



# **FORWARD PLAN**

**24 September 2018 - 27 January 2019**

**Produced By:**

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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

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

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

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

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## FORWARD PLAN ITEM

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

**Meeting Date:** 24/09/18

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

**Title of Report:** National Trading Standards

**Description:** Purpose of Report:

1. To provide the Executive Member with an overview of the activities of the National Trading Standards Regional Investigations and eCrime Team hosted by City of York Council.

2. To seek the approval of the Executive Member for a revision to the distribution of Proceeds of Crime Act monies received under the government's Asset Recovery Incentivisation Scheme (ARIS).

The Executive Member will be asked to approve the revision to the distribution of ARIS monies.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Colin Rumford, Head of Scambusters and Ecrime

colin.rumford@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

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

**Process:** The views of those affected by the proposed change have been consulted on the proposal.

1. Yorkshire and the Humber Trading Standards Group Executive
2. National Trading Standards

**Background Documents:**

**Call-In**

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

15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Establishing an investment budget for a strategic commercial property acquisition

**Description:** Purpose of report: The report sets out an opportunity which has arisen to agree a strategic purchase of a mixed commercial portfolio in York city centre, following the purchase last year of the Swinegate property portfolio.

Members will be asked to agree to this strategic purchase.

**Wards Affected:** Guildhall Ward

**Report Writer:** Tracey Carter  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Tracey Carter, Assistant Director-Regeneration and Asset Management, Nick Collins, Commercial Property Manager

**Deadline for Report:** 17/09/18

tracey.carter@york.gov.uk, nicholas.collins@york.ov.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.

**Consultees:** Ian Floyd  
Neil Ferris  
Patrick Looker

**Background Documents:** Establishing an investment budget for a strategic commercial property acquisition

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Supplementary Planning Documents to support the emerging York Local Plan

**Description:** Purpose of Report: Supplementary Planning Documents or 'SPDs' are intended to add further details to policies within a Development Plan Document such as a Local Plan. SPDs are capable of being a material consideration in planning decisions but are not part of the Development Plan itself. The Forward Planning Team has started to look at the progression of draft SPDs to help support the Local Plan strategic policies and to provide a more detailed framework to assist in development management decisions. This report summarises the SPDs identified and identifies those of highest priority.

Members will be asked to consider the SPD process, prioritisation of SPDs and progress against the other Local Plan priorities.

**Wards Affected:** All Wards

**Report Writer:** Rachel Macefield **Deadline for Report:** 13/09/18

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

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

**Contact Details:** Rachel Macefield

rachel.macefield@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:** Please contact the report author for future details.

**Process:** The production of Supplementary Planning Documents (SPD's) will require city-wide consultation to be undertaken as set out in the Council's adopted Statement of Community Involvement. The Forward Planning Team will work with the Communications Team in order to undertake effective consultation and engagement.

**Consultees:** Consultees as set out in the Statement of Community Involvement. This includes: Statutory bodies, specific bodies and members of the public.

**Background Documents:** Supplementary Planning Documents to support the emerging York Local Plan

**Call-In**

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

Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Demonstrating delivery of the Older Persons' Accommodation Programme and preparing for further action

**Description:** Purpose of Report: The report will review the outcomes and achievements of the Older Persons' Accommodation Programme launched in 2015. The report will also highlight the continued and growing need for new accommodation with care for older people and will propose a further phase of the Programme in order to tackle this need.

Members are asked to note the outcomes and achievements that have delivered an increase in the quantity and quality of accommodation with care for older people. They will also be asked to agree to a further phase of the Older Persons' Accommodation Programme.

**Wards Affected:** All Wards

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

**Deadline for Report:** 13/09/18

[roy.wallington@york.gov.uk](mailto:roy.wallington@york.gov.uk)

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

### Making Representations:

**Process:** Process:- The Programme engaged in extensive public consultation at its inception and has undertaken many specific engagements as key elements of the Programme has progressed, such as consultation with the residents, relatives and staff of each older persons homes which as the subject of consideration for closure, and engagement of neighbours, ward councillors and stakeholders for each proposed new development supported by the Programme. In addition, the Programme is guided by a Stakeholder Reference Group made up of representatives from the key organisations involved in advocating on behalf of older people and delivering services to meet their needs.

Consultees:- The residents, relatives and staff of each older persons' home which as the subject of consideration for closure. Neighbours, ward councillors and stakeholders for each proposed new development supported by the Programme.

The York Older Peoples Assembly, York Older Persons Form, AgeUK, the Alzheimer's Disease Society, the Carers Society, York Housing and others.

An extensive range of independent sector providers of care and accommodation services as well as investors in and builders of care and other accommodation.

**Background Documents:** Demonstrating delivery of the Older Persons' Accommodation Programme and preparing for further action

**Call-In**

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

Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Appropriation of Land on Bootham Stray for Highway Purposes

**Description:** Purpose of Report: Appropriation for highway purposes land associated with the existing Nestle South access, which is part of Bootham Stray next to Wigginton Road adjacent to Nestle South development site.

Members will be asked to:

1. Approve the appropriation
2. Approve the proposed licence

**Wards Affected:** Rawcliffe and Clifton Without

**Report Writer:** Philip Callow                      **Deadline for Report:** 17/09/18  
Nick Collins

**Lead Member:** Executive Leader (incorporating Finance & Performance),  
Executive Member for Transport and Planning

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

**Contact Details:** Philip Callow, Nick Collins, Commercial Property Manager

philip.callow@york.gov.uk, nicholas.collins@york.ov.uk

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

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

**Process:** Consultation will take place with the publication of a Notice under s122 of the Local Government Act 1972 in the York Press in two consecutive weeks which will state that an area of Bootham Stray will be changed in use from public open space to a highway which will give York residents an opportunity to make their comments (within a period of 28 days from the date on which the Notice is first published). Any comments received would be reported to the Executive Member.

**Consultees:**

**Background Documents:** Appropriation of Land on Bootham Stray for Highway Purposes

### **Call-In**

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

Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** The Provision of School Places, 2018-2023

**Description:** Purpose of Report: This report provides Executive with an update on the work taking place to manage the school's capital programme during the period 2018-2023. It highlights the challenges, pressures and risks involved in delivering both the capital maintenance and school planning programme during that period. These projects relate to the management of the LA's sufficiency duty and the recommendations from phase 2 of the inclusion review.

The Executive will be asked to note the approach being taken meet localised need for additional school places between 2018 and 2023 and to approve the use of basic need and SEND capital funding to allow the completion of the school building projects outlined in the paper.

This item has been withdrawn and will now be considered at a future Executive Member for Education, Children and Young People Decision Session.

**Wards Affected:** All Wards

**Report Writer:** Mark Ellis

**Deadline for Report:** 17/09/18

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

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

**Contact Details:** Maxine Squire, Assistant Director, Education and Skills, City of York Council

Tel: 01904 553007

maxine.squire@york.gov.uk

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

**Reason Key:**

**Process:** Consultation currently taking place with the York Schools and Academies Board and Inclusion Review sub-group. Where the need for new schools is identified statutory consultation processes will be initiated.

**Background Documents:** The provision of school places, 2018-2023

### **Call-In**

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

Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Director of Public Health Annual Report 2017

**Description:** Purpose of Report: To present the Director of Public Health annual report 2017.

Members will be asked to note the report.

**Wards Affected:** All Wards

**Report Writer:** Fiona Phillips      **Deadline for Report:** 17/09/18

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

**Lead Director:** Director of Public Health

**Contact Details:** Fiona Phillips, Assistant Director - Consultant in Public Health,  
City of York Council

[fiona.phillips@york.gov.uk](mailto:fiona.phillips@york.gov.uk)

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

**Making Representations:** Please contact report author

**Process:** Please contact report author

**Background Documents:** Director of Public Health Annual Report 2017

### **Call-In**

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

Corporate and Scrutiny Management Committee on: 15/10/18



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** City Centre Access Update and Priority 1 Proposals  
**Description:** Purpose of Report: To provide an update on progress developing proposals for changes to the access arrangements in the City Centre in accordance with the 8th February Executive Decision.

To agree the next steps in implementing this decision including the review of changes to the Traffic Regulation Order (TRO) affecting the city centre and the location of temporary measures to facilitate the access restrictions of the priority 1 area of the city centre that the report will go into the detail of.

Members will be asked to:

1. Acknowledge the work done since the 8th of February Executive meeting;
2. Agree to the progression of changes to the Traffic Regulation Order for the city centre;
3. Decide upon one of three options to be taken forward for this area.

**Wards Affected:** Guildhall Ward

**Report Writer:** Graham Titchener **Deadline for Report:** 13/09/18

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

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

**Contact Details:** Graham Titchener  
[graham.titchener@york.gov.uk](mailto:graham.titchener@york.gov.uk)

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

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

**Process:** The report will list three options covering either the implementation of standard TRO changes or an experimental TRO, which will allow the public to submit comments on these changes. The options will also highlight additional consultation with stakeholders and priority representative groups.

**Background Documents:** City Centre Access Measures  
City Centre Access Update and Priority 1 Proposals

### **Call-In**

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

Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Update of Formal Enforcement Action

**Description:** Purpose of report: To enable the Executive Members to review the formal enforcement action as well as the surveillance activity undertaken in 2017-18 by:-

- Public Protection (Environmental Health, Trading Standards and Licensing)
- Housing Services
- Community Safety
- National Trading Standards Regional Investigation and National Trading Standards eCrime teams.

Members will be asked to provide oversight to the activity undertaken in 2017-18, and fulfil the requirement for an annual review under the Public Protection, Housing Services and Community Safety enforcement policy as well as meeting the requirement of the Office of Surveillance Commissioners for Member oversight of surveillance activity.

**Wards Affected:** All Wards

**Report Writer:** Matthew Boxall      **Deadline for Report:** 17/09/18  
**Lead Member:** Executive Member for Culture, Leisure & Tourism, Executive Member for Environment (Deputy Leader), Executive Member for Housing & Safer Neighbourhoods  
**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Matthew Boxall  
matthew.boxall@york.gov.uk

**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.

**Background Documents:** Update of Formal Enforcement Action

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Community Stadium Project Update

**Description:** Purpose of Report: To present a progress update on the Community Stadium project.

Members are asked to note the progress on the project since the last Executive report and consider a recommendation for providing continued financial support to York City Knights RLFC first team arrangements at Bootham Crescent for the 2019 season, until they move to the new stadium in summer 2019.

**Wards Affected:** All Wards

**Report Writer:** Mark Wilson                      **Deadline for Report:** 17/09/18  
**Lead Member:** Executive Member for Culture, Leisure & Tourism  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** Mark Wilson, Programme Officer, York Community Stadium Project

[mark.wilson@york.gov.uk](mailto:mark.wilson@york.gov.uk)

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

**Making Representations:**

**Background Documents:** Community Stadium Project Update

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 27/09/18

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

**Title of Report:** Rufforth and Knapton Neighbourhood Plan - Examiner's Report and Decision Statement

**Description:** Purpose of Report: To inform Members of the recommendations made in the Examiner's Report and to explain the Council's response to these and to gain approval of the subsequent Decision Statement to allow the Neighbourhood Plan to proceed to Referendum.

Members will be asked to approve the Proposed Modifications recommended in the Examiner's Report and the Council's Decision Statement to allow the Rufforth and Knapton Neighbourhood Plan to proceed to Referendum.

**Wards Affected:** Rural West York Ward

**Report Writer:** Rachel Macefield      **Deadline for Report:** 13/09/18  
**Lead Member:** Executive Member for Transport and Planning  
**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Rachel Macefield

[rachel.macefield@york.gov.uk](mailto:rachel.macefield@york.gov.uk)

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

### **Making Representations:**

**Process:** Previous consultations have taken place at area designation stage (2015), pre-submission stage (2017) and submission stage (2018).

**Consultees:** Consultees included in Schedule 1 of the Neighbourhood Planning (General) Regulations 2012 , and people who live, work and do business in the parishes of Rufforth and Knapton.

**Background Documents:** Rufforth and Knapton Neighbourhood Plan - Examiner's Report and Decision Statement

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 15/10/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 01/10/18

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

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

**Description:** Purpose of Report: To update the Executive Member on the status of air quality in York and actions to improve it.

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

- Approve an amendment to the boundary of the City Centre AQMA (Order No.4) to include Coppergate and the buildings either side of the road.
- Approve an amendment to the boundary of the City Centre AQMA (Order No.4) to reflect that breaches of the hourly mean objective are no longer considered likely.
- Approve the decision to retain the Fulford Road AQMA (Order No. 2) for a further 12 months whilst the potential traffic and air quality implications of developments both within York and neighbouring local authority areas are considered.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Deputy Leader)

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Mike Southcombe

mike.southcombe@york.gov.uk

**Process:**

The Annual Status Report has previously been approved by DEFRA.

### **Call-In**

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

15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/10/18

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

**Title of Report:** Duncombe Barracks

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

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

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

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

This item has been deferred until the 21 June Executive as negotiations regarding the possible purchase of the site are ongoing. It would be premature to bring a report to Members in advance of a detailed proposal for the purchase being made.

This item has been deferred until the 12 July Executive to allow more time to explore opportunities with MOD regarding the best use of the site from a York perspective.

This item has been deferred until the 30 August Executive as negotiations are still ongoing.

This item has been deferred until the 18 October Executive as there have been delays in negotiating a price.

**Wards Affected:** Clifton Ward

**Report Writer:** Paul Landais-Stamp      **Deadline for Report:** 08/10/18

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

paul.landais-stamp@york.gov.uk

## Implications

### Level of Risk:

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

**Making Representations:** Contact the report author for more details.

**Process:** Negotiations between Council officials and the MoD.

**Background Documents:** Duncombe Barracks

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 05/11/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/10/18

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

**Title of Report:** Planning for the possibility of a “No-deal” Brexit

**Description:** Purpose of Report: To update Executive on discussions to identify the impacts of a “no-deal” Brexit for York and any required activity to mitigate risks or realise opportunities.

Members will be asked to note the report and advise of any other areas of consideration.

**Wards Affected:** All Wards

**Report Writer:** Will Boardman      **Deadline for Report:** 08/10/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Chief Executive  
**Contact Details:** Will Boardman, People and Neighbourhoods Strategy and Policy Group Manager

will.boardman@york.gov.uk

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

**Process:** The report will be based on discussions with public, private and voluntary sector organisations across the city.

**Consultees:**

**Background Documents:** Planning for the possibility of a “No-deal” Brexit

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 05/11/18



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/10/18

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

**Title of Report:** Proposals for further temporary uses of Castle Car Park

**Description:** Purpose of Report: The report proposes a repeat temporary use of part of Castle Car Park during 2019 for the purpose of siting the Rose Theatre and an additional proposal from another operator subject to planning permission.

The Executive will be asked to agree these proposals including the financial terms on which they are taken forward.

**Wards Affected:** Guildhall Ward

**Report Writer:** Charlie Croft      **Deadline for Report:** 08/10/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Charlie Croft, Assistant Director Communities and Equalities  
  
charlie.croft@york.gov.uk

### Implications

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

**Background Documents:** Proposals for further temporary uses of Castle Car Park

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 05/11/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/10/18

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

**Title of Report:** Attendance Management & Well Being

**Description:** Purpose of Report: To update Members on progress being made in actively managing attendance across the authority and to request support for dedicated resource to reduce sickness absence.

Members are asked to note ongoing activity and to approve to release funding from the Venture Fund to support the centralised well being team for a period of two years.

**Wards Affected:** All Wards

**Report Writer:** Mary Weastell      **Deadline for Report:** 08/10/18

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

**Lead Director:** Chief Executive

**Contact Details:** Mary Weastell, Chief Executive

mary.weastell@york.gov.uk

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

**Background Documents:** Attendance Management & Well Being

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 05/11/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 22/10/18

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

**Title of Report:** Government Consultations on: Permitted Development rights for Shale Gas Exploration and Inclusion of Shale Gas Production Projects in the Nationally Significant Infrastructure Project Regime

**Description:** Purpose of report: To inform the Executive Member for Environment of two separate but parallel Government consultations relating to the regulation of shale gas development through planning processes and to set out a draft officer response to each of the consultations.

The report will ask the Executive Member to note the government consultations on:

- i) Permitted development rights for shale gas exploration;
  - ii) Inclusion of shale gas production projects in the NSIP regime;
- and

consider the draft officer response as set out in the report and agree to its submission to the Ministry of Housing, Communities and Local Government and Department for Business, Energy and Industrial Strategy by the agreed deadline of 25th October 2018

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Anna Pawson

anna.pawson@york.gov.uk

**Process:** The report does not require any formal consultation. Officers are seeking views through the Executive Member Decision Session for the Environment to the government's consultation as noted above.

**Background Documents:** Government Consultations on: Permitted Development rights for Shale Gas Exploration and Inclusion of Shale Gas Production Projects in the Nationally Significant Infrastructure Project Regime  
NSIP\_Consultation\_Document\_Final.pdf

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 05/11/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/10/18

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

**Title of Report:** Former rent arrears write off debts over £5000

**Description:** Purpose of report: To seek approval to write off former arrears over £5000.

The Executive Member will be asked to write off arrears over £5k where there is no realistic prospect of repayment.

This item has been deferred until the 25 October Decision Session due to a delay with the report.

**Wards Affected:** All Wards

**Report Writer:** Louise Waltham      **Deadline for Report:**

**Lead Member:** Executive Member for Housing & Safer Neighbourhoods  
**Lead Director:** Corporate Director of Health, Housing and Adult Social Care  
**Contact Details:** Louise Waltham

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

### **Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/10/18

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

**Title of Report:** North York Bus Scheme: Final Recommendations

**Description:** Purpose of report: This report will summarise responses to the consultation exercise undertaken with residents and businesses in the Wigginton Rd/ Haxby Rd area and set out a way to take the project forward to delivery in October.

The Executive Member will be asked to approve construction of a final configuration of the scheme.

This item has been deferred until the 25 October Decision Session to enable officers to consider the results of the consultation in more detail.

**Wards Affected:** Guildhall Ward; Haxby & Wigginton Ward; Heworth Ward; Rawcliffe and Clifton Without

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Julian Ridge

[julian.ridge@york.gov.uk](mailto:julian.ridge@york.gov.uk)

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

**Process:** A letter setting out the proposal has been circulated to approximately 400 local households and businesses and the exercise has also been publicised via CYC's website. Consultees were invited to phone or e-mail the project manager.

### **Call-In**

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/10/18

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

**Title of Report:** Low Poppleton Lane experimental Traffic Regulation Order completion

**Description:** Purpose of Report: To conclude the current experimental Traffic Regulation Order (TRO), which covers the 24 hour traffic restriction and the use of Automatic Number Plate Recognition (ANPR) in the Bus Lane to enforce the restriction. In addition to the traffic restriction, the report will advise on findings and seek a decision for the future of this restriction.

The Executive Member will be asked to:

- To acknowledge the work done so far and the findings of this trial
- To make a decision about whether this restriction should be made permanent with the use of ANPR to enforce it or end the restriction.
- If the decision is to leave the traffic restriction in place the Member will need to decide if any changes need to be made to the permanent TRO before it is adopted.

This meeting has been moved from 18 October to 25 October due to the availability of the Executive Member.

**Wards Affected:** Acomb Ward; Rural West York Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Graham Titchener

graham.titchener@york.gov.uk

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

**Process:**

Letters sent to all nearby residents and businesses informing them of the trial and the email address to send comments in. 8 month period during the experimental TRO process where the scheme ran from the beginning of March this year.

### **Call-In**

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/10/18

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

**Title of Report:** Economy & Place Transport Capital Programme – 2018/19  
Monitor 1 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2018/19 Economy and Place Transport Capital Programme and propose adjustments to scheme allocations to align with the latest cost estimates and delivery projections.

The Executive Member is asked to approve the amendments to the 2018/19 Economy and Place Capital Programme.

This meeting has been moved from 18 October to 25 October due to the availability of the Executive Member.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Tony Clarke

[tony.clarke@york.gov.uk](mailto:tony.clarke@york.gov.uk)

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

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

**Call-In**

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/10/18

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

**Title of Report:** Consideration of results from the consultation in Danesmead area and Fulford Cross

**Description:** Purpose of Report: To consider the results following our consultation on Residents' Priority Parking on Danesmead Estate, Broadway West, Westfield Drive and Fulford Cross.

The report asks the Executive Member to make a decision on the way forward from options given in the report.

This meeting has been moved from 18 October to 25 October due to the availability of the Executive Member.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

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

**Process:**

All properties consulted following receipt of petitions requesting Residents' Priority Parking from areas of consultation. .  
Depending on decision taken next step is advertising proposal to amend Traffic Regulation Order (legal process). This involves details of a scheme and further legal consultation with all properties, emergency services, haulier associations to meet Highway Regulations. Notices placed on street and in The Press.

### **Call-In**

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

17/12/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 25/10/18

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

**Title of Report:** Lumley Road and St Luke's Grove Resident's Priority Parking Traffic Regulation Order

**Description:** Purpose of Report: Update report for the Executive Member to consider any objections raised in relation to the Residents Parking traffic regulation order for Lumley Road and St Luke's Grove, Clifton.

The Executive Member will be asked to make a decision as to whether the residents parking scheme should be implemented.

This meeting has been moved from 18 October to 25 October due to the availability of the Executive Member.

**Wards Affected:** Clifton Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Ben Potter

ben.potter@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Residents balloted on parking control options for the streets, followed by advertisement of a Traffic Regulation Order for the favoured scheme.

**Consultees:**

**Background Documents:**

### Call-In

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 05/11/18

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

**Title of Report:** Evaluation of the pilot of the Better Decision Making Tool

**Description:** Purpose of Report: The report will provide an evaluation of the Better Decision Making Tool (BDMT) which has been piloted across the council directorates. The tool has been used for key council decisions with the intention of improving the robustness of the decision making process as well as maximising the positive impact of any new proposals or change to services.

The Executive Member will be asked to approve some subtle changes to the wording and format within the tool.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Josephine Ozols-Riding

Josephine.Ozols-Riding@york.gov.uk

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

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

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economic Development and Community Engagement

**Meeting Date:** 06/11/18

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

**Title of Report:** York's City Centre Economy

**Description:** Purpose of report: To update the Executive Member on key issues in the City Centre Economy and recommend options for short term measures to support growth.

The report will ask the Executive Member to approve actions to support the economic health of the city centre.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Economic Development and Community Engagement

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

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

simon.brereton@york.gov.uk

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

**Process:** Proposals are being developed with key stakeholders.

**Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** 2016/17 Speed Management Programme – Relocation of Speed Limits - Experimental Traffic Regulation Orders

**Description:** Purpose of Report:  
(i) To review the speed data and any objections to the experimental traffic regulation orders to determine the impact of moving 30 speed limits closer to the villages at Copmanthorpe (Tadcaster Road), Dunnington (Common Lane) and Hopgrove (Hopgrove Lane South).  
(ii) To re-consider whether to change the speed limit start point at Murton Way, Murton.

The Executive Member is asked:

- (i) To make the experimental orders permanent or revert to the previous arrangements at each location.
- (ii) To consider changing the speed limit start point at Murton Way subject to usual TRO process.

This item has been deferred to the Decision Session on 15 November as the data to determine the outcome of the speed limit trials has not all been received and is currently being chased up. Follow up speeds surveys are due to be repeated at Hopgrove Lane South and at Tadcaster Road, Copmanthorpe in the coming weeks. The results will be forwarded as soon as possible to allow for detailed analysis, unfortunately this work will not be concluded in time to meet the October report deadlines.

**Wards Affected:** Copmanthorpe Ward; Huntington & New Earswick Ward; Osbaldwick and Derwent Ward; Strensall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Catherine Higgins, Engineer (Transport Projects) Sustainable Transport Service

[catherine.higgins@york.gov.uk](mailto:catherine.higgins@york.gov.uk)

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

**Process:** Ward members, Parish Councils and North Yorkshire Police were consulted prior to decision to implement experimental traffic orders.  
Experimental traffic regulation order advertised.

**Call-In**

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Haxby Pedestrian Crossing Assessment Results and Proposals

**Description:** Purpose of Report: The report will publish the results of pedestrian crossing assessments undertaken on both York Road and Greenshaw Drive in Haxby and put forward an action plan for potential improvements at each site.

The report will ask the Executive Member will be asked to acknowledge the outcome of the crossing assessments and approve the proposed action plan for each site.

**Wards Affected:** Haxby & Wigginton Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Andy Vose

andy.vose@york.gov.uk

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

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

### **Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Six month update report on impact of welfare benefit changes and financial inclusion activities

**Description:** This paper will update the Executive Member on the ongoing impact of recent and imminent welfare benefits changes in York, including Universal Credit, and importantly the support available for residents in dealing with these challenges. It will look at the available support for residents including local welfare support and other financial inclusion activity.

The Executive Member will be asked to note the issues raised in the report and action taken or planned to address them.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Adult Social Care and Health

**Lead Director:**

Corporate Director of Customer and Corporate Services

**Contact Details:**

Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

**Process:**

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

**Call-In**

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

15/10/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Q2 2018-19 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.

Members will be asked to note and approve the report.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 19/11/18  
Debbie Mitchell

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

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

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

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

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

**Background Documents:** Q2 18-19 Finance and Performance Monitor

### **Call-In**

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

Corporate and Scrutiny Management Committee on: 17/12/18



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Q2 2018-19 Capital Programme Monitor

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

Members are asked to note and approve the report.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain, **Deadline for Report:** 19/11/18  
Debbie Mitchell

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

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

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

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

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

**Background Documents:** Q2 18-19 Capital Programme Monitor

### **Call-In**

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

Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Older Persons' Accommodation Programme

**Description:** Purpose of report: To agree the next steps for the Older Person's Accommodation Programme, setting out priorities and direction for the work programme.

Members will be asked to:

- agree the vision for the next stage of the programme.
- agree the action plan resulting from the review of the Glen Lodge development.
- agree the actions required to procure a construction partner for Lincoln Court

**Wards Affected:** All Wards

**Report Writer:** Vicky Japes

**Deadline for Report:** 15/11/18

**Lead Member:** Executive Member for Adult Social Care and Health, Executive Member for Housing & Safer Neighbourhoods

**Lead Director:** Corporate Director of Health, Housing and Adult Social Care

**Contact Details:** Vicky Japes

vicky.japes@york.gov.uk

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

**Reason Key:** It is significant in terms of its effect on communities

**Process:** Consultation process: Engagement with tenants in the Independent Living Schemes affected is continuing. Staff engagement to be undertaken in relation to the action plan from the review of the Glen Lodge development. Views of Legal and Procurement will inform the procurement for a construction partner for Lincoln Court.

Consultees:

- HR
- Legal
- Finance

**Background Documents:** Older Persons' Accommodation Programme

### **Call-In**

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

Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Re-procurement of Occupational Health Services for City of York Council

**Description:** Purpose of Report: To make Members aware that the current occupational health contract comes to an end in June 19; to clarify the on-going need for an occupational health service and to seek permission to re-procure.

**Wards Affected:** All Wards

**Report Writer:** Trudy Forster  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** Kay Crabtree, HR Manager (Performance and Change), Trudy Forster, Head of Human Resources

**Deadline for Report:** 19/11/18

kay.crabtree@york.gov.uk, trudy.forster@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:** DMT, CMT, CCNC, JHSC

**Background Documents:** Re-procurement of Occupational Health Services for City of York Council

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** York Station Front

**Description:** Purpose of Report: The report will inform the Executive about progress on the proposed York Station Front Improvement Scheme and request some decisions to move to the next stage.

The Executive will be asked to note the outcome of the recent public engagement process and to endorse the proposals that have been drawn up for submission to the planning authority.

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

**Report Writer:** Gary Frost                      **Deadline for Report:** 15/11/18

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

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

**Contact Details:** Gary Frost, Major Transport Project Manager

gary.frost@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:** Recent York Station Masterplan Public Engagement Process

### Consultees:

**Background Documents:** York Station Front

### Call-In

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

Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** The Sale of Land to Facilitate the Transfer and Transformation of Haxby Hall Care Home

**Description:** Purpose of Report: To update Members on the outcome of the procurement process for a care provider for the Haxby Hall care home, and to seek approval for the provider to be granted a 125 year lease for the site.

Members will be asked to:

- Note the appointment of the Preferred Bidder as the new residential care provider for Haxby Hall Care Home.
- Note that the provider will enter into a contract to provide 9 residential beds for people living with dementia for 10 + 5 years at Actual Cost of Care at the Haxby Hall site.
- Agree to grant The provider a long lease of the Haxby Hall site for a term of 125 years in return for the Council receiving payment of a premium. This will enable the provider to improve, redevelop and transform the existing care home.

**Wards Affected:** Haxby & Wigginton Ward

**Report Writer:** Tracey Carter, **Deadline for Report:** 19/11/18  
Vicky Japes

**Lead Member:** Councillor Ian Gillies

**Lead Director:** Corporate Director of Health, Housing and Adult Social Care,  
Corporate Director of Economy and Place

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

tracey.carter@york.gov.uk, vicky.japes@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:  
HR, Finance, Legal,

**Background Documents:** The sale of land to facilitate the transfer and transformation of Haxby Hall Care Home

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Revised Housing Revenue Account (HRA) Business Plan

**Description:** Purpose of Report: Following the report to executive in July on the Housing delivery programme and the intention to appropriate the general fund sites into the HRA to build housing. There is a need to revise the business plan to insure that it reflects the ability to build the sites out.

The report will ask members to approve the revised HRA business plan

**Wards Affected:** All Wards

**Report Writer:** Tom Brittain, **Deadline for Report:** 19/11/18  
Patrick Looker

**Lead Member:** Councillor Helen Douglas

**Lead Director:** Corporate Director of Health, Housing and Adult Social Care

**Contact Details:** Tom Brittain, Head of Housing Services, Patrick Looker

tom.brittain@york.gov.uk, patrick.looker@york.gov.uk

**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:** None

**Background Documents:** Revised Housing Revenue Account (HRA) Business Plan

**Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/18

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

**Title of Report:** York 5 Year Flood Plan Update

**Description:** Purpose of Report: City of York Council are working closely with the Environment Agency in the development of flood risk management schemes across the city. Updates from both organisations will be brought to the Executive Member for further consideration and recommendation.

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Deputy Leader)

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

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

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

**Call-In**

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/18

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

**Title of Report:** Health and Safety Interim Report

**Description:** Purpose of the report: To update the Executive Member on  
- the governance of Health & Safety arrangements and risks at CYC  
- key areas of work of the CYC Health & Safety Service during 2018 plus  
- a performance update on the H&S shared service with North Yorkshire County Council.

The Executive Member is asked to note the contents and comment on risk areas reported.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Deputy Leader)

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Stuart Langston, Shared Head of Health and Safety, Pauline Stuchfield, Assistant Director - Customer Services and Digital

stuart.langston@york.gov.uk, pauline.stuchfield@york.gov.uk

### **Call-In**

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

17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/12/18

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

**Title of Report:** Annual Discretionary Rate Relief Decision Paper

**Description:** Purpose of Report: To approve any new awards of discretionary rate relief for the period 2019 - 2021.

Members will be asked to consider any new applications against budget available and approve any new awards.

**Wards Affected:** All Wards

**Report Writer:** David Walker      **Deadline for Report:** 10/12/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** David Walker

david.walker@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

**Background Documents:** Annual Discretionary Rate Relief Decision Paper

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 04/02/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/12/18

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

**Title of Report:** Construction Charter

**Description:** Purpose of Report: To seek approval for the introduction of a minimum standards charter in respect of construction projects procured by the council.

Members are asked to:

- Adopt the charter.
- Agree that the Council ensures all potential and existing contractors are aware of the charter.
- Agree that the council monitors performance of contractors against the standards included in the charter.

This item has been deferred until the 20 December Executive to allow for full consultation with suppliers and local businesses.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 10/12/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** Debbie Mitchell

debbie.mitchell@york.gov.uk

### **Implications**

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

**Background Documents:** Construction Charter

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/02/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 20/12/18

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

**Title of Report:** Economy & Place Transport Capital Programme – 2018/19  
Monitor 2 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2018/19 Economy and Place Capital Programme and propose adjustments to scheme allocations to align with the latest cost estimates and delivery projections.

The Executive Member is asked to approve the amendments to the 2018/19 Economy and Place Capital Programme.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

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

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

### **Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/02/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/01/19

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

**Title of Report:** Housing ICT Programme – Sign-Off for Chosen Housing ICT Solution Contract

**Description:** Purpose of Report: This report will set out the proposed chosen IT solution that has been selected as part of the full Housing ICT Programme procurement process for a replacement Housing and Building Services ICT System. The report will set out the summary of the tender process, who submitted bids and a summary of overall scores as well as the chosen solution proposed.

Members are asked to sign-off for signing of a 5-year contract with a chosen IT supplier for a contract value of over £500,000

**Wards Affected:** All Wards

**Report Writer:** Daniel Keenan  
**Lead Member:** Executive Member for Housing & Safer Neighbourhoods  
**Lead Director:** Corporate Director of Health, Housing and Adult Social Care  
**Contact Details:** Daniel Keenan, Housing ICT Programme Manager

daniel.keenan@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less.

Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:**

**Process:** Consultation process:  
The Housing ICT Programme has had involvement from over 30 subject matter experts (SMEs) throughout the process from the start of the programme giving feedback on all aspects of the programme – service design, input to technical and business requirements and involved in the assessment of tenders and chosen final solution. No tenant or external consultation has been carried out so far as this is not yet appropriate and will happen later in the implementation phase as we start to finalise system designs.

**Consultees:** Over 30 subject matter experts from both the housing and building services teams, including all levels up to Heads of Service  
Housing ICT Programme Board

**Background Documents:** Housing ICT Programme – Sign-Off for Chosen Housing ICT Solution Contract

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/02/19



## FORWARD PLAN ITEM

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

**Meeting Date:** 22/01/19

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

**Title of Report:** Admissions Arrangements for the 2020/21 School Year

**Description:** Purpose of Report: This report seeks the Executive Member's approval for the City of York Council co-ordinated schemes and admission policies for the 2020/21 school year. It also seeks approval of the proposed individual school published admission numbers (PANs) for the academic year beginning in September 2020. The report follows a period of consultation from October 2018 to December 2018.

The Executive Member will be asked to approve the schemes and policies in the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Education, Children and Young People

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Tom Chamberlain, Office Manager, Education Access and Community Transport Team

tom.chamberlain@york.gov.uk

**Process:**

Between 08/10/18 and 07/12/18. The statutory requirement is for a six week consultation

**Consultees:**

Consultees are headteachers and governing bodies of all schools in the City of York area, admission 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.

### **Call-In**

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

04/02/19