



FORWARD PLAN

30 November 2015 - 3 April 2016

Produced By:

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

EXECUTIVE FORWARD PLAN

What is the Executive Forward Plan?

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

What is a non-key decision?

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

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

What is a key decision?

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

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

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

What information does the Forward Plan contain?

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

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

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

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

EXECUTIVE FORWARD PLAN
ALPHABETICAL LIST OF ENTRIES

ITEM	PAGE NO
A Cleaner City	37
Admissions Arrangements Consultation 2017/18	61
Adoption of York's Third Air Quality Action Plan (AQAP3)	16
Allocations Policy for City of York Council's 3 Gypsy Roma and Travellers Sites	34
Award of Discretionary Rate Relief	21
Building Stronger Communities – Adult Social Care funding	25
Business Friendly Council	9
Casualty Reduction Programme	56
Changes to Council Tenancy Agreement	32
Children's Services Education and Skills (CSES) Taxi Transport Contract	42
Children's Services, Education and Skills (CSES) Capital Programme	47
City and Environmental Services Capital Programme – 2015/16 Monitor 2 Report	58
Community Stadium	23
*Consideration of Petitions received from Residents of 110-128 Broadway (Fulford), Ableton Grove and South Lane (Haxby)	59
Council Tax Support Review Scheme Cap - Consultation Outcome	28
Customer Reporting of Environmental Issues	39
Demolition of the Clifton Without Junior Building	41
Earswick Neighbourhood Plan	14
Extra Investment in Children & Young People's Services	8
Food Service Plan	15
Free Youth Bus Travel for January 2016	13
Gully Maintenance Programme	40
Holgate Road (Iron Bridge to Acomb Road) Cycle Scheme	57
Holiday Pay & Overtime - A Further Report	30
ICT Services Report	27

ITEM	PAGE NO
Improving York's Green Spaces: Use of Section 106 Funds	54
Investing in the Council's Community Centres	6
Listening to Residents: Review of Neighbourhood Working Arrangements	63
Lord Mayoralty 2016-17	22
*Monkgate Parking Changes	60
Parking Strategy Report	51
Performance Monitoring Report	10
Procurement of an Integrated Wellness Service Pilot Programme	29
Public Rights of Way - Presentation of Petition for the closure of two alleyways to the rear of properties on Bachelor Hill and Gale Lane and Batchelor Hill	12
Public Rights of Way - Proposal to restrict public rights over the following alleyways using Public Spaces Protection Order legislation; Baile Hill Terrace/Kyme Street, Micklegate Ward, and; Cornlands Road Park, Westfield Ward	11
Refresh of the House in Multiple Occupation (HMO) Licensing Programme	31
Review of Fees & Charges	20
Review of the Housing Revenue Account (HRA) Business Plan	46
Review of the Management of Rowntree Park Tennis Courts	55
Sales of Age Restricted Products	64
Southbank School Place Planning	49
The Business Improvement District (BID) – Final Arrangements	44
The Housing Revenue Account Strategic Asset Plan	45
*The Private Sector Housing Strategy	65
*Traffic Regulation Order objection - Burdyke Avenue Improvement Scheme	36
*Variable Message Signs, Plan for Refurbishment	35
Working with Students and Landlords	38
York Central and Access Project	18
York Learning Services Self-Assessment	53

FORWARD PLAN ITEM

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

Meeting Date: 03/12/15

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

Title of Report: Investing in the Council's Community Centres

Description: Purpose of Report: To present proposals to assist communities in managing their community centres.

The report asks the Executive Member to agree the use of additional funding to support the Council's community centres.

This decision will now be taken by the Executive Member at a public decision session on Monday 14 September.

To allow time to go through the scrutiny process this item will be deferred to 16 November 2015.

This report will now be considered at an Executive Member decision session on 23 November.

NOTE: This report will not be considered by the Executive Member for Environment on 23 November. Further details on when the decision will be taken will follow shortly.

Due to the Executive Member for Environment having an interest in this item, the Leader has given the Deputy Leader authority to deal with this issue on this specific occasion.

Wards Affected: Acomb Ward; Clifton Ward; Heworth Ward; Hull Road Ward; Westfield Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Environment, Executive Member for Economic Development and Community Engagement (Deputy Leader)

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Andrew Laslett
andrew.laslett@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

14/12/15

FORWARD PLAN ITEM

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

Meeting Date: 03/12/15

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

Title of Report: Extra Investment in Children & Young People's Services

Description: The report provides an update on the Shine, Yorpart and Better Play Grant programmes.

The Executive Member is asked to decide how additional investment will be used to enhance the work.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

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

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Mary Bailey, Head of Play and Young People's Cultural Entitlement
mary.bailey@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

14/12/15

FORWARD PLAN ITEM

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

Meeting Date: 03/12/15

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

Title of Report: Business Friendly Council

Description: Purpose of Report: The report seeks to update the Executive Member on the progress made in the development of the Business Friendly Council concept.

The Executive Member will receive the interim results of the business friendly council survey and be asked to take a decision on next steps.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

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

Lead Director:

Chief Executive

Contact Details:

David Warburton, Phil Witcherley, Policy Officer
david.warburton@york.gov.uk, phil.witcherley@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process:

Business Friendly Council Survey due to be launched in October 2015.

Consultees:

Background Documents:

Call-In

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

14/12/15

FORWARD PLAN ITEM

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

Meeting Date: 03/12/15

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

Title of Report: Performance Monitoring Report

Description: Purpose of Report: To present to the Executive Member for Economic Development and Community Engagement the latest dashboard of performance information on York's economy and suggest options for future performance monitoring.

The Executive Member is asked to note this report.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Councillor Keith Aspden

Lead Director: Chief Executive

Contact Details: Phil Witcherley, Policy Officer

phil.witcherley@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

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:

14/12/15

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 03/12/15

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

Title of Report: Public Rights of Way - Proposal to restrict public rights over the following alleyways using Public Spaces Protection Order legislation; Baile Hill Terrace/Kyme Street, Micklegate Ward, and; Cornlands Road Park, Westfield Ward

Description: Purpose of Report: To seek a decision as to whether or not to seal and make operative the Draft Public Spaces Protection Orders.

The Executive Member will be asked to seal and make operative both the Public Spaces Protection Orders.

Wards Affected: Micklegate Ward; Westfield Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Alison Newbould

alison.newbould@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

14/12/15

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 03/12/15

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

Title of Report: Public Rights of Way - Presentation of Petition for the closure of two alleyways to the rear of properties on Bachelor Hill and Gale Lane and Batchelor Hill

Description: Purpose of Report: To present a petition submitted by Councillor Sue Hunter, Ward Member for Westfield Ward, requesting the alleyways between 30-38 Gale Lane, 1-9 Bachelor Hill and to the rear of 11-15 Bachelor Hill be gated for reasons for security.

The Executive Member is asked to consider how to progress the petition request.

Wards Affected: Westfield Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Alison Newbould

alison.newbould@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Please contact the report author for full details.

Consultees:

Background Documents:

Call-In

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

14/12/15

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 09/12/15

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

Title of Report: Free Youth Bus Travel for January 2016

Description: Purpose of Report: To ask the Executive Member to give his consideration to a proposal for the funding of free travel on all of York's local bus services for young persons under the age 18 during an agreed period in early 2016.

The proposal already has funding allocated within the 2016 Budget but now seeks Executive Member approval for implementation.

Due to input error this item will be considered at the 9th December Executive Member Decision Session and not the 3rd December.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Andrew Bradley, Principal Transport Planner, City Strategy

andrew.bradley@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:

04/01/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 09/12/15

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

Title of Report: Earswick Neighbourhood Plan

Description: Purpose of Report: To provide an update on the proposed Earswick Neighbourhood Plan including the area application.

The Executive Member is requested to consider the formal boundary application and make a decision whether or not to approve it.

Wards Affected: Strensall Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Rebecca Harrison

rebecca.harrison@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Please contact the report author for full details.

Consultees:

Background Documents:

Call-In

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

04/01/16

FORWARD PLAN ITEM

Meeting: Executive Member for Environment

Meeting Date: 14/12/15

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

Title of Report: Food Service Plan

Description: Purpose of Report: Under the Food Standards Agency's (FSA) Framework Agreement, City of York Council is required to produce an annual service plan that covers their various food functions.

The Executive Member is asked to consider and approve the report.

Please note that this item falls under the Executive Member for Environment's portfolio area so a decision will be made by this Executive Member and not the Executive Member for Culture, Leisure & Tourism. A meeting date in December will be confirmed shortly.

This decision will be taken by the Executive Member for the Environment on Monday 14 December 2015.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Environment

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Sean Suckling

sean.suckling@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:

04/01/16

FORWARD PLAN ITEM

Meeting: Executive Member for Environment

Meeting Date: 14/12/15

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

Title of Report: Adoption of York's Third Air Quality Action Plan (AQAP3)

Description: Purpose of Report: To adopt York's Third Air Quality Action Plan (AQAP3) following public consultation and amendments.

The Executive Member is asked to adopt the report and amendments.

Having formally received the views of the Economic Development and Transport Policy and Scrutiny Committee Pre Decision Call In Committee which had met immediately prior to his decision making session on 18 November, the Executive Member felt that more time was needed to respond to and address the implications associated with the comments made by scrutiny members. He agreed to receive a further report at a decision session to be held in December which would address those issues raised by scrutiny members. This meeting will take place at 4pm on Monday 14 December.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Environment

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Mike Southcombe

mike.southcombe@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process:

Consultation Process & Consultees: Pub Consultation on the first draft of AQAP3 was undertaken from 21 November 2014 to 2 January 2015. An online questionnaire and electronic version were on the CYC website and the consultation period was advertised locally via a general press release, the main council website, JorAir website and Buzz. Copies of the draft AQAP3 and questionnaire were also placed in York libraries and at West Offices reception. Additional email notification of the consultation was sent directly to:

- all statutory consultees
- all local authorities within the Yorkshire region

- local health professionals (including NHS practitioners and members of the Health and Wellbeing board)
 - bus and taxi operators
 - local 'Breathe Easy' group
 - University of York and University of Leeds
 - Business / other stakeholder contacts from previous LES consultation work
 - consultants involved in the LEZ, anti-idling and electric bus feasibility studies
 - members of the Low Emission Strategy Partnership (LESP)
 - air quality journals
- York Press contained a main feature on the AQAP3 consultation on 30 December 2014.

Consultees:

Background Documents:

Call-In

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

04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

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

Title of Report: York Central and Access Project

Description: Purpose of Report: To update Members on the current status of the project to develop the York Central site.

Members will be asked to consider a range of matters regarding the project.

This item has been deferred until August as further discussions are required with the relevant Portfolio Holders around the complexities involved in this project.

This decision will now be taken by Executive on 26 November to enable further discussions to take place with the Portfolio Holder around the complexities involved in this project.

This decision will now be taken by Executive on 17 December. It was agreed to slip the report until after the Chancellor's Autumn Statement as there may be implications for the project.

Wards Affected: Holgate Ward; Micklegate Ward

Report Writer: Neil Ferris
Lead Member: Executive Member for Economic Development and Community Engagement (Deputy Leader)
Lead Director: Director of City & Environmental Services
Contact Details: Neil Ferris, Director of City & Environmental Services (Acting)
Tel: 01904 55 1448
neil.ferris@york.gov.uk

Deadline for Report: 07/12/15

Implications

Level of Risk:

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

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

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents: York Central and Access Project

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

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

Title of Report: Review of Fees & Charges

Description: Purpose of Report: To propose an increase in Fees and Charges from 1st January 2016.

Members are asked to approve the recommended increase in Fees and Charges.

Wards Affected: All Wards

Report Writer: Sarah Kirby **Deadline for Report:** 03/12/15

Lead Member: Executive Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

Contact Details: Jayne Close, Accountant

jayne.close@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: Contact report author

Process: Contact report author

Consultees:

Background Documents: Review of Fees & Charges

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Award of Discretionary Rate Relief

Description: Purpose of Report: To approve any new awards of discretionary rate relief for the period 2016-2018.

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

Wards Affected: All Wards

Report Writer: David Walker **Deadline for Report:** 07/12/15

Lead Member: Executive Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

Contact Details: David Walker
david.walker@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

Consultees:

Background Documents: Award of Discretionary Rate Relief

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Lord Mayoralty 2016-17

Description: Purpose of Report: Members are asked to consider which of the political groups should be invited to appoint the Lord Mayor for the 2016-17 municipal year.

Members are asked to invite the group with the most points for the Mayoralty to nominate a Lord Mayor for the 2016-17 municipal year.

Wards Affected: All Wards

Report Writer: Anne Platt **Deadline for Report:** 07/12/15

Lead Member: Executive Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

Contact Details: Anne Platt
anne.platt@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: Lord Mayoralty 2016-17

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

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

Title of Report: Community Stadium

Description: Purpose of Report: Prior to a recommendation to Council in December, this report presents the finalisation of the delivery of the Community Stadium and Leisure facilities contract.

Members are asked to;

1. Provide authority to award the contract for the design, build, operation and maintenance of the facilities.
2. Agree the financial costs for the delivery of the contract.
3. Any other appropriate decisions relating to the effective delivery of the project.

This item will now be considered by the Executive on 15 December in order to align the decision making process to enable ratification of the decision at Full Council on 17 December.

Wards Affected: Huntington & New Earswick Ward

Report Writer: Tim Atkins **Deadline for Report:** 03/12/15

Lead Member: Executive Member for Culture, Leisure & Tourism

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Tim Atkins

tim.atkins@york.gov.uk

Implications

Level of Risk:

Reason Key: A decision which is likely to result in the Council incurring expenditure, or making savings which are significant having regard to the Council's budget for the service or function to which the decision relates. The savings or expenditure are significant if they are equal to or greater than £500,000 or equal to or greater than £100,000 where the savings or expenditure exceeds 10% of the

budget for the service plan area whichever is the less. Expenditure in excess of these levels will not constitute a key decision if such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents: Community Stadium

Call-In

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

04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Building Stronger Communities – Adult Social Care funding

Description: Purpose of Report: To present information about the proposal to invest funding over the next 2 years in community initiatives which prevent or delay the need for people to access statutory social care provision.

Use of £75,000 of this funding has already been agreed, as per the 'Listening to Residents: Ward Committees' paper presented to Executive on 30th July 2015 (whereby £75k will be devolved into ward budgets on a 'per capita' basis). Therefore this report makes proposals for the remaining funding.

Members are asked to agree the use of this funding for the purposes outlined in the report.

This report has been deferred to the meeting of Executive on 26 November in order to allow more work to be undertaken with Public Health to align agendas.

This item was withdrawn from the Forward Plan but will now be taken to Executive on 15 December so that further work with public health can be undertaken before the report is considered by Members.

Wards Affected: All Wards

Report Writer: Catherine McGovern, Michael Melvin
Deadline for Report: 03/12/15

Lead Member: Executive Member for Adult Social Care and Health

Lead Director: Director of Adult Social Care (Acting)

Contact Details: Catherine McGovern, Michael Melvin, Interim Assistant Director, Adult Social Care

catherine.mcgovern@york.gov.uk, michael.melvin@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents: Building Stronger Communities – Adult Social Care funding

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: ICT Services Report

Description: Purpose of Report: To raise the awareness of ICT Services, its strategy, approach and scope.

Members are asked to endorse the ICT strategy and service approach.

This report will now be considered by Executive on 26 November as recent developments around shared services have created the need for additional information which will influence the report. This will also allow further time to undertake discussions regarding the input from scrutiny in relation to the digital customer work stream that is one of the key features of this report.

This report will now be considered by the Executive on 15 December in order to allow further discussions with Officers.

Wards Affected: All Wards

Report Writer: Roy Grant **Deadline for Report:** 03/12/15

Lead Member: Executive Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

Contact Details: Roy Grant

roy.grant@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: ICT Services Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

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

Title of Report: Council Tax Support Review Scheme Cap - Consultation Outcome

Description: Purpose of Report: To present Members with the outcomes of the agreed consultation approved at the October 2015 Executive.

Members are asked to review the outcome of the consultation, and decide whether to make any changes to our Council Tax Scheme. Full Council have to make this decision so Executive will make a recommendation to Full Council in this report.

Wards Affected: All Wards

Report Writer: Pauline Stuchfield, **Deadline for Report:** 01/12/15
David Walker

Lead Member: Executive Leader, Finance & Performance, Executive Member for Adult Social Care and Health

Lead Director: Director of Customer & Business Support Services

Contact Details: Pauline Stuchfield, Assistant Director Customers and People,
David Walker
pauline.stuchfield@york.gov.uk, david.walker@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: Contact report author

Process: The consultation has been open to all York residents

Consultees:

Background Documents: Council Tax Support Review Scheme Cap - Consultation Outcome

Call-In

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

Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Procurement of an Integrated Wellness Service Pilot Programme

Description: Purpose of Report: To present a proposal to tender a pilot 'Integrated Wellness Service'

Members are asked to consider and approve the procurement process for an 'Integrated Wellness Service' pilot programme.

A pilot programme will be commissioned to provide lifestyle and behaviour change support to identified priority groups using a person centred approach in line with best practice and evidence.

On completion of the pilot programme and incorporating learning from the pilot, it is intended to follow a full tender exercise for a wellness service offer.

Wards Affected: All Wards

Report Writer: Philippa Press **Deadline for Report:** 03/12/15

Lead Member: Executive Member for Adult Social Care and Health

Lead Director: Director of Public Health (Acting)

Contact Details: Philippa Press, Nick Sinclair

philippa.press@york.gov.uk, nick.sinclair@york.gov.uk

Implications

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

Making Representations:

Process:

Consultees:

Background Documents: Procurement of an Integrated Wellness Service Pilot Programme

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 15/12/15

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Holiday Pay & Overtime - A Further Report

Description: Purpose of Report: To present Members with a report on the options for meeting associated liabilities.

Members are asked to: Consider the options in relation to holiday pay and overtime payments.

Wards Affected: All Wards

Report Writer: Pauline Stuchfield **Deadline for Report:** 03/12/15

Lead Member: Executive Leader, Finance & Performance

Lead Director: Director of Customer & Business Support Services

Contact Details: Judith Bennett, Pauline Stuchfield, Assistant Director Customers and People

judith.bennett@york.gov.uk, pauline.stuchfield@york.gov.uk

Implications

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

Making Representations:

Process: Trade Unions

Consultees:

Background Documents: Holiday Pay & Overtime - A Further Report

Call-In

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

Corporate and Scrutiny Management Committee on: 04/01/16

FORWARD PLAN ITEM

Meeting: Executive Member for Housing and Safer Neighbourhoods

Meeting Date: 16/12/15

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

Title of Report: Refresh of the House in Multiple Occupation (HMO) Licensing Programme

Description: Purpose of Report: To present a refresh of the House in Multiple Occupation (HMO) Licensing Programme.

The Executive Member is asked to note that the five year renewal programme will start again in 2016 and approve the amendments to the HMO licensing conditions to improve the management and standard of the HMO stock in the city.

A public Decision Session will be arranged to take place during December 2015, date to be confirmed. The Decision Session was due to take place on Wednesday 9th December.

Due to other meeting commitments the Executive Member will now hold his Decision Session on Wednesday 16 December at 3:00pm.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Housing and Safer Neighbourhoods

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Ruth Abbott

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Landlords, tenants, residents and other stakeholders including other councils.

Consultees:

Background Documents:

Call-In

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

04/01/16

FORWARD PLAN ITEM

Meeting: Executive Member for Housing and Safer Neighbourhoods

Meeting Date: 16/12/15

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

Title of Report: Changes to Council Tenancy Agreement

Description: Purpose of report: To present proposed amendments to the council's tenancy agreement including:

- providing clarification on the wording with regard to the use of the property.
- changing the rent year from 48 weeks & 4 weeks 'rent free' to 52 weeks (the effect being that the same amount is paid overall but it make it easier to budget especially when Universal Credit is fully rolled out.)
- introducing flexible tenancy start dates so it does not have to be a Monday.
- amending the succession rules for new tenants so that they are in line with the Localism Act 2012.
- introducing a requirement to obtain permission to have pets (this is not currently a requirement) so that this can be withdrawn when needed.

Existing tenants will be consulted before notice of changes can be issued for implementation in April 2016.

The Executive Member is asked to agree to consult with tenants on proposed changes to council tenants tenancy agreement

Due to other meeting commitments the Executive Member will now hold his Decision Session on Wednesday 16 December at 3:00pm.

Wards Affected: All Wards

Report Writer:
Lead Member: Executive Member for Housing and Safer Neighbourhoods
Lead Director: Director of Communities & Neighbourhoods
Contact Details: Denis Southall

Deadline for Report:

denis.southall@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Tenants.

Consultees:

Background Documents:

Call-In

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

04/01/16

FORWARD PLAN ITEM

Meeting: Executive Member for Housing and Safer Neighbourhoods

Meeting Date: 16/12/15

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

Title of Report: Allocations Policy for City of York Council's 3 Gypsy Roma and Travellers Sites

Description: To seek approval of the revised and updated Allocations Policy and Application form, in order to allocate pitches across the Council's three sites fairly and consistently.

The Executive Member is asked: To approve the updated draft policy and application form to be implemented forthwith

Wards Affected: Hull Road Ward; Osbaldwick and Derwent Ward; Rawcliffe and Clifton Without

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Housing and Safer Neighbourhoods

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Ann-Marie Douglas

ann-marie.douglas@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: York Travellers Trust. Applicants on the York Travellers site waiting list and Housing Registrations Manager. By e-mail.

Consultees:

Background Documents:

Call-In

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

04/01/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 14/01/16

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

Title of Report: Variable Message Signs, Plan for Refurbishment

Description: Purpose of Report: This report seeks approval for a plan to refurbish the Variable Message Signs (VMS), used for City Centre Car Park Guidance and to mothball the VMS located on the outer ring road. This builds on recent capital investment in developing cost effective methods of refurbishing this equipment.

Executive Member is asked to consider the recommendations within the report

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Transport and Planning

Lead Director:

Director of City & Environmental Services

Contact Details:

Darren Capes

darren.capes@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:

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 14/01/16

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

Title of Report: Traffic Regulation Order objection - Burdyke Avenue Improvement Scheme

Description: Purpose of Report: To ask the Executive Member to consider an objection raised as part of the Traffic Regulation Order (TRO) consultation process.

The Executive Member is asked to make a decision on whether to proceed with the parking restrictions as advertised.

Wards Affected: Clifton Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Ben Potter

ben.potter@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Environment

Meeting Date: 25/01/16

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

Title of Report: A Cleaner City

Description: Purpose of Report: To present proposals concerning 'Pride in York', local environmental decision making, street cleansing standard, city centre cleansing, litter bins and the Spring Clean.

The Executive Member will be asked to approve a programme of engagement and an action plan to engage businesses and communities and to improve standards.

This report will now be considered by the Executive Member in November in order to allow more time to consult with ward teams. It will be considered at an Executive Member decision session on 23 November.

This report will be deferred to the 25 January decision session in order to allow for further background work to be completed.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Environment

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Russell Stone

russell.stone@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Environment

Meeting Date: 25/01/16

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

Title of Report: Working with Students and Landlords

Description: Purpose of Report: To present proposals to assist students and landlords in the effective collection of waste at the end of student tenancies.

The Executive Member is asked to approve the plan of action.

This decision has been deferred until 25 January 2016 in order that it can be considered by members of the Communities and Environment Policy and Scrutiny committee at their January meeting prior to a decision being taken by the Executive Member.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Russell Stone
russell.stone@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Environment

Meeting Date: 25/01/16

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

Title of Report: Customer Reporting of Environmental Issues

Description: Purpose of Report: The report sets out new arrangements by which the public can report environmental issues to the Council for action.

The Executive Member will be asked to agree the new arrangements including withdrawal of the former Smarter York branding.

This report has been removed from the forward plan as it will now be consolidated with the "A Cleaner City of York Council" report.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment

Lead Director: Director of City & Environmental Services, Director of Communities & Neighbourhoods

Contact Details: Russell Stone

russell.stone@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Consultation will take place with wards and parishes on open spaces requirements in their areas.

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Environment

Meeting Date: 25/01/16

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

Title of Report: Gully Maintenance Programme

Description: Purpose of Report: To agree a new approach to maintenance of gullies in York, presenting a strategy developed in light of assessment of surface water flood risk areas.

The Executive Member will be asked to agree the strategy and outline programme, as well as use of the Drainage Hotspot Fund.

This item has been deferred to the January meeting to allow more time for the development of the strategy.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Environment

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Steve Wragg, Flood Risk Manager

Tel: 01904 553401

steve.wragg@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Education, Children and Young People

Meeting Date: 26/01/16

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

Title of Report: Demolition of the Clifton Without Junior Building

Description: Purpose of Report: The building, which is on the site of Canon Lee School, has been unused by the school for over a year due to the school no longer needing the space and the accelerating costs of maintaining the site. It is a Children's Services Education and Skills (CSES) asset that has condition issues that are a cause for concern. Inclement weather exacerbates this deterioration. The building is also a security risk because it is unoccupied.

The Executive Member will be asked for their approval to demolish the Clifton Without Junior building apart from two storage areas used by Canon Lee School.

Wards Affected: Rawcliffe and Clifton Without

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Education, Children and Young People

Lead Director:

Director of Children's Services, Education and Skills

Contact Details:

Claire McCormick

claire.mccormick@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process:

School, Governors, CSES Directorate Management Team,
Capital Asset Board

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/01/16

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

Title of Report: Children's Services Education and Skills (CSES) Taxi Transport Contract

Description: Purpose of Report: The current Children's Services Education and Skills (CSES) taxi contract is due to expire in August 2016. This paper sets out a proposal for how to progress the procurement of this contract.

Members will be asked to give permission to commence the process to procure a new taxi transport contract for the CSES directorate.

Wards Affected: All Wards

Report Writer: Mark Ellis
Lead Member: Executive Member for Education, Children and Young People
Lead Director: Director of Children's Services, Education and Skills
Contact Details: Mark Ellis
mark.ellis@york.gov.uk

Deadline for Report: 18/01/16

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: Advice has been sort from the Procurement team prior to the proposals being included within this report. As part of the procurement process it is the intention to hold a supplier engagement session to seek their views on the proposals set out in this paper.

Consultees:

Background Documents: Children's Services Education and Skills (CSES) Taxi Transport Contract

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/01/16

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: The Business Improvement District (BID) – Final Arrangements

Description: Purpose of Report: To present the final arrangements for the Business Improvement District, now that a ballot has been agreed by the business community.

Members are asked to note the content of the report, the financial arrangements and Council involvement, and to lend their support.

Due to an administrative error the BID decision will now be considered by Executive and not the Executive Member for Economic Development and Community Engagement (Deputy Leader) and will move to 28 January 2016 as December is too close to the ballot timescales to develop full advice on next steps.

Wards Affected: Fishergate Ward; Guildhall Ward; Micklegate Ward

Report Writer:

Deadline for Report:

Lead Member:

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

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Penny Nicholson, Phil Witcherley, Policy Officer

penny.nicholson@york.gov.uk, phil.witcherley@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/01/16

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

Title of Report: The Housing Revenue Account Strategic Asset Plan

Description: Purpose of Report: The strategic Asset Plan provides a framework by which the council's Housing Revenue Accounts (HRA) assets are managed.

Members are asked to approve the strategic HRA Asset Plan.

Wards Affected: All Wards

Report Writer: Tom Brittain **Deadline for Report:** 14/01/16
Lead Member: Executive Member for Housing and Safer Neighbourhoods
Lead Director: Director of Communities & Neighbourhoods
Contact Details: Tom Brittain, Housing Operations Manager - City Team, Andy Kerr
tom.brittain@york.gov.uk, andy.kerr@york.gov.uk

Implications

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

Making Representations: Contact report author

Process: With the Tenant Federation

Consultees:

Background Documents: The HRA Strategic Asset Plan

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/01/16

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

Title of Report: Review of the Housing Revenue Account (HRA) Business Plan

Description: Purpose of Report: To present the revised 30 year business plan for the Housing Revenue Account (HRA).

Members are asked to approve the revisions to the Business Plan.

Wards Affected: All Wards

Report Writer: Tom Brittain **Deadline for Report:** 14/01/16

Lead Member: Executive Member for Housing and Safer Neighbourhoods

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Tom Brittain, Housing Operations Manager - City Team, Paul Stamp
tom.brittain@york.gov.uk, paul.stamp@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: With the Tenant Federation.

Consultees:

Background Documents: Review of the HRA Business Plan

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/01/16

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

Title of Report: Children's Services, Education and Skills (CSES) Capital Programme

Description: Purpose of Report: This paper will provide information about the CSES Capital Programme for 2015/16. It will contain details of the Basic Need programme for 2015-16 and the future place planning pressures through to 2020 which will direct the need to commission further additional school places. The paper will also outline the existing pressures with the Capital Maintenance programme and consider options for requesting the Executive to approve the use of Basic Need to address these pressures.

Members are asked to consider and approve:

(1) the plans for the use of Basic Need to add additional school places in 2015/16

(2) the proposed use of Basic Need capital to fund capital maintenance schools to 2018/19

Wards Affected: All Wards

Report Writer: Jake Wood, Mike Barugh, Maxine Squire, Mark Ellis

Deadline for Report: 18/01/16

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

Lead Director: Director of Children's Services, Education and Skills

Contact Details: Mike Barugh, Principal Accountant, Mark Ellis, Maxine Squire, Principal Adviser Standards and Quality, Jake Wood, Policy Officer

Tel: 1904 553007,

mike.barugh@york.gov.uk, mark.ellis@york.gov.uk,

maxine.squire@york.gov.uk, jake.wood@york.gov.uk

Implications

Level of Risk:

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

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

Making Representations: Contact report author

Process: The place planning team have attended school cluster meetings to share information about place planning pressures and to consult on options to address these. School Place Planning is a standing item on the agenda of meetings of the York Learning partnership Board which provides an opportunity to consult with headteachers, the Principal of York College and representatives of early years settings. The planning process for each building scheme will involve full public consultation. The capital asset board have been consulted and their advice sort on the development of these reports. Ward member briefings are planned to ensure that elected members have been briefed on the place planning pressures in their wards

Consultees:
Elected members
Headteachers, college principals and early years providers
Members of the public through the planning process

Consultees:

Background Documents: Children's Services, Education and Skills Capital Programme

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/01/16

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

Title of Report: Southbank School Place Planning

Description: Purpose of Report: This paper presents the options available for the provision of additional primary school places in the Southbank area of York. Pupil place planning projections show that an additional form of entry (30 places) is required in Reception by September 2017 in the Southbank area. By 2018/19, as the larger cohorts begin to move through primary year groups, around 110 places will be required across Reception to Year 6. It is anticipated that a full 210 additional places will be required by around 22/23.

Members will be asked to consider and approve the preferred option for the addition of school places in Southbank.

Wards Affected: Dringhouses & Woodthorpe Ward; Micklegate Ward

Report Writer: Claire McCormick **Deadline for Report:** 18/01/16
Lead Member: Executive Member for Education, Children and Young People
Lead Director: Director of Children's Services, Education and Skills
Contact Details: Claire McCormick, Maxine Squire, Principal Adviser Standards and Quality
Tel: 1904 553007
claire.mccormick@york.gov.uk, 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: Contact report author

Process: The place planning team have attended school cluster meetings to share information about place planning pressures and to consult on options to address these. The Southbank cluster have discussed and presented preferred options for the delivery of additional places. Briefings have been provided for elected members in the Micklegate Ward.

Consultees: Elected members, headteachers in the Southbank Cluster, members of the public through the planning process.

Consultees:

Background Documents: Southbank School Place Planning

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 28/01/16

Item Type: Executive Decision - of 'Normal' Importance

Title of Report: Parking Strategy Report

Description: Purpose of Report: (i) To present the results of a review of the Council's Parking Service covering the Strategic, Policy and Operational aspects.

(ii) To consider the wider policy context and interdependencies for city centre car parking so that further consideration can be given to how the service can best be delivered to meet the future demands and aspirations of the Council.

(iii) To present the latest results of the "Pay on Foot" Trial that has been underway in Marygate Car Park and considers possible options for the expansion of a "Pay on Foot" system across other city centre car parks.

Members are asked to consider and make comment on:

- the results of the Parking Strategy Report.
- the results of the "Pay on foot Trial" on Marygate car park and confirm whether to continue, make permanent or remove the trial.
- the options for expansion of the "Pay on Foot" system of operation to other suitable car parks and how these should be explored further.

Wards Affected: All Wards

Report Writer: David Carter **Deadline for Report:** 18/01/16

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: David Carter

david.carter@york.gov.uk

Implications

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

Making Representations: Contact report author

Process: Contact the report author.

Consultees:

Background Documents: Parking Strategy Report

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Culture, Leisure & Tourism

Meeting Date: 29/01/16

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

Title of Report: York Learning Services Self-Assessment

Description: Purpose of Report: The report will set out York Learning Services' self-assessment summary.

The Executive Member will be asked to approve the self-assessment.

A public Decision Session will take place on 29 January 2016.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Culture, Leisure & Tourism

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Alistair Gourlay

alistair.gourlay@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:

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Culture, Leisure & Tourism

Meeting Date: 29/01/16

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

Title of Report: Improving York's Green Spaces: Use of Section 106 Funds

Description: Purpose of Report: To set out a framework to guide the future allocation of public open space Section 106 funding.

The Executive Member will be asked to agree priorities to inform a protocol which will underpin future use of the funding.

This decision has been deferred from the meeting on 11 December 2015 to 29 January 2016 to allow time for consultation.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Culture, Leisure & Tourism

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Dave Meigh

dave.meigh@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Consultation will take place with wards and parishes on open space requirements in their areas.

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Culture, Leisure & Tourism

Meeting Date: 29/01/16

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

Title of Report: Review of the Management of Rowntree Park Tennis Courts

Description: Purpose of Report: To consider an update on the pilot approach to community management of Rowntree Park Tennis Courts.

The Executive Member will be asked to agree the future approach in light of the pilot.

This decision has been deferred from the meeting on 11 December 2015 to 29 January 2016 to allow time for consultation.

Wards Affected: Micklegate Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Culture, Leisure & Tourism

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Dave Meigh

dave.meigh@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Consultees: Friends of Rowntree Park and Ward Members

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 11/02/16

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

Title of Report: Casualty Reduction Programme

Description: Purpose of Report: To report on the preliminary proposals/consultation, and seek approval on a programme of schemes to take forward to detailed design and consultation, and to implement the schemes if no objections are received.

Executive Member is asked to consider the preliminary designs of a number of schemes, and give approval for the programme of schemes to be taken to detailed design and subsequent implementation.

If objections are received through consultation, the proposals will be reported back to Executive Member for a decision on how to proceed.

Wards Affected: Clifton Ward; Dringhouses & Woodthorpe Ward; Hull Road Ward; Westfield Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Ben Potter, David Ramsden, Engineer, Highways Department
ben.potter@york.gov.uk, david.ramsden@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: For further details please contact the report author.

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 11/02/16

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

Title of Report: Holgate Road (Iron Bridge to Acomb Road) Cycle Scheme

Description: Purpose of Report: To report on the consultation and road safety audit, and seek approval to advertise the Traffic Regulation Order for changes to parking. If no objections are received, seek approval to implement the measures.

The Executive Member is asked to approve the proposals in principle and authorise the advertise of the Traffic Regulation Order. If objections are received, the scheme will be reported back to Executive Member for a decision.

Wards Affected: Holgate Ward

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Transport and Planning

Lead Director:

Director of City & Environmental Services

Contact Details:

Tom Blair

tom.blair@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: For full details please contact the report author.

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 11/02/16

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

Title of Report: City and Environmental Services Capital Programme – 2015/16 Monitor 2 Report

Description: Purpose of Report: To set out progress to date on schemes in the 2015/16 CES 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 2015/16 CES Capital Programme.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Transport and Planning

Lead Director:

Director of City & Environmental Services

Contact Details:

David Carter

david.carter@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Please contact report author for full details.

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 11/02/16

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

Title of Report: Consideration of Petitions received from Residents of 110-128 Broadway (Fulford), Ableton Grove and South Lane (Haxby)

Description: Purpose of Report: To request authorisation to consult further with residents of 110-128 Broadway and Ableton Grove (Residents' Priority Parking Scheme).

The Executive Member is asked to consider a request for additional no waiting at any time restrictions (double yellow lines) on South Lane.

Wards Affected: Fulford and Heslington Ward; Haxby & Wigginton Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Sue Gill
sue.gill@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Contact report author

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Transport and Planning

Meeting Date: 11/02/16

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

Title of Report: Monkgate Parking Changes

Description: Purpose of Report: To report on the results of the Traffic Regulation Order consultation and to seek approval to implement the scheme.

Executive Member is asked to give approval to implement the measures.

Wards Affected: Heworth Ward

Report Writer:

Deadline for Report:

Lead Member: Executive Member for Transport and Planning

Lead Director: Director of City & Environmental Services

Contact Details: Tom Blair

tom.blair@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: Please contact report author.

Consultees:

Background Documents:

Call-In

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

22/02/16

FORWARD PLAN ITEM

Meeting: Executive Member for Education, Children and Young People

Meeting Date: 23/02/16

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

Title of Report: Admissions Arrangements Consultation 2017/18

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 2017/18 school year. It also seeks approval of the proposed individual school planned admission numbers (PANs) for the academic year beginning in September 2017. The report follows a period of consultation from October 2015 to December 2015.

The Executive Member for Education, Children and Young People will be asked to approve the admission arrangements (admissions policies and planned admission numbers) for all schools for whom the local authority is the admissions authority, for entry into school in September 2017.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Education, Children and Young People

Lead Director:

Director of Children's Services, Education and Skills

Contact Details:

Tom Chamberlain, Office Manager, Education Access and Community Transport Team, Jake Wood, Policy Officer

tom.chamberlain@york.gov.uk, jake.wood@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process: Between 15/10/15 and 15/12/15. The statutory requirement is for a six week consultation.

Headteachers and governing bodies of all schools in the City of York area, admissions 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.

Consultees:

Background Documents:

Call-In

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

14/03/16

FORWARD PLAN ITEM

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

Meeting Date: 08/03/16

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

Title of Report: Listening to Residents: Review of Neighbourhood Working Arrangements

Description: Purpose of Report: The report will set out learning from the Council's approach to neighbourhood working since implementation of the new arrangements in July, 2015.

The Executive Member will be asked to approve arrangements going forward.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

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

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Mary Bailey, Head of Play and Young People's Cultural Entitlement

mary.bailey@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations: Contact report author

Process:

Consultation will take place with members through Community and Environment Scrutiny Committee.

Consultees:

Background Documents:

Call-In

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

18/04/16

FORWARD PLAN ITEM

Meeting: Executive Member for Culture, Leisure & Tourism

Meeting Date: 18/03/16

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

Title of Report: Sales of Age Restricted Products

Description: Purpose of Report: To present to the Executive Member the work undertaken by City of York Council (CYC) to prevent the illegal sales of age-restricted products and to seek the required approval for the programme of action for the next 12 months regarding the enforcement of:

i) The Children and Young Persons (Protection from Tobacco) Act 1991 in relation to cigarettes/tobacco.

ii) The Anti-Social Behaviour Act 2003 in relation to aerosol paint.

The Executive Member is asked to note the report and adopt the programme of education and enforcement action for the next 12 months.

Wards Affected: All Wards

Report Writer:

Deadline for Report:

Lead Member:

Executive Member for Culture, Leisure & Tourism

Lead Director:

Director of Communities & Neighbourhoods

Contact Details:

Matthew Boxall

matthew.boxall@york.gov.uk

Implications

Level of Risk:

Reason Key:

Making Representations:

Process: None

Consultees:

Background Documents:

Call-In

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

18/04/16

FORWARD PLAN ITEM

Meeting: Executive

Meeting Date: 31/03/16

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

Title of Report: The Private Sector Housing Strategy

Description: Purpose of Report: This strategy sets out how the council and its partners will work to help improve the condition and management of owner occupied and privately rented homes in York.

Members are asked to approve the strategy and the supporting action plan.

Wards Affected: All Wards

Report Writer: Ruth Abbott

Deadline for Report: 15/03/16

Lead Member: Executive Member for Housing and Safer Neighbourhoods

Lead Director: Director of Communities & Neighbourhoods

Contact Details: Ruth Abbott

Implications

Level of Risk:

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

Making Representations: Contact report author

Process: Consultation with landlords and letting agents, tenants and other interested parties.

Consultees:

Background Documents: The Private Sector Housing Strategy

Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 18/04/16