



# **FORWARD PLAN**

**11 March 2019 - 14 July 2019**

**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](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.

---

## **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

**EXECUTIVE FORWARD PLAN**  
**ALPHABETICAL LIST OF ENTRIES**

<b>ITEM</b>	<b>PAGE NO</b>
A sustainable future for York with Hyper Hubs	17
Bishopthorpe Road crossing point review	16
Cold Calling Controlled Zones - update	32
*Economic Health of York City Centre Scrutiny Review Final Report	36
*Economic Update	38
Economy & Place Capital Programme – 2018/19 Budget Report	10
Financial Inclusion Scrutiny Review Final Report	28
*Future High Streets Fund – submission of expression of interest	37
Health Housing & Adult Social Care Policy & Scrutiny Committee: Report of the Substance Misuse Review Task Group	27
Internal Audit	25
Introduction of Fixed Penalty Notice for household waste duty of care offences	35
Investment in the redevelopment of Lincoln Court Independent Living Scheme	23
Minster Precinct Neighbourhood Plan Area and Forum	13
Petition : Green Waste Collection - East Mount Road, York	9
Petitions in respect of Wetherby Road, Kingsway, Ridgeway, Askham Lane and Grange Street relating to various highway and transport issues	15

<b>ITEM</b>	<b>PAGE NO</b>
Placement review - Foster carer review	33
Planning Enforcement Update	11
PROW: Request to authorise taking a definitive map modification order application out of turn	12
Residents' Priority Parking Scrutiny Review Final Report	29
Retail Relief 2019	6
School capital maintenance programme 2019/20	20
Scrutiny Operations and Functions Review Final Report	30
Single-use Plastics scrutiny Review Final Report	31
Surface Water Flood Event Investigation – 23 August 2018	7
Various Community Asset Transfers	22
Vehicle Activated Speed – Speed Indicator Device Trial	14
York 5 Year Flood Plan Update	8
York Learning Services Strategic Plan 2019/20	39

## FORWARD PLAN ITEM

**Meeting:** Executive Leader (incorporating Finance & Performance)

**Meeting Date:** 11/03/19

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

**Title of Report:** Retail Relief 2019

**Description:** Purpose of Report: To approve the retail relief policy for 2019 introduced by Central Government in its Autumn Statement.

The Government have produced the policy guidelines however the council must approve its own policy based upon these as a condition of the grant to allow it to make the awards.

The Council aims to give the same 28 day notice of non-key decisions, as it does for key decisions, but in exceptional circumstances this may not be possible. In this case, the item will not have been on the forward plan for 28 days due to a government deadline requiring all councils to have an approved scheme in place for April 1 and this being the final meeting of the municipal year.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Ian Gillies

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

**Contact Details:** David Walker

david.walker@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:

03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 11/03/19

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

**Title of Report:** Surface Water Flood Event Investigation – 23 August 2018

**Description:** Purpose of Report: A formal investigation has been undertaken following the impacts of extreme rainfall across the city on the 23rd August 2018. The report provides information from all partners and details of all parts of the investigation and mitigation works.

The Executive Member will be asked note the findings of the investigation and support its recommendations

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment

**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:** 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:

03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 11/03/19

**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:** Acomb Ward; Bishopthorpe Ward; Clifton Ward; Copmanthorpe Ward; Dringhouses & Woodthorpe Ward; Fishergate Ward; Fulford and Heslington Ward; Guildhall Ward; Haxby & Wigginton Ward; Heworth Ward; Heworth Without Ward; Holgate Ward; Hull Road Ward; Huntington & New Earswick Ward; Micklegate Ward; Rawcliffe and Clifton Without; Strensall Ward; Westfield Ward; Wheldrake Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment

**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:** 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:

03/06/19



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 11/03/19

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

**Title of Report:** Petition : Green Waste Collection - East Mount Road, York

**Description:** Purpose of Report: To acknowledge receipt of the petition and respond in respect of the request for suitable collection arrangements for green waste in East Mount Road.

The Executive Member will be asked to note the content of the report and officer recommendations.

**Wards Affected:** Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

**Contact Details:** Russell Stone

russell.stone@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:

03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/03/19

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

**Title of Report:** Economy & Place Capital Programme – 2018/19 Budget Report

**Description:** Purpose of Report: To set out the proposed 2019/20 programme of works to be delivered using the Economy & Place Transport Capital Programme budget.

The Executive Member will be asked to approve the proposed programme of schemes to be delivered in 2019/20.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

### 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:

03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/03/19

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

**Title of Report:** Planning Enforcement Update

**Description:** Purpose of Report: To outline current working practices in enforcement, recent changes and reviews going forward.

The Executive Member will be asked to note the changes and reviews going forward.

This item has been deferred to the Decision Session of the Executive Member for Transport and Planning on 14 March 2019

Reason: Due to further work and clarification this report will now be considered by the Executive Member for Transport and Planning at 14th March 2019 Decision Session.

This report has been withdrawn because it will now be brought forward to a future Executive with the annual review of enforcement activity across all Council functions.

**Wards Affected:** All Wards

**Report Writer:** Rob Harrison      **Deadline for Report:** 04/03/19

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

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

**Contact Details:** Rob Harrison

rob.harrison@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:** Planning Enforcement update

### Call-In

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

Corporate and Scrutiny Management Committee on: 03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/03/19

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

**Title of Report:** PROW: Request to authorise taking a definitive map modification order application out of turn

**Description:** Purpose of Report: For the Executive Member to consider taking a DMMO application out of turn. The request is being made to end uncertainty over the status of Yorkfield Lane, Copmanthorpe prior to Network Rail carrying out proposed improvement works to the crossing of the east coast main line and the possibility of housing development adjacent to the lane.

The report will ask the Executive Member to either authorise the DMMO application to be dealt with out of turn or for it to remain in its current position in the "queue" of applications awaiting investigation.

**Wards Affected:** Copmanthorpe Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Russell Varley, Definitive Map Officer, Transport Service-Rights of Way

russell.varley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Not Applicable.

**Process:** Not Applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/03/19

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

**Title of Report:** Minster Precinct Neighbourhood Plan Area and Forum

**Description:** Purpose of Report: To set out the content of the proposed area and forum applications and feedback any representations made during the 6 week period that the application was publicised.

The Executive Member will be asked to approve the formal area and forum applications to allow the Neighbourhood Plan to progress.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Anna Pawson

anna.pawson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** People who live, work and do business in the Minster Precinct area. This includes local residents, local businesses/organisations, landowners/agents, and neighbouring parish councils/authorities.

**Process:** The neighbourhood plan area and forum applications are publicised for a period not less than 6 weeks to give people who live, work and do business in the area the opportunity to make representations on the proposed area. This period will be a 6 week period within January-February 2019.

**Consultees:**

**Background Documents:**

### Call-In

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

03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/03/19

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

**Title of Report:** Vehicle Activated Speed – Speed Indicator Device Trial

**Description:** Purpose of Report: Requesting approval to conduct a trial of a vehicle activated speed indicator device and set out criteria for that trial as well as proposing next steps.

The Executive Member is asked to approve the trial, associated criteria and location.

**Wards Affected:** Strensall Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Ben Potter

ben.potter@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Not Applicable.

**Process:** Not Applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/03/19

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

**Title of Report:** Petitions in respect of Wetherby Road, Kingsway, Ridgeway, Askham Lane and Grange Street relating to various highway and transport issues

**Description:** Purpose of Report: To acknowledge receipt of the above petitions and outlined way forward.

The Executive Member will be asked to consider the officer recommendations as outlined in the report.

**Wards Affected:** Clifton Ward; Micklegate Ward; Rural West York Ward; Westfield Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Please check with 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:

03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/03/19

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

**Title of Report:** Bishopthorpe Road crossing point review

**Description:** Purpose of Report: Building on the work contained within previous reports concerning pedestrian and cycle crossing points on the Bishopthorpe Road, this report will bring options for potential alterations which might be made at one or more pedestrian crossing locations on Bishopthorpe Road.

The Executive Member will be asked to give his consideration to the options presented.

**Wards Affected:**

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Andrew Bradley, Principal Transport Planner, City Strategy

andrew.bradley@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:

03/06/19



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** A sustainable future for York with Hyper Hubs

**Description:** Purpose of Report: In the context of York being a One Planet City, the Council engaged with the Office for Low Emission Vehicles (OLEV) and the Go Ultra Low funding programme in order to further our ambitions in terms of putting in place the infrastructure, in terms of rapid charging points or “Hyper hubs” in strategic locations across the City, to accelerate the change in culture and adoption of Electric Vehicles (EV). In 2016 the Council were successful in the bidding process and were awarded the funding. In the Autumn of 2017 we had the opportunity to bid for additional ERDF funding to add an innovative layer to the project. This was the addition of a Solar canopy and battery storage. This would support the implementation of Hyper hubs for EVs at Monks Cross Park and Ride, Poppleton Bar Park and ride and York Hospital (this element is receiving funding support from York Hospital). The proposal at the Park and Ride sites identified above is unique because rather than capture solar energy to push to the grid (as in other projects around the country) the energy would be captured, stored in the batteries and the energy in the batteries would be used by the rapid charging points.

In December 2018 we were notified by Ministry for Housing Communities and Local Government that our ERDF bid was successful pending putting the legal agreements in place. The purpose of this report is to update on the detail, seek approval for creating a budget to accept the additional funding and to seek approval to proceed with the planning and procurement processes in order to deliver the scheme.

The report will ask the Executive to:

- Agree to undertake work in line with the report
- Recommend to council approval of the budget for the Hyper hubs project
- Note the conditions that come with the grant
- Approve the initiation of the consultation process on design in May
- Approve the initiation of the planning process after the consultation process
- Approve the commencement of the procurement process
- Note that a report will be brought back later in the year for a decision on the contract award

It has not been possible to give 28 clear days' notice of the intention to make this Key Decision. The reasons why compliance is impracticable in this matter is in order to allow for the initiation of consultation and planning procedures prior to May 2019, in line with the European Regional Development Fund (ERDF) timeframe.

**Wards Affected:** All Wards

**Report Writer:** Dave Atkinson **Deadline for Report:** 06/03/19

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

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

**Contact Details:** Dave Atkinson, Programme Manager

dave.atkinson@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:** Not Applicable.

**Process:** Not Applicable.

**Consultees:**

**Background Documents:** A sustainable future for York with Hyper Hubs

**Call-In**

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** School capital maintenance programme 2019/20

**Description:** Purpose of Report: To set out details of the proposed schools capital maintenance programme and provide options for funding including the virement of funds from the current basic need to the capital maintenance budget.

**Wards Affected:** All Wards

**Report Writer:** Mark Ellis

**Deadline for Report:** 06/03/19

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

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

**Contact Details:** Mark Ellis

mark.ellis@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:** Prioritisation of schemes based on agreed protocols (impact on school). Consulted with City of York Council maintained schools.

**Consultees:**

**Background Documents:** School capital maintenance programme 2019/20

**Call-In**

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

04/02/19

03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Various Community Asset Transfers

**Description:** Buildings at Clarence Gardens to the Hut York Ltd  
Cricket Pavillion, Little Knavesmire to Ovington Cricket Club  
Building at Burnholme to Hemplands Kids Club

Purpose of Report: To let the above buildings to community organisations for long leases in accordance with the Council's Community Asset Transfer Policy as part of the implementation plan for the Community and Operational Asset Strategy.

The report will ask Executive to approve the lettings of these buildings to the community organisations.

**Wards Affected:** Guildhall Ward; Heworth Ward; Micklegate Ward

**Report Writer:** Philip Callow                      **Deadline for Report:** 06/03/19  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Economy and Place  
**Contact Details:** Philip Callow

philip.callow@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Discussions with community groups, Council officers (Heads of Service, Burnholme Project Manager and Assistant Directors), Ward members, The Hut York Ltd, Ovington Cricket Club, Hamilton Panthers Football Club, Hemplands Kids Club.

### Consultees:

**Background Documents:** Various Community Asset Transfers

### Call-In

If this item is called-in, it will be considered by the                      04/02/19  
Corporate and Scrutiny Management Committee on:                      03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Investment in the redevelopment of Lincoln Court Independent Living Scheme

**Description:** Purpose of Report: The report will update Executive on the progress made on the development of Lincoln Court. It will seek approval to invest in an enhanced scheme, with photovoltaic cells to reduce living costs, enhanced communal facilities and additional apartments. It will seek approval for the capital budget to deliver this scheme.

The Executive will be asked to approve the enhanced design for the scheme, approve the budget for the scheme and agree to appoint the preferred bidder to carry out the development work.

**Wards Affected:** Westfield Ward

**Report Writer:** Vicky Japes

**Deadline for Report:** 06/03/19

**Lead Member:** Councillor Jenny Brooks

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

**Contact Details:** Vicky Japes

vicky.japes@york.gov.uk

### Implications

**Level of Risk:**

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

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

**Making Representations:**

**Process:**

Consultation process:

Consultation has been carried out with tenants about the detailed design of the scheme. This scheme is designed to address the feedback from this engagement.

The previous scheme has been the subject to planning consultation.

Ward Councillors and housing officers have been supporting the tenants to engage fully in discussions about the future design and quality of the scheme.

Consultation with local young people about the future use of the former MUGA site was carried out in Summer 2018.

**Consultees:**

Tenants have been engaged in the design of the scheme.

Neighbouring residents have been engaged through the planning process.

Local young people have been consulted about the future use of the MUGA area behind Lincoln Court.

Hob Moor Primary Academy and the Centre of Excellence project board have all had input into the design, layout and access to the scheme.

**Background Documents:** Investment in the redevelopment of Lincoln Court  
Independent Living Scheme

**Call-In**

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

04/02/19

Corporate and Scrutiny Management Committee on:

03/06/19



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Internal Audit

**Description:** Purpose of Report: This report seeks approval for a new contract with Veritau for internal audit & counter fraud.

Members will be asked to agree the service specification and enter into a new 10 year contract with Veritau.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell

**Deadline for Report:** 06/03/19

**Lead Member:** Councillor Ian Gillies

**Lead Director:** Chief Executive

**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:**

**Consultees:**

**Background Documents:** Internal Audit

**Call-In**

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

18/03/19

03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Health Housing & Adult Social Care Policy & Scrutiny Committee: Report of the Substance Misuse Review Task Group

**Description:** Purpose of Report: This report presents all the findings of the Task Group set up to undertake the Substance Misuse Scrutiny Review and provides information on the impact and potential outcomes of planned reductions, particularly in funding to alcohol services in York.

Executive are recommended to endorse the recommendations of the Health Housing and Adult Social Care Policy and Scrutiny Committee Task Group Review into Substance Misuse endorsed by the Committee on the 12 February.

**Wards Affected:** All Wards

**Report Writer:** David McLean      **Deadline for Report:** 06/03/19

**Lead Member:** Councillor Carol Runciman

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

**Contact Details:** David McLean, Scrutiny Officer

david.mclean@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Details in the body of the report

### Consultees:

**Background Documents:** Health Housing & Adult Social Care Policy & Scrutiny Committee: Report of the Substance Misuse Review Task Group

### Call-In

If this item is called-in, it will be considered by the      18/03/19  
Corporate and Scrutiny Management Committee on:      03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Financial Inclusion Scrutiny Review Final Report

**Description:** Purpose of Report: To present the Executive with the final report arising from the scrutiny review into Financial Inclusion.

Members are asked to approve the recommendations arising from the review.

**Wards Affected:** All Wards

**Report Writer:** Steven Entwistle **Deadline for Report:** 06/03/19

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

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

**Contact Details:** Steven Entwistle, Scrutiny Officer

steven.entwistle@york.gov.uk

### Implications

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

**Making Representations:**

**Process:** Details included within body of the report

**Consultees:**

**Background Documents:** Financial Inclusion Scrutiny Review Final Report

### Call-In

If this item is called-in, it will be considered by the 18/03/19

Corporate and Scrutiny Management Committee on: 03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Residents' Priority Parking Scrutiny Review Final Report

**Description:** Purpose of Report: To present the Executive with the Final Report arising from the scrutiny review into Residents' Priority Parking.

Members are asked to approve the recommendations arising from the review.

**Wards Affected:** All Wards

**Report Writer:** Steven Entwistle      **Deadline for Report:** 06/03/19

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

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

**Contact Details:** Steven Entwistle, Scrutiny Officer

steven.entwistle@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Residents' Priority Parking Scrutiny Review Final Report

### Call-In

If this item is called-in, it will be considered by the      18/03/19

Corporate and Scrutiny Management Committee on:      03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Scrutiny Operations and Functions Review Final Report

**Description:** Purpose of Report: To present the Executive with the Final Report arising from the scrutiny review into the operations and functions of Scrutiny at York.

Members are asked to approve the recommendations arising from the review.

The Council aims to give the same 28 day notice of non-key decisions, as it does for key decisions, but in exceptional circumstances this may not be possible. In this case, the item will not have been on the forward plan for 28 days due to the timescales involved in completing this Scrutiny review.

**Wards Affected:** All Wards

**Report Writer:** Christopher Elliott      **Deadline for Report:** 06/03/19  
**Lead Member:** Executive Member for Economic Development and Community Engagement (Deputy Leader)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** Christopher Elliott, Democracy Officer

christopher.elliott@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Details included in body of the final report

### Consultees:

**Background Documents:** Scrutiny Operations and Functions Review Final Report

### Call-In

If this item is called-in, it will be considered by the      18/03/19  
Corporate and Scrutiny Management Committee on:      03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/19

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

**Title of Report:** Single-use Plastics scrutiny Review Final Report

**Description:** Purpose of Report: This is the Final Report arising from the sub-committee scrutiny review into Single-Use Plastics.

Members are asked to approve the recommendations arising from the review.

The Council aims to give the same 28 day notice of non-key decisions, as it does for key decisions, but in exceptional circumstances this may not be possible. In this case, the item will not have been on the forward plan for 28 days due to the timescales involved in completing this Scrutiny review.

**Wards Affected:** All Wards

**Report Writer:** Steven Entwistle      **Deadline for Report:** 06/03/19

**Lead Member:** Councillor Andrew Waller

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

**Contact Details:** Steven Entwistle, Scrutiny Officer

steven.entwistle@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Details included in body of the final report

### Consultees:

**Background Documents:** Single-use Plastics scrutiny Review Final Report

### Call-In

If this item is called-in, it will be considered by the      18/03/19  
Corporate and Scrutiny Management Committee on:      03/06/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 18/03/19

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

**Title of Report:** Cold Calling Controlled Zones - update

**Description:** Purpose of Report: To update the Executive Member on progress in delivering Cold Calling Controlled Zones.

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

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Mike Southcombe

mike.southcombe@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Consultees: Members of existing Cold Calling Controlled Zones.

**Consultees:**

**Background Documents:**

**Call-In**

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

03/06/19



## FORWARD PLAN ITEM

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

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

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

**Title of Report:** Placement review - Foster carer review

**Description:** Purpose of Report: This report provides an update and recommendations relating to the Placement Review which is focused on placement sufficiency for children in care. Placement sufficiency is at a critical stage in York. Despite the number of children in care remaining relatively stable over the previous 3 years, the diversity and complexity of placement requirement is changing. Increasingly Children's Social Care are in a position where they are unable to place children and young people in existing Council provision and are having to purchase, often at short notice, external / private foster or residential placements that are expensive and may not be value for money in the context of the individual child.

The review is focused on 1. foster care – support, training, recruitment and remuneration, 2. residential provision and alternative innovative sufficiency options.

This report outlines the intended approach to meet our sufficiency by retaining and recruiting more foster carers and procuring other provisions.

Foster Care - Changes are proposed to the foster carer additional allowances, see Annex B in the report for a summary of these changes. This will ensure greater consistency, transparency and equity across the fostering workforce. It will also incentivise foster carers to offer multiple placements and emergency placement which should increase sufficiency. The review has taken into consideration the work with disabled children around COE and the need to increase community capacity with additional needs. Short break foster carers will be aligned with their mainstream colleagues in relation to finance, support and training.

Residential/Alternative provision - The review will look at different types of provisions, including through the White Rose framework, rather than just replicating our current residential provision. The procurement process will procure a varied offer, to complement our foster care offer, which may include solutions to emergency and short term placements; placements for adolescents, placements for children with complex and additional needs, support to our foster carers during the evening and weekend, out hours outreach support to foster carers and children on the edge of care.

This item has been deferred to the meeting of the Executive on Thursday 7 March 2019. This is to allow for further detailed discussion to take place that will inform the paper.

This item will now be considered by the Executive Member for Education, Children and Young People on Tuesday 19 March 2019.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Education, Children and Young People

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Sophie Keeble, Group Manager - Achieving Permanence, William Shaw, Principal Officer - Project Implementation

sophie.keeble@york.gov.uk, william.shaw@york.gov.uk

### **Implications**

**Level of Risk:**

**Reason Key:**

### **Making Representations:**

**Process:**

A consultation and engagement plan is proposed with all foster carers.

**Consultees:**

### **Background Documents:**

### **Call-In**

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

03/06/19

## FORWARD PLAN ITEM

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

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

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

**Title of Report:** Introduction of Fixed Penalty Notice for household waste duty of care offences

**Description:** Purpose of Report: To adopt the use of FPNs for these offences which to date could only be dealt with via the prosecution route. Payment of the FPN allows the individual to discharge any liability for prosecution and avoid a criminal record. To set a fine level.

The Executive Member is asked to give approval to the adoption of the FPN and to set the fine level based on officer recommendation.

**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:**

Tanya Lyon

tanya.lyon@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**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:

03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Meeting Date:** 22/03/19

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

**Title of Report:** Economic Health of York City Centre Scrutiny Review Final Report

**Description:** To present the Executive Member with the Final Report arising from the scrutiny review into the Economic Health of York City Centre.

The Executive Member is asked to approve the recommendations arising from the review.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

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

**Contact Details:** Steven Entwistle, Scrutiny Officer

steven.entwistle@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:

03/06/19

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Meeting Date:** 22/03/19

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

**Title of Report:** Future High Streets Fund – submission of expression of interest

**Description:** This report sets out the context for an expression of interest from York for the Government's Future High Street Fund.

The Executive Member will be asked to note the submission of an expression of interest to the fund.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

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

**Contact Details:** Andy Kerr

andy.kerr@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** In consultation with York Retail Forum, York BID, Make it York, York Conservation Trust, Indie York, and other key stakeholders.

**Consultees:**

**Background Documents:**

### Call-In

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

18/03/19

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

**Meeting Date:** 22/03/19

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

**Title of Report:** Economic Update

**Description:** This is an update on progress on delivery of the York Economic Strategy, with particular focus on recent national statistics showing that York has a thriving retail core.

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Economic Development and Community Engagement (Deputy Leader)

**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:

18/03/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/07/19

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

**Title of Report:** York Learning Services Strategic Plan 2019/20

**Description:** Purpose of Report: The report will set out York Learning Services' strategic plan for the academic year 2019/20.

**Wards Affected:** The Executive Member will be asked to approve the plan.  
All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Angela Padfield, Interim Head of York Learning

angela.padfield@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:

02/09/19