



# **FORWARD PLAN**

**4 June 2018 - 7 October 2018**

**Produced By:**

**Democratic Services  
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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

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

<b>ITEM</b>	<b>PAGE NO</b>
*A Bike-share scheme for York	31
Capital Programme Outturn	12
City Centre Access - update	38
Community Stadium Project Update	45
CYC Housing Allocation	43
Delivering Improved Sport and Active Leisure Facilities at Burnholme in York	29
Duncombe Barracks	25
Economy & Place Transport Capital Programme – 2018/19 Consolidated Report	37
*Enhancing Economic Growth for District Shopping areas	23
*Food Service Plan 2018-19	21
Health and Safety Annual Report 2017/18	20
Homeless Review 2017/18	18
Implementing Mandatory HMO Licensing in York	42
Library Services Procurement	10
Make it York Service Level Agreement	19
Parking Issues, Lysander Close	34

<b>ITEM</b>	<b>PAGE NO</b>
*Petition seeking adoption of former Persimmon Estate, including Arlington and Tamworth Roads	33
Preventing Homelessness Together - Homeless Strategy 2018 - 2023	14
Q4 Finance and Performance Monitor	13
Re-procurement of Sexual Health and Contraception Services	27
Review of Requests for Pedestrian Crossings	39
Rosedale Street Area: Consideration of Consultation Results	36
Sale of Ashbank, 1 Shipton Road, York	40
*Street Lighting Policy – Update	32
Strensall with Towthorpe Neighbourhood Plan	8
Transfer of Be Independent into the Direct Management of the City of York Council	16
Treasury Management Annual Report & Review of Prudential Indicators	24
Turner Close and Huntington Road: Consideration of Representations received to advertised proposal	35
Update Report on Impact of Welfare Benefit Changes and Financial Inclusion Activities	7
York 5 Year Flood Plan Update	6
York 5 Year Flood Plan Update	44
York Central Master Plan and Partnership Agreement	15
York Economic Strategy - progress and next steps	22

## FORWARD PLAN ITEM

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

**Meeting Date:** 04/06/18

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Deputy Leader)

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

02/07/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/06/18

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

**Title of Report:** Update Report on Impact of Welfare Benefit Changes and Financial Inclusion Activities

**Description:** Purpose of Report: This paper will report on the impact of recent welfare benefit changes in York, including Universal Credit, and importantly the support available for residents in dealing with these challenges. For example, the roll out of Universal Credit has raised concerns in the city about the consequences of potentially leaving individuals and families without an income for up to 6 weeks. It will look at the available support for residents including local welfare support and other financial inclusion activity.

The Executive Member is asked to note the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Adult Social Care and Health

**Lead Director:**

Corporate Director of Customer and Corporate Services

**Contact Details:**

Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:**

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

**Consultees:**

**Background Documents:**

### Call-In

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

02/07/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 14/06/18

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

**Title of Report:** Strensall with Towthorpe Neighbourhood Plan

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

The report will ask the Executive Member to approve the formal area application to allow the Neighbourhood Plan to progress.

This item has been withdrawn as no comments/objections to the revised boundary have been received therefore this item is covered under delegated powers and no longer need to go forward for to a Decision Session.

This item has been reinstated because to comply with the statutory deadline for making this decision, it is necessary for the Executive Member to make the decision by the end of June 2018.

**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:**

Rebecca Harrison

rebecca.harrison@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:**

Consultation process: The neighbourhood plan area application is 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 is Wednesday 28th March 2018 – 5pm Friday 11th May 2018.

Consultees: People who live, work and do business in the Strensall with Towthorpe area. This includes local residents, local businesses/organisations, landowners/agents, and neighbouring parish councils/authorities.



**Consultees:**

**Background Documents:**

**Call-In**

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

02/07/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Library Services Procurement

**Description:** Purpose of Report: This report seeks authority to initiate the procurement process for the operation of the Council's library and archives service.

The Executive will be asked to:

- Note the outcome of the consultation conducted between November 2017 and February 2018;
- Agree the key elements of the services specification for the new contract;
- Agree the financial envelope for the contract;
- Agree the process by which:
  - (i) the procurement framework will be developed and
  - (ii) the contract awarded at the end of the process.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft

**Deadline for Report:** 11/06/18

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

**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:** 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:** Library Services Procurement

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/04/18  
30/07/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Capital Programme Outturn

**Description:** Purpose of Report: To provide Members with the outturn position on the capital programme.

Members are asked to note the outturn and recommend to full Council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain      **Deadline for Report:** 11/06/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** Emma Audrain, Accountant - Customer & Business Support Services

emma.audrain@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital Programme Outturn

### Call-In

If this item is called-in, it will be considered by the      03/04/18  
Corporate and Scrutiny Management Committee on:      17/07/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Q4 Finance and Performance Monitor

**Description:** Purpose of Report: To provide overview of the Council's overall finance and performance position at the end of Q4.

Members are asked to note and approve the report.

**Wards Affected:** All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 11/06/18  
Debbie Mitchell

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

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

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

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

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q4 Finance and Performance Monitor

### Call-In

If this item is called-in, it will be considered by the **03/04/18**  
Corporate and Scrutiny Management Committee on: **17/07/18**

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Preventing Homelessness Together - Homeless Strategy 2018 – 2023

**Description:** Purpose of Report: To introduce the new Homeless Strategy and action plan.

Members will be asked to agree the Homeless Strategy 2018-2023 and action plan.

**Wards Affected:** All Wards

**Report Writer:** Becky Ward                      **Deadline for Report:** 11/06/18

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

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

**Contact Details:** Becky Ward, Service Manager

becky.ward@york.gov.uk

### Implications

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

**Making Representations:** Stakeholders and public (completed)

**Process:** Consultation process: Informal consultation with interested parties, draft presented to strategic groups including Homeless Strategy Executive Group.

**Consultees:**

**Background Documents:** Preventing Homelessness Together - Homeless Strategy 2018 - 2023

### Call-In

If this item is called-in, it will be considered by the                      14/05/18

Corporate and Scrutiny Management Committee on:                      17/09/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** York Central Master Plan and Partnership Agreement

**Description:** Purpose of Report: To provide an update on the significant progress made toward the delivery of York Central. The report will present the findings from the recent masterplan exhibition and community engagement and consider a revised masterplan. The report will also set out the key roles for the Council and York Central Partners in the form of a Memorandum of Understanding.

What will the report ask Members to do:

- To agree the recommended YCP masterplan be submitted as an outline planning application, having taken account of the recent exhibition and community engagement feedback.
- To agree a Memorandum of Understanding between the York Central partnership, setting out the relationship between the partner organisations

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

**Report Writer:** Tracey Carter **Deadline for Report:** 07/06/18

**Lead Member:** Executive Member for Economic Development and Community Engagement, Executive Leader (incorporating Finance & Performance)

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

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

tracey.carter@york.gov.uk

### Implications

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

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

**Process:** Recent 6-week exhibition at NRM and associated community engagement with "My Future York" inputs.

### Consultees:

**Background Documents:** York Central Master Plan and Partnership Agreement

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/06/18  
17/09/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 21/06/18

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

**Title of Report:** Transfer of Be Independent into the Direct Management of the City of York Council

**Description:** Purpose of Report: To seek agreement to transfer *Be Independent* back into the management of the City of York Council. The services provided are an integral part of the Directorate's contribution to a wider commitment to a prevention approach and enabling more people to remain independent in their own homes. As such, the services provided play a key role in supporting better outcomes for individuals and managing demand across the wider system.

It is proposed that an agreement between the Council and *Be Independent* to transfer the service would be the best way forward in maintaining the service for current customers, vulnerable local people and promoting continued stability for the staff.

Members will be asked to agree the transfer of *Be Independent* into the direct management of the City of York Council.

**Wards Affected:** All Wards

**Report Writer:** Gary Brittain

**Deadline for Report:** 11/06/18

**Lead Member:** Councillor Carol Runciman

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

**Contact Details:** Gary Brittain, Head of Commissioning and Contracts

gary.brittain@york.gov.uk

### Implications

**Level of Risk:**

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



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

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

**Process:** *Be Independent Board*

**Consultees:**

**Background Documents:** Transfer of Be Independent into the direct management of the City of York Council

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/06/18  
02/07/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 21/06/18

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

**Title of Report:** Homeless Review 2017/18

**Description:** Purpose of Report: To give an overview of achievements within homeless services in 2017/2018.

The Executive Member is asked to agree priorities for 18/19.

**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:** Becky Ward, Service Manager

becky.ward@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact the author of the report for further details.

**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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 25/06/18

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

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

**Description:** Purpose of Report: To present the objectives, service specific requirements, outcomes and Service Level Agreements for Make it York.

The Executive Member will be asked to approve revised Objectives, Service Specific Requirements, Outcomes and Service Levels for Make It York. Following agreement, a contract variation will be made that will replace the existing parts 1, 2 and 3 of Schedule 1 of the service contract with these new elements.

The decision will be taken jointly with the Executive Member for Economic Development and Community Engagement.

**Wards Affected:** 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:** Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 02/07/18

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

**Title of Report:** Health and Safety Annual Report 2017/18

**Description:** Purpose of Report: To update the Executive Member on the governance of Health & Safety arrangements, key areas of work of the CYC Health & Safety Service in 2017/18 plus an update on the performance of the H&S shared service with North Yorkshire County Council.

The Executive Member will be asked to note the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Deputy Chief Executive

**Contact Details:** Stuart Langston, Shared Head of Health and Safety

stuart.langston@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact the author of the report for further details.

**Process:** Contact the author of the report 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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 02/07/18

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

**Title of Report:** Food Service Plan 2018-19

**Description:** Purpose of Report: To seek approval for the plan to deal with the statutory requirements within the Food Law Code of Practice.

The Executive Member is asked to note the content of the report and approve the plan.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Matthew Boxall

matthew.boxall@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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/07/18

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

**Title of Report:** York Economic Strategy - progress and next steps

**Description:** Purpose of Report: To review progress with regard to the York Economic Strategy 2016-20, identifying priorities for short term activity and business friendly initiatives, and setting out a timescale for developing a refreshed strategy. The report will also propose an event as part of York Business Week which will bring together stakeholders to look at growth in York, the current economic strategy, and priorities in the short, medium and longer terms.

What will the report ask the Executive Member to do: Note progress; approve a programme of activity for the current year; approve the delivery of an event in Business Week; and approve an outline process for developing a refreshed strategy.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

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

simon.brereton@york.gov.uk

**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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/07/18

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

**Title of Report:** Enhancing Economic Growth for District Shopping areas

**Description:** Purpose of Report: To outline the background to the project 'Enhancing economic growth for secondary shopping areas' and to propose an approach to take forward the short term elements of the overall project

The Executive Member is asked to agree the proposals for an approach to take forward the short term elements of the overall project.

**Wards Affected:** Acomb Ward; Haxby & Wigginton Ward; Westfield Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economic Development and Community Engagement

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Jennifer Allott

### 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:** Enhancing Economic Growth for Secondary Shopping areas

### Call-In

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

17/09/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 12/07/18

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

**Title of Report:** Treasury Management Annual Report & Review of Prudential Indicators

**Description:** Purpose of Report: To provide the annual treasury management review of activities and the actual prudential and treasury indicators.

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

This item has been deferred to Executive on 12 July 2018.

Reason: It is a requirement of the CIPFA Code of Practice that prior scrutiny is given to treasury management reports by Audit & Governance Committee. As the next meeting of Audit & Governance is not until 27 June, the treasury management annual report and review of prudential indicators 2017/18 has been slipped to July Executive instead.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 02/07/18

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

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

**Contact Details:** Debbie Mitchell

debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

### Consultees:

**Background Documents:** Treasury Management Annual Report & Review of Prudential Indicators

### Call-In

If this item is called-in, it will be considered by the      02/07/18  
Corporate and Scrutiny Management Committee on:      17/09/18



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 12/07/18

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

**Title of Report:** Duncombe Barracks

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

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

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

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

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

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

**Wards Affected:** Clifton Ward

**Report Writer:** Paul Landais-Stamp      **Deadline for Report:** 02/07/18

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

paul.landais-stamp@york.gov.uk

### Implications

**Level of Risk:**      **Reason Key:** A decision which is likely to result in the Council

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

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

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

**Consultees:**

**Background Documents:** Duncombe Barracks

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 02/07/18  
17/09/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 12/07/18

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

**Title of Report:** Re-procurement of Sexual Health and Contraception Services

**Description:** Purpose of Report: To seek authorisation to approach the market for the tendering of sexual health and contraception services, and to receive approval that the decision to award the contract be delegated to the Director of Public Health.

Members are asked to approve the request.

**Wards Affected:** All Wards

**Report Writer:** Sharon Stoltz      **Deadline for Report:** 02/07/18

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

**Lead Director:** Director of Public Health

**Contact Details:** Sharon Stoltz, Director of Public Health, City of York Council

sharon.stoltz@york.gov.uk

### Implications

**Level of Risk:**

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

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

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

**Process:** Work has been undertaken with a range of partners and clinical experts to inform the service delivery model and vision for the service. Clinical practitioners have been engaged through the Vale of York Clinical Commissioning Group and Public Health England.

**Consultees:**

**Background Documents:** 2018-york-sexual-health-needs-assessment-final.pdf  
Re-procurement of Sexual Health and Contraception Services

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 02/07/18  
17/09/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 12/07/18

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

**Title of Report:** Delivering Improved Sport and Active Leisure Facilities at Burnholme in York

**Description:** Purpose of Report: This report will seek consent for investment in and preparation and submission of the planning application to deliver improved sports facilities at Burnholme as part of the plan to create a Health and Wellbeing campus on the site, part of the Older Persons' Accommodation Programme. The report will also seek agreement to the management arrangements for the sports facilities.

What will the report ask Members to do:

- a) Give consent for investment in and preparation and submission of the planning application to deliver sports to deliver improved sports facilities at the Burnholme Health and Wellbeing campus.
- b) Ask that Executive to recommend to Council that the Capital Programme be amended to include this investment.
- c) Agree the management arrangements for the sports facilities at Burnholme.

**Wards Affected:** Heworth Ward; Heworth Without Ward; Osbaldwick and Derwent Ward

**Report Writer:** Roy Wallington **Deadline for Report:** 02/07/18

**Lead Member:** Councillor Nigel Ayre, Councillor Carol Runciman

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

**Contact Details:** Roy Wallington, Programme Manager Older Peoples Accommodation

roy.wallington@york.gov.uk

### Implications

**Level of Risk:**

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

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

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

**Process:** Consultation process: The proposals for the Burnholme site have been the subject of extensive public and stakeholder consultation and engagement since 2014. As a result, the master plan for the proposed Health and Wellbeing Campus at Burnholme was agreed by Executive on 19 May 2016. This proposal delivers the sports and active leisure facilities as part of that agreed plan. Local residents will be engaged in comment on the detailed design issues prior to the submission of the planning application for the facilities. As part of the planning process, formal consultation will take place.

Consultees: Local residents, users and potential users of the Burnholme facilities.  
Sports clubs and other stakeholders.

**Consultees:**

**Background Documents:** Delivering improved Sport and Active Leisure facilities at Burnholme in York

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 02/07/18  
17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** A Bike-share scheme for York

**Description:** Purpose of Report: The report will outline proposals for the introduction of a 'Bike Share' scheme for the York area.

The Executive Member for Transport and Planning, in consultation with the Executive Member for Environment, are asked to seek approval to progress a procurement exercise to identify a Bike-share delivery partner.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Deputy Leader), 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 information.

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

**Consultees:**

**Background Documents:**

**Call-In**

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

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** Street Lighting Policy – Update

**Description:** Purpose of Report: To update the Street Lighting Policy and clarify the relationship with the City of York Streetscape Strategy and Guidance.

The Executive Member is asked to approve the updated Street Lighting Policy.

**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:** Bill Manby, Commercial & Business Delivery Manager

bill.manby@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:

17/09/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** Petition seeking adoption of former Persimmon Estate, including Arlington and Tamworth Roads

**Description:** Purpose of Report: To acknowledge receipt of the petition and consider officer recommendations.

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

**Wards Affected:** Clifton Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Richard Bogg

richard.bogg@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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** Parking Issues, Lysander Close

**Description:** Purpose of Report: To request authorisation to advertise a proposal to amend the Traffic Regulation Order (TRO) in the Rawcliffe and Clifton Without Ward to introduce additional waiting restrictions to remove obstructive parking on the access road to the new Land Rover development and in the turning head area.

The Executive Member is asked to grant authority to advertise a proposal to amend the TRO as outlined above.

**Wards Affected:** Rawcliffe and Clifton Without

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact the author of the report for further details.

**Process:** If approved the relevant consultation process will be followed.

**Consultees:**

**Background Documents:**

### Call-In

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

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** Turner Close and Huntington Road: Consideration of Representations received to advertised proposal

**Description:** Purpose of Report: To consider representations received in objection and support to the advertised proposal for no waiting at any time restrictions on Huntington Road and Turner Close and decide on the way forward from options given.

The Executive Member will be asked to consider officer recommendations and decide a way forward.

**Wards Affected:** Heworth Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

### 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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** Rosedale Street Area: Consideration of Consultation Results

**Description:** Purpose of Report: To consider the results of the consultation with residents about introducing a Residents' Priority Parking Scheme and requesting a decision on the way forward from options given in the report.

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

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

### 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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

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

**Description:** Purpose of Report: To outline the addition of carryover funding from 2017/18 into the 2018/19 EAP capital programme, and amendments to scheme allocations where required in order to reflect latest cost estimates and scheme progress.

The Executive Member will be asked to approve the carryover schemes and funding from the 2017/18 transport capital programme, and amend the current budget for the 2018/19 transport capital programme.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Tony Clarke

tony.clarke@york.gov.uk

### 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:

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** City Centre Access - update

**Description:** Purpose of report:

To provide an update on progress developing proposals for changes to the access arrangements in the City Centre in accordance with the 8th February Executive Decision.

To agree the progression of changes to the Traffic Regulation Order (TRO) affecting the city centre and the location of measures to facilitate the access restrictions.

The Executive Member will be asked to agree to the progression of changes to the Traffic Regulation Order for the city centre and to delegate the implementation programme for the measures and TRO.

**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:**

Graham Titchener

graham.titchener@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:** City Centre Access - update

### Call-In

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

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 12/07/18

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

**Title of Report:** Review of Requests for Pedestrian Crossings

**Description:** Purpose of Report: To report on the proposals and consultation for a programme of crossing improvements, including petition objecting to the Wetherby Road crossing and to seek Executive Member approval to implement the individual schemes.

This item has been deferred from 17 May 2018 to 14 June 2018 Decision Session – Executive Member for Transport and Planning to allow the necessary Road Safety Audit reports to be undertaken to be able to provide feedback from them to be able to present viable options for decision.

This item has been deferred to the decision session on 12 July 2018 to allow extra time to consider all of the issues at each location.

**Wards Affected:** Acomb Ward; Copmanthorpe Ward; Guildhall Ward; Heworth Ward; Hull Road Ward; Huntington & New Earswick 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:**

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 officers, ward members and spokespersons, residents, parish councils and other relevant road user groups.

**Consultees:**

**Background Documents:**

### Call-In

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

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/07/18

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

**Title of Report:** Sale of Ashbank, 1 Shipton Road, York

**Description:** Further to the approval given by the Executive to sell Ashbank as part of the Administration Accommodation Project Business case back in November 2005, the purpose of the report is to advise on the offers received and make a recommendation on the preferred bidder.

The Executive Member is asked to approve the proposed sale to the highest bidder.

To allow officers to conclude clarifications with preferred bidders, this item has been deferred to the 12 February Decision Session.

Due to a delayed number of planning issues that need to be resolved prior to the report coming forward for a decision, this item has been deferred and will be considered at the 12 March Decision Session.

This item has been deferred to 14 May Decision Session because further negotiations with the prospective purchasers continue to take place.

This item will fall under the Finance and Performance portfolio area.

This item has been deferred to 16 July Decision Session because the final bid is still to be agreed.

**Wards Affected:** Rawcliffe and Clifton Without

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Leader (incorporating Finance & 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:** Please contact the report author for further details.



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

**Consultees:**

**Background Documents:** Sale of Ashbank, 1 Shipton Road, York

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/07/18

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

**Title of Report:** Implementing Mandatory HMO Licensing in York

**Description:** Purpose of Report: To outline how York will implement the extension of mandatory HMO licensing in York.

The Executive Member is asked to confirm the council's approach including reviewing the impact of the new license conditions and any amendments relating to Licence fees.

**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:**

This is a statutory scheme which the council must implement but the council will consult with a range of stakeholders re the implications of conditions relating to room sizes and waste storage having regard to any national statutory guidance.

Consultees: internal partners - including Planning and Building control, Community Safety, Council Tax, Waste Management

**Consultees:**

**Background Documents:** Implementing Mandatory HMO Licensing in York

### Call-In

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

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/07/18

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

**Title of Report:** CYC Housing Allocation

**Description:** Purpose of Report: To outline the proposal to leave North Yorkshire Home Choice and adopt a local allocations policy.

The Executive Member is asked to agree the recommendations of the officers (consultation completed 1/5/18).

Background - current allocations policy North Yorkshire home Choice is available on the link below:

<http://www.northyorkshirehomechoice.org.uk/content/information/formsandbooklets>

**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:** Becky Ward, Service Manager

becky.ward@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact the author of the report for further details.

**Process:** Series of consultation events, involvement of Tenants Federation, Tenants Associations.

**Consultees:**

**Background Documents:**

**Call-In**

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

17/09/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/09/18

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Deputy Leader)

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

### 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:

17/09/18

## FORWARD PLAN ITEM

**Meeting:** Executive

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

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:** Mark Wilson                      **Deadline for Report:** 17/09/18

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

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

**Contact Details:** Mark Wilson, Programme Officer, York Community Stadium Project

mark.wilson@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Community Stadium Project Update

### Call-In

If this item is called-in, it will be considered by the                      02/07/18  
Corporate and Scrutiny Management Committee on:                      15/10/18