



FORWARD PLAN

28 October 2019 - 1 March 2020

Produced By:

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

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

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.

What information does the Forward Plan contain?

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

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

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

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

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FORWARD PLAN ITEM

Meeting: Executive Member for Housing & Safer Neighbourhoods

Meeting Date: 31/10/19

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

Title of Report: Annual Homelessness performance update

Description: Purpose of Report: Annual report on the performance of homeless services and supporting information.

Wards Affected: The Executive Member will be asked to note the progress made by services and approve the priorities and targets going forward.
All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Housing & Safer Neighbourhoods

Lead Director:

Corporate Director of Health, Housing and Adult Social Care

Contact Details:

Denis Southall

denis.southall@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Ongoing discussion with staff, people accessing services and partners around homelessness accommodation provision and services.

Consultees: staff, people using services and partner organisations.

Consultees:

Background Documents:

Call-In

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

04/11/19

FORWARD PLAN ITEM

Meeting: Executive Member for Environment and Climate Change

Meeting Date: 11/11/19

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

Title of Report: Air Quality Update - Annual Status Report 2018

Description: Purpose of Report: To update the Executive Member on air quality in York in 2018 and on progress of Air Quality Action Plan 3 measures to achieve the air quality objectives.

The Executive Member will be asked to note the report and approve the recommendation to revoke the Air Quality Management Area for Fulford.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment and Climate Change

Lead Director: Corporate Director of Economy and Place

Contact Details: Mike Southcombe

mike.southcombe@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Please contact the report author for further details.

Consultees:

Background Documents:

Call-In

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

02/12/19

FORWARD PLAN ITEM

Meeting: Executive Member for Environment and Climate Change

Meeting Date: 11/11/19

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

Title of Report: Graffiti Removal Strategy

Description: Purpose of Report: A recent Council Decision to increase funding to tackle graffiti has been approved to focus on private land. Therefore a review of the strategy needs to be undertaken. This strategy will

- Determine how we will work with external partners to prevent incidents of graffiti
- Outline how graffiti will be removed from Public Land and in what circumstances it will be removed from Private Land
- Define how quickly graffiti will be removed
- Set out who is responsible for removing graffiti from Public, Private and Statutory Undertaker property.

The Executive Member will be asked to approve the strategy.

Decision due date for Executive Member for Environment and Climate Change changed from 07/10/2019 to 11/11/2019.
Reason: Further work is needed on this report before it can be presented to the Executive Member for a decision.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Environment and Climate Change

Lead Director:

Corporate Director of Economy and Place

Contact Details:

Bill Manby, Commercial & Business Delivery Manager

bill.manby@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

The strategy will be developed through discussions with North Yorkshire Police, City of York Enforcement teams and utility providers. Implementation of the strategy will require wider engagement.

Consultees:

North Yorkshire Police

City of York Enforcement teams

Utility providers

City of York Legal Team

Consultees:

Background Documents:

Call-In

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

04/11/19

FORWARD PLAN ITEM

Meeting: Executive Member for Economy and Strategic Planning

Meeting Date: 18/11/19

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

Title of Report: Renewal ballot for the York Business Improvement District (BID)

Description: Purpose of Report: To seek support and approval from the Executive Member for the York Business Improvement District (BID) renewal ballot to take place in November 2020. This will allow local businesses to vote on whether they wish to continue with the BID for a second five year term.

The Executive Member will be asked to:

- Support the City Centre BID and its work
- Confirm that the Executive Member is satisfied that the York BID proposals are not in conflict with any existing Council Policy
- Approve the Baseline Service Agreements which provide a legal commitment by the Council to maintain provision of relevant services in the BID area
- Approve arrangements proceed to allow the Council to operate the ballot and act as the collection agent for the levy
- Note the stages and timescales required to implement the decision as outlined in these recommendations.
- Agree that a report on the BID renewal can be presented to the Executive for their agreement and sign off

Wards Affected: Fishergate Ward; Guildhall Ward; Micklegate Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Economy and Strategic Planning

Lead Director: Corporate Director of Economy and Place

Contact Details: Simon Brereton, Head of Economic Growth, Penny Nicholson

simon.brereton@york.gov.uk, penny.nicholson@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Please contact the report author for further details.

Consultees:

Background Documents:

Call-In

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

02/12/19

Corporate and Scrutiny Management Committee on:

FORWARD PLAN ITEM

Meeting: Executive Member for Economy and Strategic Planning

Meeting Date: 18/11/19

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

Title of Report: Local Industrial Strategy – York response to consultations

Description: Purpose of Report: To update the Executive Member of progress towards the development of Local Industrial Strategies (LIS) by the York, North Yorkshire and East Riding and Leeds City Region LEPs, and propose the basis of City of York Council's response to the two documents which are subject to LEP Board approval.

The Executive Member is asked to consider the content of the two LISs and what CYC's response might be, and to delegate the formal response to the Corporate Director of Economy and Place.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Strategic Planning

Lead Director:

Corporate Director of Economy and Place

Contact Details:

Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Please contact the report author for further details.

Consultees:

Background Documents:

Call-In

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

02/12/19

FORWARD PLAN ITEM

Meeting: Executive Member for Economy and Strategic Planning

Meeting Date: 18/11/19

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

Title of Report: Procurement – supporting local business

Description: Purpose of Report: To provide an update on the council's procurement policies in relation to small and medium-sized businesses in the local area, considering the challenges and what more can be done to enable these businesses to bid for council contracts

The Executive Member will be asked to note and comment on the report, including considering whether there should be further consultation with suppliers.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Economy and Strategic Planning

Lead Director:

Corporate Director of Customer and Corporate Services

Contact Details:

Debbie Mitchell

debbie.mitchell@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Please contact the report author for further details.

Consultees:

Background Documents:

Call-In

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

02/12/19

FORWARD PLAN ITEM

Meeting: Executive Member for Finance and Performance

Meeting Date: 18/11/19

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

Title of Report: Approval of change in scope of ICT Managed Service Procurement

Description: The report will propose to amend the scope of this procurement first approved by the then Executive in December 2017. The scope has changed in that it will focus only on the requirements of City of York Council. The previous report included a joint procurement with Harrogate Borough Council.

The Executive Member will be asked to approve the change in scope for the procurement.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Finance and Performance

Lead Director:

Corporate Director of Customer and Corporate Services

Contact Details:

Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: N/A

Process: N/A

Consultees:

Background Documents:

Call-In

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

02/12/19

FORWARD PLAN ITEM

Meeting: Executive Member for Finance and Performance

Meeting Date: 18/11/19

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

Title of Report: Approval of ICT procurements with a whole life contract value of between £250k and £500k

Description: Purpose of Report: The report will present the proposals to renew and/or replace one or more core ICT systems in the council. These have been defined as routine procurements as per the council's contract procedure rules and will fall within existing capital and revenue budget provisions. The decision-making route however is the same as a key decision under £500k in value given the level of expenditure and required transparency around such procurements.

The Executive Member will be asked to approve the recommended routes for procurement.

The Council aims to give 28 days notice of non-key decisions as it does for key decisions however on this occasion that has not been possible. The reason for urgency is to avoid financial implications associated with one of the procurement decisions and any delay to the project on the other.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Finance and Performance

Lead Director: Corporate Director of Customer and Corporate Services

Contact Details: Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: N/A

Process: N/A

Consultees:

Background Documents:

Call-In

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

02/12/19

FORWARD PLAN ITEM

Meeting: Executive Leader (incorporating Policy, Strategy and Partnerships)

Meeting Date: 20/11/19

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

Title of Report: Inclusive Growth Fund - update

Description: Purpose of Report: To update the Executive Leader on the development of projects as agreed at his September 2019 decision session.

The Executive Member is asked to note the progress made and agree funding for the first tranche of projects.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

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

Lead Director: Corporate Director of Economy and Place

Contact Details: Simon Brereton, Head of Economic Growth

simon.brereton@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Please contact the report author for further details.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Transport

Meeting Date: 21/11/19

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

Title of Report: Strensall Rd, Earswick – Experimental 40mph speed limit

Description: Purpose of Report: Reporting results of the experimental 40mph speed limit including responses from local residents.

The Executive Member will be asked to decide whether to make the speed limit permanent.

Wards Affected: Strensall Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport

Lead Director: Corporate Director of Economy and Place

Contact Details: Ben Potter

ben.potter@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Please contact the report author for further details.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Transport

Meeting Date: 21/11/19

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

Title of Report: Lord Deramore's Primary Safe Routes to School & Traffic Regulation Order

Description: Purpose of Report: To report on the responses to consultation regarding the alterations to the School Safety Zone including the introduction of a traffic calmed 20mph Zone on Field Lane and any objections to the associated Traffic Regulation Order and Speed Limit Order.

The Executive Member will be asked to decide whether to proceed with the scheme.

Wards Affected: Fulford and Heslington Ward; Hull Road Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport

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 information.

Process: Please contact the report author for further information.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Transport

Meeting Date: 21/11/19

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

Title of Report: Victoria Bar Access

Description: Purpose of Report: A decision is required to approve an option for resolving the failed access control measures at Victoria Bar.

The Executive Member is asked to approve an option to take to a detailed design stage and to take into account feedback from the consultation and cost estimates for each.

Wards Affected: Micklegate Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport

Lead Director: Corporate Director of Economy and Place

Contact Details: James Guilliat

James.Guiliatt@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Please contact the report author for further details.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Culture, Leisure and Communities

Meeting Date: 22/11/19

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

Title of Report: Community Hubs

Description: Purpose of Report: The report will set out an approach to further developing community hubs.

The Executive Member will be asked to approve a scheme that recognises community venues as hubs and support to community organisations to develop their offer as community hubs.

The date of this Executive Member Decision Session has changed and this item will now be considered on 22 November 2019.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Culture, Leisure and Communities

Lead Director:

Corporate Director of Children, Education and Communities

Contact Details:

Andrew Laslett, Head of Strategic Services (Leisure & Community Centres)

andrew.laslett@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Q2 19-20 Finance and Performance Monitor

Description: Purpose of Report: This report will provide an overview of the council's overall finance and performance position at the end of Q2.

Wards Affected: Members are asked to note and approve.
All Wards

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

Lead Member: Executive Member for Finance and Performance

Lead Director: Corporate Director of Customer and Corporate Services

Contact Details: Ian Cunningham, Debbie Mitchell

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

Implications

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

Making Representations:

Process:

Consultees:

Background Documents: Q2 19-20 Finance and Performance Monitor

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

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

Title of Report: Millthorpe School - Enhanced Resource Provision

Description: Purpose of Report: This Executive Paper will now set out the SEN provision requirements across the city for the next 3-5 years following the inclusion review. It will identify schemes and ask the Executive to set aside funding for these projects. Individual schemes including Lakeside will then be brought through the appropriate decision making route depending on the financial value of each scheme.

This item has been renamed 'Millthorpe School – Enhanced Resource Provision', the report will now focus on proposed works required at Millthorpe School.

Wards Affected: Micklegate Ward; Rawcliffe and Clifton Without

Report Writer: Claire McCormick **Deadline for Report:** 18/11/19
Lead Member: Executive Member for Children, Young People and Education
Lead Director: Corporate Director of Children, Education and Communities
Contact Details: Claire McCormick

claire.mccormick@york.gov.uk

Implications

Level of Risk:

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

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

Making Representations:

Process:

Consultees:

Background Documents: Enhanced Resource Provision at Lakeside Primary School and Specialist Provision at Millthorpe School

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

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

Title of Report: Capital Programme Monitor 2

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

Members will be asked to note the issues and recommend to Full Council any changes as appropriate.

Wards Affected: All Wards

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

Lead Member: Executive Member for Finance and Performance

Lead Director: Corporate Director of Customer and Corporate Services

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

emma.audrain@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: N/A

Process: N/A

Consultees:

Background Documents: Capital Programme Monitor 2

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

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

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

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

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

Wards Affected: All Wards

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

Lead Member: Executive Member for Finance and Performance

Lead Director: Corporate Director of Customer and Corporate Services

Contact Details: Debbie Mitchell

debbie.mitchell@york.gov.uk

Implications

Level of Risk:

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

Making Representations: N/A

Process: N/A

Consultees:

Background Documents: Treasury Management and Prudential Indicators Mid
Year Review

Call-In

If this item is called-in, it will be considered by the 04/11/19
Corporate and Scrutiny Management Committee on: 06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

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

Title of Report: York's Approach to Equalities

Description: The report proposes a refresh of the council's approach to equalities.

Executive will be asked to approve the updated approach including approving the council's equality objectives.

This item will now be considered by Executive and not at the 21 October Executive Member for Culture, Leisure and Communities.
Reason: Key Decision

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Culture, Leisure and Communities

Lead Director:

Corporate Director of Children, Education and Communities

Contact Details:

Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

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

Title of Report: Response to the Residents Parking Scrutiny Report

Description: Purpose of Report: To report back to the Executive of the conclusions of the Economy and Place Policy Scrutiny committee's task group of Elected Members and to consider officer recommendation's in respect of the Scrutiny Report.

Executive are asked to acknowledge findings of the Scrutiny report and consider the recommendation outlined in the report.

Wards Affected: All Wards

Report Writer: Graham Titchener **Deadline for Report:** 14/11/19

Lead Member: Executive Member for Transport

Lead Director: Corporate Director of Economy and Place

Contact Details: Graham Titchener

graham.titchener@york.gov.uk

Implications

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

Making Representations:

Process: Please contact the report author for further details.

Consultees:

Background Documents: Response to the Residents Parking Scrutiny Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/11/19
06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Council adoption of the York Narrative

Description: Purpose of Report: To provide an update on the Leeds City Region Business Rates funded project to develop a shared narrative for the city, and how it can be used to attract inward investment and high-value jobs.
To provide feedback on the consultation and to thank residents, businesses and local partners for their input in shaping the narrative.
To invite Executive to share their views on the York Narrative and adopt the narrative on behalf of the Council.

Members will be asked to formally adopt the York Narrative on behalf of the Council.

Wards Affected: All Wards

Report Writer: Claire Foale **Deadline for Report:** 18/11/19

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

Lead Director: Corporate Director of Economy and Place

Contact Details: Claire Foale, Head of Communications

claire.foale@york.gov.uk

Implications

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

Making Representations:

Process: Consultation process: Used a blend of consultation activities, including online survey, discussion boards, postcard workshops.

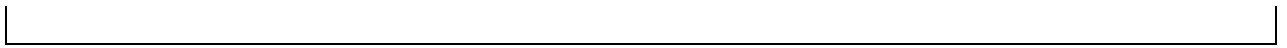
Tested the proposed narrative through workshops with stakeholders from different sectors, 4 x groups of young people, community groups, 3 x resident/ward associations.

Consultees:

Background Documents: Council adoption of the York Narrative

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 02/12/19



FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

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

Title of Report: Partner authority investment in relation to the Yorkshire Purchasing Organisation

Description: Purpose of Report: As one of the founder members, to consider the potential major investment by a partner authority in relation to the Yorkshire Purchasing Organisation.

Members are asked to note the impact on the Council and confirm agreement to the investment.

Wards Affected: All Wards

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

Lead Member: Executive Member for Finance and Performance

Lead Director: Corporate Director of Customer and Corporate Services

Contact Details: Debbie Mitchell

debbie.mitchell@york.gov.uk

Implications

Level of Risk:

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

award of a contract.

Making Representations:

Process: N/A

Consultees:

Background Documents: Partner authority investment in relation to the Yorkshire Purchasing Organisation

Call-In

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

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/11/19

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 make a strategic purchase of a commercial property in York city centre. This follows previous strategic purchases of property in York, most notably in Swinegate in 2017 which was approved by Executive and Full Council. A full business case will be provided in the confidential papers of such.

The report asks Members to recommend to Full Council the establishment of a capital budget to fund the acquisition of the freehold interest of a property in the city centre which will be held within the Council's commercial property portfolio.

Wards Affected: All Wards

Report Writer: Tracey Carter, Nick Collins **Deadline for Report:** 18/11/19

Lead Member: Executive Leader (incorporating Policy, Strategy and Partnerships), Executive Member for Economy and Strategic Planning, Executive Member for Finance and Performance

Lead Director: Corporate Director of Economy and Place

Contact Details: Tracey Carter, Assistant Director-Regeneration and Asset Management, Nick Collins, Commercial Property Manager

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.

Making Representations:

Process: All appropriate Officers and Members have been consulted.

Consultees:

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:

02/12/19

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 12/12/19

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

Title of Report: Schools capital maintenance programme 2020/21

Description: The Executive will be asked to approve expenditure of the capital maintenance programme for 2020/21.

This item will now be considered on 12 December to allow further time to evaluate feasibility costs.

Wards Affected: All Wards

Report Writer: Alison Kelly, Claire McCormick **Deadline for Report:** 02/12/19

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

Lead Director: Corporate Director of Children, Education and Communities

Contact Details: Alison Kelly, Policy and Planning Officer, Claire McCormick

alison.kelly@york.gov.uk, claire.mccormick@york.gov.uk

Implications

Level of Risk:

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

key decision e.g. the
award of a contract.

Making Representations:

Process:

Consultees:

Background Documents: Schools capital maintenance programme 2020/21

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 12/12/19

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

Title of Report: City Centre Access – Phase 1 Proposals – Budget Update

Description: Purpose of Report: To report back to the Executive on recommendation (j) of the August Executive – “To bring back to Executive the cost of the installation, operation and maintenance of the permanent measures.”

An update will also be provided on the permanent measures on Parliament St and at York racecourse (Recommendations (f) and (i)).

Executive are asked to review and approve the budget for the Phase 1 permanent measures to include the future revenue budget for annual maintenance costs and monitoring / operation of the measures.

Wards Affected: All Wards

Report Writer: Catherine Higgins **Deadline for Report:** 02/12/19

Lead Member: Executive Member for Transport

Lead Director: Corporate Director of Economy and Place

Contact Details: Catherine Higgins, Engineer (Transport Projects) Sustainable Transport Service

catherine.higgins@york.gov.uk

Implications

Level of Risk:

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

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

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

Process: Please contact the report author for further details.

Consultees:

Background Documents: City Centre Access – Phase 1 Proposals – Budget Update

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 06/01/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 12/12/19

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Interim report on financial inclusion and welfare benefits activities 2019/20

Description: This paper will update Executive on:

- financial inclusion (FI) activity during 2019/20 including delivery of FI grant schemes
- an update on benefits statistics and performance as administered by the council including the York Financial Assistance Scheme
- any 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.
- Progress in implanting the agreed recommendations from the Financial Inclusion Scrutiny Review

Wards Affected: Members will be asked to note the report
All Wards

Report Writer: Pauline Stuchfield **Deadline for Report:** 02/12/19
Lead Member: Executive Member for Finance and Performance, Executive Member for Housing & Safer Neighbourhoods
Lead Director: Corporate Director of Customer and Corporate Services
Contact Details: Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

Implications

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

Making Representations:

Process: Ongoing engagements with the Financial Inclusion Steering Group which includes external partners.

Consultees:

Background Documents: Financial Inclusion
Interim report on financial inclusion and welfare benefits activities 2019/20

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Transport

Meeting Date: 12/12/19

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

Title of Report: Consideration of representations received to a proposed amendment to Traffic Regulation Order for Bishopthorpe Road
Description: Purpose of Report: Consideration of representations of objection and support to an advertised proposal for waiting restrictions (double yellow lines) on Bishopthorpe Road following complaints of inconsiderate parking and obstruction.

The Executive Member will be asked to consider the proposal together with the representations and decide on the way forward from the options given.

Wards Affected: Micklegate Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Transport

Lead Director:

Corporate Director of Economy and Place

Contact Details:

Sue Gill

sue.gill@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Please contact the report author for further information.

Process: Notices placed on street, in The Press, sent to emergency services and haulier associations. Details hand delivered to properties adjacent to the proposed restrictions and sent to Ward Councillors.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Transport

Meeting Date: 12/12/19

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

Title of Report: Consideration of representations received to a proposed amendment to Traffic Regulation Order on Albemarle Road and Philadelphia Terrace

Description: Purpose of Report: Consideration of representations of objection and support to an advertised proposal for additional waiting restrictions (double yellow lines) on Albemarle Road and Philadelphia Terrace. Proposal associated with planning decision for MUGA at Millthorpe School (18/01162/FUL).

The Executive Member will be asked to consider the proposal together with the representations and decide on the way forward from the options given.

Wards Affected: Micklegate Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport

Lead Director: Corporate Director of Economy and Place

Contact Details: Sue Gill

sue.gill@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: Notices placed on street, in The Press, sent to emergency services and haulier associations. Details hand delivered to properties adjacent to the proposed restrictions and sent to Ward Councillors.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Transport

Meeting Date: 12/12/19

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

Title of Report: TSAR Junction Alterations – Gillygate/Bootham

Description: Purpose of Report: A decision is required to approve the proposed alterations to the junction of Gillygate and Bootham.

The Executive Member will be asked to consider the options outlined in the report and approve Option 1 moving forward.

Wards Affected: Guildhall Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport

Lead Director: Corporate Director of Economy and Place

Contact Details: Stuart Andrews, Transport Systems Project Manager

stuart.andrews@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process: A consultation is being carried out to offer key user groups an opportunity to have their say on the proposed scheme.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Environment and Climate Change

Meeting Date: 16/12/19

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 and Climate Change

Lead Director:

Corporate Director of Economy and Place

Contact Details:

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

Implications

Level of Risk:

Reason Key:

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

Process:

Wide consultation with communities has commenced through the partnership work with the Environment Agency on individual at risk community levels.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Finance and Performance

Meeting Date: 16/12/19

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

Title of Report: Annual DDR approvals and Process report

Description: Purpose of Report: To approve the discretionary rate relief (DRR) awards for the next financial period 2020-22.

Members will be asked to approve all, some or none of the allocations.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Finance and Performance

Lead Director: Corporate Director of Customer and Corporate Services

Contact Details: Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Finance and Performance

Meeting Date: 16/12/19

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

Title of Report: Health & Safety Interim Report 2019/20

Description: Purpose of Report: To update the Executive Member on:

- Key areas of work of the City of York Council (CYC) Health & Safety Service during 2019;
- A performance update on the Health & Safety shared service with North Yorkshire County Council;
- A review of CYC accidents/incidents in the reporting period;
- Consideration and approval of any amendments to the shared service collaboration agreement.

The Executive Member will be asked to:

- Comment on and note the key areas of work and performance of the Health and Safety service;
- Request any further reports on any areas of concern relating to this work and areas of Health and Safety risk at CYC;
- Consider and approve (or otherwise) any recommendations to the shared service collaboration agreement.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Finance and Performance

Lead Director:

Corporate Director of Customer and Corporate Services

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

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Many of the matters relating to the work of the Health and Safety Service plus the reporting of accidents/incidents are discussed on an ongoing basis with the council's Joint Health & Safety Committee (JHSC) which includes representatives from the Trade Unions. As well as JHSC, CMT will be consulted on the report.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Housing & Safer Neighbourhoods

Meeting Date: 19/12/19

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

Title of Report: Independent Living Communities: Service Charge

Description: Fair and sustainable charges for tenants living in independent living communities.

The report will ask the Executive Member to approve the option to increase the service charge in order to reflect the cost of goods and services.

Wards Affected: Clifton Ward; Dringhouses & Woodthorpe Ward; Fulford and Heslington Ward; Heworth Ward; Micklegate Ward; Westfield Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Housing & Safer Neighbourhoods

Lead Director:

Corporate Director of Health, Housing and Adult Social Care

Contact Details:

Kate Grandfield, Supported Housing Manager, Denis Southall

kate.grandfield@york.gov.uk, denis.southall@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Tenants living in ILC schemes

Process: Tenants will be informed of changes to the service charge in January 2020, with 1.1 discussions and assistance offered to any tenants who need this.

Consultees:

Background Documents:

Call-In

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

06/01/20

FORWARD PLAN ITEM

Meeting: Executive Member for Children, Young People and Education

Meeting Date: 14/01/20

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

Title of Report: Admission arrangements for the 2021/22 School Year

Description: This report seeks the Executive Member's approval for the City of York Council co-ordinated schemes and admission policies for the 2021/22 school year. It also seeks approval of the proposed individual school published admission numbers (PANs) for the academic year beginning in September 2021. The report follows a period of consultation from October 2019 to December 2019.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

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

Lead Director: Corporate Director of Children, Education and Communities

Contact Details: Mark Ellis, Rachelle White, School Admissions Manager

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

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Between 07/10/19 and 06/12/19. The statutory requirement is for a six week consultation. 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 are consulted. Also any parent/carers of children in the area who respond to consultation documents.

Consultees:

Background Documents:

Call-In

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

03/02/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 13/02/20

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

Title of Report: Update of Housing Revenue Account Business Plan

Description: Purpose of Report: Updated HRA Business Plan which has been updated to reflect current priorities and the current financial requirements and investment of existing and new housing stock.

Members are asked to agree to the updated plan including the financial planning as set out in this document.

This item has been deferred to the meeting of the Executive on 13 February 2020 to coincide with the consideration of budget proposals.

Wards Affected: All Wards

Report Writer: Denis Southall
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, Denis Southall

Deadline for Report: 30/01/20

paul.landais-stamp@york.gov.uk, denis.southall@york.gov.uk

Implications

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

Making Representations:

Process: Draft to be considered by Housing and Community Safety Policy and Scrutiny reps.

Consultees - Housing tenant scrutiny panel - panel made up of tenants and leaseholders.

Consultees:

Background Documents: Update of Housing Revenue Account Business Plan

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 02/03/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 13/02/20

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

Title of Report: Update of Housing Revenue Account Asset Management Strategy

Description: Purpose of Report: Set out the updated strategy to manage assets within the Housing Revenue account of current ambitions and the financial environment.

Wards Affected: Members are asked to agree to the updated strategy.
All Wards

Report Writer: Denis Southall **Deadline for Report:** 30/01/20
Lead Member: Executive Member for Housing & Safer Neighbourhoods
Lead Director: Corporate Director of Health, Housing and Adult Social Care
Contact Details: Mike Gilsenan, Head of Building Services, Paul Landais-Stamp, Housing Strategy Manager, Denis Southall

mike.gilsenan@york.gov.uk, paul.landais-stamp@york.gov.uk,
denis.southall@york.gov.uk

Implications

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

Making Representations:

Process:

Consultees:

Background Documents: Update of Housing Revenue Account Asset Management Strategy

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 02/03/20

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 13/02/20

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Q3 19-20 Finance and Performance Monitor

Description: Purpose of Report: To provide overview of the councils overall finance and performance position at the end of Q3.

Wards Affected: Members will be asked to note and approve.
All Wards

Report Writer: Ian Cunningham **Deadline for Report:** 03/02/20

Lead Member: Executive Member for Finance and Performance

Lead Director: Corporate Director of Customer and Corporate Services

Contact Details: Ian Cunningham, Debbie Mitchell

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

Implications

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

Making Representations:

Process:

Consultees:

Background Documents: Q3 19-20 Finance and Performance Monitor

Call-In

If this item is called-in, it will be considered by the 02/03/20
Corporate and Scrutiny Management Committee on: