



## Notice of meeting of

### Executive

<b>To:</b>	Councillors Waller (Chair), Ayre, Steve Galloway, Moore, Morley, Reid and Runciman
<b>Date:</b>	Tuesday, 16 March 2010
<b>Time:</b>	2.00 pm
<b>Venue:</b>	The Guildhall

### AGENDA

#### Notice to Members - Calling In:

Members are reminded that, should they wish to call in any item on this agenda, notice must be given to Democracy Support Group by:

**10:00 am on Monday 15 March 2010**, if an item is called in *before* a decision is taken, *or*

**4:00 pm on Thursday 18 March 2010**, if an item is called in *after* a decision has been taken.

Items called in will be considered by the Scrutiny Management Committee.

#### 1. **Declarations of Interest**

At this point, Members are asked to declare any personal or prejudicial interest they may have in the business on this agenda.

**2. Minutes (Pages 3 - 4)**

To approve and sign the minutes of the Executive meeting held on 2 March 2010.

**3. Public Participation**

At this point in the meeting, members of the public who have registered their wish to speak regarding an item on the agenda or a matter within the Executive's remit can do so. The deadline for registering is **5:00 pm on Monday 15 March 2010**.

**4. Executive Forward Plan (Pages 5 - 10)**

To receive details of those items that are listed on the Forward Plan for the next two Executive meetings.

**5. 10:10 Campaign and Sustainability Update (Pages 11 - 34)**

This report, which was deferred from the meeting on 16 February 2010, responds to the Council motion of October 2009 on the national 10:10 Campaign, sets out how City of York Council will look to achieve a 10% reduction in CO<sub>2</sub> emissions in 2010 as required by the campaign and provides updates on some of the major projects being carried out across York with the Sustainability team.

**6. Cycling City York - Progress Report (Pages 35 - 50)**

This report, which is the third update to Members on the progress of the Cycling City York Programme, highlights works carried out over the last 6 months and successes to date and outlines proposals for the 2010/2011 revenue arm of the programme.

**7. Review of Flood Defence Trial in Clementhorpe (Pages 51 - 66)**

This report advises Members on the progress made with the trial use of the Aquabarrier flood defence system and seeks guidance on the future response to flooding from the River Ouse in the Clementhorpe area.

**8. Urgent Business**

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Fiona Young

Contact details:

- Telephone – (01904) 551027
- E-mail – [fiona.young@york.gov.uk](mailto:fiona.young@york.gov.uk)

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

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If you would, you will need to:

- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

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### Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

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### **Holding the Executive to Account**

The majority of councillors are not appointed to the Executive (40 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Decision Session) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

### **Scrutiny Committees**

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

### **Who Gets Agenda and Reports for our Meetings?**

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
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City of York Council

Committee Minutes

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MEETING	EXECUTIVE
DATE	2 MARCH 2010
PRESENT	COUNCILLORS WALLER (CHAIR), AYRE, STEVE GALLOWAY, MOORE, MORLEY, REID AND RUNCIMAN

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**166. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda. Cllr Waller declared a personal, non prejudicial interest in agenda item 5 (Lendal Bridge Cycle Hub Station), as a member of the Regional Flood Defence Committee.

**167. MINUTES**

RESOLVED: That the minutes of the Executive meeting held on 16 February 2010 be approved and signed by the Chair as a correct record.

**168. PUBLIC PARTICIPATION**

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme.

Bernie Cullen, Project Manager and Director of the Bike Rescue Project, spoke in relation to agenda item 5 (Lendal Bridge Hub Station). She outlined the Project's role and its status as a Community Interest Company (CIC), and generally expanded upon the information provided in the business plan at Annex 2 to the report.

**169. EXECUTIVE FORWARD PLAN**

Members received and noted details of those items that were listed on the Forward Plan for the next two Executive meetings at the time the agenda was published.

**170. LENDAL BRIDGE HUB STATION**

Members considered a report which provided an update on progress made towards converting the former electricity sub-station at Lendal Bridge to a secure cycle path, and sought approval for funding to progress the project.

On 12 June 2007, the Executive had agreed to lease the former sub-station to the Bike Rescue Project CIC for use as a secure cycle park, subject to them obtaining planning permission and sufficient grant funding. Planning consent had now been obtained and funding for the proposed alterations and building refurbishment was being allocated by the Council through its Cycling England award and Transport Planning budget. However, the lowest tender for this work had come in higher than the budget allocation of £270k. This would leave a funding shortfall of approximately £30k for implementation of the full scheme (including upper level cycle storage decking and hoist) or £15k for a pared down scheme providing a reduced storage capacity.

As an alternative to Bike Rescue arranging a bank loan to cover the shortfall, it was suggested that the Council provide a loan, to a maximum of either £30k or £15k depending on which scheme was adopted, to be paid back over the initial years of the lease. Approval was also sought to release funding of £270k from the 2009/10 Capital Programme, to enable the project to proceed.

In making their decisions, Members noted that the scheme represented significant expenditure but had the potential to create a city centre focal point for cycling and to help promote York as a progressive centre for sustainable transport. They stressed the importance of ensuring that the scheme would operate in co-operation with the cycle proposals for the Railway Station.

RESOLVED: (i) That approval be given to release £270,000 from the 2009/10 City Strategy Capital Programme, in stages, to fund the conversion of Lendal Bridge former sub station to a secure cycle park and to bring into beneficial use a vacant city centre building.<sup>1</sup>

(ii) That a loan up to a maximum of £30,000 be made to Bike Rescue, to be repaid within ten years and, in the unlikely case of a default, to be repaid from the proceeds of a sale or re-letting of the building.<sup>2</sup>

REASON: To enable the next phase of the project to be undertaken and to allow physical works to commence on site.

Action Required

1. Make arrangements for the release of this funding from the capital programme NH
2. Make arrangements for this loan to be made on the terms agreed NH

A Waller, Chair

[The meeting started at 2.00 pm and finished at 2.15 pm].



EXECUTIVE FORWARD PLAN (as at 26 February 2010)

<b>Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 30 March 2010</b>		
<b>Title &amp; Description</b>	<b>Author</b>	<b>Portfolio Holder</b>
<p><b>Minutes of Working Groups</b></p> <p><i>Purpose of Report: This report presents the minutes of recent meetings of the Young People’s Working Group, the LDF Working Group and the Social Inclusion Working Group and asks Members to consider the advice given by the Groups in their capacity as advisory bodies to the Executive.</i></p> <p><i>Members are asked to: Note the minutes and to decide whether they wish to approve the specific recommendations made by the Working Groups, and /or respond to any of the advice offered by the Working Groups.</i></p>	Jayne Carr	Executive Leader
<p><b>Corporate Asset Management Update Report</b></p> <p><i>Purpose of report: To advise on progress with the Corporate Asset Management Plan against each of the original property outputs.</i></p> <p><i>Members are asked to: Approve the recommendations made in the report.</i>  <i>NOTE: The report has slipped as this needs to be in align with the More for York report to be taken on 30 March.</i></p>	Philip Callow	Executive Leader
<p><b>Strategic Asset Management Planning – (MfY)</b></p> <p><i>Purpose of report: This report will set out options for the way forward to improve the effectiveness of strategic asset management planning across the whole authority using the action plan from the recent Audit Commission Report on Asset Management, establishing an Asset Board and writing a new 5 year Corporate Asset Management Plan.</i></p> <p><i>Members are asked to: Comment on the options in the report and approve the preferred option to establish an Asset Board from April 2010 and have a new Corporate AMP brought to Exec for approval by September 2010.</i></p>	Philip Callow	Executive Leader

<p><b>York Northwest Progress Report and Next Steps</b></p> <p><i>Purpose of report: Following the suspension of the competitive dialogue process by the York Central Consortium, the report updates Members on progress with York Northwest and the outcome of the joint review of the work carried out. A report will be taken to the LDF Working Group prior to this meeting and any comments made will be appended to this report. The report outlines a revised approach to the delivery of York Northwest and the implications of this on the Local Development Scheme (LDS). A further report will subsequently be brought to Members on wider issues and revisions relating to the LDS.</i></p> <p><i>Members are asked to: The report will ask Members to agree a revised planning approach, timescales for delivery and to revise the LDS Project Plan accordingly. Members will also be asked to agree in principle the council taking a promotional lead to deliver York Central including investigation of alternative development/partnership delivery arrangements.</i></p>	Sue Houghton	Executive Member for City Strategy
<p><b>Traffic Arrangements at York Railway Station</b></p> <p><i>Purpose of report: To advise Members on the progress made with investigations at York Rail Station not the traffic congestion and access issues raised in the motion to full Council on 2 April 2009.</i></p> <p><i>Members are asked to: To provide guidance on the future response in dealing with issues that may be identified.</i></p>	Ray Chaplin	Executive Member for City Strategy
<p><b>Safety Camera Feasibility Report</b></p> <p><i>Purpose of report: The report provides an update on the feasibility study undertaken through the 95 Alive casualty reduction partnership in relation to the introduction of safety cameras across North Yorkshire. The report highlights the basis on which a scheme might be implemented, indicative costs of implementation and further work to be undertaken.</i></p> <p><i>Members are asked to: Note the progress so far and support the recommendation.</i></p>	Trish Hirst	Executive Member for City Strategy
<p><b>Information Governance Policy and Strategy 2010</b></p> <p><i>Purpose of report: For information at: Review and update of the 2007 strategy</i></p>	Robert Beane	Executive Member for Corporate Services

<p><i>taking account of new guidance and internal developments.</i>  <i>Salient points are: No Request of additional resources. Service by service review is the strategy. LGA backing. Internal drivers are HQ move and More for York.</i></p> <p><i>Members are asked to: support the strategy that CMT has adopted, which will improve service delivery, enhance information governance and reduce financial and reputational risk to the council</i></p>		
<p><b>Corporate Strategy 2009 - 12 Annual Refresh</b></p> <p><i>Purpose of report: To present the Corporate Strategy which has been refreshed to update the 1 year milestones.</i></p> <p><i>Members are asked to: To consider and agree the refreshed Corporate Strategy.</i></p>	Marilyn Summers	Executive Member for Corporate Services
<p><b>Publication of FOI Enquiries</b></p> <p><i>Purpose of report: To consider how openness and transparency might be enhanced by publishing FOI enquiries, and the council's responses, on the website.</i></p> <p><i>Members are asked to: Approve one of the options.</i></p>	Pauline Stuchfield	Executive Member for Corporate Services
<p><b>More for York Update – Spring 2010</b></p> <p>Purpose of report: To update members on revised governance and delivery arrangements for the More for York Programme, to get Member agreement to Finance and Children’s Social Care blueprints.</p> <p>Members are asked to: Note progress and agree blueprints.</p>	Tracey Carter	Executive Member for Corporate Services

<p><b>School Meal Tender Process - Selection of a preferred supplier</b></p> <p><i>Purpose of report: If members agree with the officers' decisions, all schools that have stated that they wish to be involved in the tender will be affected as this will decide which supplier is to provide catering to these schools until at least 2015. If a different supplier is selected to the current incumbent supplier there will be TUPE issues to resolve before the contract commences in September 2010. The intention is that the new supplier will be providing school meals from September 2010. Due to the lead in time with the new supplier a decision, at this EXEC, needs to be made as to which supplier is selected to provide school meals from September 2010. The resulting effects will be seen by the pupils in September 2010. CYC, school staff, and, if applicable, any staff that are involved in TUPE will see the effects earlier as the selected supplier will be required to start implementing the contract before the start of the contract in September 2010.</i></p> <p><i>Members are asked to: Review the evaluation outcome of the school meal tender and then make a decision as to the preferred supplier to award the contract to.</i></p>	Maggie Tansley	Executive Member for Children and Young People's Services
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<b>Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 13 April 2010</b>		
No items listed on the Plan at the present time.		

<b>Table 3: Items slipped on the Forward Plan with the agreement of the Group Leaders</b>					
Title & Description	Author	Portfolio Holder	Original Date	Revised Date	Reason for Slippage
<p><b>Information Governance Policy and Strategy 2010</b></p> <p><i>Purpose of report: For information at: Review and update of the 2007 strategy taking account of new guidance and internal developments.</i></p> <p><i>Salient points are: No Request of additional resources. Service by</i></p>	Robert Beane	Executive Member for Corporate Services	16 March 2010	30 March 2010	To allow time for the Corporate Management Team to consider the Strategy thoroughly, and advise the author on its implementation.

<p><i>service review is the strategy. LGA backing. Internal drivers are HQ move and More for York.</i></p> <p><i>Members are asked to: support the strategy that CMT has adopted, which will improve service delivery, enhance information governance and reduce financial and reputational risk to the council</i></p>					
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**Executive****16<sup>th</sup> March 2010**

Report of the Assistant Director: Planning and Sustainable Development

**10:10 Campaign and Sustainability Update****Summary**

1. This report responds to the council motion of October 2009 on the national 10:10 Campaign and sets out how City of York Council (CYC) will look to achieve a 10 per cent reduction in CO<sub>2</sub> emissions in 2010 as required by the Campaign.
2. The report also provides information updates on some of the major projects being carried out across York, within the Sustainability Team of CYC, including; the Climate Change Framework and Action Plan, Renewable Energy Viability Study for York, and Green Streets Challenge.

**10:10 Campaign**

3. In October 2009 Full Council passed a motion signing up to the national 10:10 Campaign and requiring officers to bring a paper to Executive setting out how CYC will meet the campaign requirement to reduce carbon dioxide emissions from council operations by 10 percent in 2010.
4. The overall aim of the Campaign is for people, business, education and organisations to reduce their CO<sub>2</sub> emissions by 10 per cent over the course of 2010. Further information can be found at [www.1010uk.org](http://www.1010uk.org).
5. For CYC this means reducing CO<sub>2</sub> emissions by approximately 1,220 tonnes between 1<sup>st</sup> April 2010 and 31<sup>st</sup> March 2011. The emission reduction is based on 2008/09 figures. A definitive emission reduction total will not be known until June 2010, when NI185 data is submitted to DEFRA.
6. **The 10 per cent reduction target excludes schools and outsourced services.** Therefore CYC's emission reductions will come principally from buildings (excluding schools), transport, street lighting and staff travel.
7. Through the Council's Carbon Management Programme (CMP) projects are being identified to enable a 25 per cent reduction in CO<sub>2</sub>

emissions by 2013. A number of these projects will also contribute to the 10 per cent reduction target allocated to the Campaign. To date over 1,100 tonnes of carbon dioxide have been saved through the CMP.

8. Table 1 sets out the proposed projects which will contribute to a 10 per cent reduction in 2010/11.

**Table 1: Breakdown of 10:10 Campaign projects**

<b>1. Mercury lanterns replacement*</b>				
<b>Project description</b>				
1,300 mercury vapour lanterns will be replaced with modern alternatives. On completion, all mercury vapour lanterns will have been removed from the City.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Highway infrastructure	120	132,000	21,242 / year	Funding allocated in 2010/11 Capital Programme
<b>2. 250 watt to 150 watt lantern conversions*</b>				
<b>Project description</b>				
50 250 watt lanterns will be replaced with 150 watt white light examples. The project will build on the work undertaken in 2009/10 which installed 50 such lanterns in the city centre.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Highway infrastructure	12	17,500	2,080 / year	Funding allocated in 2010/11 Capital Programme
<b>3. Solar bollards*</b>				
<b>Project description</b>				
The project involves disconnecting 50 bollards/signs from the mains electricity supply and using solar panels to provide the power needed to operate them.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Highway infrastructure	11	25,000	2,000 / year	Funding allocated in 2010/11 Capital Programme
<b>4. LED lanterns*</b>				
<b>Project description</b>				
50 lanterns will be replaced with LED alternatives. The project builds on a trial which took place during 2009/10 with 10 LED lanterns in the South Bank area of the city.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Highway infrastructure	2	25,000	427 / year	Funding allocated in 2010/11 Capital Programme



<b>5. Sodium to fluorescent lantern conversion*</b>				
<b>Project description</b>				
Approximately 2,675 sodium lanterns will be replaced with fluorescent alternatives.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Highway infrastructure	118	250,000	n/a	Funding allocated in 2010/11 Capital Programme
<b>6. powerPerfactor voltage optimisers</b>				
<b>Project description</b>				
powerPerfactor is a voltage power optimiser, giving energy, cost and carbon savings by efficiently optimising a site's supply voltage. By optimising the voltage, electrical equipment runs more efficiently and consumes less energy. The project will install one device in the workshops at the EcoDepot.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Energy team	18	16,901	3,388 / year	Funding obtained from Salix Finance
<b>7. Staff awareness, training visits and turn heating down</b>				
<b>Project description</b>				
Smart meters have been installed in a number of Council buildings. The installation of new meters will help in monitoring and inform staff on site of how well their improvement measures are working:				
<ul style="list-style-type: none"> <li>• bespoke training and building audits in carbon reduction;</li> <li>• league tables and target setting for energy reduction in Council buildings; and,</li> <li>• traffic light switches – label all switches so people know what they are and if they can be switched off. Posters to be displayed in offices so it is clear what equipment is to be left on.</li> </ul>				
A programme of training is to be established for key staff and will include:				
<ul style="list-style-type: none"> <li>• building managers and caretakers – general awareness training, correct setting of controls and making use of monitoring information;</li> <li>• building users – general awareness and good housekeeping;</li> <li>• procurement staff – awareness of long-term energy costs when purchasing equipment, including the use of lifetime costings; and,</li> <li>• architects and design staff – training in low energy building design and integration of renewable energy technologies into building design.</li> </ul>				
A programme of disseminating clear advice to building users will be developed via a network of Energy Champions. This will include:				
<ul style="list-style-type: none"> <li>• switching off computers when not in use and enabling energy management software;</li> <li>• using energy save options on photocopiers and other office equipment;</li> <li>• switching off lights in empty rooms or when daylight provides sufficient light;</li> <li>• correct use of thermostats for heating and air conditioning;</li> <li>• closing windows and external doors in winter; and,</li> <li>• purchasing energy efficient goods.</li> </ul>				
The maximum recommended temperature for heating offices is 19°C. The turning the heating down project involves ensuring that all Council buildings are heated to a maximum temperature of 19°C. Doing so will ensure less energy is used.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Energy & sustainability	300	0	5,000 / year	Yes

<b>8. Oaklands Sports Centre</b>				
<b>Project description</b>				
The existing Oaklands Sports Centre has been extended to incorporate a new swimming pool replacing Edmund Wilson swimming pool which has closed. The carbon savings associated with Oaklands Sports Centre come from the use of biomass as the main fuel for heating.				
<b>Lead department</b>	<b>Estimated CO<sub>2</sub> savings (t)</b>	<b>Estimated cost (£)</b>	<b>Financial savings (£)</b>	<b>Funding secured?</b>
Property services	349	n/a	No saving – 10,000 cost	Yes. £10,000 cost is as a result of the fuel for the biomass boiler, which is more expensive than gas at present
<b>Total carbon savings</b>				930

\*Initial projects and costs. The Council is working with its contractors to evaluate the largest carbon savings whilst benefiting from increased purchasing power in the market.

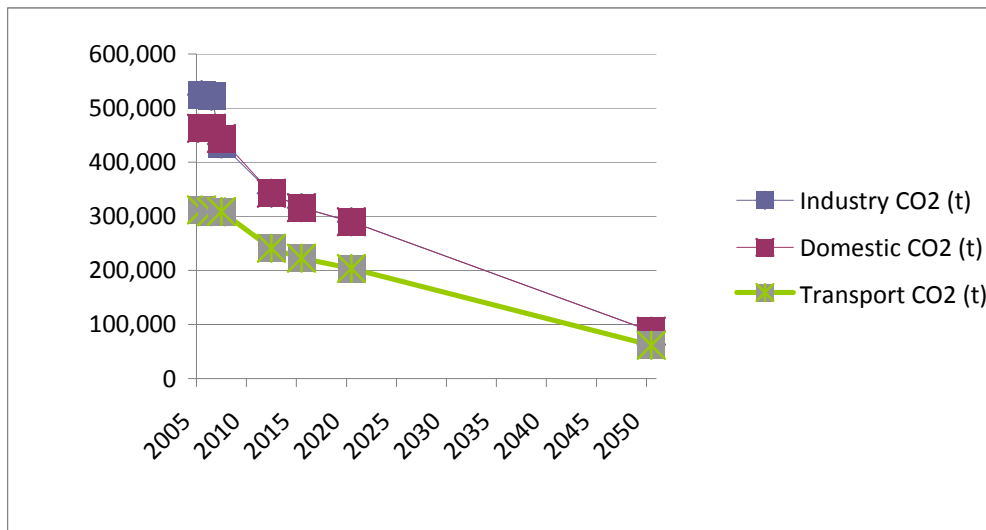
9. Appendix 1 contains a more detailed breakdown of the above table.
10. Unfortunately the above only identifies projects that will deliver 930 tonnes of saving in 2010/11. This is 290 tonnes below the anticipated 1,220 tonnes target.
11. However, officers continue to explore a number of other projects to deliver the savings necessary to bridge this gap. Experience with CMP projects shows that estimated CO<sub>2</sub> savings and actual CO<sub>2</sub> savings can vary for a number of operational reasons. These potential projects for possible inclusion in 10:10 (and CMP) are:
  - Webaspx route optimisation software to allow efficiencies (carbon and financial) to be made in the refuse vehicles' collection rounds;
  - Printer/photocopier rationalisation programme as part of More for York;
  - Power configuration software for all newly purchased PCs;
  - Projects arising from the Green Fleet Review;
  - Transport behaviour change in partnership with Human Resources and Development and Transport teams, e.g. public transport policy, promotion of walking, cycling and public transport; and,
  - Reduction in business mileage. Based on assumptions it may be possible to make approximately 100 tonnes of carbon savings from a 2.5 per cent reduction in business mileage. One possible method to reduce business mileage could be through route optimisation for certain service areas. This is a potential way of undertaking such work without affecting service delivery.

12. Joining 10:10 is not just about reducing CYC's own emissions: it's about becoming part of a national drive to reduce the entire country's carbon footprint. As such, an important part of the 10:10 commitment is spreading the word and seeking to get other people and organisations involved. CYC will develop a 10:10 communication campaign by May 2010 and promote and invite staff, residents and other organisations across York to take part in the campaign.
13. A further report will be prepared for the Executive Member for City Strategy when projects in paragraph 11 are confirmed.

### **Climate Change Update**

14. As part of the Sustainable Community Strategy, the CYC and the Without Walls Partnership are committed to creating a Sustainable City.
15. The Without Walls Partnership are also committed to combating and adapting to Climate Change. They are finalising a draft Climate Change (CC) Framework and Action Plan by April 2010.
16. To date the CC Framework and Action Plan have been drafted and circulated to members of the Environment Partnership Board and Climate Change subgroup seeking to set targets and actions agreed with Partners across the City.
17. Currently the Climate Change Subgroup of the Environment Partnership Board, and supported by the Sustainability Team, are finalising the Framework and Action Plan. The drafts will be presented to the Without Walls Board and CYC Executive from April 2010. Public consultation will also follow in the summer. It is envisaged that the documents will be officially launched and implemented from September 2010. To date consultation has been internal across CYC and through the Without Walls Partnership. A communication plan will also accompany the drafts.
18. A briefing paper summarising the Framework and Action Plan can be found in Appendix 2.
19. It is likely that the Framework and Action Plan will look to meet the national Climate Change Act 2008 targets. This act legally binds the UK to at least a 80 per cent reduction in greenhouse gas emissions by 2050. Figure 1 illustrates what these targets mean for York's emission reduction (based on the most up to date data available for York from Department for Energy and Climate Change (DECC)).

**Figure 1: Actual and projected carbon emissions, per sector, for York in line with the national 80 per cent reduction target by 2050**



Source: DECC, 2009

20. However, following the Full Council motion (approved on 3<sup>rd</sup> December 2009) this Framework and Action plan will now need to reference the Council's commitment to the Covenants of Mayors and the Friends of the Earth 'Get Serious' campaign. These commit the City to a 40 per cent reduction in carbon emissions by 2020. Officers are investigating how such a target can be met in York and what resources are needed to support this work.
21. In September 2009 CYC's Sustainability Team held a 'Working Together to Tackle Climate Change Event'. Part of this event began to investigate and identify future threats and opportunities associated to climate change. Using regional projected climate data, key impacts, consequences and suggested future action that will allow York to adapt and prepare for a changing climate were all discussed. This work is now being followed up with relevant officers across CYC (the main areas are flood risk, risk to buildings, staff, residents, essential infrastructure and services). This work will feed into the CC Framework and Action Plan.
22. To support this work, and essential to meeting requirements of national indicator 188 (NI 188 adapting to climate change), a local climate impact profile is also to be carried out to identify York's current and past vulnerability to weather related events, including extreme weather events such as heavy rainfall. This work will help York to risk assess and see the areas that it needs to address to better prepare the City for a changing climate in the future. The Profile will also feed into the CC Framework and Action Plan.
23. NI 188 is currently ranked as red as CYC failed to meet level 1 of the NI 188 criteria. However, an action plan to achieve NI 188 level 1 by April 2010 is in place. This should see CYC back on track with meeting the LAA target of level 1 for 2009/10.

## **Renewable Energy Viability Study**

24. In June 2009 City Strategy DMT approved the commissioning of a Renewable Energy Viability Study. This study will support the LDF's Core Strategy and its evidence base for renewable energy and carbon dioxide reduction targets.
25. The Study will be completed by April 2010 and will identify local viability and potential for renewable and low-carbon technologies in York. It will also illustrate the potential such technologies will have in meeting York's regional renewable energy target. A full report will be taken to LDF working group, DMT, CMT and Executive once this study is in a completed draft format.
26. Good progress has been made on this study – meetings between the consultant team and CYC officers have seen initial stages of the work programme complete.
27. This study will also be used to generate suitable projects across the City as part of the CC Framework and Action Plan. It will also support the work of the Green Jobs Task Force by highlighting the potential for the creation of renewable energy related jobs/sectors in York.
28. Based on the results, the study will inform the policy approach taken to renewable energy and energy efficiency in the LDF Core Strategy and all subsequent LDF documents, including the Allocation DPD and the two Area Action Plans. In addition it will also be incorporated into Supplementary Planning Documents and will have a direct influence over the development control process.

## **Sustainable City Community Projects**

### **Green Streets Challenge**

29. As requested by the Executive Member for City Strategy, this update covers the Green Streets Challenge, one of the Without Walls Local Area Agreement Delivery Grant funded projects.
30. This project is led by the Stockholm Environment Institute (SEI) on behalf of the Environment Partnership Board (EPB) (of the Without Walls Partnership). Regular progress updates have been presented to the EPB, most recently in January 2010.
31. This project calculated the carbon footprint for York's neighbourhoods and used this data to then identify the areas in the City where there was a high potential to help homes reduce their carbon footprint by 10 per cent.
32. To date the carbon footprint for York has been published by the SEI. A full copy of this report and its findings is available at: <http://sei-international.org/?p=publications&task=view&pid=1312>.

33. As part of phase II of this project, SEI have identified areas in Holgate and Micklegate wards that have a high potential to reduce their carbon footprint through energy saving measure and smarter/sustainable lifestyle and transport choices.
34. In these chosen wards, 500 homes have been contacted and invited to take the Green Streets Challenge. From January 2010 – June 2010 homes taking part will aim to reduce their carbon footprint by 10 per cent. Residents are offered expert advice and access to a Green Street Mentor (through SEI) , plus a carbon footprint action plan from SEI.
35. CYC staff are also part of the planned expert advice package, including Recycling, Transport and Sustainability officers. The Energy Saving Trust advice centre are also offering expert advice. CYC Officers will be required to assist SEI from February 2010 with this advice and guidance.
36. So far 5 community events have been undertaken and total of 102 Residents have been recruited on the doorstep.
37. Three additional teams have also joined the challenge. These include a Church team at St Edwards the Confessor Church in Dringhouses (14), Park Grove Primary School (4-10) and Heworth Primary School (10).
38. In January 2010 the Challenge started fully. A pledge party was held for all the participants by SEI. Over the next 6 months participating homes will try to reduce their footprint. A prize is to be offered to winner(s).
39. On March 2<sup>nd</sup> an Eco-evening will be held for all green team members to attend and receive advice on energy saving and composting.
40. Two updates are attached as Appendix 3.

### **Options**

41. This report presents the project proposals which set out how CYC is working to meet the 10:10 commitment and also provides an update on other sustainability projects across the City.
42. Executive are asked to endorse the 10:10 projects highlighted in the table and note the proposals for identifying additional projects and the preferred reporting mechanism of regular updates through the Executive Member for City Strategy.
43. Executive are also asked to note the good progress being made with other sustainability projects and the need for officer engagement with the Without Walls Green Streets project.

### **Corporate Priorities**

44. The projects outlined above relate to the priority to reduce the environmental impacts of Council activities. The 10:10 Campaign will help to reduce CO<sub>2</sub> emissions from our buildings, street lighting, transport and staff travel working towards a 10 per cent reduction within a year and support a 25 per cent reduction by 2013 as required by the Carbon Management Programme (CMP).
45. The projects are necessarily in accordance with the Sustainable Community Strategy.

### **Implications**

46. **Financial:** There are no finance implications.
47. **Human Resources (HR):** There are no HR implications.
48. **Equalities:** There are no equalities implications.
49. **Legal:** There are no legal implications.
50. **Crime and Disorder:** There are no crime and disorder implications.
51. **Information Technology (IT):** There are no IT implications.
52. **Property:** Due to the lack of resources (officer time) available to implement projects for the 10:10 campaign within transport, property are delivering a greater proportion of the projects which will deliver reductions. This may present a capacity issue for property.
53. **Other:** There are no other implications.

### **Risk Management**

54. Risk - Sustainability Officers and other CYC Officers have competing demands on their time which may result in one or more of the projects identified above not being delivered within the timescales set out in this paper. To ensure this does not happen rigorous project planning/performance management measures should be put in place and regular updates provided.

### **Recommendations**

55. Executive are asked to endorse the 10:10 projects and the preferred reporting mechanism of regular updates through the Executive Member for City Strategy.

56. Executive are asked to note the good progress being made with other sustainability projects and offer engagement with the Without Walls Green Streets project.

**Contact Details**

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<b>Report Approved</b>	<i>tick</i>	<b>Date</b>	<i>Insert Date</i>

**Specialist Implications Officer(s)**

None.

**Wards Affected:** *List wards or tick box to indicate all Micklegate and Holgate for one section of the report*

**All** *tick*

**For further information please contact the author of the report**

**Annex:**

- 1 – 10:10 Project Breakdown
- 2 – York’s Climate Change Framework and Action Plan
- 3 – York Green Street Challenge Update
- 4 – Draft Outline Communication Plan



Major Service Areas (excluding schools and housing)	tCO2 emissions 2008/09 (taken from NI 185)	10% CO2 reduction target
Streetlighting	2650	265
Buildings Electrical	2660	266
Buildings Heating	3250	325
Transport	3640	364
<b>TOTAL</b>	<b>12200</b>	<b>1220</b>

Activity	Project	Total CO2 emissions for activity	Estimated CO2 savings (t)	Cumulative	% saving towards target	Estimated cost (£) Capital Revenue	Financial savings (£)	Funding secured?	Notes (including other impacts e.g on air quality)	Risks (e.g. requires behaviour change)	Lead department
<b>Streetlighting</b>											
1. Mercury lanterns replacement	1,300 mercury vapour lanterns will be replaced with modern alternatives. On completion, all mercury vapour lanterns will have been removed from the City.	120	120	120	9.84%	£132,000.00	21,242 / year	Funding allocated in 2010/11 Capital Programme		Lanterns do not perform as expected	Highway infrastructure
2. 250 watt to 150 watt lantern conversions	50 250 watt lanterns will be replaced with 150 watt white light examples. The project will build on the work undertaken in 2009/10 which installed 50 such lanterns in the city centre	12	12	132	0.98%	£17,500.00	2,080 / year	Funding allocated in 2010/11 Capital Programme		Lanterns do not perform as expected	Highway infrastructure
3. Solar bollards	The project involves disconnecting 50 bollards/signs from the mains electricity supply and using solar panels to provide the power needed to operate them.	11	11	143	0.90%	£25,000.00	2,000 / year	Funding allocated in 2010/11 Capital Programme		Bollards do not perform as expected	Highway infrastructure
4. LED lanterns	50 lanterns will be replaced with LED alternatives. The project builds on a trial which took place during 2009/10 with 10 LED lanterns in the South Bank area of the city	2	2	145	0.16%	£25,000.00	427 / year	Funding allocated in 2010/11 Capital Programme		Lanterns do not perform as expected	Highway infrastructure
5. Sodium to fluorescent lantern conversion	Approximately 2,675 sodium lanterns will be replaced with fluorescent alternatives	118	118	263	9.67%	£250,000.00		Funding allocated in 2010/11 Capital Programme		Lanterns do not perform as expected	Highway infrastructure
<b>TOTAL</b>		<b>2650</b>	<b>263</b>								
<b>Buildings Electrical</b>											
6. powerPerfactor voltage optimisers	powerPerfactor is a voltage power optimiser, giving energy, cost and carbon savings by efficiently optimising a site's supply voltage. By optimising the voltage, electrical equipment runs more efficiently and consumes less energy. The project will install one device in the workshops at the EcoDepot.	18	18	281	1.48%	£16,901.00	3,388 / year	Funding obtained from Salix Finance		powerPerfactor does not perform as expected	Energy team
<b>TOTAL</b>		<b>2660</b>	<b>18</b>								
<b>Buildings Heating also (note includes some Electrical savings)</b>											
7. Staff awareness, training visits and turn heating down	Smart meters have been installed in a number of Council buildings. The installation of new meters will help in monitoring and inform staff on site of how well their improvement measures are working. A programme of training is to be established for key staff. A programme of disseminating clear advice to building users will be developed via a network of Energy Champions. The turning the heating down project involves ensuring that all Council buildings are heated to a maximum temperature of 19°C.	Currently unable to quantify the amount of CO2 emissions which are caused directly by staff.	300	581	24.59%	£0.00	5,000 / year	Yes		Requires behaviour change; activities have limited effect in reducing emissions	Energy and sustainability teams
8. Oaklands Sports Centre	The existing Oaklands Sports Centre has been extended to incorporate a new swimming pool replacing Edmund Wilson swimming pool which has closed. The carbon savings associated with Oaklands Sports Centre come from the use of biomass as the main fuel for heating.	n/a	349	930	28.61%	n/a	No saving - £10,000 cost / year as a result of the fuel for the biomass boiler, which is more expensive than gas at present.	Yes	Potential air quality issues as a result of the use of a biomass boiler at the site	Building does not perform as well as expected; building is managed in a poor manner; biomass fuel found to be too costly	Property services
<b>TOTAL</b>		<b>3250</b>	<b>649</b>								
<b>Transport</b>		<b>3640</b>									
<b>TOTAL</b>		<b>12200</b>	<b>930</b>								

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## Appendix 2

### York's Climate Change Framework and Action Plan

#### Background

The Climate Change Framework is the first of a series of documents that will enable York to accelerate actions to reduce carbon emissions across the city. It demonstrates the actions already on-going across the city and highlights the key areas the city needs to begin to address.

The Framework will be reviewed and refined every three-five years in order to eventually reach the 2050 UK target of an 80% reduction in carbon dioxide emissions. The framework is to be used by organisations across the city to focus and develop a coordinated climate change action plan for York. A draft framework and action plan has been created and is currently being finalised with Partners. It will be complete by spring 2010.

Figure 1 demonstrates the composition of the climate change framework and the components that make up the climate change action plan for York. The framework is the overarching document focusing the creation of the action plan.

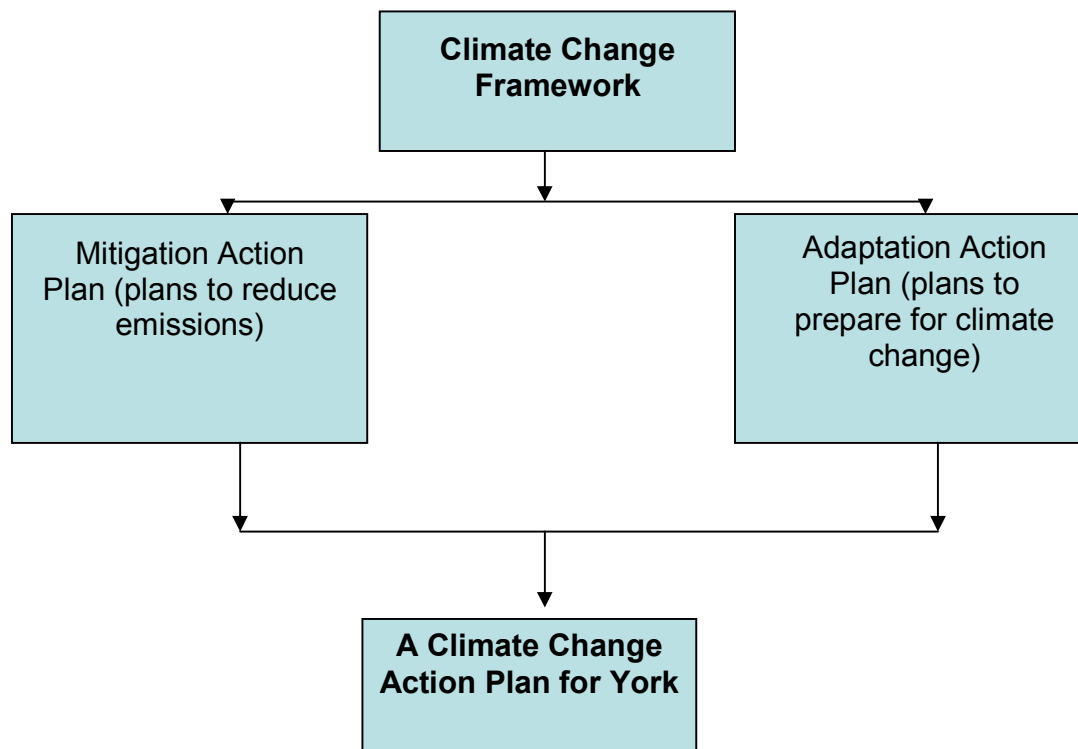




Figure 1. Composition of the Climate Change Framework for York.

The Climate Change Action Plan for York will be a combination of specific action plans, guided by the Climate Change Framework. The plans are broken into mitigation actions, actions that will reduce emissions from across the city, and adaptation actions, action that will help the city to better prepare and adapt to climate change. This is summarised below. Figure 2 illustrates this structure.

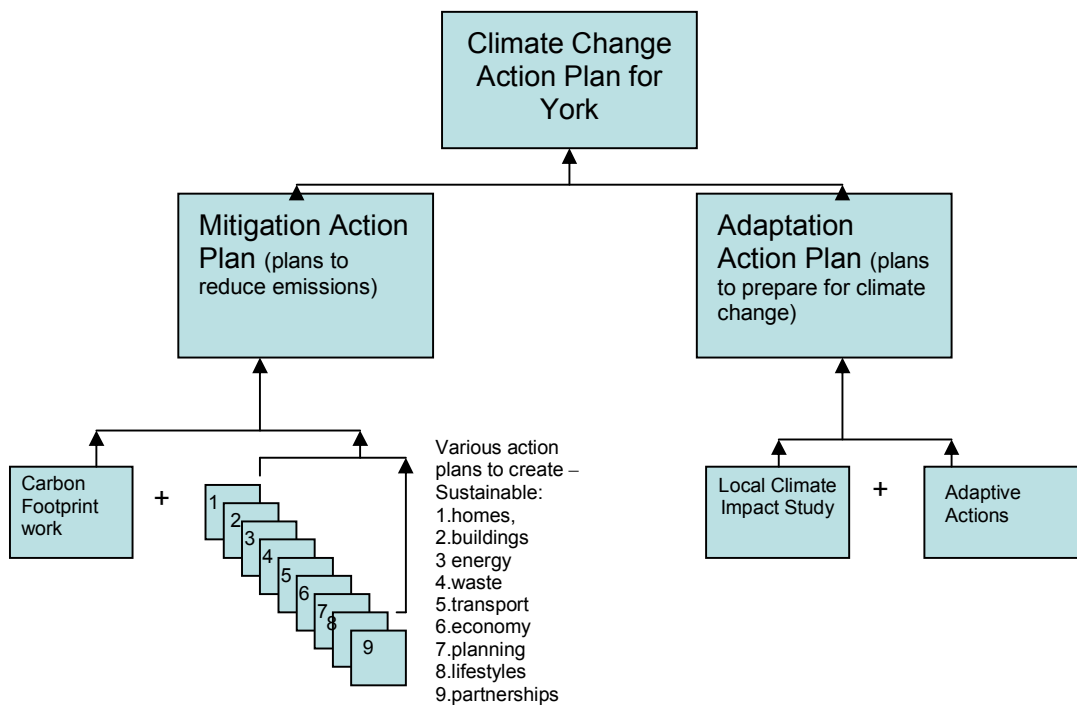


Figure 2 summarises the composition of the detailed action plans

**The Draft Climate Change Framework**

**Draft Vision**

***To reduce greenhouse gas emissions across York and better prepare and adapt York’s communities and businesses for the likely impacts associated with climate change.***



## Draft Objectives

- To reduce York's greenhouse emissions in line with government targets
- To guide and coordinate carbon/ greenhouse gas reduction initiatives across York
- To guide and coordinate actions to better prepare York for future climate change
- To raise awareness and understanding of climate change throughout the Without Walls Partnership, City of York Council, residents/communities and businesses across York
- Contribute to the City's Sustainable Community Strategy, Local Development Framework and emerging Local Transport Plan 3.

## Draft Headline target

This framework sets out and commits the city to long term, overarching targets associated to reductions in CO<sub>2</sub> emissions.

- York will look to reduce end user emissions – emissions based on the energy consumption from the business and public sector and residential housing, along with fuel purchase data demonstrating road transport use, within the boundaries of the city. As a city we will:

***' reduce York's carbon emissions from 1.2 million tonnes of CO<sub>2</sub> by 80% to 240,000 tonnes of CO<sub>2</sub> by 2050.'***

- **Over the next 6 months intermediate targets will be established inline with the Climate Change Committee targets. The contribution that policies generated by City of York Council and Partners will be established and this will form the short and long term targets.**
- **York will also look to reduce its resident's carbon footprint and will:**

***' reduce the average York resident's Carbon Footprint of 12.58 tonnes to 2.5 tonnes (80%) by 2050.'***

The climate change action plan will take these headline targets and break them down in to specific categories of actions and will set shorter and medium term targets to ensure these headline targets are met. These targets will be reviewed at least every 3/5 years.

Significant progress has already been made across York. The City and it partners now need to focus attention in keys areas to achieve the headline targets above.



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The Environment Partnership has formed a climate change sub-group. This group of experts will take this framework as the starting point to create a detailed action plan that will deliver the necessary reductions outlined above.

### **The 10 areas of the framework**

In order to tackle climate change, York will address the following essential areas which the city and its partners can influence and focus future action towards. These areas of action that the framework focuses on creating are:

1. Sustainable homes
2. Sustainable buildings
3. Sustainable energy
4. Sustainable waste management
5. Sustainable transport system
6. Sustainable low carbon economy
7. Sustainable planning and land use
8. Sustainable low carbon lifestyles
9. Sustainable WoW
10. Prepared Sustainable York

### Appendix 3: Green Streets Challenge Update



#### Progress Report 13<sup>th</sup> January 2010

This report aims to provide an update on progress of the York Green Streets Challenge project.

#### Selection of Neighbourhoods

The project successfully undertook a comprehensive assessment of the neighbourhood carbon footprint. This was published in September 2009 and is available here: <http://sei-international.org/?p=publications&task=view&pid=1312>. This provided an overview of the neighbourhood carbon footprint of York and identified neighbourhoods where there would be greatest potential for change. Based on the study it was decided that five streets in the Scarcroft Road area (Area 1) and the five streets in Holgate (Area 2) would be targeted.

#### Recruitment

Approximately **500 households** were targeted in the two areas in November 2009. A total of **102 Residents** were recruited on the doorstep (Area 1: Saturday 14 November 2009; Area 2: Saturday 21 November 2009). They were then invited to a neighbourhood workshop (Area 1: Wednesday 18 November 2009 at Scarcroft Primary School; Area 2: Wednesday 25 November 2009 at Holgate Methodist Church). At the workshop their data was used to calculate their carbon footprint. In addition, people were available to give advice on energy saving and waste recycling. Those residents who could not attend were asked to return the questionnaires by post. In total 25 residents attended the workshops.

Those residents who completed and returned the questionnaires total 41.

The Holgate team event was held on Monday 7 December at Holgate Working Men's club while the Scarcroft team event was held on Tuesday 8 December at the Winning Post pub. These events provided an opportunity for residents to meet other neighbours taking part in the challenge, receive a print-out of their carbon footprint and an action plan to reduce it. In addition, residents played a green quiz as an icebreaker to get people taking about the issues.

A total of 15 people attended the events.

## Additional Teams

Three additional teams have joined the challenge. These include a Church team at St Edwards the Confessor Church in Dringhouses (14), Park Grove Primary School (4-10) and Heworth Primary School (10).

These additions, whilst outside the initial areas of the Challenge, will provide a new dimension to the approach being tested. It allows SEI to examine how effective a range of community groups from contrasting wards can work to reduce their collective carbon footprint.

The final number of people who have completed the carbon footprint questionnaire and have signed up to take the challenge total **83**. However, five people have dropped out of the challenge since initially signing up. These people were mainly recruited on the doorstep.

It was decided to extend the deadline until 31 January 2010 to allow other community based teams to join the challenge. This will mean the final challenge will not end until the end of July. One month later than initially envisaged.

## Green Streets Launch Event

The official launch of the York Green Streets Challenge took place at the Kings Manor on Saturday 9 January 2010. All participants were invited to attend. The event was attended by approximately 50 people including children, local councillors (Cllrs Merret, Taylor and Agorne) as well as local MP Hugh Bayley. At the event participants pledged what actions they will take to reduce their carbon footprint over the period January to July 2010.

FOR BREAKING NEWS ONLINE [thepress.co.uk](http://thepress.co.uk)

# Residents urged to lead greener lives



**CAMPAIGN:** The launch of the Green Street Challenge initiative at King's Manor, York

Picture: David Harrison

**COMMUNITY** groups in York have turned to University of York researchers for advice on cutting their carbon. Six groups entered the York Green Street Challenge, which was launched on Saturday. Neighbourhood teams, Scarcroft Road, Bishopthorpe Road and the

Holgate areas of York competed alongside groups of parents from Heworth CE, Park Grove Primary Schools and St Edward's Church in the challenge. Dr Gary Haq, Green Street Challenge co-ordinator, said: "Most people want to reduce their impact on the environment, but

many find it difficult to turn those good intentions into action. Taking part in the York Green Street Challenge is a fun way for people to join in with their friends and neighbours and learn how they can lead greener lives." The scheme has been co-ordinated by the Stockholm

Environment Institute at the University of York and researchers provided expert advice for the teams to cut emissions in areas such as energy, recycling and composting. Teams that succeed in meeting their ten per cent target will be entered into a draw to win £1,000 worth of vouchers.

Source: York Press, Tuesday 12 January 2010



The project website is now being finalised and will provide a central source of information on the project with blogs/updates from the teams. In addition, it will provide information on what people can do to reduce their carbon footprints that are not are not involved in the challenge.

### **Next Steps**

The next stage of the project is to hold local team meetings before the end of February. Events will be held at Park Grove and Heworth Primary Schools on the 26 and 27 January 2010. This will provide an opportunity to recruit additional people.

Each local team will be offered a list of speakers to talk to them about saving energy, transport, recycling and composting. In addition, the teams will be encouraged to host there own events or suggest a Green Streets event.



### **February Newsletter**

#### **Team Meetings**

Many of you have already held a team meeting and some of you are planning your second or third meeting.

We are aware that we have had a few teething problems with regard to venues and speakers etc. We apologise for this and hope to run a smoother operation in the next few months so please bare with us!

If you have not already done so, please set the dates for future meetings. If you would like a speaker to attend then please let your mentor know and we will arrange someone to come and speak to you.

#### **Eco-Evenings**

In collaboration with Team Scarcroft, we are holding an Eco-Evening next Tuesday at Scarcroft Primary School (The Learning Centre) from 7.30 - 9 pm. This event is open to all green team members and the public. There will be talks given by the Energy Saving Trust, York Recycling Dept. and a Composting expert. There will be FREE refreshments. If you can make it, it would be great to see you!

## **Pledges**

Many of you have decided on your pledges. If you have not got round to doing it please do it as soon as possible. A key part of the evaluation of the study are the pledges. Once you decided then let your Mentor know as we would like to have an up-to-date record of all team pledges.

## **Blogs**

We are looking for blogs from each team. We only have one blog at the moment and we want more! We are looking for up to 500 words about what your team has been doing and your general thoughts and impressions. You can take it in turn to write the blog. We would like a blog every month. If you want to include pictures then that would be great too!

To read more see: [www.climatetalk.org.uk](http://www.climatetalk.org.uk)

## **Future Events**

### **Green Streets in Spring**

We are planning a Spring Event on Saturday 24 April at the Kings Manor from noon - 5 pm. This will be an opportunity for all teams to get together and share experiences. We also intend to invite some guest speakers along too. Many of you have expressed an interest in micro-generation and solar panels so we are currently contacting potential speakers. Please pencil the date in your diary!

### **World Environment Day**

World Environment Day will take place on Saturday 5 June. We are looking for ideas on what to do either as individual teams or all together. One team is planning on holding a street party. If you would like to organise something or have any suggestions let us know.

Finally, if you have any questions then please get in touch and we will do our best to answer them. [info@climatetalk.org.uk](mailto:info@climatetalk.org.uk)

## 10:10 Campaign DRAFT Outline communication plan

### Background

In October 2009 City of York Council (CYC) signed up to the national 10:10 Campaign, with the specific aim of reducing emissions of CO<sub>2</sub> by 10 per cent during 2010.

A report was submitted to Executive in March setting out how a 10 per cent emissions reduction could be achieved. In addition to reducing the Council's emissions an important part of the 10:10 commitment is spreading the word and seeking involvement from individuals, businesses and organisations.

Effective internal and external communication to both CYC staff and York's residents and businesses are essential for implementing and achieving the 10:10 campaign.

Members requested the submission of an outline communication plan setting out the awareness activity to be undertaken as part of the Campaign. This paper is the response to that request. It is still a draft and a final version will be refined with CYC communication teams in the coming weeks.

### Proposed activity

The following sets out proposed activity planned to communicate the 10:10 Campaign to employees, residents and other organisations across York.

### Internal communication

#### Target audience

- CYC staff

#### Key Activities

- Each month during 2010 will be focussed on a specific carbon reduction activity. **Table 1** sets out the timetable of themes.

**Table 1: 10:10 Campaign monthly themes**

Month	Theme
March	Planting
April	Travelling
Ma	Shopping
June	Saving
July	Eating
August	Playing
September	Driving
October	Fixing
November	Heating
December	Giving



### **Communication Channels**

To get the 10:10 messages across to CYC staff the following communication channels will be used:

#### Global Emails

- It is proposed that the tips associated with each monthly theme will be used in global emails to all employees with access to the email system. For those without access to email the tips will be replicated in News and Jobs. Challenges will also be organised for employees focussing on the particular theme for the month. Small prizes will also be offered to winners.

#### News and Jobs

- It is proposed that the each monthly theme will be publicised in short articles in this publication

#### CYC intranet

- To encourage employees to sign up as individuals to the 10:10 campaign, monthly staff messages will be posted on Council Net.

#### Colin

- Once implemented Colin will be a hub of information for employees on 10:10 and practical carbon saving advice and actions.

#### Other

##### Notice boards

- Notice Boards will be utilised to provide information on a quarterly basis.

##### Payslips

- Additional promotional activity for employees could include the addition of a 10:10 top tip relating to that month's theme on payslips.

### **External Communication**

#### **Target audiences**

- Residents, schools and local organisations / businesses

The following sets out proposed activity planned to communicate the 10:10 Campaign to residents and other organisations across York.

### **Communication Channels**

#### CYC website

- To encourage residents, schools and local businesses to sign up as individuals to the 10:10 campaign, monthly messages will be posted on the CYC website. Signposting to the 10:10 website and other support agency will also be set up within the Sustainability sections of the website.

#### Without Walls Website

- It is proposed that regular articles and advice on the 10:10 campaign will be publicised on this site under the Sustainable City pages.
- Global emails to the WoW will also be utilised to regularly promote the campaign.
- WoW quarterly e-zine will also be utilised to share the work that CYC and other Partners of 10:10 are carrying out across the City.



### Your City

- It is proposed that regular articles and advice on the 10:10 campaign will be publicised in short articles in this publication. The first of which is due in April's edition.

### Press releases

- Linking in with the monthly themes communicated from the 10:10 Campaign, press releases will be sent to local newspapers outlining advice to help residents and organisations to reduce the amount of carbon they emit.

### Events

- As a number of the monthly themes are directly related to partners' work, events will be organised in conjunction to gain added value. For example CYC would look to work with the Energy Saving Trust advice centre (ESTac) in July for the saving theme. CYC will strive for as high a possible profile for events by running them in Parliament Square.
- Challenges will also be organised at these events or through the media focussing on the particular theme for the month. Small prizes will also be offered to winners.

## Timescales

Please see table 2 below.

## Outcomes

The outcomes of this proposed 10:10 communication campaign are:

- raising awareness of the 10:10 campaign to different audiences across York;
- providing knowledge to CYC staff, residents, Without Walls Partnership on reducing carbon emissions; and
- motivating individuals and organisations to act to help tackle climate change in York.

Audience	Communication Channels	Timescales
<b>Internal CYC</b>		
CYC Staff	Global emails	March 2010 onwards
	News and Jobs	March 2010 onwards
	CYC intranet	April 2010 onwards
	Colin	TBC
	Notice Boards	April 2010
	Other	April 2010 onwards
<b>External</b>		
Residents, schools and organisations/businesses	CYC website	March 2010
	WOW website	April 2010
	Your City	April 2010
	Press	March 2010
	Events	May 2010

**Table 2. Proposed communication activities for 10:1**

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**Executive****16 March 2010**

Report of the Director of City Strategy

**CYCLING CITY PROGRAMME - PROGRESS REPORT 3****Summary**

1. This is the third report to update Members on the progress of the Cycling City York (CCY) Programme, highlighting works in the programme over the last 6 months and the number of successes so far. This report also includes the proposals for 2010/2011 revenue arm of the programme (see Annex A).

**Background**

2. The overall aim of the programme is to encourage more people to cycle. The funding of £3.68m from Cycling England (CE) is match-funded by City of York Council (CYC) and this is broken down into two main streams of work, capital and revenue. Further information on this project can be seen in the reports listed in the background information at the end of this report.
3. We continue to be considered positively by CE who has been recommending other Local Authorities and Cycling Towns to contact York for advice. As a result a number of presentations and interviews have been given at various events on the York programme including the Centre for Public Policy Seminars, CTC award ceremony, TravelWise Smarter Choices conference and a regional business forum.

**Strategy**

4. Over the last year the programme has been shaped into what we will be delivering this next financial year, this has been achieved through feedback from the citywide questionnaire in December 2008, stakeholders and the public. See previous CCY progress reports for further information and Annex A for the 2010/11 revenue programme.
5. The Monitoring Project (the installation of cycling monitoring equipment to monitor cycling levels across the city) has completed the installation of over 30 Automatic Cycle Counters (ACC's) and validation work is being finalised to make sure the data is accurate. This will be complimented by the quarterly counts undertaken by CYC. This project area will also be complimented by the CE monitoring and evaluation work to be done in the spring that will provide us very useful information on progress. The

intervention diary (a record of events such as poor weather, road closures etc) will aid our understanding of peaks and troughs in the monitoring data.

## **Update on the programme**

### ***Programme structure and updates***

6. The second stakeholder meeting was held in October, and was combined into a Cycle Forum chaired by the York Cycle Campaign. Approximately 80 people attended from varying backgrounds all of whom contributed and provided positive feedback on the programme to the main theme of how to encourage more people to cycle. The CCY Steering Group will continue to help steer next year's meetings including any future cycle forums.

### ***Revenue***

7. A call-off contract has been prepared with up to three suppliers is expected to be in place by mid-March allowing better delivery of the revenue element. This has gone through a CYC Procurement process and will allow Project Leaders to outsource more of this work, where appropriate, to assist with timely delivery of events, campaigns and so forth.

### ***Events***

8. Since the last report there has only been one event mainly due to the season, however the first Christmas cycle ride in York to Murton Christmas Park, proved very successful with approximately 40 people participating.

### ***Marketing and Communications***

9. This key area of the programme has been going very well and on schedule with at least one media release going out per week. There has been ongoing positive interest by the media with much pro-active engagement with CCY. This is ensuring the objective of proactive, consistent and positive approach to marketing the programme.
10. Procurement of service to develop the CCY website has been completed which will provide a one-stop-shop to all things cycling in York. The Facebook page we have developed is seeing a steady increase in its viewers and will compliment website. You are invited to view this and become a 'friend' <http://www.facebook.com/group.php?gid=168751003949&ref=ts>

### ***Schools Group***

11. Over the last few months there have been 15 new casual cycle trainers recruited bringing the total number to 37, which will greatly help our engagement with schools and increase CYC training services further for the public. Although figures are still to be compiled there has been an increase observed in the number of children taking up Bikeability Level 3 cycle



training run by CYC due to the subsidy provided by the Cycle City project to help reduce the costs to the public.

12. Parent/carer sessions are also commencing which helps parents and carers ride the route to their child's school which not only helps with their awareness but their confidence and perception as well as providing some cycle refresher training.
13. The Bike Club Officer has been working hard over the last few months to identify contacts and areas where Bike Clubs can be created or contribute to existing after-school clubs, although a club has yet to be established. When established each club can attract up to £2K in grant funding.

### ***Participation initiatives***

14. The various participation projects have been going well and the average attendance for the led cycle rides is 8 people per ride. We would like to see attendance much higher and CCY will be considering how to better market these including using contacts in the Press for paid advertising and features.
15. We have taken forward a pilot of the Ward Specific Schemes (with assistance from Ward Councillors) designed to increase local community engagement. The schemes aim to promote cycling and will include cycle information, cycle tryouts, guided rides etc. Three Wards have confirmed they are happy to pilot these schemes:
  - Micklegate
  - Fulford/Heslington/Fishergate
  - Haxby/Wigginton
16. The Sustrans project called Beauty and the Bike is well underway with a wonderful response from participating schools (8 primary and 3 Secondary at the moment). This is designed to target teenage girls that are, nationally, one of the lowest cycling groups. This project seeks to address this and begin a change in culture to see more young girls cycling and to show how fashionable cycling is.
17. 14 courses with approximately 140 young women have signed up on the courses, all of which requires the involvement of teachers, parents / carers and cycle trainers. York has piloted this as a new format for the Beauty and the Bike delivery and CCY are at the forefront of this opportunity. This has now taken on national significance as Sustrans plan to run the programme across other local authority areas. In addition pink hi-vis vests have been developed and given out to participants all of which have been very well received.
18. Cycle maintenance courses continue to be developed and promoted, as we are still seeing, a large demand for this service. Seven courses have been run over the last six months attended by 10-12 people each time. A further

three courses have been arranged for early in the new financial year and are all fully booked.

19. Over the last month we have been in discussions with the North Yorkshire CTC about other forms of match-funding and resource, which will further help projects in this area including delivering disabled cycling to more communities in York.
20. Bikes not Barriers a disabled riding cycle try-out project delivered by CCY, its partners Get Cycling and CYC Community Facilitators, has proven to be very successful with over 135 people taking part supported by parents/carers. Further to this a number of participants have bought some of the adapted cycles, which given the cost of between £2k to £7K per bike (depending on the adaptation required) is impressive.
21. Fit as a Fiddle cycle courses (provided in partnership between Age Concern, CYC and CCY) for the over 45's has proven very successful with 168 people signing up between October and November and delivering 18 sessions. The schedule for part of next year has just been set from March to May.
22. We have also started up guided trips out to Dalby Forest over the weekend periods. The first one was the 21<sup>st</sup> February where we had 10 people signed up to this. An additional date has been scheduled for the 3<sup>rd</sup> April so we are keen to promote these and carry on with the initial success we are seeing.
23. Given the successes of these participation projects we will be carrying on with them, meeting the waiting lists and to use these successes to help encourage others to take up cycling.

### ***Work place initiatives***

24. This last year we have been working with some of the major employers in York including: -
  - Nestle UK
  - York Hospitals
  - University of York
  - Environment Agency
25. From this work we have for example in Nestle UK helped them achieve approximately 15% increase in employees cycling to work over the last year and including giving them over 150 high visibility vests. Further Nestle have put a cycling map on the desk of every employee and established an excellent means of communication between employees. Nestlé are hugely supportive of the CCY programme from employees right up to board level. Other figures from the University show an overall increase of 34.2% from

2008 figures taken as a sample from 4 junctions used by the Universities travel planning team.

***Public and other initiatives***

26. As this is a community programme provision has been made within the revenue budget for a small amount of money to be available for initiatives or ideas from the public to help achieve the programme's aim. One such initiative is from a member of the public and an ardent York City football fan who is cycling to all home and away games for this season. He has also gained support from Radio York and the Evening Press who are promoting and reporting on his trek and the Cycling City York Programme. Through this contact we will be encouraging York City FC to help encourage their fans to look into cycling and will be making contact with them to develop this further.
27. Our partnership working with the Police has been very strong over the last few months, with the development and running of two Police operations, Image and Spoke. Operation Image is designed to target cyclists without lights on their bike, running red lights and cycling on pavements. This has proven highly effective with a decrease within the first two weeks of teams being deployed at key areas around the city.
28. The idea was to target the cyclists directly and challenge their behaviour but in a way to educate them in cycle safety throughout the darker months and to help promote a safe cycling city.
29. This has met with much positive public and media support where current figures show about 160 14-day suspended penalty notices were given out over the November to January period. There has been a significant decrease in people cycling without lights on their bike and generally better behaviour in obeying the rules of the road that the teams have observed. For example 57 notices were given out in November, 17 for December and 5 for January. There have been a number of fixed penalty notices given for running red lights and cycling on pavements as well as motorists being caught also for red light running and other improper behaviour. So this has had a very positive impact and presence in promoting safety within York.
30. Operation Spoke is the new tagging system, that CCY is fully supporting, where the Police aim to mark 10,000 cycles in York as a prelude to marking all cycles in York. The first week saw just under 800 bikes marked with UV pens and details added to the North Yorks Police database and the national Immobilise database. At the time of writing this report over 2000 bikes have been tagged and police will be attending up to 70 events over the next few months where they will also be advertising CCY and getting the various messages across. Just one of many examples where the partnerships this programme has is working well. For more information on this visit <http://www.saferyork.org.uk/our-priorities/volume-crime/cycle-theft/operation-spoke.php>
31. Safer Partnerships have also launched an 8-week bus advertising campaign to encouraging cycling and cycle security in partnership with CCY.

32. Work is ongoing with the York Credit Union (CU) to develop a low-interest loan scheme to help those that otherwise could not afford a cycle normally to be able to do so. This scheme is being developed with the cooperation of cycle retailers around York using the CU's schemes and expertise to make sure these loans are given out appropriately and helping to leave a legacy again for this programme.
33. Following the recent winter weather CCY met with Neighbourhood Services (NS) and have commissioned and bought a small maintenance vehicle for NS that will be dedicated to all the cycle routes only and will be able to cover the whole of the cycle network in about 2 days. This will serve as an all-year round maintenance vehicle including snow and ice sweeping, gritting and in the non-winter months general sweeping and cycle margin clearance.

### ***Capital***

34. Fulford Road improvements are on track to complete by the end of March 2010. These will provide wider on-road and off-road cycle facilities as well as bus lane enhancement and other traffic measures.
35. The Crichton Avenue scheme will be completed on time and within budget, delivering a main section of the Orbital Route.
36. Railway Station Access is making progress with further meetings between CCY/CYC staff and East Coast to complete feasibility works on access points from Lowther Terrace and the Post Office sorting office area. Although this is outside of the CCY programme's and CYC's control indications are positive for a completion of these by the end of next financial year.
37. The Cycle Audit, identifying and recording all the cycle related infrastructure on the highway, is almost complete although it has been hampered by the winter weather.
38. Boundary signs designs are being developed that will provide a safety and awareness raising message on all Welcome to York boundary signs. The message will be aimed at all road users with a focus on cycling and will allow a permanent message to be visible to all those entering York. The preferred design will be presented to Members for approval.
39. Blossom Street consultations are due to be concluded by the 26<sup>th</sup> March with a report to be presented to the Executive Member for City Strategy in May, following which detailed design will be developed for the preferred option.
40. Other minor schemes are ongoing such as workplace and schools cycle parking, implementation of the LED light trial on Bootham Stray and some joint working between CYC/CCY and Sutrans to review and remove/improve a number of the cycle barriers on various off road routes to allow better access by other cycle's such as adapted, hand-cranked and cycles with trailers.

***Programme for 2010/11***

***Revenue***

41. In order to encourage a higher uptake in cycling, revenue works will remain a high priority for the programme and for the next financial year the proposed breakdown of spend is £1,055,000 for capital spend, £65k for the Bike It project (Sustrans school engagement project) and £600k on revenue. As ever there will remain some fluidity in these numbers that will help support the revenue or capital element as and when required.
42. Annex A which shows next year's revenue element of the programme, that has been changed slightly from this last year's work plan to reflect lessons learned with some additions that it is considered will better help meet this programmes aim.
43. There are a number of other events planned, including the Festival of Cycling, Bike Week and potentially the York Cycling City Races. Early discussions have been taken place with organisers to look into the feasibility of securing a cycle race in the city centre in July 2010. Discussions will now be taken to wider interested parties where it is hoped this may become an annual event to try and leave some legacies behind after this programme finishes.
44. The development of the next four leisure maps is underway to make sure these are developed and ready for the spring season. The routes under consideration are City centre and riverside, Millennium Bridge to Acomb Wood, Morrison's chimney to Murton farm museum and Dunnington to Stamford Bridge. This will take the total up to 8 leisure maps as previously reported but we will continue this work to get more developed as and when resources allow.
45. CCY will be developing up to two citywide campaigns the first of which, will be designed to keep the cycling message alive, such as helping to keep your New Year's resolutions regarding exercise. The second will be aimed at commuters and parents/carers who drop their children off at school by car. Although still in development this will take the form of a cycle challenge, challenging those that use the car as their main mode of transport within York to try cycling once or twice a week and to feel and notice the difference in both their health, time and wallets.
46. The programme's 'Bike It' officer has been making impressive headway in his engagement with the schools he is involved with, including his virtual Tour de France. In this the 'Bike It' schools are in competition with each other and the amount of miles the children cycle makes up their Tour de France mileage. The Project lead within the schools project area has taken this a stage further and created an identical competition called End to End where up to 21 primary schools have agreed to a virtual cycle race from Lands End to John O'Groats. This started on the 1st March as highlighted in the media releases.

47. Following a visit to the Derby Cycling Town where Scootability classes take place, CCY will be considering whether to implement these in schools. This will allow those children too young for Bikeability training to have training on their scooters to start developing their road sense prior to reaching the Bikeability age.
48. We will also be looking into the possibility of doing smaller events in schools, such as coffee mornings where some activities such as Dr Bike, information and refresher cycle training sessions will be on hand. These along with guided rides where parents and carers will be asked to join in will help with refresh their cycle skills and hopefully their interest in cycling.
49. The workplace project area has been going well. With the development of the call-off contract we will see this work increase and be enhanced. It is anticipated this will include 'Bike It' and Business competitions between York and Cambridge (the two top cycling cities) giving us both and CE better national coverage of our works and wider business engagement.
50. For the rest of this financial year and the next we will be engaging with other major employers in York to increase cycling levels within their businesses including: -
  - York Science Park - *in partnership with the Highways Agency*
  - City of York Council
  - CPP
  - Aviva

### ***Capital***

51. The remaining three sections of the orbital route will be developed and implemented next financial year, which includes:
  - Hobb Moor to Water End
  - Clifton Green to Crichton Avenue
  - James Street to Heslington Lane
52. The Lendal Secure Cycle Hub report was presented to the Executive on 2<sup>nd</sup> March 2010.
53. Enhancements to Scarborough Bridge are being developed by CYC engineers to improve access to the bridge from the northern side of the river. These proposals will be submitted to Network Rail for consideration and approval. This is in addition to the work referenced in paragraph 36.

54. Additionally Central Government funding given to East Coast and Network Rail will be looking to deliver a Dutch-style cycle point at the rail station by end of 2011, which will have secure cycle storage, maintenance and cycle hire facilities. This will help York gain an additional secure cycle parking area and improved cycle facilities. In time it is hoped that more of these will become available around York. The Cycle Point will be complimentary to the Cycle Hub on Lendal and given the locations of each the stations Cycle Point will be more for the users of the station than the general populous of York and where the Cycle Hub is better located to the City Centre.

### **Consultation Process**

55. Cycle infrastructure scheme proposals follow a consultation process with local councillors and residents in the locality of the individual schemes following standard practice. As part of this process consultation with stakeholders and partners is ongoing throughout the delivery of the programme both on individual capital schemes and revenue initiatives. A key part of this is to seek feedback from the relevant cycling city implementation teams (which include officers and stakeholders), which will make sure their views and recommendations are carried forward as a consultee.
56. Work has also been undertaken to progress an Equality Impact Assessment (EIA) on the whole Cycling City programme. It aims to ensure that the programme achieves the best possible balance in delivering schemes to meet the needs of all users.

### **Evaluation and Monitoring**

57. This work will be ongoing throughout the year with both the programme's monitoring work and CE's. This will help to inform the programme and the Council on how well we are doing and provide a valuable steer on how to better achieve the project objectives.

### **Corporate Objectives**

58. The programme contributes to a number of Corporate Priorities:

*Sustainable city - There is considerable scope for encouraging a shift from car use to cycle use for people throughout the city,*

*Inclusive city - These proposals would help cater for all types of cycles and cyclists as they focus on children and a number of hard to reach groups as well as providing general improvements in cycling facilities, and*

*Healthy city - The scheme will encourage more people to cycle with the added benefits of improved health. Cycling is also an ideal mode of transport for people on low incomes whose health may be poorer.*

59. Local Transport Plan (LTP): The programme has already contributed to several of the aims of the LTP and continues to work the LTP, LDF and City Centre Area Action Plan (CCAAP) teams to influence this strategies and documents, including the inclusion of a trialling of city centre cycling. This work as also been looking into the future of the CCY programme with a view to consulting on the development of a sustainable travel team. Aims in discussion include:
- To reduce the need to travel, especially by car, and to encourage essential journeys by more sustainable modes;
  - To improve economic performance in a sustainable manner;
  - To reduce the level of actual and perceived safety problems;
  - To enhance opportunities for all community Members, including disadvantaged groups, to play an active part in society;
  - To improve the health of those who live, work in, or visit, York;
  - To reduce the impact of traffic and travel on the environment, including air quality, noise and the use of non-renewable resources.

## Implications

60. **Financial** – The CE grant has to be match funded by contributions from the Council, developers and stakeholders. The grant cannot be carried forward beyond the life of this programme, any under spend would be reallocated to another cycling town programme and will be lost from the Cycling City York programme.
61. **Human Resources (HR)** - The additional posts of Programme Manager, Transport Planner and Events and Marketing Officer have been created and funded from within the Cycling City budget.
62. **Equalities** – The programme will deliver a range of improvements to facilities and training. These will provide residents and visitors to York with travel options to reach key services around the city as a result of improved infrastructure improvements and marketing materials. Other initiatives will reduce social exclusion by improving access to cycles for those who can't afford them. The EIA has also highlighted areas of the programme that require further consideration such as the impact of shared use facilities may have on older or partially sighted pedestrians. Officers are continuing to work with stakeholders and the Equalities Team to fully understand the issues and impacts and complete the EIA.
63. **Legal** – The grant from the DfT is made under Section 31 of the Local Government Act 2003 and the Council has entered into a funding arrangement with the DfT in order to be able to access the grant.
64. **Property** – The conversion of the Lendal Hub Station, which is owned by the CYC will enhance the usefulness of the building and increase the overall



value of the property portfolio. The Council's property team is managing the hub station project. The building remains the property of the council although Bike Rescue is delivering the project.

65. **Crime and Disorder** – The provision of better cycle parking, together with the secure manned Hub station facility should reduce the level of cycle theft in York. The ongoing partnership working with the Safer York Partnership has seen a reduction in cycle thefts over the last 2-3 years of approximately 50%. The Safer York Partnership has installed signs on all city centre cycle parking stands to better inform the public how to lock up their cycle. It is hoped this will better inform cyclists and deter thieves.

### **Risk Management**

66. The main risks associated with the programme are connected with non-delivery of future levels of cycling (strategic). This is a high profile programme both locally and nationally and it is aimed at not only increasing the size of the dedicated cycle network, but also altering the provision of road space in favour of cyclists at a number of locations. Failure to achieve targets will mean that CE may be guarded in future about further investment, and the funding body behind CE, the Department for Transport, could lose confidence in the ability of the authority to deliver the objectives and targets.
67. The risk of this programme failing is growing increasingly less likely, and measured in terms of impact and likelihood, the risk score for the recommendation remains less than 16. At this point, therefore, the risks need only to be monitored, as they do not provide a real threat to the achievement of the objectives of this programme.

### **Recommendations**

68. The Executive is asked to:
  - a. Note the progress made on the Cycling City York programme and continue supporting the programme aims and achievements
  - b. Receive a further update report in September 2010.

Reason: To ensure the programme stays on track and delivers the measures necessary to increase levels of cycling, and, ensure that funding is allocated to schemes most likely to deliver the programme's aim and further strengthen our case for future years funding.

**Contact Details**

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**Chief Officer Responsible for the report:**

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**Report Approved**

**Date** 4 March 2010

**Specialist Implications Officer(s)**

**Financial**

Patrick Looker  
Finance Manager, City Strategy  
01904 551633

**Wards Affected: all**

**All**

**For further information please contact the author of the report**

**Background Papers:**

Executive report - Cycling City Progress Report 31.03.2009

**Annexes**

Annex A Revenue work programme for 2010/11

Scheme Ref	10/11 Cycling City Programme	Cycling City Revenue Funding	Other Revenue Funding	Comments
		£1000s	£1000s	

	<b>Revenue Schemes</b>	
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<b>Marketing &amp; Comms</b>	Cycling Maps & Leisure Maps & Annual Update	15.00		
	Website	10.00		
	Merchandise (vests, banners, slap wraps etc)	15.00		
	Cycling City information leaflets, Newsletter & safety leaflets	30.00		
	Promotional materials inc. discounted locks and lights at events	4.00		
	Other marketing initiatives- inc. campaigns, safety, security, mass rides	20.00		
<b>Events</b>	Bike Week	5.00		
	Viking Biking (School event)	5.00		
	Save My Bike Day (School event)	5.00		
	Festival of Cycling	37.00		
	York Car Free Day	0.00		
	City cycle race	10.00		
	Winter Cycle Event (schools/family)	2.00		
<b>Participation</b>	Guided rides - over 45s, people with disabilities, females	8.00		
	Girls and women only bike maintenance courses	3.00		
	Cycle maintenance	10.00		CTC match-funding being made available
	Disabled cycling - Bike not Barriers	30.00		CTC match-funding being made available
	Beauty and the Bike - girls initiative	20.00		

Scheme Ref	10/11 Cycling City Programme	Cycling City Revenue Funding	Other Revenue Funding	Comments
		£1000s	£1000s	
	Family learning initiative	10.00		
	Ward specific projects	10.00	15.00	
	Fit as a Fiddle Cycling Initiative	10.00	7.50	
<b>Schools</b>	Additional cycle training and related works - non-schools	20.00		
	Secondary school promotion of cycle training in schools	5.00		
	Ebor Bikum education scheme	0.00	14.50	Spend ring-fenced & Locked
	Smaller school events & travel planning works	10.00	34.80	
	Scootability	15.00		
	Bike It Officer	0.00	65.00	
	Bike Club Officer	0.00		
	Covering costs of Bikability level 3 training	15.00		
<b>Workplace initiatives</b>	Development of new /expanded workplace travel plans	10.00		
	Business related initiatives - Cycling to Work	60.40	6.00	
<b>Other revenue spend</b>	Personal journey planner software & cycle planner service	0.00	700.00	
	Public initiatives	2.00		
	Media consultant	12.00		Spend ring-fenced & Locked
	Trans Pennine Trail contributions	3.50		
	Bike Rescue project - delivery of business plan	11.60		Spend ring-fenced & Locked
	Monitoring	22.80		
	Conference Expenses	0.50		

Scheme Ref	10/11 Cycling City Programme	Cycling City Revenue Funding	Other Revenue Funding	Comments
		£1000s	£1000s	
	Hospitality	0.20		
	IT Hardware & General admin	1.00		
	External Temporary Staff	2.00		
	Staffing & related costs	150.00		Spend ring-fenced & Locked
	<b>Total Revenue Schemes</b>	<b>600.00</b>	<b>842.80</b>	

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Executive

16 March 2010

Report of the Director of City Strategy

## **Review of Flood Defence Trial in Clementhorpe.**

### **Summary**

- 1 This report advises Members on the progress made with the trial use of the AquabARRIER flood defence system and seeks guidance on the future response to flooding from the River Ouse in the Clementhorpe area.

### **Background**

- 2 On 9 November 2004 the Executive received a report entitled "Temporary Flood Defences". It considered the outcome of a study into options for temporary flooding defences in those areas of the City which flooded in November 2000 and sought guidance on progressing those options. Paragraph 13 of the report identified possible temporary flood defences that could be used at various locations in the City that flooded in 2000.
- 3 Having considered the advice of the Shadow Executive, Members recommended that :
  - (vi) Officers enter into negotiations with AquabARRIER to take up their offer of a pilot for their demountable system in the Clementhorpe area at nil direct cost to the authority providing that:
    - a) Suitable agreements can be reached with the landowners of the walls at either side of the reach of the proposed barrier;
    - b) All works identified by City of York Council officers to ensure the stability of the system in flood are achieved;
    - c) An agreement on operation and costs of deployment is reached;
    - d) An exit strategy is agreed to ensure that the authority is not left with a liability if the scheme is cancelled;
    - e) Public consultation is undertaken with residents directly affected by the proposed schemes.

The reason for this was to improve flood protection in York.

- 4 Following those negotiations a further report on the “Clementhorpe Flood Barrier – Aquabarrier Pilot Scheme” was taken on 8 June 2006 to the meeting of the Executive Member for Neighbourhood Services and Advisory Panel. That report advised Members of the proposed offer by Aquabarrier-Systems Ltd, to provide a demountable flood defence system in Clementhorpe, at minimal cost to the Council, and sought Members approval to accept the offer. Officers confirmed that the defence level could not be raised to the 1 in 100 year protection as requested by the Micklegate Ward Committee meeting, at that stage as a taller defence unit was still under development and would be 2 – 3 years before it could be trialed.
- 5 It was resolved that the Executive Member would accept the advice of the Advisory Panel that a demountable flood defence to give protection against a river level of 10.200m Above Ordnance Datum (AOD) i.e. 1 in 50/60 year protection, which could be augmented with sandbagging when protection was required against a 1 in 100 year event. This option was proposed by Aquabarrier at minimal cost to the Council.
- 6 The reason for this decision was to give flood protection to the Clementhorpe area of York, within the funding arrangements currently available to the Council.

#### **Civil Contingency Act.**

- 7 As a Category 1 responder under the Civil Contingencies Act 2004, the Council has a statutory duty to risk assess, plan for and respond to emergencies affecting both itself and the communities it serves. An emergency is defined by the act as an event or situation which presents a serious threat to the welfare of the population of the UK or a part of it, the environment or the political, economic or administrative stability of it or its security.
- 8 A ‘**threat**’ is further defined as:
  - the loss of human life,
  - human illness or injury,
  - homelessness, damage to property, disruption to the supply of food, water, energy, fuel or other essential commodity,
  - disruption to communications, transport or medical, educational or other essential services.
- 9 To respond to this duty the Council has a River Flooding Emergency Plan which details all the actions needed to be carried out in a river flood event and temporary defences is one of those actions.

#### **The Barrier in Operation**

- 10 The Aquabarrier was deployed during a river flood event between 6 – 11 September 2008. During this event the peak river level was 9.400m AOD and the barrier unit held back a depth of water approximately 650mm high. Some



minor leaks were evident between the barrier units themselves, and between them and their foundation slab. This seepage drained away through the highway gullies. However, of concern was the seepage under the foundation slab of the barrier to the supposedly "dry" side of the barrier. The tarmac road surface lifted and was floating on a layer of water, luckily this upward pressure was relieved through some cracks in the road surface and joints where the tarmac abutted the kerbstones.

- 11 The barrier is designed to hold back up to 1.5m, in height, of water and at this level the belief is that there is a significant risk of road failure on the property side of the barrier which could be sudden and catastrophic, also potentially affecting the stability of public utility pipes and cables. Clearly such a failure and the subsequent upward flow of water could be dangerous to any persons in the vicinity and will as a minimum mean that the barrier is thereafter ineffective.
- 12 The problem of seepage was discussed with Aquabarrier throughout the development of the project and they believe they had allowed for this in their design. However, the quantity of seepage was greater than they expected and overwhelmed their seepage collection system.
- 13 A meeting took place between Aquabarrier and the Council to review the problem and see if any remedial actions could be taken. As this was a pilot project and because of the poor ground conditions, and an unknown extent of remedial works, Aquabarrier believe that this falls outside the scope of their commitment to the project.
- 14 Both the Council's officers and Aquabarrier now have serious reservations about future deployment of the barrier because of the Health and Safety risks which have been identified. A diagram showing the seepage problem is at Annex B.
- 15 The water level in Clementhorpe during the peak of the November 2000 event was 10.300m AOD. The coping level of the temporary barrier is 10.200m AOD. As part of the development of the trial the property thresholds in the Clementhorpe area have been surveyed. There are 28 properties with thresholds below this level. The threshold of the lowest property is 10.020m AOD, so it can be seen that it is only the top 180mm of the barrier which offer protection against internal property flooding. At flood levels below that the barrier will only offer assistance to people in gaining access to their properties at times of flooding.

## **Consultation**

- 16 Correspondence has been received and/or discussions have taken place with, Hugh Bayley MP, a number of individual residents, Ward Members and the Directors of Waterfront House.
- 17 These comments were generally in connection with the following:
  - People believed the barrier worked.

- Why did the barrier not go in during the flood event of 30 November – 16 December 2009.
- Why were residents not informed that the barrier was not to be installed in the above event.
- What are the proposals for the future to defend the area against flooding.

At the various meetings explanations were given consistent with the contents of the letter sent out to residents on 21 January 2010, as seen at Annex A.

## Options

18 There are three possible options for Members to consider:

### **Option 1 - Continue with the trial of the Barrier.**

19 This would see the continuance in the trial of the Aquabarrier system at the bottom of Clementhorpe in times of flooding, when it would be called off to be put in use in accordance with the guidance in the River Flooding Emergency Plan.

### **Option 2 - Provide underground seepage cut-off.**

20 This would require the installation of a vertical impermeable cut-off to prevent flood water from the river seeping through the ground, under the barrier foundation slab, to rise on the property “dry” side of the flood barrier. This would need to be constructed adjacent to and attached to the foundation slab.

### **Option 3 - Terminate the trial of the Aquabarrier System and provide a sand bag bund across Clementhorpe adjacent to River Street and wait for the Environment Agency scheme to provide a permanent flood alleviation scheme.**

21 This would involve the termination of trial of the Aquabarrier system and at times when the river is predicted to rise greater than 4.0m above its normal summer level (9.000m AOD), a sandbag bund could be erected across the carriageway of Clementhorpe from the corner of 2, River Street to the lower side of 30, Clementhorpe.

## Analysis

### **Option 1 - Continue with the trial of the Barrier.**

22 As outlined in paragraphs 10 to 15 , because of the Health and Safety implications this option is not recommended.

### **Option 2 - Provide underground seepage cut-off.**

23 The installation of an effective seepage cut-off arrangement would be very expensive and difficult to install given the number of utility services in the area and preventing the flow of seepage water from under adjacent properties. The

contractor believes this to be outside the contract with the Council and would not be willing to install it. Therefore any cost would have to be borne by the Council. This option is not recommended.

**Option 3 - Terminate the trial of the AquabARRIER System and provide a sand bag bund across Clementhorpe adjacent to River Street and wait for the Environment Agency scheme to provide a permanent flood alleviation scheme.**

- 24 Some assistance could be given to mitigate the effects of flooding suffered by residents in River Street and those higher up the hill by providing a sandbag bund across Clementhorpe from the corner of 2, River Street to the lower side of 30, Clementhorpe. This would assist in residents accessing River Street in most flood events, but will not prevent property flooding in extreme events. The residents of Riverside Cottage, Waterfront House and Dukes Wharf would have restrictions to their access, but should be able in most flood events to gain rear access via Lower Darnborough Street.
- 25 As was advised in the 8 June 2006 EMAP report the foundation slab for the barrier will become redundant and will be left in place as per the contract with AquabARRIER. The actual AquabARRIER units themselves will need to be collected by the supplier.
- 26 The Environment Agency have on their forward plan a project to study the feasibility of a permanent flood alleviation scheme for the Clementhorpe area, starting in the 2012/13 financial year. For the above reasons this is the recommended option.

### **Corporate Priorities**

27. The continued support to temporary defences in the Clementhorpe area will help with the corporate priority to provide a Healthy City, by helping residents to lead an independent life in their own home. Also it continues the commitment to provide a Safer City by offering what assistance is available in times of an emergency.

### **Implications**

- 28 This report has the following implications:
- **Financial** – If the recommended option is chosen there would be a return to the process of installing a sandbag bund across Clementhorpe during significant flood events and this could cost in the order of £500 per event.
  - **Human Resources (HR)** - No impact
  - **Equalities** - No impact
  - **Legal** - The Council will need to revoke the agreements with adjacent property owners.
  - **Crime and Disorder** - No impact

- **Information Technology (IT)** - No impact
- **Property** - No impact
- **Other** - As was advised in the 8 June 2006 EMAP report the foundation slab for the barrier will become redundant and will be left in place as per the contract with Aquabarrier.

### **Risk Management**

- 29 There are two risks to consider. The first is the Health and Safety implications if the seepage pressure became too great and caused a catastrophic failure of the road and public utilities. It is felt that this is too great for the current deployment of the barrier to continue. The second is reputational risk, where the Council may be criticised for terminating the trial, but the provision of the sand bag bund would give some measure of assistance to the residents of River street and those who live further up the hill. It is felt that this risk is preferable to the reputational risk that would ensue if the system did fail.

### **Recommendations**

- 30 Following the problems with ground conditions at the location of the trial flood defence system in Clementhorpe, it is proposed that Members approve the termination of the trial of the Aquabarrier system and agree to the revised action plan of introducing a sandbag bund across Clementhorpe to offer residents some assistance in times of flooding from the River Ouse in the Clementhorpe area.

Reason: To overcome the potential health and safety risks associated with the seepage flow through the ground causing road failure and flooding behind the line of defence and offer some measure of assistance to residents in the Clementhorpe area.

### **Contact Details**

**Author:**

**Ray Chaplin**

Acting Assistant Director - City Development & Transport

Tel No. 01904 551600

**Chief Officer Responsible for the report:**

**Ray Chaplin**

Acting Assistant Director - City Development & Transport

**Report Approved**

**Date** 4 March 2010

### **Specialist Implications Officer(s)**

**Wards Affected:** *Micklelegate*

**For further information please contact the author of the report**

**Background Papers:**

Executive - 9 November 2004 - Temporary Flood Defences.

EMAP Neighbourhood Services - 8 June 2006 - Clementhorpe Flood Barrier –  
Aquabarrier Pilot Scheme.

**Annexes**

Annex A – Letter to Clementhorpe residents dated 21 January 2010

Annex B – Diagram of seepage path

Annex C – Clementhorpe Proposed Temporary Defences

Annex D – Clementhorpe Typical Permanent Defences

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**Annex A - Letter to Clementhorpe residents dated 21 January 2010**

This matter is being dealt with by: Ray Chaplin.

Ext: 1600

Our Ref: RC/L210110

21 January 2010

Dear Resident,

**Clementhorpe Flooding**

I am writing to update you on the current position regarding the flood defences for the Clementhorpe area. Firstly, the current situation as you will have seen is that the snow melt has caused the river to rise. The Environment Agency advised us that with the expected slow thaw there would not be any extensive flooding and this is still the case.

In general terms regarding any future events the situation is as follows:

The Council has been working with a company to trial a temporary flood defence system. This has been used once at the bottom of Clementhorpe when a water level of 650mm was held back. Unfortunately, when the flood waters rose up the face of the barrier it also caused water to flow through the ground and under the its foundation to the property side of the barrier. This water lifted the road surface, flowed through cracks and was collected in the road channel from where it flowed into the highway drain as it is designed to do.

The barrier is designed to hold back up to 1.5m in height of water and at this level the assessment is that there is a significant risk of road failure on the property side of the barrier which could be sudden and catastrophic. Clearly such a failure could be dangerous to any persons in the vicinity and will as a minimum mean that the barrier is thereafter ineffective. We have been in discussions with the contractor who was carrying out the trial to see if we could make modifications which would prevent the problem, but have not reached a solution.

In order to offer some flood relief to the area it is proposed to erect a sand bag bund across Clementhorpe at its junction with River Street. It would be erected when the river is predicted to rise 4.0m above its normal summer level. This should assist resident to maintain access to their properties in River Street and above. Residents in Waterfront House, Dukes Wharf and Riverside Cottage would have to use their rear exits. This information is to be reported to Members of the Council shortly.

The Resident.

To assist you in understanding what the river is going to do in a flood situation the Environment Agency offer a Flood Warning Service and there are at least two elements of that service that may assist you. The first is to register to receive flood warnings through their Floodline Service. With this service the Environment Agency would contact you with a message if the predicted maximum flood level endangered your property. To sign up to this service you should phone them on 08459 881188 and use option 3 of the menu you will be given. Secondly, if in a flood event you would like to know what the level of the river is and what it may rise to, the Environment Agency put this information out on a messaging service. You should ring the above telephone number and select option 1 from the menu. When you are asked for the Quick Dial number it is 135801, this message will then give you information on the river levels in the centre of York.

I hope this helps you understand the current situation and if I can be of further assistance please contact me.

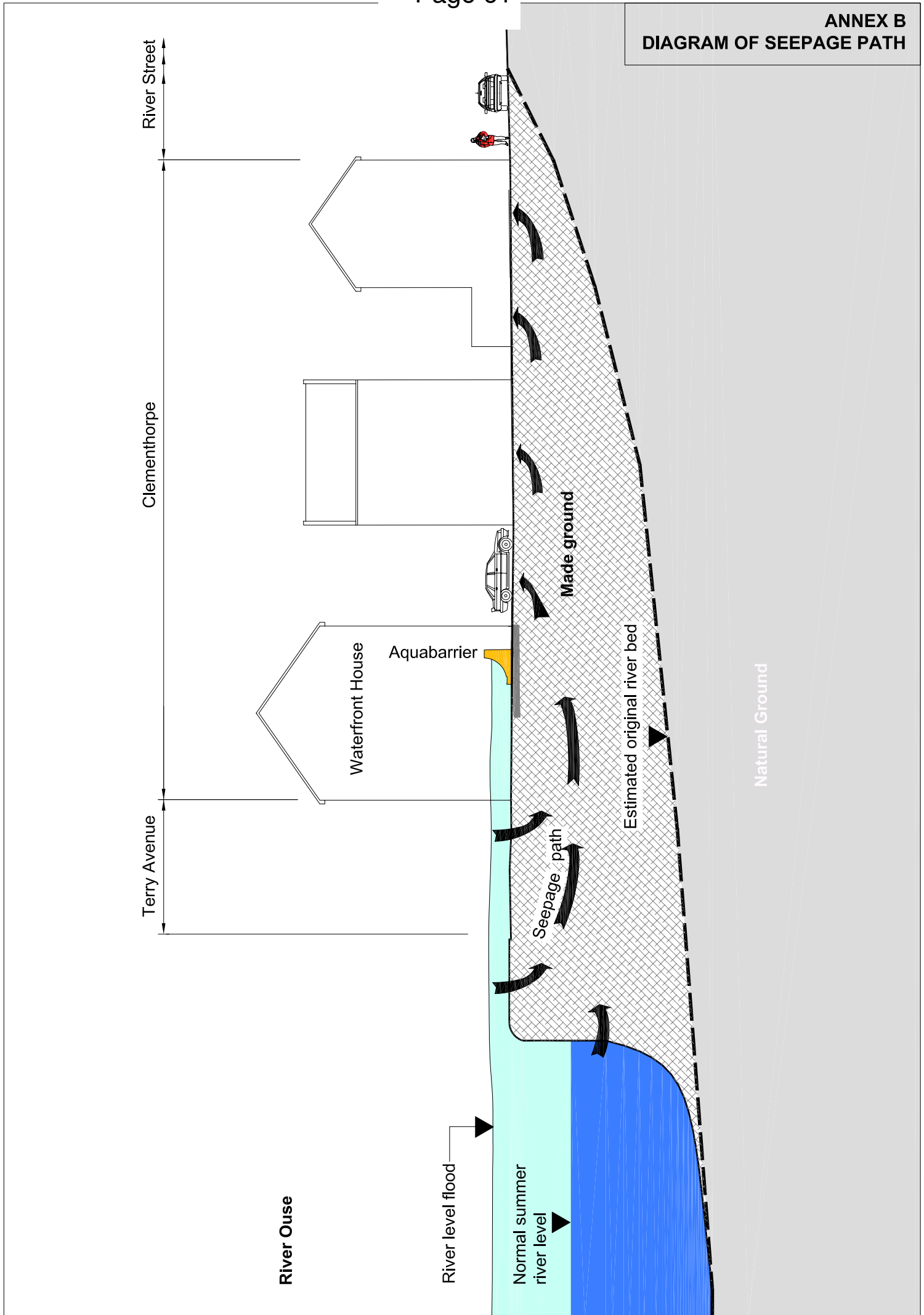
Yours faithfully,

**Ray Chaplin**  
**Head of Engineering Consultancy**

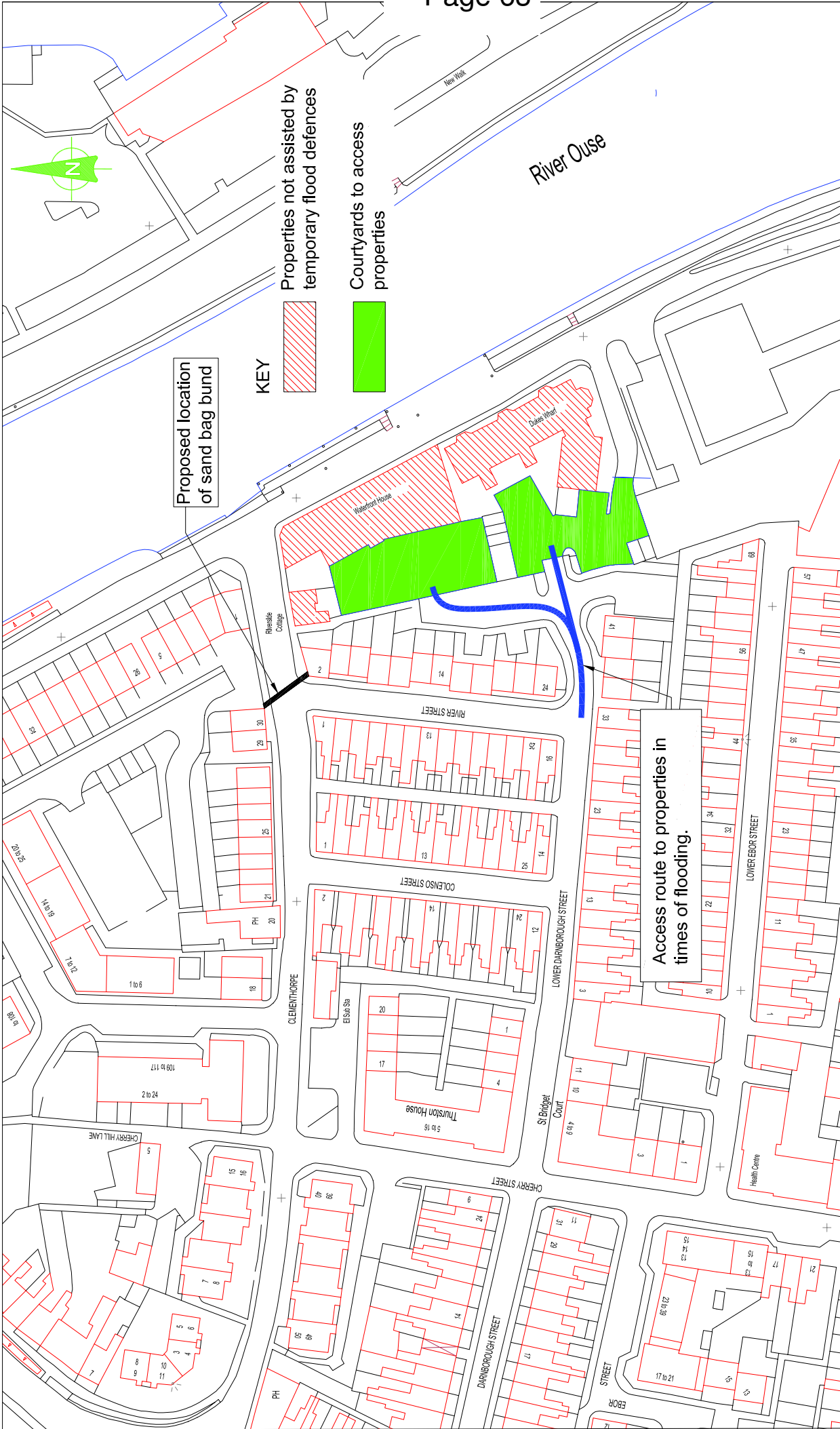
18 – 30 Clementhorpe  
Riverside Cottage, Clementhorpe  
1 – 25, River Street  
1 – 25 Colenso Street  
3 – 41 Lower Darnborough Street ( odd numbers only)  
12, 14 & 16 Lower Darnborough Street  
1 – 20 Waterfront House, Terry Avenue  
1 - 17 Dukes Wharf, Terry Avenue  
Cllr A Waller  
Bill Woolley  
Cllrs Merrett, Fraser, Gunnell  
Hugh Bayley



ANNEX B  
DIAGRAM OF SEEPAGE PATH



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**Clementhorpe**  
**Proposed temporary flood defences**

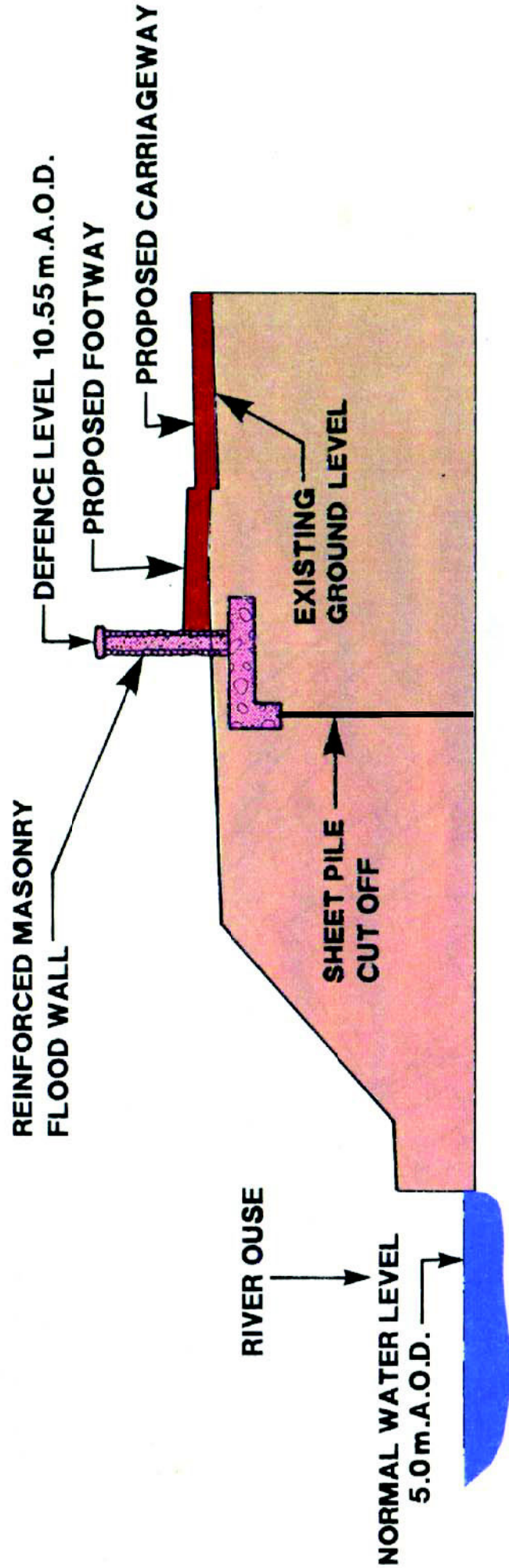
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**YORK**

**York Consultancy**  
*Consultants of first choice*

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Clementhorpe - Aqua Barrier trial  
 Typical cross section of flood wall up stream on River Ouse

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