



# **FORWARD PLAN**

**14 November 2016 - 19 March 2017**

**Produced By:**

**Democratic Services  
City of York Council  
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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 Finance & Performance

**Meeting Date:** 23/11/16

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

**Title of Report:** Applications to remove restrictive covenant - Units 4 and 9, Marsden Park, Clifton Moor and Buildmark House, George Cayley Drive, Clifton Moor

**Description:** Purpose of Report: To report on three applications, to lift restrictive covenants in favour of the Council, on office sites in Clifton Moor, in accordance with the Asset Management Policy

The Executive Member is asked to decide whether to lift the restrictive covenants on the terms detailed.

**Wards Affected:** Rawcliffe and Clifton Without

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance & Performance

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Valerie Inwood

valerie.inwood@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** 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:

12/12/16

## FORWARD PLAN ITEM

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

**Meeting Date:** 23/11/16

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

**Title of Report:** Council owned companies

**Description:** Purpose of Report: The Council is the owner of a number of companies. Under the companies' governance arrangements certain company decisions require Council approval.

The report proposes a division of responsibilities between the Shareholder Committee and Directors for those decisions and has been referred to the Executive Member by the Executive.

**Wards Affected:**

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Finance & Performance

**Lead Director:**

Director of Customer and Corporate Services

**Contact Details:**

Andrew Docherty, Assistant Director Legal and Governance  
andrew.docherty@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:

12/12/16



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** Taking Forward York's Public Realm

**Description:** Purpose of Report: This report concerns the future development of York's public realm.

It:

- Sets out opportunities and priorities for action.
- Proposes a new partnership approach to engage all stakeholders in the city in improving our public realm.
- Suggests a framework for future capital investment by the Council.

The Executive are asked to approve:

- Aspirations for future public realm enhancements.
- A partnership project board to prepare an investment strategy for the city walls.
- Use of the Council's Built Environment capital funding.
- A partnership approach to champion York's public realm and to refresh York's bid for World Heritage status.

This item has been deferred from 29 September to 24 November 2016 to allow further consideration of options before presenting the report to Members.

This item has been withdrawn from the forward plan for the time being as Members are still considering options.

**Wards Affected:** All Wards

**Report Writer:** Charlie Croft      **Deadline for Report:** 10/11/16

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

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

**Contact Details:** Charlie Croft, Assistant Director Communities and Equalities  
charlie.croft@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Taking Forward York's Public Realm

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** York Central - Consultation on Highway Access Options

**Description:** Purpose of Report: To seek an Executive decision to undertake a public consult on a range of potential highways access routes on to the York Central site in order to progress a Supplementary Planning Document for York Central.

Members are asked to agree to the undertaking of public consultation on potential highway access routes to the York Central site.

Due to delays in receiving key pieces of information this item has been deferred to the 24 November Executive.

Please note that this item has been called-in for pre-decision scrutiny and will be considered by the Corporate & Scrutiny Management Policy & Scrutiny (Calling In) Committee at a meeting on 21 November 2016.

**Wards Affected:** Acomb Ward; Holgate Ward; Micklegate Ward; Rawcliffe and Clifton Without

**Report Writer:** Tony Clarke **Deadline for Report:** 10/11/16

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

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

**Contact Details:** Tony Clarke, Tracey Carter, Assistant Director-Regeneration and Asset Management  
tony.clarke@york.gov.uk, tracey.carter@york.gov.uk

### Implications

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

**Making Representations:** None.

**Process:** None.

### Consultees:

**Background Documents:** York Central - consultation on highway access options

### Call-In

If this item is called-in, it will be considered by the 21/11/16  
Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** York Central - Purchase of the Unipart Site

**Description:** Purpose of Report: To seek an Executive decision to purchase the Unipart factory in order to facilitate the delivery of the York Central scheme.

Due to delays in receiving key pieces of information this item has been deferred to the 24 November Executive.

**Wards Affected:** Guildhall Ward

**Report Writer:** Tracey Carter      **Deadline for Report:** 14/11/16  
**Lead Member:** Executive Member for Finance & Performance  
**Lead Director:** 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:** Please contact the report author.

**Process:** Executive have previously agreed to the negotiation of a purchase of the site. Public consultation on the York Central took place in February and will continue with consultation on a Supplementary Planning Document in 2016/17. A Community Forum has been set up to support the development of York Central.

**Consultees:**

**Background Documents:** York Central - purchase of the Unipart Site

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

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

**Description:** Purpose of Report: 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.

To have a more even reporting cycle during the financial year this item has been deferred from 13 October Executive to 24 November.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 14/11/16

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

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

**Contact Details:** Debbie Mitchell  
debbie.mitchell@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**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: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** Q2 Finance and Performance Monitor

**Description:** Purpose of Report: To provide Members with an update on finance and performance information.

Members are asked to note the issues.

To have a more even reporting cycle during the financial year this item has been deferred from 13 October Executive to 24 November.

**Wards Affected:** All Wards

**Report Writer:** Debbie Mitchell      **Deadline for Report:** 14/11/16

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

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

**Contact Details:** Debbie Mitchell  
debbie.mitchell@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q2 Finance and Performance Monitor

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** Q2 Capital Programme Monitor

**Description:** Purpose of Report: To provide Members with an update on the capital programme.

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

To have a more even reporting cycle during the financial year this item has been deferred from 13 October Executive to 24 November.

**Wards Affected:** All Wards

**Report Writer:** Emma Audrain **Deadline for Report:** 14/11/16

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

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

**Contact Details:** Emma Audrain, Accountant - Customer & Business Support Services  
emma.audrain@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Q2 Capital Programme Monitor

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/12/16



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** The Next Phase of the Older Persons' Accommodation Programme: deciding the future of the third Older Persons' Home to be considered for closure.

**Description:** Purpose of Report: To provide Members with the results of the consultation undertaken with the residents, relatives and staff of the Council run residential care homes which have been subject to the exploration of the option to close the home with current residents moving to alternative accommodation.

Members are asked to consider the results of consultation undertaken and make a decision about whether to close the home.

**Wards Affected:** All Wards

**Report Writer:** Roy Wallington **Deadline for Report:** 10/11/16

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

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

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

roy.wallington@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Residents their relatives/carer and staff at the home will have been fully consulted in accordance with the Moving Homes Safely protocol and the results of this engagement shared with Members as part of this report.

The Older Persons' Accommodation Programme has been the subject of extensive stakeholder and public engagement.

### Consultees:

**Background Documents:** The Next Phase of the Older Persons' Accommodation Programme: deciding the future of the third Older Persons' Homes to be considered for closure.

**Call-In**

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** Update on Land Assets on Piccadilly (formerly known as Demolition of Castle Mills Car Park)

**Description:** Purpose of Report: This report will provide a brief update on progress to date on land assets in the Piccadilly area of Southern Gateway and put forward proposals for meanwhile uses on 17-21 Piccadilly.

**Wards Affected:** Guildhall Ward

**Report Writer:** Tracey Carter      **Deadline for Report:** 14/11/16  
**Lead Member:** Executive Member for Finance & Performance  
**Lead Director:** Director of Customer and Corporate Services  
**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.

**Process:** Historic England, Planning, Contract Parking Customers.

**Consultees:**

**Background Documents:** Demolition of Castle Mills Car Park

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** Protection of Grass Verges Scrutiny Review Final Report

**Description:** Purpose of Report: To present the Executive with the Final Report of the Economic Development & Transport Policy & Scrutiny Committee's Protection of Grass Verges Scrutiny Review.

Members are asked to approve the recommendations arising from the review.

**Wards Affected:** All Wards

**Report Writer:** Steven Entwistle **Deadline for Report:** 14/11/16

**Lead Member:** Councillor Stephen Fenton, Councillor Ian Gillies

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

**Contact Details:** Steven Entwistle, Scrutiny Officer  
steven.entwistle@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:** Protection of Grass Verges Scrutiny Review Final Report

### Call-In

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** Bootham Park Hospital Scrutiny Review Final Report

**Description:** Purpose of Report: To present the Executive with the Final Report of the Health & Adult Social Care Policy & Scrutiny Committee's scrutiny review into the closure of Bootham Park Hospital

Members are asked to approve the recommendations arising from the review.

**Wards Affected:** All Wards

**Report Writer:** Ian Floyd **Deadline for Report:** 14/11/16

**Lead Member:** Councillor Paul Doughty

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

**Contact Details:** Ian Floyd, Director of Customer and Corporate Services

ian.floyd@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**Consultees:**

**Background Documents:** Bootham Park Hospital Scrutiny Review Final Report

### Call-In

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

Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 24/11/16

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

**Title of Report:** Funding of Major Transport Schemes – West Yorkshire Transport Fund

**Description:** Purpose of Report: Executive are asked to decide whether to formally join the West Yorkshire Transport Fund in order to fund the major investment required to deliver Transport infrastructure at York Central and improvements to the Outer Ring Road. The report will conclude whether negotiations with the West Yorkshire Combined Authority have resulted in the Fund providing cost benefits to the City Council.

Executive will be asked to consider whether to formally join the fund or not.

**Wards Affected:** All Wards

**Report Writer:** Tony Clarke, Patrick Looker

**Deadline for Report:** 14/11/16

**Lead Member:** Executive Member for Finance & Performance, Executive Member for Transport and Planning

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

**Contact Details:** Tony Clarke, Patrick Looker  
tony.clarke@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:** Contact the report authors

**Process:** There will be consultation / negotiation with the West Yorkshire Combined Authority and the West Yorkshire Districts

**Consultees:**

**Background Documents:** Funding of Major Transport Schemes – West Yorkshire Transport Fund

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 12/12/16

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 28/11/16

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

**Title of Report:** Steps Towards a Single Health & Safety (H&S) Organisation - Interim Progress Report

**Description:** Purpose of Report: The Joint Head of H&S for York and North Yorkshire Councils has spent over a year restructuring at North Yorkshire County Council (NYCC) and looking at best practice across both H&S services. To ensure resilience and best use of resources, staff needed to start working as one workforce so resources and skills can be moved across both services.

On 9th May 2016 the Executive Member for Environment agreed the establishment of closer organisational arrangements supported by formal secondment agreements for City of York Council (CYC) staff and an service level agreement (SLA) to ensure that the form, resilience and quality of H&S service received by CYC is at least maintained if not improved.

The Executive Member requested that an interim report be received at a future Decision Session to ensure the Executive Member and residents are kept informed of the CYC/NYCC approach to ensuring the H&S services are resilient and are better able to support the two organisations, as specified in the original report.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

**Contact Details:** Stuart Langston

stuart.langston@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:

12/12/16



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 28/11/16

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

**Title of Report:** Trial of a New Litter Bin Servicing Round in the City Centre Foot Streets

**Description:** Purpose of Report: The report will describe a trial of an additional litter bin servicing round which will see litter bins serviced from 06.30 to 21.00, in order to improve the visual appearance of the city centre foot streets.

The Executive Member will be asked to approve the undertaking of the trial and note that it has only got funding until 31st March and thereafter budgets and our partners aspirations would need to be reviewed alongside the benefit of the trial.

This item has been withdrawn until further notice as further investigation is needed before a report can come forward.

**Wards Affected:** Guildhall Ward; Micklegate Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

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

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Please refer to the report author.

**Process:** Please refer to 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:

12/12/16

## FORWARD PLAN ITEM

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

**Meeting Date:** 28/11/16

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

**Title of Report:** National Trading Standards and eCrime Team Update

**Description:** Purpose of Report: To update the Executive Member on the activities of the National Trading Standards Regional Scambuster Team and National Trading Standards eCrime hosted by City of York Council (Scambusters).

The Executive Member is asked to approve an updated enforcement policy for investigations carried out Scambuster.

Due to a change in the Assistant Directors working hours the November Decision Session will now take place on Monday 21 November.

The Culture, Leisure & Tourism Decision Session has moved from 21/11/2016 to 28/11/2016 to accommodate the Executive Members diary.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Colin Rumford, Head of Scambusters and Ecrime  
colin.rumford@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** 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:

12/12/16

## FORWARD PLAN ITEM

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

**Meeting Date:** Between 01/12/16 and  
31/12/16

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

**Title of Report:** Building a New City Centre Offer from Sycamore House

**Description:** Purpose of Report: The report provides an update to the Executive Member for Adult Social Care and Health and the Executive Member for Education, Children and Young People on proposals for building a new city centre offer for services delivered from Sycamore House. With a focus on emotional health and wellbeing, it advises of a new model for delivering services for Young People and Adults and provides a city centre offer for Young People in York.

The report will seek a decision on accepting the Department of Health Capital grant funding for the Safehaven Project and seek to accommodate third sector partners in the building as part of the model.

[This item was previously titled "Delivery of Mental Health Services in York – Sycamore House and as this report was for information only and no decision was required by the Executive it was agreed that an Executive report was not applicable so the item was briefly withdrawn]

It was then agreed this item should be considered by the Executive Member for Adult Social Care and Health at a Decision Session to be confirmed in consultation with the Executive Member for Education, Children and Young People.

**Wards Affected:** All Wards

**Report Writer:** Gary Brittain                      **Deadline for Report:** 14/11/16  
**Lead Member:** Councillor Stuart Rawlings, Councillor Carol Runciman  
**Lead Director:** Director of Health, Housing and Adult Social Care  
**Contact Details:** Gary Brittain, Head of Commissioning and Contracts  
gary.brittain@york.gov.uk

### Implications

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

**Making Representations:** Contact report author

**Process:**

- Vale of York Clinical Commissioning Group – Discover Engagement Event
- Tees Esk and Wear Valley NHS Trust – Rehabilitation and Recovery Workshop
- Safe Haven – Project group which includes experts by experience and customers
- Mental Health customers
- Experts by Experience
- Partners from Vale of York CCG, Partnership Commissioning Unit and Tees Esk and Wear Valley NHS Trust
- Voluntary and Community Sector partners

**Consultees:**

**Background Documents:** Delivery of Mental Health Services – Sycamore House

**Call-In**

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

## FORWARD PLAN ITEM

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

**Meeting Date:** 08/12/16

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

**Title of Report:** Definitive Map Modification Order (DMMO) Application to add a Footpath to the Definitive Statement: Askham Fields Lane, Askham Bryan

**Description:** Purpose of Report: To present an analysis and evaluation of a definitive map modification order application including supporting and rebutting evidence to ascertain if the legislative criteria has been met.

The Executive Member will be asked to consider the options, based on the evidence, whether the authority should, or should not, make a definitive map modification order.

**Wards Affected:** Rural West York Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Joanne Coote

joanne.coote@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Consultation letter and map were sent out in February 2015.

**Consultees:**

**Background Documents:**

### Call-In

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

03/01/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 08/12/16

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

**Title of Report:** Removal of 26no. BT Payphones at various locations across the City of York area

**Description:** Purpose of Report: BT are proposing to remove 26no. public payphones across the York area. The process for this includes a public consultation which includes, and is partly administered by, the relevant local authority. The purpose of this report is to consider each request individually reporting any local consultation responses received with a view to the Local Authority making a formal response to each application.

The Executive Member is asked to consider whether the Local Authority object or not to the removal of individual payphones.

**Wards Affected:** Acomb Ward; Bishopthorpe Ward; Dringhouses & Woodthorpe Ward; Fulford and Heslington Ward; Haxby & Wigginton Ward; Heworth Ward; Holgate Ward; Hull Road Ward; Huntington & New Earswick Ward; Micklegate Ward; Osbaldwick and Derwent Ward; Rural West York Ward; Strensall Ward; Westfield Ward; Wheldrake Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Matthew Parkinson, Planning Officer

matthew.parkinson@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

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

**Process:**

BT have placed site notices on each payphone. The Local Authority have consulted each local Parish Council by letter. Consultees: The Local Authority, Local Parish Councils or Planning panels. The public by way of site notice.

**Consultees:**

**Background Documents:**

**Call-In**

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

03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

**Title of Report:** York Arts Education Service

**Description:** Purpose of Report: This report concerns the future of the York Arts Education Service.

Executive are asked to agree to a new delivery model for York Arts Education Service subject to presentation of an appropriate business plan.

This item will no longer be considered at the Decision Session - Executive Member for Education, Children and Young People on 22 November.

As the report will contain corporate implications in respect to support services and pension issues it has been agreed that this issue should be considered by Executive.

To allow more time to deliver the business plan this item has been deferred to the December meeting of the Executive.

**Wards Affected:**

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Education, Children and Young People

**Lead Director:**

Director of Children, Education and Communities

**Contact Details:**

Charlie Croft, Assistant Director Communities and Equalities  
charlie.croft@york.gov.uk

**Implications**

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:**

**Consultees:**

**Background Documents:**

**Call-In**

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

03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

**Title of Report:** Burnholme Health & Wellbeing Campus: Key Decisions to Further Progress this Development

**Description:** Purpose of Report: To seek Member agreement to key decisions which will allow further progression of the development of the Burnholme Health & Wellbeing Campus, including the appointment of a Care Home provider as well as the management of and investment in community, library and health facilities on the site.

Executive are asked to agree the appointment of a Care Home provider as well as the management of and investment in community, library and health facilities, in order to progress the scheme.

**Wards Affected:** All Wards

**Report Writer:** Louise Ramsay, Roy Wallington **Deadline for Report:** 24/11/16

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

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

**Contact Details:** Louise Ramsay, Roy Wallington, Programme Manager Older Peoples Accommodation  
louise.ramsay@york.gov.uk, roy.wallington@york.gov.uk

### Implications

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

**Making Representations:** Contact the report author.

**Process:** Residents, users and key stakeholders have been extensively engaged in examination of the proposals for Burnholme and the results of this engagement have helped to shape the proposals made in this report.  
Furthermore, the Older Persons' Accommodation Programme has been the subject of extensive stakeholder and public engagement.

### Consultees:

**Background Documents:** Burnholme Health & Wellbeing Campus: key decisions to further progress this development.



**Call-In**

If this item is called-in, it will be considered by the  
Corporate and Scrutiny Management Committee on: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

**Title of Report:** Haxby Hall: Option Appraisal and Business Case to Secure the Long-Term Delivery of Older Persons' Care on this Site.

**Description:** Purpose of Report: To provide Members with an examination of options for the long term future of Haxby Hall, including seeking a partner to operate and redevelop as an alternative to consultation on closure, and to present for approval a business case which will secure the long-term delivery of older persons' care on this site.

Members are asked to consider the options and agree plans for the future of Haxby Hall.

**Wards Affected:** All Wards

**Report Writer:** Roy Wallington **Deadline for Report:** 28/11/16

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

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

**Contact Details:** Roy Wallington, Programme Manager Older Peoples Accommodation  
roy.wallington@york.gov.uk

### Implications

**Level of Risk:**

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

such expenditure is made as part of the implementation of a decision which itself was a key decision e.g. the award of a contract.

**Making Representations:** Contact the report author.

**Process:** Residents, their relatives, carers and staff as well as other key stakeholders will have been engaged in examination of the proposals for Haxby Hall and the results of this engagement shared with Members as part of this report. The Older Persons' Accommodation Programme has been the subject of extensive stakeholder and public engagement.

**Consultees:**

**Background Documents:** Haxby Hall: option appraisal and business case to secure the long-term delivery of older persons' care on this site.

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

**Title of Report:** Lowfield Redevelopment: Business Case to Deliver a Care Home, Health Facilities and Housing

**Description:** Purpose of Report: To provide Members with feedback on the public engagement relating to the proposals for the Lowfield site and to seek agreement to the business case for the delivery of a care home, health facilities and housing on this site.

Members are asked to approve the business case for the delivery of a care home, health facilities and housing on the Lowfield site.

**Wards Affected:** All Wards

**Report Writer:** Roy Wallington **Deadline for Report:** 28/11/16

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

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

**Contact Details:** Roy Wallington, Programme Manager Older Peoples Accommodation  
roy.wallington@york.gov.uk

### Implications

**Level of Risk:**

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

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

**Making Representations:**

**Process:** Residents and other key stakeholder will have been engaged in examination of the proposals for Lowfield and the results of this engagement shared with Members as part of this report.

The Older Persons' Accommodation Programme has been the subject of extensive stakeholder and public engagement.

**Consultees:**

**Background Documents:** Lowfield redevelopment: business case to deliver a care home, health facilities and housing.

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

**Title of Report:** York Local Plan

**Description:** Purpose of Report: To provide information on the progression of York's Local Plan and the next steps.

Members are asked to consider the information on the progress and next steps of the York Local Plan.

**Wards Affected:** All Wards

**Report Writer:** Martin Grainger      **Deadline for Report:** 24/11/16

**Lead Member:** Councillor Keith Aspden, Councillor David Carr

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

**Contact Details:** Martin Grainger, Head of Strategic Planning  
martin.grainger@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:** Please contact the report author for further details.

### Consultees:

**Background Documents:** York Local Plan

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

**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 increase in Fees & Charges from 1st January 2017.

Members are asked to approve the recommended increase in fees and charges.

**Wards Affected:** All Wards

**Report Writer:** Jayne Close **Deadline for Report:** 24/11/16

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

**Lead Director:** Director of Customer and Corporate 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: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

**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 2017-2019.

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:** 28/11/16

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

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

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

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:**

**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: 03/01/17



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

**Title of Report:** Park and Ride Specification

**Description:** Purpose of Report: This report will present Members with a number of options for items to be included, excluded or varied in the Park & Ride contract specification. The report will then inform the content of an Invitation to Tender which will be issued to potential Park & Ride suppliers shortly thereafter.

Members will be asked to ratify any material changes to the Park & Ride contract specification previously issued, prior to a competitive tendering exercise taking place.

**Wards Affected:** All Wards

**Report Writer:** Andrew Bradley      **Deadline for Report:** 28/11/16

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

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

**Contact Details:** Andrew Bradley, Principal Transport Planner, City Strategy  
andrew.bradley@york.gov.uk

### Implications

**Level of Risk:**

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

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

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

**Process:** Ahead of the Executive meeting, consultation will have been undertaken with bus operators to understand the barriers preventing the submission of a compliant bid to the previous, aborted, tendering exercise.

Potential operators of the Park & Ride service will be consulted.

**Consultees:**

**Background Documents:** Park and Ride specification

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

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

**Description:** Purpose of Report: To present an update on the Community Stadium project.

Members are asked to note the update.

**Wards Affected:** All Wards

**Report Writer:** Mark Wilson **Deadline for Report:** 28/11/16

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

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

**Contact Details:** Mark Wilson, Programme Officer, York Community Stadium Project  
mark.wilson@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** Contact report author

**Process:** Contact report author

**Consultees:**

**Background Documents:** Community Stadium Update Report

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 08/12/16

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

**Title of Report:** City of York Safeguarding Adults Board – Annual Report

**Description:** Purpose of Report: The report details the achievements of the Safeguarding Adults Board during 2015/16 and the priorities and challenges for 2016/17.

Members are asked to note the report.

**Wards Affected:** All Wards

**Report Writer:** Kevin McAleese      **Deadline for Report:** 28/11/16

**Lead Member:** Councillor Carol Runciman

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

**Contact Details:** Kevin McAleese, Chair Adults Safeguarding Board  
kevin.mcaleese@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:**

**Process:** N/A

**Consultees:**

**Background Documents:** City of York Safeguarding Adults Board – Annual Report

### Call-In

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

Corporate and Scrutiny Management Committee on: 03/01/17

## FORWARD PLAN ITEM

**Meeting:** Executive Leader (incorporating Housing & Safer Neighbourhoods)

**Meeting Date:** 19/12/16

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

**Title of Report:** Peasholme Resettlement Centre

**Description:** Purpose of Report: The Executive Member is asked to consider new management arrangements for Peasholme Resettlement Centre.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Councillor David Carr

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

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

becky.ward@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

### Making Representations:

**Process:** Staff will be consulted on the new arrangement  
Consultees : Peasholme charity staff and CYC staff at the centre

**Consultees:**

### Background Documents:

#### Call-In

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

13/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/12/16

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

**Title of Report:** Improving York's Parks and Gardens

**Description:** Purpose of Report: This report provides an overview of work to improve York's parks and gardens. It covers:

- The work of the Council's Environmental Community Officers in supporting community schemes
- Use of the £50k fund to support local environmental projects approved in May 2016
- Progress with the allocation of Section 106 funds following the introduction of new monitoring arrangements for Open Space Section 106 Funds in January 2016

The Executive Member will be asked to approve the plans and agree updated priorities for future use of funding.

This report will now be considered on 21 November in order to allow further time to develop proposals associated with the £50k fund.

To allow further time to develop proposals associated with the £50k fund this item has been deferred from the 21 November Executive Member for Culture, Leisure & Tourism Decision Session to the 19 December 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:** Dave Meigh  
dave.meigh@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:

13/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/12/16

**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.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Culture, Leisure & Tourism

**Lead Director:**

Director of Children, Education and Communities

**Contact Details:**

Alistair Gourlay, Head of York Learning  
alistair.gourlay@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

**Making Representations:** By email to the report author.

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

13/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 19/12/16

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

**Title of Report:** Petition Re: Former Manor School Playing Fields

**Description:** Purpose of Report: To acknowledge receipt of petition concerning the future use of the former Manor School Playing Fields and to outline the Council's response to the petition.

The Executive Member is asked to consider the officer recommendations and agree a way forward.

**Wards Affected:** Acomb Ward

**Report Writer:**

**Deadline for Report:**

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

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

**Contact Details:** Philip Callow  
philip.callow@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:

13/02/17



## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 09/01/17

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

**Title of Report:** Steps Towards a Single Health & Safety (H&S) Organisation - Options for Change

**Description:** Purpose of Report: The Joint Head of H&S for York and North Yorkshire Councils has spent time reviewing and implementing best practice across both H&S services. To ensure resilience and best use of resources staff have started working informally as one workforce so resources and skills can be moved/shared across both services.

On 9th May 2016 the Executive Member for Environment agreed the establishment of closer organisational arrangements supported by formal secondment agreements for City of York Council (CYC) staff to North Yorkshire County Council (NYCC) supported by an service level agreement (SLA) to ensure that the form, resilience and quality of H&S service received by CYC is at least maintained if not improved. In November 2016 he will receive a progress update report to ensure progress is as expected and delivering planned benefits of closer working.

It was agreed in May 2016 that this arrangement would be short term to last no more than a year, and during this time an options paper and business case will come to the CYC and NYCC Executives to set up a formally constituted shared organisation with the options around the various service delivery models available to do so, including 'no change'. It is planned to bring the options paper to the Executives in January 2017.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

**Contact Details:** Stuart Langston  
stuart.langston@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: 13/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive Member for Environment

**Meeting Date:** 09/01/17

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

**Title of Report:** Waste Collection Calendar 2017/18

**Description:** Purpose of Report: To present a revised waste collection calendar from April 2017 onwards.

The Executive Member is asked to approve the new calendar.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

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

charlie.croft@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

13/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 16/01/17

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

**Title of Report:** Management of Allotments

**Description:** Purpose of Report: This report concerns the future management of the Council's allotments service.

The Executive Member will be asked to agree to a new delivery model for the Allotments Service subject to presentation of an appropriate business plan.

This report will now be considered at the 27 January Decision Session to allow more time for consultation.

Due to a change in the Assistant Directors working hours the January Decision Session will now take place on Monday 16 January 2017.

**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:**

**Process:**

**Consultees:**

**Background Documents:**

### Call-In

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

13/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 24/01/17

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

**Title of Report:** Admissions Arrangements Consultation 2018/19

**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 2018/19 school year. It also seeks approval of the proposed individual school planned admission numbers (PANs) for the academic year beginning in September 2018. The report follows a period of consultation from October 2016 to December 2016.

The Executive Member 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 2018.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

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

**Lead Director:** 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:** In writing to the report author.

**Process:** Between 31/10/16 and 16/12/16. The statutory requirement is for a six week consultation.  
Consultees - 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: 13/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/01/17

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

**Title of Report:** Oakhaven Extra Care facility: Appointment of Preferred Bidder

**Description:** Purpose of Report: To seek Member agreement to appointment the preferred bidder for the provision of an Extra Care facility at Oakhaven in Acomb.

**Wards Affected:** Holgate Ward

**Report Writer:** Roy Wallington **Deadline for Report:** 16/01/17

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

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

**Contact Details:** Roy Wallington, Programme Manager Older Peoples Accommodation  
roy.wallington@york.gov.uk

### Implications

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

### Making Representations:

**Process:** Potential providers and key stakeholders have been extensively engaged in examination of the proposals for an Extra Care facility at Oakhaven and the results of this engagement have helped to inform the selection of a preferred bidder to delivery this scheme. Furthermore, the Older Persons' Accommodation Programme has been the subject of extensive stakeholder and public engagement.

### Consultees:

**Background Documents:** Oakhaven Extra Care facility: appointment of preferred bidder.

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 13/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/01/17

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

**Title of Report:** Options for the Disposal of 29 Castlegate

**Description:** Purpose of Report: To present to Executive options for the disposal of 29 Castlegate following the decision to relocate and reconfigure services currently operating from the building.

Members are asked to consider and make a decision on the options for the disposal of 29 Castlegate.

This item has been deferred to the January Executive as officers are still awaiting the final external valuation of this building before opening negotiations for the sale.

**Wards Affected:** Guildhall Ward

**Report Writer:** Tracey Carter **Deadline for Report:** 16/01/17

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

**Lead Director:** 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:** Please contact report author.

**Process:** None.

**Consultees:**

**Background Documents:** Options for the Disposal of 29 Castlegate

**Call-In**

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

Corporate and Scrutiny Management Committee on: 13/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/01/17

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

**Title of Report:** Proposed Long Term Leases - West Bank Park, Glen Gardens, Scarcroft Green and Clarence Gardens

**Description:** Purpose of Report: The report seeks an Executive decision on granting long term leases to the following clubs/associations using the bowling / croquet facilities at:

- a. West Bank Park
- b. Glen Gardens Bowling Green
- c. Clarence Gardens
- d. Scarcroft Green

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

**Report Writer:** Tim Bradley                      **Deadline for Report:** 16/01/17  
**Lead Member:** Executive Member for Culture, Leisure & Tourism  
**Lead Director:** Director of Economy and Place  
**Contact Details:** Tim Bradley

### Implications

**Level of Risk:**    **Reason Key:**

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

**Process:** Consultations with park users over the last 5 years.  
Internally Capital Asset Board.

**Consultees:**

**Background Documents:** Proposed Long Term Leases - West Bank Park, Glen Gardens, Scarcroft Green and Clarence Gardens

### Call-In

If this item is called-in, it will be considered by the                      13/02/17  
Corporate and Scrutiny Management Committee on:



## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/01/17

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

**Title of Report:** Provision of School Places from 'Basic Need' Capital - Spending Priorities and Schemes from September 2017

**Description:** Purpose of Report: This report seeks Executive approval for spending of 'Basic Need' capital for the provision of school places in order to accommodate rising pupil numbers for the start of the school year in September 2017 and beyond. 'Basic Need' funding is provided directly to Local Authorities for the purposes of ensuring a sufficient supply of school places, and together with forecast pupil numbers in planning areas across the city, informs the priorities for where additional provision is required.

Members are asked to approve the proposed budgets and spending allocations for a small number of schemes – including ensuring that the temporary accommodation required at Acomb Primary School for bulge classes admitted in September 2016 is in place for September 2017.

**Wards Affected:** All Wards

**Report Writer:** Tom Chamberlain  
**Lead Member:** Executive Member for Education, Children and Young People  
**Lead Director:** Director of Children, Education and Communities  
**Contact Details:** Tom Chamberlain, Office Manager, Education Access and Community Transport Team  
tom.chamberlain@york.gov.uk

**Deadline for Report:** 16/01/17

### 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:** By email to the report author.

**Process:** Schools across the LA area are kept informed of pressures in the provision of school places, and the challenges around ensuring a sufficient supply. In early 2017 schools will be provided with detailed forecasts for their areas and a wider overview across the city. These forecasts will be over the next 5-7 years pupil numbers and will form the basis of consultation to come where is an evident shortage of places, as may be likely particularly in the South and West of the city.  
Consultees: to date: Acomb Primary School – headteacher and chair of governors. In future: headteachers and governing bodies of all schools in the City of York area, any affected communities, and parent/carers of children in the area who respond to consultation documents.

**Consultees:**

**Background Documents:** Provision of School Places from 'Basic Need' Capital - Spending Priorities and Schemes from September 2017

**Call-In**

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 13/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/01/17

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

**Title of Report:** Annual Report of the Financial Inclusion Steering Group 2015/16

**Description:** Purpose of Report: To update progress on financial inclusion activities, as supported throughout the year by the Financial Inclusion Steering Group (FISG), including FISG funded projects, Council Tax Support, York Financial Assistance Scheme (YFAS) etc.

Members are asked to receive the report for information as per Executive decision 30 July 2015 (Annual report of the Financial Inclusion Steering Group 2014/15).

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

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

**Lead Director:**

Director of Customer and Corporate Services

**Contact Details:**

John Madden, Benefits Assessments Manager, Resources - Financial Services Group  
john.madden@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:

13/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/01/17

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

**Title of Report:** Taxi Licensing Policy

**Description:** Purpose of Report: To seek final approval of the Taxi Licensing Policy and conditions.

Members are asked to give final approval of a Taxi Licensing Policy and conditions relating to hackney carriage vehicles and drivers, and private hire vehicles, driver and operators. The Policy was considered by Gambling, Licensing and Regulatory Committee on 25 April 2016 and agreed.

**Wards Affected:** All Wards

**Report Writer:** Lesley Cooke **Deadline for Report:** 16/01/17

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

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

**Contact Details:** Lesley Cooke  
lesley.cooke@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Formal consultation took place between 12th February - 26th April 2016.

Consultees include Licences holders, North Yorkshire Police, Equality Groups, Disability Groups, Highways Authority (both local and county), School Transport Division, Safeguarding Children's Board, Service Users.

**Consultees:**

**Background Documents:** Taxi Licensing Policy

### Call-In

If this item is called-in, it will be considered by the Corporate and Scrutiny Management Committee on: 13/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 26/01/17

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

**Title of Report:** Council's Response to the Independent Flood Inquiry Report and Investment for Floods in the City's Infrastructure

**Description:** Purpose of Report: Members will receive the Independent Flood Inquiry report and the proposals on how we will respond. The proposals will highlight the improvements and the engagement process with the public and the Environment Agency on the appropriate governance structure around the programme of work that will enable the city to steer and shape the decisions on investment and projects.

**Wards Affected:** All Wards

**Report Writer:** Steve Wragg                      **Deadline for Report:** 16/01/17

**Lead Member:** Executive Member for Environment

**Lead Director:** 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:**

**Process:**

**Consultees:**

**Background Documents:** Council's response to the Independent Flood Inquiry report and investment for floods in the city's infrastructure

### Call-In

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

Corporate and Scrutiny Management Committee on: 27/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/02/17

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

**Title of Report:** Economy and Place Capital Programme - 2016/17 Monitor 2 Report

**Description:** Purpose of Report: To set out progress to date on schemes in the 2016/17 Placed Based Services 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 2016/17 Place Based Capital Programme.

This report will be considered at the 9 February 2017 Decision Session as the January decision session will not take place.

This item was originally called "Place Based Services Capital Programme - 2016/17 Monitor 2 Report."

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

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.

**Process:** 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:

27/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/02/17

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

**Title of Report:** Consideration of representations (objections) received to the proposed amendment to the Traffic Regulation Order in respect of Opus Avenue, White Rose Way and White Rose Close

**Description:** Purpose of Report: To consider the representations received to the proposed amendment to the Traffic Regulation Order in respect of Opus Avenue, White Rose Way and White Rose Close.

The Executive Member is asked to consider the options and make a decision accordingly.

**Wards Affected:** Rural West York Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Sue Gill

sue.gill@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

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

**Consultees:**

**Background Documents:**

### Call-In

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

27/02/17

## FORWARD PLAN ITEM

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

**Meeting Date:** 09/02/17

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

**Title of Report:** Highways Digital Survey Proposals

**Description:** Purpose of Report: To give an overview of possibilities to improve our highway inspection, work identification and works realisation through the adoption of a remote survey and highway asset management system. A preferred product and route to procurement will be detailed in the report.

The Executive Member is asked to consider the possibilities detailed in the report and comment on its aims and approach and endorse the route to procurement that has been identified.

This item was deferred from 8 September to 8 December 2016 as the initial scope of the survey has been expanded and will need further analysis before a report can be presented.

The decision will now be taken on 9 February 2017 as the relevant information is still being collated and will not meet the required report deadlines for 8 December meeting.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

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:** Contact report author

**Process:** Please contact 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:

27/02/17



## FORWARD PLAN ITEM

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

**Meeting Date:** 09/02/17

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

**Title of Report:** Fourth Avenue Lay-by Scheme

**Description:** Purpose of Report: To present information about a scheme to construct parking lay-bys on Fourth Avenue, with the objective of reducing the number of times buses are delayed by poorly parked vehicles. The report will also feedback the details of the public consultation on the scheme.

The Executive Member is asked to decide whether to proceed with the scheme, modify the scheme or abandon the scheme.

**Wards Affected:** Guildhall Ward; Heworth Ward; Hull Road Ward

**Report Writer:**

**Deadline for Report:**

**Lead Member:**

Executive Member for Transport and Planning

**Lead Director:**

Director of Economy and Place

**Contact Details:**

Julian Ridge

julian.ridge@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**Process:** Letter to Councillors and internal City of York Council consultees, followed by letter to residents in area.

**Consultees:**

**Background Documents:**

### Call-In

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

27/02/17

## FORWARD PLAN ITEM

**Meeting:** Executive

**Meeting Date:** 16/03/17

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

**Title of Report:** Delivering a OnePlanetCouncil

**Description:** Purpose of Report: To provide an update on how the council is working towards becoming a OnePlanetCouncil, including progress towards the new OnePlanetCouncil Policy, new OnePlanetCouncil Action Plan (Phase 1 and Phase 2) and delivery of the new Carbon and Resource Smart Management Plan.

Executive are asked to note the content of the report.

This item will no longer be considered by the Executive Member for Environment at his Decision Session on 28 November 2016. It will now be considered by Executive on 16 March 2017.

**Wards Affected:** All Wards

**Report Writer:**

**Deadline for Report:**

**Lead Member:** Executive Member for Environment

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

**Contact Details:** Jacquie Warren  
jacqueline.warren@york.gov.uk

### Implications

**Level of Risk:**

**Reason Key:**

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

**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:

03/04/17