



FORWARD PLAN

16 December 2013 - 14 April 2014

Produced By:

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

What is the Cabinet Forward Plan?

The Cabinet Forward Plan is a list of all non-key and key decisions the Authority intends to take during the next four month period. The Plan is updated monthly on or around the 14th of each month and is available to view on-line at www.york.gov.uk

What is a non-key decision?

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

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

What is a key decision?

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

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

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

What information does the Forward Plan contain?

Each issue entered in the Forward Plan lists:

- The history of the issue in relation to the Forward Plan
- What background documents are available
- What consultation will be undertaken prior to a decision being made
- Who you can make representation to, and how
- 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 implications and level of risk to the Council should the recommendations within the report be accepted
- 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

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FORWARD PLAN ITEM

Meeting: Cabinet Member for Transport Planning & Sustainability

Meeting Date: Between 01/12/13 and 31/12/13 **Keyword:** Finance

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

Title of Report: 2013/14 CES Capital Programme Monitor 2 Report

Description: Purpose of Report: To make adjustments to scheme allocations to take account of progress on schemes to date, and the latest cost estimates and delivery projections.

Wards Affected: The Cabinet Member is asked to approve amendments to the 2013/14 CES Planning & Transport Capital Programme.
All Wards

Report Writer: **Deadline for Report:**
Lead Member: Cabinet Member for Transport Planning & Sustainability
Lead Director: Director of City & Environmental Services
Contact Details: Tony Clarke

tony.clarke@york.gov.uk

Implications: Financial

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Please contact report author.

Process: Please contact report author Tony Clarke.
Email. tony.clarke@york.gov.uk or Tel. 01904 551641

Consultees: Please contact report author Tony Clarke.

Background Documents: CABINET MEMBER DECISION SHEET 14 - 13.12.13
Draft CES1314 Capital Programme Monitor 2 Report Rev1
Draft CES1314 Capital Programme Monitor 2 Report Annex 1 Rev1
Draft CES1314 Capital Programme Monitor 2 Report Annex 2 Rev1

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Transport Planning & Sustainability

Meeting Date: Between 01/12/13 and 31/12/13 **Keyword:**

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

Title of Report: Huntington Road/Link Road Junction - Local Safety Scheme

Description: Purpose of Report: Every year, the latest police injury accident data for the Council area is analysed to identify any clusters or patterns, with a view to introducing highway safety measures to improve road safety at key locations. The Huntington Road junction with Link Road has been identified as an accident cluster site. This report puts forward a road markings and signing scheme to help reduce vehicle speed and make the road layout clearer. It also summarises the consultation with interested parties in order to recommend a way forward.

The Cabinet Member is asked to approve the implementation of the proposals.

Wards Affected: Huntington & New Earswick Ward

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Transport Planning & Sustainability

Lead Director: Director of City & Environmental Services

Contact Details: Louise Robinson

louise.robinson@york.gov.uk

Implications

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Please contact report author Louise Robinson.

Process: Please contact report author Louise Robinson for full details.

Consultees: Please contact report author Louise Robinson for full details.

Background Documents: CABINET MEMBER DECISION SHEET 15 - 13.12.13
DS 121213 Huntington Road Link Road LSS report
DS 121213 Annex A Huntington Rd Link Rd LSS

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Health, Housing and Adult Social Services

Meeting Date: Between 01/01/14 and 31/01/14 **Keyword:** Be significant in terms of its effects on communities;
Housing

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

Title of Report: Parking Enforcement on Council Estates

Description: Purpose of Report: To approve parking enforcement measures on council housing land extending the existing pilot.

The Cabinet Member is asked to approve parking enforcement measures on council housing land.

This decision will now be taken during January 2014 as further changes are required to the report.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Health, Housing and Adult Social Services

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Denis Southall

denis.southall@york.gov.uk

Implications C&C

Level of Risk: 01-03 Acceptable **Reason Key:** It is significant in terms of its effect on communities

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Crime & Stronger Communities

Meeting Date: Between 01/12/13 and 31/12/13

Keyword: Be significant in terms of its effects on communities; Public order, justice and rights; Crime & Disorder

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

Title of Report: Designated Public Place Order Alcohol Restriction Zone

Description: Purpose of Report: To introduce a new alcohol restriction zone. The Cabinet Member is asked to approve a new alcohol restriction zone for within the city walls.

Due to Annual Leave this item will now be considered in December.

Wards Affected: Guildhall Ward; Micklegate Ward

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Crime & Stronger Communities

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Lesley Cooke

lesley.cooke@york.gov.uk

Implications C&C

Level of Risk: 01-03 Acceptable

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

Making Representations: Contact report author lesley.cooke@york.gov.uk Tel: 01904 551515

Process: Contact Report Author - Lesley Cooke
lesley.cooke@york.gov.uk Tel: 01904 551515

Consultees: Contact Report Author

Background Documents:

Call-In

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

20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Crime & Stronger Communities

Meeting Date: Between 01/12/13 and 31/12/13
Keyword: Health, well-being and care; Life in the community; Legal; Environment; Crime & Disorder; Health

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

Title of Report: Housing and Community Safety Actions

Description: Purpose of Report: To inform the Cabinet Member of the outcome of formal enforcement action taken in accordance with the enforcement policy for environmental health, trading standards, housing services and licensing services in the period 1st July - 30th September 2013.

Wards Affected: The Cabinet Member is asked to review prosecution work and approve the continuation of the current policy on legal actions.
All Wards

Report Writer:
Lead Member: Cabinet Member for Crime & Stronger Communities
Lead Director: Director of Communities & Neighbourhoods
Contact Details: Colin Rumford, Head of Public Protection

Deadline for Report:

colin.rumford@york.gov.uk

Implications C&C

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents:

Call-In

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

20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Crime & Stronger Communities

Meeting Date: Between 01/12/13 and 31/12/13 **Keyword:**

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

Title of Report: Community Led Local Development Bid

Description: Purpose of Report: To seek permission to submit a Community Led Local Development Bid (CLLD), in December 2013, in respect of an East-West corridor comprised of several adjoining wards within the City including Heworth, Hull Road, Guildhall and Westfield Wards together with a number of 'local super output areas' within the Acomb, Holgate and Micklegate Wards.

The outline CLLD proposal will bring all partners and pilot initiatives together in the area, predominantly addressing jobs, skills and growth and anti poverty measures. Key partners will include the voluntary sector, City of York Council, local tenants and residents associations, police, University of York and private sector partners such as local businesses.

The Cabinet Member is asked to approve a Community Led Local Development Bid.

Wards Affected: Acomb Ward; Guildhall Ward; Heworth Ward; Holgate Ward; Hull Road Ward; Micklegate Ward; Westfield Ward

Report Writer: **Deadline for Report:**
Lead Member: Cabinet Member for Crime & Stronger Communities

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Adam Gray, Senior Partnership Support Officer (VCS), Mora Scaife

adam.gray@york.gov.uk, mora.scaife@york.gov.uk

Implications Equalities

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Report Author: Adam Gray 01904 551053
adam.gray@york.gov.uk

Process: Contact Report Author: Adam Gray 01904 551053
adam.gray@york.gov.uk

Consultees: N/A

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Environmental Services

Meeting Date: Between 01/12/13 and 31/12/13 **Keyword:**

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

Title of Report: Approval of Advanced Design of Highway Schemes for 2014/15

Description: Purpose of Report: To outline the preparation of the provisional highway maintenance surfacing programme. It recommends and seeks approval to begin advanced design for a list of schemes in each category of work.
The Cabinet Member is asked to consider the report and consider the recommendations.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Environmental Services

Lead Director: Director of City & Environmental Services

Contact Details: Stephen Moulds

stephen.moulds@york.gov.uk

Implications

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

Making Representations: Please contact report author Stephen Moulds on tel no. 01904 553079 or email: stephen.moulds@york.gov.uk.

Process: Please contact report author Stephen Moulds on tel no. 01904 553079 or email: stephen.moulds@york.gov.uk.

Consultees: Please contact report author Stephen Moulds on tel no. 01904 553079 or email: stephen.moulds@york.gov.uk.

Background Documents: CABINET MEMBER DECISION SHEET - 06ENV - AHMR 051213
Advance Programme Highway Maintenance 2013_14
Annex 1
Annex 2

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Decision Session - Cabinet Member for Leisure, Culture & Tourism

Cabinet Member for Leisure, Culture & Tourism

Meeting Date: 16/12/13

Keyword:

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

Title of Report: Fairness and Equalities - Progress Report

Description: Purpose of Report: To provide a progress report on the Council's Fairness and Equalities agenda.

The Cabinet Member is asked to:

- Note the areas of achievement identified through implementation of our Equality Objectives, Equalities Improvement action plan and York's Equality Scheme.
- Note the emerging issues from the first stage review of York's Equality Scheme which will be incorporated in the refresh of the Equality Scheme.
- Note the areas of concern and how these concerns are to be addressed in relation to communications, analysis and disaggregation of equality data, training and procurement.
- Note the changes to the governance arrangements.
- Agree that the peer review of the Equality Framework for Local Government takes place week commencing 19 May 2014.

This decision will be taken at a public meeting on 21 November 2013.

This report will now be considered by the Cabinet Member at a public Decision Session on 2 December 2013 to enable time to gather all the necessary updates.

This decision will now be taken at a public decision session on **16 December** as officers require further time to gather the necessary updates required for the report.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Cabinet Member for Leisure, Culture & Tourism

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Sharon Brown

sharon.brown@york.gov.uk

Implications

Equalities, Financial

Level of Risk:

01-03 Acceptable

Reason Key:

Making Representations: Contact Report Author

Process: Contact report author

Consultees: Contact report author Sharon Brown:
sharon.brown@york.gov.uk Tel: 01904 554362

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Environmental Services

Meeting Date: Between 01/01/14 and 31/01/14 **Keyword:**

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

Title of Report: Litter Policy

Description: Purpose of Report: To present a policy concerning the prevention and management of litter in the City. It will cover all relevant aspects including street cleansing, litter bins, education, prevention, supporting community action through Smarter York, and enforcement.

The Cabinet Member will be asked to comment on and approve the policy.

Wards Affected:

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Environmental Services

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Russell Stone

russell.stone@york.gov.uk

Implications M&C

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Report Author

Process: Contact report author
russell.stone@york.gov.uk 01904 553108

Consultees: N/A

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Crime & Stronger Communities

Meeting Date: Between 01/01/14 and 31/01/14 **Keyword:**

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

Title of Report: Refresh of the York Compact

Description: Purpose of Report: To agree to a refresh of the York Compact. The Cabinet Member is asked to agree to a refresh of the York Compact, sign up to it and commend it to other organisations to sign up.

This item has been deferred to a November decision to allow more time for finalising details with York CVS.

This decision will now be taken during January 2014 as officers are currently waiting for the compact document from York CVS.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Crime & Stronger Communities

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Mary Bailey, Head of Play and Young People's Cultural Entitlement

mary.bailey@york.gov.uk

Implications Equalities, Financial

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Mary Bailey on 01904 551812 or mary.bailey@york.gov.uk

Process: Contact Report Author

Consultees: N/A

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Crime & Stronger Communities

Meeting Date: Between 01/01/14 and 31/01/14
Keyword: Cabinet Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above; People and organisations; Employment, jobs and careers; Legal; Constitution; Crime & Disorder

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

Title of Report: The Primary Authority Principle

Description: Purpose of Report: To inform the Cabinet Member of the Primary Authority Principle and how the City of York Council's Public Protection and businesses in the City may benefit from its implementation.

The Cabinet Member is asked to approve the implementation of the Primary Authority Principle.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Crime & Stronger Communities

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Matthew Boxall, Helen Howlett

matthew.boxall@york.gov.uk, helen.howlett@york.gov.uk

Implications C&C, Financial, Legal

Level of Risk: 01-03 Acceptable

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

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

Making Representations: Contact Report Author Matthew Boxall
matthew.boxall@york.gov.uk Tel: 01904 551528

Process: Contact Report Author Matthew Boxall
matthew.boxall@york.gov.uk Tel: 01904 551528

Consultees: Contact Report Author

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Crime & Stronger Communities

Meeting Date: Between 01/01/14 and 31/01/14
Keyword: Cabinet Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above; Health, well-being and care; Public order, justice and rights; Life in the community; Business and industry; Legal; Crime & Disorder; Health

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

Title of Report: Sales of age restricted products

Description: Purpose of Report: To inform the Cabinet Member of the work undertaken by City of York Council (CYC) Trading Standards service to prevent the illegal sales of age-restricted products. To seek the required approval for the programme of action for the next 12 months regarding the enforcement of tobacco and spray paint.

Wards Affected: The Cabinet Member is asked to note the report and adopt the programme of enforcement action for the next 12 months.
All Wards

Report Writer:
Lead Member: Cabinet Member for Crime & Stronger Communities
Lead Director: Director of Communities & Neighbourhoods
Contact Details: Matthew Boxall

Deadline for Report:

matthew.boxall@york.gov.uk

Implications C&C,Legal

Level of Risk: 01-03 Acceptable
Reason Key: A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the

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

Making Representations: Contact Report Author Matthew Boxall
matthew.boxall@york.gov.uk Tel: 01904 551528

Process: Contact Report Author Matthew Boxall
matthew.boxall@york.gov.uk Tel: 01904 551528

Consultees: Contact Report Author

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Leisure, Culture & Tourism

Meeting Date: Between 01/01/14 and 31/01/14 **Keyword:**

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

Title of Report: Tour de France: York's 100 Day Cultural Festival Programme

Description: Purpose of Report: To approve the outline programme for York's 100 day cultural festival outline programme.

The Cabinet Member is asked to agree the principles for the festival programme and comment and agree initial ideas.

Wards Affected:

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Leisure, Culture & Tourism

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Gill Cooper, Head of Arts Services

gill.cooper@york.gov.uk

Implications Equalities

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact report author
Gill Cooper - 01904 554671 gill.cooper@york.gov.uk

Process: Contact report author
Gill Cooper - 01904 554671 gill.cooper@york.gov.uk

Consultees: Contact report author

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Health, Housing and Adult Social Services

Meeting Date: Between 01/01/14 and 31/01/14 **Keyword:** Housing

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

Title of Report: Proposal to stop the Golden Goodbye Scheme

Description: Purpose of Report: The council currently have an incentive scheme for tenants to give notice when ending their tenancy and leave the property in good order and with no arrears. The scheme has proved ineffective and the proposal is to stop the scheme.

The Cabinet Member is asked to agree to stop the scheme.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Health, Housing and Adult Social Services

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Tom Brittain, Housing Operations Manager - City Team

tom.brittain@york.gov.uk

Implications

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

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

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

Title of Report: Community Stadium Project Update Report

Description: Purpose of Report: To update Members on the progress of the stadium project, the financial package and the specification.

Members are asked to approve the officer recommendations within the report.

Exempt information - commercial information regarding the current procurement process.

Due to a high volume of business scheduled for 5 November meeting, CMT agreed in conjunction with officers that this item can be deferred to 3 December meeting.

This item has been slipped to the 7 January 2014 Cabinet because the timing of the decision is required to link to the framework required for final bids for procurement process which is not expected until the new year.

Wards Affected: All Wards

Report Writer: Tim Atkins

Deadline for Report: Before 20/12/13

Lead Member: Cabinet Member for Leisure, Culture & Tourism

Lead Director: Director of City & Environmental Services

Contact Details: Tim Atkins

tim.atkins@york.gov.uk

Implications: Financial

Level of Risk: 04-08 Regular monitoring required

Reason Key: A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates. The savings or expenditure are significant if they are equal to or greater than £500,000 or

equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

Making Representations: Please contact report author Tim Atkins, tel no. 01904 551421 or email: tim.atkins@york.gov.uk

Process: Please contact report author Tim Atkins, tel no. 01904 551421 or email: tim.atkins@york.gov.uk

Consultees: Please contact report author Tim Atkins, tel no. 01904 551421 or email: tim.atkins@york.gov.uk

Background Documents: Community Stadium Project Update Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

Keyword: Cabinet Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above; Housing; Health, well-being and care; Life in the community; People and organisations; Economics and finance; Information and communication; Government, politics and public administration; Employment, jobs and careers; Budget; Property; Policy Framework; Health; Adult Social Care

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

Title of Report: Review of York's Financial Assistance Scheme

Description: Purpose of Report: To review the current scheme & consider proposals for the scheme from April 2014

Members are asked to make a decision on options presented.

This decision has be deferred until the Cabinet meeting in January as further time is needed to consider consultation feedback and further discussion with stakeholders.

Wards Affected: All Wards

Report Writer:

Deadline for Report: Before 17/12/13

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: John Madden, Benefits Assessments Manager, Resources - Financial Services Group

john.madden@york.gov.uk

Implications Equalities,Financial,Resources

Level of Risk: 09-15 Constant monitoring required

Reason Key: A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates.

The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

Making Representations: Contact Report Author

Process: Contact report author

Consultees: Full consultation process undertaken with stakeholders

Background Documents: Review of York's Financial Assistance Scheme

Call-In

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

20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Copmanthorpe Neighbourhood Plan

Description: Purpose of Report: Copmanthorpe Parish Council has submitted an application to produce a Neighbourhood Plan and are currently undertaking a 6 week publication period.

Cabinet is asked to approve the production of a Copmanthorpe Neighbourhood Plan.

Due to the emphasis of the report changing to include the debate around the future approach to Neighbourhood Plans the quantity/costs and resources involved, this item will now be considered at Cabinet and not the Decision Session - Cabinet Member for Transport, Planning & Sustainability.

Wards Affected: Bishopthorpe Ward

Report Writer: Rebecca Harrison **Deadline for Report:** 23/12/13

Lead Member: Cabinet Member for Transport Planning & Sustainability

Lead Director: Director of City & Environmental Services

Contact Details: Rebecca Harrison

rebecca.harrison@york.gov.uk

Implications: Planning

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Please contact Rebecca Harrison on tel no. 01904 551667 or email: rebecca.harrison@york.gov.uk

Process: Please contact Rebecca Harrison on tel no. 01904 551667 or email: rebecca.harrison@york.gov.uk

Consultees: Please contact Rebecca Harrison on tel no. 01904 551667 or email: rebecca.harrison@york.gov.uk

Background Documents: Copmanthorpe Neighbourhood Plan

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Controlling the Concentration of Houses in Multiple Occupation Supplementary Planning Document Review

Description: Purpose of Report: To inform Members of the review of the Controlling the Concentration of Houses in Multiple Occupation Supplementary Planning Document which has explored the implementation of the Supplementary Planning Document since April 2012.

Members are asked to note the contents of the report and approve the recommended minor amendments to the Supplementary Planning Document.

Wards Affected: All Wards

Report Writer: Martin Grainger **Deadline for Report:** Before 23/12/13

Lead Member: Cabinet Member for Transport Planning & Sustainability

Lead Director: Director of City & Environmental Services

Contact Details: Martin Grainger, Principal Development Officer Forward Planning

martin.grainger@york.gov.uk

Implications Planning

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

Making Representations: Please contact report author Martin Grainger.
martin.grainger@york.gov.uk tel: 01904 551317

Process: Please contact report author Martin Grainger.
martin.grainger@york.gov.uk tel: 01904 551317

Consultees: Please contact report author Martin Grainger.
martin.grainger@york.gov.uk tel: 01904 551317

Background Documents: Controlling the Concentration of Houses in Multiple Occupation Supplementary Planning Document Review

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Draft Local Flood Risk Management Strategy

Description: Purpose of Report: The Council is required to produce a Local Flood Risk Management Strategy under Section 9 of the Flood and Water Management Act 2010. In consultation with flood risk management partners a draft strategy has been produced. Following Cabinet approval of this, it will be subject to public consultation and final Cabinet approval.

Members are asked to give approval of the draft strategy to enable public consultation to commence.

This report has been slipped to the November Cabinet because the draft Flood Risk Management Strategy requires internal and external consultation to be carried out and the results incorporated into the document to be taken to Cabinet. It is intended to discuss the draft in a workshop format to bring together all interested parties. While the writing of the draft is progressing well it will not be possible to set up a workshop in the timescale required by the Cabinet process, which is further aggravated by the summer holidays. In order to ensure that a robust document can be presented to Cabinet it is requested that the item be slipped to the November meeting, by which time satisfactory consultation will have been achieved. There is no statutory deadline for the production of the strategy and minimal risk to the Council in delaying its production.

Due to a high volume of business scheduled for 5 November meeting, CMT agreed in conjunction with officers that this item can be deferred to 3 December meeting.

The decision has been deferred until the January Cabinet meeting as the strategy document that is scheduled to accompany the report is still in draft form and is currently out to internal consultation.

This report will now be taken to Cabinet in September 2014 to allow consideration of the alignment of flood strategies. It has therefore been withdrawn from the Forward Plan for the time being.

Wards Affected: All Wards

Report Writer: Mike Tavener

Deadline for Report: Before 23/12/13

Lead Member: Cabinet Member for Transport Planning & Sustainability

Lead Director: Director of City & Environmental Services
Contact Details: Mike Tavener, Project Manager
Tel: (01904) 554173
mike.tavener@york.gov.uk

Implications

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Please contact report author Mike Tavener.

Process: Please contact report author Mike Tavener.
mike.tavener@york.gov.uk

Consultees: Internal departments, Members and other flood risk management authorities.

Background Documents: Draft Local Flood Risk Management Strategy

Call-In

If this item is called-in, it will be considered by the 20/01/14
Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

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

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Award of Discretionary Rate Relief

Description: Purpose of Report: To approve any new awards of discretionary rate relief for the period 2014 - 2016

Members are asked to consider any new applications against budget available and approve any new awards

Wards Affected:

Report Writer:

Deadline for Report: Before 23/12/13

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: David Walker

david.walker@york.gov.uk

Implications Financial

Level of Risk: 04-08 Regular monitoring required

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

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

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents: Award of Discretionary Rate Relief

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

Keyword: Cabinet Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above; Economics and finance; Employment, jobs and careers; Property

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

Title of Report: Disposal of and investment in Council assets, 17/21 Piccadilly and Stonebow House

Description: Purpose of Report: To recommend the sale of 17/21 Piccadilly and purchase of remaining freehold on Stonebow House.

Members are asked to approve the recommendation for the sale of 17/21 Piccadilly based on the analysis of the bids received following the marketing of the property, and agree the purchase of the portion of the freehold on Stonebow currently owned by North Yorkshire County Council.

Wards Affected: Guildhall Ward

Report Writer: **Deadline for Report:** Before 19/12/13

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: Paul Fox, Property Surveyor, Resources, Asset & Property Management, David Baren

paul.fox@york.gov.uk, david.baren@york.gov.uk

Implications Financial, Legal, Planning, Property

Level of Risk: 04-08 Regular monitoring required

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

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

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents: Sale of 17/21 Piccadilly

Call-In

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

20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 07/01/14

Keyword: Cabinet Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above; Business and industry; Economics and finance; Employment, jobs and careers; Budget

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

Title of Report: National Non Domestic Rates (business rates) Discount Policy

Description: Purpose of Report: To set a policy that aligns to both council priorities and Leeds City Region (LCR) discount policy.

Wards Affected: Members are asked to approve the policy.
All Wards

Report Writer: **Deadline for Report:** Before 23/12/13

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: David Walker

david.walker@york.gov.uk

Implications Financial

Level of Risk: 04-08 Regular monitoring required

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

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

Making Representations: Contact Report Author
David Walker
david.walker@york.gov.uk Tel:01904 552261

Process: Contact Report Author, David Walker, david.walker@york.gov.uk
Tel:01904 552261

Consultees: Contact Report Author

Background Documents: NNDR Discount Policy

Call-In

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

20/01/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Education, Children and Young People's Services

Meeting Date: 15/01/13 **Keyword:** Budget; Legal; Education

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

Title of Report: Review of Home to School Transport Policy

Description: Purpose of Report: The report will consider and review the council's home to school transport policy and will be making recommendations to amend the policy to take into account changes to local authority budgets, and the discretionary and statutory responsibilities of the local authority with regard to school transport.

The Cabinet Member will be asked to consider making changes to current transport policy in light of the council's statutory duty and reductions in funding available.

A decision on this item will take place on Thursday 12 December 2013 to allow for further consultation to take place.

This report will now be considered by the Cabinet Member at a public decision session on 15 January 2013 in order to allow further time for consultation.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Education, Children and Young People's Services

Lead Director: Director of Education, Skills & Children's Services

Contact Details: Mark Ellis

mark.ellis@york.gov.uk

Implications Equalities, Financial, Legal

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: By email to the report author.

Process: Consultation with all schools and governing bodies and diocesan authorities.

Consultation with post 16 education providers and SEN Parents group regarding home to school/college transport for SEN pupils/students

Consultees: Schools, post 16 education providers, SEN parents/carers group

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Transport Planning & Sustainability

Meeting Date: 16/01/14

Keyword:

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

Title of Report: Presenting ResPark petition from residents of Sails Drive estate

Description: Purpose of Report: To present the petition from residents of Sails Drive estate whilst being mindful of extraneous surveys associated with University department/expansion plan.

The Cabinet Member is asked to review the existing situation and circumstances and provide a judgement on the way forward.

This report has been slipped to the public decision scheduled for 16 January 2014 meeting as officers are awaiting the outcome of the University of York surveys before taking this report forward.

Wards Affected: Hull Road Ward

Report Writer:

Deadline for Report:

Lead Member:

Cabinet Member for Transport Planning & Sustainability

Lead Director:

Director of City & Environmental Services

Contact Details:

Stephen Hockley

stephen.hockley@york.gov.uk

Implications

Level of Risk:

04-08 Regular
monitoring required

Reason Key:

Making Representations: Please contact report author Stephen Hockley.
Tel No. 01904 551330; email:
stephen.hockley@york.gov.uk

Process:

Please contact report author Stephen Hockley
Tel No. 01904 551330; email: stephen.hockley@york.gov.uk

Consultees:

Please contact report author Stephen Hockley

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Transport Planning & Sustainability

Meeting Date: 16/01/14

Keyword:

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

Title of Report: Clarence Street Bus Lane

Description: Purpose of Report: To present information about the Clarence Street Bus Lane scheme. The report will summarise responses from the consultation exercise about the bus lane and will present information on construction costs, timescales and key risks in the form of the project plan.
The Cabinet Member is asked to approve construction of the bus lane to the specification laid out in the report.

Wards Affected: This item has been slipped to the 16 January public decision session to allow refinement of the scheme using data collected on traffic flows after the restriction on Lendal Bridge.
Clifton Ward; Guildhall Ward; Haxby & Wigginton Ward; Huntington & New Earswick Ward; Strensall Ward

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Transport Planning & Sustainability

Lead Director: Director of City & Environmental Services

Contact Details: Julian Ridge

julian.ridge@york.gov.uk

Implications

Level of Risk: 01-03 Acceptable

Reason Key:

Making Representations: Please contact Julian Ridge via email
julian.ridge@york.gov.uk or Tel No. 01904 552435.

Process: Please contact Julian Ridge via email julian.ridge@york.gov.uk or
Tel No. 01904 552435.

Consultees: Please contact Julian Ridge via email julian.ridge@york.gov.uk or
Tel No. 01904 552435.

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Transport Planning & Sustainability

Meeting Date: 16/01/14

Keyword:

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

Title of Report: City of York Council, North Yorkshire County Council and North York Moors National Park Minerals and Waste Joint Plan

Description: Purpose of report: As a Waste and Minerals Planning Authority, it is the authority's statutory duty to address these issues in York. City of York Council is producing a Joint Plan with North Yorkshire County Council and North Yorks Moors National Park as the minerals and waste issues are cross boundary and it makes financial sense to share the costly process of plan preparation including an examination.

The Cabinet Member is asked to approve the Joint Plan Issues and Options document for public consultation in January 2014. As this item is not a 'key decision' it will now be considered by the Cabinet Member. The full completion of the Plan will be considered by Cabinet.

This report has been slipped as the necessary information, which is key in formulating the Minerals Waste Joint Plan and taking this report forward, will not be available until late December. The report will now be considered at the public decision session scheduled for 16 January 2014.

Wards Affected: All Wards

Report Writer: Rebecca Harrison **Deadline for Report:** Before 03/01/14

Lead Member: Cabinet Member for Transport Planning & Sustainability

Lead Director: Director of City & Environmental Services

Contact Details: Rebecca Harrison

rebecca.harrison@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Please contact report author Rebecca Harrison on tel no. 01904 551667 or email: rebecca.harrison@york.gov.uk.

Process: A six week consultation period is due to start in January/February 2014. If you require further information please contact report author Rebecca Harrison on tel no. 01904 551667 or email: rebecca.harrison@york.gov.uk.

Consultees: Please contact report author Rebecca Harrison on tel no. 01904 551667 or email: rebecca.harrison@york.gov.uk.

Background Documents: City of York Council, North Yorkshire County Council and North York Moors National Park Minerals and Waste

Joint Plan

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Leader

Meeting Date: 20/01/14

Keyword: People and organisations;
Employment, jobs and
careers; Budget

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

Title of Report: Extending the Living Wage to Casual Workers

Description: Purpose of Report: To seek approval to pay the Living Wage to casual staff from 1 December 2013 to March 2014.

The Cabinet Leader is asked to consider and approve the above proposal.

An early decision is needed to ensure timely pay and minimise backdating. It is considered that February Cabinet is too far ahead and it will also ensure synergy with City of York Trading Ltd activity.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Councillor James Alexander, Cabinet Leader and Cabinet Member for Finance, Performance & Customer Service

Lead Director:

Director of Customer & Business Support Services

Contact Details:

Pauline Stuchfield, Assistant Director Customers and People

pauline.stuchfield@york.gov.uk

Implications

Financial,Resources,Legal

Level of Risk:

09-15 Constant
monitoring required

Reason Key:

Making Representations:

Please contact Report Author

Process:

Please contact Report Author

Consultees:

Unison

Background Documents:

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Finance, Performance & Customer Service

Meeting Date: Between 01/02/14 and 28/02/14 **Keyword:**

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

Title of Report: Lease to Manor School

Description: Purpose of Report: To grant a long lease to Manor CE School of land acquired for the purpose of creating additional playing fields adjacent to the school.

The Cabinet Member is asked to agree to grant a 150 year lease.

This item was slipped to allow more time to negotiate the lease. This item slipped to September as Manor School were not in a position to proceed. It was then slipped to an October decision because officers were awaiting Manor School's decision. This item was then slipped to a November decision because officers were still awaiting Manor School's decision. This item has now slipped to a January 2013 decision because Manor School is not yet in a position to proceed. The decision has now been delayed until March as officers are still awaiting Manor School's decision. The report has now been deferred until May for the same reason. This item has slipped to a July decision to allow time to draw up the lease.

This item has been slipped to a October decision as officers are still awaiting Manor School's decision.

This item has been slipped to a November decision as officers are awaiting planning permission.

This decision has now been deferred until February 2014 for the same reason.

Wards Affected: Rural West York Ward

Report Writer:

Deadline for Report:

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Vicky Japes, Philip Callow

vicky.japes@york.gov.uk, philip.callow@york.gov.uk

Implications Legal,Property

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Report Authors:
Philip Callow, Head of Asset and Property

Management, Tel: 01904 553360 Email:
philip.callow@york.gov.uk and Vicky Japes, Senior
Sport & Active Leisure Officer (Policy & Planning), Tel:
01904 553382 Email: vicky.japes@york.gov.uk.

Process: Contact Report Author

Consultees: Contact Report Author

Background Documents: City of York Capital Programme 201112
Committee Report for Lease to Manor School

Call-In

If this item is called-in, it will be considered by the 17/03/14
Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Cabinet Member for Health, Housing and Adult Social Services

Meeting Date: Between 01/02/14 and 28/02/14
Keyword: Be significant in terms of its effects on communities;
Housing

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

Title of Report: Standby and Call Out

Description: Purpose of Report: To assess and improve the standby service to undertake necessary works only during the out of hours period. It also introduces the role of Duty Officer to provide supervisory support out of hours whilst providing savings to the service.

The Cabinet Member is asked to consider the report and decide whether to support the introduction of Duty Officer, necessary works only and savings to the service or maintain the status quo.

This decision has been deferred until February 2014 to ensure that the role of duty officer is included in job descriptions and to consult formally with input from HR.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Health, Housing and Adult Social Services

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Sharon Brookes, Head of Building Services

Tel: 01904 553095

sharon.brookes@york.gov.uk

Implications Resources

Level of Risk: 01-03 Acceptable
Reason Key: It is significant in terms of its effect on communities

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents:

Call-In

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

17/03/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Leisure, Culture & Tourism

Meeting Date: Between 01/02/14 and 28/02/14 **Keyword:**

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

Title of Report: Bid to the Nesta "Rethinking Parks" Programme

Description: Purpose of Report: To approve a bid to the Nesta "Rethinking Parks" programme. In partnership with the Heritage Lottery Fund and the Big Lottery Fund this programme aims to support innovation that enhances the accessibility and sustainability of parks. Any bid would be submitted in February.

Cabinet Member is asked: To agree the focus of a York bid.

Wards Affected:

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Leisure, Culture & Tourism

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Dave Meigh

dave.meigh@york.gov.uk

Implications Financial,Property

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Report Author - Dave Meigh 01904 553386
dave.meigh@york.gov.uk

Process: N/A

Consultees: Contact Report Author - Dave Meigh 01904 553386
dave.meigh@york.gov.uk

Background Documents:

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/03/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

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

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

Title of Report: Contract with the Community Benefit Society for Libraries and Archive Services

Description: Purpose of Report: This report asks the Cabinet to agree the heads of terms with Explore Libraries and Archive Mutual for operation of the Council's libraries and archive services.

Members are asked to agree the heads of terms of the contract for operation of the service from 1 April, 2014.

This item has been deferred from the November 2013 to February 2014 Cabinet meeting in order to fit in with the Community Benefit Society's Implementation Plan.

Wards Affected: All Wards

Report Writer:

Deadline for Report: Before 30/01/14

Lead Member: Cabinet Member for Leisure, Culture & Tourism

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Charlie Croft, Assistant Director Communities and Culture

charlie.croft@york.gov.uk

Implications Legal

Level of Risk: 04-08 Regular monitoring required

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

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

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents: Contract with the Community Benefit Society for Libraries and Archive Services

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

Keyword: Budget

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Capital Programme Monitor 3 2013/14

Description: Purpose of Report: To provide members with an update on the capital programme.

Members are asked to note the issues and approve any adjustments as required.

Wards Affected: All Wards

Report Writer:

Deadline for Report: Before 30/01/14

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: Ross Brown

ross.brown@york.gov.uk

Implications: Financial

Level of Risk: 01-03 Acceptable

Reason Key:

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees: Contact Report Author

Background Documents: Capital Programme Monitor 3 2013/14

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

Keyword: Budget

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Financial Strategy 2014/15 to 2018/19

Description: Purpose of Report: To provide Members with an overview of the 5 year finance strategy.

Members are asked to note the issues and recommend the budget to Full Council.

Wards Affected: All Wards

Report Writer: **Deadline for Report:** Before 30/01/14

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: Debbie Mitchell

debbie.mitchell@york.gov.uk

Implications: Financial

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees: Contact Report Author

Background Documents: Financial Strategy 2014/15 to 2018/19

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

Keyword: Business and industry

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Capital Programme Budget 2014/15 - 2018/19

Description: Purpose of Report: To provide Members with an overview of the proposed 5 year capital programme.

Members are asked to note the issues and recommend the budget to Full Council.

Wards Affected: All Wards

Report Writer:

Deadline for Report: Before 30/01/14

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: Ross Brown

ross.brown@york.gov.uk

Implications: Financial

Level of Risk: 01-03 Acceptable

Reason Key:

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees: Contact Report Author

Background Documents: Capital Programme Budget 2014/15 - 2018/19

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

Keyword: Budget

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Treasury Management Strategy and Prudential indicators 2014/15

Description: Purpose of Report: To approve the 2014/15 treasury management strategy.

Members are asked to note the issues and approve any adjustments as required to the prudential indicators or strategy.

Wards Affected: All Wards

Report Writer:

Deadline for Report: Before 30/01/14

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: Ross Brown

ross.brown@york.gov.uk

Implications: Financial

Level of Risk: 01-03 Acceptable

Reason Key:

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees: Contact Report Author

Background Documents: Treasury Management Strategy and Prudential indicators 2014/15

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

Keyword: Budget

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Q3 Finance & Performance monitor 2013/14

Description: Purpose of Report: To provide Members with an update on the 2013/14 finance and performance information.

Wards Affected: Members are asked to note the issues.
All Wards

Report Writer: Debbie Mitchell **Deadline for Report:** Before 30/01/14

Lead Member: Councillor Dafydd Williams

Lead Director: Director of Customer & Business Support Services

Contact Details: Debbie Mitchell

debbie.mitchell@york.gov.uk

Implications Financial

Level of Risk: 01-03 Acceptable

Reason Key:

Making Representations: Contact Report Author, debbie.mitchell@york.gov.uk,
Tel: 01904 554161

Process: Contact Report Author

Consultees:

Background Documents: Q3 Finance & Performance monitor 2013/14

Call-In

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

17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

Keyword: Education and skills;
Education

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Safeguarding and Looked After Children - Overview Report

Description: Purpose of Report: To provide an overview of local safeguarding children arrangements.

In a national climate of heightened public awareness and concern about child protection issues the report identifies a significant increase in referrals locally to children's social care. Work to safely address the consequent pressures on these services is described in the context of a programme of continuous improvement. The role and involvement of partner agencies in this process is also considered. The report will include an update on York's Local Safeguarding Children Board developments. The report also provides a commentary on corporate parenting developments and describes progress against the strategy to safely reduce the number of children who need to become looked after in York.

Members will be asked to (i) Endorse the strategy to address the pressures at the front door of children's social care.
(ii) Note the development work to strengthen the Local Safeguarding Children Board.
(iii) Note the progress of the work to safely reduce the Looked After Population in York.

Wards Affected: All Wards

Report Writer: Eoin Rush

Deadline for Report: Before 30/01/14

Lead Member: Cabinet Member for Education, Children and Young People's Services

Lead Director: Director of Education, Skills & Children's Services

Contact Details: Eoin Rush, Assistant Director Children's Specialist Services

eoin.rush@york.gov.uk

Implications

Level of Risk: 04-08 Regular
monitoring required

Reason Key:

Making Representations: By email to the report author.

Process: Through the City of York Safeguarding Children Board

Consultees: Project Steering Group - safely addressing front line pressures
Key partners including colleagues from health, police, schools
and CYC staff

Background Documents: Safeguarding and Looked After Children - Overview
Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 11/02/14

Keyword: Cabinet Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above; People and organisations; Government, politics and public administration; Budget

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

Title of Report: Transformation Programme

Description: Purpose of Report: The report will describe a transformation programme for the council.

Wards Affected: Members are asked to approve the initiation of the programme.
All Wards

Report Writer: Stewart Halliday **Deadline for Report:** Before 30/01/14

Lead Member: Cabinet Leader, Councillor Dafydd Williams

Lead Director: Chief Executive

Contact Details: Stewart Halliday

stewart.halliday@york.gov.uk

Implications

Level of Risk: 04-08 Regular monitoring required

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

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

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents: Transformation Programme

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/02/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 04/03/14

Keyword: Be significant in terms of its effects on communities; Housing; Health, well-being and care; Life in the community; People and organisations; Employment, jobs and careers; Budget; Legal; Policy Framework; Environment; Crime & Disorder; Health; Adult Social Care

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Refresh of the Private Sector Housing Strategy

Description: Purpose of Report: The existing 5 year private sector strategy ends in 2013. The report aims to provide an update on its progress and asks members to approve a new 5 year strategy having regard to the new challenges faced by homeowners and the private rented sector within the current national and local policy context.

Members are asked to approve a new 5 year private sector housing strategy.

Wards Affected: All Wards

Report Writer:

Deadline for Report: Before 20/02/14

Lead Member: Cabinet Member for Health, Housing and Adult Social Services

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Ruth Abbott, Paul McCabe
paul.mccabe@york.gov.uk

Implications C&C,Equalities,Financial,Legal,Property

Level of Risk: 09-15 Constant monitoring required

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

Making Representations: Residents/Private Rented Sector Landlords and letting agents and other stakeholders.

Process: 6 week consultation process starting in Housing week.

Consultees: Stakeholder group/private landlords and residents.

Background Documents: Refresh of the Private Sector Housing Strategy

Call-In

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

17/03/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 04/03/14

Keyword: Housing

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

Title of Report: Review of the Housing Revenue Account Business Plan

Description: Purpose of Report: To review the Housing Revenue Account Business Plan.

Members are asked to approve the changes to the Business Plan.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Health, Housing and Adult Social Services

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Tom Brittain, Housing Operations Manager - City Team

tom.brittain@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact Report Author
Tom Brittain, 01904 551262 tom.brittain@york.gov.uk

Process: Contact Report Author

Consultees:

Background Documents:

Call-In

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

17/03/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 04/03/14

Keyword:

Item Type: Cabinet Decision - of 'Normal' Importance

Title of Report: Cycle Hire Scheme for York - Update & Approval

Description: Purpose of Report: To provide an update as regards the proposed 24 month trial of a city wide public cycle hire scheme within York which received in principle agreement from Cabinet (July 2013) following an initial feasibility report.

The Cabinet Member is asked to approve the presented business case and grant officers authority to award contract(s) and proceed with implementation of the scheme.

This item has been deferred until March 2014 to allow further consideration of the best funding routes in light of the current budget process and Tour de France Legacy Strategy.

Wards Affected: All Wards

Report Writer: Richard Holland **Deadline for Report:** Before 19/02/14

Lead Member: Cabinet Member for Transport Planning & Sustainability

Lead Director: Director of City & Environmental Services

Contact Details: Richard Holland

Richard.Holland@york.gov.uk

Implications

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

Making Representations: Please contact report author Richard Holland for further details. Tel No. 01904 551401 or email richard.holland@york.gov.uk.

Process: Please contact report author Richard Holland for further details. Tel No. 01904 551401 or email richard.holland@york.gov.uk.

Consultees: Please contact report author Richard Holland for further details. Tel No. 01904 551401 or email richard.holland@york.gov.uk.

Background Documents: Cycle Hire Scheme for York - Update & Approval

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/03/14

FORWARD PLAN ITEM

Meeting: Cabinet

Meeting Date: 04/03/14

Keyword: Be significant in terms of its effects on communities;
Crime & Disorder

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

Title of Report: Late Night Levy

Description: Purpose of Report: To inform Cabinet of a recent consultation carried out in relation to a proposal to introduce a late night levy within the authority area.

Members are asked to consider the report and findings of the consultation and recommend to Full Council if they believe the late night levy should be introduced within the authority area.

This report will now be taken to Cabinet in March in order to allow for further consultation and consideration of options.

Wards Affected: All Wards

Report Writer:

Deadline for Report: Before 18/02/14

Lead Member: Cabinet Member for Crime & Stronger Communities

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Lesley Cooke

lesley.cooke@york.gov.uk

Implications C&C

Level of Risk: 01-03 Acceptable

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

Making Representations: Contact Report Author

Process: Contact Report Author

Consultees:

Background Documents: Late Night Levy

Call-In

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

17/03/14

FORWARD PLAN ITEM

Meeting: Cabinet Member for Education, Children and Young People's Services

Meeting Date: 26/03/14 **Keyword:** Education

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

Title of Report: Admissions Arrangements Consultation 2015/16

Description: Purpose of Report: This report seeks the Cabinet Member's approval for the City of York Council co-ordinated schemes and admission policies for the 2015/16 academic year. It also seeks approval of the proposed individual school planned admission numbers for the academic year beginning in September 2015. The report follows a period of consultation from December 2013 to February 2014.

The Cabinet Member will be asked to approve the admission arrangements (admissions policies and planned admission numbers) for all schools for whom the local authority is the admissions authority, for entry into school in September 2015.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Cabinet Member for Education, Children and Young People's Services

Lead Director: Director of Education, Skills & Children's Services

Contact Details: Tom Chamberlain, Office Manager, Education Access and Community Transport Team, Jake Wood, Policy Officer

tom.chamberlain@york.gov.uk, jake.wood@york.gov.uk

Implications Equalities, Legal

Level of Risk: 01-03 Acceptable **Reason Key:**

Making Representations: By email to the report authors.

Process: Between 09/12/13 and 03/02/14 – statutory eight week consultation window.

Consultees: Headteachers and governing bodies of all schools in the City of York area, admissions authorities other than CYC (Voluntary Aided and Academy schools), neighbouring admissions authorities, dioceses of Church of England and Roman Catholic churches.

Background Documents:

Call-In

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