



# **FORWARD PLAN**

**1 February 2021 - 6 June 2021**

**Produced By:**

**Democratic Services  
City of York Council  
West Offices  
York  
YO1 9GA  
Tel No. 01904 551088**

---

# 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 551088

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

<b>ITEM</b>	<b>PAGE NO</b>
*Access Fund and Programme update	36
Annual review of ward committee funding	7
Capital and Investment Strategy	20
Capital Programme 2021/22 to 2025/26	21
*Changes to the National Planning Policy Framework and Draft National Design Code Planning Consultations	45
City of York Trading Limited – Approval of the Shareholder Agreement	26
Community Asset Update	38
Consideration of consultation results from the Revival Estate following a petition being received requesting Residents' Priority Parking	12
*Considering the case for Additional Houses in Multiple Occupation Licensing	39
CYC Renewal and Recovery Strategy update	17
CYC Renewal and Recovery Strategy update	37
Economy & Place Transport Capital Programme – 2020/21 Monitor 2 Report	11
Engaging with York's minority communities	6
Financial Strategy 2021/22	23
Hopgrove Lane South Consultation Update	13
Inclusive Growth update	32
*Joint Waste Management Agreement	40
Navigation Road Walking & Cycling Improvements - Consultation Results and Final Proposals	14
Osbalwick 20mph Speed Limit Objections	35
Q3 20-21 Capital Programme Monitor	19
Q3 20-21 Finance and Performance Monitor	18
Renewal of the council's contract with Make it York	29

<b>ITEM</b>	<b>PAGE NO</b>
Request to extend home to school transport contracts	27
Resident Parking Consultation for Broadway West and Westfield Drive	10
Response to Cycle Courier Proposal to Permit Access to Footstreet Area	15
Service Level Agreements with Cultural and Infrastructure Organisations 2021-24	33
Treasury Management Strategy Statement and Prudential Indicators	25
Update on progress of the Minerals and Waste Joint Plan and the proposed Main Modifications	43
*Waste Report Update as requested by Executive October 2019	34
*Winter Grants Funding	31
York 5 Year Flood Plan Update	46
York Learning Services Self-Assessment	9
*York Outer Ring Road –Phase 1 Dualling – Resolution for preparation of a Compulsory Purchase Order (CPO)	41
York’s Culture Strategy	8

## FORWARD PLAN ITEM

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

Executive Member for Culture, Leisure and Communities

**Meeting Date:** 02/02/21

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

**Title of Report:** Engaging with York's minority communities

**Description:** Purpose of Report: The report provides an update on work undertaken in the Communities and Equalities Team, funded by government, to understand, engage with and reassure communities in the lead up to and following EU exit.

The report will ask the Executive Member to agree priorities for developing and delivering opportunities for minority communities to shape, monitor and deliver local initiatives, projects and services that meet their needs and to influence strategic decision-making.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor Darryl Smalley

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

**Contact Details:** Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

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

Executive Member for Culture, Leisure and Communities

**Meeting Date:** 02/02/21

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

**Title of Report:** Annual review of ward committee funding

**Description:** Purpose of Report: to present an update on spending of ward committee budgets during 20/21.

The Executive Member will be asked to note the spending patterns during 20/21 and to identify opportunities and potential priority areas for wards going forward.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Councillor Darryl Smalley

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

**Call-In**

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

19/02/21

## FORWARD PLAN ITEM

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

Executive Member for Culture, Leisure and Communities

**Meeting Date:** 02/02/21

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

**Title of Report:** York's Culture Strategy

**Description:** Purpose of Report: To present the city's new culture strategy.

The Executive Member will be asked to adopt the strategy on behalf of the council.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** The strategy process has undergone extensive public and sectoral consultation.

**Consultees:**

**Background Documents:**

**Call-In**

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

19/02/21



## FORWARD PLAN ITEM

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

Executive Member for Culture, Leisure and Communities

**Meeting Date:** 02/02/21

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

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

**Description:** Purpose of Report: to set out York Learning Services' self-assessment summary. It will identify key considerations in shaping York Learning Services' strategic plan for the academic year 2021/22.

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure and Communities

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Angela Padfield, Interim Head of York Learning

angela.padfield@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

Staff, students and stakeholders are involved in the self-assessment process.

**Consultees:**

### Background Documents:

#### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Resident Parking Consultation for Broadway West and Westfield Drive

**Description:** Purpose of the Report: To consider the results of a reconsultation with Residents of Broadway West and Westfield Drive about extending the adjacent R63 zone into their streets.

What will the reports ask the Executive Member to do: To consider the results of the consultation and any comments received and decide the way forward from options given within the report.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Sue Gill

sue.gill@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Letters were delivered to Residents on both streets.

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Economy & Place Transport Capital Programme – 2020/21  
Monitor 2 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2020/21 Economy & Place Transport Capital Programme, and propose adjustments to scheme allocations to align with the latest cost estimates and delivery projections.

The Executive Member will be asked to approve the amendments to the 2020/21 Economy & Place Transport Capital Programme.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

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

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Consideration of consultation results from the Revival Estate following a petition being received requesting Residents' Priority Parking

**Description:** Purpose of Report: Consider the results and responses received from a recent Residents Parking consultation and make a decision on the way forward from the options given.

The Executive Member will be asked to either grant approval for the proposed extended ResPark scheme to be formally advertised or take no further action dependent upon the results received.

**Wards Affected:** Dringhouses and Woodthorpe Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Geoff Holmes, Traffic Projects Officer

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Consultation document pack and front letter hand delivered to all properties on the Revival Estate.

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Hopgrove Lane South Consultation Update

**Description:** Purpose of Report: To present the views of ward members following consultation on undertaking further experimental work in the Hopgrove Lane South area.

The Executive Member will be asked to consider the results of the initial consultation with ward members and decide what further action is required.

**Wards Affected:** Heworth Without Ward; Huntington and New Earswick Ward; Osbaldwick and Derwent Ward; Strensall Ward

**Report Writer:** **Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Mike Durkin

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Consultation will take place with the relevant ward councillors, members and officers.

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Navigation Road Walking & Cycling Improvements - Consultation Results and Final Proposals

**Description:** Purpose of Report: to will summarise the responses to the consultation on proposed improvements for pedestrians and cyclists in the Navigation Road area, and will put forward the final proposals for approval including the advertising of the relevant Traffic Regulation Order.

The Executive Member will be asked to acknowledge the outcome of the consultation and to approve the final proposals and the advertising of the relevant Traffic Regulation Order.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Andy Vose

andy.vose@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:**

Consultation process: Consultation on outline proposals commenced on the 7th December 2020 and ran until 4th January 2021 and comprised a leaflet drop in the immediate area and online questionnaires via the council's website. Key stakeholder groups have been separately consulted.

Consultees:

Navigation Road area residents and businesses via leaflet, others residents via the website. Standard CYC Highways scheme stakeholders such as Emergency Services.

**Consultees:**

**Background Documents:**

### Call-In

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/02/21

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

**Title of Report:** Response to Cycle Courier Proposal to Permit Access to Footstreet Area

**Description:** Purpose of Report: To present an initial response to a proposal submitted by the Independent Workers' Union of Great Britain (IWGB) York Group to create a courier pedal cycle permit scheme to enable cycle couriers to gain access to and through the footstreet area.

The Executive Member is asked to note the areas which need to be considered in the assessment of the proposal and to confirm how a review of the proposal should be progressed.

It has not been possible to give 28 clear days' notice of the intention to make this decision due to the need to acknowledge receipt and present an initial response to a proposal submitted by the Independent Workers' Union of Great Britain (IWGB) York Group on 12 January for urgent consideration during national lockdown.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Helene Vergereau, Traffic and Highway Development Manager

helene.vergereau@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Initial consultation to be undertaken with the cycle courier group who authored the proposal to ensure the proposal is fully understood prior to review. Subject to approval further consultation will be undertaken during the detailed review stage including with: city centre business representatives, including food/hospitality venues who make use of cycle courier services, groups representing communities of identifies which might be affected by the proposal (e.g. age, carers of older or disabled people, disability, pregnancy/maternity), Ward Councillors etc.

**Consultees:**

**Background Documents:**

**Call-In**

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

19/02/21



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** CYC Renewal and Recovery Strategy update

**Description:** Purpose of Report: to provide an update on activities in response to the Covid-19 and the work to support recovery and renewal. This follows previous Executive decisions to approve the Recovery and Renewal Plan, which frames the Council's recovery activities for the year.

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

**Report Writer:** Will Boardman **Deadline for Report:** 28/01/21

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

**Lead Director:** Chief Executive

**Contact Details:** Will Boardman, People and Neighbourhoods Strategy and Policy Group Manager

will.boardman@york.gov.uk

### Implications

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

### Making Representations:

### Process:

### Consultees:

**Background Documents:** CYC Renewal and Recovery Strategy update

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Q3 20-21 Finance and Performance Monitor

**Description:** Purpose of Report: To provide overview of the councils overall finance and performance position at the end of Q3 20-21.

**Wards Affected:** The Executive will be asked to note and approve.  
All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 01/02/21  
Debbie Mitchell

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

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

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

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

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q3 20-21 Finance and Performance Monitor

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Q3 20-21 Capital Programme Monitor

**Description:** Purpose of Report: To provide overview of the councils overall capital programme position at the end of Q3 20-21.

**Wards Affected:** The Executive are asked to note and approve.  
All Wards

**Report Writer:** Emma Audrain, **Deadline for Report:** 01/02/21  
Debbie Mitchell

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

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

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

emma.audrain@york.gov.uk, debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q3 20-21 Capital Programme Monitor

### Call-In

If this item is called-in, it will be considered by the 19/02/21  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Capital and Investment Strategy

**Description:** Purpose of Report: To set out a framework for all aspects of the council's capital and investment expenditure including prioritisation, planning, funding and monitoring.

The Executive will be asked to recommend the strategy to full council.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 01/02/21

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

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

**Contact Details:** Debbie Mitchell

debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital and Investment Strategy

### Call-In

If this item is called-in, it will be considered by the      19/02/21  
Corporate and Scrutiny Management Committee on:

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Capital Programme 2021/22 to 2025/26

**Description:** Purpose of Report: To present the capital programme, including detailed scheme proposals.

The Executive are asked to recommend the proposals to full Council.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain **Deadline for Report:** 01/02/21

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

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

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

emma.audrain@york.gov.uk

### Implications

**Level of Risk:**

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

award of a contract.

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Capital Programme 2021/22 to 2025/26

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Financial Strategy 2021/22

**Description:** Purpose of Report: To present the Financial Strategy, including detailed revenue budget proposals.

The Executive are asked to recommend the proposals to full Council.

**Wards Affected:** All Wards

**Report Writer:** Sarah Kirby

**Deadline for Report:** 01/02/21

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

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

**Contact Details:** Sarah Kirby

sarah.kirby@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:** Financial Strategy 2021/22

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/02/21



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Treasury Management Strategy Statement and Prudential Indicators

**Description:** Purpose of Report: To set out the treasury management strategy, including the annual investment strategy and the minimum revenue provision policy statement and prudential indicators.

**Wards Affected:** Executive are asked to recommend the strategy to full council.  
All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 01/02/21

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

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

**Contact Details:** Debbie Mitchell

debbie.mitchell@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management Strategy Statement and Prudential Indicators

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** City of York Trading Limited – Approval of the Shareholder Agreement

**Description:** Purpose of Report: CYT Limited have updated their Shareholder Agreement and in accordance with the Council's Constitution this needs amended updated Agreement requires the approval of the Executive.

The Executive will be asked to approve the amended Shareholder Agreement for City of York Trading Limited.

This item has been deferred from the 14 January 2021 meeting of the Executive to allow for further work to be undertaken on the report.

**Wards Affected:** All Wards

**Report Writer:** Janie Berry **Deadline for Report:** 01/02/21

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

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

**Contact Details:** Janie Berry, Director of Governance

Tel: 01904 555385

janie.berry@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Consultees are the Board Members of CYT Limited. CYT Limited have updated their Shareholder Agreement and consulted with their relevant Board Members. They have also recently reported to the Shareholder Committee.

### Consultees:

**Background Documents:** City of York Trading Limited – Approval of the Shareholder Agreement

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Request to extend home to school transport contracts

**Description:** Purpose of Report: to seek a decision from the Executive on options relating to the extension or procurement of home to school transport contracts.

Executive are recommend to extend the existing contracts for a period on one year from September 2021 to August 2022.

**Wards Affected:** All Wards

**Report Writer:** Sarah Kingston      **Deadline for Report:** 01/02/21  
**Lead Member:** Executive Member for Children, Young People and Education  
**Lead Director:** Corporate Director of Children, Education and Communities  
**Contact Details:** Sarah Kingston

sarah.kingston@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: Soft market testing

Consultees: Existing and potential suppliers

**Consultees:**

**Background Documents:** Request to extend home to school transport contracts

**Call-In**

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

19/02/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 11/02/21

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

**Title of Report:** Renewal of the council's contract with Make it York

**Description:** Purpose of Report: To propose the main terms on which the Council will let a new contract to Make it York (MIY) for the period 2021-24.

The Executive are asked to :

- Agree to enter into a further contract with MIY
- Agree the priorities on which the new service specification are to be based
- Agree that further work is undertaken to develop the outcomes and service levels schedule of the contract (the SLA) following consultation with businesses and other stakeholder groups

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft

**Deadline for Report:** 01/02/21

**Lead Member:** Executive Member for Culture, Leisure and Communities,  
Executive Member for Economy and Strategic Planning

**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:** Renewal of the council's contract with Make it York

**Call-In**

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

19/02/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/02/21

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

**Title of Report:** Winter Grants Funding

**Description:** Purpose of Report: to outline to the Executive Member for Finance and Performance, in consultation with the Executive Member for Housing and Safer Neighbourhoods, that the Government's funding for the Council's Winter Grants Scheme is unlikely to last to 31st March 2021 and any solutions for funding.

The Executive Member will be asked make a decision about the funding from the Winter Grants Scheme.

The Council aims to give 28 days' notice for non-key decisions as it does for key decisions however on this occasion that has not been possible. This is to ensure that a decision on grants are made at the earliest opportunity and to secure a decision that could avoid any gap in support to those in hardship during the covid pandemic.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance and Performance

**Lead Director:**

Chief Executive

**Contact Details:**

Pauline Stuchfield, Assistant Director - Customer Services and Digital

pauline.stuchfield@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

Consultation with Chief Finance Officer

**Consultees:**

**Background Documents:**

**Call-In**

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

19/02/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/02/21

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

**Title of Report:** Inclusive Growth update

**Description:** Purpose of report: To update the Executive Member on progress on inclusive growth priorities.

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 Economy and Strategic Planning

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

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

simon.brereton@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** All relevant members and officers have been consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

29/03/21



## FORWARD PLAN ITEM

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

**Meeting Date:** 02/03/21

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

**Title of Report:** Service Level Agreements with Cultural and Infrastructure Organisations 2021-24

**Description:** Purpose of Report: to propose funding agreements with cultural and infrastructure organisations within the Culture, Leisure and Communities portfolio for the period 21-24.

The Executive Member is asked to approve the service level agreements.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Charlie Croft, Assistant Director Communities and Equalities

charlie.croft@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:**

**Call-In**

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

29/03/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/03/21

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

**Title of Report:** Waste Report Update as requested by Executive October 2019

**Description:** Purpose of Report: to consider the scope of the review of future resident recycling collections.

the Executive Member is asked to agree the scope of the review and what options will be considered.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Ben Grabham, Head of Environment, Shaun Morley, Interim Head of Waste

ben.grabham@york.gov.uk, shaun.morley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** An option for the Executive Member may be to refer to scrutiny for comments and recommendations

**Consultees:**

**Background Documents:** Waste Report Update as requested by Executive October 2019

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 29/03/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/03/21

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

**Title of Report:** Osbaldwick 20mph Speed Limit Objections

**Description:** Purpose of Report: To consider objections made to the proposal to expand the existing 20mph zone, in order to include the whole area to enable a reduction in the number of signs needed.

The Executive Member will be asked to approve the implementation of the revised traffic regulation order.

**Wards Affected:** Osbaldwick and Derwent Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

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

alistair.briggs@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** This is the conclusion of the recent consultation process for making changes to traffic regulation orders.

**Consultees:**

### Background Documents:

#### Call-In

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

29/03/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

**Meeting Date:** 09/03/21

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

**Title of Report:** Access Fund and Programme update

**Description:** Purpose of Report: to provide an update on the Access Fund and the programme of work delivered by the iTravel Team.

The Executive Member will be asked to note the update.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Duncan McIntyre, iTravel York Programme Manager

duncan.mcintyre@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

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

**Consultees:**

**Background Documents:**

**Call-In**

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

29/03/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/21

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

**Title of Report:** CYC Renewal and Recovery Strategy update

**Description:** Purpose of Report: to provide an update on activities in response to the Covid-19 and the work to support recovery and renewal. This follows previous Executive decisions to approve the Recovery and Renewal Plan, which frames the Council's recovery activities for the year.

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

**Report Writer:** Will Boardman **Deadline for Report:** 04/03/21

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

**Lead Director:** Chief Executive

**Contact Details:** Will Boardman, People and Neighbourhoods Strategy and Policy Group Manager

will.boardman@york.gov.uk

### Implications

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

### Making Representations:

### Process:

### Consultees:

**Background Documents:** CYC Renewal and Recovery Strategy update

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 29/03/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/21

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

**Title of Report:** Community Asset Update

**Description:** Purpose of Report: To set out a list of proposals to grant new leases to a number of community based groups.

The Executive will be asked to agree to the grant of the new leases as set out in the report, to local community organisations and groups and procure an operator for one facility.

**Wards Affected:** All Wards

**Report Writer:** Nick Collins,  
Andrew Laslett,  
Dave Meigh

**Deadline for Report:** 08/03/21

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

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

**Contact Details:** Nick Collins, Commercial Property Manager, Andrew Laslett, Head of Strategic Services (Leisure & Community Centres), Dave Meigh, Shirley Simpson

nicholas.collins@york.ov.uk, andrew.laslett@york.gov.uk,  
dave.meigh@york.gov.uk, shirley.simpson@york.gov.uk

### Implications

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

**Reason Key:**

### Making Representations:

**Process:** All affected community groups have been consulted as part of the process, along with relevant members and officers.

### Consultees:

**Background Documents:** Community Asset Update

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 29/03/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/21

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

**Title of Report:** Considering the case for Additional Houses in Multiple Occupation Licensing

**Description:** Purpose of report: To determine whether to undertake public consultation on a proposal to introduce additional HMO licensing.

The Executive will be asked to consider the existing evidence base and determine whether they wish to approve a 10 week consultation on the introduction of additional licensing for Houses in Multiple Occupation in order to improve standards.

**Wards Affected:** All Wards

**Report Writer:** Ruth Abbott **Deadline for Report:** 04/03/21

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

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

**Contact Details:** Ruth Abbott

ruth.abbott@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Considered by Housing and Community Safety Scrutiny. The report proposes a 10 week consultation with residents and owners of Houses in Multiple Occupation

### Consultees:

**Background Documents:** Considering the case for Additional Houses in Multiple Occupation Licensing

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 29/03/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/21

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

**Title of Report:** Joint Waste Management Agreement

**Description:** Purpose of Report: to set out the progress to date in developing the Joint Waste Management Service between the City Council and North Yorkshire County Council. The new joint service will be responsible for waste disposal after it has been collected by the City Council and the management of the Allerton Park Energy from Waste site. The service will also have responsibility for the Household Waste sites but the City Council will retain control over the service levels.

The Executive will be asked to seek to approve the Joint Waste Management Agreement between City Council and North Yorkshire County Council to create the service as outlined in the report.

**Wards Affected:** All Wards

**Report Writer:** Shaun Morley      **Deadline for Report:** 08/03/21

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

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

**Contact Details:** Shaun Morley, Interim Head of Waste

shaun.morley@york.gov.uk

### Implications

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

### Making Representations:

**Process:** This is a technical report, but relevant officers and members will be briefed and updated.

### Consultees:

**Background Documents:** Joint Waste Management Agreement

### Call-In

If this item is called-in, it will be considered by the      29/03/21  
Corporate and Scrutiny Management Committee on:



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 18/03/21

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

**Title of Report:** York Outer Ring Road –Phase 1 Dualling – Resolution for preparation of a Compulsory Purchase Order (CPO)

**Description:** Purpose of report: to provide an update on the progress of the YORR upgrade project and next steps in the process of securing land for the York Outer Ring Road project including preparation of a Compulsory Purchase Order.

The Executive will be asked to approve the preparation of a CPO for the land required for the YORR Phase 1 Dualling. A separate report is to be brought before the Executive concerning the outcome of the consultation process once complete.

**Wards Affected:** Haxby and Wigginton Ward; Huntington and New Earswick Ward; Rawcliffe and Clifton Without; Rural West York Ward; Strensall Ward

**Report Writer:** Gary Frost

**Deadline for Report:** 08/03/21

**Lead Member:** Executive Member for Transport

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

**Contact Details:** Gary Frost, Major Transport Project Manager

gary.frost@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:** All members of the public, relevant officers and members.

**Consultees:**

**Background Documents:** York Outer Ring Road –Phase 1 Dualling – Resolution for preparation of a Compulsory Purchase Order (CPO

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 29/03/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/03/21

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

**Title of Report:** Update on progress of the Minerals and Waste Joint Plan and the proposed Main Modifications

**Description:** Purpose of Report: As a Waste and Minerals Planning Authority, it is our statutory duty to address these issues in York. City of York Council is producing a Joint Plan with North Yorkshire County Council and North York Moors National Park Authority. This is an information report to set out progress on the Minerals and Waste Joint Plan and will inform the Executive Member of the proposed Minerals and Waste Joint Plan Main Modifications and associated public consultation.

The Executive Member will be asked to note the progress of the Minerals and Waste Joint Plan and the proposed Main Modifications and associated public consultation.

This item has now been deferred to the 23 March 2021 to allow further time to develop the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Anna Pawson

anna.pawson@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

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

**Process:**

Previous consultation has taken place at the following stages: First Consultation (2013), Issues and Options Consultation (2014), Additional or Revised Sites Consultation (2015), Preferred Options Consultation (2015/16), Publication stage (2016), Post-Publication Proposed Changes Consultation (2017).

The Main Modifications public consultation will take place in the new year across the full plan area.

Consultees: Statutory consultees and all consultees contained in the three authorities' consultation databases.

**Consultees:**

**Background Documents:**

**Call-In**

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

29/03/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/03/21

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

**Title of Report:** Changes to the National Planning Policy Framework and Draft National Design Code Planning Consultations

**Description:** Purpose of Report: The consultation runs from 30th January 2021 to 27th March 2021. The scope of the consultation is:

- Proposing changes to the National Planning Policy Framework to place greater emphasis on beauty and place-making, and to ensure that all new streets are lined with trees.
- Publishing a draft national design code that provides a checklist of design principles to consider for new developments, such as street character, building type, facade, and the requirements that address wellbeing and environmental impact, which councils can use as a foundation for their own local design codes.

The report outlines the questions asked by the Government and Officers responses to the questions.

The Executive Member will be asked agree to the submission of the consultation response and detail any further comments.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Economy and Strategic Planning

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Becky Eades, Head of Development Services, Guy Hanson

becky.eades@york.gov.uk, guy.hanson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** All relevant members and officers will be consulted.

**Consultees:**

**Background Documents:**

### Call-In

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

29/03/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 07/04/21

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

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

**Description:** Purpose of the 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.

What will the reports ask the Executive Member to do: Consider the updates detailed in the report and any supporting presentations, comment their content and recommended actions.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment and Climate Change

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please contact the report author.

**Process:**

Development of programme materials with Environment Agency via Regional Flood and Coastal Committee meetings and programme board of all flood alleviation schemes. Bi-annual meetings with Economy & Place Scrutiny

**Consultees:**

**Background Documents:**

**Call-In**

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

29/04/21