



Notice of a public meeting of

Economy, Place, Access and Transport Scrutiny Committee

To: Councillors K Taylor (Chair), B Burton, J Burton, Fenton, Healey (Vice-Chair), Hook, Whitcroft, Steward, Vassie and Merrett

Date: Tuesday, 29 April 2025

Time: 5.30 pm

Venue: West Offices - Station Rise, York YO1 6GA

AGENDA

1. Apologies for Absence

To note apologies for absence.

2. Declarations of Interest (Pages 5 - 6)

At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

3. Minutes (Pages 7 - 12)

To approve and sign the minutes of the Economy, Place, Access, and Transport Policy and Scrutiny Committee meetings held on 25 March 2025.

4. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the Committee.

Please note that our registration deadlines are set as 2 working days before the meeting, in order to facilitate the management of public participation at our meetings. The deadline for registering at this meeting is 5:00pm on Friday 25 April 2025.

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill in an online registration form. If you have any questions about the registration form or the meeting, please contact Democratic Services. Contact details can be found at the foot of this agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this meeting will be webcast including any registered public speakers who have given their permission. The meeting can be viewed live and on demand at www.york.gov.uk/webcasts.

5. Emergency Planning (Pages 13 - 20)

This report provides the Committee with information on how the Council prepare for common emergencies and what the Council have in place to prepare for less common emergencies.

6. bags to bins report (Pages 21 - 34)

This report provides a background of the bags to bins project, as well as an update on the progress of the bags to bins project, challenges faced, and upcoming plans for implementation and reviews.

7. Work Plan (Pages 35 - 38)

Members are asked to consider the Committee's work plan for the 2024/25 municipal year.

8. Urgent Business

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

Democratic Services officer:

Name:

Robert Flintoft

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

- Registering to speak
- Business of the meeting
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Contact details are set out above.

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我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim (Polish)
własnym języku.

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (ہولی) میں بھی میا کی جاسکتی ہیں۔ (Urdu)

Declarations of Interest – guidance for Members

- (1) Members must consider their interests, and act according to the following:

| Type of Interest | You must |
|---|--|
| Disclosable Pecuniary Interests | Disclose the interest, not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation. |
| Other Registrable Interests (Directly Related) OR Non-Registrable Interests (Directly Related) | Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak, but otherwise not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation. |
| Other Registrable Interests (Affects) OR Non-Registrable Interests (Affects) | Disclose the interest; remain in the meeting, participate and vote <u>unless</u> the matter affects the financial interest or well-being: (a) to a greater extent than it affects the financial interest or well-being of a majority of inhabitants of the affected ward; and (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest. In which case, speak on the item <u>only if</u> the public are also allowed to speak, but otherwise do not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation. |

- (2) Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (3) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.

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| City of York Council | Committee Minutes |
|------------------------|---|
| Meeting | Economy, Place, Access and Transport Scrutiny Committee |
| Date | 25 March 2025 |
| Present | Councillors K Taylor (Chair), B Burton, J Burton, Fenton, Healey (Vice-Chair), Hook, Whitcroft, Steward, Vassie and Merrett |
| Officers in Attendance | James Gilchrist - Director of Environment, Transport and Planning Patrick Looker – Assistant Director of Finance Julian Ridge - Sustainable Transport Manager |
| In Attendance | Councillor Ravilious |

50. Apologies for Absence (17:30)

There were no apologies.

51. Declarations of Interest (17:30)

Members were invited to declare at this point in the meeting any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests they might have in the business on the agenda.

Cllr Whitcroft noted that he had a non-prejudicial interest in relation to minute 55 as the discussion on the item would include his motion to Council on Residential Parking.

Cllr Merrett noted that he had a non-prejudicial interest in relation to minute 55 as a member of the York Bus Forum.

52. Minutes (17:31)

Resolved: That the minutes of the last meeting of the committee held on 25 February 2025 be approved and then signed by the Chair as a correct record.

53. Public Participation (17:32)

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

Anthony May stated that the Council required a parking strategy to ensure it managed to maintain its targets of reducing car travel by 20% by 2030 and sustaining its £9m parking revenue. He also suggested the Council have a short-term contract for park and ride while the Combined Authority Mayor developed a bus strategy.

Flick Williams stated that accessibility should be recognised as a right and not a nice to have. She stated that blue badge parking had been closed off at the train station and only one space on buses for wheelchair users was a nightmare for the disabled as they would be left at bus stops.

Gwen Swinburn recommended that Scrutiny make a priority of reviewing the Council's economic strategy and review the Council's Property Portfolio. She asked that Residents parking schemes be expanded to cover the whole of the city.

54. Finance and Performance Monitoring Report (Q3) (17:45)

The Assistant Director of Finance introduced the 2024/25 Finance and Performance Monitor 3. Members considering the monitor raised a number of questions for more information, officers confirmed that they would write to the Committee on topics that they could not answer in the meeting. These questions included, does the Council know how many people in the city are eligible for pension credit but not claiming it, and how will the Council promote applying? Members asked what training was provided to officers to promote the Council becoming more entrepreneurial? The Committee enquired as to whether SLA04 on street cleaning needed reviewing as to whether there is a new business as usual response time. Members asked whether there were any delays in house building in the Boroughbridge Road area? Members also considered data relating to a decline in the number of working age people in employment and enquired as to whether the Council had greater detailed data relating to the decline.

The Committee also raised several questions relating to waste collections. Members enquired as to why there had been an increase in waste going directly to landfill, officers noted that there had been planned closures at Alerton Park which might have affected this but would explore further. A rising number of missed bin collections was also raised, and it was

confirmed that this could be related to greater reporting and officers were investigating this.

Resolved:

- i. That officers would write to the Committee to provide further detail on a number of topics raised from the monitor report.
- ii. Noted the finance and performance information.
- iii. Noted that work will continue identifying the savings needed to fully mitigate the forecast overspend.

Reason: To ensure expenditure is kept within the approved budget.

55. Car Parking across the city and the Park and Ride Re -tendering (18:15)

The Committee considered the report, and the chair noted that they would focus primarily on park and ride as this was mainly covered within the report. The committee acknowledged that developing a parking strategy for the city was a complex undertaking but welcomed the Council exploring this further to support the Council's transport strategies and improve parking provision across the city.

Officers outlined that the Council would be negotiating a new contract for York's park and ride buses. They confirmed that there were opportunities to explore expanding the use of the park and ride sites, as well as questions relating to how park and ride fits alongside the Mayoral Combined Authority. It was confirmed that the park and ride was ran as cost neutral to the Council and options for the new contract should consider how the Council balances potential cost against the opportunities for new and improved services.

It was confirmed that the combined authority was now the local transport authority, however, the park and ride officers confirmed was not the same as regular bus services and therefore the Council could maintain control rather than it being transferred to the combined authority. It was noted that the combined authority would likely still require several years before it could take on the park and ride facilities regardless of any Council decision. Members discussed the prospect of maintaining control of the park and ride and noted that the Council could seek a shorter contract to allow for the combined authority to develop its transport functions.

Members discussed the possible future use of park and ride facilities. Officers noted that the Council had £4 million of Bus service improvement

plan funding which could support transforming park and ride sites into transport hubs with more bus stops on site, additional overnight parking, car clubs, more cycle parking, and more electric vehicle charging. The Committee also discussed what else could be included in the tender process. It was noted that the Council could raise wheelchair access on York's park and ride buses as part of the tender process.

The Committee noted that the York Central Access Strategy included plans for the park and ride route from the Rawcliffe Park and Ride. This it was noted would link York Central to the railway station and create access to the York Central economic area.

Members discussed the tender process for the new contract and enquired as to whether there was more than one viable bidder to operate park and ride. Officers noted that there were challenges to new bidders as the park and ride would require a substantial bus depot to operate from. Members enquired as to whether the park and ride could be broken up into multiple contracts. It was confirmed that this was possible but that it would create more complexity in contract management and could lose the advantages in the economies of scale of running the whole service.

Resolved:

- i. To recommend that the Council pursues a short-term tender for the park and ride with requirements for more wheelchair spaces, longer operating hours, and weekend parking.
- ii. To ask that the Executive Member for Transport seek the Mayoral Combined Authority to outline its plans for bus travel in York and North Yorkshire, including what role York's park and ride could play in this.
- iii. To request that the Council review its intermediate stops policy on park and ride services.
- iv. To request that the Executive explore greater commercial use of park and ride land.

Reason: To ensure the Council's tender process for the Council's park and ride services delivers improved services for the city.

56. Work Plan (19:57)

The chair confirmed that the Committee would look at add to its work plan an item on Residents Parking in the city, he also noted potential items for property asset portfolio review and reviewing cities economic strategy.

Resolved:

- i. Noted the Committee work plan.

Reason: To keep the committee's work plan updated.

Cllr Taylor, Chair

[The meeting started at 5.30 pm and finished at 8.02 pm].

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Scrutiny Management Committee**29th April 2025****Report of the Director of Environment, Transport and Planning*****Emergency Planning*****Summary**

1. The Chair of the Scrutiny Management Committee has requested information on how we prepare for common emergencies and what we have in place to prepare for less common emergencies.
 - a. Common emergencies: Flood, public information and guidance and impact of major schemes.
 - b. Less common: Food insecurity, novel disease outbreaks, major drought, heatwaves and wildfires.

Background**Legislation**

2. The Civil Contingencies Act 2004 (CCA) defines City of York Council (CYC) as a Category 1 organisation and has enhanced responsibilities as a result.
3. The CCA is the driver for how agencies prepare and plan for emergencies, working nationally, locally and co-operatively to ensure civil protection in the UK.
4. The Act places a statutory duty on the CYC to:
 - Assess the risk of emergencies occurring and use this to inform contingency planning;
 - Put in place emergency plans.
 - Put in place Business Continuity Management arrangements.
 - Put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency.

- Share information with other local responders to enhance co-ordination.
 - Co-operate with other local responders to enhance co-ordination and efficiency; and
 - Provide advice and assistance to businesses and voluntary organisations about business continuity management (Local Authorities only).
5. Emergency Planning and Community Resilience should aim where possible to prevent emergencies occurring, and when they do occur, good planning should reduce, control or mitigate the effects of the emergency. It is a systematic and ongoing process which should evolve as lessons are learnt and circumstances change

City of York Emergency Planning

6. The City of York council Emergency Planning function sits in the Directorate of Environment, Transport and Planning under a Director who is a trained Multi Agency Gold Incident Commander (MAGIC) and responsible for ensuring the organisation fulfils its statutory responsibilities.
7. Planning, preparedness and response is provided by a shared service collaboration with North Yorkshire Council, the York work plan overseen by the City of York Resilience and Contingencies Manager, this includes the out of hours on call provision, engaging with all City of York service providers such as Highways, Adult and Children Social Care, Public Health, Housing, Building Control and Communications and Engagement etc. to provide our local response to incidents and escalation protocols. The Council has a Director on Call Rota some services also have out of hours arrangements according to the risks.
8. Officers engaged in emergency incident response are required to complete corporate training, attending events and exercises as required for continued personal professional development.
9. The service is audited regularly at local level by Veritau and has a separate assurance process for the LRF

City of York partners

10. Local engagement with other responder organisations is provided formally at the Water Safety Group, Flood Group, Protect Group, Safety Advisory Groups and feed into the Integrated Emergency Management

Group, identified risks or issues escalated into the York Corporate Emergency Planning Group, Corporate Management Team and if multi agency response is required the Local Resilience Forum Emergency Planning and Risk Groups.

Elected Members

11. Elected Members induction includes an introduction to Civil Contingencies and members responsibilities during emergencies and this can be further developed by Members attending future induction sessions and using the training available on MyLo “NYLRF How we respond to Incidents” modules 1 and 2 NYLRF how we respond to incidents.
12. Elected Members are then asked to provide ongoing leadership and support within York and their own ward to:
 - Support communication of community risks
 - Provide leadership and guidance in developing community resilience
 - Work with local resilience groups to identify funding resource opportunity
 - Identify mitigation and resilience measures to prevent emergencies occurring

Local Resilience Forum (LRF)

13. The Chief Operating is a member of the York and North Yorkshire Local Resilience Forum Executive Board and responsible for developing the LRF strategy for 2025 to 2030. The secretariat function is provided by North Yorkshire Council with funding provided by partner agencies.
14. Six themes have been taken directly from the UK Resilience Framework that have been determined to be important for York and North Yorkshires Resilience
 - **Risk:** NYLRF will continue to make effective risk assessment the foundation of our resilience activity. We will make the best possible use of available information and expertise when seeking to understand the risks we face and take steps to improve our

collective understanding of local and regional resilience capabilities.

- **Responsibility and accountability:** NYLRF will facilitate effective leadership within and across organisations and will be responsible and accountable to partners and communities within York and North Yorkshire for providing an effective framework for emergency management.
- **Partnerships:** NYLRF will build cohesive, healthy and resilient partnerships with new and existing entities that support more effective emergency management and enable us to capitalise on new technology and the wealth of expertise in the county
- **Communities:** NYLRF will build cohesive, healthy and resilient communities who are ready to respond together and recover well from adverse events
- **Investment:** NYLRF will seek opportunities for investment to support and strengthen York and North Yorkshire in preventing, preparing for, responding to and recovering from major incidents and emergencies.
- **Skills:** NYLRF will ensure that we have the right people with the right skills to support this strategy.

For more information on the LRF strategy please use this link [North Yorkshire Local Resilience Forum Strategy - Ready Together 2025 to 2030](#)

Conclusion

15. The assessment of Risk by the Council is both top up and bottom down. The National Risk Register is considered at a regional level by the NYLRF, Services feed into Directorate Risk Registers. Together those risks should meet in the Key Corporate Risk Register.
16. In response to these risks' emergency plans are in place, some are national, some are regional, and some are local. For instance, York has a local Flood Plan and a City Centre Evacuation Plan as well as plans for Rest Centres which feed into the LRF flood plan. There are national plans for example National pandemic influenza, National power/utility outage and National fuel Disruption, The Local resilience Forum organises and coordinates partner involvement in National exercises. Several service areas are involved across York as we commit to maximise development and learning opportunity for officers.

2023 – Counter Terrorism Exercise (Ex Spring Resolve)

2024 – National Flood response exercise (ex Tempest)

2025 - Human Infectious Disease (ex solaris April Ex Pegasus Sept, Oct, Nov)

17. In addition, the Council exercise some plans locally and exercised a few weeks ago about the cross-council response to unexploded ordnance if discovered in a major project.
18. Each Directorate is responsible for preparing business continuity plans about how a service would respond and ensure it could continue to provide essential service in a range of circumstances. These are reported to Corporate Management Team on a quarterly basis. The Council also supports businesses who require support with this.
19. A key role the Council has in times of emergency is to ward an inform the public, this is both reactive in times of emergency and the Councils communications team is key to fulfilling this, it is subtly different though as the speed of communication is key at times of emergency.
20. The council's participation in the NYLRF is the way that we share information with other local responders to enhance co-ordination. The NYLRF has well developed ways of informing other agencies of incidents and requests for information or support.

Consultation

21. We engage with the Local Resilience Forum and partner organisations across all work themes and continually assess risks which includes emerging risks as advised from Governments departments using the Cabinet Office forward look and National Risk Register
22. The Local Resilience Forum and all partner agencies apply the National Resilience Standards and National Occupational Standards alongside the Joint Emergency Services Interoperability Principles to coordinate emergency response and apply Learning and development to current risk e.g. Martyn's Law and Grenfell
23. The LRF Community Resilience Group, chaired by the York Resilience and Contingency manager, successfully applied for Cabinet Office innovation funding 2023, the following 2 years saw York and

North Yorkshire lead a Yorkshire and Humber wide project providing research data and guidance on how we work and engage with residents, communities and businesses to provide information on risk and resilience, the project has now delivered a free interactive website and conversation text platform engagement tool to provide access to guidance and resilience to emergencies. Home - Yorkshire Ready Together

Risk Management

24. Emergency Planning report regularly to Corporate Management Team and risks identified and engage with the Key Corporate risk lead officer to ensure a common understanding and shared situational awareness of risks is applied across York.
25. The Local Resilience Forum risk group are advised of local risks that require escalation to LRF partners and into Government structures via MHCLG and Cabinet Office

Recommendations

26. Members are asked to

- 1) note the information.

Reason: Provide reassurance to scrutiny committee members

- 2) requested to maximise the opportunity to increase knowledge relating to emergency preparedness and emergency responders by visiting MyLo how we respond to incidents and promote attendance at future induction sessions for elected members.
- 3) requested to promote resilience within local communities and maximise engagement opportunities to resilient platforms for advice.

Reason: allow individuals communities and businesses to be informed on local risks allowing them to plan and prepare for emergency response.

Contact Details

Author **Chief Officer Responsible for the report: James Gilchrist**
Director of Environment, Transport and Planning

Author's name **Steve Ball**
Title Resilience and Contingencies Manager
Dept Name Emergency Planning
Environment Transport and Planning

**Report
Approved**

☐

Date 15/04/2025

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

All ☐

For further information please contact the author of the report

Steve Ball
Resilience and Contingencies Manager

Abbreviations

LRF – Local Resilience Forum
NYLRF – North Yorkshire Resilience Forum
IEMG – Integrated Emergency Management Group
CEPG - Corporate Emergency Planning Group
CMT – Corporate Management Team
MyLo- 'My learning' corporate learning opportunity platform

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| | |
|----------------------|--|
| Meeting: | Economy, Place, Access, and Transport Scrutiny Committee |
| Meeting date: | 29 April 2025 |
| Report of: | James Gilchrist, Director of Environment, Transport and Planning |
| Portfolio of: | Executive Member for the Environment and Climate Emergency (Cllr J Kent) |

Review of Bags to Bins project

Summary

1. Waste Services are aiming to standardise and improve the collection of household waste within mainly terraced areas by transitioning streets from bag collections to wheeled bin collections.
2. Scrutiny Members have asked for a report on the progress of the bags to bins project. This report provides a background of the project, as well as an update on the progress of the project, challenges faced, and upcoming plans for implementation and reviews.

Project Background

3. The Bags to Bins project seeks to improve household waste collections for residents in mainly terraced areas of the city and reduce the potential for injury to waste collection operatives.
4. Wherever operationally possible, the City of York Council prefers refuse collection via wheeled bins because:
 - It provides householders with a container within which they can safely and effectively store all their waste.
 - Waste remains contained between collections, reducing the risk of bags being torn apart by pests.
 - Limits the amount of waste presented to an appropriate amount.
 - It improves safety by reducing manual handling for waste crews.
 - Wheeled bins help to decrease refuse round completion times.

5. Properties are usually deemed unsuitable for a wheeled bin where they lack storage space off the public highway or an appropriate presentation point.
6. The project was agreed in principle at the Cabinet Decision Session on 23 November 2015 and commenced in 2017 in the Holgate and Westfield wards, successfully transitioning 27 streets and 1,016 properties to wheeled bins. However, progress stalled due to competing priorities within the service.
7. Previously, the refuse wagons used, were much larger vehicles which meant we were unable to get to the end of tight or narrow streets. This meant that some streets that did have appropriate bin storage off the highway, were still deemed as unsuitable as the wagon could not reach them and it is not practicable to ask the crew to wheel a bin back and forth to the wagon covering long distances up and down an inaccessible street.
8. The Council has now procured narrow, rear steer refuse vehicles which means they can now access streets that were previously inaccessible, making some streets now viable.
9. If a property can accommodate a wheeled bin for household waste, then it is likely to also be suitable for garden waste collections.

Residents now eligible for a refuse bin will be asked to express their interest in also receiving a garden waste service in the future. An 'expression of interest' survey can be found within the garden waste section of the bags to bins webpage. Details of this survey and the bags to bins webpage will be included in the letters residents receive.
<https://www.surveymonkey.com/r/CYC-GardenWasteInterest>
10. The provision of a wheeled bin for refuse would mean these properties could be looked at for inclusion when reoptimizing the garden waste service. Extending the garden waste service is part of the council plan.

Decision to recommence Bags to Bins project

11. The project was approved to recommence at a meeting of the Executive on Thursday, 25 January 2024 following the introduction of the garden waste subscription scheme.
12. The Executive approved the following recommendations; please find updates provided:

| Approved in Jan 2024 | Updates |
|---|---|
| <p>The transition from bags to bins in specific ward order set out in full report.</p> | <p>The ward order has been amended to achieve more equal numbers of properties per delivery, as requested by the contracted distributor as explained in point 23.</p> <p>Members of the affected wards were informed about this change through briefing notes.</p> |
| <p>Based on operational Health & Safety it was agreed there was no requirement to repeatedly seek approval via resident consultation to progress on to the next Ward.</p> | <p>The decision not to hold public consultations has been maintained based on Health & Safety priority.</p> |
| <p>Approve the capital budget of £163k.</p> | <p>The capital budget of £163k will be maintained as there is no predicted overspend.</p> |
| <p>Agree that 170 streets (5,544 homes) are suitable to accommodate wheeled bins.</p> | <p>At present, circa 159 streets (5397 homes) have been deemed suitable for wheeled bin accommodation.</p> <p>This reduction in numbers is based on additional assessments conducted by the Environmental Services Officer in early 2025.</p> <p>These assessments revealed that some streets listed in the Executive Report were already receiving bin collections and were subsequently removed from the project.</p> |

| | |
|--|---|
| | Members of the affected wards were informed about this change through briefing notes. |
| Agree that 102 streets (2828 homes) are not suitable to accommodate a wheeled bin and as such will stay with bags. | <p>At present, 87 streets (1936 homes) have been deemed unsuitable for wheeled bins and will continue using bag collections.</p> <p>The reduction in this number is based on additional assessments conducted by the Environmental Services Officer in early 2025.</p> <p>These assessments resulted in the inclusion of neighbouring streets to the ones deemed viable but previously not listed in the Executive Report. Members of the affected wards were informed of this change through briefing notes.</p> |

13. Since recommencement of the project in January 2024, Environmental Services Officers and Operational Supervisors have reassessed all streets within scope to offer the service to as many properties as possible.
14. Properties deemed suitable for a wheeled bin require:
 - appropriate storage space off the public highway
 - sufficient space at designated presentation point (whether this is at the front edge of property or at a central collection point)
 - sufficient vehicle access for the refuse wagons.

Development of the Bags to Bins project

15. Following approval in January 2024, an internal Project Team was established to implement the Bags to Bins project. The team included senior members of the Environmental Services Team, Environmental Services Officers, and Operational Supervisors, with additional input from Web Services, Communications, Public Realm (PR), Neighbourhood Enforcement Officers (NEOs), and the Access Team.
16. Existing records and data were scrutinised, and operational assessments were conducted between July 2024 and December 2024. Further review of areas and access requirements were completed by Environmental Services Officers from January to March 2025. These additional assessments focused on difficult areas requiring further evaluation where site visits were required. This work also helped to identify streets not previously in scope.
17. The capital investment required for purchase and distribution of containers is now approximately £122K. This cost is based on the total number of properties identified during the initial assessment, as well as additional properties identified in subsequent evaluations. The investment covers:
 - One standard grey 180-litre wheeled bin for residual waste per property.
 - Optional wheeled bin upgrades for those with larger families which may be requested before the rollout. An appropriately sized bin will be allocated at no extra cost using in-house resources.
 - Any replacement bins requested by residents after the rollout will be subject to the council's Charging for Bins Policy.

18. Due to competing priorities among other internal CYC departments there have been delays in procurement and ordering the required bins. Progress has commenced for Phase 1 and bins have since been ordered.
19. Bins will be purchased, stored and distributed under the CYC procurement framework, by two suppliers in three phases, minimising the impact on existing operations and resources. By directly purchasing bins with an existing supplier, rather than a third party, there is a cost saving of c. £9k.
20. Through further assessments we have added additional streets and properties that have now been deemed suitable for wheeled bins. This will increase the key outcomes outlined in the policy decision section. These additions are within the capital budget of £163K and greater economies of scale have been achieved through larger delivery batches.
21. A previous Community Impact Assessment was included in the report submitted to the Executive. An update on Equality Impact Assessment is currently being completed in consultation with Access Team.
22. Monitoring and reviews of areas with newly supplied bins will take place between the project team, NEOs and Public Realm. Particularly if there are instances of fly-tipping or abandoned bins. Letters and enforcement will be implemented if required. Updates will be provided to ward councillors.
23. Six wards have been divided into two phases to stagger implementation and allow adequate time for monitoring after each transition. Each phase will involve the distribution of at least 2,000 bins, which has formed the division of wards. Additionally, a third phase has been introduced to address streets requiring a more complex approach, as well as any additional streets identified by us and Councillors in the affected wards.
 - Phase 1 Micklegate and Heworth.
 - Phase 2 Clifton, Guildhall, Fishergate, and Holgate.
 - Phase 3 Additional streets identified.
24. Attention will be given to student areas, particularly in the Clifton area following recent initiatives to target problematic areas, especially during clear-out periods. Information of streets being transitioned will be sent to the landlord association to disseminate to landlords in an

effort to ensure correct storage and presentation are maintained as well as containers being collected and labelled if a student property is currently untenanted.

Implementation of the Project in Hull Road ward

25. At the request of Hull Road Councillors, the Bags to Bins project was implemented in two streets within the Hull Road area - primarily consisting of student accommodations - as a one-off initiative at the end of 2024. The roll-out was conducted using in-house resources:
 - **Siward Street** transitioned to the new collection system on 25 October 2024, with the first wheeled bin collection taking place on 28 October.
 - **Lamel Street** transitioned following reports of bin bags being improperly presented in back alleys, on 17 December 2024, with its first collection on 23 December.
26. Crews were instructed to collect waste only from the newly established Central Collection Points (CCPs). This ensured that proper presentation and monitoring could be maintained moving forward.
27. Site visits were conducted at key milestones: after the first wheeled bin collection, after the first three collections, and after three months. A further assessment will be carried out six months after the transition.
28. Reports from these visits were submitted to the project team and ward councillors.
29. Neighbourhood Enforcement Officers (NEOs) visited the area on three occasions in response to reports of fly-tipping and abandoned bins in back lanes and at the newly created CCPs. Landlords and residents were contacted regarding fly-tipping issues, and Public Realm removed abandoned bins.
30. Siward Street and Lamel Street were met with positive responses from local ward councillors. We did receive councillor engagement regarding the monitoring of presentation and storage issues following reports of fly-tipping and access issues - we responded with an update of the site visits conducted, and NEO enforcement taken.

Councillors' contribution

31. Ward members have been informed in advance of rollout in their wards via briefings, which included an annex of the affected streets, an original timetable for the rollout, and any other information of relevance to the project and their ward. Councillors were also offered a ward walkabout for any areas deemed problematic or complex.
32. Project briefings were sent on 13 February 2025 to the following Councillors:

| Ward | Info |
|------------|---|
| Hull Rd | Cllr. M. Pavlovic, Cllr. J. Moroney, Cllr. A. Baxter |
| Micklegate | Cllr. J. Burton, Cllr. J. Crawshaw, Cllr. P. Kilbane |
| Heworth | Cllr. C. Douglas, Cllr. B. Burton, Cllr. Bob Webb |
| Clifton | Cllr. D. Myers, Cllr. M. Wells |
| Guildhall | Cllr. T. Clarke, Cllr. R. Melly, Cllr. D. Merrett |
| Fishergate | Cllr. C. Whitcroft, Cllr. S. Wilson |
| Holgate | Cllr. J. Kent, Cllr. L. Steels-Walshaw, Cllr. K. Taylor |

Table 1: List of recipients of briefings.

33. After providing a briefing overview to Councillors, Environmental Services Officers received a small number of specific requests regarding problematic streets, along with a suggestion for a public consultation. Since the project was approved without requiring a public consultation, the team advised that Councillors could update constituents during local ward meetings and surgeries.
34. Virtual ward walkabouts have been proposed by Councillors of Guildhall, Heworth and Micklegate Wards as this method of addressing problematic streets and other issues was deemed sufficient. Members of the Environmental Services Senior Team were in attendance.
35. Please see the detailed outcome of the virtual ward walkabout in the table 2 below:

| Ward | Councillors attending | Issues raised | Solution applied | Physical ward walkabout needed |
|------------|---|---|--|--------------------------------|
| Guildhall | Cllr. T. Clarke Cllr. R. Melly Cllr. D. Merrett | Concerns regarding streets for reassessment, including Marygate and Monkgate were raised – narrow access issues of concern, yet expression of interest in bins and garden waste collections from residents. | Included in streets for reassessment. Waste Team to conduct site visits and assess. | N/A |
| Heworth | Cllr. Bob Webb | Raised issues over Oakville St./Kitchener St./Ashville St. with regards to vehicle access and presentation points being narrow. Reviewed Clark Terrace to see if the properties had front edge access. | Team advised on vehicle access points at end of street and accessible CCPs with estimated numbers of bins split unevenly between them to ensure access. Google streetview and YorkMaps confirmed front edge access. | N/A |
| Micklegate | At time of writing this is planned for 17 April | | | |

Table 2: Virtual ward walkabout outcome

36. Environmental Services Officer will provide revised annexes of streets to ward members, along with any other relevant information following final assessments and virtual ward walkabouts. Ward walkabouts have been successful in providing thorough assessments of complex streets and allaying any concerns councillors have had.

Communications with Residents

37. All affected residents will receive written notification in advance of the project implementation date and again before bin delivery, more information explaining details such as presentation points and available support.
38. Both letters will include a QR code and web link to the bags to bins webpage where more project information is provided along with a weblink for residents to express their interest in receiving the garden waste service: www.york.gov.uk/bagstobins
39. Letters also include an email address for residents to contact the project team directly to make them aware if they currently have a City of York Council issued bin: bagstobins@york.gov.uk
40. The envelopes will be clearly marked with 'important information about your waste collections'.
41. Households currently registered for an assisted collection will continue to receive this service using their wheeled bin from previously agreed location. Any new requests for an assisted collection will be reviewed by the waste team, and reasonable adjustments may be made for residents who, due to personal circumstances, cannot wheel a bin. In such cases, the property may be permitted to remain on black sack collection if operationally viable.
42. Larger households, which meet the qualifying criteria, will be able to upgrade their wheeled bin to a 240 litre (households of 5), or a 360 litre bin (for households of 6 or more).
43. A communications plan will be delivered from implementation of the first phase. This will include print and digital campaigns. Targeted posts on the following digital platforms; City of York newsletters, Facebook, 'X' (formerly Twitter), Instagram and 'Next Door'. A review of social media campaigns, analysing impressions and click throughs, will be conducted once the campaign has concluded.

Estimated timescales per ward

44. Due to competing priorities, delays with procurement, and additional assessments, original timescales provided in Councillors briefings have been moved forward and are now as follows.

- Phase 1 - Micklegate & Heworth – Letters sent out to resident's week commencing 5th of May 2025 with the delivery week commencing 16th of June 2025
- Phase 2 - Clifton, Guildhall, Heworth, Fishergate and Holgate – Letters sent out to resident's week commencing 2nd of June 2025 with the delivery week commencing 4th August.

Conclusion

45. The bags to bins project has been successful to date, though there have been delays with competing internal priorities. Comprehensive assessments have taken place, with further reassessments taking place in complex areas such as Guildhall and Micklegate. Through flexible approaches to mailing, purchasing of bins, storage and distribution of bins there has been an estimated cost saving exercise of c. £13K. Leaving an estimated c. £36K in the capital budget to spend on additional streets in phase 3 of the project.

Contact details

For further information please contact the authors of this report:

Authors:

| | |
|----------------------|--|
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|-------------------------|---|
| Report approved: | J Gilchrist, Director Environment, Transport and Planning |
| Date: | 16/04/2025 |

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Economy, Place, Access, and Transport Scrutiny Committee

Work Plan - April 2025 onwards

| Item | Lead Officer / Exec Member | Scope |
|----------------------------------|--|---|
| 29 April 2025 | | |
| Review of bags to bins | James Gilchrist, Cllr Jenny Kent | |
| Emergency Planning | James Gilchrist, Steve Wragg, Cllr Jenny Kent | <ul style="list-style-type: none"> - Less common / rare: Food insecurity / novel disease outbreaks / major heatwaves, droughts, wildfires. - More common: Floods - reviewing city's flood resilience, public information and guidance, impact of major schemes? |
| 20 May 2025 | | |
| Trees | Harvey Lowson, Cllr Jenny Kent | <ul style="list-style-type: none"> - Performance / challenges relating to CYC's management - Changes in legislation? - How many are we planting vs losing - Engagement with third party owners of trees |
| Assets of Community Value | Tim Bradley?, Cllr Pete Kilbane / Katie Lomas? | <p>How can CYC:</p> <ul style="list-style-type: none"> Promote adding to the local register of Assets of Community Value; Make it easier for residents and community groups to nominate an ACV; Celebrate the success stories of ACVs in our community to encourage new nominations; Prepare for law changes on the Community Right to Buy in securing a wider range of ACVs. |
| Section 106 | Becky Eades?, Cllr Michael Pavlovic | <ul style="list-style-type: none"> CYC's approach to creating S106 documents before they are signed off (including scope for Member input) Implementation of new tracking system Cooperation between Finance and Planning |

List for items for new Scrutiny Committee(s) to pick up

Dial & Ride

- Update on administration's work on this, since Task & Finish Group recommendations passed in June 2024. A "one year on" meaningful update would be

appreciated by all concerned here, as that's plenty of time.

Review of CYC's Property Asset Portfolio

- Covering how each of CYC's property assets are performing in terms of income generation/returns on investment, their long-term security / financial prospects, possible disposals, use-class mix, vacancy rates, any scope for meanwhile use for communities, opportunity to feed into next Asset Management Strategy (as now expired), and anything else of value.

Input into formulation of next Electric Vehicle Charging Strategy

- Including an eye to progressing the on-street parking question which has not been prioritised to date.

Car Parking provision across the city

The report we did not get in March 2025 - Covering public, private and Park & Ride provision, Blue Badge parking, income received, usage, impact on closing Castle Car Park on the wider estate, wider aims e.g. shifting to less polluting vehicles, approach taken for busy shopping areas outside of the city-centre (e.g. Haxby, Acomb Front St), future of Res Park.

Parking Enforcement

- Costs of service / Income generated - scope to improve? Can we offer services to private land owners?
- Activity across entire local authority area - How many enforcement officers do we have, how many fines issued, which areas of their city are they issued in, how often are Res Park zones visited. *A view of this over the last 5 - 10 years would be helpful for identifying trends.*
- Position on pavement parking
- Consistency of enforcement (seen officers apply different limits to Double Yellow Lines)
- Hotline performance - how many reports logged, how many of these received visits in a timely manner (or at all)

Out-of-hours drop in provision due to over-stretched Police unable to prioritise parking

Review of York's economy / economic development strategy

Stock-take of performance against current strategy and its relevance next to the Combined Authority's economic development role, as well as key personell changes within CYC

Pros and cons of combining economic development services with the Combined Authority

Planning and Development Services - enforcement

Operational challenges / opportunities, performance over the last 5-10 years relative to staffing numbers, numbers of (known) breaches by developers

Tourism Levy

What's being done elsewhere, what work is happening in York to explore this, updates following motion passed at Full Council in March 2025 on this

A-Boards

How effective has the A-Board “ban” been?

Make It York

General update on their work, successes, challenges, relationship with all of the market traders, plans for Christmas Market (with reference to Committee's previous recommendation to look at ways to “spread” it out to reduce crowding and make it more accessible).

Park & Ride

Opportunity to feed into full tender, following likely short-term tender discussed at March 2025 Scrutiny

Age Friendly York

What is being done to help make the city a better place for older people to live in?

Review of Council's pedestrian crossing policy

Reviewing city's Economic Strategy

Review of the original Bus Service Improvement Plan (BSIP)

Review of how the first BSIP has gone, achievements, next steps, future asks of the Mayoral Combined Authority

Other Bus-related matters

- Enhanced Bus Partnership; how effective is it, is this the best model for delivering service improvements for residents?
- Bus stop improvements

Council-run businesses

How are CYC generating income commercially? Are we using everything we can to the best of our ability to generate new or more income streams?

York's Pay Gap

For 2026 as already had an initial report on the Gender Pay Gap – what is the city's pay gap like in relation to ethnicity and disability? What is the Council doing to support local businesses – especially smaller ones – to improve on their gender pay gap performance?

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