



# **FORWARD PLAN**

**2 August 2021 - 5 December 2021**

**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 551088

**EXECUTIVE FORWARD PLAN**  
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## FORWARD PLAN ITEM

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

**Meeting Date:** 02/08/21

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

**Title of Report:** Minimum Energy Efficiency Standards (MEES) Enforcement Project

**Description:** Purpose of report: To provide the Executive Member with an update on the MEES project funded by the Department Of Business Energy and Industrial Strategy (BEIS). To advise the Executive Member of the upcoming changes to the law and the implications for the city.

Executive Member will be asked to note the report and its findings including the future implications.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing & Safer Neighbourhoods

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Jeremy Smawfield

jeremy.smawfield@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Regional Private Sector Housing Enforcement Colleagues.

**Consultees:**

**Background Documents:**

**Call-In**

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

09/08/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 02/08/21

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

**Title of Report:** Update on the Housing Energy Efficiency Programme and application for the Sustainable Warmth competition

**Description:** Purpose of Report: to provide an update on the programme of retrofit works within both the social and private housing sectors. The report will also propose the submission of an application for additional grant funding through the Sustainable Warmth competition.

The Executive Member will be asked to support the submission of a grant application under the Sustainable Warmth competition and note progress to date on the retrofit programme of works.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Housing & Safer Neighbourhoods

**Lead Director:**

Corporate Director of Place

**Contact Details:**

Ruth Abbott, Adam Harper

ruth.abbott@york.gov.uk, adam.harper@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:**

Liaison with the Head of Carbon Reduction and other interested stakeholders.

Discussions with the supply chain around capacity.

Engagement with residents around energy improvement works to their homes

**Consultees:**

### Background Documents:

#### Call-In

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

09/08/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/08/21

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

**Title of Report:** CYC Recovery and Renewal 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 will be asked to note the report.  
All Wards

**Report Writer:** Will Boardman      **Deadline for Report:** 16/08/21

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

**Lead Director:** Chief Operating Officer

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

will.boardman@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

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

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 13/09/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/08/21

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

**Title of Report:** Finance & Performance 2021/22 Monitor Q1

**Description:** Purpose of Report: to present details of the overall finance and performance position.

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

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 16/08/21

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

**Lead Director:** Chief Finance Officer

**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:** Finance & Performance 2021/22 Monitor Q1

### Call-In

If this item is called-in, it will be considered by the      13/09/21  
Corporate and Scrutiny Management Committee on:



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/08/21

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

**Title of Report:** Capital Programme 2021/22 Monitor 1

**Description:** Purpose of Report: to provide members with an update on the capital programme.  
Executive Members are asked to note the issues and recommend to Full Council any changes as appropriate.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain **Deadline for Report:** 16/08/21

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

**Lead Director:** Chief Finance Officer

**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 2021/22 Monitor 1

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 13/09/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/08/21

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

**Title of Report:** Updating adopted highway and list of streets data

**Description:** Purpose of Report: to seek approval to implement the process required by the Local Government Ombudsman (LGO) in its decision dated 19 May 2021. The LGO identified that some of the Council's highway records (List of Streets and highway extent map) are not up to date. The LGO has therefore requested the following actions from the Council to update the records:

1. Complete a review of the Council's road adoption system within three months of the Ombudsman's decision (by 19th August 2021). The review should consider how it is kept up to date and accurate; and
2. Within one month of completing the review (by 19th September), report the findings to Councillors and seek approval for changes and recommendations.

The report seeks approval for officers to undertake a full update of the highway extent map, List of Streets, and Definitive Map in 2021/22, addressing all areas to be reviewed and update as appropriate.

The Executive will be asked to approve the proposed process and funding allocation to address the issues identified by the LGO with regard to the Council's highway records (List of Streets and highway extent map).

**Wards Affected:** All Wards

**Report Writer:** Helene Vergereau **Deadline for Report:** 16/08/21

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

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

dave.atkinson@york.gov.uk, helene.vergereau@york.gov.uk

### Implications

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

**Making Representations:**

**Process:** Internal consultation process.

**Consultees:**

**Background Documents:** Updating adopted highway and list of streets data

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 13/09/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/08/21

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

**Title of Report:** York Community Woodland design plan, funding and delivery options

**Description:** Purpose of Report: to set out the proposed final woodland design plan following detailed site assessment, concept design plan and community and stakeholder engagement. It also sets out funding options to deliver the woodland.

The Executive will be asked to consider and approve the final woodland design plan recommendations. Consider and approve recommendations in relation to funding the capital cost of woodland creation.

This item has been brought forward to the 26 August for consideration as the tree planting season runs September – March. If the Council were to wait for an Executive Decision on 30th September it would put the council ambition of planting 50,000 trees by 2023 at significant risk.

**Wards Affected:** All Wards

**Report Writer:** Shaun Gibbons **Deadline for Report:** 16/08/21

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

**Lead Director:** Director of Governance

**Contact Details:** Shaun Gibbons

shaun.gibbons@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** York Community Woodland design plan, funding and delivery options

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 13/09/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 07/09/21

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

**Title of Report:** York Learning Strategic Plan 2021/22

**Description:** Purpose of Report: to set out York Learning Services' strategic plan for the academic year 2021/22.

The Executive Member will be asked to note the York Learning Services' strategic plan.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Chief Operating Officer

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

angela.padfield@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation on the plan takes place through the York Learning Governance Board which includes a range of stakeholders.

**Consultees:**

### Background Documents:

#### Call-In

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

07/06/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 08/09/21

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

**Title of Report:** York Community Woodland – Final woodland design and woodland creation

**Description:** Purpose of Report:

- an update on the York Community Woodland final design / masterplan following public consultation
- options/recommendations regarding capital funding streams to support woodland creation
- options/recommendations regarding woodland creation delivery partner

The Executive Member will be asked to approve final woodland design / Approve capital funding stream / Approve process for appointing a woodland delivery partner

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Governance

**Contact Details:** Paul McCabe

paul.mccabe@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:

13/09/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 13/09/21

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

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

**Description:** This report presents an application to list The Spread Eagle Public House, Walmgate, York as an asset of community value.

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

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Corporate Director of Place

**Contact Details:** Tim Bradley

tim.bradley@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation will take place with the property owners and occupiers, as well as 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:

18/10/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 13/09/21

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

**Title of Report:** Health & Safety 2020/2021 Outturn report

**Description:** Purpose of Report: To present the Executive Member with the Health & Safety 2020/2021 outturn report from the Head of Health & Safety.

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

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Chief Operating Officer

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

trudy.forster@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:

18/10/21



## FORWARD PLAN ITEM

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

**Meeting Date:** 14/09/21

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

**Title of Report:** New Early Years and Childcare Places on Lowfield Green

**Description:** Purpose of Report: To seek agreement to the setting up of an Early Years and Childcare Capital Panel to consider applications from local providers to create new early years and childcare places to meet parental demand that will arise from a new sustainable development on Lowfield Green.

The Executive Member will be asked to agree to the setting up of an Early Years and Childcare Capital Panel.

**Wards Affected:** Acomb Ward; Holgate Ward; Westfield Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Children, Young People and Education

**Lead Director:**

Corporate Director of People

**Contact Details:**

Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager

barbara.mands@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** New Early Years and Childcare Places on Lowfield Green

**Call-In**

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

18/10/21

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/09/21

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

**Title of Report:** Public Health Grant Allocation

**Description:** Purpose of Report: To present the Executive Member with details of the Local Authority Public Health Grant Allocation 2021/22. The report will provide an update on delivery against agreed budget savings and priorities for investment of non-committed public health grant.

The Executive Member will be asked to agree the update on delivery against agreed budget savings and priorities for investment of non-committed public health grant.

This item was postponed until the 16 June 2021 to allow for further consideration of the decision making process of non-urgent items while social distancing remains in place. The item has now been deferred until 14 July, due to Covid pressures on work more time is required to finalise this report.

this item has now been deferred until 15 September, the report has been delayed due to work pressures arising from the COVID-19 pandemic.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** Director of Public Health

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

sharon.stoltz@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:

18/10/21



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

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

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

**Title of Report:** Vehicle Activated Speed (VAS) Indicator Signs Trial Update

**Description:** Purpose of Report: to report the results of the Vehicle Activated Speed Indicator Signs trial. Request decision on their future use as part of the CYC VAS Policy.

The Executive Member will be asked to make a decision on amending the VAS Policy to include Speed Indicator Signs.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Ben Potter

ben.potter@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:

18/10/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

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

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

**Title of Report:** Tadcaster Road Sustainable Modes Improvement Scheme

**Description:** Purpose of Report: to set out a programme of sustainable transport enhancements to Tadcaster Road to be delivered alongside the DfT-funded maintenance scheme for the road. The sustainable transport improvements will be funded by the Transforming Cities Fund to a value of approx. £1.4m.

The Executive Member will be asked to endorse the approach to scheme delivery and development set out in the report.

This item has now been postponed until 21 September 2021 to allow for more time consult on the proposed transport enhancements to the Tadcaster Rd maintenance scheme, to allow analysis of the responses and develop options to address any comments raised.

**Wards Affected:** Dringhouses and Woodthorpe Ward; Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Julian Ridge

julian.ridge@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Leaflet/ meetings/ online consultation on the proposed measures. Local residents and businesses/ organisations. Key stakeholders (e.g. bus operators, active mode users).

**Consultees:**

### Background Documents:

### Call-In

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

18/10/21

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Transport

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

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

**Title of Report:** Consideration of results from the consultation to extend the existing R20 Residents Parking Zone

**Description:** Purpose of Report: To ask the Executive Member for Transport to consider the results received following a consultation on the proposal to extend R20 residents parking scheme.

The Executive Member will be asked to consider the officer recommendations to progress appropriate streets to advertisement stage for the introduction of residents parking and determine course of action to be taken.

**Wards Affected:** Fishergate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Annemarie Howarth

annemarie.howarth@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Consultation documents were posted to all residents within the proposed extended area.

**Consultees:**

### Background Documents:

#### Call-In

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

18/10/21

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 30/09/21

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

**Title of Report:** York & North Yorkshire Road Safety Partnership – Safer Roads Strategy

**Description:** Purpose of Report: To present the updated York & North Yorkshire Road Safety Partnership – Safer Roads Strategy which replaces the previous 95 Alive Safer Roads, Healthier Places Strategy which ran through to 2020.

The five-year (2021-26) Safer Roads Strategy is a step towards the long-term vision of keeping all York and North Yorkshire roads users alive and safe. Supporting this strategy is an Action Plan which details the activities of the partnership and how they will deliver against the strategic priorities over the coming years.

The Executive will be asked to endorse the York & North Yorkshire Road Safety Partnership – Safer Roads Strategy subject to final approval by all members of the partnership.

This item has now been postponed until the 30 September 2021, to allow further time to finalise the draft strategy with other partners in advance of the decision on adoption.

**Wards Affected:** All Wards

**Report Writer:** Tony Clarke                      **Deadline for Report:** 16/08/21

**Lead Member:** Executive Member for Transport

**Lead Director:** Corporate Director of Place

**Contact Details:** Tony Clarke

tony.clarke@york.gov.uk

### Implications

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

**Making Representations:**

**Process:** Consultation with partner organisations.

**Consultees:**

**Background Documents:** York & North Yorkshire Road Safety Partnership – Safer Roads Strategy

### Call-In

If this item is called-in, it will be considered by the                      13/09/21  
Corporate and Scrutiny Management Committee on:

