



# **FORWARD PLAN**

**12 November 2018 - 17 March 2019**

**Produced By:**

**Democratic Services  
City of York Council  
West Offices  
York  
YO1 9GA  
Tel No. 01904 551031**

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# EXECUTIVE FORWARD PLAN

## What is the Executive Forward Plan?

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

## What is a non-key decision?

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

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

## What is a key decision?

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

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

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

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

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

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

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

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

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## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Street Lighting Policy

**Description:** Purpose of the report: To update the Street Lighting Policy and clarify the relationship with the City of York Streetscape Strategy and Guidelines following consideration of the original report at Executive Member for Transport and Planning Decision Session on 12th July and subsequent discussion at Economy and Place Policy Development Committee on 18 September.

The Executive Member is asked to consider the report and 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:

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Marygate car park systems

**Description:** Purpose of report: An update on the Marygate Pay on Exit trial that will focus on the reliability issues we have had with this system and the actions taken to mitigate the impacts as well as a recommended approach on the future.

The Executive Member will be asked to:

- Acknowledge the update
- Consider options to further improve the efficiency of the Marygate Car Park.
- Consider options for new car parking ticket systems at this location.

**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:**

Depending on the options chosen communications will need to be developed for the users of the car park. The proposals have been developed in partnership with York Business Improvement District

**Consultees:**

**Background Documents:**

### Call-In

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

17/12/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Fossgate Public Realm Improvements

**Description:** Purpose of the report: To report on the proposals and consultation for improvements to the layout and appearance of Fossgate and its junctions with Pavement and Walmgate/Merchantgate, and to seek approval to implement the proposed changes.

To request approval to advertise amendments to the Traffic Regulation Order (TRO) for revisions to parking bays and waiting restrictions, and to implement the amendments if no objections are received. If objections to the TRO advertisement are received, these will be reported back to Executive Member decision session for a decision.

The report will ask the Executive Member to consider the content of the report and any objections raised against the proposed scheme, and approve the implementation of the proposals as per the recommendations. Approve the advertisement of the TRO and subsequent implementation of the changes (if no objections are received).

**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:** David Mercer  
david.mercer@york.gov.uk

**Level of Risk:**

**Reason Key:**

**Making Representations:** Residents, Businesses, Fossgate Traders Association and other interested parties.

**Process:** Internal & external consultation with members, appropriate stakeholders, residents and businesses, including letter drops to frontages, press release, website, public meetings, display at West Offices and social media.

**Consultees:**

**Background Documents:**

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Bridge Management

**Description:** Purpose of report: To update the Executive Member on the management of the Council's Highway bridges.

To identify the proposed programme of bridge maintenance work planned to be progressed using the funding provided in the Council's Capital Programme

The Executive Member will be asked to note the update on bridge management and approve the proposed programme of bridge works.

**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:** Not applicable.

**Process:** Not applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Street Works Permits

**Description:** Purpose of report: To advise on the proposed response to the receipt of a letter from the Secretary of State for Transport requesting that the Authority consider the implementation of a street works permit scheme to manage construction and utility activity on the Highway. To request Members approve further investigation to determine an appropriate scheme for York and that a subsequent report will be submitted to the Executive for approval identifying a recommended scheme at a future date.

The Executive Member will be asked to approve the investigation into potential options for the implementation of a Street Works Permit scheme.

**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:** Richard Bogg

richard.bogg@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** To be confirmed following completion of investigation

**Process:** The investigation will identify the level of potential consultation if the scheme is progressed through to implementation

**Consultees:**

**Background Documents:** Street Works Permits

### Call-In

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Walmgate Bar Traffic Signal Refurbishment

**Description:** Purpose of report: To seek approval for the proposed alterations to the Walmgate Bar traffic signal junction.

The Executive Member will be asked to approve the option presented.

**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:**

Christian Wood, CCTV Manager

christian.wood@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Internal and external consultation currently underway.  
Consultation outcome to be fed into final report

**Consultees:**

**Background Documents:**

### Call-In

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

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Changes to permit emission charges

**Description:** Purpose of report: To respond to the changes to the banding of vehicle taxation introduced by the Government and the Council Budget decision to change the current low emission vehicle discount for vehicles that produce 120g/km or below to ultra low emission vehicles that produce 75g/km or below.

This report will identify options which could be adopted in response to these changes and provide details of the necessary Traffic Regulation Order TRO changes which will be required. Details of the process required to implement any changes to the TRO including the potential consultation requirements will also be proposed. Depending on the option to be progressed a further report will be brought back to the Executive Member to consider the results of any TRO consultation and take a decision about whether to implement the change.

The report will ask the Executive Member to consider the options and agree the TRO process to commence the statutory review and consultation to implement the new ULEV parking permit change.

**Wards Affected:** All Wards

**Report Writer:** Executive Member for Transport and Planning  
**Lead Member:** Corporate Director of Economy and Place  
**Lead Director:** Graham Titchener  
**Contact Details:** graham.titchener@york.gov.uk

**Deadline for Report:**

**Implications**  
**Level of Risk:**

**Reason Key:**

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

**Process:** None for this report. Results of any consultation on the approved option will be reported back at a subsequent decision session.

**Consultees:**

**Background Documents:**

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Haxby Pedestrian Crossing Assessment Results and Proposals

**Description:** Purpose of Report: The report will publish the results of pedestrian crossing assessments undertaken on both York Road and Greenshaw Drive in Haxby and put forward an action plan for potential improvements at each site.

The report will ask the Executive Member will be asked to acknowledge the outcome of the crossing assessments and approve the proposed action plan for each site.

**Wards Affected:** Haxby & Wigginton Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**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:** 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:

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 15/11/18

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

**Title of Report:** Six month update report on impact of welfare benefit changes and financial inclusion activities

**Description:** This paper will update the Executive Member on the ongoing impact of recent and imminent welfare benefits changes in York, including Universal Credit, and importantly the support available for residents in dealing with these challenges. It will look at the available support for residents including local welfare support and other financial inclusion activity.

The Executive Member will be asked to note the issues raised in the report and action taken or planned to address them.

**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:**

**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:

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/11/18

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

**Title of Report:** Release of Restrictive Covenant on the Tramways Working Men's Club, 1 Mill St, York

**Description:** Purpose of Report: To seek approval for a Developer to purchase the above site on payment of a sum based on a pre agreed profit share basis in return for release of the 1960's Covenant. Purchase needs to be completed by end of November to prevent the Working Men's Club from making a further year of losses.

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

The Council aims to give the same 28 days clear notice of non-key decisions as it does for key decisions, but in exceptional circumstances this may not be possible. In this case, the item will not have been on the forward plan for 28 days before the decision is taken. The item is being considered as an urgent matter as the purchase needs to be completed by end of November to prevent the Working Men's Club from making a further year of losses.

**Wards Affected:** Guildhall Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** 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:**

**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: 17/12/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 19/11/18

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

**Title of Report:** Animal Welfare Licensing Fees

**Description:** Purpose of report: New regulations came into force on the 1 October 2018, in relation to the licensing of animal boarding establishments, dog breeding establishments, performing animals, pet shops and riding establishments.

The Executive Member will be asked to approve the implementation of licence fees from the 1 December 2018.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Corporate Director of Economy and Place

**Contact Details:**

Lesley Cooke

lesley.cooke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Not Applicable.

**Process:** Not Applicable.

**Consultees:**

**Background Documents:**

### Call-In

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

17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** York Central Enterprise Zone Funding

**Description:** Purpose of Report: To set out the investment case for York Central and seek commitment of funding to the Enterprise Zone.

**Wards Affected:** Members will be asked to consider the investment case.  
Holgate Ward; Micklegate Ward

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

**Deadline for Report:** 19/11/18

**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:**

**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:** Large scale public and stakeholder engagement. York North Yorkshire and East Riding Local Enterprise Partnership  
Please contact the report author for further details.

**Process:** Large scale public consultation already undertaken – Festival of York Central. Please contact the report author for further details.

**Consultees:**

**Background Documents:** York Central Enterprise Zone funding

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Lord Mayoralty 2019/20

**Description:** To ask Executive to consider the points system for the annual nomination of the Lord Mayor for the City of York Council and confirm that the Group with the most points under that system should be invited to appoint the Lord Mayor for the coming municipal year, 2019/2020.

**Wards Affected:** All Wards

**Report Writer:** Dawn Steel **Deadline for Report:** 19/11/18

**Lead Member:** Councillor Keith Aspden

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

**Contact Details:** Dawn Steel, Head of Civic & Democratic Services

dawn.steel@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Lord Mayoralty 2019/20

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Treasury Management and Prudential Indicators Mid Year Review

**Description:** To provide members with an update on the treasury management position.

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

**Wards Affected:** Acomb Ward

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 19/11/18

**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:**

**Process:**

**Consultees:**

**Background Documents:** Treasury Management and Prudential Indicators Mid Year Review

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Q2 2018-19 Finance and Performance Monitor

**Description:** Purpose of Report: To provide overview of the council's overall finance and performance position at the end of Q2.

**Wards Affected:** Members will be asked to note and approve the report.  
All Wards

**Report Writer:** Ian Cunningham, **Deadline for Report:** 19/11/18  
Debbie Mitchell

**Lead Member:** Executive Leader (incorporating Finance & 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:** Q2 18-19 Finance and Performance Monitor

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** The Inclusion Review and the Special Needs Capital Grant

**Description:** The number of children with special educational needs and/or disabilities, particularly those with complex autism and those with social, emotional and mental health (SEMH) conditions, is growing. This has led to a need to review current provision and identify areas where provision needs to be developed to meet need. Over the next three years York has been allocated £590K by the Department for Education through the Special Provision Capital Grant to fund additional provision for children and young people with special educational needs and/or disabilities. Various projects, have been identified for the use of this funding to meet existing need.

**Wards Affected:** All Wards

**Report Writer:** Maxine Squire

**Deadline for Report:** 19/11/18

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

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

**Contact Details:** Maxine Squire, Interim Corporate Director of Children, Education and Communities

Tel: 01904 553007

maxine.squire@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:** The Inclusion Review and the Special Needs Capital Grant

**Call-In**

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

Corporate and Scrutiny Management Committee on: 17/12/18



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Q2 2018-19 Capital Programme Monitor

**Description:** Purpose of Report: To provide overview of the council's overall capital programme position at the end of Q2.

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

**Report Writer:** Emma Audrain, **Deadline for Report:** 19/11/18  
Debbie Mitchell

**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, 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:** Q2 18-19 Capital Programme Monitor

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Older Persons' Accommodation Programme

**Description:** Purpose of report: To agree the next steps for the Older Person's Accommodation Programme, setting out priorities and direction for the work programme.

Members will be asked to:

- agree the vision for the next stage of the programme.
- agree the action plan resulting from the review of the Glen Lodge development.
- agree the actions required to procure a construction partner for Lincoln Court

**Wards Affected:** All Wards

**Report Writer:** Vicky Japes

**Deadline for Report:** 15/11/18

**Lead Member:** Executive Member for Adult Social Care and Health, Executive Member for Housing & Safer Neighbourhoods

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

**Contact Details:** Vicky Japes  
vicky.japes@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:** Consultation process: Engagement with tenants in the Independent Living Schemes affected is continuing. Staff engagement to be undertaken in relation to the action plan from the review of the Glen Lodge development.

Views of Legal and Procurement will inform the procurement for a construction partner for Lincoln Court.

Consultees:

- HR
- Legal
- Finance

### Consultees:

**Background Documents:** Older Persons' Accommodation Programme

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 05/11/18  
17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Rugby League World Cup 2021

**Description:** The City has submitted a bid to be a host city for matches to be held as part of the Rugby League World Cup 2021.

This report asks members to agree the Council's contribution to the bid and to commit the necessary resources.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft      **Deadline for Report:** 19/11/18  
**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:** 04-08 Regular      **Reason Key:**  
monitoring required

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Rugby League World Cup 2021

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** York Station Front

**Description:** Purpose of Report: The report will inform the Executive about progress on the proposed York Station Front Improvement Scheme and request some decisions to move to the next stage.

The Executive will be asked to note the outcome of the recent public engagement process and to endorse the proposals that have been drawn up for submission to the planning authority.

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

**Report Writer:** Gary Frost                      **Deadline for Report:** 15/11/18

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

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

### Making Representations:

**Process:** Recent York Station Masterplan Public Engagement Process

### Consultees:

**Background Documents:** York Station Front

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 29/11/18

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

**Title of Report:** Maladministration Finding

**Description:** To formally receive a report of the Local Government and Social Care Ombudsman and to note and approve the Council's response.

The Council aims to give the same 28 days clear notice of non key decisions as it does for key decisions, but in exceptional circumstances this may not be possible. In this case, the item will not have been on the forward plan for 28 days before the decision is taken. The item must be considered at the next meeting of the Executive to align with statutory time scales.

**Wards Affected:** All Wards

**Report Writer:** Andrew Docherty      **Deadline for Report:** 19/11/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Assistant Director Legal and Governance  
**Contact Details:** Andrew Docherty, Assistant Director - Legal & Governance

andrew.docherty@york.gov.uk

### Implications

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

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Maladministration Finding

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/18

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

**Title of Report:** Evaluation of the pilot of the Better Decision Making Tool

**Description:** Purpose of Report: The report will provide an evaluation of the Better Decision Making Tool (BDMT) which has been piloted across the council directorates. The tool has been used for key council decisions with the intention of improving the robustness of the decision making process as well as maximising the positive impact of any new proposals or change to services.

The Executive Member will be asked to approve some subtle changes to the wording and format within the tool.

This item has been deferred to the Decision Session on the 3 December 2018 in order to include in the report an additional proposal for further resources for the programme.

**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:** Josephine Ozols-Riding

Josephine.Ozols-Riding@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: 17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/18

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

**Title of Report:** Update on York Community Recycling Fund

**Description:** Purpose of Report: This report provides an update on the York Community Recycling Fund and other initiatives to minimise fly tipping.

The Executive Member will be asked to:

- Note the update on the York Community Recycling Fund.
- Consider further use of this fund.
- Note the updates on other initiatives to reduce fly tipping.

**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:**

Russell Stone

russell.stone@york.gov.uk

**Implication**

**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:

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/18

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

**Title of Report:** Waste Resilience Update

**Description:** Purpose of Report: To provide an update on work to improve the resilience of Waste Services and agree the next steps.

The Executive Member to will be asked to note the work already done to improve the resilience of the service and to consider further steps that may be taken to further improve the resilience of the service.

**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:** James Gilchrist, Assistant Direct of Transport, Highways & Environment

james.gilchrist@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:

17/12/18



## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/18

**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:

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 03/12/18

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

**Title of Report:** Health and Safety Interim Report

**Description:** Purpose of the report: To update the Executive Member on  
- the governance of Health & Safety arrangements and risks at CYC  
- key areas of work of the CYC Health & Safety Service during 2018 plus  
- a performance update on the H&S shared service with North Yorkshire County Council.

The Executive Member is asked to note the contents and comment on risk areas reported.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Environment (Deputy Leader)

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

Pauline Stuchfield, Assistant Director - Customer Services and Digital, Stuart Langston, Shared Head of Health and Safety

pauline.stuchfield@york.gov.uk, stuart.langston@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:

17/12/18

## FORWARD PLAN ITEM

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

**Meeting Date:** 04/12/18

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

**Title of Report:** Attracting new Inward Investment through Promotion of our Historic Assets and development of shared vision for York

**Description:** Purpose of the report: To provide the Executive Member with an update on promotional activity to support the Economic Strategy and increase Inward Investment to the City.

The Executive Member will be asked to note the content of the report and the proposed way forward.

**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:** Claire Foale, Head of Communications

claire.foale@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Discussions have taken place with Make It York, Mediale, West Yorkshire Combined Authority and Universities.

**Consultees:**

**Background Documents:**

### Call-In

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

17/12/18

## FORWARD PLAN ITEM

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

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

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

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

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

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

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

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

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

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Education, Children and Young People

**Lead Director:**

Corporate Director of Children, Education and Communities

**Contact Details:**

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

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

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

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

**Consultees:**

**Background Documents:**

**Call-In**

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

07/01/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/12/18

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

**Title of Report:** Construction Charter

**Description:** Purpose of Report: To seek approval for the introduction of a minimum standards charter in respect of construction projects procured by the council.

Members are asked to:

- Adopt the charter.
- Agree that the Council ensures all potential and existing contractors are aware of the charter.
- Agree that the council monitors performance of contractors against the standards included in the charter.

This item has been deferred until the 20 December Executive to allow for full consultation with suppliers and local businesses.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 10/12/18  
**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:**

**Process:**

**Consultees:**

**Background Documents:** Construction Charter

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 07/01/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/12/18

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

**Title of Report:** Approval to appoint construction contractor for Centre of Excellence for Disabled Young people at Lincoln Court

**Description:** The report will update the Executive on the progress made on the two projects and seek agreement to jointly procure contractor. The report will provide information on the procurement strategy which has been run as a combined procurement for one contractor to work on the two projects concurrently. It will also provide an update on the planning applications and provide a project timetable.

Members are asked to

- Note the progress made to date on the projects.
- Note the benefits presented by procuring one contractor to deliver both projects concurrently
- Seek agreement to procure contractor in line with procurement strategy

**Wards Affected:** Westfield Ward

**Report Writer:** Vicky Japes, William Shaw      **Deadline for Report:** 10/12/18

**Lead Member:** Executive Member for Adult Social Care and Health, Executive Member for Education, Children and Young People

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

**Contact Details:** Vicky Japes, William Shaw, Principal Officer - Project Implementation

vicky.japes@york.gov.uk, william.shaw@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:** Both projects have been developed through ongoing consultation with users and tenants, internal and external partners and the local community.  
Officers representing the projects have attended October Westfield Ward committee meeting.  
The projects are managed by Internal project boards with representatives from finance, procurement, legal and property and asset management  
**Consultees:**  
Tenants, facility users, local residents through the planning process, ward committee meeting and young people's open space consultation carried out over the summer.

**Consultees:**

**Background Documents:** Approval to appoint construction contractor for Centre of Excellence for Disabled Young people at Lincoln Court

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 07/01/19



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 20/12/18

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

**Title of Report:** Delivering Social Value

**Description:** The report presents a corporate social value policy for the council. The policy has been developed to communicate the approach to social value both internally and externally. It will be used to explain to residents, suppliers and other stakeholders what we expect when they work with the council. Members are asked to approve the policy.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 06/12/18

**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 monitoring required      **Reason Key:** It is significant in terms of its effect on communities

### Making Representations:

### Process:

### Consultees:

**Background Documents:** Delivering Social Value

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 07/01/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 20/12/18

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

**Title of Report:** 2016/17 Speed Management Programme – Relocation of Speed Limits - Experimental Traffic Regulation Orders

**Description:** Purpose of Report:

- (i) To review the speed data and any objections to the experimental traffic regulation orders to determine the impact of moving 30 speed limits closer to the villages at Copmanthorpe (Tadcaster Road), Dunnington (Common Lane) and Hopgrove (Hopgrove Lane South).
- (ii) To re-consider whether to change the speed limit start point at Murton Way, Murton.

The Executive Member is asked:

- (i) To make the experimental orders permanent or revert to the previous arrangements at each location.
- (ii) To consider changing the speed limit start point at Murton Way subject to usual TRO process.

This item has been deferred to the Decision Session on 15 November as the data to determine the outcome of the speed limit trials has not all been received and is currently being chased up. Follow up speeds surveys are due to be repeated at Hopgrove Lane South and at Tadcaster Road, Copmanthorpe in the coming weeks. The results will be forwarded as soon as possible to allow for detailed analysis, unfortunately this work will not be concluded in time to meet the October report deadlines.

This item has been deferred to the Decision Session on the 20 December.

Reason: Data collection is still on-going at one of the sites and therefore the report will not be ready for consideration until the December meeting.

**Wards Affected:** Copmanthorpe Ward; Huntington & New Earswick Ward; Osbaldwick and Derwent Ward; 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:** Catherine Higgins, Engineer (Transport Projects) Sustainable Transport Service

catherine.higgins@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

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

**Process:** Ward members, Parish Councils and North Yorkshire Police were consulted prior to decision to implement experimental traffic orders.

Experimental traffic regulation order advertised.

**Consultees:**

**Background Documents:**

**Call-In**

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

07/01/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 20/12/18

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

**Title of Report:** Consideration of objections and comments received to an advertised proposal to amend the Traffic Regulation Order for Howard Street

**Description:** Purpose of report: To consider objections received to an advertised proposal to shorten Resident Parking Bays on Howard Street.

The Executive Member will be asked to 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:** All properties on Howard Street were hand delivered details of the proposed restriction. All emergency services and hauliers receive details in line with regulations. Notices are placed on street (on lamp columns) and advertised in a local newspaper ( The Press). Ward Councillors receive hard copy details.

**Consultees:**

**Background Documents:**

### Call-In

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

07/01/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 20/12/18

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

**Title of Report:** Consideration of objections and comments received to an advertised proposal to extend the R20 Residents' Priority Parking Zone to include Rosedale Street and Grange Garth

**Description:** Purpose of report: To consider objections received to an advertised proposal to introduce Residents' Priority Parking on Rosedale Street and Grange Garth.

The Executive Member will be asked to 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:** All properties in the initial consultation area were hand delivered details of the proposal. This included Grange Garth, Rosedale Street Farndale Street, Hartoft Street and Levisham Street. In addition properties on Grange Street were notified. All emergency services and hauliers receive details in line with regulations. Notices are placed on street (on lamp columns) and advertised in a local newspaper (The Press). Ward Councillors receive details.

**Consultees:**

**Background Documents:**

### Call-In

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

07/01/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 20/12/18

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

**Title of Report:** Consideration of objections and comments received to an advertised proposal to amend the parking amenity within the R33 Residents' Priority Parking Zone

**Description:** Purpose of report: To consider objections received to an advertised proposal to amend the parking amenity within the R33 Residents Priority Parking Zone as a result of development.

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

**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:** Sue Gill

sue.gill@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** All properties on Sycamore Place and nearby properties on Sycamore Terrace and Bootham Terrace received hand delivered details. All emergency services and hauliers receive details in line with regulations. Notices are placed on street (on lamp columns) and advertised in a local newspaper (The Press). Ward Councillors receive details.

**Consultees:**

**Background Documents:**

### Call-In

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

07/01/19

## FORWARD PLAN ITEM

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

**Meeting Date:** 20/12/18

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

**Title of Report:** Economy & Place Transport Capital Programme – 2018/19  
Monitor 2 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2018/19 Economy and Place Capital Programme and propose adjustments to scheme allocations to align with the latest cost estimates and delivery projections.

The Executive Member is asked to approve the amendments to the 2018/19 Economy and Place 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:

07/01/19

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/01/19

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

**Title of Report:** Annual Discretionary Rate Relief Decision Paper

**Description:** Purpose of Report: To approve any new awards of discretionary rate relief for the period 2019 - 2021.

Members will be asked to consider any new applications against budget available and approve any new awards.

This item has been deferred to the meeting of the Executive on 17 January 2019.

Reason: To allow additional time for some voluntary organisations to get their applications back so they do not miss out on this crucial funding that helps them deliver support within the community.

**Wards Affected:** All Wards

**Report Writer:** David Walker      **Deadline for Report:** 10/12/18  
**Lead Member:** Executive Leader (incorporating Finance & Performance)  
**Lead Director:** Corporate Director of Customer and Corporate Services  
**Contact Details:** David Walker

david.walker@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:** Annual Discretionary Rate Relief Decision Paper

### Call-In

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



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/01/19

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

**Title of Report:** A Cultural Strategy for York

**Description:** An extensive engagement exercise has produced a seven year development plan to ensure that:

- York will be internationally recognised for its exceptional heritage and unique arts offer.
- Residents and businesses in York will benefit from York's unique cultural offer, leading to greater investment and participation in the city.
- That the cultural offer for York's residents will be expanded beyond the city centre.
- All citizens, irrespective of age or background, will be proud to be engaged with York's arts and heritage offer, which will include a wide range of inclusive opportunities.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft      **Deadline for Report:** 07/01/19  
**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:** 04-08 Regular      **Reason Key:**  
monitoring required

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** A Cultural Strategy for York

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/01/19

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

**Title of Report:** Housing ICT Programme – Sign-Off for Chosen Housing ICT Solution Contract

**Description:** Purpose of Report: This report will set out the proposed chosen IT solution that has been selected as part of the full Housing ICT Programme procurement process for a replacement Housing and Building Services ICT System. The report will set out the summary of the tender process, who submitted bids and a summary of overall scores as well as the chosen solution proposed.

Members are asked to sign-off for signing of a 5-year contract with a chosen IT supplier for a contract value of over £500,000

**Wards Affected:** All Wards

**Report Writer:** Daniel Keenan      **Deadline for Report:** 07/01/19  
**Lead Member:** Executive Member for Housing & Safer Neighbourhoods  
**Lead Director:** Corporate Director of Health, Housing and Adult Social Care  
**Contact Details:** Daniel Keenan, Housing ICT Programme Manager

daniel.keenan@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:

The Housing ICT Programme has had involvement from over 30 subject matter experts (SMEs) throughout the process from the start of the programme giving feedback on all aspects of the programme – service design, input to technical and business requirements and involved in the assessment of tenders and chosen final solution. No tenant or external consultation has been carried out so far as this is not yet appropriate and will happen later in the implementation phase as we start to finalise system designs.

Consultees:

Over 30 subject matter experts from both the housing and building services teams, including all levels up to Heads of Service  
Housing ICT Programme Board

#### **Consultees:**

**Background Documents:** Housing ICT Programme – Sign-Off for Chosen Housing ICT Solution Contract

#### **Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/01/19

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

**Title of Report:** The Sale of Land to Facilitate the Transfer and Transformation of Haxby Hall Care Home

**Description:** Purpose of Report: To update Members on the outcome of the procurement process for a care provider for the Haxby Hall care home, and to seek approval for the provider to be granted a 125 year lease for the site.

Members will be asked to:

- Note the appointment of the Preferred Bidder as the new residential care provider for Haxby Hall Care Home.
- Note that the provider will enter into a contract to provide 9 residential beds for people living with dementia for 10 + 5 years at Actual Cost of Care at the Haxby Hall site.
- Agree to grant The provider a long lease of the Haxby Hall site for a term of 125 years in return for the Council receiving payment of a premium. This will enable the provider to improve, redevelop and transform the existing care home.

This item has been deferred to enable officers to work up options for recommendations. The item will now be considered at the Executive meeting on 17 January 2019.

**Wards Affected:** Haxby & Wigginton Ward

**Report Writer:** Tracey Carter, **Deadline for Report:** 07/01/19  
Vicky Japes

**Lead Member:** Councillor Ian Gillies

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

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

tracey.carter@york.gov.uk, vicky.japes@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:** A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates.

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

**Making Representations:**

**Process:**

**Consultees:** HR, Finance, Legal

**Background Documents:** The sale of land to facilitate the transfer and transformation of Haxby Hall Care Home

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 17/01/19

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

**Title of Report:** Re-procurement of Occupational Health Services for City of York Council

**Description:** Purpose of Report: To make Members aware that the current occupational health contract comes to an end in June 19; to clarify the on-going need for an occupational health service and to seek permission to re-procure.

This item has been deferred to enable further detailed work to take place with regard to the procurement requirements. This item will be considered at the Executive meeting on 17<sup>th</sup> January 2019.

**Wards Affected:** All Wards

**Report Writer:** Trudy Forster

**Deadline for Report:** 19/11/18

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

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

**Contact Details:** Kay Crabtree, HR Manager (Performance and Change), Trudy Forster, Head of Human Resources

kay.crabtree@york.gov.uk, trudy.forster@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:** DMT, CMT, CCNC, JHSC

**Consultees:**

**Background Documents:** Re-procurement of Occupational Health Services for City of York Council

**Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 22/01/19

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

**Title of Report:** Admissions Arrangements for the 2020/21 School Year

**Description:** Purpose of Report: This report seeks the Executive Member's approval for the City of York Council co-ordinated schemes and admission policies for the 2020/21 school year. It also seeks approval of the proposed individual school published admission numbers (PANs) for the academic year beginning in September 2020. The report follows a period of consultation from October 2018 to December 2018.

The Executive Member will be asked to approve the schemes and policies in the report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tom Chamberlain, Office Manager, Education Access and Community Transport Team

tom.chamberlain@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Between 08/10/18 and 07/12/18. The statutory requirement is for a six week consultation.

**Consultees:** Consultees are headteachers and governing bodies of all schools in the City of York area, admission authorities other than CYC (Voluntary Aided and Academy schools), neighbouring admissions authorities, dioceses of Church of England and Roman Catholic churches. Also any parent/carers of children in the area who respond to consultation documents.

**Background Documents:**

**Call-In**

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

04/02/19



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 14/02/19

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

**Title of Report:** Revised Housing Revenue Account (HRA) Business Plan

**Description:** Purpose of Report: Following the report to executive in July on the Housing delivery programme and the intention to appropriate the general fund sites into the HRA to build housing. There is a need to revise the business plan to insure that it reflects the ability to build the sites out.

The report will ask members to approve the revised HRA business plan.

This item has been deferred to the meeting of the Executive on 14 February 2019.

Reason: Following The Prime Ministers announcement that the government intend to lift the HRA borrowing cap. It is prudent to wait until the detail behind that announcement is clear before amending the business plan. It is envisaged that the detail will be available by Christmas and therefore the HRA business plan report will come as a paper to February 2019.

**Wards Affected:** All Wards

**Report Writer:** Tom Brittain, Patrick Looker

**Deadline for Report:** 04/02/19

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

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

**Contact Details:** Tom Brittain, Head of Housing Services, Patrick Looker

tom.brittain@york.gov.uk, patrick.looker@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:** None

**Process:**

**Consultees:**

**Background Documents:** Revised Housing Revenue Account (HRA) Business Plan

**Call-In**

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 14/02/19

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

**Title of Report:** Q3 2018-19 Finance and Performance Monitor

**Description:** This report will provide an overview of the councils overall finance and performance position at the end of Q3.

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

**Report Writer:** Ian Cunningham, **Deadline for Report:** 04/02/19  
Debbie Mitchell

**Lead Member:** Executive Leader (incorporating Finance & 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 18-19 Finance and Performance Monitor

### Call-In

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

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 14/02/19

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

**Title of Report:** Q3 2018-19 Capital Programme Monitor

**Description:** This report will provide an overview of the councils overall capital programme position at the end of Q3.

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

**Report Writer:** Emma Audrain, **Deadline for Report:** 04/02/19  
Debbie Mitchell

**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, 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 18-19 Capital Programme Monitor

### Call-In

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/02/19

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

**Title of Report:** Term dates for the 2020/21 school year

**Description:** The Executive Member of Children and Young People is asked to approve the school term dates for whom the Local Authority (LA) is the employer, for the school year beginning in September 2020. The report also updates the Executive Member on previously agreed strategy for setting future term dates alongside our neighbouring Local Authorities for future school years.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Tom Chamberlain, Office Manager, Education Access and Community Transport Team

tom.chamberlain@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** Pre consultation with schools for whom the Local Authority is the employer during Autumn term 2018.

**Consultees:**

**Background Documents:**

**Call-In**

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

18/03/19

## FORWARD PLAN ITEM

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

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

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

**Title of Report:** Planning Enforcement Update

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

Members will be asked to note the changes and reviews going forward.

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

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

**Wards Affected:** All Wards

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

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

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

**Contact Details:** Rob Harrison

rob.harrison@york.gov.uk

### Implications

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

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

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

### Consultees:

**Background Documents:** Planning Enforcement update

### Call-In

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