



Notice of meeting of

Executive

To:	Councillors Waller (Chair), Steve Galloway, Sue Galloway, Moore, Reid, Runciman and Vassie
Date:	Tuesday, 3 March 2009
Time:	2.00 pm
Venue:	The Guildhall, York

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 2 March 2009, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 5 March 2009, 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 - 12)

To approve and sign the minutes of the Executive meeting held on 16 February 2009.

3. Public Participation

At this point in the meeting, members of the public who registered their wish to speak regarding an item on the agenda or an issue within the Executive's remit can do so. The deadline for registering is **5:00 pm on Monday 2 March 2009**.

4. Executive Forward Plan (Pages 13 - 14)

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

5. The Barbican Auditorium (Pages 15 - 28)

This report provides a further update on the position with regard to the Barbican Auditorium following the Council's termination of the conditional development agreement with Absolute Leisure and seeks the views of the Executive on the next steps.

Note: a revised version of the above report, correcting some errors in the original version, was published with this agenda on 25/2/09.

6. Carbon Management Programme – Strategy and Implementation Plan Update (Pages 29 - 104)

This reports provides an update on the Carbon Management Programme (CMP), outlining completed projects, future projects to be implemented and the forthcoming Carbon Reduction Commitment (CRC).

7. Third Performance and Financial Monitor for 2008/09 (Pages 105 - 142)

This report provides details of the headline performance issues from the third performance monitor period up to 31 January 2009 and presents the latest projection of the Council's revenue out-turn for 2008/09.

8. Capital Programme Monitor Three (Pages 143 - 164)

This report informs Members of the likely outturn position of 2008/09 Capital Programme, based on the spend profile and information to January 2009, and seeks approval for revisions to the programme, including slippage of funding on certain schemes.

9. 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

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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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

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City of York Council

Committee Minutes

MEETING	EXECUTIVE
DATE	16 FEBRUARY 2009
PRESENT	COUNCILLORS WALLER (CHAIR), STEVE GALLOWAY, MOORE, REID AND VASSIE
APOLOGIES	COUNCILLOR SUE GALLOWAY

PART A - MATTERS DEALT WITH UNDER DELEGATED POWERS**179. 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.

Cllrs Steve Galloway and Runciman each declared a personal, non prejudicial interest in agenda item 6 (Financial Strategy 2009-13) insofar as it related to concessionary travel, as persons entitled to concessionary travel.

Cllr Waller declared a personal, non prejudicial interest in agenda item 6 insofar as it related to fees charged for allotments, as the owner of an allotment.

180. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during consideration of Annex 2 to agenda item 9 (Provision of Construction and Related Services for the Primary Capital Programme – Minute 184 refers), on the grounds that it contains information relating to the financial and business affairs of particular persons. Such information is classed as exempt under paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

181. MINUTES

RESOLVED: That the minutes of the Executive meeting held on 3 February 2009 be approved and signed by the Chair as a correct record.

182. PUBLIC PARTICIPATION / OTHER SPEAKERS

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme, and one request to speak as a union representative.

Pauline Buchanan spoke in relation to agenda item 7 (Capital Programme Budget), with specific reference to the capital bid for a contribution to the refurbishment of St Clements Hall (paragraph 39 in the report refers). She urged Members to support this bid, on the basis that failure to do so would mean the loss of government funding for the scheme and the consequent loss of a valuable resource to the local community and the City.

Heather McKenzie, of UNISON, spoke with the permission of the Chair in relation to agenda item 6 (Financial Strategy 2009-13). With regard to the budget proposals generally she commented that, although job losses had been minimised, substantial savings were still being made by deleting vacant posts and this would have a knock-on effect on the remaining staff. With regard to the savings proposals for the Chief Executive's department in Annex 4 to the report, she spoke in opposition to proposal no. CXHS1, removing re-imburement to directorates for the cost of releasing trade union stewards, noting that this proposal had been put forward without prior consultation.

183. EXECUTIVE FORWARD PLAN

Members received and noted details of those items that were currently listed on the Forward Plan for the next two meetings of the Executive.

184. PROVISION OF CONSTRUCTION AND RELATED SERVICES FOR THE PRIMARY CAPITAL PROGRAMME

Members considered a report which sought approval for the appointment of a contractor for the provision of building work arising from the delivery of the first two schools in the Primary Capital Programme.

The matter had been brought to the Executive because the results of the MEAT (Most Economically Advantageous Tender) process had established a preferred bidder whose bid was not the lowest priced.

Six companies had submitted tenders for the contract. Details of the tender process were set out in Annex 1 to the report and details of the tender results were provided in (exempt) Annex 2. Approval was now sought to award the contract to the preferred bidder, identified as 'Company A'.

RESOLVED: (i) That the appointment of Company A, as the Constructor to work as an integrated partnering team to design and develop the new schools at Rawcliffe Infant and Clifton (Without) Junior and our Lady's and English Martyrs' Roman Catholic Primary Schools, be approved. ¹

REASON: To determine the outcome of the tender process to appoint a construction partner to design and construct the two primary schools, in accordance with the results of the tender assessments.

(ii) That the expectation that sustainable design of school buildings should be a key feature of the project, following on from the successful inclusion of energy efficiency and renewable power in recent new school buildings in the City be noted.²

Action Required

1. Proceed with appointment of Company A, as agreed SC
2. Ensure that sustainable design is made a key feature of the project SC

185. REFERENCE REPORT - APPROVAL OF THE PRIVATE SECTOR HOUSING STRATEGY 2008-2013

Members considered a reference report which presented a recommendation made by the Executive Member for Housing and Adult Social Services in respect of the Private Sector Housing Strategy 2008-2013.

At a meeting of the Executive Member and Advisory Panel (EMAP) on 8 December 2008, the Executive Member had agreed to recommend the Private Sector Housing Strategy to the Executive for approval. Members were now asked to consider that recommendation. The original report to the EMAP was attached as Annex 1 to the report and the draft Strategy had been made available on the Council's website as Annex 1B.

RESOLVED: That the Private Sector Housing Strategy that will cover the period 2008-2013 be approved.

REASON: In accordance with the recommendation of the Executive Member for Housing and Adult Social Services.

Action Required

1. Take steps to publicise and implement the agreed Strategy SB

PART B - MATTERS REFERRED TO COUNCIL

186. FINANCIAL STRATEGY 2009-13

Members considered a report which presented a Financial Strategy for the Council for the period 2009 -13, including detailed Revenue Budget proposals for the 2009/10 financial year. A revised version of the report

originally published with the Executive agenda had been published and circulated to all Members on 13 February 2009.

The report presented a balanced budget, key features of which included:

- A net revenue budget of £116.895m
- A Council Tax increase of 4.5%
- Funding for pupil-led aspects of education (mainly schools) of £89.243m, to be met by the Dedicated Schools Grant.

A summary of the budget was provided in Annex 1 to the report. Contingency items for 2009/10 were set out in Annex 2 and revenue growth and savings proposals put forward by each department were detailed in Annexes 3 and 4 respectively. A comprehensive consultation exercise had been undertaken as part of the budget process. Details of the items consulted on were set out in Annex 5 and responses to the consultation were summarised in Annex 9.

Executive Members commented individually on those aspects of the budget proposals that fell within their respective portfolio areas, welcoming in particular the proposals for investment in kerbside recycling, measures to cut energy consumption, IT development, the economic prosperity fund and improvements to roads and footpaths.

Having noted the comments made on this item by the UNISON representative and having noted that the Shadow Executive had reserved their position on the budget, it was

- RESOLVED:
- (i) That, in considering the appropriate levels of Council Tax to be levied by the City of York Council for 2009/10, the following be noted and that the recommendations to Budget Council be made in the light of these considerations:
 - a) Expenditure pressures facing the Council, as detailed in Annex 1 to the report;
 - b) The impacts in 2009/10 of the growth requirements and savings proposals outlined in Annexes 3 and 4;
 - c) Medium term financial factors facing the Council, as outlined in the report;
 - d) The levels of reserves projected to be held as at 31 March 2009, 2010 and 2011 (Annex 7);
 - e) The significant future pressures identified;
 - f) The statutory advice from the Director of Resources;
 - g) The need to ensure that any adjustments to these proposals are self balancing within the requirements laid down by the Director of Resources as the Council's Responsible Officer.
 - (ii) That the following amendments be agreed to the budget proposals set out in the revised report published and circulated to all Members on 13 February 2009:

- a) Amendment of the **net revenue expenditure** requirement for 2009/10 from £116.895m to **£117.686m**, to take account of the following:
1. amendment to show the funding from unspent contingency in the base budget (-£125,000)
 2. an additional Corporate energy and housekeeping saving. (-£175,000)
 3. Reduction in trade union facility time saving (+£34,000)
 4. Continue to fund post of Conservation Officer (+ £18,000)
 5. Remove saving CSHS8 (reduction in support to Visit York) and replace with "savings from Economic Development" (net nil)
 6. Investment to achieve energy efficiency through the Council (+£40,000) (one off)
 7. Supplementary programme of highways and footpaths maintenance to be funded from Reserves (+£1,000,000) (one off)
 8. Increase CSLP10 – Speed enforcement measures (+£30,000) (one off)
 9. Waste Minimisation budget allocation (+£10,000) (one off)
 10. Reduction in Contingency (-£46,000)
 11. Policy prospectus review for ResPark refinement based upon a vehicles carbon emissions (+£5,000) (one off)
- b) Amendment of the **revenue growth proposals** as follows
- Ongoing: from £8.997m to £8.969m (+£18,000 Conservation officer, reduction in contingency -£46,000)
 - One off growth from £1.251m to £2.336m (amended as follows: - £1,000,000 for Highways/footpaths, £40,000 energy efficiency, £10,000 waste minimisation, £5,000 policy prospectus ResPark, £30,000 speed enforcement).
- c) Amendment of the **revenue savings** proposals figure from £4.962m to **£5.228m**.(corporate energy/housekeeping +£175,000, reduced saving re trade union time -£34,000, incorporation of unspent ongoing contingency 2008/09 into savings +£125,000).
- d) In terms of the Council's reserves, to agree to the use in 2009/10 of £3,474,000 (amended

from £2,389,000 as follows: - £1,000,000 for Highways/footpaths, £40,000 energy efficiency, £10,000 waste minimisation, £5,000 policy prospectus ResPark, £30,000 speed enforcement).

- e) The £186,000 **LAGBI grant** to York for 2008/09 to be used to fund an Economic Prosperity Programme Reserve.
- f) Inclusion of an advance from the Council's **Venture Fund** of £100k in 2009/10 and £200k in 2010/11, to be spent on the modernisation of the City's street lighting stock, which will have the effect of reducing revenue costs and CO2 emissions, these to be included in the Capital Programme.
- g) Transfer of £2 m of the Council's **accumulated balances** to a capital reserve fund, this sum to be earmarked to support the capital programme in later years, and the Director of Resources to be instructed to undertake a review of, and determine the optimum level of, balances to be retained by the authority in future years.

RECOMMENDED: That Council approve the budget proposals outlined in the report and set out in detail within the Financial Strategy and incorporating the amendments agreed by the Executive, in particular: ¹

- a) The net revenue expenditure requirement for 2009/10 of £117.686m, as set out in Annex 1 (*as amended*);
- b) The housing revenue account proposals outlined in Annex 12;
- c) The dedicated schools grant proposals outlined in the report;
- d) The revenue growth proposals of £8.969m on-going for 2009/10, plus one-off growth of £2.336m, outlined in Annex 3 (*as amended*), plus an additional £1.138m relating to one-off growth proposals brought forward from 2008/09;
- e) The revenue savings proposals for 2009/10 of £5.228m outlined in Annex 4 (*as amended*);
- f) The use in 2009/10 of £3.474m revenue reserves, as outlined in Annex 6 (*as amended*);
- g) The use of prior year Collection Fund surplus of £0.236m;
- h) The fees and charges proposals in Annex 8;

- i) The IT Development Plan proposals as shown in Annex 10;
- j) An advance from the Council's Venture Fund of £627k in 2009/10 and £626k in 2010/11 to be made to phase 2 of the [easy@york](#) project, as outlined in Annex 11, which will enable the project to continue until 2014/15 (*plus the £100k in 2009/10 and £200k in 2010/11, for the modernisation of the City's street lighting stock*).

The above recommendations resulting in a Council Tax increase of 4.25% for City of York Council.

REASON: To provide Council with a balanced set of budget proposals to consider when reaching a decision on the budget and resultant Council Tax to be set for 2009/10.

(ii) That the total Council Tax increase, including the Parish, Police and Fire Authority precepts be agreed at the Council meeting, on the basis of a 4.25% increase in the City of York element of the Council Tax.

REASON: In accordance with the effect of the above recommendations on the budget proposals and taking into account the requirements of the other organisations involved.

Action Required

1. Ensure that these recommendations are put before Budget Council GR

187. CAPITAL PROGRAMME BUDGET – 2009/10 TO 2013/14

Members considered a report which presented the current position of the Capital Programme for the period 2009/10 – 2013/14 and examined how existing receipts and other resources could be used to achieve the Council's objectives.

The current approved programme for 2008/09 to 2010/11 stood at £189.094m, financed by £156.409m external funds and £32.685m capital receipts. The programme comprised the following key elements:

- Schemes fully funded (by Government departments) - £113.603m
- Political imperatives - £63.598m
- Rolling programmes - £4.870m
- Small schemes with CYC funding - £7.023

It was noted that most of the Council's capital receipts were already committed to schemes that could not easily be reduced or re-prioritised.

Bids for capital funding put forward by departments under the CRAM process were summarised in paragraphs 24 to 49 of the report and detailed in Annex 65 bids had been received, of which 40 were fully funded, 6 were rolling programme bids and 19 would require additional discretionary resources. In total, the bids would increase the capital programme by £128.725 and require an additional £49.282m of capital receipts.

Having noted the comments made on this item under Public Participation and having noted that the Shadow and having noted that the Shadow Executive had reserved their position on the budget, it was

RECOMMENDED: That Council:¹

(i) Approve the revised capital programme of £185.515m, as set out in the report and annexes, and specifically the inclusion in the capital programme of new schemes totalling £56.958m.

(ii) Approve:

- a) the bids in paragraphs 24-49 of the report, totalling £10,586m and
- b) the additional externally funded schemes in paragraph 54, totalling £46,372m.

(iii) Agree to provision being made in the capital programme, subject to further detailed reports being brought back to the Executive, for five further additional schemes, as follows, resulting in a total capital programme of £194.165m:

- a) Community Stadium and athletics facilities -£4m (*this being an initial estimated net cost, in year 2011/12*)
- b) New recycling facility – net cost £2.5m (*all in 2011/12*)
- c) Acomb Office - £1.75m gross, £0.9m prudential borrowing, £0.85m net cost (*0.5m in 2010/11, £1.25m in 2011/12*)
- d) Street light modernisation expenditure of £100,000 in 2009/10 and £200,000 in 2010/11, to be financed from the Venture Fund.
- e) £100,000 in 2009/10 to fund a programme aimed at improving energy conservation standards in homes in the City.

(iv) Note the overall funding position identified in the report, which highlights a current shortfall in resources over the next five years, which the Council will need to address through increased revenue contributions in the medium term.

(v) Note the additional impact on the funding position of the inclusion of the five new schemes as set out in Recommendation (iii) above.

(vi) Endorse the principle of any un-committed revenue budget under-spending, which may be considered as part of out-turn reports, being allocated to assist in balancing the capital programme.

(vii) Agree to establish a Capital Reserve, to support the funding of the capital programme, to be funded from any future revenue under-spending, together with potential contributions from general reserves, this to be regularly updated as part of ongoing reviews of Council Reserves.

(viii) Note, in view of the potential funding shortfall towards the end of the capital programme period, the need for regular updates of the 5 year plan to the Executive and Council, with such reports to provide an update on the overall 5 year plan and to identify any required amendments that may be needed to expenditure and resources projections, to ensure that the capital plan is fully resourced in the medium term.

(ix) Agree the use of £170k of prudential borrowing in respect of the Millfield Lane Community Sports Centre.

(x) Approve the use of £111k of Housing Revenue Account (HRA) balances to fund the HRA capital programme elements in 2009/10.

REASON: To set a balanced capital programme, as required by the Local Government Act 2003.

Action Required

1. Ensure that these recommendations are put before Budget Council GR

188. TREASURY MANAGEMENT STRATEGY STATEMENT AND PRUDENTIAL INDICATORS FOR 2009/10 TO 2013/14

Members considered a report which asked them to recommend to Council an integrated Treasury Management Strategy Statement, proposed Prudential Indicators for the period 2009/10 to 2013/14, and use of the revised Treasury Management Policy and the Treasury Management Practices.

The Local Government Act 2003 required the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy. In doing so, the Council must have regard to the CIPFA Prudential Code and set Prudential Indicators for at least the next three years. Copies of the Treasury Management Policy Statement and Practices documents, revised for the 2009/10 financial year, were attached as Annexes C and D to the report. Copies of the Prudential Indicators and Specified and Non-Specified Investments were attached as Annexes A and B.

The Council was currently undertaking a series of significant capital schemes that would realise revenue savings over the next 30 years. This would contribute to a rise in the Council's underlying need to borrow, from the current level of £102m to over £146m in 2013/14. The borrowing strategy aimed to minimise the risks of borrowing large amounts in a single year by giving flexibility to borrow in advance of need, so as to take advantage of favourable interest rates as they arose. The annual investment strategy reviewed projected interest rates over the next three years and sought to maximise the returns to the Council whilst minimising the risks involved in placing deposits on the money market.

RECOMMENDED: That Council approve:¹

- (i) The Prudential Indicators for 2009/10, as set out in Annex A to the report;
- (ii) The proposed Treasury Management Strategy for 2009/10;
- (iii) The Specified and Non-specified investments schedule;
- (iv) The revised Treasury Management Policy and Treasury Management Practices, as set out in Annexes C and D.

REASON: To enable the continued effective operation of the Treasury Management function and ensure that all Council borrowing is prudent, affordable and sustainable.

Action Required

1. Ensure that these recommendations are put before Budget Council

GR

A Waller, Chair

[The meeting started at 2.00 pm and finished at 2.40 pm].

EXECUTIVE FORWARD PLAN

Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 17 March 2009		
Title & Description	Author	Portfolio Holder
<p>Comprehensive Performance Assessment</p> <p><i>Purpose of report: To provide members with a detailed briefing on the latest government performance framework.</i></p> <p><i>Members are asked to: Note the report's recommendations and comment.</i></p>	Peter Lowe	Executive Member for Corporate Services
<p>Improving the Council's Direct Communications</p> <p><i>Purpose of report: To provide further information and options for improving the council's direct communications</i></p> <p><i>Members are asked to: Comment on the contents of the report.</i></p>	Matt Beer	Executive Leader
<p>Shared Service – Staffing Implications</p> <p><i>Purpose of report: To provide further information and options for improving the council's direct communications</i></p> <p><i>Members are asked to: Comment on the contents of the report.</i></p>	Max Thomas	Executive Member for Corporate Services
<p>Traffic Issues relating to the Terrys Redevelopment Site</p> <p><i>Purpose of report: To advise members of the results of a feasibility study of the site.</i></p> <p><i>Members are asked to: Consider various measures for inclusion in the design brief.</i></p>	Richard Bogg	Executive Leader
<p>Local Area Agreement 2008/09-2010/11 – Refresh</p> <p><i>Purpose of report: To provide members with York's refreshed Local Area Agreement.</i></p> <p><i>Members are asked to: Formally approve the LAA prior to submission to Government Office.</i></p>	Nigel Burchell	Executive Member for City Strategy

<p>Single Improvement Plan 2008-9 Update <i>Purpose of report: To provide an update on progress made on the current year's SIP.</i> <i>Members are asked to: Note progress made.</i></p>	Helena Nowell	Executive Member for Corporate Services
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Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 31 March 2009		
Title & Description	Author	Portfolio Holder
<p>Third Quarter Performance and Finance Monitor 2008/09 <i>Purpose of report: To present to members the council's annual corporate performance to date.</i> <i>Members are asked to: Note the findings of the report and comment.</i></p>	Peter Lowe	Executive Member for Corporate Services
<p>Corporate Strategy Refresh (slipped from 3/3/09) <i>Purpose of report: To submit to members the revised Corporate Strategy.</i> <i>Members are asked to: Consider and approve the content of the refreshed corporate strategy that is due for implementation in April 2009.</i></p>	Janna Eastment	Executive Member for Corporate Services

Table 3: Items slipped on the Forward Plan with the agreement of the Group Leaders					
Title & Description	Author	Portfolio Holder	Original Date	Revised Date	Reason for Slippage
<p>Corporate Strategy Refresh <i>Purpose of report: To submit to members the revised Corporate Strategy.</i> <i>Members are asked to: Consider and approve the content of the refreshed corporate strategy that is due for implementation in April 2009.</i></p>	Janna Eastment	Executive Member for Corporate Services	03/02/09	31/03/09	To enable further consultation to be undertaken



Executive

3 March 2009

Report of the Director of Learning Culture and Children's Services

The Barbican Auditorium

Summary

- 1 This report provides a further update on the position with regard to the Barbican Auditorium following the Council's termination of the conditional development agreement with Absolute Leisure. This report provides a further briefing on progress to date and seeks the views of the Executive on the next steps.

Background

- 2 This paper follows the initial briefing paper provided to Executive on the 20 January 2009 and provides a further update on the Barbican Auditorium aspect of the Barbican site. As the original paper reminded, the Auditorium site covers just the Barbican Centre building itself. We are talking therefore, of an entertainment venue and not the wider leisure complex with which the Barbican name is historically associated. It does not include the former pool site which has been sold for development as a hotel. There are no implications for any of the other component parts of the site arising from the issues covered in this paper.
- 3 The report does not seek to revisit the position before the Barbican closed nearly 5 years ago and the relocation of sports provision from the site. The conditional development agreement for the Barbican Auditorium was awarded to Absolute Leisure Limited (ALL) in 2004 following a detailed procurement exercise. No progress could be made with the scheme, however, until action in the High Court by the Save our Barbican group was finally dismissed in November 2006. The Executive will be aware that as a result of ongoing concerns about a lack of progress, the Council on the 2 December 2008 issued notice of its intention to terminate the agreement should ALL fail to adhere to an agreed programme and thereby meet the requirements of the contract. The required actions were not completed by the agreed date of 5 January 2009 and the Council had no option but to legally terminate the agreement which was carried out on Friday 9 January. At the same time the council also terminated the lease that had allowed ALL to operate the facility in the interim.
- 4 The proposal from Absolute Leisure had been to invest £3.5m in renewal of the facility, providing a full entertainments programme in the auditorium, with bars and new restaurants added, and a state of the art conferencing facilities through the conversion of the former sports hall. The conference opportunities were to

be maximised in conjunction with the hotel to be built next door. The reasons for a lack of progress with the proposed development by ALL remain unclear at this stage.

- 5 At the 20 January meeting of the Executive we were able to verbally indicate that we had gained access to the building, made the building secure and established appropriate levels of insurance and security cover. Some immediate work to tidy the external appearance of the building had also been possible. We explained that the key next steps would include
 - a. Undertaking a full survey to determine condition of the structure, fabric, services and all aspects of health & safety relevant to accessing and potentially using any part of the building. The results of the survey will be crucial to our assessment of the potential for interim use of the building.
 - b. Appointing entertainments industry specialist(s) to support officers in their early consideration of the potential for long-term uses, the current market for entertainment uses and future trends.
 - c. Determine the revenue costs of managing and maintaining the building again and in conjunction with conditions survey determine the opportunities for interim use.

Analysis/Update

- 6 The Barbican Auditorium and its future has been the subject of considerable debate and planning over recent weeks. Despite its relative limited history, many talk of the building with considerable affection both performers and audiences alike and the building has clear and apparent supporters from across age groups in the city. Community organisations who have previously held key city events at the Barbican are keen to return to the venue. Possible “competitors” in the entertainment industry within the city, have expressed their support for the Barbican as providing complimentary facilities which strengthen the leisure offer for the city. A considerable amount of effort continues to be made to ensure that interested parties, particularly those best placed to contribute to future plans, are appropriately briefed.
- 7 Whilst the levels of support described above are welcome, they do also generate a level of expectation. We need to clearly balance those positive expectations with a degree of caution. Decision making on the future interim and long-term options for the building must be based on comprehensive analysis of both the current physical structure, the nature of the current entertainment and leisure industry and the impact of the economic downturn on that industry. Care is needed to ensure that the drive to do something quickly does not result in a further failure to deliver in the longer term a transformed high quality facility for the city. At the same time we have to be aware that new developments need to operate in not only changing economic times but also within changes and new opportunities within the city. In that context, to cover the specific issues identified at Paragraph 5 of this report in turn
- 8 **The Physical Condition of the Auditorium Site:** inevitably a delay of some 5 years in active use of the building does have an impact on the condition of the

building itself. This may have been partly masked by occasional interim use which occurred without incident. A thorough analysis of the building is therefore, essential before any decisions about interim use can be made and would be required anyway as part of any remarketing. Initial assessments are that there are issues of significant concern.

- The fire alarm needs a full assessment as disruption to the existing system inevitably arose following the demolition of the swimming pool.
 - Heating Controls and boiler systems need specialist assessments which could lead to servicing or even recommissioning.
 - The bar areas and cellars will need refitting at some stage.
 - Most of the catering equipment and kitchens will need refitting at some stage.
 - Domestic hot water needs a full risk assessment, full clean and disinfect before use
 - Some of the wood floors in the building have lifted
 - Air handling equipment which provides air cooling and dehumidification in the auditorium during events need servicing and filter replacement before put to use.
 - The fixed electrical wiring needs testing before occupation.
 - The supply authority's high voltage transformer needs inspection and servicing before major loading applied.
 - Emergency lighting systems will need full inspection and duration tests.
 - The theatre lighting and stage equipment need inspecting and load testing.
 - Full service of passenger lift examination needed.
 - Numerous ceiling tiles and access covers are damaged or missing.
 - The interior of the building will need extensive cleaning
 - The external first floor paved areas form part of the fire escape route from the auditorium - some of the paving flags are missing others are uneven and need replacing or relaying.
- 9 As a result of the above initial analysis, we have commissioned a specialist local partner LHL who are one of our framework partners, to complete the essential next stage of work. LHL have been employed to undertake a full condition survey focusing on the needs of the building to operate for up to five years and also looking longer at a 30 year timeframe. The latter will provide valuable information for any future development proposals but the 5 year analysis is also essential in our decision making on interim planning . We expect a completed report by the end of March 2009 at a cost which includes detailed assessments of building conditions, Disability Discrimination Act compliance, a fire risk assessment, an assessment of all key systems etc. Cost of this work is described in the Financial section of this report. It is clear that the authority will have to balance the level of proposed capital expenditure to bring the auditorium back into meaningful interim use, with expenditure long term developers would be required to make. In addition to LHF involvement, staff from across the council are now working together to bring health and safety, licensing, leisure perspectives to the analysis of required interim investment. Executive are reminded that a significant part of Absolute Leisure's £3.5m planned investment was in addition to the new restaurant and conferencing facilities about bringing the building back to a state of fitness for purpose
10. **Commissioning External Entertainment Advice:** Our earlier report described the need to appoint entertainments industry specialist(s) to support officers in their early consideration of the potential for long-term uses, the current market for entertainment uses and future trends. Subject to the advice received from

the entertainments industry specialist the main options that are likely to be considered are:

- a. Re-market the building as originally envisaged with a view to lease / sell to a commercial operator who would retain the auditorium facility and provide public performances and events
 - b. Market the building with a new brief defined as advised by the entertainments industry specialist with a view to lease / sell to a commercial operator for activities appropriate to current and future entertainment trends
 - c. Procure an operator or establish a trust to bring the facility back into a usable condition and operate it on behalf of the Council
 - d. The Council to bring the facility back into a usable condition and operate it themselves
 - e. Market and sell the site and building for uses other than entertainment subject to the purchaser obtaining appropriate planning permission
11. Attached at **Annex 1** is a communication issued by the authority to seek expressions of interest in this work. At **Annex 2** is the response from Drivers Jonas who were appointed through a selection process on the 2 February 2009. We are confident they will provide the comprehensive strategic analysis required. Their completed report will be ready for the end of March 2009.
12. **Opportunities and Model for Interim Use of the Building:** Interim use is clearly dependent upon the outcome and financial implications of the conditions survey described at paragraph 8 of this report, and will also be influenced by the findings of the Drivers Jonas report. It is clear as stated earlier that we can anticipate support from key partners and organisations across the city if interim use of the site is deliverable. As a result we are working on models for such use to enable progress if possible to be made should the opportunity exist. The following principles are proposed for interim use:
- Financial risk to the Council is minimised
 - Traditional community events are maintained e.g. the Festival of Remembrance
 - Maximum opportunity is provided to local organisations to bring forward programming proposals
 - The building is operated safely and professionally and with a programme that will enhance the Council's reputation and bring high quality leisure opportunities to residents
13. In our analysis there are two specific and possible ways forward for interim use, subject of course to the outcome and the resulting financial implications of the conditions survey :
- a) The Council operates the Auditorium and provides a programme

- b) A partner or partners are found to operate the Auditorium and provide a programme

In Option A the Council running the Auditorium, would have the following key features:

- A programme of around 10 community events per annum would be run (including the Festival of Remembrance, Carol Concert and Guildhall Orchestra concerts)
- Bookings would be taken from commercial promoters (though these are likely to be limited in number and fall in the latter part of any interim period)
- A single technical manager would be appointed to manage the building
- Each event would be staffed by a casual pool of crew (or where appropriate, through the promoter's own crew)
- Box office would be provided by a partner organisation
- No refurbishment work would be done to the building (meaning that any catering or bars would need to be brought in for each event)

In Option B a partner(s) operating the Auditorium, would have the following key features:

- - ensure that the community events referred to above could take place
 - provide a programme at their discretion that they would manage but with the aim of contributing to core running costs
 - provide any ancillary features such as box office, catering, etc. at their discretion

14. If members wish to pursue Option B for interim use of the Auditorium the way forward would be a formal procurement exercise setting out the Council's objectives and inviting interested parties either individually or collectively to submit proposals to:

- Operate the auditorium themselves and manage the programme, and / or
- To promote a programme of events on terms that they would propose, with the Council retaining management responsibility for the building

The Council would then be able to choose whichever combination provided the most robust arrangements and was most financially advantageous.

15. At this stage we believe that Option B has the greatest potential for success in bringing in acts/events which add to the leisure and entertainment choices of residents and as a result contribute to ongoing running costs for the auditorium. Details of the procurement process for Option B as well would be contained in the next Executive report.

16 **In summary**, as we acknowledged in our initial report a coherent exciting plan for this key city centre site has not been delivered as expected by developers. Officers have now acted to ensure that further delay is avoided and to ensure that legal and procurement requirements are met. We have now progressed our

analysis of the situation and commissioned 2 major pieces of work both of which will be reporting by the end of March 2009. Their findings will form the basis of presentations/reports to Executive in April and the basis upon which we will make our recommendations.

- 17 **Governance:** The disruption to advanced plans for the redevelopment of the Auditorium requires a well managed response from the Council. A Project Group representing key senior officers of the authority with specific legal, technical and financial support is now established and meeting on a weekly basis, chaired by the Director of Learning, Culture and Children's Services. Clearly the group's membership will develop as prospective options are explored further. The group through its chair reports to the Chief Executive and the wider senior leadership team of the council..

Options

- 18 This report is primarily for information. There are no specific options to consider at this stage although comments on preferences for the Options A or B for interim use described at Paras 12-15 would assist officers in prioritising activity over the coming weeks.

Consultation

- 19 There has been considerable dialogue with interested parties over recent weeks but given the stage of the analysis no formal consultation. However The City Centre Area Action Plan Issues and Options consultation, held between 28th July and 22nd September 2008, received over 1,700 comments in total. The next stage of the AAP is currently under production and further public consultation is planned later in 2009.
- 20 Issues and Options consultation asked the public how the AAP should provide opportunities for the city's cultural and social scenes to be developed. People were asked whether they agreed in principle with the option to develop new cultural facilities and venues within the city centre and ask to what facilities and venues they would like to see developed. The Issues and Options consultation also promoted the benefits of a more diverse and inclusive evening economy and asked the public to express views on how we can encourage greater diversity. Options in the consultation include maximising the potential of what we already have, and pursuing diversity through new development and asking what types of facilities are we currently lacking?
- 21 Of the comments received from the public, responses were unanimously in support of these options. The types of facilities respondents felt are currently lacking are: venues to hold bigger events, music venues, a good performance venue, children's entertainment, and a planetarium.

Corporate Priorities

- 22 The Barbican auditorium furthers the priority of improving the economic prosperity of the people of York.

Implications

Finance:

- 23 **Revenue:** The Council understandably did not have any ongoing budget provision for the Barbican site. It was estimated that minimum annual costs of £120K to cover rates/security/insurance etc were required and reported in the initial report of the 20 January. This sum has now been built into the council budget proposals for 2009/10, but any interim use options discussed at paragraphs 12-15 may require additional funding of up to £70k. The costs associated with the specialist entertainment industry advice described at paragraph 11 is £18k, a figure consistent with that projected and reported in the January report. The detailed conditions, structural, fire risk, DDA assessments and analysis described at paragraph 9 of this report will cost in total up to £25,k. The costs of both consultancy involvement will be funded through virements from surpluses being generated within corporate treasury management budgets in 2008/09.
- 24 Costs incurred during 2008/9 in securing the building and responding to immediate issues arising from the building survey are being met through virements within the council's current budget. In addition, any projected costs for 2010/11 will also need to be considered within future budget strategies once the future of the site becomes clearer
- 25 **Capital:** The council's current approved capital programme assumes receipts of £750k for the auditorium. These receipts were planned to be used to contribute to the future development of leisure facilities in the city. This income will not now be received unless options to remarket the site are progressed. Details of any capital expenditure recommended as required to enable interim use to be delivered will be included in the next report to Executive
- 26 **Human Resources (HR):** None
- 27 **Legal:** Legal implications are as set out in the report.
- 28 **Crime and Disorder:** None
- 29 **Information Technology (IT):** None
- 30 **Property:** The property implications are contained in the report.

Recommendation

- 31 Members are asked to:
- i. Note the contents of the report, approve the further work to be undertaken by officers, and request a further report for April 2009. A report which will provide feedback from both commissioned pieces of work and as a result clearer recommendations for the Executive on interim and long-term options for the Auditorium site.
 - ii. Express initial preferences between the Options A and B for any interim use, which would assist officers in prioritising activity over the coming weeks.

Reason: to enable future plans for the Barbican Auditorium to be developed and progressed

Contact Details

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Chief Officers responsible for the report:

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Report Approved Date

Specialist Implications Officer(s)

John Urwin
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(01904) 553362

Bill Woolley
Director of City Strategy
(01904) 551330

Richard Hartle
Head of Finance LCCS
(01904) 554225

Wards Affected: All

For further information please contact the author of the report

Background Papers: None

ANNEX 1: Letter from City of York Council seeking Entertainment Specialist Consultancy Involvement

ANNEX 2: Response from Carter Jonas the eventually appointed consultants

Dear

The City of York Council owns the Barbican Auditorium, the attached photograph shows the front elevation, the O.S. plan shows the site verged blue and the two drawings show the internal arrangement of building. The building was constructed in 1991 as a sports hall and a 1,500 seat auditorium for concerts however, since 2005 only a few events have taken place each year. The Council had been involved with a leisure operator who had planning permission to refurbish the building including a glazed curtain wall on the frontage and enclosing the roof garden at an approximate cost of £3.5m and acquiring the Auditorium on long term lease with a condition to hold 50 events per year however, the council has withdrawn from the disposal.

The Council is now seeking advice from its officers on future options for the property with a view to producing a report to its Executive in March, and in this regard we are seeking a consultant to provide expert advice to a small project group of senior officers.

We are seeking a consultant to bring expertise and has a successful track record in:

- marketing commercial property
- market analysis of the theatre, entertainment, and commercial leisure industries

You will need to familiarise yourself with:

- the key features of the Barbican Auditorium
- a general overview of the current condition of the building
- the current development plans for the other parts of the Barbican site
- an analysis of the York entertainments market

We are seeking advice on current market conditions with specific reference to:

- The potential for interest from the theatre / entertainment industry to acquire the Auditorium and operate it
- The potential to attract investment into the building from such operators
- The potential for market interest in complementary uses that would fit with the overall development of the Barbican site e.g. conferencing
- The potential for market interest in other leisure uses
- The potential for market interest in any other uses
- In the light of the above, possible ways to approach the market

- The potential effect of current economic conditions and any implications for timing of action
- The longer-term economic outlook and its implications

If you are able to provide this advice, I would be grateful if you would email your CV, confirmation of your availability, an hourly fee rate and the approximate cost of providing the requested advice by 5 p.m. on Friday 30th January.



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Our ref JW/dts

By Post & Email

29 January 2009

Dear John

**The Barbican Auditorium, York
Request for Professional Advice**

Thank you for your email dated 27 January addressed to my colleague Jon Milward. As I mentioned in our telephone conversation yesterday, I am a Partner in Drivers Jonas' Leeds office and would lead this instruction in the event that the Drivers Jonas team is appointed.

In this submission, we aim to demonstrate that Drivers Jonas has put together a team of property and other technical consultants with the expertise to advise City of York Council (the Council) in respect of the Barbican Auditorium site.

We understand from the Brief that you are seeking a consultant who can bring expertise and, specifically, has a successful track record in:

- Marketing commercial property; and
- Providing market analysis of the theatre, entertainment and commercial leisure industries.

In this respect, the team is comprised of senior professionals from Drivers Jonas, David Pratley Associates and Pan Leisure Consulting Ltd.

You have asked us to provide you with the following information:

- CV's for the proposed team;
- Confirmation of team availability;
- Details of our hourly fee rates and the approximate costs of providing the advice requested.

During our telephone conversation you also mentioned that it might be useful for us to provide a method statement which would provide the Council with an indication of our proposed approach to working with the Project Board and this project from inception to completion. I also therefore set out in this letter the scope of professional advice offered which we would hope to discuss and refine with the Project Board, in the event that we are successful.

Background

We understand that the Council owns the Barbican Auditorium. We also understand that the Council has now terminated negotiations with Absolute Leisure Ltd with effect January 2009 and that they are looking for alternative future options for the Barbican Auditorium. We are also aware of the development plans for the other parts of the Barbican site (the former 'wet side').

If appointed, we would intend familiarising ourselves in greater detail with the site, the physical characteristics of the Auditorium and its current condition as your tender invite suggests. We would also

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J.Urwin, Esq.

-2-

29 January 2009

wish to discuss with the Project Board the progress of discussions with Barbican Venture York Ltd in respect of the former 'wet side' in order to gain a full understanding of where proposals for the entire site currently stand.

1) DRIVERS JONAS TEAM

The Drivers Jonas team is comprised of the following parties:

Drivers Jonas

I would be the Partner responsible for the instruction. I am a Partner within the Leeds office of Drivers Jonas and head up that office. I am a qualified Planning and Development surveyor (MRICS) with over 10 years post-qualification experience. I am also in charge of the Leeds Development team which provides a range of development consultancy and agency advice to both public and private sector clients across the north of England. I will be assisted by Alex McCallion as Senior Surveyor. Alex is an experienced surveyor who assists me on most instructions. As a resident of York, Alex has a first hand knowledge and understanding of the City and issues surrounding the Barbican Auditorium.

Drivers Jonas will be the lead consultant responsible for the delivery of the services. Drivers Jonas' technical role will be to advise on all matters relating to the marketing of commercial property and will consider alternative uses for the Auditorium other than those relating to theatre/entertainment and commercial leisure. These specialist markets will be examined by David Pratley Associates (theatre/entertainment) and Pan Leisure Ltd (conferencing and leisure).

David Pratley Associates

David Pratley Associates was formed in 1996 as a management consultancy practice specialising in the management of change in the cultural sector. Its work spans three principal fields in change management: the creation of new cultural organisations and buildings, the transformation of cultural organisations at different points in their lifestyle, and the development of new models for public funding and delivery of cultural services. Its clients extend across the UK and include central and local government, non-governmental public bodies, educational institutions and companies in the arts, media and heritage sectors.

The practice is led by David Pratley who will provide advice on the market for theatre/entertainment uses. David will be assisted by Stephen Browning as Senior Consultant.

Pan Leisure Ltd

Pan-Leisure Consulting Limited, led by Eileen Hinson, is widely recognised for its professional and pragmatic solutions within the leisure and tourism industries. The company has a proven track record for innovation in areas ranging from tourism destination development and visitor attractions to development including commercial leisure, sports stadia and urban regeneration.

Eileen Hinson will provide advice on the market for complimentary e.g. conferencing and other leisure uses in the Auditorium.

Full team CV's are enclosed with this letter, as requested. We also enclose practice profiles for each member of the Drivers Jonas team to illustrate the breadth and depth of experience that exists in each of the three specialist fields.

3) SCOPE OF PROFESSIONAL ADVICE

Whilst not a strict requirement of the tender invite to provide a method statement, we feel it good practice to illustrate the scope of professional advice that we consider the Council will require to inform how the specialist component parts of the Drivers Jonas team will work together to deliver the Council's requirement – a report to the Executive in March on the Barbican's potential in the current market to attract cultural and/or leisure/conference-based uses. Having explored the market potential for the Barbican we will prepare a report on future options for the Barbican and provide summary conclusions and recommendations.



In preparing this report activities will include:

Data Review

- Analysis of the York property market in the context of the current economic climate. Identification of alternative uses for surplus land;
- Market Research – focusing on trends in sectors of relevance to any future uses e.g. performing arts/entertainment; events; conferences; hospitality and sport;
- Data Review – to embrace 1) a review of policies and strategies of relevance including: Local Plan (emerging LDF), cultural/sports/tourism strategies and 2) a review of the historic performance of the property including: visitor numbers (preferably by facility); revenue streams; and operating costs;
- Review of current facilities – taking into consideration: location; access; adjacent site uses; mix and quality of facilities;
- Analysing the market for venues, product and audiences in York to see if there is any viable niche for The Barbican. We would need to look at financial and performance reports for other venues and measure total known audiences against MOSAIC/Acorn data for potential audience catch. This will show up whether there is a market or not;
- Soft Market Testing – based on identified market opportunities to contact key leisure/entertainment operators to determine: a) their interest in the location and b) their potential interest in the property;
- To consider what lateral impact such a programme might have on other venues, particularly those supported financially by the Council elsewhere;
- To identify whether there are third sector/voluntary sector bodies in York which might form an operating trust;
- Taking on board work by the rest of the team on other uses, to identify what level of operating subsidy might be required by any operator and to propose sources for that subsidy.

Preparation of report to Council

- Preparation of the final report to include summary conclusions and recommendations and presentation of same to the Council.

2) CONFIRMATION OF AVAILABILITY

The team would be available for an inception meeting with the Council in the week commencing 2 February 2009 at a time convenient to the Project Board. Team members would also be available next week to inspect the site and buildings and to familiarise themselves in greater detail with the site's history.

I confirm that the Drivers Jonas team has the resource, capability and expertise to complete this instruction.

3) PROPOSED WORKING ARRANGEMENTS

Drivers Jonas is appointed by the Council under the Framework Agreement for the Provision of Property Related Professional Services – OJEU Ref 2006/5/219 – 235469

In order to provide value for money to the Council we would propose using the hourly fee rates agreed under that Framework, *discounted by a further c.15%*, to complete this commission.

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Executive**3rd March 2009**

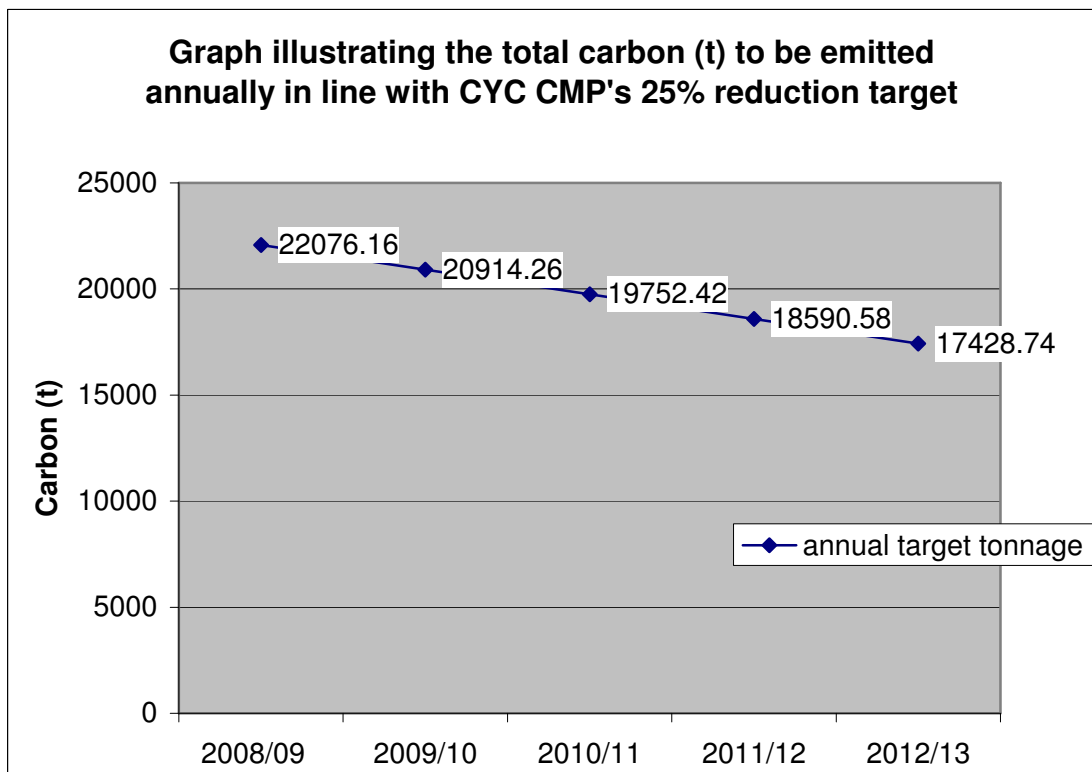
Report of the Director of City Strategy

Carbon Management Programme – Strategy & Implementation Plan Update**Summary**

1. The purpose of this report is to provide an update on the Carbon Management Programme (CMP). This document outlines completed projects and identifies future projects to be implemented. The report also outlines the forthcoming Carbon Reduction Commitment (CRC).

Background

2. In April 2007 City of York Council (CYC) was selected for the Local Authority Carbon Management Programme. This one year programme, run by the Carbon Trust, created the City of York Carbon Management Programme Strategy and Implementation Plan (CMP SIP) which was presented and approved by the Executive in April 2008 and set the target '*The City of York Council will reduce its CO₂ emissions by 25% on 2006/07 baseline by 2013*' (excluding housing). Over the CMP SIP five-year period, CYC will need to save approximately 5800 tonnes of carbon (this equates to approximately 1160 tonnes of carbon per annum being saved).
3. The graph below projects this reduction and plots linear savings to illustrate the annual carbon emissions needed in order to reach the CMP's 2013 target. Members should note it is not envisaged that such tonnage will be saved annually, but over the course of the five-year period, with major tonnage savings occurring towards the mid/end of the five-year period.



4. The Strategy and Implementation Plan approved is attached as Annex A.

Current Position

5. Since implementation in April 2008 four projects have been successfully completed and have saved approximately 380 tonnes of carbon. A further six projects saving approximately 1374 tonnes are likely to be completed in 2009/10.

Completed CMP SIP projects:

	Project	Updated Progress	CO₂ Savings (tonnes)
1	EcoDepot	Complete	25
2	Yearsley Pool	Complete	230
3	Recycling of waste in schools	Complete	111
4	Renewable energy in bollard trials	Complete	14

Total	380
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2009/10 CMP Existing Projects:

	Project	CO₂ Savings (tonnes)	Original timesca le for complet ion	Updated Progress
1	Integrated transport	70	Oct 2010	Ongoing and progressing well.
2	York High & Oaklands Sports Centre	904	Autumn 2009	York High is complete with a fully operational biomass boiler. The swimming pool is scheduled to be completed in the Autumn. Detailed CO ₂ savings will be available after June 2009.
3	Joseph Rowntree new build	250	Feb 2010	This project is on course and a 250 kw biomass boiler is to be installed.
4	Office recycling	150	Winter 2009	This scheme provided recycling collections to the council's main administrative buildings (This was completed in 2008 and some subsequent development of the collections has lead to expansion to several other offices. Some further offices will be rollout to in 2009, to complete the roll out to all council buildings (including libraries)
5	Renewable energy in bollard trials	TBC	TBC	Further renewable energy trials in bollards will continue to be piloted. A Sustainable Lighting Strategy Is currently being written. More information will be available later in the year on this and potential schemes that will feed into this CMP.

6	Efficiency of streetlights trial	TBC	TBC	There are a number of trials on going across the city reducing CO ₂ emissions. More information will be available later in the year on this and potential schemes that will feed into this CMP. A Sustainable Lighting Strategy is also currently being written.
	Total	1374		

6. It is anticipated that from 2008 – 2010 the CMP will have saved approximately 1754 tonnes of carbon (including savings from council owned buildings including schools, street lighting, fleet transport, in work staff travel, and council organisational waste). An additional 740 tonnes will also be saved once a bid to Salix (see section 11) is approved and the projects implemented. Therefore approximately 2494 tonnes of carbon are anticipated to be saved by the end of 2010 against the target of 5800 tonnes.
7. CYC will still need to save a further 3306 tonnes of carbon by 2013 in order to reach its target. Based on the expected tonnage summarised above in section 6, the CMP programme will, once all of the schemes are implemented, be just under half way to achieving the 5800 tonnes of carbon saving required.
8. Further additional savings will be made through outstanding significant schemes yet to implemented but identified in the CMP SIP and through work identified in sections 11 – 16 of this report. Approximately 800 additional tonnes of carbon are anticipated to be saved through the Admin Accommodation review and new council headquarters (see page 35 of Annex A). This project will play a significant role in assisting CYC to reach the 2013 target. Similarly, a council-wide staff behavioural change and monitoring scheme (see page 45 of annex A for full details) and turning the heating down to 19 degrees Celsius (see page 47 of Annex A) if implemented could potentially save 940 tonnes of carbon if carried out across the whole of CYC (see section 15 for additional information on this project)
9. The table below illustrates how the CMP SIP identified projects above can potentially ensure that CYC is a substantial way to achieving the 25% reduction by 2013.

Project	CO ₂ Savings (tonnes)	Proposed Timescale
Completed projects to date - see section 5 above	380	2008/09

On-going projects to be completed by/early 2010	1374	Spring 2010
Future Salix/CYC funded projects	740	Autumn 2010
A staff behavioural change and monitoring scheme and turning the heating down to 19 degrees Celsius in CYC buildings (including Policy to support this)	940	TBC * subject to full funding.
Admin Accommodation	800	TBC
TOTAL	4234	

10. The following sections of this report details actions being taken to ensure the council reaches its 2013 target and includes key areas of work to investigate in order to meet the full 5800 tonne reduction requirement. Full forecasted carbon savings and a project plan and timetable for implementation will be provided to the Executive once the first year of data is confirmed. Data on the actual savings made in 2008/09 will be available from June 2009.

Additional CMP related work carried out

11. A bid for £250,000 will be made to Salix (a publicly funded company set up to accelerate energy efficient technologies through invest to save schemes) for SIP projects that deliver both CO₂ and revenue benefits and offer long term CO₂ savings. If successful, Salix will part fund the projects identified in Annex B (please note that a successful CYC capital allocation will match fund this bid to the value of £250,000). Therefore the CMP will have £500,000 to implement schemes and jump-start investment in new projects as a result of the savings. Annex B details the projects to be funded and a summary of the technology to be used. Once installed such projects will save approximately 740 tonnes of carbon a year.
12. The CMP Core team (made up of officers from across the council) will continue to meet, investigate and progress existing CMP schemes. So as to continue the progress of the CMP, this Core team will also investigate new projects. The team plan to meet every 2 months and will hold themed workshops to address specific areas of work. Key themes to be addressed in 2009 will include looking at future projects to reduce emissions from street lighting, schools, CYC housing stock, transport, waste, procurement and IT.

13. To date the CMP work has centred on buildings (non-school) due to difficulties in finding schemes that deliver both CO₂ and revenue benefits and that are within CYC/Salix funding envelope. Specific issues associated to street lighting and schools are detailed below:

- Street lighting – To date only trials in the city have commenced due to high capital costs of city-wide improvement programmes, non-compliance with potential external funding streams such as Salix, long pay back periods (usually over 5 years) and relatively low carbon savings (based on the levels of investment). However, at the time of writing this report additional funding has been recommended in the Executive's budget proposal for 2009/10 to support this work. The Executive recommend for approval an advance from CYC's Venture Fund of £100,000 in 2009/10 and £200,000 in 2010/11. Further details on this programme will follow in subsequent Executive update reports and will reduce both revenue costs and CO₂ emissions for CYC.

- Schools – School projects will save substantial carbon but in order to use Salix funding and start the invest to save financing system, any financial savings made from the energy efficient installations in schools needs to be returned to the central ring fenced Salix fund. Schools budgets are funded via a ring fenced grant called the Direct Schools Grant (DSG) and as such schools are not allowed to give funding to other parts of the council. Therefore any revenue savings that occur in a school as part of the carbon reduction programme would not be allowed to be given back to the Salix fund. To date this has prevented the CMP pursuing such options. However there is a mechanism that exists whereby a school could be considered to have been granted a loan from the Salix fund to invest in new energy efficient facilities and then 'repay' this loan back to council, which could then be used to top back up the Salix fund. The terms and conditions of each 'loan' would have to be agreed individually with each school. The CMP Board endeavors to set this up so as to ensure schools can be a large part of the CMP in the future.

14. The CMP team will also look at ways to include additional projects carried out across CYC that at present do not feed into CMP but are reducing carbon emissions (directly and indirectly). For example – under the current fleet replacement programme approximately 30 cars have been replaced during the past 12 months. If those cars average 6000 miles per annum, they will emit 151.68 tonnes less CO₂ than that of the previous 30 cars. An inventory will be created by the proposed Data Analyst to record other CYC projects and potential and actual CO₂ savings.

15. Other areas of work will include piloting staff behavioural and smart monitoring schemes for buildings across CYC (as identified in the SIP – project 9). At the time of writing this report £20,000 has been recommended in the Executive's budget proposal for 2009/10 to support this work. Such work will ensure that building occupiers receive bespoke advice, training and information on energy conservation and that reduction targets are set and monitored to show energy, CO₂ and revenue savings. The £20,000 of proposed funding for this scheme will potentially save 240 tonnes of carbon against the 940 tonnes potential identified in the CMP SIP.
16. Since approving the CMP SIP, a revised structure for the management of CMP has been created. A sustainable energy team will coordinate the CMP with a revised Assistant Sustainability Officer acting as Project Manager (this position is currently vacant and is funded through City Strategy), and the Energy Manger (already in post and funded through Property) acting as Project Implementation Officer. A Data Analyst post will be created to support both officers with essential baseline emissions data for CYC and each of its directorates. This post will be funded through Salix. The recruitment of the revised Assistant Sustainability Officer and Data Analyst positions will be completed with both officers in post by June 2009.

Housing

17. As detailed in the original CMP SIP, CYC's housing stock accounts for approximately 34,500 tonnes of CO₂. The CMP SIP's 25% target by 2013 excludes CYC housing stock, however, key schemes are included in CMP SIP with a separate target to reduce carbon emissions from housing stock by 25% by 2020.

The projects below are committed on the Housing Capital Programme and arise from the commitment to meet the Decent Homes Standard by 2010 and are included in CMP SIP but not in the 2013 target. Good progress is being made to complete these projects on time. To date work has had to centre on achieving the statutory Decent Homes Standard. Work through the CMP Core Team (made up of officers from across the council) will be carried out in 2009 to further developments and seek additional carbon saving projects in this area.

Key work to date includes:

- 6884 homes fitted with double glazed windows
- The fitting of class A boilers as standard and 100% efficient electric fires in CYC housing stock
- See below for existing CMP SIP projects:

Project		Lead Officer	CO ₂ Savings (tonnes)	Original timescale for completion	Updated Progress
H1	Loft insulation DHP	Mark Grandfield	211	08/09	Ongoing and making good progress.
H2	Replacement boilers TC & DHP	Mark Grandfield	2,926	2010/11	Ongoing and making good progress.
H3	Render 11 blocks of flats DHP	Mark Grandfield	83	2010/11	Ongoing and making good progress.
Total			3,220		

Future planned Housing related projects:

- Approximately 1600 homes with substandard insulation will be surveyed and top up loft insulation installed
- Trialing of renewable heat sources to a number of homes as a pilot scheme
- Work through the CMP Core Team will be carried out in 2009 to further developments and seek additional carbon saving projects in this area.

18. At the time of writing this report an additional 2009/10 budget proposal of £100,000 has been recommended by the Executive to fund a programme aimed at improving energy conservation standards in homes in the City.

Additional issues

19. The following section of this report highlights the Carbon Reduction Commitment (CRC) which is a new legally binding climate change and energy saving scheme that will compliment the CMP and include CYC. The CRC will cover large business and public sector organisations, and will have a significant impact on reducing CYC's and the UK's carbon dioxide emissions.
20. The CRC will be a mandatory carbon emissions trading scheme and is introduced through the Energy Act 2008. Under CRC all organisations will be issued annual carbon budgets, and will have to meet these reduced budgets or buy additional allowances for the excess emissions. CRC is similar to the Landfill Allowance Trading Scheme (LATS). Please see Annex C – briefing note on CRC for further details.

21. From 2010 - 2013 the CRC will require CYC to pay annually for approximately £264,000 worth of carbon allowances (or £792,000 over the first three years). This money will be repaid to CYC annually through a recycling scheme with +/- financial penalties/bonuses based on actual performance (approximately +/- 10% of the carbon budget i.e. £26,400 annually). Should CYC exceed its carbon budget there would also be a financial cost for purchasing additional carbon allowances.
22. CYC will need to incorporate into the CMP, from 2011, annual carbon trading strategies in order to deal with CRC efficiently. Effective carbon saving schemes and accurate carbon forecasting will also be vital to ensure the council remains within its carbon budget. A dedicated team across the council including energy, sustainability, finance and legal officers will be set up. DEFRA recommend that a management commitment of 57 person days per year will be needed to undertake primary activities of the scheme.
23. To better prepare for the CRC, CYC are enrolled in a one year, virtual trading scheme that mimics the CRC. Carbon Action Yorkshire is providing large businesses and public sector organisations across the region the opportunity to experience a completely free of charge simulation of carbon trading in a risk free environment. To this end CYC have joined this scheme and have committed to learning how to carbon trade as an authority (of which CMP will play a pivot role).
24. To date a team including energy, finance and sustainability officers have met to implement this pilot and to manage it for its duration (1 year). A full report on this will be provided to the Executive by May 2010.
25. The new CRC team will report by October 2009 on a full proposal to manage CRC for CYC. The Data Analyst will play a vital role in collating and managing the data required for this mandatory scheme, and including the collation of detailed carbon emissions per directorate.

Consultation

26. The Executive approved the Carbon Management Programme Strategy and Implementation Plan in April 2008. This progress paper has been created by the senior officer/members of Carbon Management Board with the officer led CMP Core team, including representatives from each directorate, providing essential progress on the CMP schemes.

Options

27. This is a progress report and for information only.

28. A detailed progress report with predicted carbon forecasts will be provided to the Executive in October 2009.
29. A detailed report on managing and implementing the CRC will be submitted by October 2009 for approval by the Executive.
30. Failure to prepare for CRC is detailed in sections 38 – 42 and is not an option as it is statutory scheme.

Analysis

31. This is a report on progress only and to prepare CYC for CRC.
32. All carbon savings in this report are approximates at present. Data from council activities will be available from June 2009 and will be reported under National Indicator 185 and in an annual monitoring CMP report. Additional information, excluded from NI 185 (Housing and Waste) will also feed into the annual monitoring report that will be compiled for CMP.

Corporate Priorities

- The CMP meets the following corporate and partnership objectives.
- ‘Without Walls’ – the Sustainable Community Strategy which provides the sustainable framework for York;
- ‘Environmental Sustainability Strategy and Action Plan towards a Climate Change Strategy for the City’ - *The City of York Council will reduce its CO₂ emissions by 25% on 2006/07 baseline by 2013*.
- Corporate Direction Statement – *“We will seek to place environmental sustainability at the heart of everything we do”*
- Corporate Improvement Priority – *“Reduce the greenhouse gas emissions from council activities and encourage, empower and promote others to do the same”*
- Corporate Value Statement – *“Encouraging Improvement in everything we do”*

Implications

33. Financial – A budget of £250,000 was approved for inclusion in the 2008/09 capital programme to spend on carbon reduction projects. As outlined above Salix will also match fund this to create a combined budget of 500,000 to implement CMP schemes in 2009/10.
34. Many projects which save carbon dioxide emissions also save money because of reduced energy bills (gas, electricity and fuel). Revenue

savings achieved as a result of a project funded from the carbon capital programme will be returned to the carbon fund so that they can be spent on future carbon reduction projects. This mechanism is a requirement of an application for Salix funding. A majority of the carbon reduction schemes also result in energy savings. Therefore an element of the carbon reduction programme can be self-financing.

35. Human Resources: - One new posts will be created: a Data Analyst. The job description of the currently vacant post of Assistant Sustainability Officer has been rewritten to account for their project management role in the CMP. Salix will fund the other post.
36. Equalities, Legal, Crime and Disorder: Legal will be consulted on CRC and where necessary will form part of the team implementing CRC.
37. Property and IT – N/A

Risk Management

38. Failure to meet carbon emission targets may result in the council being financially penalised under the Carbon Trading Scheme (including the Carbon Reduction Commitment (CRC)).
39. Failure to achieve reductions in energy use could result in further financial pressures for the council in a volatile energy market.
40. Failure to coordinate our approach to sustainability may result in a reduced level of performance in pursuit of the council's priorities.
41. To the image and reputation of the council.
42. A risk and issues log has been started and is at section 7.4 of the CMP SIP.

Recommendations

43. Members are asked to note the good progress that has been made to date.
44. Reason: To be aware of the coordinated approach CYC is taking and will continue to take in order to manage carbon emissions from council activities and ensure the 2013 target is met on time.
45. Members are asked to note that a full progress report, with forecasted potential carbon savings over the remaining 4 years, project plans and timetables for implementation will be supplied to the Executive once a full year of energy data is available.
46. Reason: To be fully aware of the coordinated approach CYC is taking and will continue to take in order to manage carbon emissions from council activities and ensure the 2013 target is met on time.

47. Members are asked to note the creation of a CRC internal officer group who will investigate CRC and create a proposal for managing it by October 2009.
48. Reason: To ensure CYC is prepared for CRC when it is implemented in 2010.

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Wards Affected: All

Report Approved **Date**

For further information please contact the author of the report

Background Papers

Report to and minutes of Executive 22 April 2008 –
Carbon Management Programme – Strategy & Implementation Plan

Annex:

- A – CMP strategy and Implementation Plan April 2008
- B - Salix funded Projects
- C – Briefing Note – CRC



Local Authority Carbon Management Programme

City of York Council

Strategy and Implementation Plan (SIP)

DRAFT

Date: 9 April 2008

Version number: 7

Owner: Mike Slater

Approval:



Foreword from the Carbon Trust

Cutting carbon emissions as part of the fight against climate change should be a key priority for local authorities - it's all about getting your own house in order and leading by example. The UK government has identified the local authority sector as key to delivering carbon reduction across the UK in line with its Kyoto commitments and the Local Authority Carbon Management programme is designed in response to this. It assists councils in saving money on energy and putting it to good use in other areas, whilst making a positive contribution to the environment by lowering their carbon emissions.

City of York Council was selected in 2007, amidst strong competition, to take part in this ambitious programme. City of York Council partnered with the Carbon Trust on this programme in order to realise vast carbon and cost savings. This Carbon Strategy and Reduction Plan commits the council to a target of reducing CO₂ by 25 % by 2013 and underpins potential financial savings to the council of around £1 million.

There are those that can and those that do. Local authorities can contribute significantly to reducing CO₂ emissions. The Carbon Trust is very proud to support City of York Council in their ongoing implementation of carbon management.

A handwritten signature in black ink, appearing to read "Richard Rugg".

Richard Rugg
Head of Public Sector, Carbon Trust



Foreword from City of York Council

The Council has adopted as one of its corporate priorities a commitment to reduce the environmental impact of our activities. We became involved in the Local Authority Carbon Management Programme because of the great importance in reducing our carbon dioxide emissions, which in turn will contribute to reducing our impact on climate change. We are pleased to present this Strategy and Implementation Plan which sets out how City of York Council will reduce its carbon dioxide emissions over the coming years.

The potentially catastrophic consequences of global warming are a cause for action and we have set ourselves a challenging target to reduce our corporate carbon dioxide emissions by 25 % over the next 5 years on all our non-housing activities. This is only a short-term target and in the years that follow we intend to reduce our carbon footprint further. The target to reduce the carbon emissions from our housing stock presents different challenges. It is recognised that more work needs to be done before a specific target is set later in 2008.

We recognise that reducing our carbon footprint is something on which the Council should set an example to others in the city. We hope that this strong lead will encourage other employers, organisations, and individuals within the city to follow.

Stephen Galloway
Leader
City of York Council

Bill McCarthy
Chief Executive
City of York Council

Andrew Waller
Executive Member
Neighbourhood Services

Bill Woolley
Director for City Strategy
Carbon Champion



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Approvals

This Strategy and Implementation Plan is to be presented to the Executive on 22 April for approval.



Management summary

Over the financial year 2007/08 City of York Council has taken part in the Carbon Management Programme run by the Carbon Trust. This Strategy & Implementation Plan is the culmination of the past year's work. It proposes targets on carbon reduction, some of the projects to be carried out and the changes in management structure which will be needed in order to meet the targets.

This strategy is a key action within the Environmental Sustainability Strategy and forms part of the corporate strategy to "seek to place environmental sustainability at the heart of everything we do and to reduce the environmental impact of council activities and encourage, empower and promote others to do the same."

We have measured the baseline of our emissions for the financial year 2006/07. This stands at a little over 23,000 tonnes of CO₂ per year arising from our own activities (council owned buildings including schools, street lighting, fleet transport, in work staff travel, and council organisational waste). An additional 34,500 tonnes is estimated to come from the housing stock.

The targets we have set ourselves are to reduce the carbon dioxide emissions arising directly from City Council activities by 25 % of this baseline by the end of March 2013, and to reduce the emissions from the council housing stock with a specific target for this to be determined in 2008 after further work has been undertaken.

A list of potential projects which will target reducing carbon emissions has been drawn up. These include some existing projects, and some new work aimed at improving building energy efficiency, reducing waste and changing behaviour. A fund has been established to pay for these and other projects. The fund has been started with £250,000 from the capital programme, but additional funding will be required over the next five years in order to meet the targets. Predicted financial savings from the proposed projects are over £1 million.

If no action is taken, the carbon emissions resulting from City Council activities would be expected to continue to rise, adding to global warming and costing more in terms of increased energy and fuel bills.

As part of the Carbon Management Programme a senior officer/member Carbon Board has been established. The Board will continue to oversee the management of the programme and a Carbon Manager will be appointed to manager the project on a day to day basis. A data analyst will work on providing the background information to monitor our progress against targets.

The progress against the targets will be monitored at Corporate Management Team.



1 Introduction

City of York Council joined the Carbon Trust's Local Authority Carbon Management Programme in April 2007. This programme provides technical and change management support to help local authorities realise carbon emissions savings. The aim is to reduce emissions under the direct control of councils, whether caused by energy use in buildings, street lighting or vehicle fleets.

To date 143 local authorities have been involved in the Carbon Management Programme since 2003/04. City of York Council joined phase 5 of the programme in 2007/08 with 44 other local authorities. Average savings achieved over the first four phases of the scheme equate to 5,800 tonnes of CO₂ and £430,000 per authority per year. York aims to be saving 5,810 tonnes CO₂ and has so far identified projects which could save £263,000 per annum by 2013.

The Carbon Trust programme lasts a year, during which time consultants are available to assist with running workshops and to give advice and support. A framework of a five-step process leads to writing a Strategy and Implementation Plan (this document) which sets out the route to achieving the target reductions over the following five years.

This Strategy and Implementation Plan (SIP) will be seeking approval from the Executive in April 2008. It covers a five year action plan over the period April 2008 to April 2013, during which time the target is to achieve a 25% reduction in City of York Council's CO₂ emissions on all our non-housing activities. The target for reduction in the emissions attributable to the housing stock will be set after further work has been undertaken.



2 Carbon Management strategy

2.1 Context and drivers

There are a number of existing national and local activities and policies which set the background to reduction of carbon dioxide emissions and sustainability. This Strategy & Implementation Plan takes these policies on carbon reduction at City of York Council forward with direction and targets.

National:

- Climate Change Bill: Targets to reduce CO₂ emissions by 60% by 2050
- Energy White Paper: Set up of the Carbon Reduction Commitment (CRC), a carbon trading scheme for all large public and private sector organisations, which will commence in 2010
- The new Local Performance Framework: Targets to reduce emissions from council activities and the community as a whole.

City of York:

- Sustainable Community Strategy: Targets to reduce the ecological footprint of York to 3.5 ha per person by 2030 from 6.98 ha per person now.
- LSP led Climate Change Strategy for the City: Working with each partnership to identify actions towards meeting the national carbon reduction targets.

City of York Council

- Corporate Strategy 2007 – 2011: “Seek to place environmental sustainability at the heart of everything we do. Reduce the environmental impact of council activities and encourage, empower and promote others to do the same.”
- Environmental Sustainability Strategy: Providing a co-ordinated framework for environmental improvements within the council
- Environmental Policy & Environmental Management System: This policy and EMS which is under development is the mechanism by which environmental improvements will be monitored, measured and improved.
- Council wide policy framework including development of:
 - Energy and Water Management Policy
 - Sustainability in Design and Construction Policy
 - Sustainable Procurement Policy
 - Joint Municipal Waste Strategy – “Let’s Talk Less Rubbish”

It is recognised that human activity has increased the level of carbon dioxide and other greenhouse gases in the atmosphere and that global temperatures are increasing. The 2006 “Stern Review: The Economics of Climate Change” states that the concentration of CO₂ and equivalents of other greenhouse gases are rising at an average of 2.3 ppm per year. Stern estimates that the average global temperature has increased by 0.7 °C over the last 100 years and is now rising at an increasing rate of

Annex A

**Local Authority Carbon Management Programme
Strategy & Implementation Plan**


0.2 °C per decade. International agreement was reached at the Kyoto summit in 1997 to reduce the level of greenhouse gases in the atmosphere.

The UK committed to reducing CO₂ by 12.5 % over 1990 levels by 2008 – 12. The 2003 Government White Paper “*Our Energy Future: Creating a Low Carbon Economy*” had as one of its four main goals:

“To put ourselves on the path to cut the UK’s carbon dioxide emissions by some 60% by about 2050 with real progress by 2020.”

The 2007 Energy White Paper further strengthened this goal, with the announcement of the Climate Change Bill. One of the measures included in this bill is to introduce the carbon reduction commitment (CRC), which will enable the Government to charge local authorities, who are responsible for carbon emissions over a threshold value, a levy for every tonne of CO₂ emitted.

The commitment to reduce greenhouse gas emissions from council activities is a priority action for City of York Council. This builds on existing commitments of the council to reduce its ecological footprint within the Community Strategy, and in 2005 signing up to the Nottingham Declaration on Climate Change. The Council’s commitment within its Corporate Strategy to reduce greenhouse gases from its own operations underpins the Council’s leadership role in developing a city wide Climate Change Strategy through the Local Strategic Partnership.

The Council is already doing much to support sustainability. Significant projects such as the PV energy generation and exemplar design and construction at the EcoDepot, the biomass boiler and low energy design at Danesgate School and the proposed sustainable build and energy generation for the new council administration building at Hungate are all examples of new buildings making significant carbon savings. The Environmental Sustainability Strategy, agreed by Executive in September 2007, provides the framework and action plan for a measured, managed and co-ordinated set of actions to improve our environmental performance by reducing our most significant environmental impacts.

Sustainable options are given priority on all school projects where replacement heating systems are required, as demonstrated by the new York High School.

This Carbon Management Programme is the action we are taking to reduce the carbon emissions of the council.



2.2 Vision

To reduce the greenhouse gas emissions from council activities and encourage, empower and promote others to do the same.

2.3 Objectives and targets

- To reduce the Council's carbon emissions from its own activities by 25% by 2013
- To reduce the carbon emissions from the Council's housing stock by 25 % by 2020
- As a consequence of the cost savings from the above, to reinvest to produce further carbon savings
- To embed carbon management into corporate policy and management practice
- To capture opportunities for using low carbon technologies and practices
- To support implementation of the Council's corporate strategy by reducing greenhouse gas emissions,
- To raise awareness and understanding of Climate Change amongst staff and Members and involve them in identifying and implementing Carbon Management actions
- To lead by example and encourage community partners, business and public to reduce carbon emissions
- To contribute to the Sustainable Community Strategy target to stabilise and reduce the Ecological Footprint of the City.

2.4 Strategy

The Carbon Management Programme will seek emissions reductions in the following areas:

- Council owned building portfolio
- Schools
- Street lighting
- Council fleet transport
- In work council travel
- Council's organisational waste
- Social housing

Offsetting of carbon emissions by, for example, planting trees or paying for carbon reduction measures elsewhere in the World will not be part of the strategy. City of York Council sees that it is important to reduce the carbon emissions from its own activities as much as possible, and not to rely on other organisations to do it on our behalf.

Similarly, we will not count any purchase of energy generated from renewable sources towards the 25 % target set out in this strategy. Only power generated from renewable energy plant owned and operated by the City Council will count towards our carbon reduction target.

Annex A

**Local Authority Carbon Management Programme
Strategy & Implementation Plan**



The Council will support the implementation of the Carbon Management Programme as a key action within the recently approved Environmental Sustainability Strategy. Additional policies supporting the implementation of this programme include:

- Energy and water policy
- Sustainability in design
- Street lighting strategy
- Joint Municipal Waste Strategy
- Travel plan

The council has established a corporate member/officer Carbon Board to give strategic co-ordination and implement an eligibility criteria by which to allocate funding to carbon reduction programmes.

The council has established a corporate fund to support carbon reduction activities. It is intended this fund will be a combination of capital, prudential borrowing and external grants. It will be administered through the corporate Carbon Board.

Communication of progress will be through regular reports to Executive, and Directors will report quarterly to CMT on an item on carbon targets that will be added to the Corporate Dashboard.

Communication to staff will be through regular awareness raising programmes, in addition to the activities of staff across the council.

3 Emissions baseline and projections

3.1 Scope

The baseline measures the CO₂ emissions from the following areas of council activity:

- Council owned building portfolio
- Schools
- Street lighting
- Council fleet transport
- In work council travel
- Council's organisational waste
- Social housing

The information from household waste was captured however not included within the baseline activity. The reduction in CO₂ emissions from household waste is being managed through the Joint Municipal Waste Strategy – “Let's Talk Less Rubbish”.

3.2 Baseline

The baseline of City of York Council is estimated at approximately 57,800 tonnes of CO₂ (23,238 from the Council's activities and 34,545 from the housing stock). The financial year 2006/07 was used as the year for which the baseline has been calculated because it is the last full year for which figures are available. These emissions have been collated from a variety of known and estimated sources.

Gathering the information has not been easy, given the current disparate monitoring systems at City of York Council, for example, many gas and electric bills have been estimated. However, the baseline gives the most accurate estimate possible at present. As carbon management progresses, data gathering will improve and the baseline in future years will be known with more certainty. This is a recognised risk which will be included in the risk log for the project.

More detailed information about where the baseline data has come from and how it was calculated is contained in Appendix A.

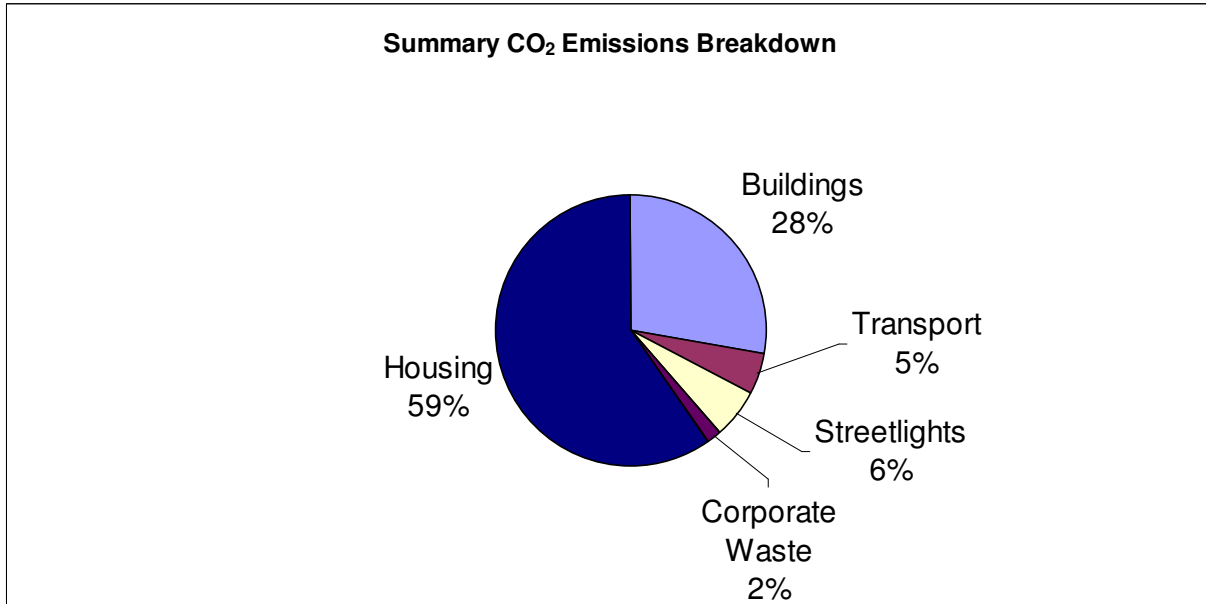
	Buildings	Streetlighting	Transport	Corporate waste	Total
CO ₂ emissions (tonnes)	16,146	3,267	2,845	980	23,238
Proportion (%)	70	14	12	4	100
Energy costs (£,000)	1,307	375	1145	53	2,880
Proportion (%)	45	13	40	2	100

Table A. The 2006/07 baseline showing proportion of CO₂ and costs from different sources. Details of the source of these costs and emissions are contained in Appendix A.

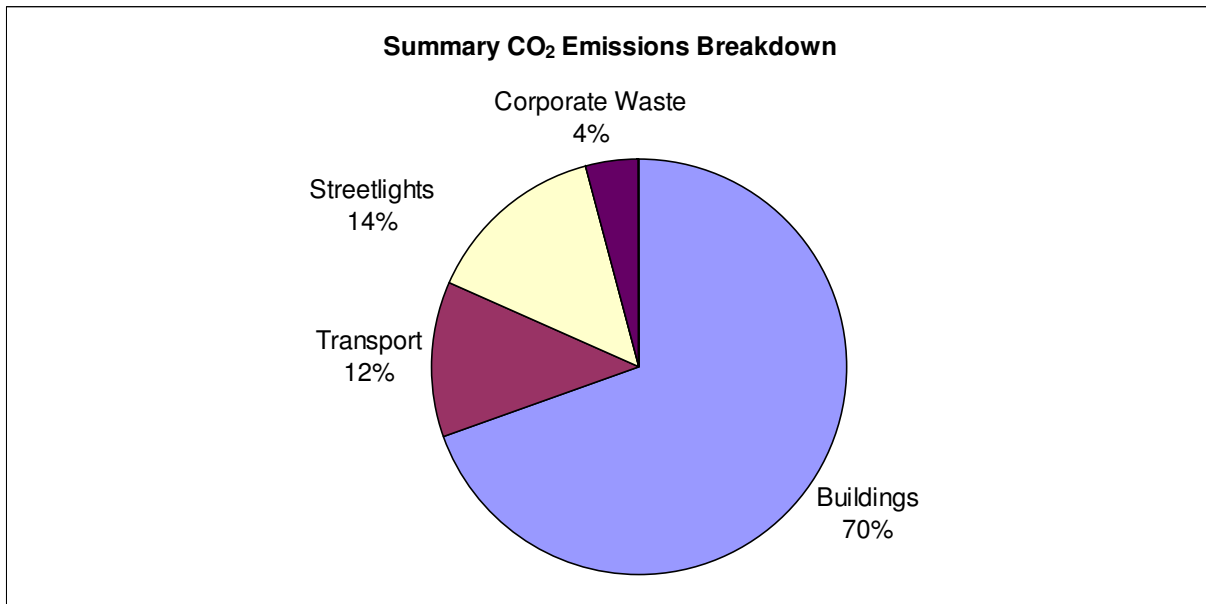
It is estimated that the Council housing stock emits 34,545 tonnes of CO₂ per year. This is significantly more than the 23,238 tonnes for which the Council is directly



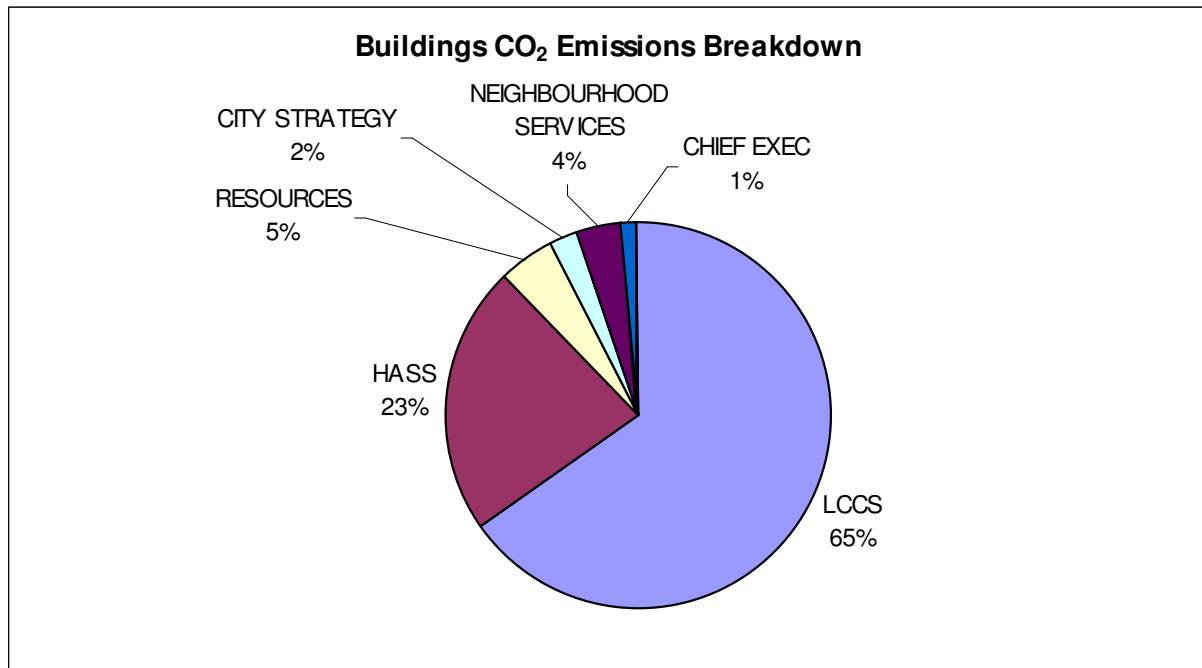
responsible from its own activities. The financial saving from any improvements to the insulation or energy performance of a dwelling results in an improved environment and reduced bills for our tenants, and no financial saving for reinvestment by the City Council. Whilst this makes the financing of Housing projects more difficult, working in partnership with other agencies will mean that a 25 % reduction by 2020 is achievable.



Pie chart 1. CO₂ emissions including housing



Pie chart 2. CO₂ emissions excluding housing



Pie chart 3. showing the CO₂ emissions for buildings by Directorate

3.3 Projections

The baseline represents a snapshot in time, and it is not known whether there is a trend in energy use at CYC. Many external organisations not actively trying to reduce their emissions are increasing the amount of energy used. DTI (now BERR) data suggests that, without taking action, gas electricity and fuel oil use will increase at an average of 0.7 % per year, and that fuel for transport use will increase at a rate of between 1.7 and 1.9 %.

Costs of electricity, gas and vehicle fuel are increasing at a rate higher than inflation. On average over the last 5 years electricity and gas prices have increased at a rate of 3.5 % pa and vehicle fuels have increased at a rate of 5 % pa. The Climate Change Levy (CCL) will increase gas, electricity and fuel oil prices by 2 % pa from 2010.

Business as usual (BAU) will mean significant increases in costs and CO₂ emissions. The following table shows the predicted increases in CO₂ emissions if no improvements or investment is implemented:

Year	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Emissions (tonnes CO ₂)	23,238	23,432	23,628	23,826	24,026	24,227	24,431

Table B. Potential increases in emissions if no action is taken

City of York Council is already reducing its carbon footprint through projects that have already been implemented or are underway. For example, the new EcoDepot which opened in December 2006, York High School due for completion in 2009 and Hungate due for completion in 2010. These projects will all save significant amounts of CO₂

emissions and reduce energy consumption. They all also include some form of renewable energy generation.

If CYC saves the target of 25 % of CO₂ emissions, then using the Carbon Trust's calculation method by 2013 there will be substantial financial savings.

3.4 Past actions and achievements

In December 2006 Neighbourhood Services moved from the old depot on Foss Islands Road to its new purpose built EcoDepot. The new EcoOffice which achieved a BREEAM rating of "very good" is to a high environmental specification: it includes locally sourced straw bails, traditional lime plaster and a photovoltaic array with an output of 50 kWp. In the first full year of operation this array has generated 43,000 kWh of electric power for the new depot. A 15 kW wind turbine is planned for the site. This will further reduce the requirement for electricity generated by fossil fuels.

In the first nine months of operation the new depot has saved 36,000 kWh of electricity over that used on the old site. This is partly due to the new pv panels and is an equivalent of 16 tonnes of CO₂ and has saved the council £1,800. The new depot has also saved an estimated 50,000 kWh of gas over the old site, equivalent to 9 tonnes CO₂.

Several other building projects are committed which will save large amounts of CO₂ over the existing buildings. These include the new York High School which is a merger of Oaklands and Lowfields schools and the new swimming pool at Oaklands Sports Centre, which will replace Edmund Wilson Swimming Pool. The new swimming pool is to get a proportion of its heat from a large array of solar thermal collectors on its roof. These are expected to generate 82,000 kWh of heat, saving 15.6 tonnes of CO₂ and £820 per year.

The new office at Hungate will provide office space for the large majority of office based Council staff who are currently dispersed around the city in 16 different buildings. The design brief for the new office is that it should reach a rating of at least BREEAM "very good", with a desire for it to achieve the "excellent" rating. It will incorporate some on-site renewable energy generation. The exact design of this is still to be finalised.

New biomass boilers have been recently installed at Acomb Library and at the Danesgate Skills Centre. The new York High School will incorporate a biomass boiler as part of the redevelopment. It is also hoped to include a biomass boiler in the replacement Joseph Rowntree School planned to be opened in spring 2010.

The recent refurbishment of Yearsley Swimming Pool which included improved insulation of the building has cut the building's heat requirement by 52%. The building is heated by steam provided by Nestlé from their chocolate factory. The reduced requirement for steam has saved an estimated 230 tonnes of CO₂ per year.

Household waste is not included in the baseline, but it is worth noting that York achieved its target of recycling 40 % of household waste at the end of the 2006/07 financial year. This is 3 years in advance of the target deadline and was achieved from

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a low base of 15 % in 2003/04 and the rate of annual increase in recycling was very high. This shows what can be done when a project is a corporate priority and is well driven. It promises well for the Carbon Management Programme which also has a tough target to achieve in a short timeframe.

In the baseline year of 2006/07 the council housing stock had an average SAP rating of 71 (SAP is the Standard Assessment Procedure which is a recognised measure of a building's energy performance). This compares well to the national average of 68 for the same year. York's SAP rating is increasing as the decent homes programme progresses due to heating systems being improved for more efficient versions and insulation levels being increased.

The Council's Travel Plan includes several initiatives designed to encourage staff to use more environmentally sustainable forms of transport both on the way to work and when at work. These include: pool bikes; pool cars; park and ride permits; schemes for loans for the purchase of cycles and bus passes, provision of cycle parking at all work places. All schools are required to write their own green travel plans.

4 Carbon Management Implementation Plan

4.1 Shortlisted actions and emission reduction opportunities

As part of the Carbon Management Programme an opportunities workshop was held on 9 October 2007. At this workshop a large number of ideas for possible projects were discussed. These were then reduced to a smaller number of projects which were priced and evaluated for their practicality. The most promising of these are listed in summary form in the tables below. These projects make a good start for the first two years of the programme, but they do not reach the 25 % target. More work will need to be done in 2008 and future years in order to identify other opportunities for CO₂ reductions. Further details of each of these projects are included in Appendix B.

The projects are divided into a number of tables showing:

- (i) projects already committed
- (ii) no-cost or low cost projects
- (iii) longer term investment projects
- (iv) projects which require further investigation
- (v) housing projects are listed separately as there is a different timeframe on this target and savings from those projects do not go into the corporate pot.

(i) Projects already committed

The following projects had already been committed before the start of the Carbon Management Programme. Whilst they contribute to CO₂ savings, this was not the primary objective in setting up the projects. The budget for all these projects has already been allocated and they will not require further funding from the carbon management budget.

	Project	Lead Officer	CO ₂ Savings (tonnes)	% saving from baseline	When by?
1	Hungate	Maria Wood	800	3.4	Dec 2010
2	Integrated transport	Steve Morton	70	0.3	Oct 2010
3	EcoDepot		25	0.1	complete
4	York High & Oaklands Sports Centre	Maggie Tansley	904	3.9	2008/09
5	Yearsley Pool	Andy Laslett	230	1.0	complete
6	Joseph Rowntree new build	Maggie Tansley	250	1.1	Feb 2010
7	Office recycling	Peter Davison	150	0.6	2008
Total			2,429	10.4	

Table C

(ii) No or low cost projects

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The following projects will not cost much to set up and have a quick payback period. They would be ideal projects to implement early on in the programme. The recycling of waste in schools will be cost neutral, so can start when the infrastructure is in place. The other two projects will need approval from the carbon board and funding from the carbon budget.

Project		Lead Officer	CO ₂ Savings (tonnes)	% saving from baseline	When by?
8	Recycling of waste in schools	Peter Davison	111	0.5	2008
9	Staff behaviour changes, energy champions, smart meters	Gary Christie/ Carbon manager	820	3.5	Subject to funding & approval 2008
10	Turn heating down to 19 ^o C in admin buildings, alter heating system time clocks	Gary Christie	120	0.5	Subject to funding & approval 2008
Total			1,051	4.5	

Table D

(iii) longer term investment projects and projects not yet committed

The following table includes promising projects that have a longer payback period and need further investigation to check that they are feasible and to see which will give the best carbon savings and quickest payback.

Project		Lead Officer	CO ₂ Savings (tonnes)	% saving from baseline	When by?
11	Extend EMS/BMS in schools	Gary Christie	204	0.9	Subject to funding & approval 2009
12	Improve insulation	Gary Christie	251	1.1	Subject to funding & approval 2009
13	Power perceptor voltage power optimisation	Gary Christie	430	1.9	Subject to funding & approval 2008
Total			885	3.9	

Table E

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(iv) projects requiring further investigation

The following projects are being trialled and may be suitable for larger scale implementation if they prove successful.

Project		Lead Officer	CO ₂ Savings (tonnes)	% saving from baseline	When by?
14	Renewable energy in bollards trial	Ricky Watson	14	0.1	2008
	Renewable energy in bollards potential		(56/yr)	(0.2/yr)	2009 - 2013
15	Efficiency of streetlights trial	Ricky Watson	0.5	0	2008
	Efficiency of streetlights potential		(24)	(0.1/yr)	2008 - 2040
16	Satellite tracking of vehicles trial	Chris Slade	10	0	2008
Total by 2013			354	(1.5)	

Table F (The trial costs are shown with potential costs in brackets if the projects are rolled out).

(v) Housing related projects showing savings on the Housing Baseline

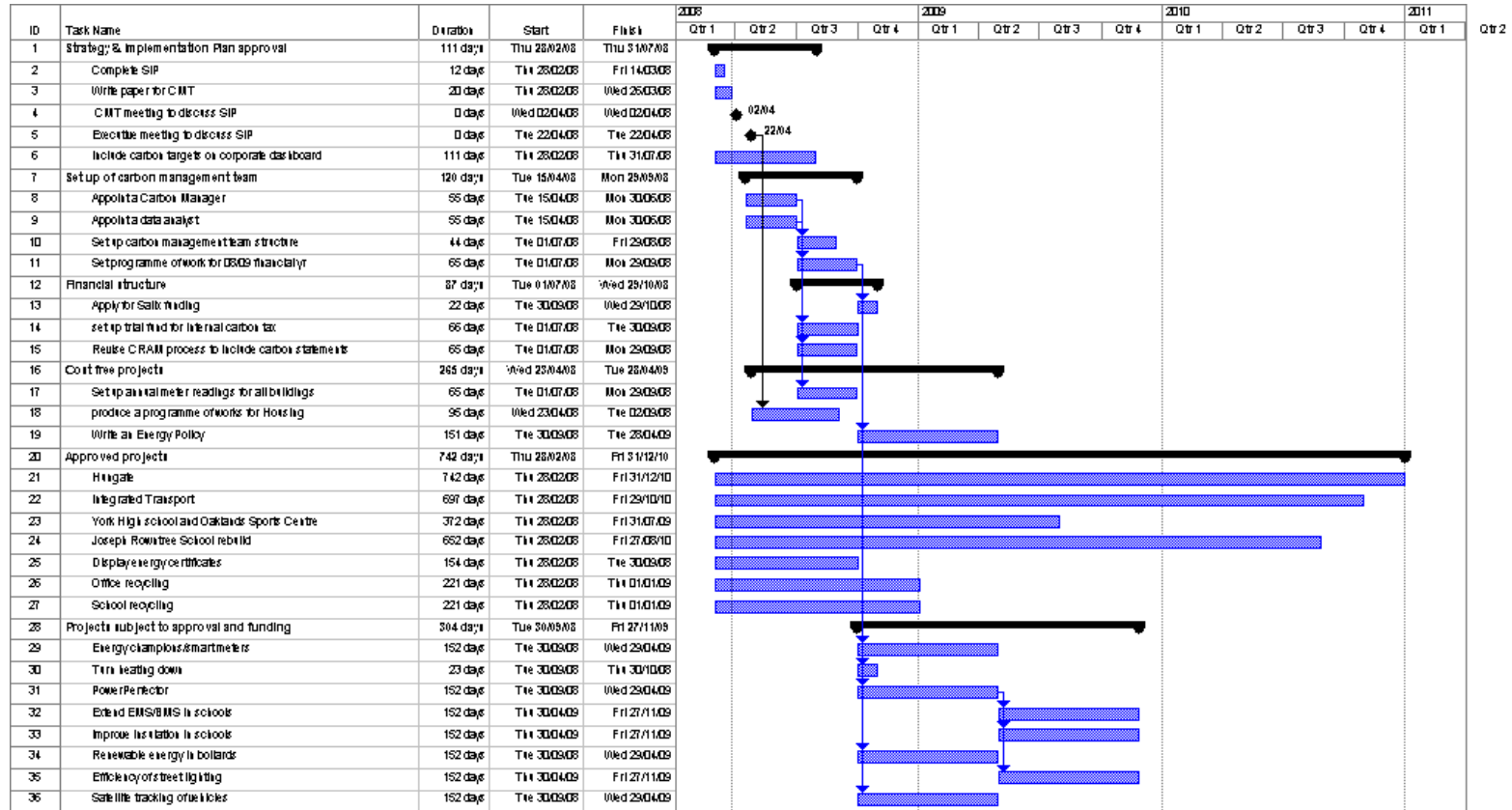
The projects below are committed on the Housing Capital Programme and arise from the commitment to meet the Decent Homes Standard by 2010. Savings from the housing baseline are separate from the savings in tables i to iv, and cannot be added.

Project		Lead Officer	CO ₂ Savings (tonnes)	% saving from Housing baseline	When by?
H1	Loft insulation DHP	Mark Grandfield	211	0.3	2008/09
H2	Replacement boilers TC & DHP	Mark Grandfield	2,926	4.2	2010/11
H3	Render 11 blocks of flats DHP	Mark Grandfield	83	0.1	2010/11
Total			3,220	4.6	

Table G



4.2 Implementation plan summary



5 Implementation Plan financing

City of York Council's current total energy bill is approximately £2.8 million. The figures below include schools, but exclude the council housing stock:

Electricity in buildings	£820 k
Gas in buildings	£451 k
heating fuel oil in buildings	£37 k
vehicle fuel	£1,145 k
electricity for street lighting	£375 k

Energy prices are predicted to increase significantly in the next few years. A conservative estimate of a 5 % increase per year would mean fuel costs rising at £150,000 per year. These potential price increases are a cause for action.

The Carbon Reduction Commitment (CRC) applies to organisations with half hourly metered electricity of greater than 6,000 MWh per year. The scheme will start in January 2010 and with the cost of the levy expected to be 2 % of the electricity bill. The details of how the costs will be charged and how it will function are not yet finalised.

5.1 Funding sources

A bid for capital funding worth £250,000 has been approved through the CRAM process. A bid will also be submitted for match funding from Salix. If both bids are successful, there will be a fund of £500,000 which will be available to be spent on carbon reduction projects. Any revenue savings from these projects will be ploughed back into the fund so that further projects can be paid for.

Salix funding is restricted to certain projects associated with buildings and street lighting. It cannot be used on projects to save vehicle fuel or on waste reduction. The Salix funding is dependent upon a commitment to recycle the revenue savings into funding future projects. Salix provide assistance in specification of projects to ensure that they are correctly priced and projected savings are realistic.

A list of projects suitable for funding will be put together. The existing carbon management programme board will continue and agree the projects which can be funded subject to EMAP and/or executive approval. Initially, priority will be given to projects which have a quick payback time and which have high carbon savings. This will enable the savings to be used to pay for further projects. As time goes on the savings will increase. The Carbon Trust has provided a spreadsheet which helps to identify the most effective projects to pursue.

On 18 December 2007 Executive approved the report "Carbon Management, energy and sustainability – funding mechanism". This report recommended that:

"all capital investment in buildings should give full consideration to the need to meet the council's targets for reducing carbon emissions, reducing the use of the energy resource and complying with best practice on all issues of design and environmental sustainability

consideration should be given to this need when making bids for financial resources to deliver projects

a financial and target business case should be prepared for all projects”

This agreed policy needs to be conveyed to all project officers who instigate and manage capital projects to ensure that it is implemented, and a section on carbon emissions should be included as part of the CRAM form to ensure that it is considered at project proposal stage.

The Carbon Manager will advise CAMG on suitability of projects and be available to advise directorates on the details they need to include in their bids.

5.2 Education funding

Subject to final approval by the Strategy for Change by Schools and others, the Primary Capital Programme will begin in April 2009. Funding of £8.3 million has been allocated for 2009 – 11. The Primary Strategy seeks to not only improve primary facilities but also remove surplus places from the system. As a result we are likely to see some reduction in overall primary school numbers with opportunities arising from new build developments to build in some carbon saving measures.

The LA's formula funding amounts to approximately £2.25million pa and in addition schools directly receive Devolved Formula Capital (DFC) of £3million pa. There is an opportunity to influence some of this expenditure. However, there are competing priorities at schools, and the main route for funding carbon reduction projects will probably be through including energy saving measures during major capital works and potentially prudential borrowing.

Funding has been approved to rebuild Joseph Rowntree School. The aspiration going into the design phase is that it will be carbon neutral. In the baseline year this building emitted 420 tonnes CO₂, so this represents a saving of 1.8% of the Council baseline (excluding Housing).



5.3 Summary of predicted costs and savings

More detailed information for each of the projects in the above tables are included in Appendix B. This includes predicted set up capital costs and revenue savings. These are approximate costs at this stage based on estimates and benchmark figures. It is clear from the project data sheets that although they represent a very good start, they do not reach the target of 25 % reduction in CO₂ for either the Council's activities or the housing stock. More projects will need to be identified and costed over the next two years to ensure that the target reductions can be achieved.

The secured funding of £250,000 on the capital programme and potential £250,000 grant from Salix will pay for some of the proposed schemes, but will not be sufficient to pay for all of the projects needed to achieve the target. This is particularly true in Housing, where significant funding will be required over the next 13 years. Future capital funding bids will need to be submitted in order to continue the investment programme and to achieve the target.

It should be made clear that the revenue cost savings shown in the project sheets are against current energy costs. Expected increases in costs arising from predicted higher than inflation rises of energy (in the form of gas, electricity and fuel) and the introduction of the carbon reduction commitment are not included. The full revenue savings (over what would have been due had no action been taken) will need to be re-invested into the carbon fund in order that further projects can continue in future years.



6 Project management and communications

6.1 Project management

Carbon Management will be project managed using the Prince2 methodology in accordance with council policy.

The council's Director of City Strategy (Bill Woolley) will adopt the role of "Carbon Champion" for City of York Council.

A new job of Carbon Manager will be created. This will be funded by reprioritising existing staff resources.

The existing Board of:

Bill Woolley - Director of City Strategy
Cllr Andrew Waller – Executive Member for Neighbourhood Services
Steve Morton - Corporate Finance Manager
Neil Hindhaugh – Assistant Director: Head of Property Services

will continue to oversee the carbon management project and provide strategic support to the Carbon Manager to ensure success of the project at a corporate level.

The Carbon Manager will manage the project on a day to day basis supported by a Project Planning Team of established and experienced technical and support staff drawn from across the council. (This will include Sustainability Officer, Property Engineer, Energy Manager, Fleet Manager, Waste Manager, Finance Manager, Data Analyst and Administrative support).

The Carbon Manager will report regularly to the Board, on progress, policy recommendations, business cases for all investment proposals, target setting and monitoring, financial monitoring etc.

Recommendations seeking policy approval and agreement to investment programmes and priorities will be considered by the Board for submission to the council's Executive for approval.

The Carbon Manager will ensure that established and appropriate groups within the council are consulted and informed of direction and progress in carbon reduction. Notably:

- The Leader's Group (4 party representation)
- The Corporate Management Team (CMT)
- The Corporate Asset Management Group (CAMG)

The Leader's Group involvement will ensure cross party consensus/involvement in the management of Carbon Reduction for City of York Council.



CMT includes the Chief Executive and Directors of the Council. Each Director will have responsibility for ensuring that consideration and action to progress carbon reduction is to the fore and embedded in all aspects of their business, and that each directorate responds effectively to corporate carbon reduction initiatives of the council.

CAMG is a cross directorate group with responsibility for the management and investment in council assets. The group will ensure that carbon reduction initiatives become embedded in all schemes and investment in council assets in a corporate, consistent and coordinated way.

Delivery of the Carbon Management Project will be by way of a Project Plan coordinated and driven by the Carbon Manager. The Project Plan will include projects, initiatives and managed workstreams clearly allocated to delivery managers from appropriate directorates and services across the council. All of whom will report progress back to the Carbon Manager and project planning team through both check point and highlight reports.

One of the workstreams will focus upon behavioural and educational initiatives for the organisation. This will be chaired by the Carbon Manager, operate as a 'Forum' and include representatives from all directorates. It will also act as a conduit for performance monitoring of carbon reduction activity across all directorates and service areas.

Directors (or an appointed Assistant Director) will be responsible for carbon reduction performance and monitoring in their respective directorates and have a working relationship with their directorate's Forum representative. They will report to the Carbon Manager and to CMT on progress against Carbon reduction targets.

To ensure the carbon management improvements are delivered and that progress is checked effectively, action and targets need to be incorporated into the council's planning and performance framework. Work has already started on this and reviewing/calculating the carbon footprint of services will become an integral part of the directorate planning guidance from August 2008 onwards. The primary intention is to review this at a directorate business planning level, but this may initially need to be developed from service plan areas upwards.

Carbon management will also be reported in corporate performance reports from August. Initially, this will be covered under progress reports for the council's '*reduce the environmental impact of council activities*' corporate priority, which gets reported quarterly to CMT and the Executive through the Corporate Performance Dashboard. However, in the future, this may need to become a regular elements of the way we report progress under 'corporate health' - which currently covers resource management, equalities and Health & Safety.

Project Planning Team officers and members of the 'Forum' will be given appropriate time and resource in order to attend meetings and carry out tasks as contributors to the carbon management project. This may need to be written into their job

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descriptions. They will be provided with training to help them in their role as and when necessary. The funding for facilities time and training will come from each person's directorate.

A new post of data analyst will be needed in order to assist with collating information on what revenue savings have been made and how each Directorate is doing against their targets for carbon reduction. Administrative support will also be required.

In parallel with the final SIP, a report will go to Executive for approval.

The council has recognised that carbon reduction is only one of a number of inextricably linked initiatives that contribute to its developing Climate Change Strategy. The management of carbon reduction will not be undertaken in isolation, but in tandem with other initiatives. A paper was submitted to and approved by the council's Executive in December 2007 recommending that funding of 'sustainability' initiatives such as carbon reduction, energy management and conservation and sustainable design should be coordinated to ensure best use of limited resources. Every effort would be made to ensure that those investments providing financial savings as well as meeting the objectives of reducing carbon and energy use would be prioritised to ensure that those financial savings in future years could be recycled for further investment.

Policy alignment is needed with procedures in procurement, IT, transport, HR, property, energy management etc to ensure that carbon reduction is embedded throughout the organisation. The Carbon Manager will be responsible for liaising with those responsible for the relevant procedures to ensure that they are updated to reflect carbon reduction. An important policy which needs development is an energy supply policy. This has been included as project no 18 in Annex B, and will support several other projects.

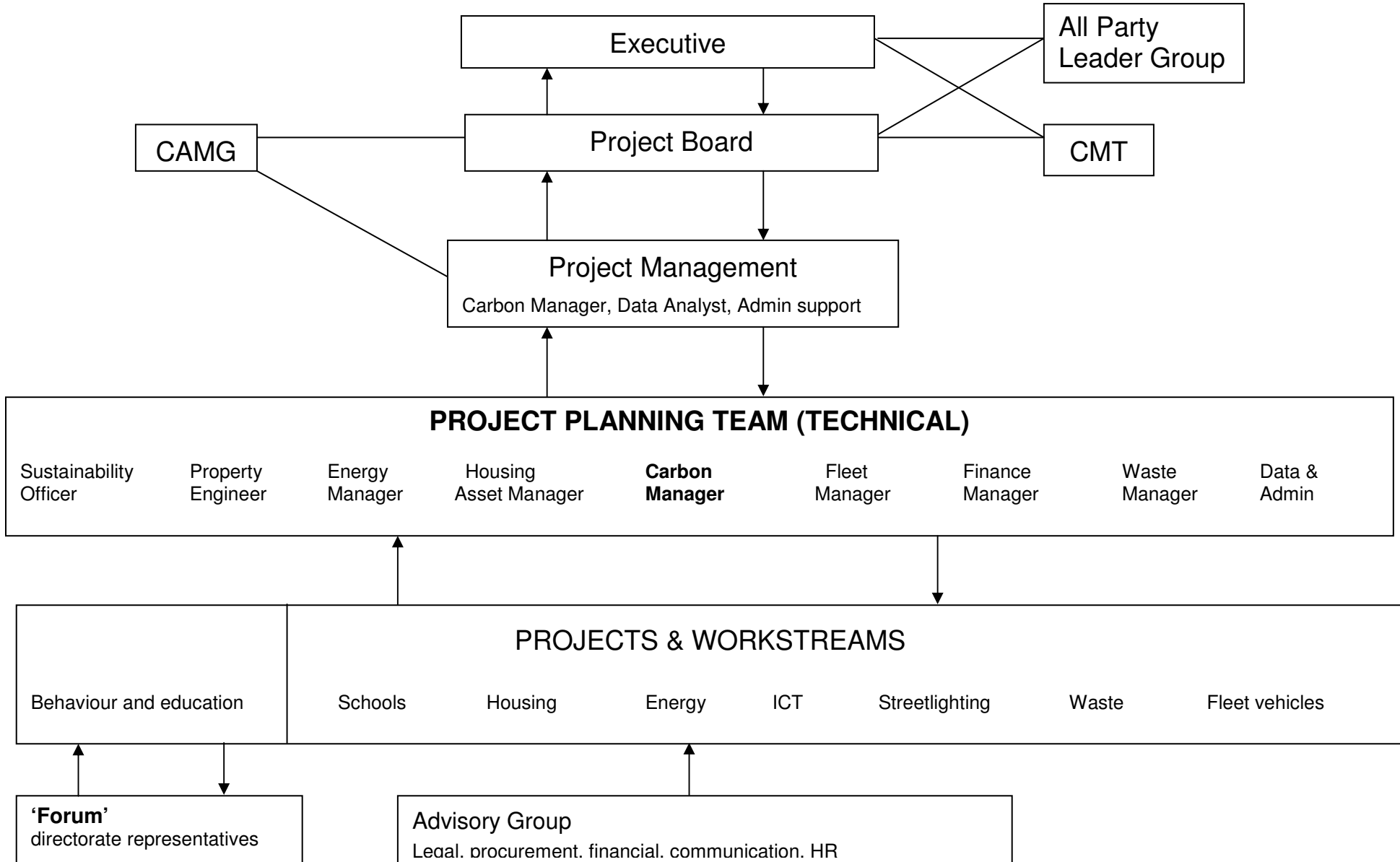
6.2 Communications Plan

Two of the council's internal newsletters, namely, "News in Depth" and "News & Jobs", the intranet and relevant poster campaigns will be used to communicate with staff at regular intervals. There will be an initial article when the programme is launched in Spring 2008, and then regular reports to all staff to demonstrate progress against targets will help to embed carbon reduction into everyone's consciousness.

Information on the savings made in all areas will be collated and a quarterly summary will be circulated to all staff. This will enable staff to see how their actions are having an impact.



7 SIP governance, ownership and management – 7.1 Main roles and responsibilities





7.2 Members of the Forum:

New post	Carbon Manager	City Strategy
Jacqueline Warren	Sustainability Officer	City Strategy
Ricky Watson	Engineer (Projects) Highways	City Strategy
Annette Clarke	Internal Communications Officer	Chief Executives
Tom Shepherd	Investment Officer	Housing & Adult Social Services
Iain Johnson	Data Analyst	Housing & Adult Social Services
Samantha Judd	Project Manager	Learning, Culture & Childrens' Services
Chris Slade	Vehicle fleet manager	Neighbourhood Services
Elizabeth Wray	Waste Service Project Officer	Neighbourhood Services
Daniel Brookes	Health and Safety Officer	Neighbourhood Services
Ian Goater	Admin Assistant IT	Resources
Gary Christie	Energy Manager	Resources
Steve Dalby	Technical Admin Assistant	Resources
George Sands	Lead Design Engineer	Resources
Mark Stower	Procurement Officer	Resources

7.3 Carbon Management Implementation Plan: Responsibility Table.

Activity	Lead person	Others involved	Responsibility	Date
Achieve the target of 25 % reduction in CO ₂ emissions	Bill McCarthy	All staff and Members	Bill McCarthy, Steve Galloway	31 Mar 2013
Finalise SIP and present it to Executive	Tom Shepherd	Board	Bill Woolley	22 April '08
Appoint Carbon Manager, including securing funding.	Mike Slater	HR	Bill Woolley	31 May '08
Appoint data analyst, including reallocating funding for post	Mike Slater	HR, all Directors	Bill Woolley	31 May '08
Set up new structure of carbon management project team	Carbon Manager	Board	Mike Slater	31 July '08
Set programme of work for 2008/09 financial year	Carbon Manager	Project team	Board	31 Aug '08
Apply for Salix funding	Steve Morton	Simon Town, Carbon Manager	Steve Morton	31 July '08
Manage implementation plan	Carbon Manager	Project team, Board	Mike Slater	Ongoing
Manage risks and issues	Carbon Manager	Board	Mike Slater	Ongoing
Align policies on procurement, IT, transport, HR etc	Carbon Manager	Relevant departments	Mike Slater	31 March 10
Collate projects for inclusion in work programme, evaluate them for effectiveness & payback	Carbon Manager	Project team, Forum	Carbon Manager	Quarterly
Include carbon targets on the corporate dashboard	Peter Lowe	Tom Shepherd	Bill Woolley	August '08
Monitor & Review Progress against targets	Data Analyst	Carbon Manager Peter Lowe, CMT	Bill McCarthy	Quarterly
Manage stakeholders & communication	Carbon Manager	Board, Forum, Annette Clarke, Data analyst	Mike Slater	Quarterly
Communicate with All party leader group	Carbon Manager	Board	Bill Woolley	Ongoing
Communicate regularly with staff	Annette Clarke	Carbon Manager, data analyst	Carbon Manager	Quarterly
Set up trial fund for internal carbon tax	Carbon Manager	Steve Morton	Steve Morton	31 Aug '08
Submit proposals for finance for Carbon Management Activities	Carbon Manager	Tom Wilkinson, Steve Morton	Steve Morton	Ongoing
Seek additional external funding for projects	Carbon Manager	Simon Town	Carbon Manager	Ongoing
CRAM process to include carbon statements for capital projects	Tom Wilkinson	Carbon Manager	Steve Morton	31 Aug '08
Ensure annual meter readings are taken at all buildings	Data analyst	Gary Christie	Data analyst	31 Aug '08
Produce a viable programme of works to meet housing stock target	Mark Grandfield	Iain Johnson, Steve Waddington	Bill Hodson	31 Aug '08
Produce a written energy policy	Gary Christie	Carbon manager	Neil Hindhaugh	31 Mar '09

Table I

7.4 Risks and issues management

The Carbon Management project will be run using the Prince2 model. A risk and issue log will be set up by the Carbon Manager at the start-up of the project. This will then be discussed and reviewed at each quarterly board meeting, and each meeting of the carbon Forum.

Issues which may be included in the risk and issue log are:

- Data from some buildings is unclear. The gas data in particular is patchy and the information for many buildings has been estimated. If and when more accurate data is collected the baseline may change. This will alter the targets for CO₂ reduction.
- Schools have devolved budgets and are not compelled to abide by the Council's carbon reduction targets. They can only be encouraged to do so. On the whole they are very much in support of energy saving ideas and renewable energy projects, but they have conflicting priorities for resources.
- Services change. Some services which are currently run in-house may be contracted out to external organisations. In order to have continuity of the baseline, either the new service provider will need to provide carbon emissions data, or the original service will have to be removed from the baseline. Conversely, new services may come directly under council control, increasing the baseline. This will need to be accounted for when comparing savings against the original baseline.
- NI 185 will be introduced by the Government as a measure of how each LA is doing in carbon reduction against a baseline set in 2008/09. Many of the easy and cheap carbon reduction measures will have been implemented by then. This will mean that York may not show very well in comparison to LAs which are starting later on carbon management programmes. However, it may mean that we are better placed because we have the infrastructure in place. The baseline for NI 185 may include different measures which have not been included in the CMP baseline, and vice versa.
- The emissions resulting from the Council's contracts should be considered for inclusion in the baseline, including all the work that the council out-sources.
- Lifetime analysis has not been assessed in any of the information gathered in this report. Comparing it with the financial model of capital and revenue budgets, this project has only looked at "revenue carbon", that is the day to day energy which is used such as electricity, gas and vehicle fuel. It has not looked at "capital carbon" or the embodied energy used in the manufacture of the products purchased by the Council.
- Whilst it may be very difficult to assess how successful projects such as energy champions have been, every effort must be made to realise the projected revenue savings in order to finance future projects within the plan.



- The predicted savings should be challenging, but achievable. However, if projected targets are too ambitious, then additional projects and funding will be required to make up the shortfall. This may be at relatively short notice because the feedback on savings will lag behind the implementation of projects. To mitigate against this, it would be wise to aim to meet the target ahead of schedule.
- Energy use may drift upwards in places where there is no concerted effort to reduce its use. This is where a written energy policy will help to restrain excessive energy use in all areas of Council activities.
- If key staff leave the Council, then there will be lack of continuity in the programme and possible delays to projects.
- The funding from Salix has not been secured. If this and other grants are not obtained then the shortfall in funding to meet the projects will need to be found from within council budgets.

7.5 Benefits management

A Data Analyst will be employed and will report directly to the Carbon Manager. The Data Analyst will work closely with the Energy Manager to collate data on energy bills, apportion them to each directorate and provide as accurate information as possible on how each directorate is doing against their target. This data will be presented to CMT every quarter as part of the corporate dashboard. The data analyst will also compile quarterly reports to be circulated to all staff to show how each area is doing against its target.

Display Energy Certificates are required for all public buildings with a floor area of over 1,000 m² by October 2008. This is approximately 90 of CYC's building sites. This legislation will mean that gas and electric meters will be read annually in these buildings. The data analyst and Gary Christie will ensure that accurate readings are taken at least annually on all electric and gas meters.

7.6 Reporting and evaluation

The Board will meet quarterly to review progress against targets. This will be before the CMT meetings at which a carbon review is discussed on the corporate dashboard. The Strategy and Implementation Plan will be reviewed annually by the Board. At the annual SIP review meeting the programme of works and budget for following year will be agreed with the Carbon Manager.

The "Carbon Champion", Bill Woolley, will report to the All party leader group on progress against the targets in the SIP on a regular basis.

Appendix A

The baseline calculation was taken from the following information:

Council owned buildings

Gas and electricity used at each building has been taken from actual and estimated meter readings and from bills paid. These have been multiplied by standard factors provided by the Carbon Trust to convert the energy used into tonnes of CO₂. There are corporate gas and electricity contracts which set the tariff of price per kWh. Gas and electricity use at each building are monitored by the energy manager, although many of the figures used for the baseline are estimates because bills do not neatly fall on the anniversary of the previous reading and many bills are estimated rather than actual readings.

A corporate contract has been set up with a fuel oil supplier, which gives preferential prices to CYC customers, but each building is free to purchase oil from whoever they want. There are two Social Services Centres which use fuel oil for heating. This is not monitored centrally by the energy manager and the estimates for annual consumption come from bills paid in one financial year.

The new EcoDepot opened in December 2006. There will be substantial savings attributable to the move from the old depot at Foss Islands. However, very little of this will be shown in the baseline year.

Schools

Schools are included in the corporate gas and electricity contracts, but pay their gas and electricity bills directly, without going through the energy manager. They are free to use different suppliers if they so wish, although in reality only xx do so. Because each school is responsible for reading the meters and paying the bills from their own budget the data for electricity readings are very approximate. The detail has been provided by each school based on the annual budget and does not necessarily reflect the electricity used in an exact year. The corporate electricity supplier has not been able to provide a full list of what has been used at each building.

The corporate gas supplier has provided details of how much gas has been used at each site for a calendar year. However, even these are approximate because the meter readings are not all for an exact year and some are based on estimated readings.

10 primary schools use fuel oil to heat the buildings. The figures have come from data provided by the individual schools.

Social housing

The council owns just over 8,000 dwellings. Each of these has an estimated SAP rating, which is calculated based on the known insulation and heating system within the database of stock condition. The Codeman database used by the Housing Asset Management Team calculates an average quantity of CO₂ emissions for each dwelling from the knowledge of its size and SAP. When added together the total estimated



emissions for the whole housing stock is 34,545 tonnes pa. This is 59 % of the total in the CYC baseline.

The savings from any improvements to the SAP rating of the housing stock go to the tenants rather than to the Council as landlord. This means that there is no return on investment, which makes funding capital works more difficult. The Housing Asset Management Team has been concentrating on achieving the Decent Homes Programme over the last few years. Much of this work has involved improving the insulation of dwellings to reduce fuel poverty and upgrading of boilers to modern efficient models. The Decent Homes Programme comes to an end in 2010. At that point the housing capital programme will revert to replacing kitchens every 30 years, bathrooms every 40 years rewiring the electrical system every 30 years, replacing boilers every 15 years and the heating distribution system every 40 years.

A solar thermal system was installed on one of the council houses in February 2008. This is a trial system to gain experience in installation, to monitor energy savings and evaluate the practicality of using the technology more widely.

There is some capital funding which will be available for minor improvement works to the energy rating of the stock over the next two years. However, the number of dwellings owned by the council means that significant investment would be needed in order to achieve the savings of 25 % as set out in the target. It will take Housing much longer than the 5 year target for the rest of the Council's activities to achieve a 25 % cut in CO₂ emissions and a proposed target would be to reach the goal by 2020. This is in itself ambitious and is based on a profile of considerable investment into the stock to improve the SAP rating which is reducing the Housing stock's CO₂ emissions at a rate of 2 % per year.

A project will be set up within the Housing Asset Management Team in the spring of 2008 to investigate how to achieve this goal of 25 % reduction by 2020. This will look at improvements which can be made to the fabric of the dwellings, emerging technology and renewable energy generation. However, the level of continuing capital investment in the housing stock post 2010/11 cannot be confirmed at this time and will be the subject of a future financial assessment. This may affect the Council's ability to achieve a 25 % reduction by 2020.

The communal lighting in blocks of council flats is unmetered. The electricity used 12 years ago was estimated based on the number of lights and the hours of use at the time. Many lights have since been replaced with more energy efficient models but the bills use the power consumption from 1996. This is also the figure used for the baseline.

Street lighting

The baseline data for streetlights, floodlights, road traffic bollards, traffic signals and traffic lights is based on the metered electricity which was measured

Council fleet transport

The fleet transport baseline uses the total volume of vehicle fuel dispensed at the Neighbourhood Services pumps between 1 April 2006 and 31 March 2007, plus the



petrol and diesel bought at petrol stations using fuel cards. This quantity of fuel relates directly to a quantity of CO₂ and can be seen as an accurate reflection of emissions that the fleet is responsible for.

In work council mileage claims

The annual mileage claims for all 6 directorates were totalled and multiplied by a conversion factor provided by the Carbon Trust. This estimates the fuel used per km based on an average size of car engine and average driving conditions.

Council's organisational waste

This is estimated from the quantity of waste collected from all CYC buildings (schools, offices, leisure centres, social services centres etc.).

General Note

It has not been possible to obtain information on electricity and gas use for a number of buildings. This means that the baseline will be higher than shown. When a data analyst is employed to research the information available, data will be improved. Although the baseline may increase through the addition of other buildings, the potential to make savings on the baseline will increase in proportion.

Appendix B: Individual actions

(i) Projects already committed

Project 1: Admin Accom review and move to Hungate	
<i>Description and notes</i>	City of York Council's office accommodation is being rationalised. Many of the large, old inefficient buildings are being vacated and a new purpose built office will be provided on a site at Hungate.
<i>Quantified costs and benefits</i>	<p>The cost of the energy and environmental benefits of the new site are included in the total project cost.</p> <p>The existing buildings have an estimated total emissions level of approximately 1437 tonnes CO₂. (480 from gas and 957 from electricity)</p> <p>The proposed design is for a floor area of 12,500 m² with an emissions target of 26 kg CO₂ per m² per year = 325 tonnes CO₂ per year. Made up of 33 tonnes for a bio-fuel boiler and 292 tonnes electricity. On top of this is the consumption of electrical equipment eg computers etc estimated at 25 kg/m² pa = 312 tonnes CO₂ pa.</p> <p>Total estimated saving of 800 tonnes CO₂ per year (1437 – (325 + 312)).</p> <p>Financial savings £47,000 per year (based on saving £6,000 on heating and £41,000 on electricity)</p>
<i>Resources</i>	<p>Funding: Build cost £28 Million. Committed as part of the accommodation review project</p> <p>Management: project team in place</p>
<i>Ownership and accountability</i>	<p>responsible for delivery: Maria Wood/ Ian Asher/Roy Grant</p> <p>accountable for delivery or decision making and responsible for approval / sign-off Admin. Accom. Project Board;</p> <p>to be consulted in decision making: Executive, Admin. Accom. Project Board.</p> <p>individuals to be informed of actions, decisions or progress: Executive, Admin Accom Project Board, Admin Accom Project planning team, Carbon Manager</p>
<i>Ensuring success</i>	<p>Known key success factors: measure targets for energy consumption.</p> <p>Principal risks: Technical, financial, other:</p> <p>Insufficient funding for project – the budget for the renewable energy and insulation portions of the build are reduced</p> <p>Time pressure means lack of consultation.</p> <p>Main means of risk mitigation</p> <p>Full project team employed, adequately resourced.</p> <p>Budget and timescales set with accountability to Executive</p>
<i>Performance / success measure</i>	<p>Reduction in carbon emissions and energy bills from the existing buildings.</p> <p>New office block reaching acceptable standards of comfort in terms of temperature and fresh air.</p>
<i>Timing</i>	<p>Planning application April 08</p> <p>Start on site Nov 08</p> <p>Completion Sept 2010</p> <p>Occupation end 2010</p>
<i>Sources of information and guidance</i>	<p>Energy Consumption Guide 19 – Energy Use in Offices</p> <p>George Sands, Maria Wood, Martin Bissell (Gifford & Partners)</p>

Project 2 : Integrated Transport	
<i>Description and notes</i>	A corporate project designed to reduce the overall spend on contracted transport for HASS and LCCS clients. This will include improved vehicle utilisation for both the internal fleet, improved partnership working with other local authorities and community transport providers as well as ensuring contracted transport is provided using the most environmentally friendly vehicles and that the overall number of journeys across the city is reduced.
<i>Quantified costs and benefits</i>	<ul style="list-style-type: none"> • Financial investment, operational costs • Consultant fees - £588k for 30 months • Emissions reduction: • 20% reduction based on increased utilisation of current vehicle capacity • Financial savings: • The project will save c£1.2m (gross) over the life of the project (30 months) • Payback period: 30 months
<i>Resources</i>	Joint funding made available through Y&H Assembly. Funding made available from the start of the project and being managed by Steve Morton – Corporate Finance
<i>Ownership and accountability</i>	responsible for delivery or decision making; Strategic Steering group/ Operational Project Board. Bill Hodson/Steve Morton. accountable for delivery or decision making and responsible for approval / sign-off; Simon Wing to be consulted in decision making; SSG and OPB. Service Heads to be informed of actions, decisions or progress. Service users.
<i>Ensuring success</i>	<p>Known key success factors</p> <ul style="list-style-type: none"> • Reduction of the number of vehicles/taxis being used to transport HASS/LCCS clients • Improved working relationships with other transport providers (neighbouring local authorities, York Ambulance Service and other community/public transport providers). • Full integration of HASS/LCCS transport services and utilisation of TRAPEZE transport management systems. <p>Principal risks</p> <ul style="list-style-type: none"> • Lack of financial support to migrate HASS client data onto TRAPEZE will mean that true utilisation of vehicle capacity will not be achieved. • Lack of investment or collaboration by other partners – the establishment of a regional transport forum has mean that ideas and progress is being shared by all partners
<i>Performance / success measure</i>	Financial savings targets identified for the reduction of taxi expenditure 20% target for the reduction of miles travelled by transport providers (both from the internal fleet and external partners)
<i>Timing</i>	Project start date – April 2007 Project end date – October 2010 Decision on funding for the migration of HASS IT data on to TRAPEZE through the corporate IT development plan is expected in early 2008.
<i>Sources of information and guidance</i>	Steve Morton

Project 3: Move to new EcoDepot at Hazel Court	
Description and notes	Neighbourhood Services administration offices moved from the Foss Islands Depot to a new purpose built eco-office which includes construction from straw bales and lime plaster, electricity generation from photovoltaic cells and future provision for a wind turbine. The building was designed to be carbon neutral in its construction and received a BREEAM Very Good assessment.
<i>Quantified costs and benefits</i>	<ul style="list-style-type: none"> • The new depot was built by Keyland Gregory as part of a development deal with CYC • Predicted electricity generation from wind power 42,000 kWh pa saving 18 tonnes CO₂ • Predicted electricity generation from solar power 10,500 kWh pa saving 4.5 tonnes CO₂ • Aprox £12k saving on water usage
Resources	<ul style="list-style-type: none"> • Funding: Environmental measures PV's DTI 112K CYC 130K • Water harvesting and Eco Office environmental measures Yorkshire Forward £569K
<i>Ownership and accountability</i>	Original project decisions taken by CYC Officers together with Members. Only remaining work to complete installation of wind turbine
Ensuring success	The funding for the wind turbine is still to be secured.
<i>Performance / success measure</i>	Meter readings are being taken on site, however due to patchy utility billing the exact cost of the new depots energy use can not be measured at present. Neighbourhood Services together with the Sustainability Officer will provide measures during 2008 and give an up to date projected carbon savings forecast.
Timing	
<i>Sources of information and guidance</i>	Daniel Brookes, Kristina Peat

Project 4: York High & Oaklands Sports Centre					
<i>Description and notes</i>	Oaklands and Lowfields schools have merged to form the new York High School which will be accommodated on the Cornlands Road site once the existing school building has been extended and refurbished. Edmond Wilson swimming pool will close and a new pool will be provided by extending the existing Oaklands Sports Centre, which is also on the Cornland Road site.				
<i>Quantified costs and benefits</i>		Edmond Wilson	Lowfields	Oaklands	Total
	06/07 elec (MWh)	368	192	557	1,117
	06/07 gas (MWh)	1,376	1,121	1,146	3,643
	06/07 total (MWh)	1,744	1,314	1,703	4,751
	06/07 emissions total gas & elec (tonnes CO ₂)	412	290	451	1,153
	06/07 energy cost (£,000)	14	21	39	74
	<p>A biomass boiler and an array of solar thermal panels will provide heating and hot water for the site, resulting in zero carbon for heating and hot water.</p> <p>Predicted electricity usage of new York High School and Oaklands Sports Centre: 580 MWh producing emissions of 249 tonnes CO₂</p> <p>Emissions reduction: 904 tonnes CO₂</p> <p>Financial savings: £450k pa on the schools and £130k pa on the sports centres. This is total revenue savings, not just the savings resulting from improved energy efficiency.</p>				
<i>Resources</i>	The total project budget is £20m which is being funded by:-				
	LCCS	9,616,440			
	CYC Other	840,000			
	School Capital	445,000			
	Prudential Borrowing	2,829,000			
	Capital Receipts	6,455,000			
<i>Ownership and accountability</i>	A Project Board has been established to be responsible, accountable, consulted and informed on all project decisions. It is made up of the following core members:-				
	Maggie Tansley	Project Exec, CYC, LCCS			
	Ian Savage	Senior User School, Governor & F&P Comm. Chair			
	David Ellis	Senior User School, Head Teacher			
	Andy Laslett	Senior User Sports Centre, CYC, LCCS			
	Ian Asher	Senior Supplier, CYC, SBD			
	Alan Thomas	Senior Supplier, CYC, SBD			

	Steve Taylor	Senior Supplier, Clugstons
	Chris Underwood	Senior Supplier, WYG Project Manager
	Michael Brown	Senior Supplier, WYG Project Manager
	Colin MacDonald	Project Assurance, CYC, LCCS
	Samantha Judd	Client Project Manager CYC, LCCS
	Carole McMullan	Project Support CYC, LCCS
<i>Ensuring success</i>	<p><i>Known key success factors</i> Reduced energy consumption / carbon emissions</p> <p><i>Principal risks and risk mitigation:</i> all project risks have been quantified on a risk register, which is regularly reviewed and managed. The value of the registers forms part of the target cost to ensure that funding is in place should any of these risks occur.</p>	
<i>Performance / success measure</i>	<ul style="list-style-type: none"> • Both buildings on site will get their energy from biomass or solar energy generation • All equipment purchased will be Grade A energy use • Energy usage can be measured and compared to baseline for all previous premises and facilities • Where possible existing furniture will be used or recycled via and external company • A whole site recycling policy will be in force to reduce landfill waste • A whole site travel plan will be developed to actively promote green travel to the site • Achieving a 'v. good' BREEAM rating 	
<i>Timing</i>	<p>School Programme</p> <p>Jan 08 - Target cost agreed Nov 08 - Construction completion Jan 09 - School Occupation</p> <p>Pool Programme</p> <p>May 08 - Target cost agreed Jun 09 - Construction complete Jul 09 – Facilities operational</p>	
<i>Sources of information and guidance</i>	George Sands / Gary Christie / BSP / Saunders / DfES Buildings Bulletins	

Project 5: Yearsley Pool refurbishment	
<i>Description and notes</i>	Yearsley Swimming Pool has been refurbished. This was completed in November 2007. The refurbishment included recladding the roof and walls with insulated steel faced sheeting.
<i>Quantified costs and benefits</i>	The building is heated by steam from the Nestlé factory and the work will save approximately: 230 tonnes CO ₂ and £26k pa. The old building used 1,446 kWh of steam per m ² , and 125 kWh electricity per m ² . Predictions for post refurbishment are 697 kWh/m ² steam with electricity unchanged at 125 kWh/m ² .
<i>Resources</i>	Project complete
<i>Ownership and accountability</i>	Project complete
<i>Ensuring success</i>	
<i>Performance / success measure</i>	The energy use of the building will be monitored over the first year to verify the predicted savings.
<i>Timing</i>	Project complete
<i>Sources of information and guidance</i>	Yearsley Pool carbon statement George Sands, Andy Laslett, Steve Owen

Project 6: Joseph Rowntree School	
<i>Description and notes</i>	Replacement of Joseph Rowntree School A new school will be built in the grounds of Joseph Rowntree School. When building work on the new school is complete, the old school will be demolished and the grounds landscaped.
<i>Quantified costs and benefits</i>	The aim is to achieve a 60 % saving of Carbon emissions on 2002 building regulations requirements, when the new school opens in February 2010. A long term aspiration is that the new school will be carbon neutral in the future. In the baseline year of 2006/07 this building was responsible for the emission of 420 tonnes CO ₂ . Savings will be in excess of 250 tCO ₂ . Savings will be made through generating heat and hot water from a bio-mass boiler, grey water harvesting, a green roof, thermal mass of the building design, building orientation and smart ICT solutions. The building is on target to achieve a BREEAM rating of at least 'very good' with an expectation that it will achieve 'excellent'.
<i>Resources</i>	The project has secure funding through the LCCS capital programme.
<i>Ownership and accountability</i>	responsible for delivery or decision making: Project Board; Anna Evans. accountable for delivery or decision making and responsible for approval / sign-off: Project Board. to be consulted in decision making; school governors, school senior management team, students, parents, staff, building users, external partners eg Sport England, conservation, Joseph Rowntree Housing Trust, local residents, LCCS Senior management team, technical panel. to be informed of actions, decisions or progress: report to members quarterly. School governors, school senior management team, students, parents, staff, users of building, external partners eg Sport England, conservation, Joseph Rowntree Housing Trust, local residents, LCCS Senior management team, technical panel.
<i>Ensuring success</i>	Known key success factors: The DCFS calculator will be used to confirm the carbon reduction achieved. Principal risks: Delays at planning stage, confirmation of ownership of a pump house on site, failures in project management, maintaining educational standards at school for duration of project, retaining pupil numbers at school during the project. Main means of risk mitigation: Good project management; ongoing consultation with all involved; collaborative working; ownership and monitoring of risk register.
<i>Performance / success measure</i>	Use of the DCFS carbon calculator and comparison of electricity and fuel use before and after project completion.
<i>Timing</i>	Milestones, key dates, particularly key decisions Planning application: March 2008 Start on site: July 2008 Open new school: Feb 2010 Demolition of old school building March 2010 to Sept 2010
<i>Sources of information and guidance</i>	Anna Evans, Burro Happold engineers, DCSF, CYC Property Services

Project 7: Office recycling project for council buildings	
<i>Description and notes</i>	<ul style="list-style-type: none"> • Council buildings already have a collection of paper for recycling (under an existing contract) and many also have confidential waste paper collections • The intention is to introduce a recycling collection for council buildings for cardboard, plastic bottles and cans/tins.
<i>Quantified costs and benefits</i>	<ul style="list-style-type: none"> • Offices will see a reduction in collections of waste to landfill. This cost will increase each financial year in line with the increase in landfill tax charges per tonne of waste landfilled • It is estimated that 841 tonnes of waste could be diverted from landfill through increased recycling of paper, cardboard, plastic bottles and cans. This is a very approximate calculation based on percentage waste composition for office type waste. A full audit of CYC office waste has not been done. • Emissions reduction – 150 tonnes CO₂ • Cost neutral
<i>Resources</i>	<ul style="list-style-type: none"> • Funding - Waste Services has purchased a three compartment recycling vehicle but will need to cover costs for the crew, container hire and reprocessor (gate) fee • Operational costs have not yet been determined but will aim to be more favourable for recycling (for 2008/9) versus landfill of waste • A report was presented to Members on 9 October 2007 proposing changes to the Commercial Waste collections, to allow provision of recycling collections to schools and commercial organisations (including council offices). Members supported this proposal and work is now underway to plan the implementation of recycling collections. • Collection costs to be met from existing office budgets • Management – building managers will need to be responsible for maximising recycling within their own building
<i>Ownership and accountability</i>	<ul style="list-style-type: none"> • Acting Head of Waste Services Peter Davison is responsible and accountable for delivering this project • Consultation with office/building managers is underway, by Waste Services, to look at the options for each of the main council administrative offices (storage capacity, container requirements, number of employees etc) • All employees within these buildings are to be informed of any new services. Employees need to be responsible for separating their own waste into the appropriate container.
<i>Ensuring success</i>	<ul style="list-style-type: none"> • Key success factor - many employees will recycle at home and so already demonstrate commitment to recycling. There is a high demand for this service from council staff. • The council needs to manage its own waste more sustainably • Risk – this is a new service which the council has not undertaken before. We need to create a new collection round to incorporate collections from council offices and schools. All buildings will have different amounts of recyclable waste and it will take time to establish the most efficient servicing schedule. Other risk factors are linked to accessibility of offices (e.g. city centre) and storage for additional bins within bin stores • Risk will be mitigated by starting with collections from a small number of large office admin buildings (for example 9 St Leonards',

	De Grey House, Guildhall and Mill House) and reviewing the service at regular interval for a set period. The service can then be extended to other council offices and buildings, as required.
<i>Performance / success measure</i>	<ul style="list-style-type: none"> • We cannot weigh individual wheeled bins, but can make an assumption of the amount of recyclable waste which can be stored in each container, per building, and thus the amount recycled per building • We will know the overall weight of recyclable waste collected per day per vehicle load, and this can be used to provide details of the amount of recyclable waste collected from the council offices (and thus diverted from landfill) • This information can be fed back to offices and staff at regular intervals
<i>Timing</i>	<ul style="list-style-type: none"> • Some preparation needs to be done before collections can start. This includes analysis of current waste collection arrangements and recycling requirements, bin storage capacity etc. • The collections will start as soon as a schedule has been compiled – date TBC within 2007/08
<i>Sources of information and guidance</i>	Elizabeth Wray

(ii) No or low cost projects

Project 8: Recycling project for schools	
<i>Description and notes</i>	<ul style="list-style-type: none"> The intention is to introduce a recycling collection for schools for cardboard, plastic bottles and cans/tins.
<i>Quantified costs and benefits</i>	<ul style="list-style-type: none"> There will be a reduction in collections of waste to landfill. This cost will increase each financial year in line with the increase in landfill tax charges per tonne of waste landfilled It is estimated that 250 of the 1116 tonnes of waste could be diverted from landfill through increased recycling of paper, cardboard, plastic bottles and cans. This is a very approximate calculation based on percentage waste composition for school type waste. A full audit of CYC school waste has not been done. Emissions reduction – 111 tonnes CO₂ Cost neutral
<i>Resources</i>	<ul style="list-style-type: none"> Funding - Waste Services has purchased a three compartment recycling vehicle but will need to cover costs for the crew, container hire and reprocessor (gate) fee Operational costs have not yet been determined but will aim to be more favourable for recycling (for 2008/9) versus landfill of waste A report was presented to Members on 9 October 2007 proposing changes to the Commercial Waste collections, to allow provision of recycling collections to schools and commercial organisations. Members supported this proposal and work is now underway to plan the implementation of recycling collections. Collection costs to be met from existing school budgets Management – schools will need to be responsible for maximising recycling within their own building
<i>Ownership and accountability</i>	<ul style="list-style-type: none"> Acting Head of Waste Services Peter Davison is responsible and accountable for delivering this project Consultation with schools is underway, by Waste Services, to look at the options for each of the schools (storage capacity, container requirements, number of employees etc) All employees within these buildings are to be informed of any new services. Employees need to be responsible for separating their own waste into the appropriate container.
<i>Ensuring success</i>	<ul style="list-style-type: none"> Key success factor - many employees will recycle at home and so already demonstrate commitment to recycling. There is a high demand for this service from council staff. The council needs to manage its own waste more sustainably Risk – this is a new service which the council has not undertaken before. We need to create a new collection round to incorporate collections from council offices and schools. All buildings will have different amounts of recyclable waste and it will take time to establish the most efficient servicing schedule. Other risk factors are linked to accessibility and storage for additional bins within bin stores.
<i>Performance / success measure</i>	<ul style="list-style-type: none"> We cannot weigh individual wheeled bins, but can make an assumption of the amount of recyclable waste which can be stored in each container, per building, and thus the amount recycled per building We will know the overall weight of recyclable waste collected per

	<p>day per vehicle load, and this can be used to provide details of the amount of recyclable waste collected from the schools (and thus diverted from landfill)</p> <ul style="list-style-type: none"> • This information can be fed back to schools at regular intervals
<i>Timing</i>	<ul style="list-style-type: none"> • Some preparation needs to be done before collections can start. This includes analysis of current waste collection arrangements and recycling requirements, bin storage capacity etc. • The collections will start as soon as a schedule has been compiled – date TBC within 2007/08
<i>Sources of information and guidance</i>	Elizabeth Wray

Project 9: Staff behaviour change/set up “Energy Champions” network, monitor using smart meters

<i>Description and notes</i>	<p>Building audits will be carried out for larger buildings as part of the requirement for display energy certificates (project 6). This will help to identify the best sites for smart/additional sub-metering of gas, electricity and/or heat. Set up a programme for meter installation in separately managed buildings or monitor energy use of kitchens, server rooms, sports halls, etc.</p> <p>The installation of new meters will help in monitoring and inform staff on site of how well their improvement measures are working.</p> <ul style="list-style-type: none"> • Bespoke training & building audits in carbon reduction • League tables & target setting for energy reduction in council buildings • Traffic light switches - label all switches so people know what they are and if they can be switched off. Energy use displays in new office so clear what is being left on <p>Establish a programme of training for key staff to include:</p> <ul style="list-style-type: none"> • School Caretakers: Focusing on correct setting of heating controls, timeclock, etc, along with general awareness training on "good housekeeping" practices. • Building Managers and caretakers: General awareness training, correct setting of controls, making use of monitoring information. • Building users – including school staff and pupils: general awareness and good housekeeping • Procurement staff: Awareness of long term energy costs when purchasing all types of equipment. Use of lifetime costing methodology. • Architects & design staff: training in low energy building design and integration of renewable energy technologies into building design. <p>A programme of disseminating clear advice to building users in all the different sectors of the council's activities via a network of “energy champions”. This should include:</p> <ul style="list-style-type: none"> • Training for “energy champions” • Switching off computers when not in use and enabling energy management software • Using energysave options on photocopiers and other office equipment • Switching off lights in empty rooms or when daylight provides sufficient light
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	<ul style="list-style-type: none"> • Correct use of thermostats for heating and air conditioning • Closing windows and external doors in winter • Purchasing energy efficient goods including lamps, computer monitors, catering equipment, refrigeration equipment, laundry equipment and general office electrical equipment.
<i>Quantified costs and benefits</i>	<p>ESTIMATED COST: £100,000 £80,000 for installation of new meters; £20,000, for publicity, training, minor purchases of stickers, leaflets etc. This project will take up a significant amount of time for the energy manager and the carbon manager.</p> <p>Successful good housekeeping measures by all building users: average of 5 % of total energy costs (£65,000) Annual savings (5 % of current totals): building electricity = £41,000 = 820 MWh = 350 tonnes CO₂ building gas = £22,000 = 2,250 MWh = 431 tonnes CO₂ building fuel oil = £2,000 = 140 MWh = 39 tonnes CO₂ Payback period 1.5 years</p>
<i>Resources</i>	Funding from the carbon capital programme (subject to approval)
<i>Ownership and accountability</i>	<p>responsible for delivery or decision making; Carbon Manager/Gary Christie</p> <p>accountable for delivery or decision making and responsible for approval / sign-off; Carbon Board to approve project.</p> <p>to be consulted in decision making: Carbon Manager, Gary Christie, Annette Clark</p> <p>to be informed of actions, decisions or progress: Gary Christie, carbon manager, Carbon Board, all staff to be informed of progress.</p>
<i>Ensuring success</i>	<p>Motivation tends to fall if programme is not kept active.</p> <p>Energy champions need to be given sufficient facilities time to undertake the tasks given to them.</p> <p>It needs to be a recognised task which will be given the priority among other tasks.</p> <p>Energy Performance Certificates will help with publicity.</p>
<i>Performance / success measure</i>	Adequate monitoring to ensure savings and carbon reductions are being achieved. Publicity will keep project high in peoples list of priorities.
<i>Timing</i>	Funding to be sought from the carbon capital fund – will need to go to the Carbon Board as a proposal to be considered with others. If successful it can begin in the summer of 2008, with a second drive in the autumn of 2008 as heating is turned on and days are shorter.
<i>Sources of information and guidance</i>	

Project 10: Turn heating down	
<i>Description and notes</i>	The maximum recommended level for heating is 19°C. Many of the council's buildings are heated above 19°C.
<i>Quantified costs and benefits</i>	Estimated Cost £4,000 Cost Saving up to £1,000 per year (typical site) CO ₂ Savings 6 tonnes/year per site An estimate of 20 sites gives a total saving of £20,000 and 120 tonnes CO ₂ Payback instant Approx 8% saved for each degree of overheating
<i>Resources</i>	Small sum of £4,000 included for minor alterations to control circuits etc which may be required to enable the heating to be turned down. This project may take a significant amount of time for Gary Christie or the carbon manager.
<i>Ownership and accountability</i>	responsible for delivery or decision making; Carbon Manager/Gary Christie accountable for delivery or decision making and responsible for approval / sign-off; Carbon Board to approve project. to be consulted in decision making: Carbon Manager, Gary Christie, representative from each building included in the programme. to be informed of actions, decisions or progress: Gary Christie, carbon manager, Carbon Board.
<i>Ensuring success</i>	Enforcing a policy of heating to 19°C is likely to require considerable time in setting up control systems and dealing with staff complaints. However, well controlled heating systems will make the process easier. Where existing resources allow (also through energy champions) CYC will endeavour to enforce a policy of heating our buildings to 19°C. Adequate resources in place to implement project Financial resources available to implement project
<i>Performance / success measure</i>	Adequate monitoring to ensure savings and carbon reductions are being achieved. Regular checks on the temperatures in various locations and recording of the energy use at each site – to be monitored by the data analyst.
<i>Timing</i>	Funding to be sought from the carbon capital fund – will need to go to the Carbon Board as a proposal to be considered with others. If successful it can begin in the autumn of 2008 as the heating is turned on.
<i>Sources of information and guidance</i>	Gary Christie

(iii) Longer term investment projects and projects not yet committed

Project 11: Extend EMS/BMS at schools	
<i>Description and notes</i>	<p>Replace obsolete energy management systems installed in the 1980's. The advantages of doing a planned replacement could be summarised as:</p> <ul style="list-style-type: none"> • New controls would offer at least 10-15% energy savings and therefore CO₂ emissions. • Financial savings on fuel budgets. • A new control system would mean no disruption to the schools when an old control fails. New panels would also be compatible for expansion to include any reboiling or boiler house modifications in the future. • With a new system any malfunctions repairs can be quickly and easily repaired- with expertise and spares readily available. <p>Improved facilities on site- the school caretaker or bursar would be able to make minor adjustments themselves to time and temperature levels. At present they have no access to change settings.</p>
<i>Quantified costs and benefits</i>	<p>Estimated Cost: £200,000 Cost Saving: £32,250 per year CO₂ Savings: 204 tonnes per year Payback 7: Years</p>
<i>Resources</i>	<p>Sources for funding to be investigated, but possible sources include the carbon capital programme, Central Government Grants, Specific Grants external to the authority (e.g. Yorkshire Forward), Specific Loans external to the authority (e.g. Salix), Prudential borrowing, CRAM process, The building user (e.g. tenants or schools).</p>
<i>Ownership and accountability</i>	<p>responsible for delivery or decision making; Carbon Manager/Gary Christie accountable for delivery or decision making and responsible for approval / sign-off; Carbon Board to be consulted in decision making; Maggie Tansley, School head teachers to be informed of actions, decisions or progress; Maggie Tansley, school head teachers</p>
<i>Ensuring success</i>	<p>Project needs to be investigated further to see which schools would get the best results. Adequate resources in place to implement project Financial resources available to implement project Agreement with LCCS and individual schools</p>
<i>Performance / success measure</i>	<p>Adequate monitoring to ensure savings and carbon reductions are being achieved.</p>
<i>Timing</i>	<p>Spring/summer 2008 investigate further which schools and determine exact costs. Put proposals to Carbon Board for consideration within the carbon capital programme summer 2008.</p>
<i>Sources of information and guidance</i>	<p>Gary Christie</p>

Project 12: Improve insulation (including roof spaces)	
<i>Description and notes</i>	<p>Cavity wall insulation, draught-proofing and roof-void insulation are three of the most cost-effective methods for reducing heat-losses in buildings.</p> <p>Many of the school buildings built in the '60's and 70's have large expanses of glazing, which will be a major source of heat-loss.</p> <p>Set up a rolling programme for reducing heat-losses in older buildings, to incorporate the following measures:</p> <ul style="list-style-type: none"> • Install blown fibre insulation in external cavity walls. • Draught-proof external doors • Upgrade roof insulation in buildings where accessible roof voids are present. Where this is not practical, but suspended ceilings have been fitted, Insulate above ceiling tiles using sealed insulation bags. • Replacement of single glazed windows with new high performance double glazed units. • Replacement of single glazed roof-lights with triple sheet polycarbonate units (openable in rooms prone to over-heating).
<i>Quantified costs and benefits</i>	<p>Estimated Cost £200,000</p> <p>Cost Saving £22,450 per year</p> <p>CO₂ Savings 251 tonnes CO₂ per year</p> <p>Payback 9 Years</p>
<i>Resources</i>	<p>Sources for funding to be investigated, but possible sources include the carbon capital programme, Central Government Grants, Specific Grants external to the authority (e.g. Yorkshire Forward), Specific Loans external to the authority (e.g. Salix), Prudential borrowing, CRAM process, The building user (e.g. tenants or schools).</p>
<i>Ownership and accountability</i>	<p>responsible for delivery or decision making; Carbon Manager/Gary Christie</p> <p>accountable for delivery or decision making and responsible for approval / sign-off; Carbon Board</p> <p>to be consulted in decision making; Maggie Tansley, School head teachers</p> <p>to be informed of actions, decisions or progress; Maggie Tansley, school head teachers</p>
<i>Ensuring success</i>	<p>Project needs to be investigated further to see which schools would get the best results.</p> <p>Adequate resources in place to implement project</p> <p>Financial resources available to implement project</p> <p>Agreement with LCCS and individual schools</p>
<i>Performance / success measure</i>	<p>Adequate monitoring to ensure savings and carbon reductions are being achieved.</p>
<i>Timing</i>	<p>Spring/summer 2008 investigate further which schools and determine exact costs. Put proposals to Carbon Board for consideration within the carbon capital programme summer 2008.</p>
<i>Sources of information and guidance</i>	<p>Gary Christie</p>

Project 13: powerPerfactor Voltage Power Optimisation	
	<p>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. There are a number of added benefits with the powerPerfactor which also help to improve power quality.</p> <p>The PowerPerfactor's main functions are:</p> <ul style="list-style-type: none"> • Reduction of energy use and costs by up to 20% by optimising the electricity supply voltage (depending on the electrical load make up of the facility) • Reduction of carbon emissions by up to 20%. • Protection of electrical and electronic equipment from voltage transients and short-term power surges up to 25,000V. • Lowering of maintenance costs on motors, lighting and other electrical equipment. • Suppression of harmonics that can damage sensitive equipment. • Reduction in operating temperatures of motors and lighting. • Extension of the life of electrical components through reduced electrical stresses. • Correction of 3-phase voltage imbalance, reducing wasteful neutral currents. <p>The project with City of York Council includes the installation of 21 powerPerfactor units at 21 sites. The quantified costs and benefits are for the project as a whole. The costs and savings shown are a good estimate to be confirmed following voltage logging and site survey.</p>
<i>Quantified costs and benefits</i>	Financial Investment: £260,000 Operational Costs: £0 Emissions Reduction: 430 tonnes of CO ₂ per year Financial Savings: £74,000 per year Payback Period: 3.4 years
<i>Resources</i>	Sources for funding to be investigated, but possible sources include the carbon capital programme, Central Government Grants, Specific Grants external to the authority (e.g. Yorkshire Forward), Specific Loans external to the authority (e.g. Salix), Prudential borrowing, CRAM process, The building user (e.g. tenants or schools).
<i>Ownership and accountability</i>	<p>responsible for delivery or decision making; Gary Christie accountable for delivery or decision making and responsible for approval / sign-off; Carbon Board to be consulted in decision making; Contact available at each site with access to switch room to perform voltage logging and facilitate site survey. Capital programme manager from relevant Directorate: Maggie Tansley, Mark Grandfield. to be informed of actions, decisions or progress; Capital programme manager from relevant Directorate: Maggie Tansley, Mark Grandfield.</p>
<i>Ensuring success</i>	<p>Project needs to be investigated further to see which buildings would get the best results.</p> <p>Adequate resources in place to implement project Financial resources available to implement project Agreement with LCCS, HASS and individual buildings</p> <p>Key Success Factors</p> <ul style="list-style-type: none"> • Appropriate voltages on sites. • Sufficient space for installation

	<ul style="list-style-type: none"> • Ease of installation • Ability to organise electrical supply shutdown for 2-8 hours <p>Risk and risk mitigation:</p> <ul style="list-style-type: none"> • 10 year warranty • £10 million public liability insurance • 30+ year life expectancy • Solid technology requires no maintenance • 24/7 response team at powerPerfector
<i>Performance / success measure</i>	<p>Adequate monitoring to ensure savings and carbon reductions are being achieved</p> <p>Free savings report within 3 months of installation. Analysis is based on Half Hourly Data sourced from the npower website.</p>
<i>Timing</i>	<p>Each site requires 1 week's worth of voltage logging and less than 3 weeks to complete the site survey.</p> <p>Key decisions: Spring/summer 2008 investigate further which buildings and determine exact costs. Put proposals to Carbon Board for consideration within the carbon capital programme summer 2008.</p>
<i>Sources of information and guidance</i>	Gary Christie

(iv) Projects requiring further investigation

Project 14: Renewable energy in traffic bollards	
<i>Description and notes</i>	Disconnect all bollards, signs etc from mains electricity supply and power them using renewable energy eg solar panels.
<i>Quantified costs and benefits</i>	Existing bollards use 150 W and are powered 24 hours a day, 365 days a year = 1,314 kWh = £66 = 600 kg CO ₂ per year per bollard Cost per standard bollard = £250, Cost for a renewable energy bollard = £350. However, installation and maintenance costs of the renewable energy bollard are lower and will bring the installed cost down to that of the standard bollard.
<i>Resources</i>	A trial of 25 renewable energy bollards has been commissioned. These are predicted to save £1,700, 33 MWh and 14 tonnes CO ₂ per year. If the trial proves successful 100 bollards could be replaced each year as part of the maintenance cycle saving £6,800, 132 MWh and 56 tonnes CO ₂ per year.
<i>Ownership and accountability</i>	responsible for delivery or decision making: Ricky Watson accountable for delivery or decision making and responsible for approval / sign-off: Ricky Watson to be consulted in decision making: None to be informed of actions, decisions or progress: None
<i>Ensuring success</i>	There is a risk of using a new technology. This will be mitigated by running the trial of 25 bollards in the first year.
<i>Performance / success measure</i>	Measured reduction in energy usage by bollards.
<i>Timing</i>	Trial new bollards are being installed Report on the success of the trial bollards will be ongoing. Decision on whether to continue the programme in May 2008.
<i>Sources of information and guidance</i>	Ricky Watson

Project 15: Efficiency of streetlights	
<i>Description and notes</i>	Solar powered equipment and efficiency of streetlights
<i>Quantified costs and benefits</i>	£100 per light for replacement, more efficient lamp. Annual savings per lamp: 114 kWh; £6; 50 kg CO ₂ Payback period 20 years
<i>Resources</i>	A trial is being carried out on a few lamps. If this proves successful it could be increased to cover all lamps which are replaced every year. The maintenance programme currently replaces 500 lamps per year. Replacing these would cost £50,000 per year. Potential annual savings on 500 lamps: 570MWh; £2,855; 24 tonnes CO ₂
<i>Ownership and accountability</i>	responsible for delivery or decision making: Ricky Watson accountable for delivery or decision making and responsible for approval / sign-off: Ricky Watson to be consulted in decision making: On dimming etc. Local Residents and Members fully. to be informed of actions, decisions or progress: Ricky Watson
<i>Ensuring success</i>	There is a risk when using a new technology. This will be mitigated by running the trial in the first year.
<i>Performance / success measure</i>	Measured by reduced electricity used by streetlights.
<i>Timing</i>	Trial on different lamps levels start March 2008 end Date May 2008 Report on the success of the trial lamps May 2008 Decision on whether to continue the programme May 2008
<i>Sources of information and guidance</i>	Sustainable streetlighting strategy Ricky Watson

Project 16: Satellite Tracking on Fleet Vehicles	
<i>Description and notes</i>	To evaluate the cost benefit of fitting satellite tracking on fleet vehicles. A programme has started on waste vehicles and gritting vehicles. 46 vehicles have so far been fitted with the tracking equipment.
<i>Quantified costs and benefits</i>	<p>There will be a unit cost per vehicle and base station software costs. There may also be ongoing licence/upgrade costs and transmission costs.</p> <p>Costs for current system are:£46,820 for equipment and £33,120 for servicing over 5 years = £16,000 per year.</p> <p>Benefits should be saving of fuel through more efficient journeys using better route planning and less risk of unauthorised journeys. Other benefits will come from data transfer regarding other operations on certain vehicle types such as bin lifted, gulleys emptied or roads gritted. This is a 5 year contract and as the system was only purchased in December 2007 no results are available yet.</p> <p>Estimates from the Carbon Trust suggest that savings of 5% can be made by more economic routing of routes. However, the vehicle tracking is installed on refuse gritters and street cleaning vehicles which use a large proportion of their fuel on non-driving activities such as lifting bins into the back of the vehicle, so an estimate of the savings are only 1% of fuel. If the 46 vehicles with the tracking system use 50% of the Neighbourhood Services diesel, then a saving of 0.01 x 0.5 x 2006 tonnes = 10 tonnes CO₂ saved. Greater savings may be possible from other vehicles on maintenance works.</p>
<i>Resources</i>	
<i>Ownership and accountability</i>	<p>responsible for delivery or decision making; Chris Slade & Vehicle user dept.</p> <p>accountable for delivery or decision making and responsible for approval / sign-off; Chris Slade & Vehicle user dept.</p> <p>to be consulted in decision making; Chris Slade & Vehicle user dept.</p> <p>to be informed of actions, decisions or progress; Members.</p>
<i>Ensuring success</i>	Consultation with drivers.
<i>Performance / success measure</i>	Measure of fuel used by converted vehicles against previous or control vehicles.
<i>Timing</i>	5 year contract from December 2007. Possibilities for extension to more vehicles (subject to EU thresholds) if the current programme proves successful.
<i>Sources of information and guidance</i>	Carbon Trust, FTA, DfT, Chosen Supplier.

Project 17 : Display Energy Certificates	
<i>Description and notes</i>	The EU Directive on The Energy Performance of Buildings requires public buildings with a floor area of over 1,000 m ² to have a display energy certificate. The UK government will impose fines if these are not in place by October 2008.
<i>Quantified costs and benefits</i>	Cost: £80,000 for 92 sites Emissions reduction: Minimal. The surveys will identify areas where further investment is needed. Financial savings: : Minimal. The surveys will identify areas where further investment is needed.
<i>Resources</i>	£80,000 plus 1 week of Energy Manager's time
<i>Ownership and accountability</i>	responsible for delivery or decision making; Gary Christie accountable for delivery or decision making and responsible for approval / sign-off; Gary Christie, Linda Brook, David Baren, Andy Laslett, Tom Shepherd, to be consulted in decision making: Gary Christie, Linda Brook, David Baren, Andy Laslett, Tom Shepherd, to be informed of actions, decisions or progress: Gary Christie, Linda Brook, David Baren, Andy Laslett, Tom Shepherd, Main contact at each building.
<i>Ensuring success</i>	Known key success factors: Increased awareness of energy efficiency Risks: not completed on time due to other priorities. Prosecution for failure to display certificates Risk mitigation: set an agreed programme of work
<i>Performance / success measure</i>	Very difficult to gauge.
<i>Timing</i>	key dates: To be complete by October 2008, as required by the Energy Performance of Buildings Directive.
<i>Sources of information and guidance</i>	DEFRA website http://www.defra.gov.uk/

Project 18: Future energy supply policy (including full sustainability appraisal of energy sources) Major shift in how we use, procure and generate energy	
<i>Description and notes</i>	<p>A written energy policy will confirm priorities for action, clarify management and departmental responsibilities for energy management, and set targets for future achievements.</p> <p>The energy policy should also include clear criteria for purchasing equipment and electrical goods, and energy performance standards for new and refurbished buildings.</p> <p>The energy policy would also need to incorporate the council's obligations towards renewable energy targets and home energy conservation, and could form part of an overall environmental policy. It should include the following key attributes:</p> <ul style="list-style-type: none"> • Implementation (how the objectives will be met) • Applicability to different parts of the organisation • Acquisition of commitment • Allocation of responsibilities • An on-going review process
<i>Quantified costs and benefits</i>	This project is part of a package of measures which includes staff training and general efficiency savings. The Carbon Trust Website states that a corporate policy can save 10 – 20 % of energy bills. These savings are recorded in other project sheets and will be easier to achieve if this policy is completed.
<i>Resources</i>	This project will take up a significant amount of the energy manager and carbon manager's time.
<i>Ownership and accountability</i>	<p>responsible for delivery or decision making; Gary Christie, Carbon Manager</p> <p>accountable for delivery or decision making and responsible for approval / sign-off; Carbon Board</p> <p>to be consulted in decision making: Carbon Board, Procurement</p> <p>to be informed of actions, decisions or progress: Carbon Board, Procurement, CMT</p>
<i>Ensuring success</i>	Policy needs to provide clear unambiguous goals without creating a straightjacket for those who are charged with implementation
<i>Performance / success measure</i>	
<i>Timing</i>	
<i>Sources of information and guidance</i>	Gary Christie, Carbon Trust Website

Project H2a : Decent Homes: Heating Only Programme	
<i>Description and notes</i>	<p>To bring all council owned homes up to decent homes standard by 2010. This includes a number of energy efficiency measures to give the homes affordable warmth.</p> <p>Heating (heating only programme) - 2,700 properties old boilers replaced with new A rated ones</p>
<i>Quantified costs and benefits</i>	<p>Heating Only Programme £6.24m</p> <p>Operational costs: staffing costs of Tenants Choice and Project teams: £1.05m</p> <p>Typically an upgrade to an 'A' rated energy efficient boiler results in a CO₂ emissions saving of 875kg/year (Source: Energy Saving Trust). This is around a 10% saving on a typical property with an old heating system</p> <p>2,700 properties represent 33.75% of CYC's Housing stock, so the overall saving amounts to 3.38% of CO₂ emitted by our social housing stock.</p> <p>Financial savings will be reflected in the tenants' own gas and electricity bills, so there is no direct financial saving for CYC</p> <p>Payback period n/a</p>
<i>Resources</i>	<p>Funding will be provided from the Housing Capital Programme via a CRAM bid. This has already been submitted.</p> <p>The project will be managed by the Housing Asset Management Projects team</p>
<i>Ownership and accountability</i>	<p>Responsible for delivery: Mark Grandfield, Andy Wilcock to be consulted in decision making: Mark Grandfield, Andy Wilcock to be informed of actions, decisions or progress Steve Waddington, Debbie Mitchell</p>
<i>Ensuring success</i>	<p>The aim of this project is to meet the Government target of all homes complying with the decent homes standard by 2010.</p> <p>Risks:</p> <p>Cannot gain access to some of the homes Funding is needed for another priority Project not completed on time</p> <p>Risk mitigation:</p> <p>Good project management and ongoing communication with all involved. Good budget management</p>
<i>Performance / success measure</i>	<p>The SAP ratings for the homes will increase, showing lowered CO₂ emissions levels for the average house.</p>
<i>Timing</i>	<p>Ongoing programme:</p>
<i>Sources of information and guidance</i>	<p>Emissions data from Codeman stock condition database, which calculates SAP rating and emissions statistics of CYC properties.</p> <p>Typical savings sourced from Energy Saving Trust website</p>

Project H2b : Decent Homes: Tenant's Choice Heating Programme	
<i>Description and notes</i>	To bring all council owned homes up to decent homes standard by 2010. This includes a number of energy efficiency measures to give the homes affordable warmth. Heating (Tenants Choice) - 644 properties old boilers replaced with new A rated
<i>Quantified costs and benefits</i>	Tenant's Choice Heating £1.49m Operational costs: staffing costs of Tenants Choice and Project teams: £1.05m Typically, an upgrade to an 'A' rated energy efficient boiler results in a CO ₂ emissions saving of 875kg/year (Source: Energy Saving Trust). This is around a 10% saving on a typical property with an old heating system. 644 properties represent 8.05% of CYC's Housing stock, so the overall saving amounts to 0.8% of CO ₂ emitted by our social housing stock. Financial savings will be reflected in the tenants' own gas and electricity bills, so there is no direct financial saving for CYC Payback period n/a
<i>Resources</i>	Funding will be provided from the Housing Capital Programme via a CRAM bid. This has already been submitted. The project will be managed by the Housing Asset Management Tenant's Choice team
<i>Ownership and accountability</i>	Responsible for delivery: Mark Grandfield, Andy Wilcock To be consulted in decision making: Mark Grandfield, Andy Wilcock To be informed of actions, decisions or progress Steve Waddington, Debbie Mitchell
<i>Ensuring success</i>	The aim of this project is to meet the Government target of all homes complying with the decent homes standard by 2010. Risks: Cannot gain access to some of the homes Funding is needed for another priority Project not completed on time Risk mitigation: Good project management / ongoing communication with all involved. Good budget management
<i>Performance / success measure</i>	The SAP ratings for the homes will increase, showing lowered CO ₂ emissions levels for the average house.
<i>Timing</i>	Ongoing programme
<i>Sources of information and guidance</i>	Emissions data from Codeman stock condition database, which calculates SAP rating and emissions statistics of CYC properties. Typical savings sourced from Energy Saving Trust website

Project H3 : Decent Homes: Render 11 blocks of flats	
<i>Description and notes</i>	<p>To bring all council owned homes up to decent homes standard by 2010. This includes a number of energy efficiency measures to give the homes affordable warmth.</p> <p>Render 11 blocks of flats (110 properties) in Lindsay Avenue to improve their thermal insulation.</p>
<i>Quantified costs and benefits</i>	<p>Financial investment, operational costs £480,000</p> <p>Typically, rendering has a similar effect to cavity wall insulation, namely a CO₂ emissions saving of 750kg/year (Source: Energy Saving Trust). This is around an 8% saving on a typical property with no wall insulation.</p> <p>110 properties represent 1.4% of CYC's Housing stock, so the overall saving amounts to 0.11% of CO₂ emitted by our social housing stock.</p> <p>Financial savings will be reflected in the tenants' own gas and electricity bills, so there is no direct financial saving for CYC</p> <p>Payback period n/a</p>
<i>Resources</i>	<p>Funding will be provided from the Housing Capital Programme via a CRAM bid. This has already been submitted.</p> <p>The project will be managed by the Housing Asset Management Projects team</p>
<i>Ownership and accountability</i>	<p>Responsible for delivery: Mark Grandfield, Andy Wilcock</p> <p>To be consulted in decision making: Mark Grandfield, Andy Wilcock</p> <p>To be informed of actions, decisions or progress Steve Waddington, Debbie Mitchell</p>
<i>Ensuring success</i>	<p>This is a project in which the Housing Projects Team has previous experience. Risks are therefore small.</p>
<i>Performance / success measure</i>	<p>The SAP ratings for the homes will increase, showing lowered CO₂ emissions levels for the average house.</p>
<i>Timing</i>	<p>To be carried out in financial years 2009/10 and 2010/11.</p>
<i>Sources of information and guidance</i>	<p>Emissions data from Codeman stock condition database, which calculates SAP rating and emissions statistics of CYC properties.</p> <p>Typical savings sourced from Energy Saving Trust website</p>

Appendix C

Abbreviations

BERR	Department for Business Enterprise and Regulatory Reform
BAU	business as usual
CAMG	Corporate Asset Management Group
CAPMOG	Capital Programme Monitoring Group
CCL	Climate change Levy
CMP	carbon management programme
CMT	Corporate Management Team
CO ₂	Carbon dioxide
CRAM	Capital Resource Allocation Model (CYC's internal scoring system for capital funding bids)
CRC	Carbon Reduction Commitment
CT	Carbon Trust
CYC	City of York Council
DCFS	Department for Children, Families and Schools
DHP	decent homes programme
DTI	Department for Trade and Industry
GWh	giga watt hours: 1 GWh = 1,000,000 kWh
HASS	Housing and Adult Social Services
LA	Local Authority
LCCS	Learning Culture and Childrens' Services
LSP	Local Strategic Partnership
kWh	kilo watt hours
kWp	kilo watts peak (the peak output of a photovoltaic solar array)
MWh	mega watt hours: 1 MWh = 1,000 kWh
NI185	National Indicator 185 (performance indicator against which the council will be assessed)
ppm	parts per million
RES	Reduced Emissions Scenario
SAP	Standard Assessment Procedure (a measure of the energy efficiency of a house or dwelling)
SIP	Strategy and Implementation Plan
TC	tenants' choice

Annex B – Salix/CYC funded CMP Projects

Proposed projects for Salix/CYC financing:

Description of project	Cost	CO ₂ savings per annum
1. Installation of 21 Power Perfector units. A Power Perfector 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.	£260,000	Approximately 440 tonnes CO ₂
2. Installation of Thermostatic Radiator Valves (TRV) to a selection of schools. TRVs can be used to control low temperature hot water heating systems using conventional radiators. They control the flow of hot water to a radiator, depending on the temperature of the surroundings. The appropriate use of TRVs prevents over-heating of a room, hence saving energy and reducing carbon dioxide emissions.	£5100	Approximately 24 tonnes CO ₂
3. Installation of Automatic lighting controls to a selection of schools. Automated lighting controls minimise energy waste by turning off artificial lighting when it is not required.	£5000	Approximately 14 tonnes CO ₂
4. Insulation upgrade in a major secondary school. Insulation refers to the ceiling, walls, windows, floors and doors of a building and will play a major role in the energy efficiency of the building structure.	£10,000	Approximately 18 tonnes CO ₂
5. Installation of Inverter variable Speed Drives (VSDs) in a selection of schools. VSDs are used to provide speed control for electric motors. In many applications, energy use and motor speeds are related so that even a relatively small reduction in speed can result in significant CO ₂ and revenue savings.	£8000	Approximately 25 tonnes CO ₂



6. Adoption of Good control of building services (heating, ventilation, cooling, lighting, recommissioning boiler controls) at various sites across CYC.	£30,000	Approximately 100 tonnes CO ₂
7. Retrofitting of efficient lighting in selected CYC sites.	£107,750	Approximately 120 tonnes CO ₂
8. Recruitment and employment of a Data Analysis	£40,000 * This is an estimated cost only.	TBC
TOTAL	£465,850	741 tonnes CO ₂

* The full £500,000 will be applied for through Salix. Please note that until the Data Analysis post has been graded, all costs are provisional and will be amended to reflect the outcomes of the grading.

Briefing Note

Carbon Reduction Commitment

Background

The Carbon Reduction Commitment (CRC) is a new legally binding climate change and energy saving scheme. It will cover large business and public sector organisations, including City of York Council, and will have a significant impact on reducing UK carbon dioxide emissions. The CRC will be a mandatory carbon emissions trading scheme. During a planned introductory phase, due to start in April 2010, all allowances will be sold at a fixed price. From April 2013, allowances will be allocated through auctions with a diminishing number of credits available over time. At the end of each year, company performance, mainly based on absolute carbon reductions since the start of the scheme, will be summarised in league tables outlining the best and worse performers in terms of carbon emissions and reduction.

The timeline for implementing CRC is detailed below.

2008 - Qualification year

Organisations will need to calculate their electricity use based on information provided by their suppliers (calendar year)

Early 2009

The Environment Agency – who will administer the CRC – will contact organisations in CRC and issue Registration Packs.

October 2009 – March 2010

Registration - Eligible organisations to monitor and report total emissions for this period

April 2010 – March 2011, First Compliance Year – NO SALES THIS YEAR

April 2011

First sale of allowances. Organisations will have to purchase allowances to cover their actual emissions in 2010/11 as well as for their forecast emissions for 2011/12

July 2011

Surrender allowances for 2010/11

October 2011

First recycle payment (based on 2010/11 emissions) and production of league table

April 2013

First capped phase begins

Auctioning of Carbon Allowances begins

Policy Background:

Energy White Paper

The commitment to implement CRC was announced in the [2007 Energy White Paper](#), (and now the Energy Act 2008), following consultation on measures to best secure cost-effective carbon savings from large non-energy intensive business and public sector organisations. This paper relates to specific measures that will ensure individuals, businesses and Government reduce their carbon emissions and save energy. It also places the UK on a path to cutting CO2 emissions by some 80% by about 2050 (and in line with the new Climate Change Act 2008), with real progress by 2020. (please note that The Energy Act implements the legislative aspects of the 2007 Energy White Paper).

Climate Change Act.

This act puts into statute the UK's targets to reduce carbon dioxide emissions through domestic and international action by 80 per cent by 2050 and at least 26 per cent by 2020, against a 1990 baseline.

Forecasted financial projections

The financial consequences to the council for the first three years of this scheme and based on the initial cost of £12 per tonne would amount to £792,000 (or £264,000 a year). This is also based on emissions of 22,000t being emitted by the council (based on 2007 figures for gas and electricity consumption). This total will be recycled back to the Council if it does not exceed its carbon budget over the three years (the baseline consumption figure – in this instances the 22,000t/yr).

In April 2011 the 1st sale takes place and CYC will have to purchase **£528,000** of emissions credits (please note this is 2010/11 **and** 2011/12 credits @ £12/tonne CO₂ - (£12 x 22,000t = £264,000 x 2 yrs = £528,000)

October 2011, CYC will receive their 1st recycling payment. This is in the form of a bonus or penalty of +/-10% (max. approx. **£52,800**). (Please note that payment is dependent on performance in a national league table).

In April 2012 the second sale takes place. CYC will have to purchase emissions credit for 2012/13 (at present this is fixed at £12/tCO₂) (approx. £ 264,000) please note this based on emissions remaining at 22,000t)

In October 2012 CYC to receive 2nd recycling payment. (This is in the form of a bonus or penalty of +/-10% (max approx. **£26,400**).

Should the council fail to stay within its carbon budget we would have to purchase additional allowances (at £12/t) and would risk a penalty for poor performance. This could result in the council loosing up to 10% of its annual recycling payment (£26,400)

From April 2013, allowances will be allocated through auctions with a diminishing number of credits available over time. The price for allowances therefore will not remain fixed after 2013 and could increase, especially over the years as demand for additional credits increases.

Please note this information was collated from the most up to date sources available. Further guidance on CRC is due to be issued in March 2009.

Conclusion

CYC needs to create as part of its CMP effective Carbon Trading Strategy annually in order to deal with CRC. Effective carbon management programmes and accurate carbon forecasting will be vital to ensure the council remains within its carbon budget. A dedicated team across the council including energy, sustainability, finance and legal officers will need to be set up. DEFRA recommend that a management commitment of 57 person days per year will be needed to undertake primary activities of the scheme.

Recommendations:

1. To create a project team to initiate work on preparing for CRC; and
2. Project team to report back to the Executive, by October 2009, with proposals for managing CRC



Executive**3 March 2009****Report of the Director of Resources****Third Performance and Financial Monitor for 2008/09****Purpose of the Report**

- 1 This report provides details of the headline performance issues from the third performance monitor period up to 31 January 2009. It also builds on this to present the latest projection of the Council's revenue out-turn for 2008/09.
- 2 Three key areas of performance are covered in this report:
 1. **Finance** - which covers service and corporate budgets
 2. **Performance** - which examines how well the council is performing across a wide range of performance indicators, at both corporate and directorate level.
 3. **Key projects and priorities** - providing an update on how well the council is delivering improvement under the 10 corporate priorities and the key projects that support their improvement.

Monitor 3 headlines

- 3 The first 6 pages of this report cover the main headlines for monitor 3 and the rest of the report studies each directorate in more detail. Below is a summary of the key finance and performance headlines:

Finance - budget overview

- 4 The General Fund budget for 2008/09 is £117,014k, utilisation of balances and reserves reduce the call on council tax to £110,471k. The current projection is that there will be a net underspend of £990k in the year, of which Treasury Management activity is contributing £1,226k.

The General Fund

- 5 The table following summarises the information currently available, together with a forecast for those activities that fall under the remit of the Executive. It shows that service areas are projecting an overspend of £620k compared to £170k at monitor 2. The forecast for central contingency assumes that other than the request in this report there will be no further call on the remaining budget. Central budgets are forecast to underspend by £136k and Treasury Management activity is forecast to underspend by £1,226k.

Summary of Budgets and Variations

Variance 2007/08 £000		Monitor 2 Variance £000	Currently Approved Budget			Variations	Projected Out-turn £000
			Gross Exp. £000	Income £000	Net Budget £000	Out-turn to Net Budget £000	
	Service Area						
+414	Children's Services (non DSG)	+528	71,185	(42,098)	29,087	+560	29,647
+47	Leisure and Culture ¹	+47	13,024	(4,211)	8,813	+10	8,823
-16	Economic Development	-	5,997	(3,416)	2,581	-	2,581
-49	City Strategy	+73	37,286	(19,828)	17,458	+621	18,079
-377	Neighbourhood Services	+139	22,923	(7,155)	15,768	-115	15,653
+3	Chief Executive's Department	+60	11,538	(5,578)	5,960	-61	5,899
-170	Property	+294	10,536	(8,759)	1,777	+347	2,124
-1,363	Resources	-421	59,643	(54,973)	4,670	-608	4,062
-110	Housing General Fund	-74	11,291	(9,864)	1,427	-	1,427
-939	Adult Social Services	-476	60,934	(22,862)	38,072	-134	37,938
-2,560	Total of Service Areas	+170	304,357	(178,744)	125,613	+620	126,233
	Centrally Held Budgets						
-	Notional Interest	-	(13,907)	-	(13,907)	-	(13,907)
-	Contribution from Cap Fin Acct	-	-	(7,585)	(7,585)	-	(7,585)
-1,449	Other Central Budgets	-103	6,505	(691)	5,814	-136	5,678
-2,340	Treasury Management ¹	-1,289	11,147	(4,316)	6,831	-1,226	5,605
-200	General Contingency ²	-306	248	-	248	-248	-
229	Non availability of Trading Profit						
-6,320	Non DSG General Fund Total	-1,528	308,350	(191,336)	117,014	-990	116,024

¹ Assumes Members agree the recommended virement between Leisure and Treasury Management

² Projection assumes that there will no further bids from EMAPs

- 6 This is a deterioration of £538k from the second monitor position. A large amount of this variation is due to the additional costs resulting from the recent extreme weather conditions, (expected to increase costs by £250k), continuing increasing demand on Children's Social care costs and also the impact of the current economic climate on the activities of Yorwaste, which are expected to reduce the dividend payment in the year by £361k. The following table shows the movements in projections:

Comparison of Projections Monitor 2 and Monitor 3

	Monitor 2 Variance £'000	Suppl Ests £'000	Revised Variance £'000	Monitor 3 Variance £'000	Change £'000
Children's Services	+528	-182	+346	+560	+214
Leisure and Culture	+47	-	+47	+10	-37
Economic Development	-	-	-	-	-
City Strategy	+73	-	+73	+621	+548
Neighbourhood Services	+139	-	+139	-115	-254
Chief Executive's	+60	-	+60	-61	-121
Property	+294	-	+294	+347	+53
Resources	-421	-	-421	-608	-187
Housing General Fund	-74	-	-74	-	+74
Adult Social Services	-476	-	-476	-134	+342
Other Central Budgets	-103	-	-103	-136	-33
Treasury Management	-1,289	-	-1,289	-1,226	+63
General Contingency	-306	+182	-124	-248	-124
Total	-1,528	-	-1,528	-990	+538

- 7 Where increased spending pressures in service areas have been identified Departmental Management Teams are looking to identify savings and action that can be taken to reduce the net effect of these pressures. In particular Directorates currently anticipating an overspend have been asked to review carefully all expenditure commitments.
- 8 Although the projected out-turn is an underspend this is due in part to a number of one-off occurrences, particularly Treasury Management, in overall terms the Council faces a number of on-going budget pressures and future budget rounds will need to identify appropriate actions to control and mitigate them. Any overspending at out-turn will require the relevant directorate to develop an action plan to set out how they will bring back expenditure in line with budget to ensure no on-going problems. Action plans will be submitted to the Director of Resources in the first instance and where relevant further actions may be reported to the Executive.
- 9 Full details of the reasons for the service variations will be outlined in the individual EMAP reports to be presented later this month. Key parts of this are explained in paragraphs 29 to 78 and more detailed information will be presented to the individual EMAPs. An analysis of the key items which comprise current variances for other central budgets is shown in paragraphs 20 to 28.

Non General Fund

- 10 There is a projected overspend of £358k against a budget of £86,389k on the Dedicated School Grant (DSG) functions. Under the terms and conditions of the DSG any in-year underspend must be carried forward to be added to next year's DSG allocation, any overspend can only either be funded from the general fund or carried forward and deducted from the following financial year's DSG. The proposal is to take the latter course of action should the projected overspend continue to the end of the financial year.
- 11 The HRA current working balance budget is £7,238k. The projected out-turn working balance is expected to be £7,419k, £181k more than the current budget. This is a small deterioration from the second monitor which was forecasting an increase of £285k.
- 12 The trading activity of Neighbourhood Services is reporting a break-even position for the year-end. Any loss or profit would result in a transfer to the Trading Reserve.

Reserves

- 13 The level of revenue reserves at 31 March 2009 is projected to be in the region of £9m before any adjustment is made for net variations in the current year, as shown on the following table. The 2008/09 budget process recommended a minimum threshold level of £5,361k.

Summary of Revenue Reserves

		2008/09 £'000
General Fund Reserve		
Balance at 1 April		(11,386)
Less: Committed in Annual Budget	1,992	
Underspend in previous year released in year	1,513	
Transfer to Invest for Efficiency	1,000	
Supplementary Estimates granted to date	1,519	6,024
		<u>(5,362)</u>
Add: NNDR Rebates	(50)	
Additional LABGI grant	(691)	
Transferred funds from insurance reserve	(300)	(1,041)
		<u>(6,403)</u>
Expected Balance at 31 March 2009		(6,403)
Expected Balance on Trading Reserve at 31 March 2009		(300)
Expected Balance on Venture Fund at 31 March 2009		(2,883)
Expected Balance on Revenue Reserves at 31 March 2009		(9,586)

- 14 It should be noted that while this is above the minimum threshold of £5,361k future potential demands and agreed commitments, including commitments for the administration accommodation review and future budgets, have been identified which will reduce the available resources by the end of 2010/11.
- 15 The NNDR refunds received to date, after deducting all fees due to the Council's agents and the fee expected to be paid to property services, is £30k. It is projected that this may increase to £50k by 31 March 2009, and the latter figure has been included in the reserves statement at paragraph 13.
- 16 The latest information on the York High School fire are that costs are likely to be in excess of the sum which will be recoverable through insurance. Until the final costs and the insurers position is known the value of any shortfall cannot be identified, however there is likely to be a call on council reserves for the shortfall.

Performance

- 17 Overall York is improving in 63% of indicators so far this year with 64% on target (of those with data available). However the LAA indicators are a concern as only 51% of those reported are showing improvement at this point and 54% are on target. Many of those not reported are survey based (12 indicators) or produced only on an annual basis, so a true reflection of performance will not be available until the end of the year. This is also partly due to some of the education indicators predicting results slightly below last year's. For a breakdown of the key indicators used in this report that have target or improvement data available for April to December 2008 see Annex 1. Performance per directorate is outlined along with financial performance from paragraph 29 onwards.

	Total	Number on Target ^{*1}	Number showing improvement ^{*2}
All Indicators Reported	356	103 of 162 (64%)	99 of 157 (63%)
LAA Indicators	65	13 of 24 (54%)	15 of 29 (51%)
National Indicators	205	42 of 73 (56%)	42 of 73 (58%)
Indicators supporting a Corporate Priority	74	31 of 53 (58%)	39 of 60 (65%)

*Note 1 (*1) – the number of indicators with data (108 of 205 NI including sub-indicators) available is reduced as many indicators are either only produced on an annual basis or they are survey based due to the new performance collection arrangements and national indicators. Not all indicators have targets set for this year.*

*Note 2 (*2) – As above but as some indicators are new not all have historical data, therefore improvement cannot be shown at this stage.*

Note 3 – At the time of writing this report the PLACE survey indicator results were not available.

Improvement headlines:

- *Affordable homes* - significant progress has been made this year, with a current projected total of 150 homes being delivered against a target of 165. In the current housing market this represents an achievement.
- *Recycling and household waste* - York continues to increase the proportion of waste recycled and composted (now at 45%). Over the past 5 years significant improvement in both recycling and landfill levels have been achieved and the council is now one of the best performing unitary councils in the country. The amount of residual household waste per head of population also continues to improve (now at 626kg compared to 663 kgs in 2007/08), a drop of 6% in just one year.
- *Serious acquisitive crime* - is expected to meet the target of 3891 offences for 2008/09, mainly due to the theft from a vehicle and vehicle interference crimes performing well.
- *Youth offending* - the rate of proven re-offending by young offenders has dropped significantly and is already achieving the LAA target level.
- *Independent living* - the number of vulnerable people achieving independent living looks likely to exceed the very challenging 2008/09 LAA target of 68.5%.
- *Council Tax* - the % of council tax collected is predicted to improve again this year at 97.4%, a 5th successive improvement since 2003/04 when York was achieving 93%.
- *Staff attendance & H&S* - levels of attendance continue to show good improvement on the same period last year. If this trend continues, York will move into the second quartile of unitary authorities, a real achievement given that the council was in the bottom quartile just 3 years ago. Health & safety reported accidents have also declined sharply in comparison to the same period last year. Similarly, public incidents now running half that experienced in 2007/08, with just 4 incidents occurring outside school curriculum activity time.

Areas for improvement:

- *Out of work benefits* - the people on out of work benefit is a concern and looks likely to exceed the target for this year, mainly as a result of the recession. Current performance however, is significantly better than the Yorkshire and Humber region and the Great Britain level.
- *Average earnings of employees in the area* - is not on target for 2008/09 and is currently at 93.8% of the English median well short of the 97.6% target for 2008/09.
- *Educational attainment* - The % of pupils (NPI 73) achieving Level 4 or above in both English & Maths at KS2, has dropped an estimated 1% from last year. The % of pupils achieving 5+ A*-C at GCSE (or equivalent) including English and Maths, has also had a small drop of 0.7% from last year. For both indicators, York is well above both the national and regional average and are also still in the top quartile.
- *NEETs* - The % of 16-18 year olds who are not in education, employment or training has reduced to just 4.7%.

Corporate priorities

- 18 65% of indicators that support a corporate priority are improving with 55% on target for 2008/09. The Council has performed particularly well with the waste indicators (70% showing improvement) and with improving life chances of vulnerable young people (79% showing improvement). More detail can be found in paragraph 81.

Key projects

- 19 80% of the Council's key projects are on track to be delivered on time. Projects that have revised deadlines include the Barbican development, university swimming pool and Peaseholme hostel relocation (more detail can be found in graphs 82 to 83).

Executive

Finance

Centrally Held Budgets

- 20 These are budgets where the reporting responsibility has been reserved to the full Executive, and so any movement on them is considered as part of this report.

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Notional Interest Income	-	(13,907)	(13,907)	-
Contribution from Capital Finance Account	-	(7,585)	(7,585)	-
Other Central Budgets	-103	5,814	5,678	-136
Treasury Management	-1,289	6,831	5,605	-1,226
General Contingency	-306	248	-	-248
Total	-1,698	(8,599)	(10,209)	-1,610

Notional Interest Income and Contribution from Capital Finance Account

- 21 These are balancing items to entries in service accounts and will always out-turn at budget.

Other Central Budgets

- 22 These budgets cover a variety of funding held centrally and details are shown in the table below.

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Pensions - costs of early retirements	+147	704	1,035	+331
Redundancy payments	-260	649	296	-353
Park & Ride provision for staff passes	+45	55	100	+45
LABGI Grant (gross budget £691k)	-	-	-	-
Specific contingency primarily for pay and grading	-	4,045	4,045	-
Miscellaneous, including contribution to week 53 reserve, rent reviews and provision for bad/doubtful debts	-35	361	202	-159
Total	-103	5,814	5,678	-136

- 23 The majority of the budgets are for contractual purposes and will be fully required. The cost of the staff park and ride passes is forecast to overspend, mainly due to a budget saving taken in an earlier year not being deliverable. At the moment the budget for the additional costs of the recently agreed pay and grading review is still being held centrally. Work is currently being undertaken with each Directorate to identify how much needs to be transferred to each service area, and when the exercise is completed the budget will be transferred. At the moment indications are that the full budget will be needed.
- 24 One other area for consideration is the sum needed for bad debt provision. As part of the preparatory work for the transition from the current financial system to the new

ledger in April consideration is being given to the age/collectability of old debts. It is likely that there will be a larger than usual write-off in the year and that the provision at year-end may therefore be lower. The projections assume that these two will match.

- 25 The projection on redundancies and pensions currently shows an underspend of £22k. This estimate has been prepared using information on all known redundancy situations for the remainder of the year, most of which have arisen from 2008/09 budget savings and expected retirements under the Council's early retirement policy.

Treasury Management

- 26 This activity is currently predicted to produce a surplus (underspend) of £1,226k, after a transfer of £106k from this activity to Leisure proposed by the Director of Resources (see paragraph 28 for further information). This is mainly due to two key events: a delay in borrowing made possible by strong cash-flows (£241k) and the overall level in interest rates throughout the year has seen cash balances earn a higher return (£1,180k after the virement of £106k mentioned above) than originally projected. This is a consequence of the prolonged dislocation of money market rates against the Bank of England Base Rate. Due to the ongoing liquidity crisis interest rates payable on the markets have sat up to 1% higher than the bank base rate.

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Delay in Borrowing	-518	4,998	4,757	-241
Provision to repay debt	+240	4,125	4,365	+240
Increase in interest receivable	-978	(2,293)	(3,473)	-1,180
Miscellaneous	-33	1	(44)	-45
Total	-1,289	6,831	5,605	-1,226

General Contingency and Supplementary Estimate Requests

- 27 Contingency funding amounting to £800k was set aside in the budget process. As detailed in Annex 2 supplementary estimates approved to date amount to £552.1k leaving £247.9k. There is one request for further additional funding relating to fostering costs. A sum of £80k was requested at the second monitor report, and Members approved the release of £40k. A request is now made for the remaining £40k to be released. Full details of this request are shown at Annex 3, which also details how the number of looked after children has increased over the years, and in particular how the number has increased over the last twelve months. There should be no further calls at this stage in the financial year.

Virements Requested

- 28 The Council's financial regulations require that any virements between service plan heads of more than £250k are agreed by the Executive as part of the budget monitoring report. There are no requests anticipated to be referred from the EMAP meetings. However the Director of Resources is requesting approval to a virement of £106k between Treasury Management and Leisure and Cultural Services. This is to provide sufficient funds to meet the costs in 2008/09 that will now need to be met for the Barbican Centre.

The remaining pages of this report cover each directorate in more detail with an annex showing the key indicators used in this report.

Learning, Culture and Children's Services Directorate

Finance

Children and Young People's Services

- 29 The current projection is for an overspend of £560k. Although the position reported at the second monitor was an overspend of £528k Members agreed that supplementary requests would be granted for £182k to reduce this projection to £346k. The current forecast is therefore an increase of £214k. Significant variances reported to Members are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Children and Families	+599	11,546	12,107	+561
Lifelong Learning and Culture	+60	391	551	+160
Partnerships and Early Intervention	-250	1,754	1,504	-250
Resource Management	+9	7,360	7,369	+9
School Improvement and Staff Development	-	555	555	-
School Funding and Contracts	+110	7,481	7,561	+80
Total	+528	29,087	29,647	+560

- a Within Children's Social Care an overspend of £461k is forecast resulting from increasing demand. Fostering fees of £250k is projected, after the supplementary request has been applied. The Looked After Children population has increased by 28 to 198, of these over 130 are placed with foster carers. The Schools Forum has agreed an additional £100k can be charged to Schools Budget (hence the DSG) reducing the overspend to £150k.
- b There is likely to be an overspend of £126k on the placements budget for children with complex needs. The major impact is from 3 new and unexpected residential placements and two short term children's home placements. Efforts are being made to enable some children to be returned to York. Other costs are also forecast to overspend principally due to increasing costs of £60k on the PACT scheme in Health and Disabilities Contracted Services and a £55k shortfall in the level of the Social Care Workforce Training Grant allocated to children's social workers.
- c There is a projected overspend of £95k on legal fees due to a higher than usual number of complex (expensive) court cases involving York children, together with a general increase in the cost of cases resulting from a national trend for courts to call in more expert witnesses.
- d The latest management information data on take-up of Learning and Skills Council (LSC) funded training programmes suggests that learner numbers will be significantly lower than the targets set by the LSC. As the LSC grant funding is now directly related to performance this will result in a reduction in funding of at least £100k this year.

- e The Integrated Children's Centres (ICC) revenue grant for the Children's Centres programme was allocated for a full year's staffing and activity, however actual recruitment has taken place throughout the year, there is therefore a one-off underspend of £250k.
- f There is a net projected overspend of £32k on the cost of providing transport and escorts for SEN pupils, due to rising fuel costs, an increase in the cost of for short taxi journeys and the use of a variety of replacement suppliers following suspension of a contract with a major supplier. This is after charging £150k of these costs to the DSG by agreement with the Schools Forum.
- g Based on historic profiles of expenditure there is a high risk of an overspend of £80k on the Repair and Maintenance buyback. A review of the operation of this budget will now be undertaken with colleagues in Facilities Management (who manage it on behalf of LCCS) to try and contain this overspend. If this is deemed to be a recurring issue then a review of the charges made to schools will have to be considered for 2009/10.
- h Net minor variations presented to Members produce a further overspend of £7k.

Leisure and Culture

- 30 The latest forecast is for an overspend of £10k, assuming that Members agree to the virement request set out in paragraph 28, compared to a projected overspend of £47k at the second monitor. Significant variances reported to Members are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Lifelong Learning and Culture	+47	8,707	8,717	+10
Total	+47	8,707	8,717	+10

- a As previously reported a number of valuable obsolete stock items have been sold at auction and raised £95k. This income was intended to support the first phase of redeveloping the central library into a library learning centre. However, at this stage a significant shortfall against the core library income budgets of £73k is projected. Other minor variations produce savings of £18k, leading to a projected underspend for the overall library service budget of £40k.
- b Parks & Open Spaces is currently showing an overspend of £77k, however the service manager has proposed action that will bring the service budget back into line by the end of the financial year.
- c The Sports & Active Leisure area is forecasting an overspend of £146k (the main item being £106k unbudgeted costs relating to the Barbican Centre following the termination of the agreements with Absolute Leisure in January 2009). The Director of Resources has agreed to request the virement of budget from the Treasury Management to fund these additional costs. This reduces the overspend to £40k.
- d Net minor variations produce a further overspend of £10k.

Non-General Fund Account**Dedicated School Grant (DSG)**

- 31 The net projected overspend has increased from £300k at monitor one to £358k, an increase of £58k. Significant variances reported to Members are:
- a Out of City placements have increased by £73k reflecting the number of pupils placed in external children's homes and residential special schools.
 - b The Nursery Education Grants budget is currently predicted to overspend by approximately £20k in 2008/09, after the DCSF have agreed the use of Standards Fund flexibility funding towards increased costs. This equates to 44 additional children claiming the free entitlement for the full year.
 - c Within the Behaviour Support Service costs of providing supply teachers is projected to overspend by £116k, and costs of provision for excluded pupils from the sixth day of their exclusion have risen by £50k.
 - d There is a forecast saving of £120k on the Area Based Grant, allowing some of the excess expenditure in Behaviour Support to be funded.
 - e There is a projected overspend of £77k on Learning Support Assistants due to an increase in the number of pupils requiring more than 15 hours support per week.
 - f The number of pupil numbers used in the calculation of the DSG for 2008/09 has now been fixed by the DCSF. The confirmed pupil numbers for DSG calculation are 20.6 fte pupils lower than the estimates (0.1%). Each fte pupil generates £3,801 resulting in £78k less grant than originally estimated.
 - g Net minor variations presented to Members produce an overspend of £64k.

Performance

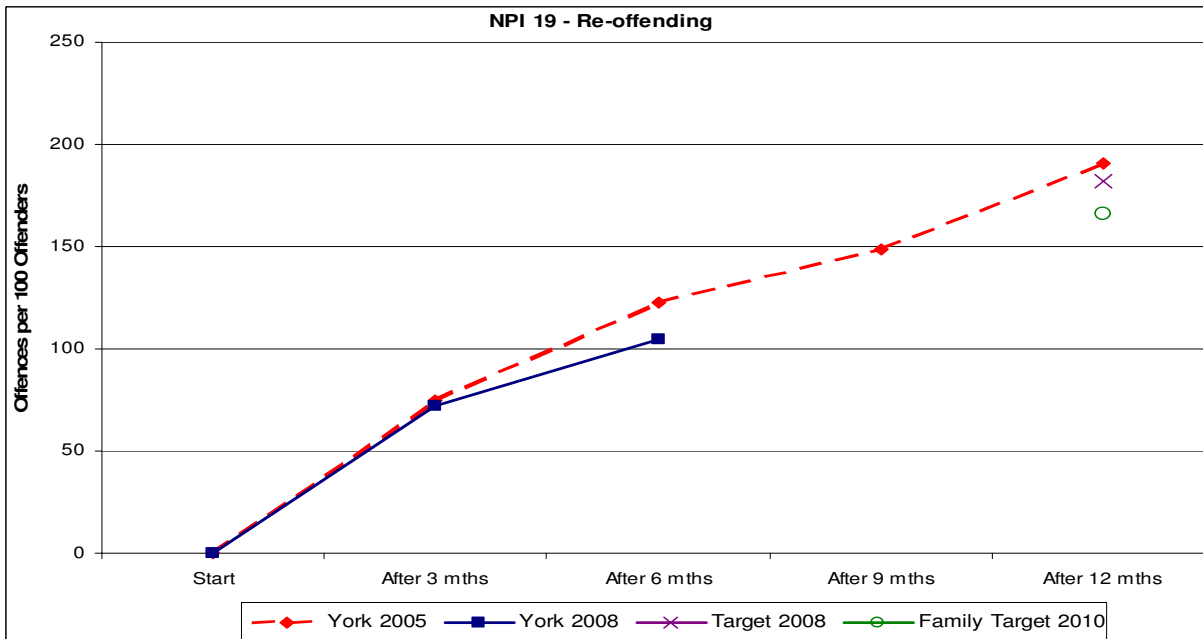
- 32 Overall 65% of indicators are showing improvement from 2007/08. Only 38% of the LAA indicators are showing improvement at this point, due to some of the education indicators (which are estimates at the moment) predicting results slightly below last years. It should be noted however, that these represent movement from very high levels, most of which have been continually improving for the past 5-6 years. In the vast majority of these cases, LCCS are still performing in the top quartile.

LCCS	Total	No on Target	No showing improvement
All Indicators Reported	141	47 of 69 (68%)	45 of 69 (65%)
LAA Indicators	30	5 of 13 (38%)	7 of 20 (35%)
National Indicators	85	21 of 37 (57%)	24 of 43 (56%)

Improvement Headlines:

- 33 NPI 19: Youth offending - the rate of proven re-offending by young offenders is performing well against the 2005 baseline for the initial 6-month monitoring period. 105 offences per 100 offenders were committed between April and September 2008 compared to 123 in April to September 2005. Therefore York is currently performing beyond target levels for this LAA indicator.

Graph to show rate of proven re-offending by young offenders against 2005 baseline and family.



- 34 Out of school provision - the number of pupils in 'out of school' provision is expected to improve below the target of 100 and the number of days provided for those pupils is forecast to rise to 4.7 days improving from 3.6 days in 2007/08. Permanent exclusions have shown a declining trend. Secondary fixed term exclusions have halved, from 434 to 213, compared with the same period last year with only 1 permanent exclusion compared with 12 for the same term. It is a similar picture in Primary with fixed term reducing from 79 to 40 and no permanent exclusions. This reflects the work of the LA and schools who have embarked on a programme to provide innovative provision, such as Learning Support Units and nurture groups, to improve the offer for these vulnerable pupils.
- 35 NPI 60: Children's social care - improvements continue to be made with children's social care assessments being carried within the required timescales. Both indicators for initial and core assessments are due to hit targets for 2008/09.

Areas for improvement:

- 36 NPI 117: NEETs - the % of 16-18 year olds who are not in education, employment or training (NEET) is predicted to be 4.7% for this year, a slight increase on the 3.59% achieved in 2007/08, but still well below the national average. The economic downturn has had an impact on this indicator as many apprentices have lost their jobs and the number of work places available has reduced. Nevertheless, it is encouraging that NEETs are still much lower than the 5.9% recorded in 2006/07, when the economy was much stronger. Various measures have been put in place to combat these problems and continue to reduce the number of NEETs in York.
- 37 NPI 8: Adult exercise - the % of adult participants in sport (16+) is an area of concern for the LAA and may have been effected by a change to the way the survey is collected. The survey is now half the original size but more often throughout the year. However, the latest data shows that only 19.3% of adults exercise 3 times a week compared to 24.8% in 07/08.

38 NPI 110 & 115: pupil survey - there is a concern over 2 LAA indicators relying on a voluntary school pupil survey (TellUS) relating to participation in positive activities (NI 110) and misuse of drugs or alcohol (NI 115). The result used is an average of the council's statistical neighbours and not just York. This was due to a low response rate from York Schools therefore the result was not statistically viable so can't be used.

39 NPI 73 & 98: KS2 attainment - the % of pupils (NPI 73) achieving Level 4 or above in both English & Maths at KS2, has dropped an estimated 1% from last year. While the % of pupils (NPI 98) achieving 5+ A*-C at GCSE (or equivalent) incl English & Maths, has also had a small drop of 0.7% from last year

Note: Maths and English are merged together now where as they have been collected separately before. So a poor performing area can bring down the overall score and the KS2 measure has been affected by the poor Maths results. That said the drop at KS4 is recognised as a major priority for improvement in the forthcoming year. Increased staffing in Education Development Service and increased support for schools is being provided. There is also now additional time (1.4 FTE) provided in a numeracy consultant posts.

40 NPI 99 & 100: Educational attainment of children in care - has reduced significantly, after major improvements achieved in 2007/08. Although a drop in performance was predicted and reflected in the targets set, the 2008/09 result falls well below this, but it should be noted the cohort was only 10 of which 6 were actually placed outside of this LA. Work to track the educational attainment through all years of in care children is being developed.

Indicator	2007/08 result	2008/09 forecast	2008/09 target
Children in care reaching level 4 in English at KS 2	80.0%	30.0%	44.4%
Children in care reaching level 4 in Maths at KS 2	60.0%	40.0%	44.4%

Note: the indicators above are part of the group of 16 educational attainment PIs which get published in the LAA.

City Strategy Directorate

Finance

Economic Development

41 The third monitor will, like the second one, forecast a break-even position. Significant variances reported are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Economic Development	-	2,581	2,581	-
Total	-	2,581	2,581	-

a £58k shortfall on Newgate market tolls continuing the underlying downward trend in market income across the country. This is offset by £4k additional income from the electricity substation in the compactor yard, £8k saving through restructuring the markets cost base from October 2008 and £8k from operational budgets.

- b £28k of miscellaneous savings have been identified to keep the spend within the budget.

City Strategy

- 42 The current projections are for an overspend of £621k compared to the second monitor which was forecasting a net overspend of £73k. Members will note that this overspend is a significantly higher than that forecast at Monitor 2. The two main reasons for the increased overspend are the increased costs of Winter Maintenance (£+250k) which has occurred due to a colder than assumed winter and a significant downturn in the trading position of Yorwaste leading to a lower dividend than assumed at Monitor 2 (£+361k). Excluding those two events the overall budget position has improved by £63k. Significant variances reported are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
City Development and Transport	+103	15,646	15,827	+181
Planning and Sustainable Development	+130	1,326	1,585	+259
Resource and Business Management	-160	486	667	+181
Total	+73	17,458	18,079	+621

- a There is forecast to be a shortfall in car parking and park and ride income of £146k by the end of the financial year. The economic downturn and the national concessionary bus pass scheme are contributory factors. There is also expected to be a shortfall in fine income of £25k. Savings of £47k on car park maintenance, vehicle removal and other operation budgets have been found to partially offset the loss of income. Additional costs of supporting services managed by the North Yorkshire Concessionary Fare Partnership, principally the Coastliner services, are forecast at £300k, offset by savings of £247k from slightly lower numbers using services administered by CYC.
- b By the end of January the gritters has been out on double the normal occasions and winter maintenance costs are therefore expected to overspend by £250k, with a further £50k on flooding and cleaning footways. Work is being undertaken with staff of Neighbourhood Services to minimise the impact of this overspend. Offsetting these overspends an underspend of £89k has been identified within city development and transport due to staffing variations, savings of £202k on highway maintenance (including the use of the highways and planning delivery grant approved by Members in monitor two). Other minor variations produce a net underspend of £5k.
- c Within the planning and sustainable development section income from development control, building control and land charges are projected to produce a net shortfall of £251k (£65k additional income from development control for the year offset by a shortfall of £140k in building control income, due to the downturn in the property market, and £176k in land charges income). Additional costs of £175k have arisen due to the number of public inquiries into planning decisions. Offsetting these is additional income from the housing and planning delivery grant and climate change grant of £157k. Other minor variations produce a net underspend of £10k.
- d The increased costs within the resource and business management section result mainly from additional costs of £193k due to complex financial and legal issues

on the joint waste project with North Yorkshire and a shortfall in assumed dividend from Yorwaste of £113k resulting from problems in dealing with recyclates. Offsetting these costs there are savings of £59k following the early repayment of the Venture Fund Loan to fund the DEEDS restructure and staff and other savings across the service area £66k.

Performance

- 43 Over 53% of indicators have improved since 2007/08 and 60% are on target. However many indicators used by City Strategy are survey based and will not be available till the end of 2008/09.

	Total	Number on Target	Number showing improvement
All Indicators Reported	83	20 of 35 (57%)	18 of 34 (53%)
LAA Indicators	15	2 of 3 (67%)	2 of 2 (100%)
National Indicators	36	4 of 7 (57%)	6 of 8 (75%)

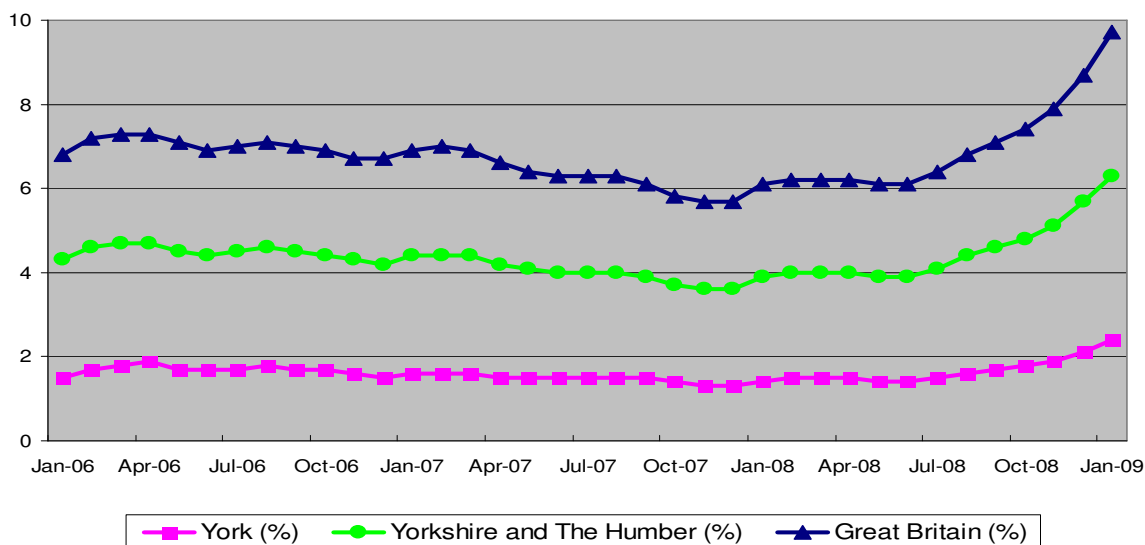
Improvement headlines:

- 44 NPI 151: Employment - York's overall rate of employment is currently performing better at 84% compared to 78% in 07/08. There are concerns over the time lag in the information produced by the Office of National Statistics and this indicator is likely to decline, see paragraph 47.
- 45 NPI 157a: Planning - major planning applications determined within 13 weeks is performing better than target levels with 76% of applications compared to the target of 70%.

Areas for improvement:

- 46 NPI 166: Citizen income - average earnings of employees in the area (an LAA indicator) is not on target for 2008/09 as it is currently 93.8% of the English median, which does not meet the target of 97.6%.
- 47 NPI 152: Benefits - working age people on out of work benefit (an LAA indicator) is a concern as the most recent data released by the Office of National Statistics (ONS) shows performance is at 6.98% but that is only for 1st April to 30th June 2008. This currently exceeds the target of 7.10% and the 2007/08 Quarter 1 figure of 7.16%. Furthermore this significantly better than the Yorkshire and Humber region figure of 11.90% and the Great Britain figure of 11.60%. However, more recent monthly data is available for the percentage of people claiming job seekers allowance which forms part of the calculation for NI 152 and the numbers have been getting higher over recent months, see the graph below. Therefore it is likely that NPI 152 will also increase in the next quarter. It is also an indication of a likely change to the overall employment rate as shown in paragraph 44. York is still below the regional and national average for claimant count. Given this is an LAA target it needs to be considered in the LAA refresh process.

Graph to show Claimant count for Job Seekers Allowance



Neighbourhood Services Directorate

Finance

General Fund Services

- 48 The projection for this service is that there will be an underspend of £115k at the year-end compared to a second monitor which reported a projected overspend of £139k on general fund activity. Significant variances are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Environmental Health and Trading Standards	+30	2,043	2,043	-
Licensing and Bereavement Service	-	(848)	(848)	-
Registrars Service	-	24	24	-
Neighbourhood Management	-24	982	942	-40
Ward Committees	-	976	891	-85
Neighbourhood Pride Service	+34	2,403	2,379	-24
Enforcement and Environment	-	693	693	-
Waste Management, Refuse and Recycling	+99	9,122	9,156	+34
Pest Control	-	45	45	-
Contribution to Safer York Partnership	-	328	328	-
Total	-139	15,768	15,653	-115

- There is an forecast overspend on fuel of £28k in Refuse & Recycling, based on current year prices and staff costs are forecast to overspend by £88k, mainly due to bank holiday payments, the short term cost of an additional crew to supplement a recycling round and agency costs to cover vacant posts. In addition bin and container replacements are forecast to overspend by £62k, mainly due to an increase in prices.
- Unbudgeted security costs at Towthorpe HWRC are forecast at £84k.

- c The above overspends are offset by a projected underspend of £221k on waste disposal costs, due to a reduction in tonnage of waste sent to landfill.
- d There are net underspends on Ward Committees and Neighbourhood Management Unit of £115k; however these underspends will form a request for carry forward at the year-end.
- e Net minor variations produce a further underspend of £41k.

Trading Activity

- 49 Current projections for the trading activities show a break-even position compared to an overspend of £93k at the second monitor. Details of the variances will be reported to the EMAP, with the significant variances being:
- a. The Civil Engineering Service is forecasting an underspend of £51k, and building maintenance an underspend of £55k.
 - b. Commercial Waste are forecasting an overspend of £74k due to a reduction in their customer base, with small overspends on other trading activities totalling £32k.

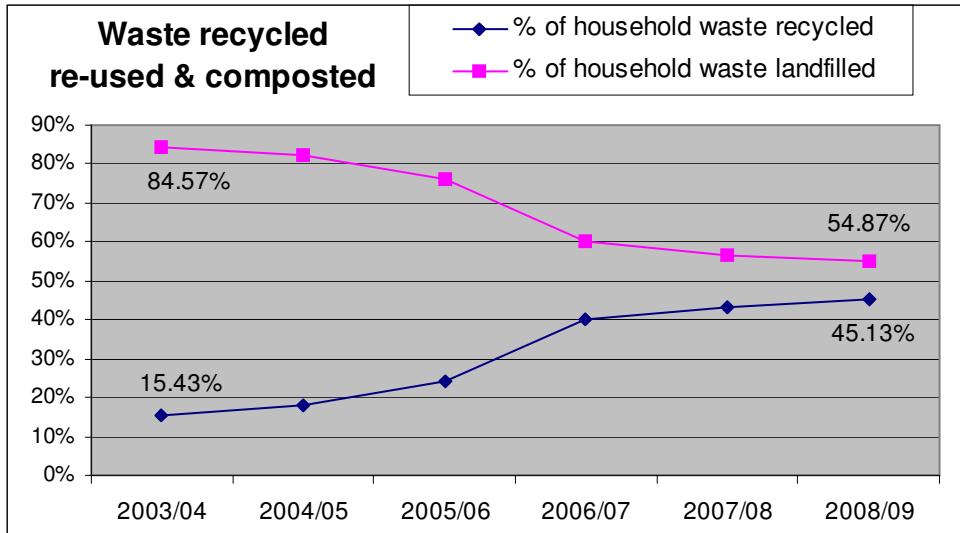
Performance

- 50 Overall 56% of indicators are showing improvement on 2007/08, although only half of the full set of indicators have data available at this stage in the year. Of the 2 out of 6 LAA targets (with data) that can be measured, both are predicted to hit their target. However, half of the NPIs reported are predicted to miss their 2008/09 targets.

NS	Total	Number on Target	Number showing improvement
All Indicators Reported	62	15 of 27 (56%)	21 of 32 (66%)
LAA Indicators	6	2 of 2 (100%)	2 of 2 (100%)
National Indicators	36	7 of 14 (50%)	6 of 14 (43%)

Improvement headlines:

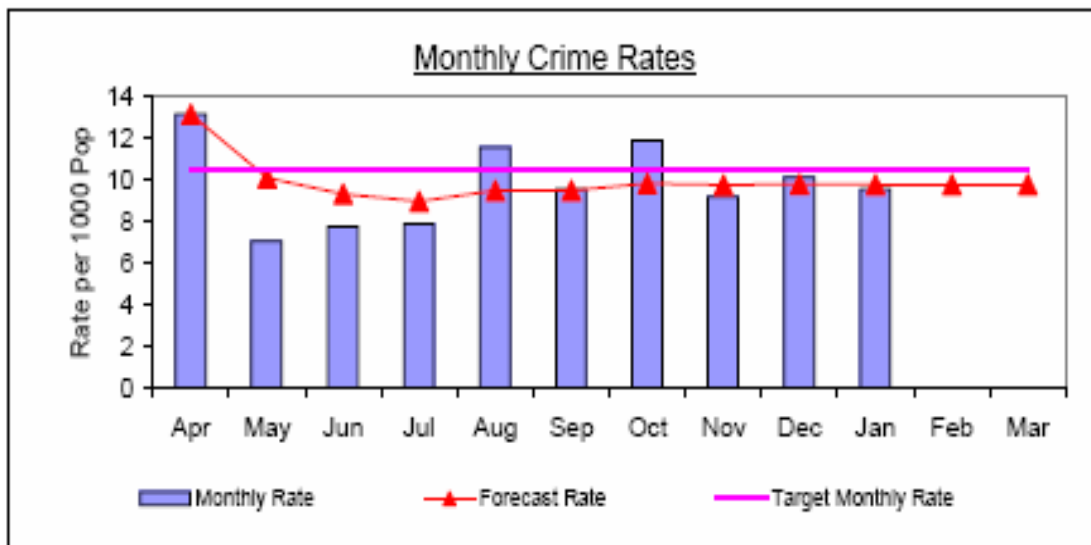
- 51 NPI 191: Household waste collected - the amount of residual household waste per head of population continues to improve (forecast to be at 626kg in 08/09 compared to 663 kgs in 2007/08), a drop of 6% in just one year. This performance exceeds the 2008/09 LAA target (640kgs) and moves York towards the 2009/10 target (617 kgs).
- 52 NPI 192: Waste recycling & landfill - York continues to increase the proportion of waste recycled and composted (now at 45.1% compared to 43.4% in 2007/08). Over the past 5 years significant improvement in both recycling and landfill levels have been achieved and the council is now one of the best performing unitary councils in the country, placing York high into the top quartile and helping to support improvement under the LAA residual waste target. The graph below shows that future improvement may be less dramatic than the improvements experienced in 2005/06 and 2006/07.



Community Safety

- 53 Many of the national indicators are entirely new. Some of those that relate to numbers of reported crimes have suffered from changes to crime classifications - and reporting by NYP will take time to settle (ie greater clarity over which offences fit to which crime classifications).
- 54 NPI 16: Serious acquisitive crime (domestic burglary, robbery of business and personal property, theft from a vehicle, theft of a vehicle and aggravated vehicle taking) - viewed as a whole the serious acquisitive crime rate is expected to meet the target of 3891 offences for 2008/09.
- 55 Performance for NPI 16 is mainly due to the theft from a vehicle and vehicle interference crimes performing well. Below is a graph showing the theft from a vehicle crime rate which forms around half of the serious acquisitive crime rate (NPI 16).

Theft from a Vehicle (inc attempts) provided by York CDRP



Areas for improvement:

- 56 A number of NPIs represent improvement under the council priority area - cleaner streets. Performance forecasts show a decline in some areas, although the overall flagship indicator (NPI 195a) should remain the same.

Indicator	2007/08 result	2008/09 forecast	2008/09 target
NPI 195a: Street cleanliness (levels of litter)	8%	8%	8%
NPI 195b: levels of detritus	9%	10%	8%
NPI 195c: levels of graffiti	2%	6%	2%
NPI 196: dealing with fly tipping	2 (effective)	3 (not effective)	2 (effective)

- 57 NPI 195a&b: Cleaner streets - these indicators relate to those areas surveyed that were found to have unacceptable levels of litter, detritus and graffiti. The 2007/08 results of 8%, 9% and 2% respectively, were the best results York achieved since the surveys were started and demonstrate a much cleaner city than in previous years. In 2003/04 30% of York's streets were assessed as having unacceptable levels of litter and detritus. The 2008/09 targets were set to maintain 2007/08 levels, which was seen as challenging without further York Pride investment experienced in previous years. After completing 2 of the 3 surveys in 2008/9, it likely that performance will stay the same for litter levels and dip below the target level for detritus. York performs well in street cleanliness using the Encams/Defra methodology, despite ongoing problems with other authorities surveying in different ways that makes comparison between councils unreliable.
- 58 NPI 195c: Graffiti - in the two graffiti surveys carried out in June and October 2008, the fail rate rose above 2% levels for the first time. A range of prevention, enforcement, and cleansing activity within Neighbourhood Services, and jointly with Neighbourhood Policing Teams and Safer York Partnership, has now started to reduce graffiti levels in the city. The success of this response will be kept under constant review.
- 59 NPI 196: Fly-tipping - this indicator is based on trends between years in a) the level of fly-tipping incidents, and b) the level of enforcement activity in response. Anything other than a fall in the recorded level of fly-tipping stops the service from being seen as 'effective'. 2008/09 has seen a new environmental enforcement team taking a much closer interest in fly-tipping, which has resulted in more incidents being recorded. However, whilst the level of incidents are up 32% in the 9 months to December, the amount of enforcement activity is up 47% in the same period - resulting in a drop to a 3 (not effective).

Chief Executive's Directorate**Finance**Chief Executive's Department

- 60 The current projections are for an underspend of £61k compared to an overspend of £60k at monitor two. Significant variances are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Corporate and Democratic Core	-	1,612	1,612	-
Chief Executive	-5	394	385	-9
Director of People and Improvement	-	212	219	+7
Human Resources	+62	81	36	-45
Marketing and Communications	+40	(51)	(13)	+38
Civic, Democratic and Legal	-37	2,430	2,378	-52
Pay and Grading	-	1,282	1,282	
Total	+60	5,960	5,899	-61

- a Actions have been implemented in an attempt to bring the projected overspend back into balance. Notably in Human Resources backfilling arrangements have been reviewed and where possible posts have been left vacant. Other variations within Human Resources include additional consultancy costs of £64k supporting the Health and Safety function prior to the appointment of a new manager, and additional costs of £25k incurred within Corporate HR partly as a result of backfill arrangements for Pay and Grading review, offset by additional income of £83k from the projected surplus from the recruitment pool. In addition there is slippage on the Delphi Replacement project of £71k. This latter may be requested when carry forward items are considered at out-turn.
- b Marketing and Communications are forecasting an overspend mainly comprising non-achievement from letting advertising of £20k on council boundary signs and a continued forecast shortfall of £27k from the Print Unit.
- c Democracy and Committee Services are forecasting staffing savings amounting to £89k offset by increased costs for a temporary additional childcare solicitor of £16k.
- d Net minor variations are projected to produce a further overspend of £30k.
- 61 The pay and grading project expenditure is expected to out-turn within the agreed budget. The only potential area for overspend is external legal fees, which are running at higher than the rate expected due to additional legal work. However there are other areas that are underspending which should keep the spend within the overall budget.

Property Services

- 62 The latest forecast is for an overspend of £347k compared to the second monitor which was projecting £294k, a further increase of £53k. Significant variances reported to Members are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Property Services	+294	1,777	2,124	+347
Total	+294	1,777	2,124	+347

- a Of the three staffing trading accounts two, Facilities Management and Asset and Property Management, are projected to break even, however the trading account for Strategic Business and Design is forecast to out-turn with an adverse variance

of £158k. Details of the reason for this will be set out in the EMAP report, but include the use of agency staff to fill posts currently vacant and a number of staff on long-term sickness.

- b There is a projected income shortfall of £73k within the Commercial Property Portfolio as current economic conditions lead to further voids within the sector. Emergency maintenance works on a number of properties has impacted too.
- c Administration accommodation is forecast to overspend by £109k, mainly due to an increase in hire and services charges from landlords (£72k) for additional costs of repair and maintenance. All repair and maintenance expenditure is now on hold, items will be considered on a case-by-case basis and works only undertaken to meet health & safety requirements.
- d There is a projected overspend of £43k on the management of surplus assets. As it becomes more difficult to sell properties the costs of maintaining, securing and managing surplus property will become more expensive.
- e Net minor variations produce a small underspend of £36k.

Performance

- 63 Chief Executives have a limited number of indicators available as most of their national indicators are produced through the Place Survey and these will be reported in the year-end performance report. The Corporate Health section, paragraph 79, shows many of the other indicators produced by this directorate.

Resources Directorate

Finance

- 64 The latest projection is an underspend of £608k compared to £421k at monitor two, a further underspend of £187k. Significant variances are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Director	-54	278	263	-15
Public Services	-8	2,180	2,124	-56
Strategic Finance	+28	229	210	-19
Performance, Audit and Risk Management	-41	293	152	-141
IT&T	-326	-22	(401)	-379
Easy Project	-20	1,712	1,714	+2
Total	-421	4,670	4,062	-608

- a Within the Public Services variance the large items are additional pressures on Benefits Administration of £266k, offset by an improvement in Benefits Subsidy of £232k and £132k from additional recovery of court costs on council tax and NNDR recover action. Other net overspends amount to £42k, mainly on staffing costs.
- b Within Performance, Audit and Risk Management a budget of £50k was set up to fund the Income Collection Policy review and implementation, of this there remains £35k. The Policy was approved at Executive in September 2008 which included an 18 month implementation plan. In addition a budget of £35k set

aside for work on the Competition Strategy is not anticipated to be spent in the current year. It is requested that both these items (£70k in total) are carried forward into 2009/10 as it is envisaged that further funding will be required to implement these schemes. Other underspends totalling £33k result from staffing vacancies in the performance team.

- c Within IT&T savings totalling £166k have been realised through CYC undertaking technical work “in house” rather than through external suppliers as originally costed. In addition resourcing implications within Directorates have resulted in a number of development projects either not being completed within year as planned or being deferred completely until 2009/10, contributing a further £173k. In addition the re-scheduling of the replacement payroll/HR system has added a further £40k to the underspend.
- d Net minor variations, mainly from staffing vacancies, produce a further underspend of £70k.

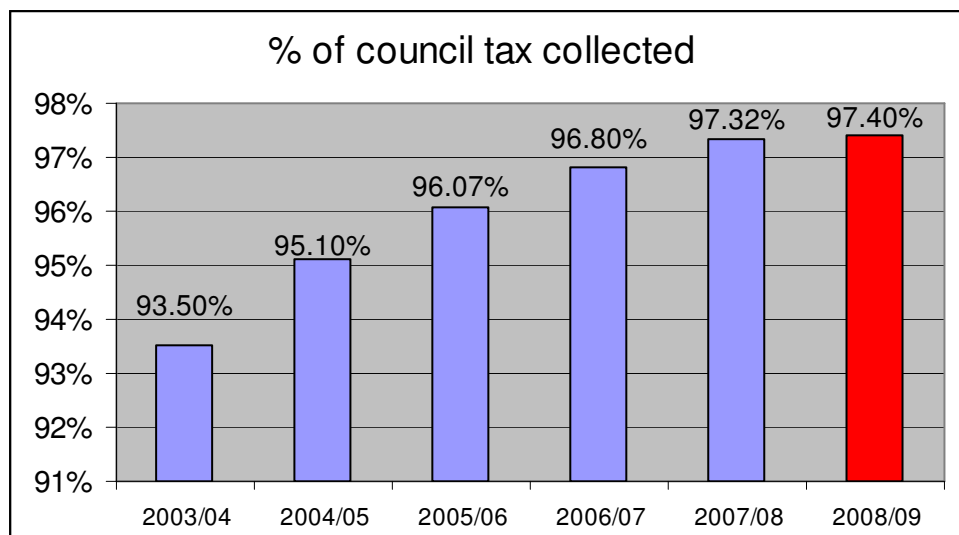
Performance

- 65 Overall 80% of indicators are showing improvement from 2007/08, with nearly three quarters of PIs predicting to hit their 2008/09 target. There were no areas of concern for Resources performance indicators.

Resources	Total	Number on Target	Number showing improvement
All Indicators Reported	19	11 of 15 (73%)	8 of 10 (80%)
National Indicators	6	2 of 3 (67%)	1 of 1 (100%)

Improvement Headlines:

- 66 BVPI 8: Payment of invoices - the % of invoices paid by the authority within 30 days has improved for the 5th year running (95% compared to 92.6% in 2007/08). A review of the council’s invoice payment procedures helped achieve this year’s marked improvement.
- 67 BVPI 79: Housing benefit recovery - the % of housing benefit overpayments recovered within the financial year has increased significantly. Current performance is running at 71.4% and the forecast is to achieve 78% by the year-end, a notable improvement on the 61% achieved in 2007/08.
- 68 BVPI 9: Council Tax - the % of council tax collected is predicted to improve again this year at 97.4% compared to 96.8% in 2007/08. This is being achieved through increased recovery activity with over 15% more reminder notices and summonses issued this year compared to last. This represents 6 years of continual improvement in a crucial performance area for such a low spending authority. York has moved from bottom to 2nd quartile over this period of time. Unfortunately, business rates collection is behind target largely as a result of the impact of the economic downturn.



Housing and Adult Social Services Directorate

Finance

Housing General Fund

- 69 The current projection is for this service to break-even at year-end. This is an improvement from the second monitor where an underspend of £74k was projected. Significant variances are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Housing General Fund	-74	1,427	1,427	-
Total	-74	1,427	1,427	-

- a The budget for Howe Hill Hostel is projected to underspend by £16k as a result of staff vacancies, lower repair costs, increased expenditure on utilities and equipment and higher occupancy levels. Offsetting this is £10k increased costs of storage relating to high occupancy levels in temporary accommodation.
- b An overspend forecast on repairs and utility costs at travellers sites of £62k is offset by underspends at the Homeless Advice Team (£28k) and Housing Standards and Adaptations (£18k), mainly due to staff vacancies.
- c Net minor variations produce an underspend of £10k.

Adult Social Services

- 70 The current projection is for a projected underspend of £134k, a movement of £342k from the £476k presented at the second monitor. Significant variations are:

	Monitor 2 Variance £'000	Net Budget £'000	Projected Out-turn £'000	Variance £'000
Corporate Services	-334	2,522	2,293	-229
Older People and Physical Disability	-85	22,941	23,143	+202
Mental Health	-95	2,317	2,218	-99
Learning Disabilities	+38	10,292	10,284	-8
Total	-476	38,072	37,938	-134

- a. Part of the underspend is due to the Learning Disabilities team being extremely successful in applying for Continuing Health Care funding. £534k was received in 2007/08 but the forecast for 2008/09 is £1,085k, an increase of £551k.
- b. A net underspend on corporate services of £229k, mainly due to staff vacancies in the training section and money for backfilling staff attending training not yet allocated (£99k) and other savings.
- c. Within the Older People and Physical Disability section a projected overspend of £202k is forecast. This is a deterioration from the second monitor position. There are some large variations when compared to the budget in this area. Overspends of £195k are projected in community support (a continuing pressure from 2007/08), £173k due to the increasing number of customers choosing to take a direct payment (which improves performance indicators but also leads to increased expenditure), £184k on the use of agency staff in the Intake team and £117k due to more placements than anticipated in residential and nursing care. In-house Home Care savings of £335k are being achieved in excess of those identified as part of the budget process. There is a net underspending on Elderly Persons Homes of £241k due mainly to an overspending on pay (£153k) resulting from high levels of sickness and a continued pressure to staff to minimum CSCI standards offset by an excess of income (£394k). Warden Call is projected to underspend by a net £9k, resulting from increased costs on staffing (£55k) and car allowances (£15k) offset by increased income (£79k). Yorkcraft is forecast to underspend by £62k mainly due to staffing costs. There are forecast overspends of £60k for repair and maintenance of private sector adaptations and £12k on Social Services properties, continuing pressures from 2007/08. Work is ongoing to investigate reasons for increased costs under the Repairs Partnership.
- d. The projected variance for the Mental Health section is an underspend of £99k, with the largest variances being underspends on residential and nursing care (£51k) based on current customer levels remaining constant and vacancies on the social work team (£60k).
- e. Continued pressures in Learning Disabilities results from the increase in both the number of customers and the complexity of their needs. Projected variances lead to a net underspend of £8k, however this masks some large variations. In particular there is a forecast overspend on transportation of customers (£129k) and the cessation of partnership with NYYPCT resulting in additional costs having to be met by CYC (£36k) offset by underspends due mainly to staffing savings.

Non-General Fund Account

Housing Revenue Account (HRA)

71 The working balance budget on the HRA is £7,238k. This review indicates a net underspend of £181k which, together with the budgeted balance of £7,238k, now gives a total estimated balance of £7,419k, this is £128k lower than projected in the second monitor. The variances reported to the EMAP include:

- a. Overspends totalling £524k, the main area being repairs and maintenance, principally plumbing and roofing, amounting to £351k.
- b. Underspends totalling £705k, including £91k from increased rent income due to a reduction in right to buy sales and lower voids, £60k due to lower property charge due to the reduction in right-to-buy work, £92k on housing operations mainly due to staff vacancies, reduction in legal fees and lower than forecast payments for

the golden goodbye scheme and £200k additional income from interest earned due to having a higher than forecast working balance.

Performance

- 72 Overall 67% of indicators reported are showing improvement from 2007/08 and 80% of the 5 LAA NPIs are predicted to hit their target. However, only half of the HASS indicators have data available at this point in the year, so the wider picture on performance will not be known until the year-end report in May.

HASS	Total	Number on Target	Number showing improvement
All Indicators Reported	31	10 of 15 (67%)	6 of 9 (67%)
LAA Indicators	8	4 of 5 (80%)	3 of 3 (100%)
National Indicators	23	8 of 11 (73%)	4 of 5 (80%)

Improvement Headlines:

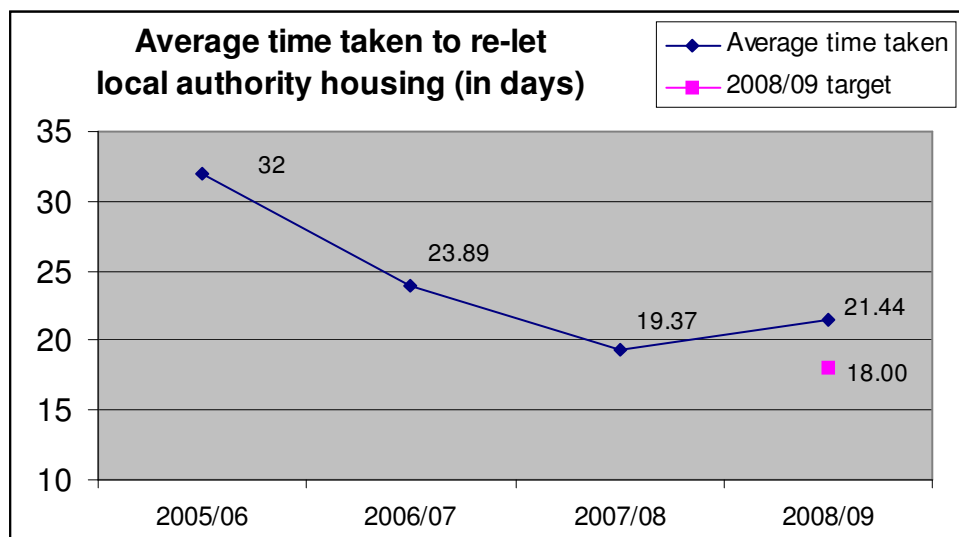
- 73 NPI 135: Carer assessments - the % of carers receiving needs assessments and/or a review is at 14.4%. However, with a further 3 months of assessments to be included before year-end, it is expected that the LAA target of 18.8% will be achieved.
- 74 NPI 141: Independent living - the number of vulnerable people achieving independent living is currently at 68.09%, just short of the very challenging 2008/09 LAA target of 68.5%. Further work will be delivered before the end of the year and it is expected that the target may be exceeded.
- 75 NPI 155: Affordable homes - significant progress has been made this year, with a current projected total of 150 homes being delivered against a target of 165. In the current housing market this represents an achievement. However, given the time lag in building homes it is unlikely that the challenging LAA targets set for 2009/10 and 2010/11 will be achieved. These were set well before the economic downturn began and these targets are currently being reviewed as part of the target refresh process.

	07/08	08/09 latest	08/09 target	LAA target?
NPI 155: Number of affordable homes delivered	51	136	165	Yes

Areas for improvement:

- 76 BVPI 212: Relet times - following the implementation of a new voids process last summer the speed of housing relets has suffered slightly, dropping from to 19.37 to 21.44 days and well short of the 18 day target for 2008/09. However the revised process has seen an improvement in customer satisfaction. Teething problems that led to the slower relet times have now been removed, but it is unlikely that the target will be met this year. A revised target of 22 days is now more realistic and this still places York in the top quartile of unitary authorities.
- 77 NPI 132: Timeliness of adult care assessments - the number assessments completed within government target timelines is currently running at 59%, well short of the 2008/09 target of 76.5%.
- 78 NPI 156: Homelessness - the number of households living in temporary accommodation is currently at 180 compared to LAA target of 170. This target was

set before the current credit crunch and housing market problems started. This is however a significant improvement on the 209 households reported in 2007/08.



Corporate Health - Performance

- 79 Overall Corporate Health has continued to improve in many areas continuing a trend from last year particularly in staff attendance levels, staff turnover and health & safety.

	Corporate Health Performance	Latest for 08/09	Change from 07/08	Good?
Sickness	Number of days lost per FTE	6.48 days	Reduced by 16%	Yes
	Long term lost per FTE	3.27 days		
	Short term lost per FTE	3.22 days		
	Stress days lost of total days lost	18.2%	Reduced by 3.5%	Yes
	Staff Turnover	4.13%	N/A definition changed	N/A
Health & Safety	Major injuries to employees	3	Reduced by 66%	Yes
	Minor injuries to employees	36	Reduced by 28%	Yes
	Injuries to non-employees (involving hospital trip)	19*	Reduced by 47%	Yes
Equalities	Equality Impact Assessments completed	11	Improved (target14)	Yes
	Council employees - Ethnic minority	3.74%	Increased by 7.5%	Yes
	Council employees - Number with a disability	2.02%	Increased by 12%	Yes
Customer First Statistics	Letters dealt with within 10 days	95%	Reduced by 2%	No
	Stage 2 Complaints dealt with within 10 days	95%	Increased of 12%	Yes
	Stage 3 Complaints dealt with within 10 days	87%	Increased by 18%	Yes
	Visitors seen within 10 minutes	99%	Stable	No change
	Those needing further help seen within 10 mins	97%	Stable	No change
	Phone calls answered within 20 seconds	94%	Stable	No change

* 15 of 19 incidents occurred during School activities

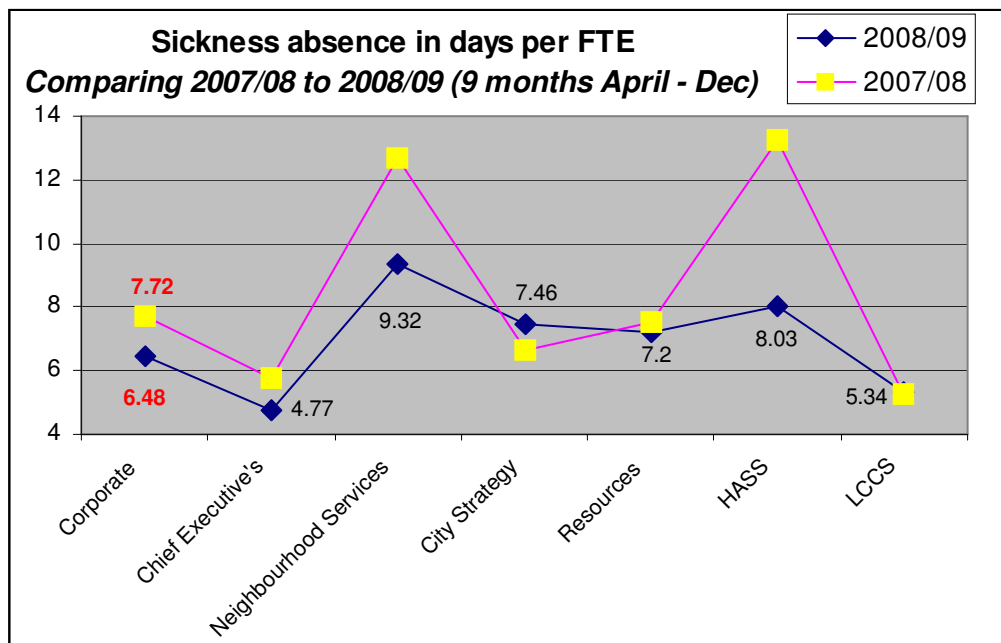
Note: 'Major Injuries' and 'Over 3 Days' incidents are reported to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, 1995 (RIDDOR).

Improvement Headlines

- Staff attendance levels continue to show good improvement on the same period last year. Levels in HASS have improved by 39% since last year and Neighbourhoods have improved by 26%. However, long-term sickness in Neighbourhood Services is still much higher than the rest of the council at 5.39

days per FTE (compared to an average of 3.27 days per FTE across other directorates). Sickness levels in City Strategy are now showing an increase on the same period last year (7.4 days compared to 6.6 days in 2007/08). However, this increase has little impact on the corporate figure (The 0.9 days per FTE increase equates to just 310 days out of 35,300 days taken across the council so far this year). If this reduced trend in sickness absence continues, York will move into the second quartile of unitary authorities, a real achievement given that the council was in the bottom quartile just 3 years ago and 45th out of 46 in ranking.

- b. Health and Safety reported accidents have declined sharply in comparison to the same period last year. The reduction in major injuries continues, with just one incident being reported since June 2008. Minor injuries are also significantly lower than the same period last year (36 compared to 50), which represents a 28% decrease. Similarly, public incidents now running half that experienced in 2007/08, with just 4 incidents occurring outside school curriculum activity time.
- c. Customer first statistics are showing significant improvement in terms of dealing with stage 2 & 3 complaints within 10 working days.



Progress on priorities and key projects

- 80 This section provides members with an update on progress on the Council's 10 corporate priorities and the key projects that drive priority improvement work and organisational effectiveness.

Corporate Priorities

- 81 65% of indicators that support a corporate priority are improving with 55% on target for 2008/09.
- a. Particular improvements include waste indicators (70% showing improvement) and improving life chances of vulnerable young people (79% showing improvement).
 - b. The 2 indicators for customer focus that relate to turnover growth and confidence which have both declined due to the credit crunch.

- c. Some of the cleaner streets indicators such as levels of graffiti and detritus have not improved since the end of last year although the levels of litter has remained stable meeting the target of 8%.

Corporate priority theme	Total Priorities KPIs	Number on target	Number improving
Affordable housing	4	2 of 4 (50%)	3 of 4 (75%)
Cleaner streets	7	3 of 7 (43%)	2 of 7 (29%)
Customer focus	2	0 of 2 (0%)	0 of 2 (0%)
EF Transport	3	2 of 2 (100%)	2 of 2 (100%)
Healthy Lifestyles	11	3 of 6 (50%)	3 of 5 (60%)
Life Chances	15	7 of 9 (78%)	11 of 14 (79%)
Skills & employability	11	5 of 10 (50%)	7 of 10 (70%)
Waste & recycling	7	3 of 6 (50%)	5 of 7 (71%)
Environmental Impact	2	1 of 1 (100%)	0 of 1 (0%)
Reduce violent, aggressive & nuisance behaviour	10	3 of 6 (50%)	6 of 8 (75%)
	74	29 of 53(55%)	39 of 60 (65%)

Key Projects

- 82 There are 16 key projects that are helping to drive improvement across the city and within the council. The following 13 are on track to finish within the agreed project deadline:

- Council's new headquarters;
- Nestle South;
- York Northwest;
- Waste PFI
- Kerbside recycling
- Community Stadium;
- Kingsway action project;
- Cycling City;
- Development of former Terry's site;
- School Modernisation;
- Pay & Grading *
- FMS (finance management system) replacement *
- Kerbside Recycling;

* No slippage, but reported in more detail

- 83 The following 5 projects either have revised target dates, or need to be brought to the attention of executive members:

- **Barbican** - The council has now taken back control of the auditorium building and the Director of LCCS has now established a project team to consider future use and development of this site. This has led to slippage for the overall project, although the extent of the slippage is not yet known.
- **Peaseholme hostel relocation** - The contractor hired to develop the site has gone into voluntary administration. The administrator has released the property back to the council and a re-tendering process to appoint a new contractor has now been completed. Consultation with local residents and stakeholders is continuing to achieve party wall agreement and boundary access. The cost of this project has increased slightly due to these problems and the deadline for completion has now been slipped to July 2009.

- **University swimming pool** - The Swimming Pool Steering Group has produced its final report setting out recommendations for the pool configuration and facilities mix, the location of the pool and branding. An outline programme and business plan has also been produced and demonstrates that the facilities can operate at close to break even. The capital cost of the facilities has been estimated at £10.9m. To meet the 2011 deadline it would be necessary to have the funding identified imminently. However, there remains a gap of £4m in the capital funding available (on the basis of the original undertaking by the University to assign £5m to the project and CYC £2m). The Council has now met with the University to try to help them identify a way forward and has written to the Vice-Chancellor with a specific proposal.
- **Pay & Grading** - The deadline for the submission of appeals was the 9 January 2009 and just over 800 appeals were received. Appeals are now being heard in priority order based on the amount on the size of the detriment suffered and it is planned that all will be heard by the end of April. Work continues to resolve the limited number of issues that arose from implementation with the P&G Project Board continuing to meet regularly to oversee progress and CMT receiving monthly updates.
- **FMS replacement** - Overall, the FMS replacement project is still on track. All workstreams are gearing up for go live in April 2009, with system acceptance scheduled for February and end user training in March. FMS News has also been launched and the intranet updated with question and answer sheets. A new release of Authority Financials software was received 13 January with essential functionality for the system to integrate with EDRMS. This is currently being tested.

Analysis

- 84 All the analysis of service performance, progress on key actions and the financial position of the Council is included in the body of the report.

Corporate priorities

- 85 The proposals included in this report are designed to demonstrate progress on achieving the Council's corporate strategy and the priorities set out in it. It also provides evidence of the co-operation between CMT and the Executive in working together to drive forward prioritised improvement and address performance, delivery or financial issues of corporate concern.

Implications

- 86 The implications are:
- Financial - the financial implications are dealt with in the body of the report.
 - Human Resources - there are no specific human resource implications to this report, but it does contain important information on staff management and welfare.
 - Equalities - there are no equality implications to this report
 - Legal - there are no legal implications to this report
 - Crime and Disorder - there are no specific crime and disorder implications to this report, but it does provide the Executive with crucial performance information to inform future resource allocation.

- Information Technology - there are no information technology implications to this report
- Property - there are no property implications to this report
- Other - there are no other implications to this report

Recommendations

87 Members are asked to:

- a. Note the performance issues identified in this report.

Reason: So that corrective action on these performance issues can be taken by CMT and directorates.

- b. Consider the application for a supplementary estimate request of £40k for fostering costs to be funded from the contingency fund, as set out in paragraph 27 and Annex 3, and to grant approval.

Reason: In accordance with the Executive's Constitutional powers to make decisions on the level and granting of supplementary estimates.

- c. Consider the request from the Director of Resources for the virement between Treasury Management and Leisure and Culture as set out in paragraph 28 and decide whether to agree.

Reason: This is a cross departmental virement where one side falls within the remit of the Executive.

Contact Details

Authors:

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Chief Officers responsible for the report:

Pauline Stuchfield,
Assistant Director for Resources – Performance,
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Report Approved ✓

Specialist Implications Officer(s) None

Wards Affected: *List wards or tick box to indicate all*

All

✓

Background Working Papers

Reports to individual EMAP meetings and Directorate Management Teams

Annexes

Annex 1 - Overview of key performance indicators used for monitor 3 (where data is available)
Annex 2 - Position on General Contingency
Annex 3 - Fostering Costs

Lead for Collection.	Code	Indicator definition	2007/08 outturn	2008/09 (latest/ forecast)	On target	Improving	LAA indicator (35? local? 16?)
City Strategy	NPI 47	People killed or seriously injured in road traffic accidents	No comparative outturn	93 (Provisional)	Y	Y	35
City Strategy	NPI 152	Working age people on out of work benefits	7.40%	7.0%	Y	Y	35
City Strategy	NPI 166	Average earnings of employees in the area	New PI	0.94:1	N	N/A	35
City Strategy	NPI 48	Children killed or seriously injured in road traffic accidents	No comparative outturn	4 (Provisional)	N/A	Y	No
City Strategy	NPI 151	Local economy - Overall employment rate	No comparative outturn	83.7%	N/A	Y	No
City Strategy	NPI 157a	Processing of planning applications - major applications completed within 13 weeks	73.44%	76.9%	Y	Y	No
City Strategy	NPI 157b	Processing of planning applications - minor applications completed within 8 weeks	76.03%	75.0%	N	N	No
City Strategy	NPI 157c	Processing of planning applications - other applications completed within 8 weeks	87.67%	87.0%	N	S	No
City Strategy	NPI 175	Access to services and facilities by public transport, walking and cycling	No comparative outturn	N/A	N/A	N/A	No
City Strategy	NPI 176	Working age people with access to employment by public transport (and other specified modes)	No comparative outturn	N/A	N/A	N/A	No
City Strategy	NPI 177	Local bus passenger journeys originating in the authority area	No comparative outturn	17M (target)	Y	Y	No
City Strategy	VJ15a	York's unemployment rate below the regional rate	1.5% below	1.4% below	N	N	No
City Strategy	VJ15b	York's unemployment rate below the national rate	1.1% below	1% below	N	N	No
City Strategy	VJ15c	Business confidence: the balance of firms expecting turnover to rise in the future rather than fall	28.1%	10.20%	N	N	No
City Strategy	VJ15d	Balance of firms where turnover has grown rather than fallen	21.1%	-4.40%	N	N	No
City Strategy	G15	Percentage of highway emergency work carried out within 24 hours of the issue of instructions to Neighbourhood Services	97.91% (800/817)	98.99%	Y	Y	No
City Strategy	LTP9ai	Park and Ride usage - total passengers	3.1m	3.13m	Y	S	No
HASS	NPI 130	Social Care clients receiving Self Directed Support (Direct Payments and Individual Budgets)	No comparative outturn	225	Y	Y	35
HASS	NPI 135	Carers receiving needs assessment or review and a specific carer's service, or advice and information	No comparative outturn	14.4%	Y	N/A	35
HASS	NPI 141	Number of vulnerable people achieving independent living	No comparative outturn	68.1%	Y	N/A	35
HASS	NPI 155	Number of affordable homes delivered (gross)	51	136	N	Y	35
HASS	NPI 156	Number of households living in Temporary Accommodation	209	180	Y	Y	35
HASS	NPI 132	Timeliness of social care assessment	No comparative outturn	59.1%	N	N/A	No
HASS	NPI 133	Timeliness of social care packages	No comparative outturn	90.9%	Y	N/A	No
HASS	NPI 136	People supported to live independently through social services (all ages)	No comparative outturn	1441	Y	N/A	No
HASS	NPI 142	Number of vulnerable people who are supported to maintain independent living	No comparative outturn	98.3%	Y	N/A	No
HASS	NPI 158	% of decent council homes	9.84%	7.1%	Y	Y	No
HASS	BVPI 212	Average time taken to re-let local authority housing.	19.37	21.44	N	N	No
LCCS	NPI 72	Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal, Social and Emotional Development and	61.9%	60.0%	Y	N	16
LCCS	NPI 73	Achievement at level 4 or above in both English and Maths at Key Stage 2 (Threshold)	76.8%	75.7%est	N/A	N	16
LCCS	NPI 74	Achievement at level 5 or above in both English and Maths at Key Stage 3 (Threshold)	75.4%	72.8%est	N/A	N	16

Lead for Collection	Code	Indicator definition	2007/08 outturn	2008/09 (latest/ forecast)	On target	Improving	LAA indicator (35? local? 16?)
LCCS	NPI 75	Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths (Threshold)	54.5%	53.8%	N	N	16
LCCS	NPI 83	Achievement at level 5 or above in Science at Key Stage 3	79.0%	79.9%est	N	Y	16
LCCS	NPI 87	Secondary school persistent absence rate	6.5%	6.5%	N/A	S	16
LCCS	NPI 92	Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest	32.7%	30.8%	Y	Y	16
LCCS	NPI 93	Progression by 2 levels in English between Key Stage 1 and Key Stage 2	84.3%	81%est	N/A	N	16
LCCS	NPI 94	Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2	78.2%	78%est	N/A	S	16
LCCS	NPI 97	Progression by 2 levels in English between Key Stage 3 and Key Stage 4	56.3%	58.9%	N/A	Y	16
LCCS	NPI 98	Progression by 2 levels in Maths between Key Stage 3 and Key Stage 4	29.5%	22.7%	N/A	N	16
LCCS	NPI 99	Children in care reaching level 4 in English at Key Stage 2	80.0%	30.0%	N	N	16
LCCS	NPI 100	Children in care reaching level 4 in Maths at Key Stage 2	60.0%	40.0%	N	N	16
LCCS	NPI 101	Children in care achieving 5 A*-C GCSEs (or equivalent) at Key Stage 4 (including English and Maths)	0.0%	15.7%	N	Y	16
LCCS	NPI 8	Adult participation in sport	24.8%	19.3% interim result	N	N	35
LCCS	NPI 19	Rate of proven re-offending by young offenders	No comparative outturn	105	Y	Y	35
LCCS	NPI 110	Young people's participation in positive activities	No comparative outturn	69.7%	N/A	N/A	35
LCCS	NPI 115	Substance misuse by young people	12.0%	11.9%	Y	Y	35
LCCS	NPI 117	16 to 18 year olds who are not in education, training or employment (NEET)	3.59%	4.7%	N	N	35
LCCS	NPI 102b	Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key Stage 4	31.2%	34.2%est	N	N	Local
LCCS	NPI 111	First time entrants to the Youth Justice System aged 10 – 17	385	193	Y	Y	Local
LCCS	NPI 43	Young people within the Youth Justice System receiving a conviction in court who are sentenced to custody	3.6%	5.4%	N	N	No
LCCS	NPI 45	Young offenders engagement in suitable education, employment or training	69.3%	67.8%	N	N	No
LCCS	NPI 59	Initial assessments for children's social care carried out within 7 working days of referral	65.8%	87.6%	Y	Y	No
LCCS	NPI 60	Core assessments for children's social care that were carried out within 35 working days of their commencement	89.0%	100.0%	Y	Y	No
LCCS	NPI 61	Stability of looked after children adopted following an agency decision that the child should be placed for adoption	100%	100.0%	Y	Y	No
LCCS	NPI 62	Stability of placements of looked after children: number of moves	10.7%	8.1%	Y	Y	No
LCCS	NPI 63	Stability of placements of looked after children: length of placement	65.5%	68.4%	Y	Y	No
LCCS	NPI 64	Child protection plans lasting 2 years or more	1.4%	7.8%	Y	N	No
LCCS	NPI 65	Children becoming the subject of a Child Protection Plan for a second or subsequent time	7.7%	0.0%	Y	Y	No
LCCS	NPI 66	Looked after children cases which were reviewed within required timescales	83.0%	97.8%	Y	Y	No
LCCS	NPI 67	Child protection cases which were reviewed within required timescales	98.3%	97.3%	N	N	No
LCCS	NPI 68	Referrals to children's social care going on to initial assessment	66.6%	40.7%	N	N	No
LCCS	NPI 71	Children who have run away from home/care overnight	No comparative outturn	Not req'd starts 08/09	N/A	N/A	No

Lead for Collection.	Code	Indicator definition	2007/08 outturn	2008/09 (latest/ forecast)	On target	Improving	LAA indicator (35? local? 16?)
LCCS	NPI 103a	Special Educational Needs – statements issued within 26 weeks (excluding exception cases)	No Data	97.0%	N	N/A	No
LCCS	NPI 103b	Special Educational Needs – statements issued within 26 weeks	No Data	94.0%	Y	N/A	No
LCCS	NPI 109a	% of actual designations of Sure Start Children Centres against forecast trajectory (Phase 2-8 centres)	87.5%	100.0%	Y	Y	No
LCCS	NPI 109b	% of actual designations of Sure Start Children Centres against forecast trajectory (Phase 3)	No comparative outturn	0.0%	Y	N/A	No
LCCS	NPI 114	Rate of permanent exclusions from school	0.25%	0.1%	Y	Y	No
LCCS	NPI 147	Care leavers in suitable accommodation	83%	87.5%	N	Y	No
LCCS	NPI 148	Care leavers in employment, education or training	50.0%	50.0%	N	Y	No
LCCS	NPI 161	Learners achieving a Level 1 qualification in literacy	55	63	Y	Y	No
LCCS	NPI 162	Learners achieving an Entry Level 3 qualification in numeracy	8	18	N	Y	No
LCCS	LPSA 10.1	The number of adults achieving an Entry Level 3 qualification as a part of the Skills for Life Strategy through Adult and Community Learning York (academic year reporting - financial year 08/09 is academic year 07/08)	24	31 (72 accrued total from 05/06 acad yr)	Y	Y	No
LCCS	LPSA 10.2	The number of adults achieving a Level 1 qualification as a part of the Skills for Life Strategy through Adult and Community Learning York (academic year reporting - financial year 08/09 is academic year 07/08)	107	156 (330 accr from 05/06 acad yr)	Y	Y	No
LCCS	LPSA 10.3	The number of adults achieving a Level 2 qualification as a part of the Skills for Life Strategy through Adult and Community Learning York (academic year reporting - financial year 08/09 is academic year 07/08)	151	156 (330 accr from 05/06 acad yr)	Y	Y	No
LCCS	LPSA 10.4	The number of adults registering and completing courses through public libraries (academic year reporting - financial year 08/09 is academic year 07/08)	1002	3153	Y	Y	No
LCCS	LPSA 12.2	% of children and young People's participation in high-quality PE and sport (2 hours a week)	0.9	0.94	Y	Y	No
LCCS	CYP 18.1	% of 3 year olds receiving a free child place	No Data	98.1%	Y	N/A	No
LCCS	RM 13	Number of pupils permanently excluded in the secondary sector	38	5	Y	Y	No
LCCS	RM 15	Number of fixed term exclusions in the primary sector	195	150	Y	Y	No
LCCS	RM 16	Number of fixed term exclusions in the secondary sector	1049	625	Y	Y	No
LCCS	RM 17	Number of fixed term exclusions in the special school sector	4	10	Y	Y	No
LCCS	CYP13.1	Number of pupils in 'Out of School' provision	109	90	Y	Y	No
LCCS	CYP13.2	Number of days provided in 'Out of School' provision	3.6	4.7	Y	Y	No
Neighbourhood	NPI 16	Serious acquisitive crime rate	3279	3583	Y	Y	35
Neighbourhood	NPI 191	Residual household waste per head	663 kg	626kg (Q3)	Y	Y	35
Neighbourhood	NPI 15	Serious violent crime rate	96	114	N	N	No
Neighbourhoods	NPI 28	Serious knife crime rate	67	52	Y	Y	No
Neighbourhood	NPI 184	Food establishments in the area which are broadly compliant with food hygiene law	89%	90.0%	n/a	n/a	No
Neighbourhood	NPI 192	Household waste recycled and composted	43.37%	45.13% (Q3)	Y	Y	No
Neighbourhood	NPI 193	Municipal waste landfilled	57.45%	55.46% (Q3)	Y	Y	No
Neighbourhood	NPI 195a	Improved street and environmental cleanliness (levels of litter)	8%	8.0%	Y	S	No
Neighbourhood	NPI 195b	Improved street and environmental cleanliness (levels of detritus)	9%	10.0%	N	N	No

Lead for Collection.	Code	Indicator definition	2007/08 outturn	2008/09 (latest/ forecast)	On target	Improving	LAA indicator (35? local? 16?)
Neighbourhood	NPI 195c	Improved street and environmental cleanliness (levels of graffiti)	2%	6.0%	N	N	No
Neighbourhood	NPI 195d	Improved street and environmental cleanliness (levels of fly posting)	0%	2.0%	N	N	No
Neighbourhood	NPI 196	Improved street and environmental cleanliness – fly tipping	2 (effective)	3 (not effective)	N	N	No
Neighbourhood	BVPI 91a	% of households resident in the authority's area served by kerbside collection of at least one recyclable	91.4%	90.7%	n/a	N	No
Neighbourhood	BVPI 91b	% of households resident in the Authority's area served by kerbside collection of at least two recyclables	87.0%	86.4%	N	N	No
Neighbourhood	COLI3	Missed bins per 100,000 collections	50.6	41 (YTD at Q3)	N	Y	No
Neighbourhood	VW19	Missed bins put right by end of next working day	0.7986	96.8% (YTD at Q3)	N	Y	No
Neighbourhood	TA	% satisfied with the cleanliness of the street where they live	65.0%	69.0%	Y	Y	No
Neighbourhood	TA.	% satisfied with emptying of litter bins	63.0%	69.0%	Y	Y	No
Neighbourhood	BVPI 127a	Violent crime per 1,000 population	18.15	3065 (15.81)	n/a	Y	No
Neighbourhood	CC2	% of residents who feel that York is a safe city to live in	55.0%	64.0%	N	Y	No
Neighbourhood	COLI30	% of residents who are concerned about leaving the house empty	43.0%	36.0%	n/a	y	No
PCT	NPI 39	Alcohol-harm related hospital admission rates	No comparative outturn	1,611 per 100,000	N	N	35
PCT	NPI 121	Mortality rate from all circulatory diseases at ages under 75	No comparative outturn	69.48 per 100,000	N/A	N/A	No
PCT	NPI 122	Mortality from all cancers at ages under 75	No comparative outturn	105.88 per 100,000	N/A	N/A	No
PCT	NPI 123	16+ current smoking rate prevalence	No comparative outturn	1780	N	N/A	No
Resources	NPI 179	Value for money – total net value of on-going cash-releasing value for money gains that have impacted since the start of the 2008-9 financial year	No comparative outturn	£1923k	Y	N/A	No
Resources	NPI 180	Changes in Housing Benefit/ Council Tax Benefit entitlements within the year	No comparative outturn	870 per 1000 caseload	N	N/A	No
Resources	NPI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events DWP DSO	19 days (old rules)	18 days	Y	Y	No
Resources	ARM 1	Number of Housing Benefit and Council Tax Benefit fraud investigations completed per year	524	300	N	N	No
Resources	ARM 2	Number of HB and CTB prosecutions and sanctions per year	48	51	Y	Y	No
Resources	ARM 3	Total value of fraudulent benefits payments detected by the local authority each year	£527k	£300k	N	N	No
Resources	BVPI 10	% of non-domestic rates (NNDR) due for the financial year which were received by the authority	98.3%	98.4%	N	Y	No
Resources	BR1	Non Domestic Rates reduction in prior year's balances	-8.4%	34.0%	N/A	n/a	No
Resources	BVPI 79bi	The amount of Housing Benefit overpayments (HB) recovered as a percentage of all HB overpayments.	60.9%	78.0%	Y	Y	No
Resources	BVPI 8	% of invoices for commercial goods and services that were paid by the authority within 30 days of such invoices being received by the authority.	93.0%	95.0%	Y	Y	No
Resources	BVPI 9	% of council tax collected	97.3%	97.4%	Y	Y	No
Resources	CT 1	Council Tax reduction in prior year's balances	0.0%	42.0%	Y	N/A	No

Position on General Contingency

Amount Included in Budget Papers £000	Portfolio Area		Recurring (R) One-off (N)	Already Approved £000	Request This Report £000	Budget Probably Needed £000	Budget Total £000
		Original Allocation - Contingency					800.0
		Releases Approved to date					
20.0	Econ. Dev.	Reduction in Markets income	R	20.0			-20.0
14.0	Chief Exec.	Scrutiny activities	R	14.0			-14.0
38.0	Res.	IT Development Plan	R	18.8			-18.8
		Deprivation		67.3			-67.3
-	Neigh. Servs.	Replacement Bins		50.0			-50.0
50.0	Chief Exec.	Members Allowances - potential superannuation costs	R	20.0			-20.0
180.0	City Strat.	Parking - downturn in PCN Income	R	180.0			-180.0
70.0	LCCS	Children's Social Care (legal fees)	R	70.0			-70.0
72.0	LCCS	Increased charges from Justices department	R	72.0			-72.0
80.0	LCCS	Children's Social Care (fostering)	R	40.0			-40.0
		Requests in this report					
	LCCS	Children's Social Care (fostering)	R		40.0		-40.0
		Balance Remaining					207.9
		Items identified during budget setting					
40.0	LCCS	Music Income shortfall	R			-	-
44.0	LCCS	Library Service income shortfall	R			-	-
750.0	City Strat.	Highways PFI	R			-	-
60.0	City Strat.	Dealing with flooding emergencies - too early to know whether or not this will be needed	R			-	-
46.0	City Strat.	Continuance of current Dial & Ride Service	R			-	-
15.0	City Strat.	Warping - increased pressure on budget - too early to know whether or not this will be needed	R			-	-
200.0	City Strat.	Concessionary Travel - above expected use of passes - current overspend projected to be £49k	R			-	-
43.0	HASS	A & I loss of income from health	R			-	-
50.0	HASS	Cross-border charging	R			-	-
100.0	Neigh. Servs.	Landfill Tax	R			-	-
		Total Approved		552.1			
		Total Requested for Approval in Report			40.0		
		Total included in identified potential pressure areas during the estimate process that may still be needed				-	
		Potential Balance on Contingency					207.9

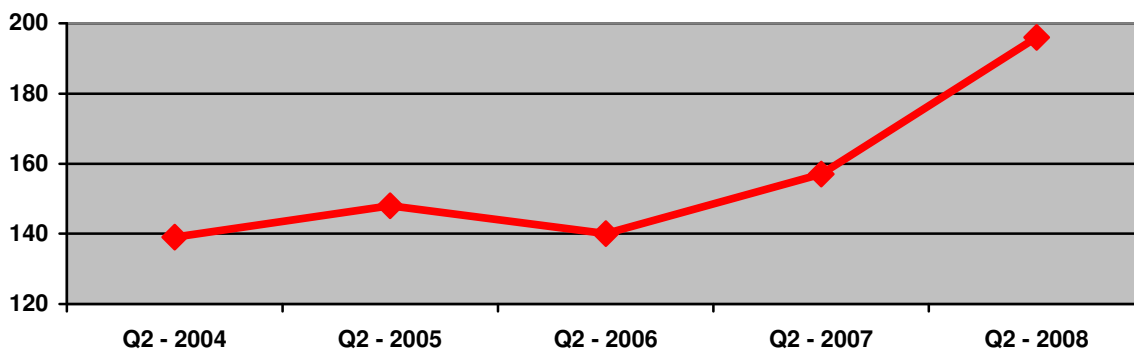
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Fostering Costs (Supplementary Estimate request £40k)

At the time of the second monitor a total overspend of £236k was being projected. Management action had already been taken to try and reduce the impact of this on the General Fund by persuading the Schools Forum to allow an additional £100k (on top of the existing £237k) to be charged to Schools Budget (and hence the DSG). This reduced the projected overspend on general fund budgets to £136k. This figure was reduced further to a revised overspend of £96k following the release of the £40k from contingency.

Since then the projected overspend has worsened by £56k, with the latest estimate being for a £150k overspend against the revised budgets. In light of this the directorate is requesting the release of the remaining £40k still being held in the contingency budget.

The total number of Looked After Children (LAC) placed with York Foster Carers has been increasing throughout 2008/09. LAC are children in care and legally the full-time responsibility of the local authority. They are to put it simply “our children” or “children of the local authority” on a short term or on occasions longer term basis. We work to get children home to their parents or moved to permanent adoptive carers. They live predominantly in foster homes. As the numbers of children in care increases we run the risk of having to use Independent Fostering Agency placements (private agencies rather than our own foster carers) at significant costs ((£800-£1,200 per week) or in worse cases, residential care outside of the authority (£2,000 plus per week). Children come into care for a range of reasons – parents requesting because they cannot manage their behaviour; we through the courts insisting because they have or are at severe risk of very serious physical, sexual or emotional harm.

Graph to show LAC population between 2004 and 2008

The size of the LAC population in the city continues to rise and put pressure on existing resources. This creates financial pressures through the greater use of independent fostering agency placements. Why has care population increased? It is a national picture – a combination of better identification of children; children

staying in care positively longer and acute pressures within some households, particularly where drug misuse is involved.

Of the total number of Looked After Children, the number placed with York Foster Carers has been increasing throughout 2008/09 as follows:

Age bands	2007/08	2008/09		
	31/03/08	Quarter 1	Quarter 2	latest
0 to 4	22	31	32	32
5 to 10	30	34	37	38
11 to 15	49	50	52	58
16 to 17	14	17	20	21
Total	115	132	141	149

The 2008/09 fostering budget has sufficient funding for 106 children to be placed with foster carers at any one time. The latest figures (see above) show that there are 43 more children in foster care than was allowed for in the original budget, at an additional cost of £290k (producing the current projected overspend of £150k when the additional budget allocations of £100k from the DSG and £40k from contingency are factored in).

Members should also be aware that there are further overspends being projected in a number of other related budgets, most notably:

Out of City Placements	+£136k
Legal Fees	+ £95k
Section 34 Contacts	+ £55k



Executive

3 March 2009

Report of the Director of Resources

Capital Programme – Monitor Three

Report Summary

1. The purpose of this report is to:
 - Inform Members of the likely outturn position of 2008/09 Capital Programme based on the spend profile and information to January 2009;
 - Inform the Executive of any under or overspends and seek approval for any resulting changes to the programme;
 - Inform the Executive of any slippage and seek approval for the associated funding to be slipped to or from the financial years to reflect this;
 - To inform Members of the funding position of the capital programme, taking account of the current capital receipts forecasts for the three year capital programme.
2. The 2008/09 – 2010/11 capital programme was approved by Council on 21st February 2008. Since then a number of amendments have taken place as reported to the Executive in the 2007/08 Capital Outturn paper and the 2008/09 Monitor one and two papers. These changes have resulted in a current approved capital programme for 2008/09 of £60.537m, financed by £45.696 m of external funding, leaving a cost to the Council of £14.841m to be financed from capital receipts. Table 1 illustrates the movements from the start budget to the current approved position at monitor 2.

	Gross Budget £m	External Funding £m	Cost to CYC £m
Original Budget Approved by Council at 21 Feb 2008	86.152	63.087	23.065
Slippage Carried Forward to 09/10 & 10/11 from 07/08 outturn report	(10.997)	(11.526)	0.529
Additions from 07/08 outturn report	0.787	0.814	(0.027)
Amendments from Monitor 1 report	(12.012)	(6.530)	(5.482)
Amendments from Monitor 2 report	(3.393)	(0.149)	(3.244)
Current Approved Capital Programme	60.537	45.696	14.841

Table 1 Current Approved Capital Programme

Consultation

3. The capital programme was developed under the Capital Resource Allocation Model (CRAM) framework and agreed by Council on 21 February 2008. Whilst the capital programme as a whole is not consulted on, the individual scheme proposals and associated capital receipt sales do follow a consultation process with local Councillors and residents in the locality of the individual schemes.

Summary of Key Issues

4. At monitor 2, there was an overall decrease of £25.615m in the 2008/09 capital programme. A slight increase of £288k is detailed in this monitor that results in a revised capital programme budget of £60.249m; £18.224m higher than 2007/08 capital outturn.
5. Capital receipts to be received in 08/09, are forecast to be down against the original budgeted target of £13.067m by £7.135m to £5.932m. This has further decreased from the position reported at Monitor 2. As explained in Monitor 2 it is also partly due to timing issues with the majority of the slippage expected early in 2009/10. However, the Barbican Centre has also been removed from the capital receipts schedule at £765k as it does not appear that it will be realised in the near future. The Capital Programme Budget 2009/10 to 201/14 report explains in further detail how schemes will be funded going forwards. For 2008/09, capital receipts brought forward of £4.127m and the reclassified PFI funds will be used to fund the capital programme in lieu of the timing of other capital receipts being received.
6. Against the current approved budget at Monitor 2 of £60.537m, there is a predicted outturn of £60.249m, a net decrease of £288k made up of:

- Adjustments to schemes increasing costs by £171k.
 - The re-profiling of budgets from 2008/09 to future years of £459k.
- Table 2 outlines the variances reported against each portfolio area.

Department	Current Approved Budget £m	Projected Outturn £m	Variance £m	Paragraphs
Children's Services	33.145	33.800	0.655	
City Strategy	11.643	11.464	(0.179)	
Economic Development	0.158	0.158	0.000	
Housing	8.967	8.795	(0.172)	
Leisure and Culture	3.857	3.867	0.010	
Neighbourhood Services	0.634	0.311	(0.323)	
Resources	0.885	1.196	0.311	
Chief Executive	0.866	0.276	(0.590)	
Social Services	0.282	0.282	0.000	
Hazel court	0.100	0.100	0.000	
Total	60.537	60.249	(0.288)	

Table 2 Capital Programme Forecast Outturn 2008/09

7. To the end of November there was £46.739m of capital spend representing 77% of the approved monitor 2 budget.
8. The movements in the capital programme between Monitor 2 and Monitor 3 have not been vast and therefore the following points highlight those schemes where changes are more than +/- £100k:
 - a. The progression of Huntingdon School is now likely to be settled in 09/10, therefore £100k has been slipped forward.
 - b. The York High School development has progressed well and is substantially complete, therefore £800k has been slipped back from 2009/10 to 2008/09.
 - c. Major Repairs Allowance Schemes in Housing have under spent by £152k and includes Tenants Choice – Tang Hall, Tenants choice – Horsman Avenue where savings have resulted and also Tenants choice – modernizations, which is linked to the take up of tenancy in a 12 month period. Paragraph 22 provide more detail.
 - d. Silver Street Toilets scheme has slipped £172k to 2009/10 due to tendering being delayed.
 - e. Waste Infrastructure Grant scheme of £110k has been re-profiled to 2009/10 due to the Waste Management Strategy Report 2008/2014 – Refresh.
 - f. IT equipment of £311k has increased the capital programme due to the requirements of the Financial management System and the EDRMS.
 - g. Both the Access Audits / DDA Work and the Property Key Components (H&S) schemes include resources that have been allocated for repairs to buildings as part of larger service based schemes. In some cases

these have not progressed as quickly as was envisaged and £250k has slipped into 2009/10.

Analysis

9. The Executive Member with Advisory Panels (EMAP's) will meet during February to report on the performance of each portfolio. A summary of the key exceptions and implications on the capital programme are highlighted below.

Education and Children's Services

10. The current approved capital programme for Education and Children's services for 2008/09 is £33.145m following the adjustments made at monitor 2. As a result of changes made at the second monitor, the 2008/09 capital programme will increase by £655k to £33.800m. Table 3 gives a summary of the changes on a scheme by scheme basis.

Gross Education and Children's Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	33.145	30.848	20.181	84.174
Re-profiling:				
Huntington School	(0.100)	0.100		0.000
York High School	0.800	(0.800)		0.000
Schools Access Initiative	(0.045)	0.045		0.000
Revised Capital Programme	33.800	30.193	20.181	84.174

Table 3 Education and Children's Services Capital Programme 2008

11. The final payment for Huntington School is now unlikely to be settled in 2008/09 and therefore the majority of the remaining budget has been re-profiled into 2009/10.
12. York High School scheme is substantially complete and as a result the budgeted expenditure in 2009/10 can be brought forward to 2008/09. The final account is awaited and the scheme has completed ahead of the scheduled profile.
13. There have been delays to a number of the small schemes included in Schools Access Initiative programme and therefore £45k will need to re-profiled from 2008/09 into 2009/10.

City Strategy (Inc Admin Accom)

14. The current approved capital programme for City Strategy is £11.643m following the adjustments made at Monitor 2 which saw the responsibility of the Administration Accommodation project move to the directorate. As a result of changes contained in the Monitor 3 the capital programme will decrease in year by £179k to £11.464m. Table 4 gives a summary of the changes on a scheme by scheme basis.

Gross City Strategy Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	11.643	13.627	17.390	42.660
<u>Adjustments:</u>				
Local Transport Plan	(0.005)			(0.005)
Oulston Reservoir	(0.025)			(0.025)
<u>Re-profiling:</u>				
Highways Resurfacing & Reconstruction	(0.050)	0.050		0.000
York City Walls – Repairs & Renewals	(0.035)	0.035		0.000
York City Walls – Health & Safety	(0.034)	0.034		0.000
Special Bridge Maintenance	(0.030)	0.030		0.000
Revised Capital Programme	11.464	13.776	17.390	42.630

Table 4 City Strategy Capital Programme 2008-11

15. The £25k allocation for work to Oulston Reservoir is no longer needed as a further inspection has confirmed that the work is not required. The capital receipt funding that had been allocated to fund this scheme is therefore no longer required and can go back into the capital receipts available.

16. It is proposed to slip the £50k allocation for St Helen's Road Bridge into 2009/10, as Network Rail will not require the contribution to their scheme during 2008/09. £35k of City Walls Repair funding needs re-profiling to 2009/10, as the current scheme at Walmgate Bar will not be completed during 2008/09. £34k of City Walls Railings funding requires re-profiling to 2009/10 as work will be required on a further section of the walls next year. And £30k of the CYC Bridges Structural Maintenance allocation requires re-profiling to 2009/10 which will be used to part fund the Melrosegate Bridge scheme. The work on Fossway Bridge has been completed.

Economic Development

17. The approved capital programme for Economic Development is £0.158m. No changes are anticipated as part of this monitor. Table 5 confirms the current budget.

Gross Economic Development Capital Programme	2008/09 £m	2009/10 £m	2009/10 £m	Total £m
Current Approved Capital Programme	0.158	0.00	0.000	0.158

Table 5 Economic Development Capital Programme 2008 -11

Housing

18. The approved capital programme for Housing services is £8.967m following the adjustments made at Monitor 2. As a result of changes made in this monitor, the capital programme has been decreased by £172k to £8.795m. Table 6 gives a summary of the changes on a scheme by scheme basis.

Gross Housing Capital Programme	2008/09 £m	2009/10 £m	2010/11 £m	Total £m
Current Approved Capital Programme	8.967	8.451	8.619	26.037
<u>Adjustments:</u>				
Repairs to Local Authority Properties	0.063			0.063
Assistance to Older and Disabled People	0.020			0.020
Housing Grants & Associated Investments	0.026			0.026
Howe Hill Homeless Hostel	(0.056)			(0.056)
Major Repairs Allowance (MRA) schemes	(0.153)			(0.153)
Discus Bungalow	(0.020)			(0.020)
<u>Re-profiling:</u>				
Major Repairs Allowance (MRA) schemes	(0.052)	0.052		0.000
Revised Capital Programme	8.795	8.503	8.619	25.917

Table 6 Housing Capital Programme 2008 - 2011

19. The projected overspend with regard to Repairs to Local Authority Properties is due to an increased amount of heating appliances having required replacement following their annual servicing, this is predominantly due to the ageing appliances in the Housing Stock and new regulations in governing safety.

20. The projected overspend on Housing Grants & Associated Investments is driven by the area of York Repair Grant and the Energy Efficiency Grant experiencing increase in demand by vulnerable customers.
21. The Homeless Hostel scheme has run over a two year period and resulted in an under spend against the original estimation predominantly due to cost savings in procurement and a reduction in the need for professional fees.
22. The under spend totalling £153k is comprised of three areas. First the authority pledges to undertake backfill Tenants Choice modernisations within 12 months of customers taking up tenancies of homes that qualify and hence the value/volumes are not fixed but linked to number and spread of void properties. The average costs and projections therefore vary throughout the year with a current projection of an under spend of £45k against budget. Secondly with regard to Tenants Choice – Tang Hall an under spend of £70k has occurred through savings on the scheme resulting predominantly in a reduced average unit cost per home then projected. And third, the Tenants Choice – Horsman Avenue works has been completed resulting in an under spend of £38k due to a slight reduction in average unit costs.
23. The requirement for capital receipts funding has reduced as a result of the Homeless Hostel under spend. This under spend has reduced the call on the Right to Buy Receipts (RTB) that had been allocated to this scheme (note the RTB receipts are brought forward from 2007/08 and are not RTB received in 2008/09 year) allowing the RTB receipts to be used for funding the Disabled Facilities Grant thus reducing the call on capital receipts from £274k to £218k.

Leisure and Culture

24. The approved capital programme for Leisure and Culture services is £3.857m following the adjustments made at Monitor 2. As a result changes made in this monitor, the capital programme will increase by £10k to £3.867m. Table 7 gives a summary of the changes on a scheme by scheme basis.

Gross Leisure and Culture Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	3.857	5.244	1.100	10.201
<u>Adjustments:</u>				
Parks & Open Spaces Development	0.010	0.000	0.000	0.010
Revised Capital Programme	3.867	5.244	1.100	10.211

Table 7 Leisure and Culture Capital Programme 2008 - 11

25. The Parks and Open Spaces Development Scheme has a small increase in its budget due to additional Section 106 funds now being available.

Neighbourhood Services

26. The approved capital programme for Neighbourhood services is £634k following the adjustments made at Monitor 2. As a result of this monitor, the capital programme will decrease by £323k to £311k. Table 8 gives a summary of the changes on a scheme by scheme basis.

Gross Neighbourhood Services Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	0.634	0.686	0.133	1.453
Additions:				
Air Quality Monitoring		0.027		0.027
Re-profiling:				
Silver Street Toilets	(0.172)	0.172		0.000
Waste Infrastructure Capital Grant	(0.110)	0.110		0.000
Ward Committees – Improvement Schemes	(0.041)	0.041		0.000
Revised Capital Programme	0.311	1.036	0.133	1.480

Table 8 Neighbourhood Services 2008 – 2011

27. The Silver Street Toilets scheme will require re-profiling due to further work being required in respect of design relating to structural stabilisation, tendering has been delayed and it is now anticipated that tenders will be received back by end of Feb 09, later than originally planned.

28. The Waste Infrastructure Grant scheme will require re-profiling to 2009/10 as the Waste Management Strategy Report 2008/2014 - Refresh approved the grant to be spent on recycling containers in respect of rolling out recycling across the city phase 1 due Oct 2009, and also improving quality of recycling service (container purchase). Trials in respect of how best to implement these are currently in progress and it is now anticipated that there will be no expenditure incurred against the grant until 2009/10.

Resources

29. The approved capital programme for Resources which contains IT and Easy @ York is £885k following the adjustments made at Monitor 2. As a result of this monitor, the capital programme will increase by £311k to £1.196m. Table 9 states the position of the programme along with movements.

Gross Resources Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	0.885	0.000	0.000	0.885
Additions:				
IT Equipment	0.311			0.311
Revised Capital Programme	1.196	0.000	0.000	1.196

Table 9 Resources Capital Programme 2008 –2011

30. The increase in IT equipment of £311k schemes is due to the Financial Management System (FMS) and Electronic Data Records Management System (EDRMS). The contract for the delivery of the EDRMS project has been placed. Swift progress is being made on the delivery of this high priority corporate project.

31. Several other projects including the new Financial Management System and the new Social Care System Infrastructure upgrade are now coming to fruition resulting in either an acceleration in expenditure or the cost profiles being reviewed

Chief Executives

32. Following the movement of Property Services into Chief Executive Portfolio the approved capital programme is £866k following the adjustments made at Monitor 2. As a result of this monitor, the capital programme will decrease by £250k to £616k. Table 10 gives a summary of the changes on a scheme by scheme basis.

Gross Chief Executives Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	0.866	0.550	0.200	1.616
Re-profiling:				
Access Audits / DDA Work	(0.100)	0.100	0.000	0.000
Property Key Components (H&S)	(0.150)	0.150	0.000	0.000
Carbon Management	(0.250)	0.250	0.000	0.000
Fire Safety Regulations - Adaptations	(0.090)	0.090	0.000	0.000
Revised Capital Programme	0.276	1.140	0.200	1.616

Table 10 Chief Executives Capital Programme 2008 – 2011

33. Both the Access Audits / DDA Work and the Property Key Components (H&S) schemes include resources that have been allocated for repairs to buildings as part of larger service based schemes. In some cases these

works have not progressed as quickly as was envisaged including Central Library refurbishment/improvement and Park & Ride sites buildings repair.

34. Work on the Carbon Management schemes has not yet commenced and it is projected that £10k will be spent in 2008/09 on the Fire and Safety Regulation scheme requiring £90k to be re-profiled into 2009/10.

Social Services

35. The approved capital programme for Social Services is £282k following the adjustments made at Monitor 2. No adjustments are required as a result of this monitor and therefore the capital programme for Social Services is projected to outturn at £282k. Table 11 states the budget for the current and two subsequent years.

Gross Social Services Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	0.282	0.397	0.331	1.010

Table 11 Social Services Capital Programme 2008 – 2011

Summary

36. As a result of the changes reported to the directorate EMAP meetings the revised three year capital programme is summarised in Table 12.

Gross Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Programme	60.537	59.803	47.954	168.294
<u>Adjustments :</u>				
City Strategy	(0.030)	0.000	0.000	(0.030)
Housing	(0.120)	0.000	0.000	(0.120)
Leisure and Culture	0.010	0.000	0.000	0.010
Neighbourhood Services	0.000	0.027	0.000	0.024
Resources	0.311	0.000	0.000	0.311
<u>Re-profiling:</u>				
Children's Services	0.655	(0.655)	0.000	0.000
City Strategy	(0.149)	0.149	0.000	0.000
Housing	(0.052)	0.052	0.000	0.000
Neighbourhood Services	(0.323)	0.323	0.000	0.000
Chief Executives	(0.590)	0.590	0.000	0.000
Revised Programme	60.249	60.289	47.954	168.492

Table 12 Revised Three Year Capital Programme

Funding the 2008/09 Capital Programme

37. The current capital programme is funded from a number of externally funded sources, along with capital receipts raised from the sale of surplus assets.

38. Following the adjustments made as part of this report, the revised capital programme is £60.249m. Funding from external sources and prudential borrowing is £46.237m, leaving a balance of £14.012m to be funded from capital receipts. Table 13 illustrates the funding breakdown of the capital programme and includes 2011/12 and 2012/13 to show the Administrative Accommodation project re-profiled in future years.

	2008/09 £m	2009/10 £m	2010/11 £m	2011/12 £m	2012/13 £m	Total £m
Gross Capital Programme	60.249	60.289	47.954	12.274	8.526	189.292
Funded by						
Supported Borrowing	7.418	9.399	10.282	0.000	0.000	27.099
Grants and Contributions	34.528	36.449	24.988	0.000	0.000	95.965
Prudential Borrowing	4.291	0.737	7.796	12.274	8.526	33.624
Total Non Corporate Funding	46.237	46.585	43.066	12.274	8.526	156.688
Funding to be Financed from Capital Receipts	14.012	13.704	4.888	0.000	0.000	31.974
Expected Capital Receipts	(5.932)	(8.359)	(11.272)	0.000	0.000	(25.563)
Receipts b/fwd (surplus)/deficit	(9.617)	(1.537)	3.808	(2.576)	(2.576)	(2.576)
Receipts c/fwd (surplus)/deficit	(1.537)	3.808	(2.576)	(2.576)	(2.576)	

Table 13 – Capital Programme Funding and Receipts Position

39. As part of the budget setting process, a list of asset sales were agreed by the Council for reinvestment in the capital programme. The budgeted receipts for 2008/09 was set at £13.067m and revised down to £7.740m as a result of monitor 2 adjustments. Latest projections estimate that £5.392m will be received in 2008/09 of which £808k from asset sales have been received to date.

40. Table 13 shows a surplus position of capital receipts of £2.576m. (It should be noted that this is in respect of general receipts, any variations where a receipt is specific to a project/scheme are monitored on a scheme by scheme basis and any variations usually picked up

within the project itself). The consideration of the overall funding of the capital programme for future years is the subject of the Capital Budget 2009/10 - 2012/13 paper (meeting of the Executive 16 February 2009) which considered the capital programme over the next 5 years, the ongoing commitments, and options for funding.

41. Following the adjustments made to the capital programme in this monitor there is a decrease of £81k in the level of receipts required from schemes currently approved in the programme.
42. The decrease in requirements for capital receipts are as due to:
 - a. Housing Services requirement for capital receipts funding has reduced as a result of the Homeless Hostel under spend. This under spend has reduced the call on the Right to Buy Receipts (RTB) that had been allocated to this scheme (note the RTB receipts are brought forward from 2007/08 and are not RTB received in 2008/09 year) allowing the RTB receipts to be used for funding the Disabled Facilities Grant thus reducing the call on capital receipts from £274k to £218k.
 - b. City Strategy no longer require the £25k allocation for work to Oulston Reservoir is no longer needed as a further inspection has confirmed that the work is not required. The capital receipt funding that had been allocated to fund this scheme is therefore no longer required and can go back into the capital receipts available.
43. The capital programme continues to be reliant on a number of high value, high risk receipts, which if not achieved would require the Council to review its existing spending commitments. Monthly monitoring of capital receipts will identify any problems in receipt timing and will be reported accordingly to the Executive in the next monitoring report.

Prudential Indicators

44. The prudential indicators as at monitor 3 are attached at Annex B covering a period of 3 years up to 2010/11. No significant variations compared to previous in year updates are being reported as a result of this report.

Corporate Priorities

45. The capital programme is decided through a formal process, using a Capital Resource Allocation Model (CRAM). CRAM is a tool used for allocating the Council's scarce capital resources to schemes that meet corporate priorities.

Implications

Financial Implications

46. The financial implications are considered in the main body of the report.

Human Resources Implications

47. There are no HR implications as a result of this report

Equalities Implications

48. There are no equalities implications as a result of this report

Legal Implications

49. There are no legal implications as a result of this report

Crime and Disorder

50. There are no crime and disorder implications as a result of this report

Information Technology

51. There are no information technology implications as a result of this report

Property

52. The property implications of this paper are included in the main body of the report which covers the funding of the capital programme from capital receipts in paragraphs 38-43.

Risk Management

53. The capital programme is regularly monitored as part of the corporate monitoring process. In addition to this the Capital Asset Management Group (CAMG) meets regularly to plan monitor and review major capital receipts to ensure that all capital risks to the Council are minimised.

Recommendations

54. The Executive is requested to:

- Approve the 2008/09 revised budget of £60.249m as set out in paragraph 6 and Table 2.
- Approve the slippage of £459k from 2008/09 to future years, resulting in a revised programme of £60.289m in 2009/10

- Approve the restated three year capital programme for 2008/09 – 2010/11 as set out in paragraph 36, Table 12 and as set out in detail in Annex A.
- Note the capital receipt projections for 2008/09 to 2012/13 as summarised in Table 13

Reason: to enable the effective management and monitoring of the Council's capital programme

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Ian Floyd
Director of Resources

**Report
Approved**

Date 16/02/09

Ian Floyd
Director of Resources

**Report
Approved**

Date 16/02/09

Specialist Implications Officer(s)

N/a

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

2008/09 – 2010/11 Capital Budget Report
Budget Control 2008
Department Capital Monitoring Updates
Prudential Indicator Working Papers

Annexes

Annex A – Restated Capital Programme 2008/09 to 2010/11
Annex B – Prudential Indicators 2008/09 to 2010/11

Capital Budget - 2008/09 to 2011/12	2008/09	2008/09	2008/09	2008/09	2008/09	2009/10	2008/09	2008/09	2010/11	2008/09	2008/09	2011/12	Gross Capital Programme To be Funded £000
	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	
- Cost to City	0	0	2,000	0	0	182	0	0	0	0	0	0	2,182
Westside Review - Manor			2,961			0			0			0	2,961
- External Funding			0			0			0			0	0
- Cost to City	0	0	2,961	0	0	0	0	0	0	0	0	0	2,961
Youth One Stop Shop			0			0			0			0	0
External Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Oaken Grove Community Centre			0			0			0			0	0
External Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Joseph Rowntree One School Pathfinder			10,250			17,430			1,574			0	29,254
BSF One School Pathfinder Grant			10,250			16,680			0			0	26,930
Devolved Capital Grant			0			0			230			0	230
Carbon Free Schools Fund			0			0			676			0	676
Project Faraday Grant			0			500			0			0	500
TCF 14-19 Capital Grant			0			250			500			0	750
Section 106			0			0			168			0	168
- External Funding	0	0	10,250	0	0	17,430	0	0	1,574	0	0	0	29,254
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Extended Schools			250			265			137			0	652
DCSF Grant			250			265			137			0	652
- External Funding	0	0	250	0	0	265	0	0	137	0	0	0	652
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Primary School Strategic Programme			0			3,000			5,378			0	8,378
DCSF Grant			0			3,000			5,378			0	8,378
- External Funding	0	0	0	0	0	3,000	0	0	5,378	0	0	0	8,378
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Devolved Formula Capital			0			0			0			0	0
DCSF Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Derwent MUGA			641			0			0			0	641
External Grant			0			0			0			0	0
- Cost to City	0	0	641	0	0	0	0	0	0	0	0	0	641
Condition Led Projects			0			0			0			0	0
NDS Modernisation			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
ICT Mobile Technology for Childrens Social Workers			6			0			0			0	6
DCSF Grant			6			0			0			0	6
- External Funding	0	0	6	0	0	0	0	0	0	0	0	0	6
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Connexions Building Works			94			0			0			0	94
DCSF Grant			63			0			0			0	63
Contributions			0			0			0			0	0
- External Funding	0	0	63	0	0	0	0	0	0	0	0	0	63
- Cost to City	0	0	31	0	0	0	0	0	0	0	0	0	31
Fulford School Science Labs and Classrooms			1,000			266			0			0	1,266
Prudential Borrowing			341			266			0			0	607
DCSF Grant			454			0			0			0	454
School Contribution			205			0			0			0	205
- External Funding	0	0	1,000	0	0	266	0	0	0	0	0	0	1,266
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Youth Capital Fund			70			70			70			0	210
Government Grant			70			70			70			0	210
- External Funding	0	0	70	0	0	70	0	0	70	0	0	0	210
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Children's Centres Phase 3			0			679			679			0	1,358
- DCSF ICC Grant			0			679			679			0	1,358
- External Funding	0	0	0	0	0	679	0	0	679	0	0	0	1,358
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	0	655	33,800	0	-655	30,193	0	0	20,181	0	0	0	84,174
Less :External Funding	0	701	27,611	0	-701	29,965	0	0	20,181	0	0	0	77,757
COST TO CITY OF YORK	0	-46	6,189	0	46	228	0	0	0	0	0	0	6,417
City Strategy (Planning & Transport)													
Highway Resurfacing & Reconstruction (Struct Maint)			-50		50	1,050			750			0	3,233
- Prudential Borrowing			0		0	0			0			0	0
- Supported Capital Expenditure (LTP element)			0		0	0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	-50	1,433	0	50	1,050	0	0	750	0	0	0	3,233
Highway Repairs & Renewals (Struct Maint)			0		0	0			0			0	0
- Prudential Borrowing			0		0	0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Local Transport Plan (LTP)			-5		6,164	5,356			5,091			0	16,611
Supported Capital Expenditure			3,870			3,374			2,986			0	10,230
Government Grants			2,027			1,482			1,605			0	5,114
Section 106			267			500			500			0	1,267
- External Funding	-5	0	6,164	0	0	5,356	0	0	5,091	0	0	0	16,611
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
York City Walls - Repairs & Renewals (City Walls)			-35		51	102			67			0	220
- External Funding			0		0	0			0			0	0
- Cost to City	0	-35	51	0	35	102	0	0	67	0	0	0	220
Robin Hood's Tower Strengthening (City Walls)			0		0	0			0			0	0
- External Funding			0		0	0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
York City Walls - Health & Safety (City Walls)			-34		26	34			0			0	60
- External Funding			0		0	0			0			0	0
- Cost to City	0	-34	26	0	34	34	0	0	0	0	0	0	60
Developer Contribution schemes (LTP Struct)			243		0	0			0			0	243
Section 106			243			0			0			0	243
Contribution			0			0			0			0	0
- External Funding	0	0	243	0	0	0	0	0	0	0	0	0	243
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Government Grants (LTP Struct)			0		0	0			0			0	0
- External Funding			0		0	0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Bridge Maintenance (Struct maint)			-30		70	130			100			0	300
- External Funding			0		0	0			0			0	0
- Cost to City	0	-30	70	0	30	130	0	0	100	0	0	0	300
Road Safety			44		43	42			42			0	129
- DFT Grant			44			43			42			0	129
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Flood Pump - Elvington			1		0	0			0			0	1
- External Funding			0		0	0			0			0	0
- Cost to City	0	0	1	0	0	0	0	0					

Capital Budget - 2008/09 to 2011/12	2008/09	2008/09	2008/09	2008/09	2008/09	2009/10	2008/09	2008/09	2010/11	2008/09	2008/09	2011/12	Gross Capital Programme To be Funded £000
	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	
Cycling City			312			1,135			1,153			0	2,600
- Government Grant			312			1,135			1,153			0	2,600
- External Funding	0	0	312	0	0	1,135	0	0	1,153	0	0	0	2,600
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Housing and Planning Delivery			135			0			0			0	135
- Government Grant			135			0			0			0	135
- External Funding	0	0	135	0	0	0	0	0	0	0	0	0	135
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Footpath, Rawcliffe No 1 - Riverbank slip			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	-30	-149	8,479	0	149	7,850	0	0	7,203	0	0	0	23,532
Less :External Funding	-5	0	6,898	0	0	6,534	0	0	6,286	0	0	0	19,718
COST TO CITY OF YORK	-25	-149	1,581	0	149	1,316	0	0	917	0	0	0	3,814
City Strategy (Admin Accom)													
Admin Accom			2,985			5,926			10,187			12,274	31,372
- Prudential Borrowing			0			0			7,796			12,274	20,070
- External Funding	0	0	0	0	0	0	0	0	7,796	0	0	12,274	20,070
- Cost to City	0	0	2,985	0	0	5,926	0	0	2,391	0	0	0	11,302
TOTAL GROSS EXPENDITURE	0	0	2,985	0	0	5,926	0	0	10,187	0	0	12,274	31,372
Less :External Funding	0	0	0	0	0	0	0	0	7,796	0	0	12,274	20,070
COST TO CITY OF YORK	0	0	2,985	0	0	5,926	0	0	2,391	0	0	0	11,302
City Strategy (Economic Development)													
ABB Site Regeneration			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Small Business Workshops			58			0			0			0	58
- External Funding			0			0			0			0	0
- Cost to City	0	0	58	0	0	0	0	0	0	0	0	0	58
Visitor/Tourist Information Centre			100			0			0			0	100
- Government Grant			0			0			0			0	0
- Prudential Borrowing			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	100	0	0	0	0	0	0	0	0	0	100
TOTAL GROSS EXPENDITURE	0	0	158	0	0	0	0	0	0	0	0	0	158
Less :External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
COST TO CITY OF YORK	0	0	158	0	0	0	0	0	0	0	0	0	158
Neighbourhood Services (Environmental Services)													
Air Quality Monitoring			27			27			0			0	54
- Government Grant			27			27			0			0	54
- Supported Capital Expenditure			0			0			0			0	0
- External Funding	0	0	27	27	0	27	0	0	0	0	0	0	54
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Flood Pump			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Grey Bin Replacement			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Household Waste Sites (Hazel Court)			0			0			0			0	0
- Prudential Borrowing			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Household Waste Sites (Towthorpe)			20			0			0			0	20
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	20	0	0	0	0	0	0	0	0	0	20
Purchase of Recycling Containers			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Contaminated Land Investigation			42			0			0			0	42
- Government Grant			42			0			0			0	42
- External Funding	0	0	42	0	0	0	0	0	0	0	0	0	42
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Waste Efficiency Performance Grant			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Waste Infrastructure Capital Grant (WICG)			0			110			133			0	854
- Government Grant			-110			721			133			0	854
- External Funding	0	-360	0	0	360	721	0	0	133	0	0	0	854
- Cost to City	0	250	0	0	-250	0	0	0	0	0	0	0	0
Silver Street Toilets			91			247			0			0	338
- Government Grant			0			0			0			0	0
- Prudential Borrowing			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	-172	91	0	172	247	0	0	0	0	0	0	338
Ward Committees - Improvement Schemes			-41			41			0			0	172
- External Funding			0			0			0			0	0
- Cost to City	0	-41	131	0	41	41	0	0	0	0	0	0	172
EcoDepot Security Gate / Reception			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	0	-323	311	27	323	1,036	0	0	133	0	0	0	1,480
Less :External Funding	0	-360	69	27	360	748	0	0	133	0	0	0	950
COST TO CITY OF YORK	0	37	242	0	-37	288	0	0	0	0	0	0	530
Housing													
Modernisation of Local Authority Homes			276			275			83			0	634
- SCE			0			0			0			0	0
- Revenue Contribution			276			275			83			0	634
- External Funding	0	0	276	0	0	275	0	0	83	0	0	0	634
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Repairs to Local Authority Properties	63		1,751			1,838			1,989			0	5,578
- SCE			1,000			1,000			1,000			0	3,000
- Government Grant			648			0			0			0	648
- Revenue Contribution	63	-648	103			838			989			0	1,930
- External Funding	63	0	1,751	0	0	1,838	0	0	1,989	0	0	0	5,578
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistance to Older & Disabled People	20		408			325			327			0	1,060
- Revenue Contribution			408			325			327			0	1,060
- External Funding	20	0	408	0	0	325	0	0	327	0	0	0	1,060
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Housing Grants & Associated Investment (Gfund)	26		900			900			950			0	2,750
- RTB receipts			0			0			0			0	0

Capital Budget - 2008/09 to 2011/12

	2008/09	2008/09	2008/09	2008/09	2008/09	2009/10	2008/09	2008/09	2010/11	2008/09	2008/09	2011/12	Gross Capital Programme To be Funded £000
	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	
- Government Grant	26		900			900			950			0	2,750
- External Funding	26	0	900	0	0	900	0	0	950	0	0	0	2,750
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Howe Hill Homeless Hostel (Gfund)	-56		74										74
- RTB receipts	-56		74			0			0			0	74
- Government Grant			0			0			0			0	0
- External Funding	-56	0	74	0	0	0	0	0	0	0	0	0	74
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Commuted Sums (Cont to Affordable Hsg) (Gfund)			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Travellers (Gfund)			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Bungalow Buy Back			0			0			0			0	0
- Revenue Contribution			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
MRA Schemes	-153	-52	4,754		52	4,516			4,621			0	13,891
- Government Grant	-153	-52	4,754		52	4,516			4,621			0	13,891
- External Funding	-153	-52	4,754	0	52	4,516	0	0	4,621	0	0	0	13,891
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Arclight (Gfund)			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Disabled Facilities Grant (Gfund)			625			649			649			0	1,923
- RTB receipts	56		56			274			274			0	604
- Government Grant			351			375			375			0	1,101
- External Funding	56	0	407	0	0	649	0	0	649	0	0	0	1,705
- Cost to City	-56	0	218	0	0	0	0	0	0	0	0	0	218
Discus Bungalows	-20		7			0			0			0	7
- Government Grant	-20		7			0			0			0	7
- External Funding	-20	0	7	0	0	0	0	0	0	0	0	0	7
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	-120	-52	8,795	0	52	8,503	0	0	8,619	0	0	0	25,917
Less :External Funding	-64	-52	8,577	0	52	8,503	0	0	8,619	0	0	0	25,699
COST TO CITY OF YORK	-56	0	218	0	0	0	0	0	0	0	0	0	218
Leisure and Culture													
Acomb Library			35			0			0			0	35
- External Grant			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	35	0	0	0	0	0	0	0	0	0	35
Chapelfields Community Centre			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Resource Centre at Haxby / Wigginton			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Danebury Drive Allotments			3			0			0			0	3
Section 106			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	3	0	0	0	0	0	0	0	0	0	3
Hull Road Park			0			0			0			0	0
Section 106			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Knavesmire Culverts			0			0			0			0	0
Section 106			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Museum Service Heritage Lottery Bid			400			763			200			0	1,363
- Prudential Borrowing			0			0			0			0	0
Contributions			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	400	0	0	763	0	0	200	0	0	0	1,363
Oaken Grove Community Centre			0			0			0			0	0
S106			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Oakland's Sports Centre			0			0			0			0	0
New Opportunities Fund			0			0			0			0	0
DfES Devolved Capital Grant			0			0			0			0	0
DfES SCA			0			0			0			0	0
Section 106			0			0			0			0	0
NDS Modernisation			0			0			0			0	0
Venture Fund			0			0			0			0	0
Contributions			0			0			0			0	0
Revenue Contribution			0			0			0			0	0
Schools Access Initiative			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Oakland's Sports Centre Pitch			6			0			0			0	6
Sport England Grant			6			0			0			0	6
Section 106			0			0			0			0	0
- External Funding	0	0	6	0	0	0	0	0	0	0	0	0	6
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Parks and Open Spaces Development	10		226			0			0			0	226
Section 106	10		226			0			0			0	226
Donations			0			0			0			0	0
Contributions			0			0			0			0	0
- External Funding	10	0	226	0	0	0	0	0	0	0	0	0	226
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
River Bank Repairs			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
West Bank Park			0			0			0			0	0
- External													

Capital Budget - 2008/09 to 2011/12	2008/09	2008/09	2008/09	2008/09	2008/09	2009/10	2008/09	2008/09	2010/11	2008/09	2008/09	2011/12	Gross Capital Programme To be Funded £000
	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Free Swimming for Over 60's			44			0			0			0	44
-Grant			44			0			0			0	44
- External Funding	0	0	44	0	0	0	0	0	0	0	0	0	44
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Milfield Lane Comm Sports Centre			0			0			0			0	0
- External Grant			0			0			0			0	0
- Section 106			0			0			0			0	0
- Prudential Borrowing			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
York Explore Centre			0			0			0			0	0
NDS Modernisation			0			0			0			0	0
Revenue Contribution			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	10	0	3,867	0	0	5,244	0	0	1,100	0	0	0	10,211
Less :External Funding	10	0	1,817	0	0	493	0	0	0	0	0	0	2,310
COST TO CITY OF YORK	0	0	2,050	0	0	4,751	0	0	1,100	0	0	0	7,901
Chief Execs													
Carbon Management		-250	0		250	500			0			0	500
- Government Grant			0			250			0			0	250
- External Funding	0	0	0	0	0	250	0	0	0	0	0	0	250
- Cost to City	0	-250	0	0	250	250	0	0	0	0	0	0	250
Dealing with Repairs Backlog			90			0			0			0	90
- External Funding			0			0			0			0	0
- Cost to City	0	0	90	0	0	0	0	0	0	0	0	0	90
Fire Safety Regulations - Adaptations		-90	10		90	190			100			0	300
- External Funding			0			0			0			0	0
- Cost to City	0	-90	10	0	90	190	0	0	100	0	0	0	300
Health & Safety / DDA		-100	44		100	100			0			0	144
- External Funding			0			0			0			0	0
- Cost to City	0	-100	44	0	100	100	0	0	0	0	0	0	144
Holgate Windmill			0			0			0			0	0
- Contribution			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
25 Hospital Fields Road			0			0			0			0	0
-Prudential Borrowing			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
35 Hospital Fields Road			18			0			0			0	18
- Revenue Contribution			-27			0			0			0	-27
-Prudential Borrowing			45			0			0			0	45
- External Funding	0	0	18	0	0	0	0	0	0	0	0	0	18
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
James St Business Park			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Knapton Recreational Field			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Property Key Components (H&S)		-150	52		150	350			100			0	502
- External Funding			0			0			0			0	0
- Cost to City	0	-150	52	0	150	350	0	0	100	0	0	0	502
Preserving Property Assets			0			0			0			0	0
- Venture Fund			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Removal of Asbestos			62			0			0			0	62
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	62	0	0	0	0	0	0	0	0	0	62
St Clements Hall Refurbishment			0			0			0			0	0
- Government Grant			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Urgent River Bank Repairs			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	0	-590	276	0	590	1,140	0	0	200	0	0	0	1,616
Less :External Funding	0	0	18	0	0	250	0	0	0	0	0	0	268
COST TO CITY OF YORK	0	-590	258	0	590	890	0	0	200	0	0	0	1,348
Resources													
IT Equipment	311		1,076			0			0			0	1,076
-Prudential Borrowing	311		1,076			0			0			0	1,076
- External Funding	311	0	1,076	0	0	0	0	0	0	0	0	0	1,076
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Easy @ York			120			0			0			0	120
Prudential Borrowing			0			0			0			0	0
Grant			120			0			0			0	120
LPSA 1			0			0			0			0	0
- External Funding	0	0	120	0	0	0	0	0	0	0	0	0	120
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	311	0	1,196	0	0	0	0	0	0	0	0	0	1,196
Less :External Funding	311	0	1,196	0	0	0	0	0	0	0	0	0	1,196
COST TO CITY OF YORK	0	0	0	0	0	0	0	0	0	0	0	0	0
Social Services													
Joint Equipment Store			105			105			105			0	315
- External Funding			0			0			0			0	0
- Cost to City	0	0	105	0	0	105	0	0	105	0	0	0	315
Relocation of Hebden Rise			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Modernising EPHs			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
22 The Avenue Improvements			26			0			0			0	26
- External Funding			0			0			0			0	0
- Cost to City	0	0	26	0	0	0	0	0	0	0	0	0	26
Improving the Care Home Env' for Older People			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Information Management Improvements			51			0			0			0	51
- External Funding			51			0			0			0	51
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Disabled Support Grant			100			100			100			0	300
- External Funding			0			0			0			0	0

Capital Budget - 2008/09 to 2011/12	2008/09	2008/09	2008/09	2008/09	2008/09	2009/10	2008/09	2008/09	2010/11	2008/09	2008/09	2011/12	Gross Capital Programme To be Funded £000
	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	Mon 3 Adj £000	Mon 3 Slippage £000	Revised Budget £000	
- Cost to City	0	0	100	0	0	100	0	0	100	0	0	0	300
Morrell House			0			0			0			0	0
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Telecare Equipment			0			100			75			0	175
- External Funding			0			0			0			0	0
- Cost to City	0	0	0	0	0	100	0	0	75	0	0	0	175
Adults Social Care IT grant			0			92			51			0	143
-			0			0			0			0	0
- External Funding	0	0	0	0	0	92	0	0	51	0	0	0	143
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	0	0	282	0	0	397	0	0	331	0	0	0	1,010
Less :External Funding	0	0	51	0	0	92	0	0	51	0	0	0	194
COST TO CITY OF YORK	0	0	231	0	0	305	0	0	280	0	0	0	816
Miscellaneous			0			0			0			0	0
Equal Pay Capitalisation			0			0			0			0	0
- Prudential Borrowing			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Fleet Finance Leases			0			0			0			0	0
- Prudential Borrowing			0			0			0			0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
Hazel Court Depot			100			0			0			0	100
- External Funding			0			0			0			0	0
- Cost to City	0	0	100	0	0	0	0	0	0	0	0	0	100
Contingency			0			0			0			0	0
- Prudential Borrowing			0			0			0			0	0
- External Funding			0	0	0	0	0	0	0	0	0	0	0
- Cost to City	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GROSS EXPENDITURE	0	0	100	0	0	0	0	0	0	0	0	0	100
Less :External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
COST TO CITY OF YORK	0	0	100	0	0	0	0	0	0	0	0	0	100
Gross Expenditure by Department													
Children's Services	0	655	33,800	0	-655	30,193	0	0	20,181	0	0	0	84,174
City Strategy (Planning & Transport)	-30	-149	8,479	0	149	7,850	0	0	7,203	0	0	0	23,532
City Strategy (Admin Accom)	0	0	2,985	0	0	5,926	0	0	10,187	0	0	12,274	31,372
City Strategy (Economic Development)	0	0	158	0	0	0	0	0	0	0	0	0	158
Housing	-120	-52	8,795	0	52	8,503	0	0	8,619	0	0	0	25,917
Leisure and Culture	10	0	3,867	0	0	5,244	0	0	1,100	0	0	0	10,211
Neighbourhood Services (Environmental Services)	0	-323	311	27	323	1,036	0	0	133	0	0	0	1,480
Chief Execs	0	-590	276	0	590	1,140	0	0	200	0	0	0	1,616
Resources	311	0	1,196	0	0	0	0	0	0	0	0	0	1,196
Social Services	0	0	282	0	0	397	0	0	331	0	0	0	1,010
Miscellaneous	0	0	100	0	0	0	0	0	0	0	0	0	100
Total by Department	171	-459	60,249	27	459	60,289	0	0	47,954	0	0	12,274	180,766
Total External Funds by Department													
Children's Services	0	701	27,611	0	-701	29,965	0	0	20,181	0	0	0	77,757
City Strategy (Planning & Transport)	-5	0	6,898	0	0	6,534	0	0	6,286	0	0	0	19,718
City Strategy (Admin Accom)	0	0	0	0	0	0	0	0	7,796	0	0	12,274	20,070
City Strategy (Economic Development)	0	0	0	0	0	0	0	0	0	0	0	0	0
Housing	-64	-52	8,577	0	52	8,503	0	0	8,619	0	0	0	25,699
Leisure and Culture	10	0	1,817	0	0	493	0	0	0	0	0	0	2,310
Neighbourhood Services (Environmental Services)	0	-360	69	27	360	748	0	0	133	0	0	0	950
Chief Execs	0	0	18	0	0	250	0	0	0	0	0	0	268
Resources	311	0	1,196	0	0	0	0	0	0	0	0	0	1,196
Social Services	0	0	51	0	0	92	0	0	51	0	0	0	194
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0
Total External Funds by Department	252	289	46,237	27	-289	46,585	0	0	43,066	0	0	12,274	148,162
Total CYC Funding required by Department													
Children's Services	0	-46	6,189	0	46	228	0	0	0	0	0	0	6,417
City Strategy (Planning & Transport)	-25	-149	1,581	0	149	1,316	0	0	917	0	0	0	3,814
City Strategy (Admin Accom)	0	0	2,985	0	0	5,926	0	0	2,391	0	0	0	11,302
City Strategy (Economic Development)	0	0	158	0	0	0	0	0	0	0	0	0	158
Housing	-56	0	218	0	0	0	0	0	0	0	0	0	218
Leisure and Culture	0	0	2,050	0	0	4,751	0	0	1,100	0	0	0	7,901
Neighbourhood Services (Environmental Services)	0	37	242	0	-37	288	0	0	0	0	0	0	530
Chief Execs	0	-590	258	0	590	890	0	0	200	0	0	0	1,348
Resources	0	0	0	0	0	0	0	0	0	0	0	0	0
Social Services	0	0	231	0	0	305	0	0	280	0	0	0	816
Miscellaneous	0	0	100	0	0	0	0	0	0	0	0	0	100
Total Capital Receipt Funding required	-81	-748	14,012	0	748	13,704	0	0	4,888	0	0	0	32,604
Breakdown of External Funds per funding statement													
Developers Contributions	5	0	1,301	0	0	500	0	0	668	0	0	0	2,469
Government Grant	6	688	27,304	27	-40	29,655	0	0	18,026	0	0	0	74,985
Major Repairs Allowance	-153	-52	4,754	0	52	4,516	0	0	4,621	0	0	0	13,891
Capital Receipts in Lieu of SCA/GG	0	0	0	0	0	0	0	0	0	0	0	0	0
Non Government Grant	0	0	6	0	0	0	0	0	0	0	0	0	6
Other Contributions	0	-54	261	0	54	54	0	0	0	0	0	0	315
Prudential Borrowing	311	400	4,291	0	-400	737	0	0	7,796	0	0	12,274	25,098
Revenue Contribution	83	-648	772	0	0	1,450	0	0	1,399	0	0	0	3,621
Right to Buy Receipt	0	0	130	0	0	274	0	0	274	0	0	0	678
Supported Capital Expenditure	0	-45	7,418	0	45	9,399	0	0	10,282	0	0	0	27,099
Venture Fund	0	0	0	0	0	0	0	0	0	0	0	0	0
	252	289	46,237	27	-289	46,585	0	0	43,066	0	0	12,274	148,162
	0	0	0			0	0	0	0	0	0	0	0
Total CYC Funding required			14,012			13,704			4,888			0	32,604
Forecast Capital Receipts			-11,422			-8,359			-11,272			0	-63,433
Deficit/(Surplus) b/fwd			-4,127			-1,537			3,808			-2,576	0
Deficit/(Surplus) c/fwd			-1,537			3,808			-2,576			-2,576	-30,829

PRUDENTIAL INDICATORS			2008/09	2009/10	2010/11
			Probable Outturn	estimate	estimate
1)	Capital Expenditure To allow the authority to plan for capital financing as a result of the capital programme. To enable the monitoring of capital budgets to ensure they remain within budget	Non - HRA	£'000 53,199	£'000 52,901	£'000 40,934
		HRA	7,338	6,902	7,020
		TOTAL	60,537	59,803	47,954
2)	Ratio of financing costs to net revenue stream This indicator estimates the cost of borrowing in relation to the net cost of Council services to be met from government grant and council tax payers. In the case of the HRA the net revenue stream is the income from Rents and Subsidy	Non - HRA	4.68%	6.98%	7.79%
		HRA	2.85%	3.00%	1.04%
3)	Incremental impact of capital investment decisions - Council Tax Shows the actual impact of capital investment decisions on council tax. The impact on council tax is a fundamental indicator of affordability for the Council to consider when setting forward plans. The figure relates to how much of the increase in council tax is used in financing the capital programme and any related revenue implications that flow from it.		£	£	£
		Increase in Council Tax (band D) per annum	10.63	18.97	17.56
4)	Incremental impact of capital investment decisions - Hsg Rents Shows the actual impact of capital investment decisions on HRA rent. For CYC, the HRA planned capital spend is based on the government's approved borrowing limit so there is no impact on HRA rents.		£ p	£ p	£ p
		Increase in average housing rent per week	0.00	0.00	0.00
5)	Capital Financing Requirement as at 31 March Indicates the Council's underlying need to borrow money for capital purposes. The majority of the capital programme is funded through government support, government grant or the use of capital receipts. The use of borrowing increases the CFR.	Non - HRA	£000 86,669	£000 89,158	£000 96,669
		HRA	12,035	13,035	14,035
		TOTAL	98,704	102,193	110,703
6a)	Authorised Limit for external debt - The authorised limit is a level set above the operational boundary in acceptance that the operational boundary may well be breached because of cash flows. It represents an absolute maximum level of debt that could be sustained for only a short period of time. The council sets an operational boundary for its total external debt, gross of investments, separately identifying borrowing from other long term liabilities for 3 financial years.	borrowing	£m 147	£m 186	£m 218
		other long term liabilities	0	0	0
		TOTAL	147	186	218
6b)	Operational Boundary for external debt - The operational boundary is a measure of the most likely, prudent, level of debt. It takes account of risk management and analysis to arrive at the maximum level of debt projected as part of this prudent assessment. It is a means by which the authority manages its external debt to ensure that it remains within the self imposed authority limit. It is a direct link between the Council's plans for capital expenditure; our estimates of the capital financing requirement; and estimated operational cash flow for the year.	borrowing	£m 125	£m 145	£m 170
		other long term liabilities	0	0	0
		TOTAL	125	145	170
7)	Adoption of the CIPFA Code of Practice for Treasury Management in Public Services Ensuring Treasury Management Practices remain in line with the SORP.	Treasury Management Policy Statement 12 Treasury Management Practices Policy Placed Before Council Annual Review Undertaken			
8a)	Upper limit for fixed interest rate exposure The Council sets limits to its exposures to the effects of changes in interest rates for 3 years. The Council should not be overly exposed to fluctuations in interest rates which can have an adverse impact on the revenue budget if it is overly exposed to variable rate investments or debts	Net interest re fixed rate borrowing / investments	150%	150%	150%
		Actual Net interest re fixed rate borrowing / investments	146%	117%	115%
8b)	Upper limit for variable rate exposure The Council sets limits to its exposures to the effects of changes in interest rates for 3 years. The Council should not be overly exposed to fluctuations in interest rates which can have an adverse impact on the revenue budget if it is overly exposed to variable rate investments or debts	Net interest re variable rate borrowing / investments	-50%	-50%	-50%
		Actual Net interest re variable rate borrowing / investments	-46%	-17%	-15%
9)	Upper limit for total principal sums invested for over 364 days To minimise the impact of debt maturity on the cash flow of the Council. Over exposure to debt maturity in any one year could mean that the Council has insufficient liquidity to meet its repayment liabilities, and as a result could be exposed to risk of interest rate fluctuations in the future		£10,000	£10,000	£10,000

10)	<p>result could be exposed to risk of interest rate fluctuations in the future where loans are maturing. The Council therefore sets limits whereby long term loans mature in different periods thus spreading the risk.</p> <p>Maturity structure of borrowing as at 31st March 2009</p> <p>The Council sets an upper limit for each forward financial year period for the level of investments that mature in over 364 days. These limits reduce the liquidity and interest rate risk associated with investing for more than one year. The limits are set as a percentage of the average balances of the investment portfolio.</p>																								
		<table border="1"> <thead> <tr> <th></th> <th>Upper Limit</th> <th>Lower Limit</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>under 12 months</td> <td>10%</td> <td>0%</td> <td>4%</td> </tr> <tr> <td>12 months and within 24 months</td> <td>10%</td> <td>0%</td> <td>4%</td> </tr> <tr> <td>24 months and within 5 years</td> <td>25%</td> <td>0%</td> <td>3%</td> </tr> <tr> <td>5 years and within 10 years</td> <td>40%</td> <td>0%</td> <td>10%</td> </tr> <tr> <td>10 years and above</td> <td>90%</td> <td>30%</td> <td>78%</td> </tr> </tbody> </table>		Upper Limit	Lower Limit	Actual	under 12 months	10%	0%	4%	12 months and within 24 months	10%	0%	4%	24 months and within 5 years	25%	0%	3%	5 years and within 10 years	40%	0%	10%	10 years and above	90%	30%
	Upper Limit	Lower Limit	Actual																						
under 12 months	10%	0%	4%																						
12 months and within 24 months	10%	0%	4%																						
24 months and within 5 years	25%	0%	3%																						
5 years and within 10 years	40%	0%	10%																						
10 years and above	90%	30%	78%																						

Glossary Of Abbreviations

HRA Housing Revenue Account
 SORP Statement of Recommended Practice - for Local Authority Accounting

CYC City of York Council
 CFR Capital Financing Requirement