01/07/24

**Lead Member:** Executive Member for Housing, Planning and Safer Communities

**Lead Director:** Corporate Director of Place

**Contact Details:** Jane Mowat, Head of Community Safety

jane.mowat@york.gov.uk

### Implications

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

**Reason Key:**

**Making Representations:**

**Process:** Statutory Partners as named in the Strategy

**Consultees:**

**Background Documents:** Safer York Partnership Community Safety Strategy

### Call-In

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

29/07/24

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Finance, Performance, Major Projects and Equalities

**Meeting Date:** 18/07/24

**Keyword:**

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

**Title of Report:** Welfare Benefit & Financial Inclusion Outturn report 2023/24

**Description:** Purpose of Report: This paper provides information on the welfare benefit and financial inclusion work undertaken across 2023/24 to support our residents.

The Executive Member will be asked to: Comment on the work undertaken and note the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance, Performance, Major Projects and Equalities

**Lead Director:**

Director of Customer & Communities

**Contact Details:**

David Walker

david.walker@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** N/A - This is an outturn report

Consultees: Only participant's in the work delivered

### Consultees:

**Background Documents:**

Welfare Benefit

Annex A - YFAS Statistics.docx

Appendix B - Food and Fuel Vouchers.docx

### Call-In

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

29/07/24