



# **FORWARD PLAN**

**16 March 2020 - 19 July 2020**

**Produced By:**

**Democratic Services  
City of York Council  
West Offices  
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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

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

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

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

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## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Culture, Leisure & Communities

Executive Member for Culture, Leisure and Communities

**Meeting Date:** 16/03/20

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

**Title of Report:** York Learning Services Self-Assessment

**Description:** Propose of Report: To set out York Learning Services' self-assessment summary. It will identify key considerations in shaping York Learning Services' strategic plan for the academic year 2020/21.

The Executive Member will be asked to approve the self-assessment and to comment on issues that will shape the new plan for the next academic year.

**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:

30/03/20

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Culture, Leisure & Communities

Executive Member for Culture, Leisure and Communities

**Meeting Date:** 16/03/20

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

**Title of Report:** York Theatre Royal Funding

**Description:** Purpose of Report: To set out the key terms for the proposed York Theatre Royal capital funding allocated within the 2020/21 budget.

The Executive Member will be asked to approve the key terms.

This item will be considered at the 16 March 2020 Decision Session Culture, Leisure and Communities, not the 17 March 2020 Decision Session Children, Young People and Education as advertised when first published 10 February 2020 (change made 11 February 2020).

**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:** York Theatre Royal Funding

**Call-In**

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

30/03/20



## FORWARD PLAN ITEM

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

**Meeting Date:** 16/03/20

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

**Title of Report:** Footfall counters in York City centre

**Description:** Purpose of report: To set out the current situation regarding footfall counters in the city centre and present options for future development in collaboration with York BID.

The Executive Member is asked to note short term changes which are being made to ensure continuity of data and decide what the future arrangements should be with regard to extending data collection.

**Wards Affected:** Guildhall 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

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** All relevant parties will be consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

30/03/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/03/20

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

**Title of Report:** Development of York Economic Strategy

**Description:** Purpose of report: To inform the Executive Member on progress towards the development of the new Economic Strategy, including any early findings from the consultation, and seek approval for the proposed membership of the stakeholder group.

The Executive Member is asked to note the progress on the development of the strategy and approve the membership of the stakeholder group.

**Wards Affected:** Guildhall 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

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** All relevant parties will be consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

30/03/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/03/20

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

**Title of Report:** Shambles Market Working Group

**Description:** Purpose of report: To inform the Executive Member of the establishment of a Shambles Market Working Group, which will advise Make It York as they develop plans for the future direction and development of Shambles Market. This will include details of the proposed membership of the group.

The Executive Member is asked to note the establishment of the Working Group and its initial scope and membership.

**Wards Affected:** Guildhall 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

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** All relevant parties will be consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

30/03/20

## FORWARD PLAN ITEM

**Meeting:** Decision Session - Executive Member for Finance and Performance

Executive Member for Finance and Performance

**Meeting Date:** 16/03/20

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

**Title of Report:** Approval of Financial Inclusion Innovation Fund Awards

**Description:** Purpose of Report: To present the recommendations of officers and the panel relating to awards for the Financial Inclusion Innovation Fund. These will be funded for up to one year projects that deliver the Council's Financial Inclusion and Council Plan objectives.

The Executive Member is asked to approve the recommendations of officers and the panel relating to awards for the Financial Inclusion Innovation Fund.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing & Safer Neighbourhoods,  
Executive Member for Finance and Performance

**Lead Director:**

Deputy Chief Executive

**Contact Details:**

John Madden, Benefits Assessments Manager, Resources -  
Financial Services Group

john.madden@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

The annually funded scheme criteria is developed in consultation with Executive members, the outputs of the scheme is overseen by the Financial Inclusion Steering Group.

**Consultees:**

**Background Documents:**

### Call-In

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

30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/03/20

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

**Title of Report:** Response to the council motion on Empty Homes (July 2019)

**Description:** Purpose of Report: To inform the Executive of the following Council motion:

"Given that York has experienced a recent spike in the number of homes left empty for six months or more, that Council Officers produce a report for consideration by the Executive to examine the potential options available to the Council to further reduce the number of empty homes in the city"

The Executive will be formally asked to respond to this motion.

**Wards Affected:** All Wards

**Report Writer:** Ruth Abbott                      **Deadline for Report:** 09/03/20  
**Lead Member:** Executive Member for Housing & Safer Neighbourhoods  
**Lead Director:** Corporate Director of Health, Housing and Adult Social Care  
**Contact Details:** Ruth Abbott

ruth.abbott@york.gov.uk

### Implications

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

### Making Representations:

**Process:** To work with Council Tax colleagues to fully understand the reasons behind the spike. To carry out an audit of Empty Properties and where practicable contact the owners to inform the Council as the reason why the properties have been left empty.  
Consultees: Council Tax colleagues and empty property owners.

### Consultees:

**Background Documents:** Response to the council motion on Empty Homes (July 2019)

### Call-In

If this item is called-in, it will be considered by the                      04/05/20  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/03/20

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

**Title of Report:** Protecting Live Music Venues and Nightclubs

**Description:** Purpose of Report: To responds to the motion agreed at Council on 31 October calling on the Executive to take a number of actions in respect of live music venues in the city.

The Executive will be asked to agree to actions in response to the motion that are within its powers.

This item has been deferred to the 19 March 2020 Executive after initial consultation with the York Music Venues it was suggested that more time was allowed for detailed discussion on the issues involved.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft      **Deadline for Report:** 16/03/20  
**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:** 04-08 Regular      **Reason Key:**  
monitoring required

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Protecting Live Music Venues and Nightclubs

### Call-In

If this item is called-in, it will be considered by the      30/03/20  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 19/03/20

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

**Title of Report:** Economy & Place Capital Programme – 2020/21 Budget Report

**Description:** Purpose of Report: To set out the proposed 2020/21 programme of works to be delivered through the Economy & Place Transport Capital Programme budget.

The Executive Member will be asked to approve the proposed programme of schemes to be delivered in 2020/21.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Not Applicable.

**Process:** All relevant officers and members.

**Consultees:**

**Background Documents:**

### Call-In

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

30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/03/20

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

**Title of Report:** EV Charging Strategy

**Description:** Purpose of report: To formalise an electric vehicle charging strategy for City of York Council's public charging network. The strategy will guide future development of the network which is anticipated to expand rapidly over the coming years in order to both meet the likely demand for EV charging and to support an accelerated uptake of EV's in York.

The Executive will be asked to approve the EV Charging Strategy.

This item has been deferred to the 19 March 2020 Executive meeting to enable further detailed analysis of options taking into consideration the recent budget proposals.

**Wards Affected:** All Wards

**Report Writer:** Andrew Leadbetter **Deadline for Report:** 05/03/20  
**Lead Member:** Executive Member for Environment and Climate Change,  
Executive Member for Transport

**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Andrew Leadbetter, Travel Planning Officer

andrew.leadbetter@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:** All relevant officers have been consulted.

### Consultees:

**Background Documents:** EV Charging Strategy

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 30/03/20



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/03/20

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

**Title of Report:** City of York Council Fleet Strategy

**Description:** Purpose of report: To consider a fleet replacement strategy which will include the next generation of waste vehicles for the city.

The Executive will be asked to approve the Fleet Replacement Strategy.

This item has been deferred to the 19 March 2020 Executive meeting to enable further detailed analysis of options taking into consideration the recent budget proposals.

**Wards Affected:** All Wards

**Report Writer:** Bill Manby **Deadline for Report:** 09/03/20

**Lead Member:** Executive Member for Environment and Climate Change,  
Executive Member for Transport

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

**Contact Details:** Bill Manby, Commercial & Business Delivery Manager, James  
Gilchrist, Assistant Direct of Transport, Highways & Environment

bill.manby@york.gov.uk, james.gilchrist@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:** City of York Council Fleet Strategy

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/03/20

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

**Title of Report:** Proposals to enable the provision of Older Person's Accommodation on Lowfield Green

**Description:** Purpose of Report: to consider how the site for Older People's Accommodation on Lowfield Green can be developed to best meet the needs of our older residents and the local community, following the results of a consultation with older residents about their accommodation preferences and discussions with developers regarding a care home for the Lowfield Green site.

The executive will be asked to agree to procure an extra care developer and operator to develop a mixed tenure extra care development on the site previously identified for a care home.

**Wards Affected:** Westfield Ward

**Report Writer:** Vicky Japes  
**Lead Member:** Executive Member for Health and Adult Social Care, Executive Member for Housing & Safer Neighbourhoods  
**Lead Director:** Corporate Director of Health, Housing and Adult Social Care  
**Contact Details:** Vicky Japes

**Deadline for Report:** 09/03/20

vicky.japes@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Consultation process:  
The recommendations within this paper will be informed by the recent older person's accommodation survey.  
A soft market testing exercise is being carried out with developers and accommodation and care providers.  
Consultees:  
Consultees include individual residents, housing associations, older person's advocacy groups and care providers.

Any other relevant information:  
Previous reports gave approval to procure a care home developer. A procurement exercise was launched, but no viable proposals were received. Housing development is now underway on the Lowfield green site and it is important that the site allocated for older people's accommodation does not sit unused while properties are being completed, sold and a new community

is being created.

**Consultees:**

**Background Documents:** Proposals to enable the provision of Older Person's  
Accommodation on Lowfield Green

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/03/20

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

**Title of Report:** Climate Emergency Response

**Description:** Purpose of Report: To update the Executive on work related to the council's response to the climate emergency, highlighting work to date, plans for the future and what our wider city can be considering.

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

**Report Writer:** Will Boardman      **Deadline for Report:** 09/03/20  
**Lead Member:** Executive Member for Environment and Climate Change  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** Will Boardman, People and Neighbourhoods Strategy and Policy Group Manager  
  
will.boardman@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Officers of the council have been consulted to provide information related to this report.

### Consultees:

**Background Documents:** Climate Emergency Response

### Call-In

If this item is called-in, it will be considered by the      30/03/20  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 19/03/20

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

**Title of Report:** Update on Bus Services in York

**Description:** Purpose of Report: To update the Executive on various issues around York's bus network, particularly the clean air zone, potential electrification of the bus network following new government funds for bus services and decisions on supported bus services in York.

The Executive will be asked to note the contents of the report, to make decisions around potential opportunities for the further electrification of York's bus network and the continuation or otherwise of the some supported bus services in York.

**Wards Affected:** All Wards

**Report Writer:** Julian Ridge                      **Deadline for Report:** 09/03/20

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Julian Ridge

julian.ridge@york.gov.uk

### Implications

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

**Making Representations:** N/A

**Process:** None

### Consultees:

**Background Documents:** Update on Bus Services in York

### Call-In

If this item is called-in, it will be considered by the                      30/03/20  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 19/03/20

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

**Title of Report:** Consideration of representations received to the advertised Residents Priority Parking scheme for Clifton Dale and Clifton Green

**Description:** Purpose of Report: To consider the representations received to the proposed new Residents Parking Scheme to include Clifton Dale and Clifton Green then make a decision on the way forward from the options given.

The Executive Member will be asked to overturn the objections received and implement the scheme as advertised to be known as R65 Clifton Dale.

**Wards Affected:** Clifton Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Annemarie Howarth

annemarie.howarth@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Residents and Ward Councillors.

**Process:** Consultation documents hand delivered to all properties included within the proposed scheme. Report approved to advertise a new scheme after the majority of residents were in favour of the proposal. Restrictions legally advertised on street, in The Press and delivered to residents.

**Consultees:**

**Background Documents:**

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 19/03/20

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

**Title of Report:** Consideration of an objection received to the advertised Traffic Regulation order for Double yellow lines on Gray Street

**Description:** Purpose of report: To consider the objection received to a recent advertised Traffic Regulation Order to convert an existing section of Single Yellow line into Double Yellow lines due to an obstruction being caused to the footway on an evening, then make a decision on the way forward from the options given.

The Executive Member is asked to overturn the objection received and implement the restriction as advertised.

**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:** Annemarie Howarth

annemarie.howarth@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Proposed amendment to the Traffic Regulation order was legally advertised on street, in The Press and delivered to adjacent residents.

**Consultees:**

### Background Documents:

#### Call-In

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

30/03/20



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 19/03/20

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

**Title of Report:** Yearsley Crescent Residents Parking Petition

**Description:** Purpose of Report: To consider a petition requesting residents parking.

Executive Member is asked to acknowledge receipt and place on the waiting list.

**Wards Affected:** Heworth Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Alistair Briggs, Traffic Network Manager

alistair.briggs@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** If approved for adding to the waiting list there will be the legal process for implementing new or amending traffic regulation orders in due course.

The statutory consultees, on street notices, local press notice and adjacent properties.

**Consultees:**

### Background Documents:

#### **Call-In**

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

30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 19/03/20

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

**Title of Report:** TSAR Traffic Signal Refurbishment – Hull Road/Lilac Avenue

**Description:** Purpose of report: To ask the Executive Member to approve the proposed refurbishment to the pedestrian crossing and associated cycle facilities at Hull Road/Lilac Avenue.

The Executive Member is asked to approve option 1.

**Wards Affected:** Hull Road Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

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

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** 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:

30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 19/03/20

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

**Title of Report:** Access fund and programme update

**Description:** Purpose of Report: To provide an update on the Access Fund and the programme of work for 2020/21 to be provided by the iTravel Team.

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

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Tony Clarke

tony.clarke@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:

30/03/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment and Climate Change

**Meeting Date:** 30/03/20

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

**Title of Report:** York February 2020 Flood Review

**Description:** Purpose of Report: To review the flood event experienced during February 2020 and the response of City of York Council and partners.

The Executive Member is asked to consider the review and make recommendations to enhance the response to future flood events in the city.

**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, Neil Ferris, Corporate Director of Economy and Place

Tel: 01904 553401, Tel: 01904 55 1448

steve.wragg@york.gov.uk, neil.ferris@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** All relevant parties will be consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

04/05/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/04/20

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

**Title of Report:** Make it York Service Level Agreement

**Description:** Purpose of Report: To set out the new priorities for Make It York for 2020/21 as part of the service level agreement between the council and Make It York.

The Executive Members will be asked to approve the revised priorities.

This decision will be taken in consultation with the Executive Member for Economy and Strategic Planning.

**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:

04/05/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/04/20

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

**Title of Report:** Application for Community Right to Bid under the Localism Act 2011

**Description:** Purpose of report: To present an application to list The Murton Arms Public House, Murton, York as an asset of community value.

The Executive Member will be asked to make a decision on whether the above listed property should be added to the list of assets of community value.

**Wards Affected:** Osbaldwick and Derwent Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tim Bradley

tim.bradley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**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:

04/05/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 21/04/20

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

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

alison.kelly@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Education Finance

**Consultees:**

**Background Documents:**

### Call-In

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

04/05/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 23/04/20

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

**Title of Report:** Traffic Management and Speed Limit Traffic Regulation Order Waiting Lists

**Description:** Purpose of report: To outline the likely costs and the likelihood of there being an improvement of taking forward proposals to manage the movement or speed of traffic.

The Executive Member is asked to agree the proposed priority of the waiting list put forward.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Alistair Briggs, Traffic Network Manager

alistair.briggs@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:

04/05/20



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 23/04/20

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

**Title of Report:** Main Avenue Area, Heworth : Resident consultation

**Description:** Purpose of Report: To consider the results of the consultation undertaken with residents with reference to introducing a Residents Priority Parking Scheme on First Avenue, Second Avenue, Main Avenue and East Parade.

The Executive Member will be asked to consider the results of the consultation and decide the way forward on this issue from options given within the report.

**Wards Affected:** Heworth 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:**

**Process:** Information package delivered to properties in the consultation area. Residents asked to indicate their views on the Questionnaire sheet and return in the Freepost Envelope provided, or email their preferences to highway.regulation@york.gov.uk

Ward Cllrs sent the information electronically

**Consultees:**

**Background Documents:**

**Call-In**

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

01/06/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 23/04/20

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

**Title of Report:** TSAR Junction Alterations – Osbaldwick Link Road/Hull Road

**Description:** Purpose of report: A decision is required to approve the proposed alterations to the junction of Hull Road and Osbaldwick Link Road.

The Executive Member will be asked to consider of the officer recommendations as outlined in the report and approve option 1.

**Wards Affected:** Hull Road Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

James Williams, Transport Systems Project Manager

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** 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:

04/05/20

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 23/04/20

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

**Title of Report:** FS-17-23 Bikehanger Pilot Scheme

**Description:** Purpose of report: To seek approval to implement the Experimental TRO and to purchase the bike shelter.

The Executive Member will be asked to approve the making of the Experimental Traffic Regulation Order (ETRO) land to conclude the trial by implementing the scheme as permanent.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** David Mercer

david.mercer@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Internal consultation with key officers, and external consultation with residents (immediate frontages) during the initial design stage.

Advertisement of ETRO during trial period and consultation with residents and users of the shelter.

**Consultees:**

**Background Documents:**

### Call-In

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

04/05/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 23/04/20

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

**Title of Report:** Fulford School Remodelling Phase 1 & Access Improvements by Highways

**Description:** Purpose of Report: To request the approval of a £500,000 Basic Need budget for remodelling of buildings at Fulford School which will enable the school to take 270 pupils in year 7 in September 2020. To also approve a £550,000 Highways budget for improvements to bus access and egress on the school site.

**Wards Affected:** The Executive Member will be asked to approve the Basic Need and Highways budget, as outlined in the Purpose of Report.  
Fulford and Heslington Ward

**Report Writer:** Alison Kelly

**Deadline for Report:** 13/04/20

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

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

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

alison.kelly@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** 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:** South York Partnership Multi Academy Trust

**Consultees:**

**Background Documents:** Fulford School Remodelling Phase 1 & Access Improvements by Highways

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/05/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 23/04/20

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

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

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

Members are asked to approve the Proposed Modifications recommended in the Examiner's Report and the Council's Decision Statement to allow the Huntington Neighbourhood Plan to proceed to Referendum.

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

**Report Writer:** Anna Pawson **Deadline for Report:** 08/04/20

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

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

**Contact Details:** Anna Pawson

anna.pawson@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:** Previous consultations have taken place at area designation stage (2015), pre-submission stage (2018) and submission stage (2019).

Consultees included in Schedule 1 of the Neighbourhood Planning (General) Regulations 2012, and people who live, work and do business in the parish of Huntington.

### Consultees:

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

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/05/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 23/04/20

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

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

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

The consultation will take place in May to June 2020, with feedback received analysed in July-Aug 2020, and a report assessing options and making recommendations for a decision on the introduction of a permit scheme to be presented to the Executive Meeting or Full Council in September 2020.

If a decision is taken to move to a permit scheme, the Street Works team will then aim to implement this change by April 2021 at the latest.

Executive are asked to approve a public consultation exercise to take place between May and June 2020 to seek feedback from statutory consultees and other stakeholders on the proposals to introduce a permit scheme to govern all utility and highway works activities in York.

**Wards Affected:** All Wards

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

**Lead Member:** Executive Member for Transport

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

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

helene.vergereau@york.gov.uk

### Implications

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

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

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

### Consultees:

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

### Call-In

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

04/05/20



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 23/04/20

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

**Title of Report:** Proposal for an article 4(1) direction for the Heslington conservation area and production of a strategy for article 4(1) directions for City of York conservation areas

**Description:** Purpose of Report: To propose the service of an article 4(1) direction in the Heslington conservation area in response to local requests and produce a strategy for implementing article 4 directions in the city's conservation areas.

The Executive will be asked to consider and authorise the service of an article 4(1) direction in the Heslington conservation area and production of a strategy for implementing article 4 directions in the city's conservation areas.

**Wards Affected:** All Wards

**Report Writer:** Edward Freedman **Deadline for Report:** 08/04/20

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

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

**Contact Details:** Edward Freedman, Conservation Officer

edward.freedman@york.gov.uk

### Implications

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

### Making Representations:

**Process:** The service of an article 4 direction requires statutory consultation involving advertisement and consultation with affected parties including residents and the parish council. The production of a strategy would not be subject to statutory consultation as it is considered to be an internal document used to prioritise resources, but it is proposed that informal consultation be carried out with relevant bodies during production of the document.

Heslington: consultation with affected owners, the Secretary of State, Historic England and the Parish Council in accordance with DoE Circular 9/95 and CoYC Statement of Community Involvement

### Consultees:

**Background Documents:** Proposal for an article 4(1) direction for the Heslington

conservation area and production of a strategy for article  
4(1) directions for City of York conservation areas

**Call-In**

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

04/05/20

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 23/04/20

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

**Title of Report:** NSLC Commercial proposals

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

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

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

**Wards Affected:** All Wards

**Report Writer:** Paul Forrest

**Deadline for Report:** 13/04/20

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

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

**Contact Details:** Paul Forrest

paul.forrest@york.gov.uk

### Implications

**Level of Risk:**

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

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** NSLC Commercial proposals

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 23/04/20

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

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

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

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

**Wards Affected:** All Wards

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

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

**Lead Director:** Deputy Chief Executive

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

trudy.forster@york.gov.uk

### Implications

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

### Making Representations:

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

### Consultees:

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

### Call-In

If this item is called-in, it will be considered by the      04/05/20  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

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

**Meeting Date:** 30/04/20

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

**Title of Report:** Garden Assistance for CYC Tenants

**Description:** Purpose of Report: To outline the details of our approach for alternatives to the Garden Assistance Scheme that ended in 2019 including interim measures and longer term community strength based approach.

The Executive Member is asked to agree to the policy and principles of the proposals.

**Wards Affected:** 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:**

Peter Holt, Housing Assistant Team Leader

peter.holt@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Consultation, policy development and discussion sessions.  
Consultees: staff, Cllrs, people living in council homes and leaseholders.

**Consultees:**

**Background Documents:**

**Call-In**

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

04/05/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 30/04/20

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

**Title of Report:** Energy Efficiency Accelerator Project

**Description:** Purpose of Report: To seek approval to establish a pilot project to demonstrate retrofit designs that can be used to maximise energy efficiency performance of our social housing stock.

The Executive Member is asked to approve the proposal.

This item has been deferred to the 30 April 2020 Executive Member Decision Session in order to allow for the undertaking of further analysis and impact assessment work with the West Yorkshire Combined Authority.

**Wards Affected:** 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:**

Mike Gilsenan, Head of Building Services

mike.gilsenan@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

Taken to SMT in January 2020

Take to Tenant Scrutiny Panel in February 2020

Consultees - Housing and Community Safety Senior Management Team (SMT)

Tenant Scrutiny Panel

**Consultees:**

### Background Documents:

#### Call-In

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

30/03/20

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/05/20

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

**Title of Report:** Communal Areas Policy (Housing Owned Land)

**Description:** Purpose of Report: To set out our approach and ambitions for Housing owned communal areas (land) including principles of our approach and management, contribution to zero carbon target, increasing biodiversity and improving the lives of people using this land.

The Executive Member is asked to agree to the policy and principles, including charging policy, permission to use land and budgetary implications (neutral).

**Wards Affected:** 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:**

Ruth Abbott

ruth.abbott@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Targeted consultation, discussion of draft policy and process.  
Consultees: staff, cllrs, people living in council homes and leaseholders

**Consultees:**

**Background Documents:**

**Call-In**

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

01/06/20



## FORWARD PLAN ITEM

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

**Meeting Date:** 19/05/20

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

**Title of Report:** Term dates for the 2021/22 school year

**Description:** Purpose of Report to request the approval of the school term dates for schools for whom the Local Authority (LA) is the employer, for the school year beginning in September 2021. The report also updates the Executive Member on a previously agreed strategy for setting future term dates alongside our neighbouring Local Authorities for future school years.

**Wards Affected:** The Executive Member will be asked to approve the school term dates for schools for whom the Local Authority (LA) is the employer, for the school year beginning in September 2021.  
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:**

Rachelle White, School Admissions Manager

rachelle.white@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Pre consultation with schools for whom the LA is the employer during 2019 Autumn term.

**Consultees:**

**Background Documents:**

### Call-In

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

01/06/20