

Notice of meeting of

Executive Members for City Strategy and Advisory Panel

To:	Councillors Steve Galloway (Executive Member), Reid (Executive Member), Vassie (Chair), Holvey, Hyman, D'Agorne, Simpson-Laing (Vice-Chair) and Merrett
Date:	Wednesday, 7 June 2006
Time:	5.00 pm
Venue:	Guildhall

AGENDA

1. Declarations of Interest

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

2. Minutes

(Pages 1 -
16)

To approve and sign the minutes of the meeting of the Executive Leader and Advisory Panel held on 20th March 2006.

To approve and sign the minutes of the meeting of the Executive Member for Planning and Transport and Advisory Panel held on 28th February 2006.

3. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Panel's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is 6th June 2006 at 10.00am.

BUSINESS FOR THE EXECUTIVE LEADER

ITEMS FOR DECISION

4. Chief Executive's Performance And Financial Year End Report 05/06 (Pages 17 - 54)

This is an out-turn report to inform Members about the 05/06 year end position on performance against actions and targets relating to high level deliverables, critical success factors and Local and Best Value Performance Indicators. Members are asked to note the year-end performance and financial position and make recommendations with regards to revenue carry forward bids and capital funding.

5. Economic Development Programme 2006/07 (Pages 55 - 66)

The report, and the programme set out in the more detailed schedule in the Annex, sets out key issues, priorities and actions for next year. This follows discussion at the Economic Development Board on 14 March 2006 and Members are asked to agree the programme.

6. 2005/06 Economic Development Finance & Performance Outturn (Pages 67 - 76)

This report presents two sets of data for Economic Development including draft outturn figures for capital and revenue expenditure for the financial year 2005/06, and outturn (2005/06) performance against target for a number of key indicators.

7. The Electoral Administration Bill and Secondary Legislation (Pages 77 - 88)

This report seeks to update Members on the Electoral Administration Bill and secondary legislation and puts forward a bid for future Government funding.

8. York Central Steering Board Update (Pages 89 - 92)

The purpose of this report is to update Members on the meeting of the Board on 19 May and on progress with the York Central project since the previous update in March.

BUSINESS FOR THE EXECUTIVE MEMBER FOR CITY STRATEGY

ITEMS FOR DECISION

9. Petition From The Residents Of St Philip's Grove Requesting Traffic Calming Or The Road To Be Blocked Off (Pages 93 - 104)

This report advises the Executive Member of the receipt of a petition from residents of St Philip's Grove, Clifton requesting traffic calming or the road to be blocked off. St Philip's Grove is a residential street with a 30 mph speed limit. The report recommends responding to resident's concerns with the Community Speed Watch initiative.

10. Petition From Residents Of Copmanthorpe Requesting A New Footway On Temple Lane (Pages 105 - 114)

This report advises the Executive Members of the receipt of a petition from residents of Copmanthorpe requesting a new footway link on Temple Lane. The report recommends further feasibility work be undertaken to estimate the latest cost implications of the scheme.

11. Public Rights Of Way - Petition Seeking Closure of a Snicket Leading from Stratford Way, Huntington, onto New Lane (Pages 115 - 148)

This report advises the Executive Member of the receipt of a petition signed by 70 residents living in Stratford Way, Huntington, requesting the closure of a snicket leading from Stratford Way onto New Lane, because of problems with criminal activity and anti-social behaviour. The report recommends that the snicket remains open for public use, including the installation of combined vehicle/pedestrian access gates.

12. Car Club - Update (Pages 149
- 158)

This report provides an update on the position regarding the city car club project, which The Executive Member and Advisory Panel are asked to note, together with a recommendation to waive the parking tariff for car club bays within Council car parks for at least the first two years of operation.

13. Planning And Transport Capital Programme 2005/06 – Outturn Monitoring Report (Pages 159
- 190)

The purpose of this report is to set out progress on the major schemes in the Planning and Transport capital programme during the financial year 2005/06. It is the outturn report for 2005/06 and reports on budget spend to the end of March 2006.

14. 2005/06 Planning & Transport Finance & Performance Outturn Report (Pages 191
- 218)

This report presents two sets of data from the City Strategy Directorate including the outturn figures for revenue expenditure and capital expenditure for the Planning and Transport portfolio, and outturn (2005/06) performance against target for a number of key indicators.

ITEMS FOR INFORMATION

15. Report on the performance of the Member Enquiry system - 2005 (Pages 219
- 230)

This report sets out the performance of the City Strategy Member Enquiry system, based in Business and Policy Development, from January 1st 2005 to December 31st 2005. Members are asked to note the improvement in performance and to continue to lend their support to the system.

16. Urgent Business

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

Democracy Officer

Rowan Hindley

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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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City of York Council

Minutes

 MEETING EXECUTIVE LEADER AND ADVISORY PANEL

DATE 20 MARCH 2006

 PRESENT COUNCILLOR S F GALLOWAY (Executive Leader)
 COUNCILLOR HYMAN (Chair of Advisory Panel)
 COUNCILLORS D'AGORNE, HOLVEY*,
 MERRETT, MORLEY, VASSIE, R WATSON and
 WILDE (Advisory Panel Members)

**present for agenda items 1-6 only; minutes 60-66 refer.*

PART A – MATTERS DEALT WITH UNDER DELEGATED POWERS

60. DECLARATIONS OF INTEREST

Members were invited to declare any personal or prejudicial interests they might have in the business on the agenda. No interests were declared.

61. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during any discussion on Annexes 1,3,4,5,6 and 7 to agenda item 6 (Clifton Moor Managed Business Centre – Capital Programme Scheme – Minute 65 refers), on the grounds that they contain 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).

62. MINUTES

RESOLVED: That the minutes of the meeting of the Executive Leader and Advisory Panel held on 20 February 2006 be approved as a correct record and signed by the Chair of the Advisory Panel and the Executive Leader.

63. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

64. COMMUNITY CENTRE FUNDING

Members considered a report which sought approval for the provision of service level agreements (SLAs) to purchase management services in community homes from voluntary management committees.

SLAs were a form of funding offered by the Council to York's voluntary sector and were used to purchase a specific activity or programme from a voluntary organisation. Four organisations had applied for SLAs of £7,180k for the 2005/06 financial year. These were listed in Annex 1 to the report and included Bell Farm Social Hall and Foxwood, Poppleton and Tang Hall Community Centres.

All four applications were recommended for approval. However, it was noted that the Poppleton application should be read in the context of a recommendation in a report to the Executive on Double Taxation that its SLA funding be tapered and withdrawn over a five-year period.

Advice of the Advisory Panel

That the Executive Leader be advised to approve the proposed Service Level Agreement awards of £7,180k, as listed in Annex 1 to the report.

Decision of the Executive Leader

RESOLVED: That the advice of the Advisory Panel be accepted and the above suggested decisions endorsed.

REASON: To enable these organisations to continue providing day to day management for community centres, in accordance with standards developed in partnership with the Council.

65. CLIFTON MOOR MANAGED BUSINESS CENTRE – CAPITAL PROGRAMME SCHEME

Members considered a report which summarised proposals received from developers for provision of a new managed business centre on land at Amy Johnson way and recommended a preferred developer. Approval was also sought to enter into a Service Level Agreement (SLA) with York, Selby and Malton Business Advice Centres Ltd. (YSMBAC), who would be managing the building.

Invitations to tender for the scheme had been made in October. Eleven bids had been received and an evaluation system used to select a shortlist of four. The shortlisted bids had then been analysed in detail, resulting in a clear preference for the Helmsley Group's proposals. Details of the criteria used for the shortlisting, results of the detailed analysis and key features of each scheme were set out in Annexes 2, 3 and 4 to the report respectively. An artist's impression of the preferred scheme was provided at Annex 7 and plans showing the layout in more detail were circulated at the meeting. A financial appraisal of the shortlisted schemes was provided in Annex 5 to the

report. The Helmsley Group had again emerged top of this appraisal. In respect of rentals, the following options were presented:

A – baseline rent +£1/sq ft (higher risk of voids / low call on capital)

B – baseline rent +50p/sq ft (medium risk of voids / medium call on capital)

C – baseline rent only (low risk of voids / medium call on capital).

Option C was recommended, as lower rents would be more attractive to businesses and a low risk of voids meant less financial risk to the Council.

During their discussions, Members endorsed the sustainability aspects of the Helmsley Group's proposals. They suggested that the developers also be encouraged to use locally sourced materials and to investigate the potential of "intelligent metering" to monitor energy and water use.

Advice of the Advisory Panel

That the Executive Leader be advised to:

- (i) Agree to proceed with the scheme put forward by the Helmsley Group, as outlined in the report.
- (ii) Agree to authorise negotiations with the Helmsley Group and to finalise the details of the scheme.
- (iii) Authorise Officers to prepare an SLA with YSMBAC.
- (iv) Approve the use of £106k from the capital programme to fund the cost of selling Parkside and equipping the new facility.
- (v) Approve the use of £184k from the capital programme to be allocated to the scheme, to be used to repay debt and provide a revenue budget.
- (vi) Agree that the Economic Development capital programme be reduced by £446k to be used for other corporate capital projects.
- (vii) Note and endorse Members' comments with regard to sustainability issues.

Decision of the Executive Leader

RESOLVED: That the advice of the Advisory Panel be accepted and the above suggested decisions endorsed.

REASONS: In order to progress this scheme, working with a developer selected in accordance with agreed evaluation criteria.

66. CITY OF YORK YOUTH OFFENDING TEAM - STAFFING

Members considered a report which sought approval to make permanent two full-time posts in the Youth Offending Team (YOT) which were currently established on one-year fixed term contracts.

The posts in question were both YOT Officer posts at Scale 5/6 and had been established from a one-off YOT reserve fund, as a measure to improve the team's overall performance. Three options were presented for Members' consideration:

A – establish the posts on permanent contracts, on the basis that recurring funding had now been secured within the core YOT budget;
B – further extend the temporary nature of the contracts;
C - take no action and allow the posts to terminate on their end dates.
Option A was recommended, in order to address the issues raised by last year's joint inspection of the YOT and stabilise staffing in the team. The posts would be funded from the £50k increase in the Council's contribution to YOT, approved as part of the 2006/07 budget.

Advice of the Advisory Panel

That the Executive Leader be advised to:

- (i) Approve Option A and establish the two existing posts on permanent contracts, subject to (ii) below.
- (ii) Require that the Youth Justice Plan be refined to include more specific output measures for the YOT, reflecting the broad priorities of the Council, and that performance be recorded on the Council's intranet, with any below target performance exceptions being referred to the Executive Leader with details of the recovery action proposed.

Decision of the Executive Leader

RESOLVED: That the advice of the Advisory Panel be accepted and the above suggested decisions endorsed.

REASON:

- (i) In order to address the staff retention issues highlighted by the Inspection report and in view of the proven need for these posts and the availability of core funding.
- (ii) To ensure that the Council's investment in the YOT is balanced by tangible outcomes and that performance is properly monitored.

67. DEVELOPING THE CITY OF YORK YOUTH JUSTICE PLAN

Members received a report which introduced an early draft of the Youth Justice Plan for 2006/07 for their consideration and comment. The format and template for the Plan, as required by the Youth Justice Board, was attached as Annex A. The draft Plan (Annex 2) had been circulated separately to Members and made available on the Council's website.

The draft Plan aimed to consolidate on all the recommendations in the YOT Inspection report and the actions in the responding action plan. It also incorporated the feedback from a wide ranging consultation exercise recently carried out with partner agencies. The final Plan would be signed off and approved by the Chief Officers of all the partner agencies.

In response to Members' questions on the draft Plan, Officers confirmed that:

- "Resilience" issues resulting from small teams had been addressed as part of the action plan.

- Two funds had recently been amalgamated to create a parenting strategy, which should result in improved performance in this area.
- Performance on supporting access to substance misuse was based on part year data, due to target dates being brought forward.
- A strategy was being developed to improve performance in the difficult area of providing training / employment for young offenders.

Members commented that a more accessible version of the Plan, selecting key indicators of concern to the local community, should be made available.

Advice of the Advisory Panel

That the Executive Leader be advised to:

- (i) Note the draft Youth Justice Plan.
- (ii) Request that the performance indicators included in the report be supplemented with “top level” measures which reflect other Council priorities, such as reducing repeat offending, public satisfaction with services, etc.
- (iii) Request that performance information for the YOT be made available to Members (via the Intranet) on a monthly basis in future, with any failure to achieve repeat offending targets being subject to an exception report to the Executive Leader.

Decision of the Executive Leader

RESOLVED: That the advice of the Advisory Panel be accepted and the above suggested decisions endorsed.

REASON: To make the information in the Plan more accessible and meaningful to the local community and to ensure that performance is properly monitored.

68. YORK CENTRAL STEERING BOARD UPDATE

Members considered a report which provided an update on the meeting of the York Central Steering Board held on 10 February and on progress with the York Central project since the last update, in December 2005.

It was reported that the project programme was on target, with detailed survey work substantially complete. A report had been taken to the Executive on 7 March setting out the proposed planning approach for the site and seeking approval to prepare an Area Action Plan (AAP) and to include York Central within the revised Local Development Scheme. Indicative timescales for preparation of the AAP were set out in paragraph 9 of the report. A pre-Council seminar on York Central and a further report to the Executive were planned for June. The next meeting of the Steering Board was scheduled for 19 May.

In response to questions from Members, Officers confirmed that the Board had not commented on Faber Maunsell’s report but was aware of the Council’s position on this. The Executive Leader expressed

disappointment at the length of time it would take for the LDF to come to fruition. The Shadow Executive Leader expressed concern that the timetable for the AAP meant that the Plan would not be in place before conclusion of the developer's masterplan, thus potentially enabling the developer to influence the AAP to the detriment of residents.

Advice of the Advisory Panel

That the Executive Leader be advised to note the recent progress with York Central.

Decision of the Executive Leader

RESOLVED: That the advice of the Advisory Panel be accepted and the above suggested decision endorsed.

REASON: In accordance with routine update procedures for the York Central project.

S F GALLOWAY
Executive Leader

K HYMAN
Chair of Advisory Panel
[The meeting started at 5:00 pm and finished at 6:05 pm.]

MEETING	EXECUTIVE MEMBER FOR PLANNING & TRANSPORT AND ADVISORY PANEL
DATE	28 FEBRUARY 2006
PRESENT	COUNCILLOR REID (Executive Member); COUNCILLOR SMALLWOOD (in the Advisory Panel Chair); COUNCILLORS BARTLETT, HOGG, HYMAN (as substitute for VASSIE), JAMIESON-BALL and SIMPSON-LAING
APOLOGIES	COUNCILLOR VASSIE

PART A – MATTERS DEALT WITH UNDER DELEGATED POWERS

77. DECLARATIONS OF INTEREST

Members were invited to declare any personal or prejudicial interests they may have in the business on this agenda.

Councillor Jamieson-Ball declared a personal non-prejudicial interest in agenda item 8 (The Adoption of Un-Adopted (Privately Maintained) Highways – Establishing a Priority List) as the street on which he rented a dwelling was included on the list at Annex A of the report.

78. MINUTES

- RESOLVED: (i) That the minutes of the meeting held on 1 February 2006 be approved and signed as a correct record;
- (ii) That the minutes of the following meetings be received:
- Green Belt Working Group meeting on 19th October 2004;
 - Local Development Framework Working Group meetings on 8th November 2005 and 28th November 2005.

79. PUBLIC PARTICIPATION

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

Alf Deuchars, from Dunnington Parish Council, and Peter Wilson, from Dunnington Highways Group, both spoke regarding agenda item 5 (A1079 (Hull Road)/York Road (Dunnington) – Junction Improvement Scheme) (minute 81 refers). They argued that the junction improvement scheme was proposed for the wrong location and that a scheme was needed for the A1079/Common Road junction instead. Mr Deuchars provided Members with a written summary of his comments and a plan of Dunnington.

80. A19/WHELDRAKE LANE (CROCKEY HILL) – JUNCTION IMPROVEMENT SCHEME

Members received a report which provided an update on the development and implementation of safety improvements at the A19/ Wheldrake Lane (Crockey Hill) junction, and recommended a signalisation scheme to be considered for inclusion in the Transport Capital Programme for 2006/07.

The report presented three options for consideration:

- Option 1 – To progress the proposed traffic signal scheme, as outlined in Annex D of the report;
- Option 2 – To progress the right-turn lane solution, as previously proposed, based on widening the inside of the bend, which would involve the loss of mature trees;
- Option 3 – To progress an alternative right-turn lane solution, based on widening the outside of the bend to avoid the loss of trees and to improve forward visibility of the junction.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the signals layout outlined in Annex D of the report be approved as the preferred improvement scheme for the A19/Wheldrake Lane junction;
- (ii) That the inclusion of the proposed scheme as a spending option in the forthcoming report on the “Proposed 2006/07 Transport Capital Programme” be approved;
- (iii) That public consultation on the scheme be authorised, subject to funding for the project being allocated in the 2006/07 Transport Capital Programme (with the outcome to be reported to a future meeting of the Executive Member and Advisory Panel).

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and the suggested decisions, above, be endorsed.

REASON: To improve safety at the A19/ Wheldrake Lane (Crockey Hill) junction.

81. A1079 (HULL ROAD)/YORK ROAD (DUNNINGTON) – JUNCTION IMPROVEMENT SCHEME

Members received a report which considered options for improving the A1079 (Hull Road)/ York Road (Dunnington) junction, and recommended a combined traffic signal and speed management scheme to be included in the Transport Capital Programme for 2006/07.

The report presented four options for consideration:

- Layout 1 – Simple signalisation based on the current junction layout;
- Layout 2 – Signalisation based on an enlarged junction layout to provide a separate traffic lane for the right turn into York Road;
- Layout 3 – Signalisation based on a much enlarged junction layout to provide two lanes both inbound and outbound on the A1079;
- Layout 4 – Signalisation based on the current junction layout, but with a banned right turn off the A1079 into York Road.

Layout 4 was the recommended scheme and was described in detail in paragraphs 14-23 of the report. A plan of the scheme was included as Annex B of the report and a local speed management scheme, including a 40mph speed limit, was outlined on a further plan at Annex D.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the measures outlined in paragraphs 14-23 of the report, and illustrated in Annexes B & D, be approved as the preferred improvement scheme for the A1079/York Road junction;
- (ii) That the inclusion of the proposed scheme in the forthcoming report on the “Proposed 2006/07 Transport Capital Programme” be approved;
- (iii) That public consultation on the scheme be authorised, including the advertisement of a Traffic Regulation Order covering the proposed 40mph speed limit and banned right turn for all vehicles into York Road, subject to funding for the project being allocated in the 2006/07 Transport Capital Programme (with the outcome to be reported to a future Executive Member and Advisory Panel meeting).

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and the suggested decisions, above, be endorsed.

REASON: To improve safety at the A1079 (Hull Road)/ York Road (Dunnington) junction.

82. PROPOSED IMPROVEMENTS TO THE MOOR LANE, ASKHAM LANE, & ASKHAM BRYAN LANE JUNCTIONS ON THE A1237 OUTER RING ROAD

Members received a report which provided an update on the progress of investigations to replace the existing priority junctions on the A1237 Outer Ring Road (ORR) at Moor Lane, Askham Lane, and Askham Bryan Lane with a roundabout. It described a number of options which had been considered, identified three broad options for consultation and sought agreement to proceed with the consultation and to progress design and land issues.

The report presented the following options for consideration:

- Option 1 – A four-arm roundabout in the vicinity of the Moor Lane junction with Askham Lane diverted and linked into Moor Lane.
- Option 2 – A four-arm roundabout in the vicinity of the Askham Lane junction with Moor Lane diverted to link into the new roundabout. The existing Askham Bryan Lane priority junction would be retained.
- Option 3 – A three-arm roundabout in the vicinity of the Moor Lane junction. The Askham Lane junction would be closed with Askham Lane diverted and linked into Moor Lane. The Askham Bryan Lane junction would be closed with the old Askham Lane re-opened as a left in left out arrangement.
- Option 4 – A four-arm roundabout mid-way between the Moor Lane and Askham Lane junctions. The Askham Bryan Lane priority junction would be retained whilst the Moor Lane and Askham Lane junctions would be closed.
- Option 4a – A five-arm roundabout mid-way between the Moor Lane and Askham Lane junctions. The three existing junctions would be closed and the roads diverted into the new roundabout.
- Option 5 – A five-arm roundabout in the vicinity of the Moor Lane junction. The three existing junctions would be closed and the roads diverted into the new roundabout.
- Option 6 – A four-arm roundabout in the vicinity of the Moor Lane junction with Moor Lane and Askham Bryan Lane diverted to link into this roundabout combined with a three-arm roundabout in the vicinity of the Askham Lane junction.

Options 1, 4a and 5 most closely met the objectives of the scheme and were recommended for consultation. Paragraphs 27-29 outlined the proposed consultation process.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the contents of the report be noted;

- (ii) That it be agreed that consultation should be carried out on Options 1, 4a and 5 as outlined in the 'Proposed Options for Consultation' section of the report;
- (iii) That the consultation process outlined in the 'Proposed Consultation Process' section of the report be endorsed;
- (iv) That it be agreed that officers liaise with landowners who may be affected by the options to arrange for access to carry out site surveys and to discuss potential land acquisition;
- (v) That it be agreed that officers proceed with preliminary design and site investigations to assist with a future planning application;
- (vi) That it be agreed that a further report be received by the Executive Member and Advisory Panel (EMAP) following public consultation, to enable a decision to be made as to the preferred scheme to form the basis of a planning application.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and the suggested decisions, above, be endorsed.

REASON: To improve the Moor Lane, Askham Lane, & Askham Bryan Lane junctions on the A1237 Outer Ring Road.

83. THE "CYCLE CHALLENGE" PROJECT

Members received a report which set out the history of the "Cycle Challenge" initiative, provided an update on the current situation and presented options for the way forward.

It was reported that as the detailed design of the approved pedestrian and cycle path at the eastern end of the station was progressed, various difficulties in building on the steep railway embankment, which was currently heavily populated with mature trees, were identified. The most significant difficulty was that the alignment of the proposed path would result in a gradient that would exceed the minimums put forward in national design guidance for accommodating people with mobility problems. This would be a failure in terms of meeting the requirements of the Disability Discrimination Act. It was concluded that an acceptable gradient could only be achieved by "zig-zagging" the path up the embankment. This necessitated the alignment of the path going outside the area of the embankment covered by the existing planning application and therefore a new planning application was now required. The revised alignment of the path was shown on the plan at Annex C of the report. At the time of setting the Capital Programme for 2005/06, it was envisaged that the scheme would cost around £140,000 (£68,000 available from the

Cycle Challenge fund, the remainder from the Local Transport Plan (LTP) allocation). However, the estimated cost of the revised scheme was now around £220,000. Within this there were some costs that could not yet be accurately quantified and it was therefore prudent to assume a figure of around £250,000 for budgeting purposes.

The report presented two options for consideration:

- Option 1 – To continue to progress the station access scheme;
- Option 2 – To abandon the station access scheme and divert the Cycle Challenge funding to the provision of more secure cycle parking facilities in the city centre.

Members expressed some concern regarding the significant increase in cost of the scheme and highlighted the need to compare it to other potential capital programme schemes and consider whether it was a priority. They requested that a report be brought back containing further information on the provision of more secure cycle parking in the city centre, either instead of or in addition to this scheme.

Members also highlighted the need for disabled access to be provided for the station bridge extension.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the provision of a pedestrian and cycle access route to the station, as shown in Annex C of the report, be approved in principle;
- (ii) That the inclusion of the proposed scheme as a spending option in the forthcoming report on the “Proposed 2006/07 Transport Capital Programme” be approved;
- (iii) That a report be brought back containing further information on the provision of more secure cycle parking in the city centre, either instead of or in addition to this scheme.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and the suggested decisions, above, be endorsed.

REASON: To allow an informed decision to be made as to which schemes should be included in the 2006/07 Planning and Transport Capital Programme.

84. THE ADOPTION OF UN-ADOPTED (PRIVATELY MAINTAINED) HIGHWAYS – ESTABLISHING A PRIORITY LIST

Members received a report which sought approval for the ranking of privately maintained highways into priority order and, through that, the creation of a list of prospectively maintainable highways, so as to allow the implementation of the Council's Policy on the adoption of un-adopted highways to be advanced.

Since the approval of the policy for the adoption of un-adopted highways, 118 streets had been identified for possible future adoption. The resources available were such that it could potentially be many decades before all these streets could be dealt with. Due to the extensive processes involved and given the relatively un-chartered territory of adopting private streets, officers considered that it would be prudent to further reduce this number so as to form a list of streets which had the greatest opportunity to become adopted highways. On this basis all cul-de-sacs or other routes not open to through traffic had been identified and were listed in Annex A of the report. This process reduced the number of potential candidates for future adoption to 11 streets, which comprised through routes and loops linking to an existing adopted highway. This list, attached as Annex C of the report, therefore contained privately maintained highways which were considered to potentially have the most benefit to the general public with regards to highway and traffic matters. It was suggested that this list be published as a formal statement of the Council's view that they were prospectively maintainable at public expense (subject to being brought up to the appropriate standard by the owners). Within that list residents would be able to identify those streets that the Council considered as being more important than others, based on a provisional ranking primarily focusing on condition and safety, and hence where Council assistance to bring them up to standard would be made available first.

Members requested that officers check whether Burniston Grove was an un-adopted road and, if it was, add it to the appropriate list.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That Annex C of the report be adopted as the list of prospectively maintainable streets within the City of York and the provisional ranking of those streets be noted;
- (ii) That consultation be undertaken with all frontagers connected with the streets on this list with a view to establishing 'in principle' support for undertaking works in accordance with the Streetworks Code and hence the establishment of a final priority order, subject to a further report being brought to the Executive Member and Advisory Panel (EMAP);

- (iii) That Annex A of the report be adopted as the definitive list of privately maintainable streets and those where, until action has been taken in respect of streets contained within Annex C (either to deal with the adoption or to formally remove a street from that list), no further action to adopt should be taken;
- (iv) That a further report be presented to the Executive Member and Advisory Panel (EMAP) in due course outlining an equitable method for downgrading streets currently identified in Annex C to Annex A and upgrading streets from Annex A to Annex C.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and the suggested decisions, above, be endorsed.

REASON: To allow the implementation of the Council's policy on the adoption of un-adopted highways to be advanced.

85. TRANSPORT CAPITAL PROGRAMME 2005/06 – THIRD QUARTER MONITORING REPORT

Members received a report which set out progress to date on the major schemes in the Planning and Transport capital programme for 2005/06, recommended the approval of adjustments to the programme where required and reported on budget spend to the end of January 2006, which was ten months into the capital programme year.

A summary of proposed funding alterations was included in Annex 1 of the report and details of progress on individual schemes was shown in Annex 2.

Most individual schemes and funding blocks within the capital programme were on schedule to achieve their programme of works and spend by the end of the financial year. The spend was approximately 15% lower than the equivalent time last year owing principally to the programmed later delivery of the carriageway resurfacing schemes. However these schemes were all anticipated to be delivered within the year. In addition a number of the significant schemes had to progress through the full feasibility, design, consultation and approval processes before being available to construct within the year. These schemes were now starting on site, leading to rapidly increasing expenditure. The overall effect of the budget alterations to Local Transport Plan (LTP) schemes was a reduction in the level of overprogramming from £1,063k to £399k. This was considered to be a comfortable level to ensure that the budget was fully spent at the end of the financial year. However, it was noted that owing to the high level of work being undertaken at the end of the year there was a greater risk of the programme underspending if there was a period of bad weather.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the proposed alterations to the funding allocations detailed in the report and shown in Annex 1 be approved, subject to the approval of the Executive;
- (ii) That the progress in the 2005/06 Planning and Transport capital programme detailed in the report and shown in Annex 2 be noted.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and the suggested decisions, above, be endorsed.

REASON: To inform the Executive Member and to manage the capital programme effectively.

86. 2005/06 THIRD MONITORING REPORT – FINANCE & PERFORMANCE

Members received a report which presented the latest projections for revenue expenditure and capital expenditure for the Planning and Transport portfolio, and quarter three performance against target for a number of key indicators that were made up of Best Value Performance Indicators owned by Planning and Transport, Customer First targets (letter and telephone answering) and Staff Management Targets (sickness absence).

An overspend of £40k was projected for the portfolio following the second monitoring report. Following further review the Planning and Transport Portfolio was projected to underspend by £57k (0.1% of the gross expenditure budget). The main reason for this projected underspend was the improved car park income position and further savings identified within the parking expenditure budget. Given that the level of underspend remained small and there were a number of other uncertainties faced before the end of the financial year, relating to winter maintenance and income budgets, it was not proposed to commit additional expenditure.

Performance on key Best Value Indicators was improving, in particular in relation to planning. Customer First targets were generally being achieved or exceeded, with problem areas remaining in Planning and Sustainability letter answering.

Advice of the Advisory Panel

That the Executive Member be advised:

- (i) That the financial and performance position of the portfolio be noted.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and the suggested decisions, above, be endorsed.

REASON: To inform the Executive Member.

A REID
Executive Member

D SMALLWOOD
In the Chair of the Advisory Panel

The meeting started at 5.00 pm and finished at 6.30 pm.



Meeting of Executive Members for City Strategy & Advisory Panel

7th June 2006

Report of the Chief Executive

Chief Executive's Performance And Financial Year End Report 05/06

Summary

1. This is an out-turn report to inform Members about the 05/06 year end position on performance against actions and targets relating to high level deliverables, critical success factors and Local and Best Value Performance Indicators. The report also contains the capital and revenue financial out-turns for the Chief Executive's directorate. Members are asked to note the year-end performance and financial position and make recommendations with regards to revenue carry forward bids and capital funding.
2. The report focuses on headline information and exceptions, with a detailed breakdown shown in Annexes 1-3.

Background

Year End Overview

3. During 2005/06 the directorate has been operating in an environment of high demands, constant change and financial constraint. Faced with meeting a £150k saving in a forthcoming departmental restructure and other in-year budgetary savings and efficiencies, a cautious approach to filling vacancies became the directorate's underlying policy. Including holding vacant the Deputy Chief Executive's and PA Support posts from December 2005, this has subsequently achieved an in-year saving on vacant posts totalling £180k.
4. Overall, the directorate is forecast to under spend its revenue budget by £187k. This represents a 1.6% variance on the gross expenditure budget of £11.5m. Carry forward bids totalling £80k are, however, requested to address slippage against a number of projects and activities.
5. The capital budget is also underspent by £98k due to slippage on Ward Committee Capital Schemes: this budget is fully committed and will need to be carried forward into 2006/07 to ensure that the schemes can be completed.

6. Looking back over 2005/06, the directorate has achieved a number of key successes.
7. Work by the Performance Improvement Team has supported the Council in achieving a positive Best Value report from the Audit Commission and an unqualified opinion of the Council Plan for the fourth successive year.
8. July brought Royal Ascot to the City. The communications aspects of this event were very successful and the work of the Marketing & Communications Team had a direct impact on the success of the event. Use of M&C staff on Radio York for traffic information and the setting up of an Ascot-specific press office during the meeting contributed to the success of the travel plan, and the consequent benefits to the city's prestige nationally and internationally.
9. Democracy Support rose to the challenge in supporting additional Licensing panels, 111, between June and November as a result of changes in legislation and completed the review of the Constitution.
10. Electoral and Civic Services played their part in administrating the inauguration of the new Archbishop of York.
11. Having finalising their restructure, Human Resources went on to secure £800k from the ODPM capacity building fund to pilot a Leadership & Management Standards Framework in partnership with other North Yorkshire Councils.
12. Environment & Neighbourhoods had a number of successes in winning awards such as the best new programme of the year award from the Keep Britain Tidy organisation ENCAMS and for its new 'Name and Shame' graffiti initiative.
13. December saw the departure of the Deputy Chief Executive and despite holding this and several other vacancies, the directorate has managed to achieve good progress in its performance against targets.
14. The Policy & Support Team has been busy supporting the Chief Executive's corporate restructure and with the impending restructure of the Chief Executive's directorate to be implemented in 2006/07, this will present new challenges and opportunities for the Chief Executive's directorate in terms of managing change and continuing to deliver key services within budget.

High Level Deliverables and Critical Success Factors

15. The full list of the directorate high-level deliverables can be found in Annex 2, together with the directorate's critical success factors which include the directorate's priorities identified at Leader EMAP in April 2005. Outlined below is a summary of achievements and key variances for each service area.

Chief Executive's Policy Development & Support Team

16. With the support of the Policy Team, the Corporate Restructure is almost complete, with new directors appointed and in post. Consultation on the Chief Executive's directorate restructure is now in its final stages with recommendations due to be presented shortly.
17. The Policy Team has also been helping the Chief Executive to advance the Regional Agenda by developing a strategy for positioning the City of York as a 'city region' that will strengthen its role as one of the region's key cities and enable it to take advantage of the opportunities offered by the Northern Way Growth Strategy. However, slippage has occurred primarily due to the fact that Yorkshire Forward support for the key cities concept has been reduced. There has also been officer sickness in Economic Development Unit and competing work pressures in Policy Development Team. The position of the York City region is now likely to take place in the context of the emerging debate about governance of the Leeds City region and Local Government White Paper.
18. Work to determine how the Corporate Council will contribute to and benefit from the development of an employee volunteering partnership (York Cares) has taken place and a CYC Board Member of York Cares has now been appointed. A successful 'speed dating' event was held in October 2005 (an initiative designed to encourage employees to participate) as well as the 'Life Swap Week' in March 2006.
19. An underspend of £23k by Chief Executive's, is primarily due to under-spend against a seconded post and on general operational budgets. The secondment led to some slippage occurring in the work of the Policy Team.

Human Resources

20. A revised attendance management policy and supporting strategic plan has been approved by CMT and members. The strategic plan lists a number of areas of focus for the next 3 years, which when integrated together will deliver the outcome of improved attendance. An audit of sickness management processes has taken place as a first step in order to ensure systems are effective. A pilot involving an Occupational Health contact centre is operating in Adult Services and positive outcomes in terms of both level and frequency of absences are now evident. Work involving the use of osteopath interventions are also continuing in Commercial Services Directorate.
21. Delays in establishing the initial project team, the lack of strong establishment controls causing poor data integrity and inadequate management information systems has meant some slippage on timescales relating to the Job Evaluation project. However, it is now anticipated that the profiling work will be completed by June 2006 with the remaining project completing to timescale. The pay strategy is being developed incrementally in order to enable pay modelling and negotiations with Unions to commence. Once the job profiling, benchmark assessments and discussions on pay strategy are

completed a revised grading structure can then be developed and implemented.

22. A framework for Leadership and Management Competencies has been developed following extensive consultation in Directorates and a further successful bid to the ODPM capacity building fund for £834K was secured to build leadership capacity in the Partnership. The plan to apply the framework to key HR processes will be considered at CMT in May 2006. Roll out of each updated process will take place incrementally in the coming year.
23. During 2005/06 HR were able to save the Council £230k, on recruitment advertising spending through various initiatives with suppliers.
24. Human Resources under spent by £62k overall during 2005/06, this was largely due to a £71k staffing under-spend, as a result of vacancies following the implementation of the HR restructure. Delays to the approval of the HR re-structure impacted on further work to fully develop a workforce development strategy, therefore this project will not be completed until August 2006. In addition, delays in ODPM approval of funding for the competency framework have delayed roll out of application to development needs, which is now planned for April 2007.

Performance Improvement Team

25. The Corporate Strategy has been developed with the involvement of the Corporate Leadership Group. Work to finalise the strategy and develop a 3-year organisational effectiveness programme is now being progressed.
26. Recognition in the District Audit's Annual Management Letter has been achieved for the new corporate performance reporting framework, in particular, the new integrated approach to reviewing both service and financial performance.
27. Work is continuing with the Inclusive York Forum and Council officers to complete the anti-poverty strategy. A consultation process with a wider audience within council and partner agencies is now required to take place. Completion of this work is expected to be September 2006.
28. Actions from the 'Spotlight on Equalities' Conference were incorporated into the Pride In Our Communities (PIOC) Equalities Strategy, which was launched in September. The Equalities Team also produced 'Making Connections' a helpful accessible communications policy and guidance.
29. The first refresh of the Safer & Stronger Communities Fund was completed and signed off by Government Office. This strengthened the areas of concern identified in the previous agreement. This will be a key contribution to the emerging Local Area Agreement.
30. During 2005/06 the Performance Improvement Team underspent by £48k. £47k was mainly due to a number of posts becoming vacant in year,

including a secondment, which were not filled pending the restructure of the Chief Executive's Department.

Marketing & Communications

31. The communications aspects of Royal Ascot were very successful and had a direct impact on the success of the whole event. In the aftermath of Ascot there were several potentially damaging stories to the council's reputation. The press office worked to mitigate these stories and management statistics show that positive stories mostly outnumber negative stories by 2:1.
32. Corporate written internal communications have continued to be a strength of the Council as borne out by the staff survey. The updating and improvement of the intranet - Council Net, continues to be a priority, although there is no specific funding available to support this work.
33. A new high tech Print Unit was launched during 2005/06 and it is through non payment of equipment rental during the transition period that this has in part contributed to Marketing & Communications underspend of £35k, along with in year staffing vacancies.
34. A consultation strategy designed to make sure customers' needs and opinions are fully reflected in the council's work is likely to be an action from the corporate priorities for 2006/07.

Civic, Democratic & Legal Services (including Scrutiny)

35. The Constitutional review is now complete, following a consultation process which led to slight slippage on the original project deadlines, but was finalised within the revised target deadline as reported in monitor 2. The new arrangements will now be implemented in the next municipal year.
36. Democratic Services have had a busy year staffing the 111 Licensing Panels and procuring and implementing a new electronic committee management system on time and within budget as part of a successful IT development bid.
37. Electoral and Civic Services supported the administration of the inauguration of the new Archbishop of York. Scrutiny Officers supported Members in their appraisals of Libraries and Archives and sustainable energy in Council buildings. Legal Services retained their LEXCEL accreditation whilst achieving higher customer satisfaction levels.
38. Civic, Democratic & Legal Services overall under-spent by £44k in 2005/06. This relates to a £53k under-spend of the External Consultancy budget in Legal Services and is due to the funding for the review of the Constitution and for further investment in Safer Cities not being fully spent in year. In addition to this, there was also a staffing under-spend of £40k in Democracy Support Group due to vacancies in year, and a new member of staff being appointed at a lower grade level.

Neighbourhood Pride Unit (NPU)

39. To help reduce the combined litter levels around York's roads, paths and squares, a successful LPSA2 bid was made to deliver stretch targets in relation to BPVI 199(a) litter and detritus. Working with Street Scene, performance improvement is set to no more than 17% of land falling below grade B in terms of litter and detritus. At present the Government's standard is 25%. Service improvements will be implemented throughout 2006 – 07 to deliver the required stretch target.
40. Throughout the year substantial work has been undertaken to improve customer contact via the York Pride Action Line (YPAL) focusing on caller demand and process improvement. This is being done prior to the transfer of the YPAL service into the Customer Contact Centre for easy@york in June 2006. YPAL and Street Environment Officers have been fully involved in the workshops and meetings for easy@york. These workshops have taken more resources than first envisaged which has had an ongoing impact on the service provision, which has been offset by the use of temporary staff where applicable.
41. The Street Environment Service worked with service providers and other partners throughout the period leading up to Ascot to provide tangible improvements in the York Environment. Ward audits were completed throughout the City and highly visible improvements were achieved through York Pride budgets for non-statutory enhancements throughout the City. Co-ordinated working ensured timely delivery and consistent efforts to maintain standards throughout the event and ongoing.
42. The Community Pride initiative has been transferred to the Neighbourhood Pride Unit for delivery. Ongoing publicity work is increasing the number of applications made to the York Community Pride Challenge Fund from small and medium size community groups. Increasing the number of successful applications helps volunteers and small community groups to improve the physical appearance of their neighbourhood.
43. The budget process has been improved for the delivery of the Local Improvement Schemes ward committee budgets. The budgets are now being managed at a ward level split into both revenue and capital streams, with schemes being attracted from the public for both of these allocated budgets.
44. Overall, Neighbourhood Pride revenue budgets, excluding the local improvement scheme budgets, have overspent by £33k in 2005/06. This relates in part to a £54k overspend from double taxation claims from Parish Councils.

Cross Cutting Issues

45. In addition to the above priorities and improvements, a number of cross cutting issues were identified at the start of the year, which impact on every service area within the directorate. Work has now commenced on the directorate's business continuity arrangements to address the work of the

Civil Contingencies Act. A directorate Fuel Plan has also been developed. The directorate took a lead role in ensuring that web based data satisfy the BVPI 157 requirements, which was successfully completed on target in December 2005. The directorate is also taking a lead role in introducing new corporate health and safety policies. Further details are available in Annex 2.

Best Value & Local Performance Indicators

46. Sickness Absence (BVPI 12) - There has been a reduction in the number of sick days lost per full time equivalent dropping from 13.5 days in 2004/5 to 12.48 days in 2006/7 corporately. Benefits have arisen from the Active Health contract in Adult Services, which has seen significant reductions. Also improved quality auditing by HR has resulted in the removal of some long-term sickness cases. This drop has led to a reduction in days lost due to stress related absence (CP13a), which is down 0.5 days per FTE corporately. There has also been a slight increase in the numbers of people taking ill health retirement (BVPI15), rising from 0.22% to 0.29% of the council's workforce as a result of a number of dismissal hearings, due to long-term sickness, in which some cases have been assessed as ill health retirement.
47. Turnover (Coli 58a) – Improved quality checks on data has resulted in improved corporate staff turnover results, falling from 17.75% to 13.09%. However, it is expected that this figure may rise in 06/07 as a result of redundancies/fixed term posts not renewed following the last budget round.
48. Appraisals/PDR's (CP14) – Corporately appraisal figures have remained stable showing a slight improvement on last year at 74.48%. The good results achieved in Adults and Housing are of particular note. The Chief Executive's Directorate only achieved an outturn of 45% in year. This was due to some delays associated with management changes and the remaining appraisals will be completed by the end of July 2006. A review of the Performance and Development Review process is being undertaken by HR in 2006/7.
49. Equalities – Improved quality auditing of BVPI 11a (the percentage of women in the top 5% of earners) has resulted in a drop in performance from 48% to 44% whilst the improvement in the numbers of ethnic minorities employed by the council is at least partly a result of the unofficial increase in ethnic minorities in the city. Corporate recruitment initiatives such as the formation of North Yorkshire Together, a consortium of public sector organisations across the city and wider region, will have an impact but not in the short term. In the last year CYC has achieved Level two of the Equality Standard. Level three should be achievable by the end of 2006.
50. Crime Measures - The performance indicators measuring the level of residents' concerns about crime and anti social behaviour are showing very encouraging levels of improvement during 2005/6. The level of concern expressed by residents fell for each indicator, some by as much as 50% when compared with 2004/5, with a number of these demonstrating the highest performance since they were first measured in 1997. It's difficult, however, to provide an adequate explanation for this trend as there is a poor correlation between concern about a given type of crime or anti-social

behaviour and its frequency of occurrence. It would appear that all indicators are similarly influenced by the same factors which encourage a general perception that York is safer. These may include a visibly increased police presence, especially in the city centre, or an awareness of high-profile projects such as 'Smartwater' or the 'It's Your Call' anti social behaviour action line, hosted via York Pride Action Line.

51. Staff Survey – The Staff Survey has been carried out every 18 months since March 2001. There was a 10% decline in the corporate response rate in the October 05 survey, which could be due to respondent fatigue and the fact that less than one-third of respondents believed that action would be taken as a result of this survey. Despite this, positive trends continue to emerge.
52. Chief Executive's was the only department to show an increase in the Staff Survey response rate. However, the Neighbourhood Pride Unit was included in the Chief Executive's survey results for the first time which impacts on direct comparison with previous years results. Chief Executive's overall job satisfaction levels declined slightly in comparison with the previous survey with job satisfaction now at 57%. There have been some improvements in terms of the awareness of what the council is trying to achieve with an increase from 55% to 64%. The Directorate is currently working with its managers and staff to address the key findings of the survey
53. Customer First – in general a stable picture is presented on the customer first indicators. The exceptions being improvement in the numbers of letters replied to within 10 working days, rising from 79% to 94%, and responses to stage 2 complaints rising from 68% to 76%. Response times to Stage 3 complaints, however, fail to show improvement falling to 40% from 55%. All corporate customer first measures are to be reviewed as part of the easy@york project.

Financial Overview

54. As reported at Monitor 2 in December, in order to ensure that expenditure is contained within the departmental budget, Chief Executive's were actively pursuing savings in all areas to offset budget pressures, and were reviewing all vacancies to ensure that it was necessary to fill them at that point in time. As a direct result of this approach and the decision to put recruitment to vacant posts on hold pending the restructure of the directorate, including the Deputy Chief Executive's post, this has resulted in a staffing under-spend across the directorate, totalling £180k.
55. As part of the directorate restructure, a saving of £150k has been offered up in 2006/07.

56. The table below summarises the outturn position for Chief Executive's. It shows an underspend of £187k during 2005/06, representing a 1.6% variance on the gross expenditure budget of £11.5m.

	Expenditure Budget £000	Income Budget £000	Net Budget £000	Outturn £000	Underspend £000	%
Chief Executive	2,243	8	2,235	2,212	-23	-1.0
Deputy Chief Executive	147	51	96	88	-8	-5.4
Human Resources	1,832	1,669	163	101	-62	-3.4
Performance Improvements	1,461	606	855	807	-48	-3.3
Marketing & Communications	838	860	-22	-57	-35	-4.2
Neighbourhood Pride Unit	2,005	362	1,643	1,676	33	1.6
Civic, Democratic & Legal	3,012	759	2,253	2,209	-44	-1.5
Total	11,538	4,315	7,223	7,036	-187	-1.6

57. Members should note that in addition to the above there is a Corporate HR Savings target of £100k on pay add-ons. No savings have been achieved in 2005/06, and the target is now being considered as part of the job evaluation process.

58. Due to slippage against a number of projects and activities, Members are requested to approve carry forward bids totalling £80k for the following:

	£000
<u>Employment Issues / Legal Fees</u>	15.0
This carry forward is required to fund project slippage and unplanned legal fees for individual legal cases. The cost incurred by other departments has been borne by HR. If this carry forward is not approved the available budget for 2006/07 will be reduced which will jeopardise the achievement of HR objectives.	
<u>Pay & Grading / Flexible Benefits</u>	22.0
Loss of this funding would undermine the Council's negotiating position on Pay & Grading as there will be no bargaining chip to offset the withdrawal of bonus. This will make the withdrawal of bonus harder to achieve and presents a risk to the containment of costs within targets.	
<u>Local Area Agreement (LAA)</u>	35.0
This funding is needed to pump prime development of the LAA. This has slipped into 2006/07 due to under capacity in the project team. The situation has been exacerbated by government shortening the deadline for submission of the agreement.	
<u>Corporate Strategy</u>	4.5
This carry forward is required to cover the cost of producing the Council's first 3 year Corporate Strategy. The Strategy was due to be produced in March 2006 but the process has been delayed. The loss of this funding will lead to a reduction in the quality of the finish, and may reduce the circulation and impact of the published document.	

Without Walls

3.5

A carry forward of £3.5k is required to cover the cost of consultation on the Local Area Agreement. This was to be carried out in 2005/06 but has been delayed due to a revision in the national timetable. Without this funding the Council's engagement process with the Voluntary and Community sector and with partners will be significantly reduced and may have implications for the sign off of the final agreement.

Total Carry Forward Bids 80.0

59. A detailed breakdown of variations, where forecast out-turn is significantly different to the approved estimate, can be seen in the budget monitor sheet in Annex 3.

Capital Programme

60. The Chief Executive's capital programme was originally comprised of £202k of Ward Committee capital schemes in 2005/06, together with £63k of schemes rescheduled from 2004/05 into 2005/06. £58k of budget was slipped into 2006/07 in the second budget monitor.

Ward Committee Capital Schemes (£207k revised budget)

Variance
-£98k

There has been £109k spent on capital schemes in 2005/06, an underspend of £98k compared to the budget. This underspend has arisen due to project slippage. The full £98k is earmarked and committed for schemes, and will need to be slipped into 2006/07 to ensure the schemes can be completed.

Consultation

61. The performance and management report has been approved by the Chief Executive's Department's Management Team.

Options

62. Options for consideration are detailed in paragraphs 58 and 60 above.

Analysis

63. This performance and financial monitoring report is for information purposes only, so no options or analysis has been provided. However, the financial monitor does refer to budget carry forward requests and consideration needs to be given to the implications of further slippage to actions and projects.

Corporate Aims and Objectives

64. The performance measures and targets relate to improvement in all of the 4 corporate priorities. However, focussing specifically on the areas affected by the carry forward requests, the following corporate objectives are relevant:

8.1 *Give the city stable, responsible leadership based on the consent of its residents and focused on providing affordable, good quality, public services – Without Walls & Local Area Agreement.*

8.7 *Improve how the council plans and manages performance – Corporate Strategy.*

8.8 *Improve the Council's management, development and treatment of staff – Legal Fees.*

1.1 *Increase residents satisfaction and pride with their local neighbourhoods – Ward Committee Capital Scheme.*

Implications

65. **Financial** - Proposals relating to carry forward bids and capital slippage have implications relating to risk of slippage or non-completion of schemes and projects if not approved. Details are given in paragraph 58 above.

66. Human Resources (HR) – The carry forward bids from Human Resources include the following:-

- Legal Fees – This relates to unresolved staffing issues from different external claims made against CYC and relating to former employees of the Council. Failure to approve this carry forward proposal would result in 'in-year' pressure on HR operational budgets and potentially impact across a range of current projects aimed at improving employee attendance and responding to the staff survey outcomes.
- Flexible Benefits – This relates to the development of a range of flexible benefits for employees in recognition of staff survey outcomes relating to choice and motivation. Failure to secure this carry forward would compromise the Council's ability to develop its approach in partnership with the NYCC, leading potentially to higher levels of staff turnover in key employment areas.
- Local Area Agreement – This relates to provision of adequate resources to support the development and implementation of the LAA. Failure to provide this support could compromise the Council's ability to produce a robust LAA which improves community outcomes.

67. Equalities – There are no Equalities implications.

68. Legal – There are no legal implications.

69. Crime and Disorder – There are no crime and disorder implications.

70. Information Technology (IT) – There are no IT implications.

71. Property Implications – There are no Property implications.

72. Other – There are no Other implications.

Risk Management

73. In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report. However, Members may wish to note that there are potential implications relating to further slippage or non completion of schemes and projects, if the carry forward requests are not approved.

Recommendations

74. That the Advisory Panel advise the Executive Leader to note the performance and financial out-turn position for 05/06 and to recommend:

1. Carrying forward bids totalling £80k as detailed in paragraph 58.

Reason: To prevent further slippage or non completion on the projects and actions identified.

2. Carrying forward £98k of capital slippage as outlined in paragraph 60.

Reason: To ensure that schemes can be completed.

Contact Details

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Report Approved **Date** 24th May 2006

Specialist Implications Officers:

Implication: Finance

Katherine Finnie
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Tel No.1103

Implication: Human Resources

Ken Green
Head of Human Resources
Tel No. 1700

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

- Leader EMAP Report dated 26th April 2005 – Chief Executive's Department Service Plans 2005/06
- City of York Council - Council Plan 2005/06
- Closure of Accounts Guidance Notes 2005/06

Annexes:

Annex 1 – High Level Deliverables and Critical Success Factors

Annex 2 – Best Value & Local Indicators

Annex 3 – 05/06 Capital and Revenue Financial Summary

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END (2005/06)

HUMAN RESOURCES

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
8	Develop and promote an attendance management culture across the organisation*	1. Develop and agree a variety of strategies to maximise attendance	Mar-06	Part	A revised attendance management policy and supporting strategic plan has been approved by CMT and members. The strategic plan lists a number of areas of focus for the next 3 years, which when integrated together will deliver the outcome of improved attendance. An audit of sickness management processes is planned to take place as a first step in order to ensure systems are effective.
		2. Pilot and evaluate strategies in target areas	Mar-06	On Going	The pilot process involving an Occupational Health contact centre is continuing in Adult Services. Positive outcomes in terms of both level and frequency of absences are now evident. Work involving the use of osteopath interventions are continuing in Commercial Services Directorate.
8	Provide a framework for the development of leadership and management competencies*	1. Provide a framework for the development of leadership and management competencies	Sep-05	Complete	A framework has been developed following extensive consultation in Directorates and a pilot for which ODPM funding was secured. This framework was contributed to the North Yorkshire Partnership enabling a further successful bid to the ODPM capacity building fund for £834K to build leadership capacity in the Partnership.
		2. Apply framework through processes for recruitment & selection, appraisal and staff development from	Sep-2005 to Mar-2006	On Going	The plan to apply the framework to key HR processes will be considered at CMT in May 2006. Roll out of each updated process will take place incrementally in the coming year. Delays to the roll out have been caused by delays in the granting of supporting funding at the ODPM (see 1 above) due to the re-organisation of the ALA / EO and the requirement for each region to develop a capacity building strategy before any bids were considered.
8	Job evaluation and single status*	1. Complete job profiling of all CYC (non teaching) posts	Dec-05	On Going	Benchmark posts across the whole council have been evaluated to form a skeleton rank order of jobs and work is commencing to evaluate the remaining posts. Delays in establishing the project team, the lack of strong establishment controls causing poor data integrity and inadequate management information systems has meant some slippage on timescales. However, it is now anticipated that the profiling work will be completed by June 2006 with the remaining project completing to timescale.
		2. Agree a strategy for pay levels	Feb-06	On Going	Several discussions have taken place with the Project Board and CMT. The job evaluation joint steering group have received a presentation on pay strategy. The strategy is being developed incrementally in order to enable pay modelling and negotiations with Unions to commence.
		3. Implement grading changes in key areas	from Apr-2006	1/2 to commence	Once the job profiling, benchmark assessments and discussions on pay strategy are completed a revised grading structure can be developed and implemented.

8	Increase organisational capacity to improve.	1. Understand development needs at all levels in the organisation	Apr-06	Part	Revised appraisal processes are being considered in order to allow data capture around development needs linked to the competency framework. Initial development work has been undertaken to update existing guidelines. Delays in ODPM approval of funding for the competency framework have delayed roll out of application to development needs, which is now planned for April 2007.
		2. Develop and deliver a workforce development strategy, which includes creating space to learn	Dec-05	Part	The workforce development strategy is being compiled from existing processes and a training and development policy, including high level principles, has been approved by members. Delays to the approval of the HR re-structure meant this area has not been fully staffed until recently. Further work to fully develop a workforce development strategy will be needed and will not be completed until August 2006.
		3. Devise ways of formally assessing the impact of the training budget	Apr-06	Part	Post programme evaluation strategies are being devised in order to assess the effectiveness of training spend.
8	Improve staff related management processes	1. Improve change management procedures	Sep-05	Yes	Revised change management procedures were adopted with effect from 1st September 2005.
		2. Take steps to improve workforce flexibility (links to change management, staff development, recruitment and retention processes)	Dec-05	Part	Revision of procedures to allow greater flexibility is on-going activity covering a range of HR processes. In addition, the pay and grading review will allow reconsideration of a range of pay additions which can currently act as a barrier to more flexible working.
		3. Develop strategies to reduce staff turnover	Apr-06	Part	Introduction of revised exit interview procedures in order to identify causes were agreed in June 2005. All available capacity in the resourcing, pay and benefits portfolio has been focused on the job evaluation exercise. However, examination of outcomes will allow greater focus on retention strategies by HR Business Partners and Directorate managers and work on other HR deliverables will contribute to reduced turnover as an outcome.

Critical Success Factors in Service Plan not included in Council Plan

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
	Implement an effective HR Strategy for the Council which links HRM and HRD to the strategic direction of the authority and contribute effectively to process re-engineering.		January 2006	Completed	First year achievements against the HR strategy have been reported to members. A revised strategy, taking into account of progress and priorities was presented to members in January 2006 after approval by CMT in November 2005.
	Develop and implement corporate Health & Safety policies across all directorates.		December 2005	Completed	A revised approach to H&S policy development has been agreed by HSSG. A H&S workplan has been agreed and work is on-going to introduce a complete corporate health and safety management system.
	Fund efficiency savings across the council by developing external partnerships in HR functional areas and re-engineering associated processes.			On-going	Advanced discussions are taking place across the North Yorkshire sub regional on talent pool development, Creation of a York based web portal for job opportunities following a limited tendering process has allowed the council to access funding from the Regional Centre for Excellence, together with other North Yorkshire Council's. Further development of the portal has seen a number of partner agencies and key private sector organisations become involved.
	Develop HR management information capacity			Pending	DCEX Directorate is taking forward a bid for development funding for the Delphi 'business objects' package in order to improve management information systems. The bid was not agreed but deferred pending the audit of sickness management procedures referred to above.

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END RETURNS (2005/06)

CIVIC, DEMOCRATIC & LEGAL SERVICES

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
8	Review Constitution and improve decision making*	1. Identify key themes of work, and ensure that resources to deliver it are allocated	Jun-05	Completed.	Completed.
		2. Develop proposals for amendments and consult with key stakeholders	01/09/2005 amended to Dec 05	Completed.	Completed.
		3. Gain agreement on proposed amendments	01/12/2005 amended to April 06	Completed.	The review is complete and the new arrangements will be implemented in the next municipal year.

Critical Success Factors in Service Plan not included in Council Plan

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
	Administer the introduction of an efficient system of dealing with Licensing Hearings following the provisions of the Licensing Act 2003.		not set	Completed.	Completed.
	To address the staff resource/overspend issue in the Election Team.		March 2006	On-going	It has not been possible to address this issue in-year. It is now proposed to address this as part of the chief Executive's restructure.
	To administer the Parliamentary Election when it is announced.		May 2005	Completed.	
	To implement the Mansion House Business Plan		On-going	On-going	
	To ensure that CORE project progresses in accordance with Government guidelines.		On-going	On-going	Work is on-going to meet the legal requirement.
	To ensure successful implementation of a new Committee Management System		2005/06	Completed.	The system is now on-line.
	Administer a structured approach to Members Developmental and support needs as identified through consultation with members ('Every Member Matters').		On-going	On-going	Work is on-going to identify training needs.
	Address specific scrutiny co-optee support.				
	Implement any new changes resulting from constitutional review		2005/06	On-going	New arrangements to be implemented in the next municipal year.

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END (2005/06)

NEIGHBOURHOOD PRIDE UNIT

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
1	Deliver York Pride	1. Identify stretch targets for BVPI 199(a) (LPSA2) to help reduce the combined litter levels around York's road, paths and squares	Jul-05	ongoing until project completion in Aug 08	BVPI 199(a) now agreed as an LPSA2 stretch target with ODPM. Degree of stretch agreed in November 2005 with ODPM as follows:- performance improvement to no more than 17% of land falling below grade B in terms of litter and detritus, which will give a 2 percentage point improvement on the forecasted performance (as determined by ODPM expectations on all LAs). Achievement date by March 2008. Action Plan has been developed with Street Scene, Commercial Services to agree milestone and achievements over the project period. Performance monitored and maintained on track by Street Services Forum group.
		2. Reduce levels of graffiti and fly-tipping in and around York	Mar-06	Mar-06	The number of incidents of graffiti has shown peaks and troughs over the last 12 months - this is because call stats via YPAL reflect reports from residents, Cllrs and SEOs. SEO calls ensure timely removal during YP Ward Audits, therefore the number of actual incidents is purposefully high to ensure removal. However, the results of the YP Ward Audits (for the previous two years) indicate a decrease in the actual number of streets affected by graffiti together with a decrease in the amount of large scale graffiti. The high profile "name and shame" campaign run in tandem with the Police brought about four successful convictions for criminal damage. BVPI 199(b) now includes a measure relating to graffiti damage visible from the highway. There is no national benchmark at present - it is proposed that one will be set in 2006/07. Therefore, an indicator of 4% of land measured falling below the acceptable B grade for graffiti damage was set for 2005/06. Using the BVPI methodology the first period found 11% of land measured fell below the acceptable B grade for graffiti damage,
					the second period 7% and the third period 5%. This gives an average for the year of 8%. The results show that land use - secondary retail/commercial has the highest percentage of graffiti - 28% for the year and this has affected the overall result for 2005/06. Fly tipping has not seen any significant reduction in the number of incidents reported over the last 12 months- residents are encouraged to report incidents. However, SEOs have brought 2 successful prosecutions for fly tipping offences. The launch of the twin bin scheme from September 2005 had an impact on the capacity of the SEOs including their ability to investigate and action fly tipping within the City.

Aim	High Level Deliverable	Supporting actions	Deadline	Complete	Progress Update
		5. Improve the condition and appearance of local council housing estates	Mar-06	On-going	Five Handypersons have been employed to improve the physical condition of the city's estates.
		6. Improve customer contact via the York Pride Action Line	Mar-06	Ongoing until project completion in summer 06	Although work commenced to improve quality and efficiency in Spring 2005, this met setbacks with the launch of the twin bin scheme from September 2005, which meant that resources were directed at the influx of calls regarding the changes to refuse collection. The service improvement work was overtaken by the impending transition into easy@york CCC and has constrained freedom to act. In addition the YPAL Supervisor has been temporarily seconded to the easy project until the expected commencement in June 2006. The delay in the easy@york project has added to the constraints identified. However, work has now recommenced to look at service improvement with providers focusing on caller demand and process improvements. YPAL are fully involved in the workshops and meetings for easy@york which should recognise where further service improvement can be made. These workshops have taken more resources than first envisaged which has an ongoing impact. YPAL expanded to provide the 'IT's Your Call' initiative in September 2005, whilst this hasn't had a major impact on call levels the customer
					receiving message has been lengthened and customers must listen to all options before selecting YPAL service. The message has been recently revised and shorten in line with customer comments without deleting the essence of the message.
		7. Increase the number of 'achievable schemes' which get onto Ward committee ballot papers	Mar-06	Mar-06	Considerable work has taken place to improve the budget process around ward committees. More schemes have been done to attract capital schemes coming forward for financial year 2006/07. The budgets are now being managed at a ward level split into both revenue and capital streams.
		8. Increase the number of Community Pride type grants to help clean up and improve local areas and neighbourhoods	Mar-06	On-going	Ongoing publicity work is increasing the number of applications made to the York Community Pride Challenge Fund from small and medium size community groups. Increasing the number of successful applications helps volunteers and small community groups to improve the physical appearance of their neighbourhood. The Community Pride initiative has been transferred to the Neighbourhood Pride Unit for delivery.
		9. Develop Neighbourhood Action Plans for every ward	Mar-06	On-going	This work is currently still ongoing to develop these in the context of the national and local framework. It is likely that delivery within the wards will be later in 2006.

Critical Success Factors in Service Plan not included in Council Plan

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
	Develop an agreed framework for Neighbourhood Action Planning, including Ward Committee expenditure and deliver first generation Neighbourhood Action Plans for every ward.		December 2005	On-going	Framework for Neighbourhood Action Plans discussed at Leader EMAP in Feb 06. A revised template for delivery has been agreed since the meeting. This is currently being further developed in line with the local and national frameworks. Delivery of the NAPS is likely to be later in 2006.
	Deliver the required improvements within the street environment and York Pride Action Line (YPAL) to assist with increased Waste Management inspection rating. The service improvements in this area will also need to take into account the estate improvement grant and easy@york priorities, timescales, and agenda.		March 2006	Completed	Work commenced on scripting with particular focus on sharps and asbestos however due to the implications of changes in service through easy@york these had been put on hold. All staff have been trained in these key areas. All customers requesting asbestos collection now receive an advice leaflet on asbestos cement product removal. A review of the bulky collection service has changed process to bring about efficiencies in the time taken from call log to collection. The easy@york project is now looking at end to end processes within all of the service areas delivered by YPAL, in depth and in a wider context. All of the processes are being analysed to deliver service improvements and tangible improvements for the customer
	Develop a virtual team concept to meet the needs of all wards and have an agreed model.		December 2005	On-going	The Virtual Team concept (now called Ward Planning Meetings- WPM) is still in process of being rolled out. Some wards do not want monthly WPM's, others do. Those that do not are happy with quarterly WPM's just before their quarterly ward committee meeting. One model may not fit all. Flexibility and pragmatism are being employed. 5 Ward Committees are funding PCSOs pilots in 2005/06.
	Form an effective NPU which supports ward committees, residents associations, community centres, tenants, local residents and other stakeholders in the community. Need to form an effective and efficient service, where officers have knowledge and skills to deliver generic job descriptions.		March 2006	On-going	Significant progress has been made re-establishing the team following re-structure and embedding more generic ways of working. The Neighbourhood Management Team (NMT) has lost 2 members of staff and this is slightly affecting the ability to deliver all the requirements placed on them. This will not be a long term issue following a recruitment exercise.
	Procure city-wide community ranger service.		October 2005	Completed	Completed.
	Agree memorandum of understanding with NY Police re Policy Community Safety Officer roles		July 2005	Completed	This has now been superseded by the Neighbourhood Policing.
	The Street Environment Service working with service providers and partners to provide tangible improvements in the York environment for Royal Ascot.		Jul-05	Completed	Full ward audits were completed across the city including Micklegate ward and highly visible improvements achieved through YP budgets for non statutory enhancements across the city. Co-ordinated working with Highways and CSO ensured timely delivery and consistent efforts to maintain standards throughout the event.

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END (2005/06)

CHIEF EXECUTIVE'S POLICY AND SUPPORT

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
8	Implement management refocus project (Implement corporate restructure)*	1. Undertake consultation and gain agreement on proposals from full Council	Jul-05	Part	Overarching proposals approved by Full Council 26 July 2005. Consultation on restructure of Cex in final stages.
		2. Recruit Directors	Sep-Dec 05	Completed	Completed.
		3. All Directors take up new posts	Apr-06	Completed	Completed.

Critical Success Factors in Service Plan not included in Council Plan

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
	Help the Chief Executive to advance the Regional Agenda by developing a strategy for positioning the City of York as a 'city region' that will strengthen it's role as one of the region's key cities and enable it to take advantage of the opportunities offered by the North Way Growth Strategy.	1. Form cross council monitoring group 2. Identify drivers and work programmes 3. Consult with partners 4. First draft strategy	Sept '05 Oct '05 Nov-Jan '05 March '05		Slippage has occurred primarily due to the fact that Yorkshire Forward support for the key cities concept has been withdrawn. There has also been officer sickness in Economic Development Unit and competing work pressures in Policy Development Team. The position of the York City region is now likely to take place in the context of the emerging debate about governance of the Leeds City region and future of two tier local government. As above
	Provide on-going business support and policy advice to the Corporate Management Team.			On-going	Progress as planned.
	Developing our customers understanding of the role we perform and our relationship to other teams.	Continue to provide and develop a high quality information and support service for decision makers (i.e. weekly Policy Update, regular Policy Briefings and ad hoc policy research). Survey customers of Policy Update	October '05	On-going	Customer survey carried out in December 05.
	Corporate Council recognizing the opportunities and threats presented to the City and Council by the ODPM's Sustainable Communities agenda.	It is now an extension of the governments regional policy and is challenging council's and LSPs to change their thinking about how and why they deliver services.			

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END (2005/06)

MARKETING & COMMUNICATIONS

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
8	Develop better understanding of what customers want	1. Review customer consultation methods to improve knowledge of customer views	Dec-05	Completed	The council research team conducted more than a hundred separate pieces of research for all parts of the council. The corporate research projects - three talkabout surveys, the Residents Opinion Survey and the Staff Survey - were all conducted by the team, providing feedback on several different levels to all parts of the council. The talkabout survey remains sensitive to the needs of all those who ask questions through it, whether corporately or in directorates. Following discussion and consultation m&c have made several changes to the way the talkabout survey is put together, refreshing the panel and looking to recruit more BME panellists.
		2. Improve customers' understanding of what the council has achieved	Dec-05	Completed	The m&c team have increased the number of positive stories explaining the achievements of the council through extra emphasis on proactive work. To this end we have attended DMTs and liaised with Executive members regularly. Plans to communicate directly with customers in more depth and more frequently are currently being discussed.

Service Area Priorities in addition to above

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
	Staff are well communicated with so that they understand and appreciate the changes facing the council.		On-going	On-going	Corporate written internal communications have continued to be a strength of the council through News and Jobs and News in Depth - as borne out by the staff survey. Major projects such as job evaluation, easy@york and the accommodation review have a large internal communications element and will require innovative approaches to ensure staff are as well informed as possible. The updating and improvement of the intranet, CouncilNet, continues to be a priority, although there is no specific funding available for this work.
	A better reflection of the good news (especially housing issues) the council generates included in the media, so we make the most of our successes.		On-going	Completed	In the aftermath of Ascot there were several stories potentially damaging to the council's reputation including Shipton Street and the fireworks. In addition there was a major campaign in the local newspaper against the alternate weekly waste collections and ongoing issues with the Barbican redevelopment. During this period many positive stories about the council still featured, although they tended not to have the same prominence. The press office worked to mitigate the impact of these stories, especially the 'bin it' campaign, and through prompt response and (where appropriate) refutation, managed the situation.
	M&C aspects of Ascot successfully completed to ensure residents are well informed as to all the implications of the event.		July 2005	Completed	The success of Royal Ascot's stay in the city was often put down to the success of the traffic plan. A key element of the traffic plan was its communication, to race goers and the city as a whole. The m&c team split itself four ways with a radio team making live broadcasts on traffic information at Radio York, a press office at Fulford Road police station to deal with Ascot specific inquiries, a presence at the racecourse itself and a the continuation of a non-Ascot press office. The end result was a successful traffic plan and a success for the city.

	The Council's reputation with its key audiences (especially the people of York) is protected and enhanced.		On-going	Completed	The high profile of some of negative stories may have given the wrong impression - the press office's statistics show that positive stories outnumber negative stories two to one most months and that neutral stories were the largest category of story throughout the year. The production of brochures, leaflets, flyers, posters and other publicity materials for all parts of the council, with associated branding, copywriting, plain Englishing, proofing and print buying, is a major function of the m&c team, and an essential tool in representing the council's work. The council's website doubled the number of visits in under two years. It played a major part in all of the communication issues facing the organisation, whether Ascot or the twin bins scheme. Several of the council's other communications use the website as a very cost effective tool - most campaigns now have a web element and in future consultation will increasingly have an online dimension, depending upon the audience.
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Critical Success Factors in Service Plan not included in Council Plan.

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
	More proactive approach to media management			Completed	See above
	Ensuring a fully staffed, reactive and proactive press office			Completed	Staffing levels satisfactory throughout the year - allowing for successful press office function
	Emphasising regular and systematic internal communications			Completed	See above
	Ensuring Council teams have useful research to enable understanding of the needs of customers and improvement			Completed	See above
	Maintaining and improving the Print Unit			Completed	The Print Unit was in a period of transition in 2005/06, getting new equipment in the summer and operating with full staffing capacity for the first time in two years. With new and improved equipment it is now in a much better position to provide a high quality service to the council, both in terms of quality and speed. A marketing push took place in the autumn and further marketing campaigns are planned for next year.

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END (2005/06)

DEPUTY CHIEF EXECUTIVE

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
4	Delivering Community Safety Plan*	1. Produce an agreed 3-year Community Safety Strategy	Jun-05	Completed.	Completed.
		2. Complete a review of Safer York Partnership, and implement agreed improvements	Sep-05	Completed.	Consultants have been appointed to review the staffing structure and have fed back options to the SYP Executive on 22 September. The SYP Board will take the final decisions on staffing structure, however, none implemented to date. This issue will be addressed as part of the partnership delivery arrangement and LSP strategic capacity building.
		3. Achieve a 3% reduction in the number of residents concerned about young people causing a nuisance	Mar-06	Completed.	Coli 22. 04/05 - 67%. 05/06 53%. Giving a 6% reduction in number of residents concerned.
8	Develop organisational culture.	1. Use communication of the vision to create a shared sense of purpose	Sep-05	On-Going	Vision incorporated into Strategic Planning
		2. Devise ways of celebrating success at team and whole council level	Dec-05	Outstanding	No progress

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END (2005/06)

PERFORMANCE IMPROVEMENT

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
8	Partnership working and support for WOW*	1. Deliver report on progress made in first year of Community Strategy	Jul-05	Completed.	Completed.
		2. Select specific themes from the Community Strategy for in-depth work (e.g. smoking cessation and city festivals)	01/09/2005 (new deadline Sept 06)	On-going	Cross cutting areas have been identified. Now overtaken by Local Area Agreements.
		3. Develop and agree Anti-Poverty strategy	01/03/2006 (new deadline Sept 06)	On-going	Work continuing with the York Inclusion Forum. A draft anti poverty strategy now exists. Now need to begin consultation on this with a wider audience within council and partner agencies.
8	Provide a better response to customer feedback.	1. Ensure that strategic and service planning is informed by customer feedback	Mar-06	On-going	Included in service planning guidance. Resident views included in developing Corporate Strategy improvement statements. Now a matter of mainstreaming this activity.
		2. Review how customer complaints are reported and responded to – and used to inform improvement	01/03/2006 (new deadline July 06)	On-going	Corporate complaints group set up and working to determine standards (Suzan). Easy@York programme including it is service improvement work. (Colin).
8	Provide better clarity, focus and prioritisation#	1. Improve performance management systems, including improving service planning	Apr-06	Completed.	New performance monitoring in place including joint session with the Executive. Corporate strategy completed which will feed into service plans.
		2. Improve project / programme management	Apr-06	Completed.	Easy@York being managed through Prince2. Prince 2 training/awareness courses. To be included in management competencies courses run as required.
		3. Improve awareness of council vision, priorities and key deliverables	Sep-05	Completed.	High level deliverables included in corporate planning list. Performance Monitor to include HLD's. Continuing through CLG. Included in Corporate Strategy and annual council plans.
8	Develop a Short Term and Medium Term picture of the organisation*	1. Agree a short term improvement plan	Jun-05	Completed.	Reported to Executive in July.
		2. Agree a 5-year strategic plan showing the 'flight plan' for required changes with milestones	01/12/2005 Revised April 06	On-going	Timescale now revised. Strategic planning process being carried out via CLG. Corporate Strategy to be agreed in May 2006. Now developing a 3 year organisational effectiveness programme.
8	Improve political and managerial leadership	1. Joint Executive Members / CLG and other strategic meetings	Jan-06	On-going	First meeting of CMT and Leader on 29th September 05.
		2. Develop better ways of working with Executive and Shadow Executive members, and use EMAPs as vehicles for regular reporting of performance and improvement strategies	Apr-2006	On-going	Changes being made and now needs to be embedded to be more effective.
		3. Devise a leadership development programme, including a "transforming performance" element	Sep-05	On-going	Report going to CMT on 17th May on Leadership and Management competencies.

8	Develop strategies and systems to improve links and corporateness.	1. Embed CLG as a forum to help link strategies and forge the agenda for change	Dec-05	Completed.	CLG established.
		2. CLG to undertake strategic planning which sets out the future direction of the council	Dec-05	Completed.	Corporate Strategy completed. On-going involvement of CLG to deliver.
		3. Ensure a council-wide overview and corporate ownership of S-T and M-T improvement plans	Dec-05	Completed.	Being developed through CLG and self assessment for CPA. Corporate Strategy and organisational effectiveness programme to provide focus and ownership.
Aim	High Level Deliverable	Supporting actions	Deadline	Complete	Progress Update
8	Deliver service improvement in poorer performing areas	1. Develop and agree a programme of process improvement projects based on our improvement priorities	01/07/2005 (new deadline July 06)	On-going	Programme established but needs to clearly tie all improvement reviews together. An overall review programme is now being developed.
		2. Develop and implement strategies to increase understanding of the council's agreed service improvement approach (incorporating process improvement roll out through the leadership development programme)	Sep-05	On-going	On-going work via leadership and development programme. Further training courses run October 2005 and are now being reviewed.
		3. Improve data and performance measures available in priority service areas to aid service improvement	Mar-06	On-going	On-going in Service improvement projects including easy@york and measures included in the Corporate Strategy.

Critical Success Factor in Service Plan not included in Council Plan

Aim	High Level Deliverable	Supporting actions	Deadline	Completed	Progress Update
	Joint planning and performance reporting arrangements agreed with major partners, including implementation of the Without Walls Performance Management Framework.		On-going	On-going	To be further developed via the LAA process.
	Development of better measures to support the council's service improvement approach.			On-going	Integrated into Corporate Strategy actions.
	Implementation of integrated service and financial planning cycle.			On-going	Planning cycles aligned. Further work required to fully integrate the two processes.
	Agreement to a way forward that promotes a culture of equality and inclusion within the Council and its partners.			On-going	Approach agreed. Now being implemented with Inclusive York Forum throughout the council.

CHIEF EXECUTIVE'S HIGH LEVEL DELIVERABLES - YEAR END (2005/06)

DIRECTORATE CROSS CUTTING ISSUES

Aim	Cross cutting deliverable	Supporting actions	Deadline	Completed	Progress Update
	Equalities	1. All services to have commenced their Equality Impact Assessment reviews by May 05 to contribute to the corporate target of Equality Standard Level 2.	May-05	Part	Final evidence to EIA's required, following receipt of comments from the Equality Team. Two service areas outstanding EIA full evaluation.
		2. Improvement plans, Objectives and measures to be reflected in work/service plans.	Apr-06	Part	All CX Service Plans contain elements of the equality actions and measures.
		3. Implement the actions from the Directorate Equalities Action Plan which were reported to the Community 'spotlight on Equalities' Conference held in March 05.	By end of January 2006 to be able to report back progress.	Part	On-going progress made against actions.
	Employee Development and Succession Planning.	1. All appraisal processes to include development actions and future potential for advancements.	Sep-05	Part	Corporately - Revisions to the appraisal process are continuing. Chief officer appraisal (on a light touch basis given current organisation change) has been rolled out and has been cascaded within the organisation. Management changes have impacted on Chief Executive's appraisal results.
		2. Training plan for Directorate and Council in place.	Apr-06	On Going	Training plans will be developed as an outcome from the revised appraisal process
		3. Key skills and critical posts identified with formal succession arrangements developed.	Apr-06	On Going	The further development of the competency framework will allow key skills identification and link into other HR processes in order to allow effective and ethical introduction of succession plans
Aim	Cross cutting deliverable	Supporting actions	Deadline	Completed	Progress Update
	Staff Opinion Survey.	1. Develop and implement an action plan to address issues resulting from the staff survey.	On-going. Staff survey due in October 2005.	On Going	Currently working with managers and staff in Chief Executive's. Have identified key issues and directorate actions are now being planned.
	Health & Safety.	1. Revise existing safety and risk arrangements and procedures, in line with the recommendations made within the QSA H&S Audit Report (03) and implement.	On-going. Next QSA H&S Audit held in November 2005.	On-going	With the introduction of new corporate policies produced by HR, the review of existing directorate policies has now been put on hold. Energies are being focussed on consulting staff and implementing the actions from the corporate policies. Currently in the process of developing a new workplan that helps to monitor progress towards meeting the new corporate standards. Managers are now attending training courses which support the new policy framework. A directorate budget has been sourced to run an annual fire safety training course, for which 12 staff undertook training in 05/06.
	Safer City (Section 17 Crime & Disorder Act).	1. To contribute to the safer city priorities with a focus on the new Community Safety Plan 2005-2008.	On-going.	On-going	All 2006/07 Service Plans now include Safer City actions.

Aim	Cross cutting deliverable	Supporting actions	Deadline	Completed	Progress Update
	Information Technology.	1. To meet the requirements and deadlines of e-government and easy@york project.	On-going.	Completed	The directorate took a lead role in ensuring that web based data satisfied the BVPI 157 requirements, which was successfully completed on target in December 2005.
				Part Pending	IT bids have been limited due to easy@york, one bid was put forward relating to YOT (Careworks YOT Migration Project) which relates to an upgraded system which will no longer be supported after March 2007. A HR bid which relates to Delphi and Business Objects software is pending a review of sickness absence by central audit.
				Pending	An IT strategy for the directorate is currently on hold pending Chief Executive's directorate restructure.
	Risk Assessment/Business Continuity.	1. To identify and manage the directorate's strategic and partnership risks.	On-going	On-going	The directorate has reviewed its risk assessments and these have now been scored. A new computer system is being introduced by Resources to allow risks to be viewed and managed on-line. Currently providing additional information to satisfy system requirements.
		2. To identify service operational risks, available on CouncilNet when developed.	Operational Risks by April 05. Need to complete for all areas.	Part	Operational risks are identified at the same time as the 05/06 service planning process. A Directorate risk champion has been made responsible for coordinating the completion of operational risk registers'.
Aim	Cross cutting deliverable	Supporting actions	Deadline	Completed	Progress Update
	Risk Assessment/Business Continuity (Continued).	3. To ensure that appropriate business continuity arrangements are in place, reviewed and maintained for the directorate's services, addressing the needs of the Civil Contingencies Act 2004.	Phased implementation commencing April 2005 - 2007/8.	On-going	The directorate has identified its critical services. A business impact assessment has been undertaken for all service areas within the directorate. Training and awareness is now being looked at by the Business Continuity Group representatives which will be trialled prior to utilising in directorate.
				Completed.	Running concurrent with the business continuity exercise, service managers were involved in providing relevant information to help produce the directorate's Fuel Plan, which is now completed.
	Financial Management	1. To manage overall out-turn against budget to <100%.	On-going	On-going	Chief Executive's have underspent the directorate revenue budget by £187k during 2005/06. This represents a 1.6% variance on the gross expenditure budget of £11.5m.
		2. To hold specific savings review sessions with Heads of Service to achieve targets.	On-going.	On-going	Budget discussions are held at DMT meetings and a Chief Executive Service Manager meeting was held on 18 August to look at the longer term savings issue. A presentation on Gershon was arranged in September for Service Managers to raise awareness of the financial and non-financial saving targets which need to be achieved. Another session is being arranged in May to provide an update and the 3 year efficiency programme and links to a medium term financial strategy. A list of budget pressures is also being managed closely to try to address the issues in-year. Work is also being carried out to improve the directorate's performance against BVPI 8 - invoice processing.

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CORPORATE MEASURES - CORPORATE HEALTH

Code	Customer	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
CG2	% of phone calls answered with 20 seconds	8.2	94%	94%	94%	93.3%	95%	Stable	No	95%	95%	95%	■	■	■	High
CG3	% of letters replied to within 10 working days	8.2	90%	80%	79%	94.0%	95%	Yes	No	95%	95%	95%	■	■	■	High
CG4	% of visitors seen by an officers within 10 minutes	8.2	99%	99%	98%	99.0%	100%	Stable	No	100%	100%	100%	■	■	■	High
CG5	% of visitors referred to the correct officer within a further 10 mins	8.2	99%	99%	98%	97.0%	100%	Stable	No	100%	100%	100%	■	■	■	High
CM10	% of stage 2 complaints responded to and problem solved within 10 working days	8.2	87%	72%	68%	76.0%	95%	Yes	No	95%	95%	95%	■	■	■	High
CM11	% of stage 3 complaints responded to and problem solved within 10 working days	8.2	84%	67%	55%	40.0%	95%	No	No	95%	95%	95%	■	■	■	High
COLI 60	Number of the Local Government Ombudsman complaints to the Council that resulted in maladministration	8.2	1	0	0	1	1	Stable	No	0	0	0	■	■	■	Low
Code	Staffing Indicators	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
COLI 58a (amended)	% of staff turnover (including retirements, resignations, dismissals and redundancies)	8.8	New indicator for 2004/05	New indicator for 2004/05	17.75%	13.09%	16.50%	Yes	Yes	12.00%	11.50%	11.00%	■	■	■	Low
BVPI 12	Number of working days/shifts lost due to sickness absence	8.8	12.3 days	12.2days	13.5 days	12.48	12 days	Yes	No	11.5	11	10	8.78%	9.53%	10.45%	Low
CP13a	No of days lost for stress related illness divided by all full time equivalent staff	8.8	2.89 days	2.4 days	2.5 days	1.97	2.2 days	Yes	Yes	1.8	1.6	1.4	■	■	■	Low
BVPI 14	% of early retirements as a % of total workforce	8.8	0.09%	0.09%	1.07%	0.78%	0.50%	Yes	No	0.50%	0.40%	0.20%	0.25%	0.50%	0.69%	Low
BVPI 15	% of ill health retirements as a % of total workforce	8.8	0.24%	0.20%	0.22%	0.29%	0.20%	No	No	0.25%	0.20%	0.15%	0.19%	0.27%	0.33%	Low
Coli 54	% of staff surveyed who know what the council is trying to achieve.	8.7	No survey	61%	No survey	60%	63%	Stable	No	No survey	64%	No survey	■	■	■	High
Coli 55	% of staff surveyed understand how their job contributes towards the Council's objectives.	8.7	No survey	72%	No survey	66%	75%	No	No	No survey	69%	No survey	■	■	■	High
Coli 56	Staff expressing satisfaction with their jobs	8.8	No survey	69%	No survey	70%	70%	Yes	Yes	No survey	73%	No survey	■	■	■	High
Coli 57	% expressing satisfaction with the way they are managed.	8.8	No survey	61%	No survey	64%	65%	Yes	No	No survey	67%	No survey	■	■	■	High
CP14	% of staff who have had an appraisal in the past 12 months	8.8	75.00%	33.70%	73.53%	74.48%	80.00%	Yes	No	80.00%	85.00%	95.00%	■	■	■	High
CP11a	Number of RIDDOR accidents among Council staff	8.8	73	45	58	61	55	No	No	61	59	56	■	■	■	Low

Code	Equalities	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
BVPI 2a	The Level of the Equality Standard for local government to which the authority conforms in respect of gender, race and disability	6.9	Level 1	Level 1	Level 1	Level 2	Level 3	Yes	No	3	4	4	■	■	■	High
BVPI 2b	Duty to promote race equality: Quality of authorities Race Equality Scheme (measured as the proportion of 19 questions to which the authority can answer yes)	6.9	40%	45%	58%	74%	74%	Yes	Yes	74%	95%	95%	84.00	69.00	57.00	High
BVPI 16b	% of economically active population in the local authority area declaring that they meet the Disability Discrimination Act 1995 definition	6.9	11.70%	11.70%	11.70%	11.70%	not set	Stable	n/a	11.70%	11.70%	11.70%	19.30%	15.52%	7.93%	n/a
BVPI 17b	% of the economically active population (aged 18-65) from ethnic minority communities in the local authority area	6.9	2.35%	2.35%	2.35%	2.35%	not set	Stable	n/a	2.35%	2.35%	2.35%	104.80%	90.00%	69.30%	n/a
BVPI 16a	% of employees with a disability	6.9	1.46%	2.21%	2.19%	1.90%	2.20%	No	No	2.10%	2.30%	2.50%	2.49%	2.08%	1.13%	Low
BVPI 11a	% of women in top 5% of earners	8.8	46.00%	45.00%	48.00%	44.00%	49.00%	No	No	45.00%	46.00%	47.00%	47.10%	41.40%	37.88%	High
BVPI 11b	% of ethnic minorities in top 5% of earners	8.8	0.70%	0.70%	0.00%	0.00%	1.00%	No	No	1.00%	2.00%	3.00%	3.84%	2.87%	0.80%	High
BVPI 11c	% of disabled staff in top 5% of earners	8.8	new for 05/06	new for 05/06	4.32%	5.72%	5.00%	Yes	Yes	6.00%	6.50%	7.00%	■	■	■	High
BVPI 17a	% of employees from ethnic minorities	6.9	1.01%	1.10%	1.23%	1.38%	1.30%	Yes	Yes	1.50%	1.75%	2.00%	5.70%	4.70%	1.20%	High
Code	Other	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
Coli 59	% of BVPIs above unitary national average	8.2	53%	56%	62%	not available	66%	n/a	n/a	not set	not set	not set	■	■	■	High
COLI 85	% of registered participants satisfied with current public participation scheme	6.1	New	New	New	68	75%	n/a	No	80%	85%	90%	■	■	■	High
COLI 86	% of existing disadvantaged customer groups satisfied with current public participation scheme.	6.1	New	New	New	75%	75%	n/a	Yes	Delete	Delete	Delete	■	■	■	High

CORPORATE MEASURES - COMMUNITY SAFETY

Code	Crime	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2008/09 target	High Performance	Average Performance	Low Performance	Good Performance is?
BVPI 198	The number of problem drug mis-users in treatment per 1000 head of population aged 15-44	4.5	New indicator for 2003/04	7.81	9.84	10.45	9.22	Yes	Yes	10.87	12.29	not set	63.60	50.30	15.60	n/a
BVPI 225 (prev BV 176)	Actions Against Domestic Violence: % of 11 best practice questions to which the authority can answer yes	5.1, 4.5	n/a	n/a	New indicator for 2005/06	Actual not available to report	63.6%	n/a	n/a	tba	tba	tba	1.10	0.85	0.40	High
BVPI 226a (prev BV 177)	Total amount spent by the local authority on Advice and Guidance services provided by external organisations	8.2	n/a	n/a	New indicator for 2005/06	£370,710	£250K	n/a	No	£376,435	£380,871	£385,418	100.00	71.30	46.90	n/a
BVPI 226b (prev BV 177)	% of monies spent on Advice and Guidance services provision which was given to organisations holding the CLS Quality Mark at 'General Help' level and above	8.2	n/a	n/a	New indicator for 2005/06	52.78%	75.0%	n/a	No	53%	53%	53%	■	■	■	High
BVPI 226c	Total amount spent by the local authority on Advice and Guidance in areas of housing, welfare benefits and consumer matters which is provided directly by the authority to the public	8.2	n/a	n/a	New indicator for 2005/06	£467,063	£500K	n/a	No	£465,968	£477,618	£489,558	■	■	■	n/a
CC2	% of people feeling that York is a safe city in which to live	4.1	48%	49%	47%	50.60%	55%	Yes	No	58%	62%	64%	■	■	■	High
CD3	Average number of people attending Ward Committee meetings	6.1	36	40	27.7	30.1	37	Yes	No	33	35	37	■	■	■	High
CG12	% of people who feel the Council keeps them informed	8.1	63%	61%	53%	50%	56%	No	No	53%	56%	59%	■	■	■	High
CG13	% of people surveyed satisfied with the amount of information provided by the Council	8.1	72%	63%	46%	46%	49%	Stable	No	52%	55%	58%	■	■	■	High
Coli 15	% of York residents concerned about vandalism	4.1, 4.2	58%	68%	68%	45%	61%	Yes	Yes	43%	41%	40%	■	■	■	Low
Coli 16	% York residents concerned about speeding	4.1, 4.2	61%	69%	73%	62%	69%	Yes	Yes	60%	59%	54%	■	■	■	Low
Coli 22	% of people concerned about young people causing a nuisance	4.3	46%	61%	67%	53%	58%	Yes	Yes	49%	45%	4%	■	■	■	Low
Coli 28	% of residents willing to report crime and anti-social behaviour.	4.1	60%	55%	57%	76.30%	63%	Yes	Yes	78%	80%	81%	■	■	■	High
Coli 29	% of people concerned about going out alone in York.	4.1	34%	30%	27%	25%	25%	Yes	Yes	24%	20%	19%	■	■	■	Low
Coli 30	% of people concerned about leaving the house empty	4.1	52%	60%	55%	44%	51%	Yes	Yes	42%	40%	35%	■	■	■	Low
Coli 32	Number of criminal damage cases in the York area recorded by police	4.2	4432	5188	4568	4381	4300	Yes	No	4212	4034	not set	■	■	■	High
Coli 40	Number of people participating in ward committee decisions each year	6.1	7129	4935	3554	4858	370	Yes	Yes	4200 per LAA	4500 per LAA	4800 per LAA	■	■	■	High

Code	Crime	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2008/09 target	High Performance	Average Performance	Low Performance	Good Performance is?
Coli 53	% of residents who feel that the council takes their views into consideration when making decisions which affect them.	8.1	33%	32%	25%	29%	28%	Yes	Yes	30%	33%	36%	■	■	■	High
BVPI 126	Domestic burglaries per 1000 households	4.6	27.1	28.9	13.64	13.08	22.61	Yes	Yes	22	21.3	not set	100.00	15.58	17.85	Low
BVPI 127a (amended)	Violent crime per 1,000 population	4	New indicator for 2004/05	New indicator for 2004/05	23.5	21.97	17.79	Yes	No	19.03	17.9	not set	4.99	11.3	14.35	Low
BVPI 127b (amended)	Robberies per 1,000 population	4.3	New indicator for 2004/05	New indicator for 2004/05	0.93	0.67	not set	Yes	n/a	0.99	0.98	not set	8.56	13.62	17.76	Low
BVPI 128	Number of vehicle crimes per 1000 population	4.6	23.3	23.8	14.93	16.65	18.7	No	Yes	16.65	15.00	not set	12.63	16.41	17.6	Low
COLI 32	Number of criminal damage cases in the York area recorded by police	4.2	4435	5186	4568	4381	4300	Yes	Yes	4212	4034	not set	■	■	■	High
BVPI 174	The number of racial incidents reported to the authority and subsequently recorded, per 100,000 population	4.2	12.10	23.00	24.03	25.95	n/a	Yes	n/a	n/a	n/a	n/a	■	■	■	n/a
BVPI 175	The percentage of racial incidents reported to the authority that resulted in further action	4.2	100%	100%	100%	100%	100%	Stable	Yes	100%	100%	100%	■	■	■	High
Code	Young Offenders	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
COLI 21	The average number of offences committed by persistent young offenders (PYO)	4.3	3.9 offences per PYO	4.3 offences per PYO	3.2 offences per PYO	2.8 offences per PYO	3.1 offences per PYO	Yes	Yes	Not set	2.8 offences per PYO	not set	■	■	■	Low
COLI 25	Young Offenders: % of asset assessment completed	4.3	82%	90%	93.70%	95.80%	100%	Yes	No	93.7%	95.8%	100.0%	■	■	■	High
COLI 26	% of Young offenders aged 10-17 who are supervised by YOT in training and jobs.	4.3	73%	73%	71.30%	57%	90%	No	No	90%	90%	90%	■	■	■	High
COLI 64	% of York's young offenders who re-offend	4.3	34.4%	34%	42%	46.6%	23.8%	No	No	not set	34.60%	not set	■	■	■	Low

DIRECTORATE MEASURES - CORPORATE HEALTH

Code	Customer	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
CG2	% of phone calls answered with 20 seconds	8.2	97%	98%	97%	97%	95%	Stable	Yes	95%	95%	95%	■	■	■	High
CG3	% of letters replied to within 10 working days	8.2	99%	99%	99%	98%	95%	Stable	Yes	95%	95%	95%	■	■	■	High
CG4	% of visitors seen by an officers within 10 minutes	8.2	100%	100%	100%	100%	100%	Stable	Yes	100%	100%	100%	■	■	■	High
CG5	% of visitors referred to the correct officer within a further 10 mins	8.2	100%	99%	98%	99%	100%	Stable	No	100%	100%	100%	■	■	■	High
CM10	% of stage 2 complaints responded to and problem solved within 10 working days	8.2	n/a	n/a	n/a	100%	95%	Stable	Yes	95%	95%	95%	■	■	■	High
CM11	% of stage 3 complaints responded to and problem solved within 10 working days	8.2	n/a	n/a	100%	0%	95%	Stable	n/a	95%	95%	95%	■	■	■	High
Code	Staffing Indicators	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
COLI 58a (amended)	% of staff turnover (including retirements, resignations, dismissals and redundancies)	8.8	New indicator for 2004/05	New indicator for 2004/05	18.13%	16.80%	16.50%	Yes	No	12.00%	11.50%	11.00%	■	■	■	Low
BVPI 12	Number of working days/shifts lost due to sickness absence	8.8	n/a	n/a	8.82	8.98	8	Stable	No	<8	<8	<8	8.78%	9.53%	10.45%	Low
CP13a	No of days lost for stress related illness divided by all full time equivalent staff	8.8	n/a	n/a	1.68 days	0.45 days	2.2 days	Yes	Yes	<1.5	<1.5	<1.5	■	■	■	Low
CP14	% staff who have had an appraisal in the past 12 months	8.8	96%	89%	77%	45%	80%	No	No	100%	100%	100%	■	■	■	High
Coli 54	% of staff surveyed who know what the council is trying to achieve.	8.7	No survey	55%	No survey	64%	63%	Yes	Yes	No survey	66%	No survey	■	■	■	High
Coli 55	% of staff surveyed understand how their job contributes towards the Council's objectives.	8.7	No survey	77%	No survey	75%	75%	Stable	Yes	No survey	78%	No survey	■	■	■	High
Coli 56	Staff expressing satisfaction with their jobs	8.8	No survey	64%	No survey	57%	70%	No	No	No survey	73%	No survey	■	■	■	High
Coli 57	% expressing satisfaction with the way they are managed.	8.8	No survey	n/a	No survey	n/a	65%	n/a	n/a	No survey	67%	No survey	■	■	■	High

Code	Other Measures	CO link	2002/03 outturn	2003/04 outturn	2004/05 outturn	2005/06 Year End Actual	2005/06 target	Improving	Target met?	2006/07 target	2007/08 target	2007/08 target	High Performance	Average Performance	Low Performance	Good Performance is?
PI 1 (CP11a)	Health & Safety - RIDDORS reported (CEX)	8.8	n/a	1	0	0	0	Stable	Yes	0	0	0	■	■	■	Low
n/a	Number of workplace inspections carried out	8	n/a	n/a	n/a	57%	100%	n/a	No	100%	100%	100%	■	■	■	High
n/a	Actual against budgeted spend	8	n/a	97.80%	98.10%	98.40%	<100%	Yes	Yes	<100%	<100%	<100%	■	■	■	Low
BVPI 8	% of invoices for commercial goods and services that where paid by the authority within 30 days of such invoices being received by the authority.	8.6	92%av.	87%av.	86%av.	88%av.	95%	No	No	95%	96%	96%	93.30%	88.48%	87.07%	High

Year End Budget Monitor for 2005/06**Finance Accountant:** Katherine Finnie**Directorate:** Chief Executive's Department**Finance Manager:** N/A**Period:** Year End 05/06**Income & Expenditure**

Financial Summary – Overall Chief Executive's Department is forecast to underspend the directorate revenue budget by £187k during 2005/06. This represents a 1.6% variance on the gross expenditure budget of £11.5m. Carry forward bids totalling £80k are requested to address slippage against projects and activities.

The total underspend on the capital programme is £98k which needs to be carried forward into 2006/07 to ensure that schemes can be completed. The Chief Executive's capital programme was originally comprised of £202k of Ward Committee capital schemes in 2005/06, together with £63k of schemes rescheduled from 2004/05 into 2005/06. £58k of budget was slipped into 2006/07 in the second budget monitor.

Service Plan Areas - The table below summarises the outturn position for Chief Executive's Department per service plan area.

Service Plan Area	Approved Budget			Variation		
	Expenditure Budget £(000)	Income Budget £(000)	Net Budget £(000)	Out-turn £(000)	Under/Over £(000)	%
Chief Executive	2,243	8	2,235	2,212	-23	-1.0
Deputy Chief Executive	147	51	96	88	-8	-5.4
Human Resources	1,832	1,669	163	101	-62	-3.4
Performance Improvements	1461	606	855	807	-48	-3.3
Marketing & Communications	838	860	-22	-57	-35	-4.2
Neighbourhood Pride Unit	2,005	362	1,643	1,676	33	1.6
Civic, Democratic & Legal	3,012	759	2,253	2,209	-44	-1.5
Total	11,538	4,315	7,223	7,036	-187	-1.6

Variations

(where forecast outturn is significantly different to the approved estimate)

<u>Chief Executive</u>	Variation	
<u>Staffing</u>	-£5k	1%
Underspend due to the secondment of the Policy Assistant post for part of the year.		
<u>Operational Budgets</u>	-£11k	61%
Underspend on operational budgets across the Chief Executive's area.		
<u>Other minor variations</u>	-£7k	-
Chief Executive Total	-£23k	

<u>Deputy Chief Executive</u>	Variation	
<u>Staffing</u>	-£23k	17%
Underspend following the departure of the Deputy Chief Executive.		
<u>2004/05 Savings</u>	+£11k	100%
Cross directorate savings on staff advertising and external temps offered up in the 2004/05 budget round have not been fully achieved.		
<u>Telephones</u>	+£4k	63%
Overspend on telephone charges across the directorate.		
Deputy Chief Executive Total	-£8k	

Human Resources	Variation	
<u>Staffing</u>	-£71k	5%
Underspend due to vacancies following the HR restructure and the decision to put recruitment to vacant posts on hold pending the forthcoming restructure of the directorate.		
<u>Staff Advertising</u>	+£17k	-
Cost of advertising new posts following the HR restructure.		
<u>Training</u>	-£13k	13%
There are various reasons for this underspend including:		
Lower than expected uptake of the out of hours scheme		
More effective procurement of Health & Safety training		
Delayed training activities for the Equalities function		
Training on the new Constitution has been delayed until 2006/07.		
<u>Trade Union Facility Time</u>	+£11k	20%
Overspend due to the increased costs of TU facility time on corporate projects, together with individuals undertaking directorate work in time allocated to undertake corporate projects.		
<u>Stress Counselling</u>	+£15k	729%
Overspend on stress counselling for staff.		
<u>Redundancy Counselling</u>	-£17k	100%
The redundancy counselling budget has not been required in 2005/06.		
<u>Occupational Health Contract</u>	+£6k	20%
Costs associated with the set up of the new Occupational Health contract.		
<u>Recruitment Advertising Contract</u>	+£12k	-
Invoices from the recruitment advertising contract are charged centrally and then recharged to directorates in proportion to their spend. The overspend has resulted from a delay in establishing a correct recharging mechanism. Systems have now been put in place to prevent a reoccurrence in 2006/07.		
<u>CYC Supply Agency</u>	-£11k	103%
Over achievement of income in relation to the CYC supply agency.		
<u>Flexible Benefits</u>	-£22k	108%
The flexible benefits project is being undertaken in partnership with NYCC and has been delayed due to NYCC Project Leader going on long term sick leave. This underspend is the subject of a carry forward bid.		
<u>Operational Budgets</u>	+£7k	16%
Overspend due to the unplanned replacement of broken computers, the purchase of a software licence to the HSE Strategic Intervention Programme and pressures on admin and strategy prior to the establishment of the Job Evaluation budget.		
<u>Other minor variations</u>	+£4k	-
Human Resources Total	-£62k	

Performance Improvement Team	Variation	
<u>Staffing</u>	-£47k	7%
Underspend due to the decision to put recruitment to vacant posts on hold pending the forthcoming restructure of the directorate.		
<u>Corporate Strategy</u>	-£4k	37%
The publication of the Corporate Strategy, originally scheduled for March 2006, has had to be delayed. The underspend is the subject of a carry forward bid.		
<u>Other minor variations</u>	+3k	-
Performance Improvement Team Total	-£48k	

Marketing & Communications	Variation	
<u>Print Unit</u>		
<u>Staffing</u>	-£12k	
Underspend due to vacancies in year.		
<u>Equipment Rental</u>	-£22k	
No equipment rental was due for a small period at the start of the financial year due to a change in equipment supplier.		

<u>Operational Material</u>	+£11k	
Overspend on operational materials.		
<u>Income</u>	+£11k	
As expected the print unit has failed to meet its income target this year. There are several factors behind this, the main one being that the new copying equipment was not delivered until May so the unit got off to a very slow start to the year.		
Total Print Unit Underspend	-£12k	39%
<u>Staffing</u>	-£16k	3%
Underspend on staffing across Marketing due to staff turnover and in year vacancies.		
<u>Commissioned Work</u>	+£5k	-
Some costs of commissioned work have not been recharged to other departments due to a failure to identify where these costs have arisen. New procedures have now been put in place to ensure that this does not happen in future.		
<u>Other minor variations</u>	-£12k	-
Total Marketing & Communications Underspend	-£23k	
Overall Marketing & Communications Total	-£35k	
Neighbourhood Pride Unit		
<u>Staffing</u>	+£17k	4%
Overspend due to maternity cover, expenditure on external temps and new staff being appointed at the top of the scale.		
<u>Relocation Expenses</u>	+£6k	-
Relocation expenses paid in year for which there is no provision in the budget.		
<u>Double Taxation</u>	+£54k	97%
Expenditure on double taxation claims from Parish Councils has been higher than the budget.		
<u>Target Hardening</u>	-£9k	32%
Underspend on the target hardening project due to project slippage.		
<u>Your City / Your Ward</u>	-£4k	7%
Underspend on the publication of Your City / Your Ward.		
<u>Streets Ahead</u>	-£4k	14%
Underspend on the publication of Streets Ahead		
<u>Burton Stone Community Centre Staff</u>	-£18k	27%
Underspend due to staff vacancies.		
<u>Other minor variations</u>	-£9k	-
Neighbourhood Pride Unit Total	+£33k	
Civic, Democratic & Legal		
<u>Legal Services Staffing</u>	+£10k	2%
Overspend on external temps (£43k), and recruitment consultants, partially offset by staff vacancies (£39k).		
<u>Staff Advertising/Recruitment Consultants</u>	+£8k	624%
Expenditure on staff advertising and recruitment consultants has been higher than the budget.		
<u>Solicitors' Practising Certificates, Training & Books</u>	+£7k	55%
It is a Law Society requirement that all legal staff must have at least 16 hours of professional training in year and must have an up to date practising certificate. The cost of complying in 2005/06 has been higher than the available budget.		
<u>Safer Cities</u>	-£25k	100%
The money set aside for further investment in Safer Cities has not been spent in year.		
<u>Review of the Constitution</u>	-£17k	100%
The budget set aside to fund the work on Review of the Constitution has not been spent in year.		
<u>Office Move</u>	+£7k	-
Expenditure on office equipment, computer hardware and office redecoration following the Legal Services move to Kings Court.		

<u>Income</u>	-£24k	94%
Recharges to other directorates for Employment Advice has been higher than budgeted.		
<u>Mayoralty & Ceremonial</u>	+£12k	25%
Staffing overspend on the regrade of the Civic Secretary's post, together with expenditure on relief for Civic Support staff.		
<u>Electoral Registration</u>	+£23k	22%
Expenditure on temporary staff which is necessary to maintain statutory services following changes in legislation which has resulted in a large increase in workload.		
<u>Democracy Support Group Staffing</u>	-£40k	15%
Underspend due to the decision to put recruitment to vacant posts on hold pending the forthcoming restructure of the directorate.		
<u>Corporate Subscriptions</u>	-£14k	13%
The subscription to the Yorkshire and Humberside Regional Assembly has been reduced from 2005/06.		
<u>Political Assistants</u>	-£10k	20%
Underspend due to staff vacancy in year and a new member of staff being appointed at the bottom of the scale.		
<u>Licensing Panel Costs</u>	+£17k	-
Total cost of the running the new Licensing Panels.		
<u>Members Allowances</u>	+£6k	1%
Overspend on Members Allowances, conferences and data protection expenses.		
<u>Scrutiny</u>	-£7k	6%
Underspend due to staff vacancies and also a member of staff who is not in the pension scheme.		
<u>Other minor variations</u>	+£3k	-
Civic, Democratic & Legal Total	-£44k	
Chief Executive's Department Total Underspend	-£187k	

Pressure Points

Chief Executive's Department has a number of budget pressures, including:

- An ongoing overspend of £23k in the Electoral Registration Section due to the need to employ additional staff to maintain statutory services following changes in legislation.
- A £26k Print Unit income target received as part of the Marketing & Communications Best Value Review which has never been achieved.

In addition total savings of £52k (£36k for a post in Marketing and £16k savings on recruitment advertising across the directorate) have been offered up in 2006/07 relating to the production of a monthly Your City. At this stage it seems unlikely that this will go ahead, with the result that these savings are no longer achievable.

Progress on Growth & Savings Targets

Growth:

The £25k growth for investment in Safer Cities has not been spent in 2005/06. All other growth items have been achieved.

Savings:

All savings items included in the 2005/06 budget have been achieved with the exception of the £8.75k saving on Stress Counselling, which has overspent in 2005/06. In addition there is still an outstanding saving of £11k from 2004/05 which has yet to be made.



Meeting of the Executive Members for City Strategy and Advisory Panel

7 June 2006

Report of the Director of City Strategy

Economic Development Programme 2006/07

Summary

1. The report, and the programme set out in the more detailed schedule in the Annex, sets out key issues, priorities and actions for next year. This follows discussion at the Economic Development Board on 14 March 2006 and Members are asked to agree the programme.

Background

2. The wider, strategic, framework for the Council's economic development programme is provided by the "Thriving City" theme within the Community Plan for 2004 -14, for which the Economic Development Board has lead responsibility. The Thriving City theme has the following strategic objective:

"To support the progress and success of York's existing businesses and to encourage new enterprises in order to maintain a prosperous and flourishing economy that will sustain high employment rates.

3. However, the importance of the economy – and therefore of the economic strategy and programme – extends well beyond this particular theme within the Community Plan. A strong and successful economy, generating enhanced employment options and incomes, contributes to, defines and enables action in relation to lifelong learning, anti-poverty, social inclusion, anti-social behaviour, housing provision cultural provision, spatial planning, transport and environmental quality. There are therefore strong linkages into other themes across the Community Plan and greater integration across the different themes is a priority for the Without Walls Board. Within the Council, the creation of the Directorate of City Strategy – to include lead responsibility for the Local Strategic Partnership (Without Walls) and Local Area Agreements – is aimed at facilitating that integration across strategies.
4. Within the Council Plan, the Thriving City theme is complemented by Corporate Objective 3, "Strengthen York's economy", and the economic development programme (set out in draft in the Annex to this report) defines the actions that are focused on achieving these Community Plan and Corporate Objectives. As with the Community Plan, greater integration of strategies across the Council's functions is a priority – again, covered by the remit for the Directorate of City Strategy

5. The following paragraphs highlight a number of key issues that will be prominent over the next 12 months – and that will therefore influence the content of the economic development programme for 2006/07:

Key Issues and Priorities for 2006/07:

- a) Paragraph 3 above highlights the balance required in terms of **maintaining economic success (sustainable economic success)** while also **ensuring that local people and businesses are in a position to benefit from that success**. Continuity of action in areas such as Science City York, tourism, the city centre and key development sites is therefore essential but focus is also required on action to ensure that local people have the skills and opportunity to benefit from the jobs that are created – increasing income levels. This also meets the business agenda in terms of providing the workforce that York's future economy will need – avoiding, for example, the need to depend on importing labour with all the issues that are associated with that.
- b) This points to an increased emphasis on activity related to identifying **skills needs and supporting people into employment**. This should involve linking activity within the Thriving City and Learning City themes within the Community Plan to pull together a "Skills Strategy" for the York economy and pulling together mainstream funding to focus on priority areas. The Lifelong Learning Partnership has a key role to play in this respect – but having a clear economic/employment focus, and working with key partners such as Science City York, York College, Higher York, schools, training providers, Future Prospects, businesses and key sectors of the economy.
- c) The opportunity to contribute towards and influence agendas such as **lifelong learning, poverty, social inclusions, and anti-social behaviour** is very clear and the opportunity exists to take this forward through the more integrated approach outlined in the "Strategic Context" section above, involving the LSP.
- d) The work within the **Local Strategic Partnership** will have a particular focus on the need to develop **Local Area Agreements** and to have them in place by April 2007 – including the enterprise/economy block. This will need to be reflected in the programme for next year.
- e) The relationship between **the economy and spatial planning, environmental quality and housing objectives** is also vital and this will have a particular focus through the development and examination of both the Regional Spatial Strategy and Local Development Framework over the next 12 months.
- f) **Regional, Leeds City Region and Sub-Regional issues** will also feature prominently. The revised regional Economic Strategy is in place but Yorkshire Forward is in a period of review in terms of its investment planning framework. This links into the wider regional governance/city region debate and economic development work in the future will need to reflect – and where possible – influence these agendas. In the meantime, the Sub-Regional Investment Plan is also under review.
- g) York's position as one of **6 national Science Cities** will also provide an important focus for action during 2006/07 – working with the other cities and government to agree a joint agenda and future framework for action, feeding into the next Comprehensive Spending Review. Additional funding from the Northern Way project (potentially £2.6m) could also be available. York's role within the region,

city region and sub-region – by virtue of being the region’s “Science City” – should also be defined and developed. Science City York, while focusing on the 4 year business plan agreed with Yorkshire Forward, will be at the heart of these discussions – with the three key stakeholders (Council, University and Yorkshire Forward) directly involved. A new Science City Stakeholders Group will consider options for revised governance arrangements geared to the new national agenda.

- h) The economic strategy is founded on indigenous business growth, **working with the existing business base and increasing the rate of new start-ups**: the delivery of the new managed workshops at Clifton and monitoring the regional review of business support (ensuring that provision is locally-based) will be key areas of work for 2006/07.
- i) The introduction (by Yorkshire Forward and Yorkshire Tourist Board) of a **new regional framework for tourism** will also be a key influence on activity in 2006/07. This will involve the development of a long-term Area Tourism Plan that will define future priorities for investment (and feed into the Sub-Regional Investment Plan). At the same time, sustaining activity to maintain York’s competitiveness is a constant priority. First Stop York will take on formal responsibilities as an Area Tourism Partnership (as defined in the regional framework). Major investment priorities such as the Minster East End and the cultural Quarter also need to be progressed.
- j) The emergence of the **City Centre Partnership** in 2005/06 and the **strengthening of the Council’s City Centre Operations team** will also be a key feature – the Partnership’s business plan and development of Business Improvement District proposals complemented by a review of city centre events and action to improve standards in operational areas.
- k) **Major developments** will also feature prominently: Heslington East (University of York) enquiry starting in April, York Central master planning, and progress on key sites such as Castle Piccadilly, Hungate, Terrys, the Barbican and Vanguard (Monks Cross).

Consultation

- 6. A draft programme was considered at the Economic Development Board in March, resulting in the following main points:
 - * Consider whether it is practicable to measure Science City York jobs in terms of the percentage taken by existing York residents and by socio-economic groups.
Incorporate within future survey work – every 3 years.
 - * Explore options for promoting sustainable practices among businesses, including the development of technical skills in sustainability, and renewable energy options, within businesses.

Potential to explore through the Green Business Club and business support services.
 - * Consider the potential for a general performance indicator that relates to the number or percentage of jobs generated going to York residents.
Specific surveys would be required to identify this.
- 7. Other issues discussed at the Board were the potential for a general workforce survey (likely to be covered by work on a skills survey), the use of imported employees

(especially from EU countries), and information on workforce migration (in and out of the city).

8. The Board agreed the programme subject to additional examination of performance indicators relating to the number of jobs going to York residents (probably involving periodic one-off surveys).

Options and Analysis

9. The economic development programme forms part of a sustained strategic approach to developing the York economy and meeting the employment needs of both businesses and the community. Action is therefore reviewed on the basis of responses to annual shifts in emphasis and changes in the policy framework for economic development. The issues set out in paragraph 5 represent the key influences/options for 2006/07.

Corporate Objectives

10. See paragraph 4.

Implications

11. Financial, HR, equalities, legal, and crime and disorder implications are covered through the Council budgeting and service planning processes. There are no IT implications.

Risk Management

12. Risk management processes cover all aspects of the programme, highlighted in the Service Plan that has already been agreed.

Recommendations

13. The Advisory Panel is asked to advise the Executive Leader to approve the Economic Development Programme for 2006/07, and the Executive Leader is asked to approve the Programme.

Reason: For effective delivery of activity and achieving corporate objectives

Contact Details

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Chief Officer Responsible for the report:

Bill Woolley
Director of City Strategy

Report Approved

Date

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

All

For further information please contact the author of the report or Bryn Jones, Head of Economic Development

Background Papers: Report to Economic Development Board 14 March 2006

Annexes

Annex 1 Economic Development Programme 2006/07

Key Action	Key Areas of Work	Lead/Partners	Related PI's
<p>KA1 Further develop York as a centre for leading edge, modern, knowledge and science-based businesses – one of 6 National Science Cities. This will be achieved by increasing the levels of start-ups, spin-outs and growing businesses through Science City York business development and skills development programmes.</p>	<p>* Implement 4 year Science City York (SCY) action plan (funded in part through the Sub-Regional Investment Plan) to deliver support to key clusters in:</p> <ul style="list-style-type: none"> • Bioscience & Healthcare • IT & Digital • Creative Technology Industries <p>* Support the roll-out of key specialist services to support new business ventures and growth of existing companies in York and key parts of North Yorkshire:</p> <ul style="list-style-type: none"> • 'Cluster Development' to create the right environment and support for key knowledge-based sectors to embed them locally • Business Promoter mentoring to aid early stage ventures • Proof of Concept Funds to support commercialisation and creation of new start-ups • Workforce development programmes to develop progression routes and address training needs • Public – Engagement in Science • Review appropriate infrastructure requirements for knowledge-based businesses (broadband, property etc) • Define and deliver (06/07 to 07/08) investment through Northern Way funding. <p>* Work with the University of York and Higher York partners to support enterprise and knowledge transfer activities, which also includes the development of new departments.</p> <p>* Implement new SCY organisational structure and review SCY Strategy Board on an ongoing basis to ensure it meets customer and business plan needs.</p> <p>* Work through the new Stakeholder Board (with the University and</p>	<p>Science City York lead. Key stakeholders: industry University of York, Yorkshire Forward and the City of York Council. (which is the contractual lead partner.)</p>	<p>VJ7a: no of jobs created through Science City York</p> <p>VJ7c: no of science based start-ups</p>

	<p>Yorkshire Forward) to review management arrangements that reflect the new national Science City agenda.</p> <p>* Review additional customer accreditation programmes to support professional development, standards and funding opportunities.</p>		
<p>KA2 Strengthen the competitive position of York in the leisure and business visitor market through focused marketing activities alongside investment in the tourism, heritage, cultural and conference infrastructure, and skills development activity through the First Stop York tourism partnership.</p>	<p>* Establish the new York Area Tourism Partnership from the existing First Stop York partnership as a formal part of the regional and sub-regional tourism delivery process.</p> <p>* Resolve (with the Yorkshire Tourist Board) lead responsibilities for marketing activity in the York area as part of the tourism delivery process.</p> <p>* Complete the Area Tourism Plan, link to the SRIP process and implement activities included in the Plan:</p> <ul style="list-style-type: none"> - define long term product development investment requirements and implement short-term activities (associated with SRIP funding) - engage with the cultural sector on development and support for events and festivals - progress the city centre Visitor Information Centre through the planning stage - increase the level of engagement with tourism businesses regarding good practice on quality, sustainability, skills development and promotion - maintain/update signage and information services in the city centre. 	<p>The York Area Tourism Partnership.</p>	<p>VJ8a: increase the average length of stay by 1% per annum</p> <p>VJ8b: set a target of a 5% increase per annum in tourism earnings</p> <p>VJ8c: number of annual jobs created by tourism</p>

<p>KA3 Enhance the city's broad-based economic structure, including the retail sector, the cultural sector and city centre economy. Business support services will be provided; there will be direct intervention with key sectors and businesses and important development sites will be advanced.</p>	<ul style="list-style-type: none"> * Implement City Centre Partnership business plan. * Improve standards in the city centre through role of new City Centre Operations Manager (Service Level Agreement and standards to be negotiated with CSO). * Joint action plan for Newgate Market, working with traders * Develop the role of Newgate and speciality markets in contributing to the city centre retail offer. 	<p>City Centre Partnership and CYC</p> <p>City Centre function</p> <p>CYC Market function</p>	<p>City Centre Partnership PI's to be defined in the Business Plan</p> <p>Operational PI's to be defined through revised SLAs for city centre services.</p> <p>CCP3: Percentage of stall take-ups in Newgate market.</p>
	<ul style="list-style-type: none"> * Enhance support for the retail sector. * Review the city centre events programme. * Promote City of Festivals agenda in conjunction with York @ Large * Review the delivery mechanism for business support services in the light of Yorkshire Forward's regional review – particularly the future role of York Selby and Malton Business Advice Centres Ltd. (YSMBAC). 	<p>The City Centre Partnership and joint initiatives between the Council and retail sector</p> <p>CYC/CCP joint work</p> <p>With York @ Large</p> <p>Working with Business Link and YSMBAC</p>	<p>VJ9a: Number of new customers using the Business Advice Centre, 4 Fishergate.</p>

	<ul style="list-style-type: none"> * Maintain contacts/dialogue with key businesses * Implement the managed workshop scheme at Clifton. 	<p>CYC</p> <p>CYC/YSMBAC</p>	<p>VJ9c New businesses created by the Business Advice Centre, 4 Fishergate.</p> <p>Occupancy levels and start-ups</p>
<p>KA4 Bring forward, with partners, the major York Central development opportunity – and key developments at Terrys, Hungate, Castle Piccadilly and Monks Cross.</p>	<ul style="list-style-type: none"> * Coordinate economic and employment inputs into the Local Development Framework/Regional Spatial Strategy processes (including consultancy research). * York Central Master Planning and selection of developer partner through the Board and Council City Strategy function. * Secure development of key sites in line with economic and corporate objectives through collaboration with developers and through the planning process. * Secure employment-based development on the Terry’s site that meets economic objectives – including potential for a creative technology centre linked to Science City York. * Provide the economic and employment case as it relates to the needs of Science City York at the University Heslington East inquiry. (see also KA1) * Support the enforcement of planning policies (in Development Control Local Plan) that define end-users for the city’s “quality” employment sites. 	<p>CYC: City Development Group lead with Cross-Council Regional Group support.</p> <p>CYC/York Central Board.</p> <p>CYC</p> <p>CYC</p> <p>CYC</p> <p>CYC/Science City York</p>	
<p>KA5 Work jointly with regional and sub-</p>	<ul style="list-style-type: none"> * Operate revised working arrangements (focusing on a smaller number of agreed priorities) between the Economic Development/Science City 	<p>CYC/york-england.com</p>	<p>VJ10a: Number of jobs created through</p>

<p>regional partners to promote York in order to attract high value external investment to support and add value to local business development.</p>	<p>York and york-england.com – focusing on priorities identified within other areas of the economic development programme (eg. Science City York, key sites, tourism, city centre).</p>		<p>york-england.com activities VJ10b: Number of companies created through york-england.com activities.</p>
<p>KA6 Support the University of York in its role as a key economic generator for the city through joint action involving Science City York and the Higher York Partnership, and bringing forward Heslington East.</p>	<p>* Heslington East enquiry April 2006:</p> <ul style="list-style-type: none"> • Joint work with the University on the economic case. • Provide Council/evidence through SQW/Science City York. <p>* Increase access and participation levels to higher education courses via the Higher York Partnership.</p>	<p>See KA1 in relation to Science City York involvement Higher York Partnership</p>	
<p>KA7 Maximise economic benefits for York through collaborative work at regional and sub-regional levels, including work with Yorkshire Forward</p>	<p>* Joint action with Yorkshire Forward to enhance CYC/YF collaboration and maximise the economic impact of council activities. * Define and build York’s “Science City “ role within the region. * Define York’s role and contribution to the Leeds City Region Development Programme.</p>	<p>CYC/YF CYC/YF/Univ + SCY CYC/Leeds City Region</p>	

<p>and Leeds City Region.</p>	<ul style="list-style-type: none"> * Lead and implement the Innovation Theme activity within the Key Cities/Major Urban Centres and Leeds City Region and link to Northern Way strategy. * Review Key Cities/Major Urban Centres in the context of Yorkshire Forward and government regional reviews. * Collaborate over Sub-Regional Strategic Economic Assessment (April onwards) and the revised Sub-Regional Investment Programme (September). * Respond to Yorkshire Forward's city region/sub-regional review of investment planning. * Develop cross-council integration on regional issues through the new City Strategy Directorate. 	<p>Science City York</p> <p>CYC/YF and cities</p> <p>York and N. Yorkshire Partnership Unit</p> <p>CYC</p> <p>CYC</p>	
<p>KA8 Enhance skills levels within the York workforce through partnership working with the Learning & Skills Council, Lifelong Learning Partnership, education and training providers and Future Prospects.</p>	<ul style="list-style-type: none"> * Develop a Skills Strategy for the Future York economy in conjunction with the Lifelong Learning Partnership. * Explore options to review /refocus (with LSC and Lifelong Learning Partnership) mainstream funding – maximising the use of external funding – to address the strategic priorities that are identified. * Maximise the use of Future Prospects in engaging with local people and increasing participation levels – working within the Lifelong Learning Partnership context and other agencies/projects. * Deliver, through the Council's York Training Centre, training and support initiatives targeted at those marginalised from mainstream services – working in collaboration with other providers, LSC, Job Centre Plus and the LEA. 	<p>Lifelong Learning Partnership (with LSC and CYC)</p> <p>Future Prospects/Lifelong Learning Partnership.</p> <p>York Training Centre</p>	<p>VJ3: Percentage of people obtaining work and entering learning after attending Future Prospects.</p> <p>VJ16a: No of face to face interviews at Future Prospects.</p>

	<ul style="list-style-type: none"> * Use York Training Centre and collaboration with external training providers and other public sector employees to enhance staff development levels within the Council. 	CYC, York Training Centre and partners	
KA9 Translate economic prosperity into benefits for local people in terms of income levels, quality of life, a safer city, and access/inclusion to the life of the city.	<ul style="list-style-type: none"> * Engage with key Council and external groups to increase integration of the Safer York, anti-social behaviour, housing, social inclusion, anti poverty equalities and other “quality of life” agendas with the Economic Development Programme, and increase economic development inputs into these programmes. * Advise the Credit Union of socio-economic issues to help it develop its services. * Provide a free and impartial benefits advice service through Future Prospects linked to their wider services. * Create “quality jobs” through SCY, encouraging widening participation routes and graduate retention programmes are put in place with Higher York partners. 	<p>CYC and partners</p> <p>Credit Union lead</p> <p>Future Prospects</p> <p>Science City York</p>	<p>PI’s within other areas of work.</p> <p>New PI’s:</p> <ul style="list-style-type: none"> *Income support as a % of working age population. *Household income levels and annual pay <p>Credit Union projected membership level (in their business plan).</p> <p>Develop new FP PI re number of benefits advice sessions.</p> <p>See KA1</p>
KA10 Contribute to the development of a modern, sustainable, uncongested transport infrastructure that meets the needs of the York economy. This will be achieved by strategic planning and investment through the Local Transport Plan and	<ul style="list-style-type: none"> * Local Transport Plan 2. <ul style="list-style-type: none"> - implementation through the Transport Planning Unit. - economic development inputs to shape outcomes and assist implementation. * Car Parking, Park & Ride, and FTR awareness–raising and promotion in conjunction with retailers City Centre Partnership, First Stop York partners. * Coordinate transport inputs and collaboration in relation to the economy led agendas relating to the Leeds City Region, Key Cities/Major Urban Centres, Northern Way. * Ensure that York and the regions interests are assimilated within 	<p>City Council Transport Planning Unit</p> <p>CYC</p> <p>CYC</p> <p>CYC – with private</p>	Set within LTP2

direct intervention with key rail and air operators.	development/investment proposals for the ECML and Trans-Pennine rail franchises. * Progress action on public transport links to the region's airports – involving First Stop York.	sector CYC – with private sector	
KA11 Work with neighbouring councils to develop new approaches to affordable housing.	* Collaboration with CYC Housing and City Development functions through work on the Regional Spatial Strategy, Local Development Framework “Golden Triangle” and “sustainable communities” initiatives.	CYC: facilitated by an internal, Cross-Council Regional Group.	Set within these policies
KA12 Monitor and review strategies as they relate to the economic development of the city and integrate the new City Strategy with other council strategies.	* Develop the Thriving City theme of the Local Strategic Partnership, linking into the required Local Area Agreement Economy & Enterprise block. * Review and monitor high level Local Strategic Partnership Thriving City Theme PI's and associated local PI's. * Exploit all possible external funding services. * Respond to forthcoming government Economic Development policy statements. * Provide a business intelligence service across all sectors – responding to issues and monitoring performance. * Monitor and review the city's Economic Strategy in the context of the Community Plan.	City Strategy Directorate	LAA in place by April 2007
KA13 Help deliver and influence council/departmental/group operational and management priorities.	* Inputs required in relation to CPA, Council Plan, corporate policies and processes. * Audit Commission review/inspection of Council/LSP partnership working through the Thriving City Theme (and First Stop York/Science City York activity specifically)	Economic Development Group	



Meeting of Executive Members for City Strategy and Advisory Panel

7 June 2006

Report of the Director of City Strategy

2005/06 Economic Development Finance & Performance Outturn

Purpose of Report

- 1 This report presents two sets of data for Economic Development:
 - a) draft outturn figures Economic Development for capital and revenue expenditure for the financial year 2005/06
 - b) outturn (2005/06) performance against target for a number of key indicators that are made up of:
 - Best Value Performance Indicators owned by Economic Development
 - Customer First targets (letter answering)
 - Staff Management Targets (sickness absence)

Economic Development Provisional Revenue Outturn 2005/06

- 2 The Executive Leader has received monitoring reports during the year and has been kept informed on expenditure and income trends for Economic Development. The last report was presented on 19 December 2005 covering the period up to 30 November 2005. This showed that the projected outturn for Economic Development at that time could be contained within the approved budget of £1,877k.
- 3 The latest approved budget for Economic Development for the year is £1,908k. Provisional outturn expenditure is £1,878k a gross underspend of £30k against the latest approved budget and represents a variation of 1.6% on the portfolio's net budget.

	Ec Dev £'000
Latest Budget	1,908
Provisional Outturn	1,878
Gross Underspend	<u>-30</u>
% Of Latest Gross Budget	-1.6%
Requested Carry Forwards	
City Centre Partnership	<u>25</u>
Net Underspend/Overspend	<u>- 5</u>

- 4 The gross underspend of £30k compares to a projected £nil underspend reported after the second monitoring report. The main change from the reported position is the £25k underspend in the City Centre Partnership which has resulted from a requirement to spend the Yorkshire Forward grant prior to the council's contribution. However, as part of the contract with Yorkshire Forward this contribution will need to be carried forward and spent in future years. It is necessary therefore to request a carry forward for this budget. This is primarily a presentational variation since the £25k carry forward for the City Centre Partnership had been agreed as part of the Partnership's business plan and had therefore been built into the figures reported at the last meeting. There was also a shortfall of £38k in income from Newgate Market which has been offset by reduced operating costs and other savings within City Centre Management budgets totalling £35k. Other budgets within Economic Development underspent by £8k.

Tourism Investment Fund

- 5 As reported in the second monitoring report, the majority of the work of the work was expected to be completed by the end of the year. This has been achieved but some of the architectural lighting and work on the city walls visitor information panels, interpretation and trail leaflets will not be completed until July: the funding profile for the scheme accommodates this.

York Training Centre

- 6 As reported to previous meetings the work of the York Training Centre is dependent on external contracts (wholly funded externally) and with the withdrawal of government schemes and tighter funding regimes on existing contracts, significant adjustments have had to be made to come within budget. At the previous meeting it was reported that this could be managed within budget and the Centre's reserves, and this has been achieved.
- 7 At the end of the financial year the York Training Centre reserves are £10k, following a deficit of £27k for the financial year (2.3% of turnover). This has been achieved through managing a 12% reduction in turnover and staff reductions of around 20%.
- 8 The priority for 2006/07 is to achieve a balanced budget within the year and officers are reviewing the impact of the current contract situation on the level of turnover within the Training Centre. However the management action undertaken during 2005/06 to reduce staffing levels leaves the centre in a better position to manage the situation than that of 12 months ago. A review of current expenditure requirements on a month by month basis is also being undertaken. Updates will be brought to Members as the year progresses.

Future Prospects

- 9 Future Prospects provides the local community with an access point for exploring options for employment, career development, education and training. It is a partnership organisation between City of York Council and York College. It is

funded by the partners and attracts small amounts of additional funding from appropriate sources. There has been no call for unbudgeted council resources during the year.

Carry Forward Request

- 10 As part of the City Centre Partnership contract with Yorkshire Forward, and the Partnership's business plan. The Council agreed to carry forward its own funding so that Yorkshire Forward funds could be taken up over the first two years of the project. A formal request is therefore made to carry forward the £25k underspend. This will meet the council's contractual commitment to Yorkshire Forward.

Economic Development performance indicators within the Leader portfolio

- 11 There are some marked improvements in service performance compared to 2005/06 targets, particularly in relation to:
- VJ15c: (business confidence) balance of firms expecting turnover to rise in the future rather than fall
 - VJ15e - Maintain a positive York Business Survey moving average employment figure

Areas where 2005/06 year end performance was below target are:

- VJ15d: balance of firms where turnover has grown rather than fallen.
- CCP3: Percentage of stall take ups in Newgate Market.

- 12 Performance indicators on the Economic Development service plan are attached as Annex 1.

PI Description	04/05 outturn	05/06 target	05/06 actual	04/05 vs 05/06	Actual vs. Target
VJ15a: York's unemployment rate below the regional rate	1.5% below	1.2% below	1.5% below	✓	✓
VJ15b: York's unemployment rate below the national rate	1.2% below	1% below	1.25% below	✓	✓
VJ15c: (business confidence) balance of firms expecting turnover to rise in the future rather than fall	35%	20%	29.6%	✗	✓
VJ15d: balance of firms where turnover has grown rather than fallen	23.5%	20%	16.10%	✗	✗
VJ15e - Maintain a positive York Business Survey moving average employment figure	8.6%	Above 0%	12.7%	✓	✓
CCP3: Percentage of stall take ups in Newgate Market	73%	74%	65.33%	✗	✗
VJ3: % of residents using Future Prospects' services that obtain jobs or enter training	20.50%	18%	21%	✓	✓

- 13 VJ15a (York's unemployment rate below the regional rate) and VJ15b (York's unemployment rate below the national rate) exceed the targets set for them and match or better 2004/05 performance. The smaller difference between the York and regional unemployment rates has arisen because of the relatively improved economic performance in the region. Both these indicators show that York is on target in relation to improving national economic conditions.
- 14 VJ15c (business confidence; balance of firms expecting turnover to rise in the future rather than fall) year end performance is lower than the 2004/05 outturn because business confidence in the second half of 2005 fell back due to a firmer monetary stance seen in higher interest rates, the cooling of the housing market while other factors such as higher energy prices and repayment of consumer debt resulted in lower levels of consumer demand. Despite these tightening factors, this indicator exceeded its target of 20%, achieving 29.6% for 2005/06. There was one particularly poor result relating to the fourth quarter of 2005 (at a time of steeply rising oil and gas prices), which depressed the overall average for the financial year.
- 14 VJ15d (balance of firms where turnover has grown rather than fallen) has not met its 2005/06 target and has performed below the 2004/05 outturn. The turnover indicator for the York Business Survey has exhibited a downward trend for a two-year period, which began in 2004 and accelerated in 2005. This has coincided with national economic factors that have caused concern for business; reduced levels of consumer spending, higher interest rates, a falling housing market and increased energy prices to name the principal ones. These effects have clearly had an impression on the York economy too and the level of 20% as an average for the year has been missed by 3.9% under-achievement.
- 15 VJ15e (the number of new business starts) at 12.7% has met its target of being above 0% and the 2004/05 outturn of 8.6%. Despite some difficult trading conditions, the York economy has continued to grow its employed workforce. While harder trading conditions have faced employers over 2005/06, employers have not translated these into reducing employee levels.
- 16 CCP3 (percentage of stall take ups in Newgate Market) 2005/06 year end figure of 65.33% has not achieved its 2005/06 target of 74% or performed above the 2004/05 outturn of 73%. The reasons for this indicator failing to meet its target are well known throughout the markets industry as a whole as markets are currently suffering a national decline as more out of town shopping outlets are opening. 2005/06 also had no Easter and this will have influenced the figures negatively. Stall allocations are also dependent on favourable weather conditions. An action plan has been agreed to attract more traders – including additional advertising, customer research, a new market brochure, a customer charter and an enhanced maintenance programme. There will also be action to attract new casual traders to come and stand on the market.
- 17 VJ3 (percent of residents using Future Prospects' services that obtain jobs or enter training) has exceeded the target of 18% and the 2004/05 outturn of 20.50%. It shows that this indicator is consistent and that the services at Future Prospects are being utilised by residents.

- 18 The Customer First figures show that Economic Development answered 100% of all letters for 2005/06 within the Councils 10 days standard. This exceeds the corporate target of 95%.
- 19 Year End sickness absence for Economic Development is 14.01 days per FTE. Performance does not meet the corporate 2005/06 year end target of 12 days per FTE. The figures reflect unusually high levels of long term sickness in the Economic Development Unit itself, York Training Centre and Future Prospects. Also, the former Marketing Director at york-england.com appears in the figures. Action is being reviewed to identify key issues to improve figures in 2006/07.
- 20 There are a number of other locally set performance indicators used by the Economic Development Unit to monitor and manage performance. Further detail can be obtained from the DE DS Performance Development officer.

Capital Expenditure

- 21 The 2005/06 Economic Development capital programme comprised two schemes both carried over from 2004/05 as detailed in the table below:

2005/06 Budget	£000
Small Business Workshops (Amy Johnson Way)	733.9
ABB Site Regeneration (Holgate Park)	2.2
Total	736.1

Holgate Park

Approved Budget at Q3	£2.2k
Outturn at 31 st March 2006:	£2.1k

- 22 The main arch works at Holgate Park were completed in July 2004. The capital allocation in 2005/06 has funded the payment of retentions and minor completion works. The retentions of £2.1k were paid in July 2005.

Small Business Managed Workshops

Approved Budget at Q3	£733.9k
Outturn at 31 st March 2006:	£ 27.0k

- 23 The proposals to replace the existing Small Business Workshops on the Parkside site on Terry Avenue and the Young Business Project site at Fishergate by a new Managed Workshop scheme on a site at Amy Johnson Way in Clifton Moor purchased using the Venture Fund were agreed at the Resources and Leader EMAPs in March 2006. The Amy Johnson Way Site will be sold to a developer and leased back by the Council. The new facility will be managed by York Selby & Malton Business Advice Centre Ltd (YSMBAC) – the company set up by the Council and partners to provide business support services in York and surrounding areas. Subject to the relocation of tenants and agreeing a land exchange with the Caravan Club the Parkside and Fishergate sites will be marketed for sale for development, avoiding extensive repair costs in the future and generating receipts.
- 24 Subject to planning consent it is anticipated that the new development could be in operation by April 2007.

25 There is an underspend of £706.9k against the budget as finalising the details of the most advantageous transfer arrangements took longer than anticipated and it was not possible to adjust the provision in advance of the proposed arrangements being confirmed late in the financial year. The proposals agreed at the Resources and Leader EMAPs in March 2006 mean that the Capital requirement for the scheme is £446k lower than originally anticipated therefore only £260.9k of the underspend needs to be carried forward for this project in 2006/07, releasing the remaining provision for other projects within the Capital Programme.

26 Actual spend in the year was £29.1k, an underspend of £707k compared to the budget of £736.1k.

27 The following table sets out the proposed rephasing of scheme funding.

	2005/06	2006/07
	£000	£000
Amy Johnson Way	-706.9	+260.9
ABB Site Regeneration (Holgate Park)	-0.1	0
Total	-707	+260.9

Consultation

28 The report is primarily an information report for Members and therefore no consultation has been undertaken regarding the contents of the report.

Options

29 The report is primarily an information report for Members and therefore no specific options are provided to Members regarding the contents of the report.

Implications

Financial

30 The report provides details of the portfolio revenue and capital outturn and therefore implications are contained within the report

Human Resources

31 There are no significant human resources implications within the report

Equalities

32 There are no significant equalities implications within the report

Legal

33 There are no significant legal implications within the report

Crime and Disorder

34 There are no significant crime and disorder implications within the report

Information Technology

35 There are no significant Information Technology implications within the report.

Property

36 There are no significant Property implications within the report

Other

37 There are no other implications within the report

Risk Management

38 The report is primarily a look back at finance and service performance and therefore there are no significant risks in the content of the report. It is important to consider the implications of the outturn position on the 2006/07 budget to identify whether there are any recurring issues.

39 The continued downturn in rental incomes from the Market showed a shortfall of £38k (7%) of income during the year and this will need to be closely monitored. This deficit was partly due to no Easters occurring within the Financial year and it is also anticipated that the appointment of a new Markets Manager will help to reduce this shortfall. There are also concerns over the trading position of the York Training Centre as outlined in paragraphs 6-8. The low levels of reserves means that the service needs to at worst break even during 2006-07.

40 The two above issues will be closely monitored and issues brought back to Members as part of the 2006-07 budget monitoring process.

Recommendations

41 That the Advisory Panel advise the Executive Leader to:

- note the Economic Development provisional performance and revenue and capital outturn for 2005/06;
- approve the carry forward of the City Centre Partnership budget as detailed in paragraph 10, subject to the approval of the Executive.

Reason – in accordance with budgetary and monitoring procedures

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Sian Hansom
AD Resource and Business Management

Report Approved



Date 24th May 2006

Bill Woolley
Director of City Strategy

Report Approved



Date 24th May 2006

Wards Affected:

All



For further information please contact the author of the report

Attached Annexes

Annex 1 Economic Development Performance Indicators

B

Background Papers

2005/06 Estimate Files
2005/06 Budget Monitoring Files
2005/06 Closedown Files

Annex 1: Economic Development

SP Holder	Tony Bennet	Workplans	Economic Development	EMAP	Leader of the Council / City Strategy
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Customer based improvement

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
C1: Customer satisfaction response at Future Prospects.	-	No	-	-	98%	97%			Twice Yearly		98% (2004/05)						97.50%						
Comments (please date and initial comments)	The figure of 98% was collated for 2004/05. The second survey for 2005/06 will take place in May 2006. However by using the figure collected in November this indicator is performing above the set target.																				Current	✓	
C2: VJ15a: York's unemployment rate below the regional rate	3.1, 3.2, Leader	Yes	1.9% below	1.8% below	1.5% below	1.2% below	1.3% below	1.5% below	Quarterly	1.3% below			1.3% below			1.5% below			1.5% below			1.2% below	1.2% below
Comments (please date and initial comments)	The smaller difference between the York and regional unemployment rates has arisen because of the relatively improved economic performance in the region. This is not unexpected due at least in part to the government policy of public investment to improve regional performance. Compared to an outturn of 1.5% below form 2004/05 the performance of this indicator can be seen as stable.																				Current	✓	
C3: VJ 15b: York's unemployment rate below the national rate	3.1, 3.2, Leader	Yes	1.4% below	1.4% below	1.2% below	1.0% below	1.20%	1.25%	Quarterly	1.2% below			1.2% below			1.3% below			1.3% below			1.0% below	1.0% below
Comments (please date and initial comments)	Performance for 2005/06 year end shows a continuation of performance shown in 2004/05 and keeps York on target in relation to improving national economic conditions.																				Current	✓	
C4: VJ15d: balance of firms where turnover has grown rather than fallen	3.1, 3.2, 3.5, 3.6, 7.2	Yes	New PI	New PI	23.50%	20%	12%	16.10%	Quarterly	19.7%			16.60%			15.10%			13.10%			20%	20%
Comments (please date and initial comments)	The performance of this indicator reflects national economic factors that have caused concern for business; reduced levels of consumer spending, higher interest rates, a falling housing market and increased energy prices to name the principal ones. These effects have clearly had an impression on the York economy too and the level of 20% as an average for the year has been missed by 3.9% under-achievement.																				Current	✗	
C5: VJ15c: (business confidence) balance of firms expecting turnover to rise in the future rather than fall	3.1, 3.2, 3.5, 3.6, 7.2	Yes	New PI	New PI	35.50%	20%	28%	29.60%	Quarterly	36.8%			31%			26.60%			24%			20%	20%
Comments (please date and initial comments)	Business confidence was relatively high in 2003 and 2004, benefiting from a favourable monetary policy regime and a buoyant housing market. Business confidence in the second half of 2005 fell back however despite these tightening factors, the PI of a net balance of 20% was achieved. There was one particularly poor result relating to the fourth quarter of 2005 (at a time of steeply rising oil and gas prices) which depressed the overall average for the financial year.																				Current	✓	
C6: VJ7a: Number of jobs created through Science City York	3.1, 3.2, 3.5, 3.6, 7.2	Yes	527 jobs	457 jobs	134(TBC) (July 03 - July 04)	400	no	134 (July04 - July 05)	Annual	134 July 2004 - July 2005												Not set	Not set
Comments (please date and initial comments)	This indicator is below projection for 2004/5 due to changes in business confidence levels in bioscience and IT industries, with a hold on recruitment by a number of key companies. The creative sector has however grown by over 13% compared to 2003/04. Overall SCY businesses remain on track for long-term employment growth projections to 2021, where an average growth of 4-6% in employment levels is required.																				Current	✗	
C7: VJ7c: Number of science based start-ups generated through Science City York	3.1, 3.2, 3.5, 3.6, 7.2	Yes	4	11	24	Between 10 and 15 per annum	12	24 (July 04-July 05)	Annual	24												Not set	Not set
Comments (please date and initial comments)	This follows intensive business promoter work on a number of long term projects and the creation of a new proof of principle fund.																				Current	✓	
C8: VJ8b: visitor spend assessed through economic impact modelling	3.4, 7.1, York Pride	Yes	£292.9m (2002)	£290.9m (2003)	£283.6 (2004/ 05)	£270m	yes £270m	£283.6 (2004/05)	Annual	£283.6 (2004/05)												£270m	£270m
Comments (please date and initial comments)	The performance information from 2004/05 has met the 2005/06 data. 2005/06 data is not available until July.																				Current	✓	
C9: VJ3: % of residents using Future Prospects' services that obtain jobs or enter training	2.7 3.1, 3.2, 3.5, 3.6, 6.3, 6.4, 6.6, 7.2	Yes	23.42%	22.00%	20.50%	18%	on target	21%	Bi-Annual	16.84%												16%	Not set
Comments (please date and initial comments)	This indicator has met its target and shows a 0.5% improvement over the 2004/05 year end figure.																				Current	✓	
C11: VJ9e: number of new business starts	3.1, 3.7	Yes	148	158	202	128	128	140	Quarterly	34			22			27			57			141	Not set
Comments (please date and initial comments)	This indicator has not performed as well in 2005/06 as in 2004/05. However 2004/05 was a particularly good year for business creation therefore the figure was expected to be lower. Nevertheless the target was achieved and indeed exceeded by 9.4%.																				Current	✓	

Process based improvement

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
Comments (please date and initial comments)	There are no indicators in this section of the scorecard to be reported.																				Current		

Finance based improvement

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
F4: Amount of new funding freed up	-	No	-	-	-	£70k			Quarterly	£70k													
Comments (please date and initial comments)	This target was achieved in the first quarter of 2005/06.																				Current	✓	

Staff based improvement

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
S2: Number of staff days lost to sickness (and stress)	8.8	Element of corp. PI	-	-	6.6 days (1.65 per qtr)	13.5 days		14.01 days	Quarterly	2.4 days			1.74 days			3.83			5.23			12 days	11 days
Comments (please date and initial comments)		This indicator has not met its target of 14.01 days																			Current	✘	

Indicators not on the Service Plan

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
CCP3: Percentage of stall take ups in Newgate Market	2.7	Yes	78.00%	75.50%	73.00%	74.00%	73%	65.33%	Monthly	71%	73%	74%	78%	78%	73%	73%	75%	75%	60%	62%	50%	74.00%	75.00%
Comments (please date and initial comments)		This indicator has not met its target due to changing shopping habits and weather conditions. The market is undergoing a revamp and incentives are being offered to traders.																			Current	✘	
VJ9a: Number of new customers using the Business Advice Centre at 4 Fishergate	3.1, 3.7	Yes	1,775	1,177	1,161	1,271	1,271	1,417	Quarterly	346			233			369			469			1,398	Not set
Comments (please date and initial comments)		The performance figure of 1,417 is an improvement over 1,161 for 2004/05 and meets the set target.																			Current	✓	
VJ15e: Maintain a positive York Business Survey moving average employment figure	-	No	New PI	New PI	8.60%	Any outcome above 0%	12.50%	12.70%	Quarterly	12.70%			13.60%			12.50%			11.80%			Any outcome above 0%	Any outcome above 0%
Comments (please date and initial comments)		For 2005/06 this indicator has exceeded 2004/05 outturns. Despite some difficult trading conditions, the York economy has continued to grow its employed workforce. While harder trading conditions have faced employers over 2005/06, employers have not translated these into reducing employee levels																			Current	✓	
CCP2: Number of city centre events (including event markets) organised by City of York Council annually	-	No	32	30	31	31	34	34	Annual	34												31	Not set
Comments (please date and initial comments)		A more varied programme of events was offered in 2005 which increased the number of events held. Consequently this indicator has met and better the 2005/06 target and the 2004/05 outturn.																			Current	✓	
VJ10b: Number of companies created through york-england.com activities	3.4, 7.1, York Pride	Yes	18	3	11	10	4	5	Annual	5												Not set	Not set
Comments (please date and initial comments)		Currently there are 32 live enquiries that we are working on for York, this includes The Quilters Guild Museum who we have been working with for the past 3 years. There are two companies to count for 2006/07 in April 06. y-e.com went through a turbulent year 2005/06.																			Current	✘	



Meeting of Executive Members for City Strategy and Advisory Panel

7th June 2006

Report of the Head of Civic, Democratic and Legal Services

The Electoral Administration Bill and Secondary Legislation

Summary

1. This report seeks to update Members on the Electoral Administration Bill and secondary legislation and puts forward a bid for future Government funding,

Background

2. The Electoral Administration Bill is currently before Parliament and introduces significant changes to the administration and conduct of electoral registration and elections. Proposals in the Bill will improve access to voting together with safeguards for the security of electoral processes.
3. The Government's stated aim of the Bill is to improve the effectiveness of electoral administration for the benefit of the electorate and is accompanied by secondary legislation which was laid before Parliament in December 05. These measures are currently being debated in both Houses and it is expected that all measures will be introduced in time for the May 2007 local government elections.
4. The Government recognises that the measures in the Bill and the regulations will impose new burdens on local authorities' elections offices in the administration of elections and registration services. The Department of Constitutional Affairs has therefore committed £19.9m funding in 2006/07 and 2007/08 to cover the costs of these activities which equates to approximately 53p per elector. York's share therefore is £62k.
5. The proposals within the Electoral Administration Bill indicate the Government's clear intention to improve access to and the integrity of electoral processes. There are apparent and significant cost implications connected with the implementation of these proposals both in the primary and secondary legislation.
6. **Summary of key provisions:**
 - A new duty on the electoral registration officer to take all necessary steps to ensure comprehensive registers, including the following specific measures:
 1. Sending the canvass form more than once to any address
 2. Making house to house enquiries on more than one occasion

3. Making contact by such other means as the Electoral Registration Officer thinks appropriate with persons who do not have an entry on the register
4. Inspecting any records held by any person which the Electoral Registration Officer is permitted to inspect
5. Providing training to persons under the direction or control of the Electoral Registration Officer in connection with the carrying out of the duty

- Moving back the last date for registration enabling people to register to vote after an election has been called
- Opening polling stations at local elections from 7 am to 10 pm in line with parliamentary elections
- Providing pre poll information to be sent to all electors, including those on the absent voters list with details about their vote
- Providing anonymous registration to electors who meet certain criteria
- Printing new security measures on ballot papers including barcodes as well as serial numbers and a watermark or under printing instead of perforators
- Conducting reviews of polling places every 4 years to ensure they meet accessibility criteria
- Producing a marked register of postal votes returned
- Requiring voters to sign for their ballot papers at polling stations

7. Summary of Secondary Legislation

- Reason to be given for a re-direction of a postal vote
- Closing date for postal votes to be 11 days before polling but proxy votes allowed up to 6 days before
- Emergency proxy votes for incapacity after the sixth day allowed up to day of poll
- All postal vote applications to be acknowledged in writing
- Replacement postal vote papers available up to 5.00 p.m. on polling day
- Allowance for postal votes delivered to polling stations to be collected during polling day
- Clarification of the power to check signatures for postal vote applications
- Standardising polling hours to 7 am to 10 pm
- Various measures in connection with access and sales of the full register
- A new duty for Returning Officers to promote participation at elections
- Establishes performance standards to promote best practice in the administration of elections
- Introduces a requirement for Returning Officers to submit to the Electoral Commission annual statements of elections expenditure ensuring greater transparency

8. CORE – Co-ordinated on line Register of Electors Project

The Bill also introduces a framework for the Co-ordinated Online Register of Electors to improve the accuracy and integrity of electoral registers and support national access.

The Government's CORE project was launched in January 2004 with the aim of giving electoral registration officers and other authorised users national on line access to national electoral registration data.

The project is seen by Government as part of their proposals to enhance security by improving the accuracy of electoral registers and is in two distinct phases. Phase one seeks to import and export data from local authorities' electoral registration systems and phase two will establish a national system to provide authorised users on-line access to the data.

These reforms are expected to assist electoral registration officers in carrying out rolling registration by providing electoral data to other users, ultimately saving time and expense. National access to this data may also provide in the future a way forward for electronic voting methods in national elections.

Software systems are currently being revised to ensure all data is compatible and all electoral registration officers will be expected to take part in the rolling out of the project. Whilst details of the roll out and individual commitments are yet to be clarified there is already a duty for each local authority to ensure that electoral records and data are maintained accurately. Roll out of the system is expected in the very near future.

9. Members recognised in December 2004 the pressures which existed within Electoral Services and the need to make permanent one temporary staff member in the group but no additional funding was provided therefore the group currently has a £22k annual budget overspend. It is expected that this will be addressed in the current re-organisation of the Chief Executive's Department.
10. Local elections are held once every four years in York. There is no annual budget provision so a growth bid is submitted in the financial year prior to each election. It is therefore anticipated there will be a significant increase in the growth bid to be submitted for the 2007 elections than in previous years in order to ensure the duties laid down by the 2006 Bill are introduced. These will include:
 - Additional payments to polling staff working longer hours
 - Training fees for polling and count staff
 - Postal ballot pack processing
 - Additional stationery and postages in connection with postal voting
 - Pre election letter to all voters
 - Publicity and advertising
 - Employment of temporary office staff
11. Electoral procedures are many and complex however it may be helpful to offer a simplified overview of current electoral procedures and additional procedures as anticipated by the Bill:

<p>Pre Bill Current register procedures</p> <ul style="list-style-type: none"> • Delivery of up to 4 registration forms and one final letter • Inputting all additions, deletions and amendments • Checking non responding addresses against council tax when time permits • Checking other lists such as deceased persons lists • Checking the final register against original scanned forms when time permits • Checking absent voters lists • Rolling registration of on average 600 monthly entries 	<p>Post Bill Additional register procedures</p> <ul style="list-style-type: none"> • Making house to house enquires on more than one occasion • Making contact by such other means with persons who do not have an entry on the register • Providing training to canvassers • Moving back the last date for registration after an election has been called • Providing anonymous registration for certain electors • Conduct polling district reviews every 4 years • Establishment of performance standards
<p>Current election procedures</p> <ul style="list-style-type: none"> • Booking polling stations and count centres • Advertising and engagement of polling station and count staff • Advertising the election through press releases and the availability of absent vote facilities • Checking and processing all absent vote applications and producing lists • Printing and delivery of poll cards • Checking all nominations and consents • Validation of nominations to candidates • Production and publication of all statutory notices • Creation, checking and 	<p>Additional election procedures</p> <ul style="list-style-type: none"> • Producing a marked register of postal votes returned • Pre polling information to be sent to all electors including those on the absent voters list • Voters to sign for ballot papers at polling stations • Reasons to be given for re-direction of postal votes • Emergency proxy votes for incapacity allowed up to day of poll • All postal vote applications to be acknowledged in writing • Replacement postal votes available up to 5.00pm on polling day • Power to check signatures for postal vote applications • Standardisation of polling hours to 7.00 a.m. – 10.00 pm

<p>production of official ballot papers</p> <ul style="list-style-type: none"> • Issue postal ballot papers <p>Cont.</p> <ul style="list-style-type: none"> • Provision of all polling station stationery • Delivery of all polling station equipment • Polling day • Counting of votes • Declaration of Result 	<ul style="list-style-type: none"> • Duty for Returning Officer to promote elections • Providing training to staff employed <p>Cont.</p> <ul style="list-style-type: none"> • Establishment of performance standards
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12. A breakdown of current staffing within the Electoral Services Group along with roles and responsibilities is shown at Annexe A as well as the time allocated to tasks carried out during the course of the year.

13. The anticipated changes to be introduced by the Electoral Administration Bill, the work anticipated by the CORE project and the continuing effects of the Representation of the People Act 2000 have a significant impact on resource requirements for the provision of electoral services. It is clear there will be a reduction in the level of service in the near future unless a further member of staff is employed.

14. Key Issues

The Electoral Administration Bill will empower the Electoral Commission to define and publish performance standards for the administration of elections by Returning Officers and Electoral Registration Officers. The Commission has already commenced planning for how this clause will be implemented and are seeking to establish a vision for quality electoral services and developing a framework for the setting of performance standards.

It is expected that the Commission's vision of quality electoral services will be published during the course of this year followed by the publication of the performance standards.

15. The Electoral Commission has clearly indicated that it is committed to helping electoral administrators in getting as many members of the electorate registered to vote as possible. It is anticipated that the number of electors registered may well be a future key performance measure. The Commission has recently launched a national campaign to target home-movers to register to vote prior to the 2006 elections and are working with the Royal Mail's Re-direction service by sending a home-movers registration pack to over 200,000 households across the UK. These forms are now being received and processed in York.

One major reason for the non registration of electors in York is the reactive only response to rolling registration during the course of the year. Of the 1200 movements actioned by Council Tax each month Electoral Services deals with on average only 50%. The remaining 50% of house movers are not registered and can remain so during the course of the year. Without the recruitment of a further member of staff within the group the additional workload could not be undertaken.

The Bill now puts an onus on the Electoral Registration Officer to make contact by such other means with persons who do not have an entry on the register. This can be accomplished by a proactive approach to rolling registration and a link up with all Council Tax monthly movements.

16. The annual canvass usually undertaken in York provides for the delivery of up to 4 registration forms to households with one final letter sent out to all non responders in late November. This produced a 92% return of registration forms for the register published on the 1st December 2005. However the Electoral Administration Bill also establishes that Electoral Registration Officers must make house to house enquires on more than one occasion to non responding households. This will re-introduce personal visits to non responding properties but will come at a cost as canvassers are difficult to recruit for this type of personal contact.
17. Providing pre poll information to all electors including those on the absent voters list is a further measure in the Bill to encourage registration and is an anti fraud measure to ensure the accuracy of the information held on the absent voter list. This information should not be confused with a poll card which is sent out prior to an election. This is information which should be sent out annually, ideally after the publication of the annual register. The costs of printing, personalisation and delivery will have to be met.
18. **Consultation** – no further consultation has taken place other than with specialist Officers as mentioned later in the report.

Options

19. Option One – Members may agree to approve the 40K funding set aside for the Electoral registration budget 2006/07

Option Two – Members may not approve the funding

Analysis

20. Approval of funding will allow the implementation of the key provisions of the Electoral Administration Act and secondary legislation as well as an opportunity to provide quality electoral services in York

Non approval of the funding will result in non implementation of the Act and the provision of a lower level of electoral service.

Corporate Objectives

21. Corporate aims 6 (Ensure that all Council services are accessible and inclusive and build strong, proud local communities) and 8 (Transform City of York Council into an excellent customer focused “can do” authority) are applicable in this instance as the funding will allow a more inclusive service and provide an opportunity to work towards a more customer focused service.

Financial Implications

22. Members recognised in the 2006/07 budget that there would be additional costs associated with the new Bill. £40k was included within the growth requirement, subject to future EMAP approval (“Revenue Budget 2006/07” Executive 17 February 2006).
23. Electoral Services has been under significant pressure since the introduction of The Representation of the People Act 2000 and Representation of the People Regulations 2001 and 2002 which introduced rolling registration, the ability for the elector to opt out of a public register and universal absent voting. Current resources are not sufficient to cope with the increased workload brought about by the changes as laid down in the Bill. Therefore it is necessary to employ an additional full time permanent member of staff at scale 1/2 (£15,225 - £17,952 including on costs).
24. In addition there is a further cost of £24,500 broken down as follows:

Pro activity on rolling registration

Paper and printing	£1,000
Return postage pre paid	£2,500

Two personal visits to non responders

During annual canvass	£6,500
------------------------------	--------

Anti fraud measures

Letter – printing and personalisation	£5,000
Hand delivery	£9,500

- 25 Therefore it is anticipated that the total cost to the Electoral Registration Section resulting from the Electoral Administration Bill will be in the region of £39,725 - £42,452.

26. Human Resources Implications

There will be a requirement to recruit one additional post on a permanent basis in Electoral and Civic Services - Clerical Assistant (Sc 1/2).

There are no significant changes in the roles and responsibilities of existing positions as a result of proposed changes other than the requirement to work

some additional hours, the costs of which are covered in the above financial costing.

27. Equalities Implications

The provision of a pro active rolling registration system will go some way to ensuring a more inclusive register by reaching sectors of the community who may otherwise be disenfranchised. The provision of information in accessible formats and community languages to targeted groups and previously identified individuals will help to ensure this. The pro-active registration will be measured to ensure that disadvantaged groups are successfully reached.

28. Legal Implications - Necessary to meet legislative requirements

29. Crime and Disorder Implications – There are no crime and disorder implications

30. Information Technology Implications– The equipment for scanning postal votes was provided for the 2004 election pilot. Liaison with IT will take place over the next few months to ensure all is in order for the 2007 elections.

As part of the easy@york programme the York Customer Centre will handle routine council tax transactions like changes of address and it may be possible to capture the voter registration issue and to capture the house move at the point when the centre is notified. Registration forms could be sent direct from the centre, or an electronic route if available.

31. Property Implications – There are no property implications

32. Risk Management

In compliance with the Councils risk management strategy. There are no risks associated with the recommendations of this report. However the inability to meet the requirements of the Act will result in non compliance with legislation and produce an inaccurate and ineffective register of electors. It will also affect the Returning Officer's duty to provide accurate and efficient local and national elections.

Measured in terms of impact and likelihood, the risk score has been assessed at Greater than 8 (Low) less than 16 (High), This means that if the recommendation is not approved the risk will need to be monitored to ensure it does not provide a threat to Council in terms of breach of regulations.

33. Recommendation

That the Advisory Panel advise the Executive Leader to approve Option One for the £40k funding set aside for Electoral Registration in the 2006/07 Budget.

Reason – In order to comply with and introduce the measures which will be introduced by the Electoral Administration Bill and secondary legislation

Contact Details

Author:

Elizabeth Ellis
Electoral and Civic services Manager
Chief Executives Department
551051

Chief Officer Responsible for the report:

Suzan Hemingway
Head of Civic Democratic and Legal Services

Report Approved

Yes

Date 16th May 2006

Specialist Implications Officers:

Financial – Katherine Finnie – Accountant
Human Resources – Janet Neeve – HR Business Partner
Equalities – Julian Horsler – Equalities Officer
Legal – Suzan Hemingway - Head of Civic, Democratic & Legal Services
Information Technology – Tracey Carter – Head of ITT
Risk Management – David Walker – Risk & Insurance Manager

Wards Affected:

All Yes

For further information please contact the author of the report

Background Papers

Electoral Administration Bill

Annexes

Annex A – Electoral Services Group

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Electoral Services Group

Annex A

Staffing:

1 Full Time Scale 5

1 Full time Scale 3 / 4

1 Full Time Scale 2

1 Temporary Scale 2 – employed for 7 weeks during canvass

Roles and Responsibilities	Time Allocation
The following general tasks are on going for the 3 F/T Staff	01/01 – 01/09
General telephone calls-on average 5,700 calls Are answered annually on the three extensions Rolling registration – additions/deletions Notification to other councils Processing service voters Processing Overseas Electors Processing absent vote applications Issue of monthly registers to Members, parish councils, Political parties etc Produce confirmation letters to electors Produce postal vote confirmation letters Process deceased lists and delete from register Check and process applications for the Freedom Of the City	
In addition to the above the annual work load is broadly allocated as follows:	
Scale 5	
Canvass printing quotes	April/May
Stationery orders and proofs read	May/June
Quotes telephone registration/internet	May/June
Prepare register for canvass	June/July
Canvasser selection and training	August
Canvass queries	August/November
Inputting of additions/deletions/amendments	August/November
Produce 1 st ,2 nd reminders & final letter	October/November
Check register	December-February
Empty property check	February-March
Scale 3/4	
Canvass staff recruitment	May/June

New properties onto register	June
Canvass training	August
Organise annual Freedom Court	September
Canvass queries	August/November
Inputting additions/deletions/amendments	August/November
Council Tax check	Mid Oct/late November
Print new registers	Early December
Distribute registers	Early December
Check register	December – February
Postal Vote lists checked	February – March
Scale 2	
New properties onto register	May/June
Prepare canvass stationery	June/July
Canvass queries	August/November
Sorting changes/no changes-returned forms	August/November
Inputting additions/deletions/amendments	August/November
Prepare & distribute stationery for	
Reminders & final letter	Oct/November
Council tax check	Mid Oct/late November
Check register	December-February
Postal Vote lists checked	February-March
Temporary Scale 2	
All returned canvass forms scanned	7 weeks “ as and when” between August - November



Meeting of Executive Members for City Strategy and Advisory Panel

7 June 2006

Report of the Director of City Strategy

York Central Steering Board Update

Summary

1. Good progress on the project has been made since the previous update to Members in March 2006, with the programme on course to appoint a developer in Spring 2007.

Background

2. A meeting of the York Central Steering Board was held on Friday 19 May 2006. The meeting was chaired by Sir Graham Hall and was attended by Councillor Steve Galloway, City of York Council; Jonathan Metcalfe, representing Great North Eastern Railway (GNER); John Pike, Network Rail; Jan Anderson, Yorkshire Forward; Sir William Wells, National Museum of Science and Industry (NMSI) and Brian Greenwood, Independent.
3. The purpose of this report is to update Members on the meeting of the Board on 19 May and on progress with the York Central project since the previous update in March.

Progress and Programme

4. Site investigation and survey work by environmental consultants, Carl Bro, and the operational/rail study have been completed. Further work to look at the issues identified in the rail study, is now being carried out by railway consultants, Arup.
5. King Sturge Financial Services Ltd have been appointed by Yorkshire Forward, in partnership with Network Rail and NMSI, (the 'Landowner Group') to lead the process to select and appoint a developer partner. The Landowner Group have also appointed master plan consultants, EDAW, and transport consultants, Halcrow, to work with King Sturge to analyse and assess the implications of the various surveys and studies.
6. The programme is on course for appointing a developer in Spring 2007, who will carry out master planning for the site. The next step in the process will be for the Landowner Group to place an OJEU (Official Journal of the European Union) notice to seek out initial expressions of interest from potential developers. It is anticipated that the notice will be placed this

summer. Stage 2 of the tender process is anticipated to take place later this autumn.

7. York Central was showcased to a key audience of developers and investors, at a major property event in March this year. The Renaissance Conference, which was held at Harrogate, was hosted by Yorkshire Forward to promote key development opportunities within the region.

York Central Steering Board

8. The project will have reached a major milestone once a developer has been appointed next spring. Following the appointment of the developer, it is expected that a joint formal arrangement will be put in place between the major landowners, Network Rail and NMSI, Yorkshire Forward and the developer. York Central Steering Board will need to be considered.
9. There will still be a need, however, for interested parties to meet to enable discussion on wider issues, whether on a formal or informal basis. Possible options for new partnership arrangements to replace the existing Board will be considered at the next meeting of the Board in September. Until such time as new partnership arrangements have been agreed, the current membership and operation of the Steering Board will continue.
10. The next meeting of the York Central Steering Board is due to take place on Friday 22 September 2006.

Planning

14. A planning appeal for a development of 24 flats on the garage site at 75, Leeman Road, has been dismissed by a planning inspector. The Council refused an initial planning application by the company in November 2004, on the grounds that the York Central site should be developed as a whole, and not on a piecemeal basis. Following a public inquiry, which was held in March this year, the inspector supported the need to follow a comprehensive approach for the redevelopment of the site.
15. The Council has started work to review and update the content of the existing planning brief for York Central. The planning brief was agreed by Planning Committee in April 2003, with a subsequent boundary amendment approved in March 2004. It is intended to prepare Interim Planning Guidance for agreement by Planning Committee in September this year. This will enable updated policy guidance to be provided to potential developers this autumn.
16. The next step for the Council will be to prepare an Area Action Plan for the York Central site, which will replace the Interim Planning Guidance. The Area Action Plan will be produced in several stages and will provide long term planning guidance for development of the area over the next 10 to 20 years.

Consultation

17. There will be opportunities for involvement by residents and stakeholders as the Area Action Plan is brought forward. A programme for consultation is currently being prepared. An update on what is happening with York Central is being placed in the July edition of ward newsletters for wards within the immediate vicinity of the York Central site ie. Acomb, Clifton, Guildhall, Holgate and Micklegate.

Options

18. Options will be brought forward for consideration as part of the Area Action Plan process.

Analysis

19. An appraisal of advantages and disadvantages will be carried out as issues and options for the Area Action Plan are brought forward.

Corporate Objectives

20. York Central contributes to the following corporate objectives:
 - 1.2 Protect and enhance the built and green environment that makes York unique.
 - 1.8 Ensure that maximum use is made of brownfield land to accommodate planned development.
 - 3.2 Attract investment to strengthen the city's high growth sectors and generate quality jobs.
 - 3.6 Collaborate with regional and sub-regional partners in providing a complementary approach to infrastructure provision, including new and improved transport/communication links, to generate new business activity and jobs.
 - 3.7 Support residents into learning and work, and improve skill levels in key areas of the economy.

Implications

21. Implications are as listed below:
 - **Financial:** There will be some minor costs (not exceeding £1,000) attributable to the continuation of the Steering Board. This cost will be found from within the existing York Central budget.
 - **Human Resources (HR):** There are no HR implications
 - **Equalities:** There are no Equalities implications
 - **Legal:** There are no legal implications at this stage.
 - **Crime and Disorder:** There are no crime and disorder implications.
 - **Information Technology (IT) :** There are no IT implications

- **Property Implications** : There are no property implications.
- **Other Implications**: There are no other implications.

Risk Management

22. There are no known risks.

Recommendations

23. That the Executive Member be advised to:
- Note the contents of the report.
 - Comment on the report.

Contact Details

Author:

Sue Houghton
York Central Project Manager
City Strategy
(01904) 551375

Chief Officer Responsible for the report:

Bill Woolley
Director City Strategy

Report Approved *tick* **Date** *Insert Date*

David Atkinson
Chief Executive

Report Approved *x* **Date** 31-05-06

Specialist Implications Officer

Financial Implications
Patrick Looker
Finance Manager, City Strategy
01904 551633

Wards Affected:

Clifton, Guildhall, Holgate, Micklegate

All

For further information please contact the author of the report

Background Papers:

Leader EMAP, 20 March 2006
Leader EMAP, 17 January 2006
Leader EMAP, 19 September 2005
Leader EMAP, 26 April 2005
Leader EMAP, 17 January 2005
Leader EMAP, 29 September 2004
Leader EMAP, 22 June 2004
Executive, 3 February 2004



Meeting of Executive Members for City Strategy and Advisory Panel

June 7 2006

Report of the Director of City Strategy

Petition From The Residents Of St Philip's Grove Requesting Traffic Calming Or The Road To Be Blocked Off

Summary

1. This report advises the Executive member of the receipt of a petition from residents of St Philip's Grove, Clifton requesting traffic calming or the road to be blocked off. St Philip's Grove is a residential street with a 30 mph speed limit (see Annex 1). The report recommends responding to resident's concerns with the Community Speed Watch initiative.

Background

2. The petition was presented to the Council in September 2005 by Brian Harrison and contains the signatures of 38 people.
3. Mr Harrison originally contacted the road safety team to express his concern about traffic speed on St Philip's Grove. He then liaised with the residents of St Philip's Grove and collected their comments about road safety in the area. An example of the form circulated by Mr Harrison is attached in Annex 2. A summary of the residents' comments is included in Annex 3.
4. The residents were also provided with the Council's Home Zone leaflets to help them discuss possible solutions to the alleged speeding problem.
5. St Philip's Grove is a through route connecting Burdyke Avenue and Spalding Avenue. It runs parallel to Water Lane. The road is around 6m in width with good width footways and verges to both sides. Properties are set well back from these verges and the majority have off road parking. Some on road parking takes place adjacent to properties that have not constructed off road parking. In plan the road forms a gentle curve. Forward visibility is excellent. Some way down the street is a junction with a through route known as Peter Hill Drive. The junction of the two is well formed with adequate kerb radii and full standard visibility. The junction of St Philip's Grove with Burdyke Avenue is similarly to a good standard as is that with Spalding Avenue. This latter junction also has the addition of a highlighted pedestrian route across its mouth.
6. St Philip's Grove is not well used by traffic and what traffic does use it is generated from within its immediate location – i.e. the majority use is from local residents, either of Peter Hill Drive or (because of the physical highway layout of the area) Burdyke Avenue.

Consultation

7. Road safety officers have liaised directly with the petitioner, Brian Harrison, on several occasions since the initial request was made. The initial discussions with Mr Harrison provided him with the opportunity to explain the nature of his request. Mr Harrison was advised by council officers to consult with his neighbours and ascertain whether they shared his concerns. The petitioner has been kept informed as the investigation has progressed. A letter was sent to Mr Harrison on 20 April 2006 detailing the findings of the investigation.

Data

8. A 24 hour/7day speed survey was undertaken on St Philip's Grove in January 2006. The data showed that:
 - The average vehicle speed is 22 mph
 - 94% of vehicles are travelling within the speed limit
 - The fastest vehicle speed is 41 mph
9. A three year casualty search for the period between 01/01/2002 and 31/12/2005 identified no casualties. There is not a record of injury resulting from road traffic crashes on this length of road.

Options

10. The data does not identify a measurable speed problem or a casualty record on St Philip's Grove. However, it is apparent that the residents of St Philip's Grove feel threatened by traffic. In response to the petition the options are to:
 - a. Respond to resident's concerns with the Community Speed Watch initiative. The road safety team recognise that resident's can feel threatened by traffic speed even when the data shows that there is not a measurable speed problem. This initiative will help residents to take a stance against any drivers who feel it is acceptable to drive too fast on St Philip's Grove.
 - b. Implement traffic calming on St Philip's Grove. However, road safety capital expenditure is evidence led and the data does not justify spending on physical measures.
 - c. Block off St Philip's Grove. The speed survey does not justify this course of action. Network Management would object to this option as there is no safe location for any vehicle to turn around and insufficient highway land to allow the construction of suitable facilities at any point along its length. Without such facilities large vehicles such as refuse wagons would either have to reverse into the street and then up to the point of closure or reverse out. Either scenario would put pedestrians and property at risk in St Philip's Grove and the latter would pose a safety problem at the two main junctions.
 - d. Take no action.

Analysis

Option A

11. There is a perceived danger problem on St Philip's Grove and residents feel threatened by the flow of traffic. The Community Speed Watch initiative would empower residents to take positive action. Residents would be encouraged to sign up to a speed pledge and would be provided with publicity materials (wheely bin/car stickers) displaying the message "It's our neighbourhood, watch your speed". St Philip's Grove would be added to the list of sites for potential deployment of the temporary Speed Indication Device, which flashes up the words "Slow Down" when drivers exceed the speed limit.

Option B

12. The data collected shows that there is not a measurable speed problem or a record of injury on St Philip's Grove. Therefore at this point in time there is no evidence to base any road safety capital expenditure on physical measures.

Option C

13. This course of action would not be supported by the road safety team or Network Management. The speed survey did not show that there is a measurable speeding problem.

Option D

14. Taking no action would not be supported by the road safety team. However, if the residents of St Philip's Grove do not support the Community Speed Watch initiative it would be the only feasible option.

Corporate Objectives

15. Community Speed Watch ties in with the aims and objectives of the Council's Speed Management Plan. The Speed Management Plan is included in the Road Safety Strategy that was submitted as part of LTP2. One of the key aims of LTP2 is to improve safety and take steps to reduce both actual and perceived danger. The Community Speed Watch initiative also meets the Council's corporate objective to create a safer city.

Implications

Financial

16. The Community Speed Watch publicity materials have been produced using money from existing revenue budgets. The Community Speed Watch initiative was approved by members in February 2006.

Human Resources (HR)

17. There are no HR implications.

Equalities

18. There are no equality implications.

Legal

19. There are no legal implications.

Crime and Disorder

20. There are no crime and disorder implications.

Information Technology (IT)

21. There are no IT implications.

Property

22. There are no property implications

Other

23. There are no other implications.

Risk Management

Community

24. There is no evidence to suggest that Community Speed Watch will result in long-term behaviour change. Evaluation of the initiative will help to measure its effectiveness. There is always the possibility of road injury on St Philip's Grove. However, our approach is evidence led and the current data does not justify capital expenditure.

Financial

25. There are no financial risks associated with the recommendations.

Corporate Objectives

26. The recommendations support the Council's Corporate Objectives

Organisation/Reputation

27. Residents may not believe that the Community Speed Watch initiative will have an impact. However, it is important to understand that driving too fast is a matter of poor attitude and the aim of this campaign is to influence driver behaviour.

Recommendations

28. As the data does not identify a measurable speed problem or a casualty record on St Philip's Grove the Advisory Panel are recommended to advise the Executive Member for City Strategy to:
- a. Note the content of the petition.

- b. Approve the Community Speed Watch initiative in response to the petition.
- c. Approve that officers reply to the lead petitioner on the outcome of this report.
- d. Approve that officers report back to members on the success of the initiative.

Author:

Tom Bryant
Road Safety Officer
Transport Planning Unit
01904 551387

Chief Officer Responsible for the report:

Damon Copperthwaite
Acting Assistant Director City Development and
Transport

Report Approved **Date** *Insert Date*

Julie Hurley, Head of Transport Planning
Patrick Looker, Finance Manager City Strategy

Report Approved **Date** 10/07/05

Wards Affected: Clifton

All

For further information please contact the author of the report

Background Papers

- 1. Road Safety Strategy (included in the Second Local Transport Plan)
- 2. Speed Management Plan
- 3. City of York Council Homezone leaflet

Annexes

- 1. Plan of St Philip's Grove
- 2. Sample Petition
- 3. Petition summary

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Annex 1



St Phillips Grove, Clifton



SCALE: 1:1250

DRAWN BY: AV

DATE 15/5/2006

Originating Group:

Organisation

Drawing No.

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Annex 2

Road traffic calming measures
for St. Phillips Grove.

St. Phillips Grove has been used as a rat run and short cut for years. As I'm sure you are aware, this has increasingly got worse. Cars are speeding down our street and putting our children and property at great risk.

In order to do something about this, a few of the residents of St Phillips Grove (that's us) have already got together and engaged York City Council in discussions about possible solutions.

However, we would like to involve as many residents as possible in any decisions on this issue.

The main proposal is that the street is blocked off outside no.20.

The attached leaflet contains a list of additional suggestions. Please put a tick next to the one suggestion you think would best help solve the problem or alternatively (if you can think of something we haven't), please write it below.

My suggestion is.....
.....

If you would like to be kept informed of progress, please put your name and house no. here. (We will collect this form shortly).

Name.....

House no.

Thank you for your support -Brian Harrison

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Annex 3

House No.	Resident	Suggestions / Additional comments
57	Alex Chitock	
22	Mrs Susan Farrow	Calming measures would be a good thing in St Philip's Grove
24	Mr & Mrs Martindale	We are for the street to be blocked off but not in the middle, what about speed humps like Spalding Avenue. We think where Peter Hill comes into our street is where a lot of cars come speeding out - blocked here would be better. The street should be blocked off at one end not in the middle, which is the block where we live as we could see cars being parked there and blocking driveways (ours included) and also it will end up being a gathering point for kids to hang about. On Wilberforce they did the blocking off at the end and it seems to work there OK. The Home Zone area looks a good idea, better than just blocking the road off. We also think some residents down this street need to teach their kids some road sense as they just walk out in front of cars on bikes. Was there a residents meeting which proposed this idea as we never heard about a meeting.
47	Brian Harrison	Proposer
14	Ariel and Labi Piccolo	I totally agree with the speeding problem on our street. Whatever you decide to solve this problem will be OK. More police control.
59	A Williams	
49	Sandra McPherson	Home Zone - block off one end
42	J Hill	Block off, agree with suggestions (i.e. outside no 20)
31	J Bickerdike	Road blocked off
38	Louise Foster	Block off at no 20 is a good idea
40	Debbie Snowden	
54	Margaret + John Sellers	Homezone
48	Linda Suter	To block the road off
44	R Davison	Blocked off
37	C Preston	Put bollards at both ends of streets i.e. Spalding, St Phillips + Peter Hill
7	D Craven	Bollard at end of St Phillips and in Peter Hill Drive
11	Becky Meehan	They put it at one end of street i.e. Peter Hill or Spalding
4	Julie Thompson	Road Closures

10	D Scarce	Blocked off
1	Mary Starling	Blocked off
39	Dennis King	Road Closures. End Spalding & Peter Hill, St Philip's Grove
47	J N Harrison	Block of anywhere to stop speeding cars
20	Mr R W May	Chicanes
18	Gary Maskill	The main proposal
36	Sally Grant	Blocked off
26	L Welsh	It should be blocked at one end not the middle
34	Carmen Wheatley	Blocked off
12	Brian & Debra Chappelow	To agree with the proposal for the street to be blocked off at No. 20 also reduce speed limit to 10mph
55	Gary Pallister	Blocking off end of Peter Hill & St Philip's Grove/Spalding Ave end
45	H U Gill	I also to totally support . Blocking off Peter Hill/Philip's Grove
29	Mr David Sanders	-
21	Mr P A Saye	Make traffic go one way (from B/Dyke to Spalding) Widen road on odd side. Install chicanes. No play equipment in road. 20 mph signs and CCTV. Re-surface all road when done.
50	Mr & Mrs A & S Gray	I agree with the road traffic and the speed
61	Mrs D Jackson	Blocked off
2	Paul C	Blocked off
30	Mr B Taylor	-
23	K Lawrence	-
41	Mrs J Green	Blocked off



Meeting of Executive Members for City Strategy and Advisory Panel

7th June 2006

Report of the Director of City Strategy

Petition From Residents Of Copmanthorpe Requesting A New Footway On Temple Lane

Summary

1. This report advises the Executive Members of the receipt of a petition from residents of Copmanthorpe requesting a new footway link on Temple Lane. The report recommends further feasibility work be undertaken to estimate the latest cost implications of the scheme.

Background

2. The petition was passed to the council via Copmanthorpe Parish Council on Tuesday 28th February 2006, and contained 99 signatures.
3. The wording of the petition is as follows;
“We the undersigned, wholly support the proposal for a footpath linking the bottom end of Temple Lane, Copmanthorpe to the main village. Currently walking access to house numbers 105 – 143 Temple Lane is by way of walking on the unlit road where there are several bends.” A copy of the front sheet of the petition is included as Annex A.
4. Currently there are footways on Temple Lane (see Figure 1 in Annex B) between Station Road and No. 59 Temple Lane and between Nos. 105 and 143 Temple Lane but no footway in the gap between Nos. 59 and 105 where there are no houses. The requested footway would fill this gap and enable residents from Nos. 105 to 143 to be able to walk into Copmanthorpe without having to resort to walking on the unlit road.
5. There are no casualties recorded on the stretch of road in question within the past 5 years, however, this may be due to the reluctance of potential users to walk along the road due to their perception that it may be dangerous. Speed surveys undertaken in September 2003 at the mid-points of the two residential sections of Temple Lane (shown on Figure 1 as an S symbol) indicated that the mean speed of traffic in both directions exceeds the 30mph speed limit with values in the range of 33 to 34mph. At both sites over 80% of the vehicles surveyed were travelling over the speed limit in either direction.

6. No data is available on the current use of the stretch of road by pedestrians or traffic volume and type travelling thereon. Many of the walking trips which could take place may be suppressed by the users' perceptions of danger.
7. There are currently no facilities on Temple Lane. Residents must travel into the village centre to access the library, school, health centre, dentist, post office, shops, churches, sports club and cemetery therefore their accessibility levels are much lower than those of residents in the main part of the village because of the distances which must be travelled to reach these facilities (just under 2km from the mid-point of the block of houses) and the quality of the infrastructure to access the village. Access to the main part of the village by non-car modes is poor, pedestrians as discussed above have to walk in the road for part of their journey, cyclists may be put off by the proportion of traffic exceeding the speed limit and the reduced visibility due to the many bends in the road. There is a bus service running along Temple Lane but this only runs 3 days per week with between 3 and 4 services on those days, this is a reduction in service compared to its' predecessor which prior to September 2004 ran 5 days per week. Whilst driving into the village is an option for adults living on Temple Lane who have access to a car, for those without a car such as children or older people this is not an option.
8. The proposal was originally one of several put forward as a result of the Copmanthorpe Village Traffic Study (VTS) undertaken in 1999/2000. Some of the smaller measures proposed were implemented between 2003/04 and 2005/06. The budgets for Village Traffic Study measures in each of these years ranged between £150K and £450K and had to cover measures suggested in the 20 villages in the York area which were covered by Village Traffic Studies.
9. The proposed scheme was included as a reserve scheme in the 2005/06 capital programme but funding pressures meant that a number of schemes including this project were deferred. The scheme has been assessed against other priorities within the LTP2 programme and does not rank highly owing to the large cost relative to the benefits. Whilst no physical works were undertaken on the scheme, some initial feasibility work was done in 2005/06 which highlighted several areas of concern which would affect the cost of the scheme such as the presence of utilities in the verge, potential problems with drainage and the fact that land may need to be acquired in order to provide a footway of sufficient width.

Consultation

10. Consultation between the council, the parish council and residents relating to this scheme has been ongoing since the Village Traffic Study was produced but has increased recently with new requests for the scheme to be implemented and the subsequent petition which has been raised.

11. Some initial discussion relating to this scheme took place early in 2006 with Councillor Janet Hopton and the scheme proposers, Heather Dolling and Denise Dodds (residents of Temple Lane), the result being the raising of the petition.
12. Since the petition was received some brief consultation has taken place with the Ward Councillors (Cllrs. Bradley, Hopton and Macdonald). A summary of comments received about the petition and the proposed plan of action are detailed below.
13. Councillors are very much in favour of the proposed footway for both accessibility and road safety reasons and because of the volume and speed of traffic using Temple Lane. They commented on the lack of reasonable options available to residents, especially vulnerable ones such as children and older people who may not have access to a car, to make the journey into the village and that a continuous footway would open up another method of accessing the village in a safe manner. Whilst supporting the scheme they were also aware that due to the potential numbers of residents who would use the footway from the 24 isolated households and the potential cost of the scheme, (due to some of the engineering aspects which would need to be accommodated such as the differences in level with the adjacent fields and the need to retain the existing hedge), this may result in the scheme being viewed less favourably during the prioritisation process than other schemes. It was suggested that a new type of scheme could be created in the capital programme, such as long distance footpath or village access measure to give requests such as this a better chance of being progressed.
14. The Parish Council, who submitted the petition on the residents' behalf, are in favour of the scheme and have asked the council to push this scheme forward.

Options

15. There are only two options available to members:
 - to investigate the costs of providing the footway by commissioning further feasibility work, or;
 - to reject the proposal.

Analysis

16. If further feasibility work were commissioned from either the council's internal consultancy or external consultants this would enable a more in-depth investigation of the areas of concern mentioned above in paragraph 9 to be undertaken, which would enable a more accurate estimate of the scheme cost to be calculated.
17. The option of not providing the footway could be considered, however, this may have negative implications and consequences in terms of road safety, accessibility and social inclusion. Traffic volumes are always going to be fairly high due to the road being the main link between the villages of

Copmanthorpe, Acaster Malbis and Bishopthorpe. The road also currently has a 30mph speed limit which is largely ignored by motorists despite the reduced visibility because of the numerous bends.

18. It is therefore proposed to commission a further feasibility work then feed the results of this into the annual scheme prioritisation process to determine whether they are then included in future transport capital programmes.
19. A draft prioritisation methodology was included as part of the recently submitted second Local Transport Plan. This methodology takes into consideration the scheme's contribution to the shared transport priorities of improving accessibility, reducing congestion, improving road safety, improving air quality and the effect on the quality of life of its users and residents nearby, it also takes into account cost and any risk factors which may affect the implementation of the scheme.
20. The proposed scheme should contribute specifically to the "improving accessibility" and "improving road safety" shared priorities. Residents at the end of Temple Lane furthest from the village have a reduced level of accessibility to the village if they wish to travel on foot because of the lack of a footway. Whilst it is possible to walk on the road, this increases the potential danger of the trip.

Corporate Objectives

18. The scheme, if successful, would contribute to the following Corporate Aims:
Corporate Aim 1 : Take Pride in the City, by improving quality and sustainability, creating a clean and safe environment.
The scheme would make accessibility on foot easier, and would encourage users to walk rather than drive into the centre of Copmanthorpe.
Corporate Aim 4 : Create a safe city through transparent partnership working with other agencies and the local communities.
The scheme would contribute to making York's' roads safer for pedestrians.
Corporate Aim 5 : Work with others to improve the health, well-being and independence of York residents.
The scheme would enable residents to walk to the village who otherwise may not have due to their fear of walking along the road. The scheme also has the potential to contribute to improving the health of residents by encouraging them to walk rather than drive to the village centre.
19. Local Transport Plan (LTP) : The scheme would contribute to several of the aims of the recently submitted LTP, namely:
 - To reduce the need to travel, especially by car, and encourage essential journeys to be undertaken by more sustainable modes;
 - To reduce the levels of actual and perceived safety problems;
 - To enhance opportunities for all community members, including disadvantaged groups, to play an active part in society;

- To improve the health of those who live or work in, or visit, York;
- To reduce the impact of traffic and travel on the environment, including air quality, noise and the use of non-renewable resources.

Implications

20. This report has the following implications:

- **Financial** - This report has implications for the allocation of the pedestrian element of the LTP capital programme. The potential scheme costs will be assessed as part of the feasibility work, these costs will then be fed into the pedestrian scheme prioritisation process as appropriate. It should be noted that, owing to a reduced LTP settlement, allocations for this type of scheme have been lowered in the 5 year LTP2 programme.(Contact : Tony Clarke, Capital Programme Manager, City Strategy, ext. 1641)
- **Human Resources (HR)** – there are no HR implications
- **Equalities** - The footpath would be particularly beneficial for pedestrians with mobility impairments, children, people with prams/pushchairs, and elderly people. However the footpath would need to conform to necessary standards if these benefits were to be fully realised. (Contact : Julian Horsler, Equality Officer, Chief Executives, ext. 1704)
- **Legal** - there are no legal implications
- **Crime and Disorder** – there are no crime and disorder implications
- **Information Technology (IT)** – there are no IT implications
- **Property** – there are no property implications of the recommendations of this report, however, the results of the feasibility work may have implications in relation to the adjacent farmers' fields if the scheme is progressed. This will be reported in the subsequent report which will be brought before this committee.
- **Other** - None

Risk Management

Type	Level	Description
Community	Low	The recommendations pose no risk to the community
Finance	Low	The recommendations pose no risk to the council's finances
Corporate Objectives	Low	The recommendations pose no risk to the council's Corporate Objectives
Organisation / Reputation	Low	The recommendations pose no risk to the council or its reputation

Recommendations

21. That the Advisory Panel advise the Executive Member for City Strategy to:
- i. Note the content of the petition, and ask officers to commission further feasibility work;
Reason : To enable a more accurate cost for provision of the scheme to be calculated.
 - ii. Note that the results of the feasibility work will be fed into the annual scheme prioritisation process;
Reason : To assess whether the scheme should be included in subsequent transport Capital Programmes.
 - iii. Reply to the lead petitioner;
Reason : To inform them of the panel's decision
 - iv. Report back the outcome of the feasibility work.
Reason : To keep EMAP informed of the outcome of their decision.

Contact Details

Author:

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Transport Planning Unit
Ext. 1608

Chief Officer Responsible for the report:

Damon Copperthwaite
Acting Assistant Director (City Devt. & Transport)
City Strategy

Report Approved Date 30 May 2006

Specialist Implications Officers:

See implications above

Wards Affected: Rural York West

All

For further information please contact the author of the report

Background Papers:

None

Annexes

Annex A Copy of front page of petition.

Annex B Figure 1 - Plan showing Temple Lane
Figure 2 - Photograph showing the end of the footway outside No. 59 Temple Lane
Figure 3 - Photograph showing the section of Temple Lane with no footway
Figure 4 - Start of footway outside No. 107 Temple Lane

PETITION

We, the undersigned, wholly support the proposal for a footpath linking the bottom end of Temple Lane, Copmanthorpe to the main village. Currently walking access to house numbers 105-143 Temple Lane is by way of walking on the unlit road where there are several bends.

NAME	ADDRESS	SIGNED
Denise Dodd	129 Temple Lane, Copmanthorpe	D. Dodd
ANTHONY DODD	129 TEMPLE LANE COPMANTHORPE	<i>[Signature]</i>
Justin Stewart	129 TEMPLE LANE, COPMANTHORPE	<i>[Signature]</i>
SAMUEL DIXON	129 TEMPLE LANE, COPMANTHORPE	<i>[Signature]</i>
R THORNTON	131 TEMPLE LANE COPMANTHORPE	<i>[Signature]</i>
M. Thornton	" " " " " "	<i>[Signature]</i>
B. DODD	198 GALE LANE, AYOUB	<i>[Signature]</i>
S. Whitfield	7 College Road, Copmanthorpe	<i>[Signature]</i>
Adeline G. Dolling	133 Temple Lane, Copmanthorpe do.	<i>[Signature]</i>
R TURNER	157 Temple Ln Cop.	<i>[Signature]</i>
D Hopwood	139 Temple Lane	<i>[Signature]</i>
J Hopwood	" "	<i>[Signature]</i>
V DIXON	" "	<i>[Signature]</i>
D SENIOR	12 Temple Lane WINDY CLO, PEPPERTON	<i>[Signature]</i>
S. Walton	143, Temple Lane	S. Walton
T. Walton	143, Temple Lane	T. Walton
H ROWLING	132 Temple Lane	<i>[Signature]</i>
N.P. HILTON	132 TEMPLE LANE	<i>[Signature]</i>
J MERTHER	134 TEMPLE LANE	<i>[Signature]</i>
J.G. Smith	'MANSTAN' TEMPLE LANE	<i>[Signature]</i>
D. SYERS	135 Temple Lane	<i>[Signature]</i>
S Bennett	130 Temple Lane	<i>[Signature]</i>
P Bennett	130 Temple Lane	<i>[Signature]</i>
M Hill	125 Temple Lane	<i>[Signature]</i>
D Hill	" " "	<i>[Signature]</i>
F Hill	" "	<i>[Signature]</i>
L Williams	" "	<i>[Signature]</i>
A M SENIOR	141 Temple Lane	<i>[Signature]</i>
B.W. SENIOR	" "	<i>[Signature]</i>
M M Smith	Temple Lane	<i>[Signature]</i>
M. GILL	127 TEMPLE LANE	<i>[Signature]</i>

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Figure 1 : Plan showing location of proposed footway on Temple Lane, Copmanthorpe

ANNEX B

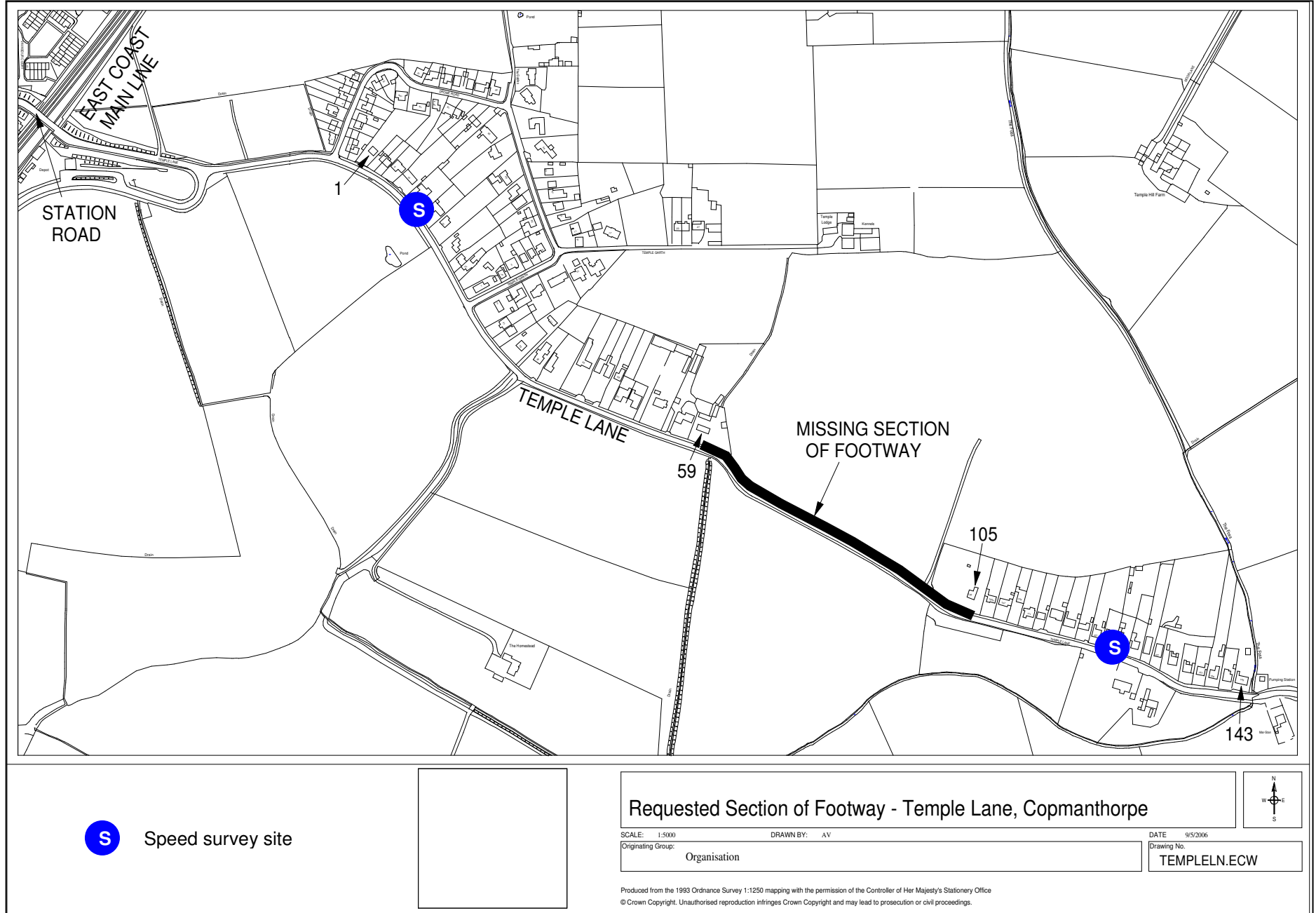


Figure 2 : Photograph showing the end of the footway outside No. 59 Temple Lane



Figure 3 : Photograph showing the section of Temple Lane with no footway



Figure 4 : Start of footway outside No. 107 Temple Lane





Meeting of Executive Members for City Strategy and Advisory Panel

7 June 2006

Report of the Director of City Strategy

Public Rights Of Way - Petition Seeking Closure of a Snicket Leading from Stratford Way, Huntington, onto New Lane

Summary

1. This report advises the Executive Member of the receipt of a petition signed by 70 residents living in Stratford Way, Huntington, requesting the closure of a snicket leading from Stratford Way onto New Lane, because of problems with criminal activity and anti-social behaviour. The origins of the snicket, its' purpose and usage are described, together with alternative routes. The appropriate legislation is also set out, together with the consultation undertaken. Options are presented and analysis of these concludes with a recommendation that the snicket remains open for public use, including the installation of combined vehicle/pedestrian access gates.

Background

2. The snicket in question is an adopted highway in the control of City of York Council and is therefore a public right of way. Its purpose is to provide both an emergency vehicle access and route for pedestrians from New Lane, Huntington into Stratford Way, which is a cul-de-sac (see plan 1 in Annex 2).
3. To comply with the City of York Council Highway Design Guide, one of the conditions of granting planning permission for the Stratford Way development was the provision of an emergency vehicle access link onto New Lane. Without this access point, the emergency services would only have one way into Stratford Way, from Huntington Road. Other streets within this development are Alderley Court, Aylesham Court, Stow Court and Hazelmere Court. These are also cul-de-sacs branching off from Stratford Way.
4. Whilst there is no definitive legislation relating to the provision of emergency vehicle access links on new developments, guidance is laid out in a number of best practice documents including Design Bulletin 32, produced by the Department for Transport and in our own Highway Design Guide which has been before members and approved as policy on new residential schemes.
5. The need for a separate means of emergency vehicle access is triggered by the number of units on a residential development and is also guided by the

design of the proposed layout. Stratford Way is a linear estate road in the region of 550m long serving 81 properties, which is accessed from Huntington Road.

6. The emergency services are required to respond to incidents within times recommended by the Home Office. The extinguishment of highway rights over the link, will result in emergency vehicles which are responding to an incident at the end of Stratford Way, having to travel an extra 742m along traffic calmed routes. The possibility of highway works or another incident precluding access to Stratford Way should also be considered which due to its layout, would hinder any access to the end of Stratford Way.
7. The snicket in question also doubles as a valuable route to improve accessibility to the estate for those walking, cycling and using public transport. This link ensures that households on Stratford Way are within a 400m walk of public transport facilities (see plan 2 in Annex 2, which shows the nearest two bus stops in New Lane at 99m and 125m) as recommended in the best practice document 'Providing for Journeys on Foot' and policies as set out in our 'Draft Local Plan'.
8. The snicket in question provides a short cut to the local shopping complexes for pedestrians and cyclists, as well as a short cut for employees of Portakabin and other businesses at Monk's Cross Industrial Estate. This is in keeping with the Council's policy to reduce car usage. It is also one of the safe routes to school for pupils attending Huntington Secondary School.
9. Approximately 2 years ago, City of York Council Transport Planning Unit installed metal barriers to prevent unauthorised vehicular access (see photographs in Annex 3). This was done as a result of a request from Cllr Keith Hyman in response to residents' complaints of similar problems. These barriers comply with legislation relating to disabled access, unfortunately, they are not removable and therefore could constitute an unlawful obstruction, as in an emergency, they would have to be removed by the use of cutting equipment.

The Petition

10. The petition, a copy of which is attached to this report in Annex 5, was presented to the meeting of the full Council on 24 January 2006, by Cllr Keith Hyman. It was referred to 'the Executive or appropriate Committee' for consideration.
11. The petition is signed by 70 residents of 45 dwellings out of a possible total of 85 dwellings in this estate covering Stratford Way, Alderley Court, Aylesham Court, Stow Court and Hazelmere Court and also including 2 residences in New Lane, asking for the snicket to be closed off between Stratford Way and New Lane, or for lockable gates to be installed. The statement for the closure request reads: -

"We, the residents of Stratford Way, wish to express our concern over the increase in vandalism and general anti-social behaviour in our neighbourhood.

We believe this is due to the public access through from Stratford Way onto New Lane late at night and in the early hours of the morning. We now petition for this snicket to be either alley-gated at night, or blocked off permanently.”

Relevant Law

12. Section 118B of the Highways Act 1980, which was amended by the Countryside and Rights of Way Act 2000, allows the closure of a public right of way for the purposes of crime prevention, if it meets certain criteria. Part of the criteria for closing a public right of way under this legislation is that it must be within an area designated by the Secretary of State as a high crime area. There are presently three designated areas in York; Clifton, South Bank and The Groves. Huntington is not in any of those areas.
13. Other legislation exists for closing highways, namely Section 118 of the Highways Act 1980. This legislation does not rely on the designation of an area, but it would have to be proved that the route is no longer needed for public use, which would not be possible.
14. On 7 April 2005, the Clean Neighbourhoods and Environment Act 2005 was given Royal Assent. Section 2 of this Act refers to ‘Gating Orders’ and came into force on 1 April 2006. Once the authority has received guidelines from the Department for Environment Food and Rural Affairs (DEFRA), it is intended to amend the City of York Council Alleygating Policy document to reflect the change in legislation.
15. Gating Orders allow the gating of public rights of way in a similar way to Alleygating legislation. The same criteria has to be met regarding crime and anti-social behaviour, but affected public rights of way do not have to be in a designated area.
16. Gating Orders also allow conditional closure of public rights of way, such as at night. The petitioners are requesting that, if the snicket cannot be closed permanently, then it should be gated at night. The main problem here is the locking of the gates at night and then opening them the next morning. Legislation states that the ‘gatekeeper’ must be identified on the Gating Order, which presents logistical problems should the ‘gatekeeper’ move, or for some other reason, be unable to fulfil his/her duties. Failure to lock/unlock the gates could render the authority liable to prosecution for unlawful obstruction of a highway. These logistics will be addressed in any new Alleygating Policy document.
17. Another effect of the new legislation is that if any of the emergency services object to a closure, then the gating order must go to a public inquiry for determination. Costs would be borne by the local authority.
18. Even if the snicket in question were to meet the criteria of this new legislation, it would not be considered appropriate to close it due to the amount of use by the public and the lack of reasonably convenient alternative routes. In addition, objections to the closure have been received from the Police and Fire Service (Paras 26-29 refer).

Alternative Pedestrian Routes

19. There are two alternative pedestrian routes within the vicinity (see plan 2 Annex 2) and although the length of either of these alternatives would depend on the point of origin and eventual destination, the following distances have been calculated using the Huntington Road/Stratford Way junction as the point of origin and the New Lane/Stratford Way junction as the destination.
20. Also taken into account is the extra time it would take to walk these alternative journeys at an average walking speed of 1.4 metres per second. Stratford Way is approximately 550metres long, from Huntington Road to New Lane (see plan 2 in Annex 2); therefore to walk the full length of Stratford Way at this speed, it would take approximately 7 minutes.
21. The first alternative would be to travel south from the point of origin along Huntington Road, back towards the city, turn left into Whitestone Drive and on into Dorian Drive, left into Dorian Avenue, right into Priory Wood Way, then left into New Lane to the destination point. This is a total of approximately 1.28km, or more than double the distance of the Stratford Way route. It would also add approximately 9 minutes to the journey, making a total of 16 minutes as opposed to 7 minutes.
22. The second alternative is to travel north from the point of origin, away from the city along Huntington Road, turn right into a snicket alongside Huntington School tennis court near to the junction with Arbor Close, out of the snicket into Hambleton Way then right into New Lane and down to the destination point. This is a total of approximately 850metres, which would add approximately 4 minutes to the journey, making a total of 11 minutes as opposed to 7 minutes. Neither of these routes would be acceptable as reasonably convenient alternatives.

Alternative Emergency Vehicle Route

23. The alternative routes for emergency vehicles, as with the pedestrian alternatives, depend on the point of origin. Although emergency vehicles have main bases of operation, they may be called to incidents whilst 'on the road'. However, as the road is closed at the New Lane junction, the two alternatives shown are for vehicles travelling either from Huntington or York.
24. When travelling from Malton Road, the alternative vehicle route would be the reverse of the southerly pedestrian route as shown in Para 21, which would be to turn left into Priory Wood Way, left into Dorian Avenue, right into Dorian Drive, carry on into Whitestone Drive, right onto Huntington Road, then right into Stratford Way. Assuming that the incident was at the New Lane end of the road, this would increase to journey by 1.288km or approximately 1.5 minutes at 30mph.

25. When travelling from Huntington village, the route would be carrying on along Huntington Road, instead of turning left into New Lane, then turning left into Stratford Way. This would increase the journey by 625metres or approximately 50 seconds at 30mph.

Consultation

26. As this snicket is intended for use as an emergency vehicle access, the three emergency services; Police, Fire and Rescue Service and Ambulance Service have all been consulted to see if they had any observations on the requested closure.
27. Both the Police Traffic Manager and the Architectural Liaison Officer have discussed this request for closure and have raised their concerns that this is an emergency vehicle access route. They both point out the City of York Council Highways Design Guidelines relating to minor access roads, which state that if a cul-de-sac is in excess of 200 metres long and serves more than 50 dwellings, then an alternative access for emergency vehicle use should be provided. They also point out that, as this was relevant at the estate's planning stage, it is still considered to be so. They are unable to support the proposal to close the access.
28. The Fire and Rescue Service have stated that they would prefer the access to remain open with a barrier installed which is either removable, or is secured by a padlock. If a padlock were to be fitted, it could be removed by bolt croppers, in the absence of a key, with minimal delay to services and minimum damage to the barrier.
29. The Ambulance Service state that they would be unlikely to use this access link as the surface is unsuitable for ambulance vehicles. They have consulted with the Fire and Rescue Service and whilst they understand the desire for the Fire and Rescue Service to retain the access link, its closure would not affect the ambulance services. They would not object to its closure.

Options

30. Option A. Do nothing and leave the snicket open to public use.
31. Option B. Use S118 of the Highways Act 1980 to close the snicket.
32. Option C. Close the snicket by means of a Gating Order.

Analysis

33. Option A - Do nothing and leave the snicket open to public use. The problems faced by the petitioners would still exist, and may escalate in time (see Annex 4). However, it may be possible to install combined vehicle access and pedestrian gates (see Annex 6) at each end of the snicket, which would allow continued use by pedestrians and cyclists; allow use by emergency

services if required; deter, although not guarantee to stop, unauthorised use by motorcyclists. With any such combination, the pedestrian gate would have to allow the passage of large mobility disabled scooters. Funding for this option would be from Transport Planning Unit's minor schemes budget. The gates would be bespoke items and would cost approximately £450 each. This option is recommended.

34. Option B - Use S118 of the Highways Act 1980 to close the snicket, as the snicket is not in an area designated by the Secretary of State for the Environment, Food and Rural Affairs as a high crime area. This would entail starting a process, which could take up to six months to complete and is not likely to be successful as it would have to be proved that the snicket is not needed for public use. This would also close down the emergency access route as well as a pedestrian access route. The lack of the pedestrian and cycle route would not be in line with the council's corporate objectives on transport. This is not recommended.
35. Option C - Close the snicket by means of a Gating Order. Although the instances of crime and anti-social behaviour may provide evidence to support this option, the fact that both the Police and Fire Service object to its closure would necessitate a public inquiry. This could be a costly and time-consuming exercise, which, having regard to all the facts, is not likely to be successful. As in Para 34, this would also close down the emergency access route, but would also close down a pedestrian access route. The lack of the pedestrian and cycle route would not be in line with the council's corporate objectives on transport. This is not recommended.

Corporate Objectives

36. The recommended option ties in with the council's Corporate Aim No1: *Take Pride in the City, by improving quality and sustainability, creating a clean and safe environment.*
37. The second Local Transport Plan (LTP2). The *hierarchy of transport users* is firmly embedded within this plan, with pedestrians and cyclists being at the top of our priority when considering travel choice. It is evident from the preceding comments that the retention of the link for public use fits soundly within council transport policy. The encouragement of travel by sustainable modes also corresponds with other 'wider quality of life objectives' as contained in the Community Strategy, such as those relating to health. The closure of the link would have the potential to encourage increased trips by private car, which does not accord with Objective 1.3 to: *Make getting around York easier, more reliable and less damaging to the environment.*

Implications

- **Financial**

38. Funding would need to be sought to implement the recommended proposal, which would normally come from the ward committee budget. In this case, permanent cycle barriers have been fitted, which could constitute an unlawful obstruction preventing emergency access. These will have to be removed should officer recommendation be agreed and the cost of resolving this would be met by the Transport Planning Unit minor schemes budget.
 - **Human Resources (HR)**
39. There are no HR implications.
 - **Equalities**
40. The recommendation in Option A of this report, would have to be put before the Disabled Person's Advisory Group (DPAG) for their comments prior to implementation, to see if it met the needs of users with a wide range of disabilities.
 - **Legal**
41. Other than any relevant legal orders being made, there are no other legal implications.
 - **Crime and Disorder - Crime Analysis**
42. A report by the Police Architectural Liaison and Crime Prevention Officer, PC Jim Shanks, shows crimes committed between 1 January 2005 and 31 December 2005 (see Annex 4) within the area bordered by Stratford Way, Alderley Court, Aylesham Court, Stow Court and Hazelmere Court. It is not possible to narrow the search to the snicket in question or, due to data protection, identify the location of each individual crime. For the same reason, PC Shanks was unable to furnish details of non-crime general incidents relating to the snicket, although he has included a list of crimes and general incidents for the six months from 1 August 2005 to 14 January 2006 for the same area.
43. The crime analysis shows that during the period 1 January 2005 and 31 December 2005, there were a total of 34 crimes; 17 of which were auto crime, which include thefts of and thefts from motor vehicles; 5 of the crimes were burglary, 6 were criminal damage and 3 each of thefts and assaults. There were a further 6 anti-social behaviour incidents during the latter 6 months of the year, however, as previously discussed it is not possible to attribute all of these crimes and incidents to the snicket. PC Shanks' investigations did reveal that approximately 10 of these crimes and incidents were directed against one family, who were the victims of a hate campaign following an incident at Huntington School in the latter half of 2005. This still leaves 30 crimes and incidents recorded by the police for that area.
44. There is no doubt that this area has suffered from high levels of crime and anti-social behaviour, even discounting the attacks against the one family, however, it is not possible to identify the snicket as the cause of these incidents. The

police are aware of these problems and with the recent introduction of new Neighbourhood Policing Teams (NPT), they are hoping to address anti-social 'hot-spots' in the various wards.

- **Information Technology (IT)**

45. There are no IT implications.

- **Property**

46. There are no property implications.

- **Other**

47. There are no other implications.

Risk Management

48. The risks involved with doing nothing, are that the existing barriers are a permanent fixture and therefore cannot be removed should emergency access be required. This could constitute an unlawful obstruction for which the council would be liable to prosecution. If the barriers are removed without replacing them with some form of removable barrier, then the link may continue to remain a concern in terms of the potential relationship with crime and anti-social behaviour.

Recommendations

49. It is recommended that the Advisory Panel advise the Executive Member for City Strategy to accept **Option A**, and resolve to:

1. Note the petitioners' request for closure; and
2. Refuse the request on the grounds that there is presently no available legislation, which would allow the closure of this emergency access route.
3. Explore the possibility of installing a metal construction combined vehicle and pedestrian access gate at each end of the snicket, which would still allow the lawful use by pedestrians, cyclists and the emergency services, but deter unlawful use by motorcyclists.
4. Consider the effectiveness of the gates in 12 months time, against updated crime statistics. If required, consider applying for a Gating Order under the Clean Neighbourhoods and Environment Act 2005, in accordance with to the revised City of York Council Alleygating Policy, which is currently under review.
5. Refer the matters raised in the petition to North Yorkshire Police, for them to try and address the problems faced by the residents of

Stratford Way, by the use of target led patrols in the area, in line with new Neighbourhood Policing Team strategies.

The reason for making this recommendation is set out in para 48.2 in that there is presently no available legislation, which would allow the closure of this emergency access route.

Contact Details

Author:

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Public Rights of way Unit
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Chief Officer Responsible for the report:

Damon Copperthwaite
Acting Assistant Director
City Development and Transport

Report Approved **Date** 23 May 2006

Tel: 551338

Wards Affected:

All

Huntington Ward

For further information please contact the author of the report

Background Papers:

Highways Act 1980
Countryside and Rights of Way Act 2000
Clean neighbourhoods and Environment Act 2005
City of York Council Alleygating Policy
Department for Transport Design Bulletin 32
City of York Council Highway Design Guide

Annexes

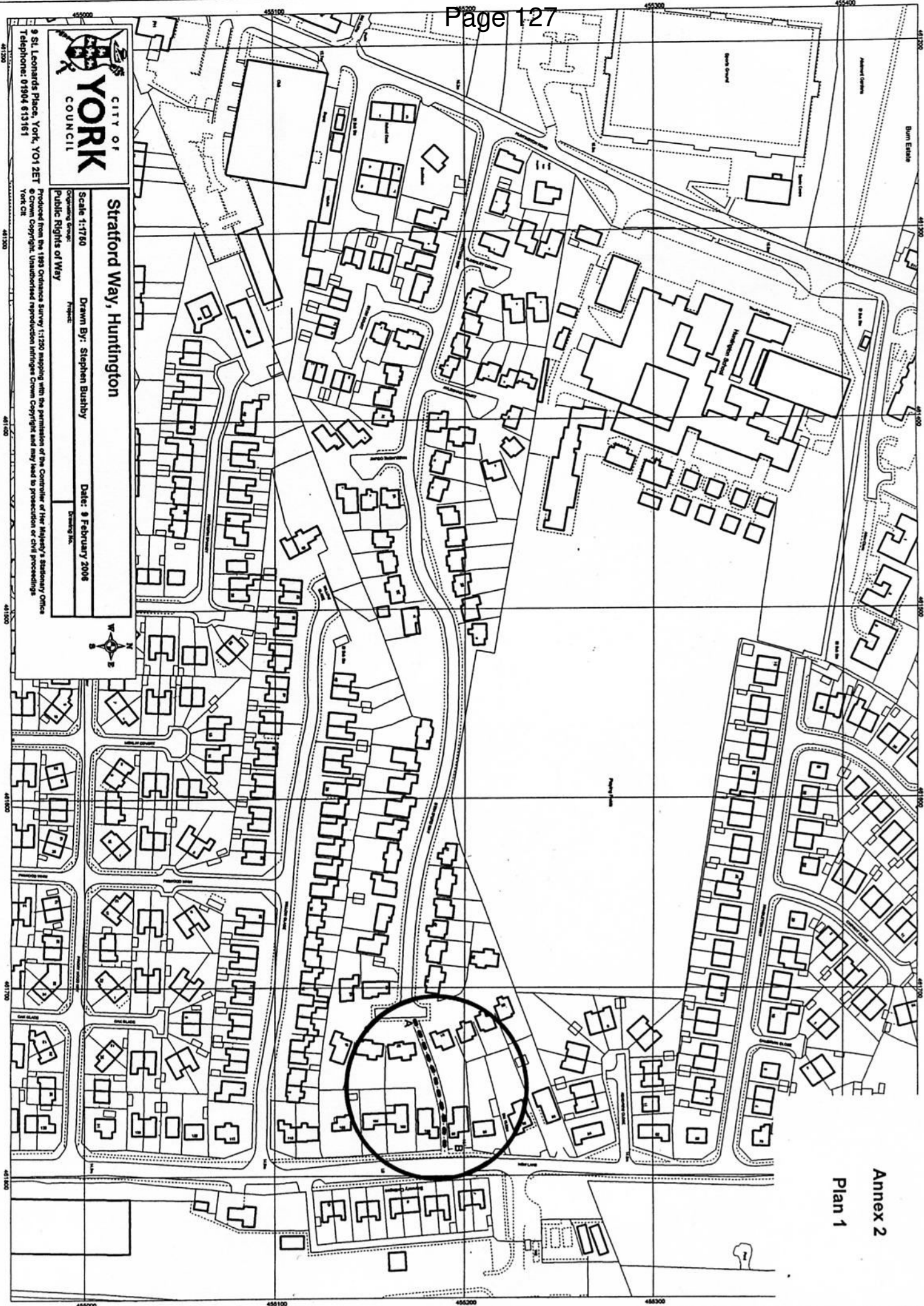
1. Decision summary.
2. Plan 1 showing location of emergency access link in Stratford Way.
Plan 2 showing alternative routes and amenities in the area of Stratford Way.
3. Photographs of emergency access.
4. Crime analysis from North Yorkshire Police.
5. Residents' Petition
6. Design for proposed gates.

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Decision:

	OPTION A	OPTION B	OPTION C
Options	Do nothing, and leave the access as it is for emergency vehicles, with no changes.	Grant the petition, and close off the access point using S118 of the Highways Act 1980.	Close the access point using S129 Clean Neighbourhoods and Environment Act 2005
Pro's and Cons	<p>Pro's:</p> <ul style="list-style-type: none"> ▪ There will be no cost involved in a closure procedure. ▪ The access will still be available for emergency vehicles. ▪ The access will still be available to pedestrians and cyclists. ▪ The access will still be part of the safe routes to school and work. <p>Cons:</p> <ul style="list-style-type: none"> ▪ The problems faced by the petitioners will continue, and could possibly escalate. ▪ There may still be problems with unauthorised motorcycle access. ▪ There will still be problems with anti-social behaviour. ▪ Existing barriers will have to be removed to accommodate emergency access gates. 	<p>Pro's:</p> <ul style="list-style-type: none"> ▪ Petitioners will no longer have the problems they are experiencing at present with crime and antisocial behaviour. ▪ Petitioners will no longer have problems with unauthorised motorcycle access. ▪ Petitioners quality of life will be improved. <p>Cons:</p> <ul style="list-style-type: none"> ▪ There will no longer be an emergency access point, therefore in the event of an emergency vehicles will be forced to access the estate via Huntington Road. ▪ Pedestrians, especially school children, will have to walk around to the local shops, places of work and school, via other routes. ▪ There is no present legislation available which would allow its closure. ▪ The closure 	<p>Pro's:</p> <ul style="list-style-type: none"> • Petitioners will no longer have the problems they are experiencing at present with crime and antisocial behaviour. • Petitioners will no longer have problems with unauthorised motorcycle access. • Petitioners quality of life will be improved. <p>Cons:</p> <ul style="list-style-type: none"> • There will no longer be an emergency access point, therefore in the event of an emergency vehicles will be forced to access the estate via Huntington Road. • Pedestrians, especially school children, will have to walk around to the local shops, places of work and school, via other routes. • The closure would be contrary to the conditions in the planning consent given

		<p>would be contrary to the conditions in the planning consent given when the estate was built.</p> <ul style="list-style-type: none"> ▪ Cost of applying for the closure which would not be successful. 	<p>when the estate was built.</p> <ul style="list-style-type: none"> • Cost of applying for the closure which would not be successful. • Objections by Police and Fire Service would result in a public inquiry, with resultant costs against the council.
Officer recommendation	Recommended.	Not recommended.	Not recommended.
Financial Implications	None.	Cost of application which would not be successful – around £2,500 for legal procedure alone; cost of physical works would be in addition to this and would depend on what method was used. Gates and fencing would be in the region of £2,000 - £3,000.	Cost of application which is not likely to be successful – around £2,500 for legal procedure alone; cost of physical works would be in addition to this and would depend on what method was used. Gates and fencing would be in the region of £2,000 - £3,000. Public inquiry could be in the region of £5,000.
Legal Implications	None.	No legislation exists to allow its closure under these regulations.	Council would have to decide whether action warranted a public inquiry.
HR Implications	None.	None.	None
Other implications as appropriate Eg: Crime Equalities Sustainability etc	Already covered, crime and anti-social behaviour may be reduced.	None.	None
Consultation	Emergency Services. CYC TPU Dept. CYC Alleygating Officer.	Emergency Services. CYC TPU Dept. CYC Alleygating Officer.	Emergency Services. CYC TPU Dept. CYC Alleygating Officer.
Recommendation			



CITY OF YORK COUNCIL

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Stratford Way, Huntington

Scale 1:1750

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Public Rights of Way

Drawn By: Stephen Bushby

Date: 9 February 2008

Project:
Drawing No:



**Annex 2
Plan 1**

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Annex 2

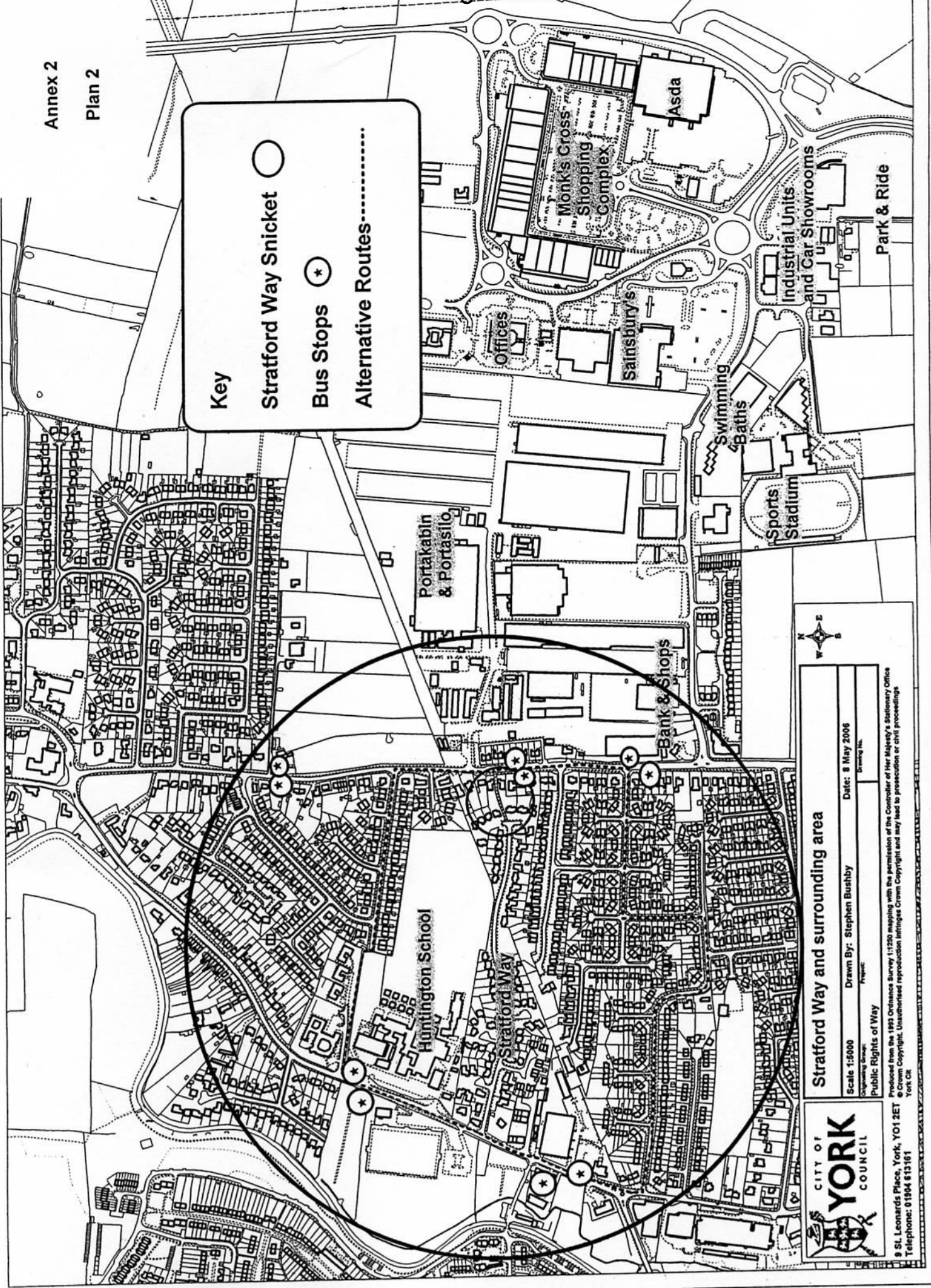
Plan 2

Key

Stratford Way Snicket ○

Bus Stops ⊙

Alternative Routes -----

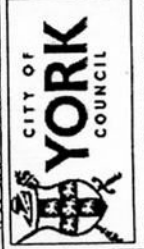


Stratford Way and surrounding area

Scale 1:8000
 Drawing Date: 8 May 2006
 Drawing By: Stephen Bushby
 Project: Stratford Way

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Emergency Access from Stratford Way towards New Lane



Emergency Access from New Lane towards Stratford Way

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Cycle Barriers in Stratford Way



Cycle Barriers in New Lane

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View from New Lane towards Stratford Way

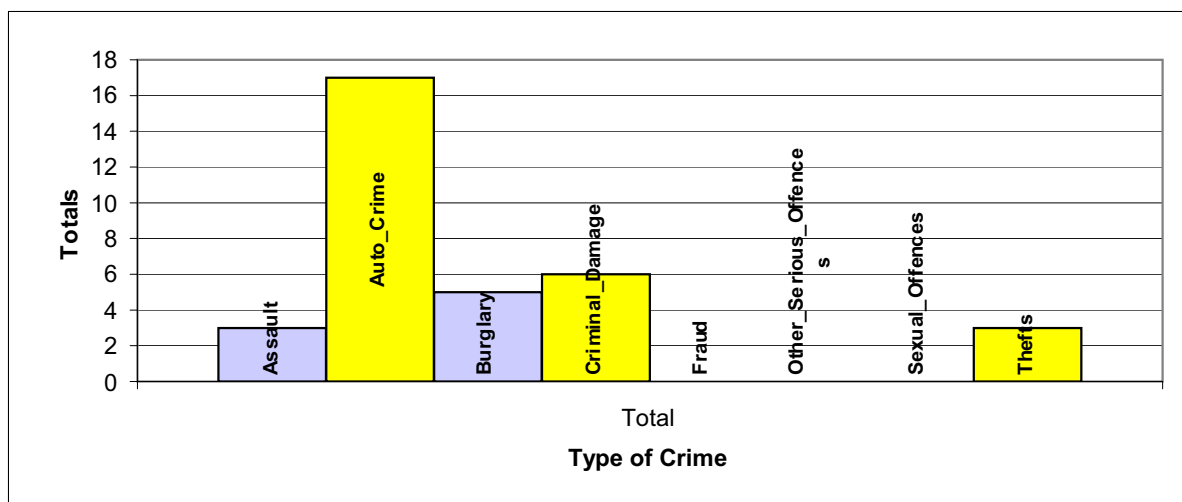
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Architectural Liaison Officer Report

Crime Analysis Study Area:	=	Area Surrounding Stratford Way Huntington York
Planning Application Reference:	=	N/a#
Size of Study Area from Application	=	Please See Map
Study Period Start:	=	01/01/2005
Study Period End:	=	31/12/2005
Date Study Completed	=	08/02/2006
Number of Months in Study Period	=	12
Geocoding Accuracy Rate	=	95%

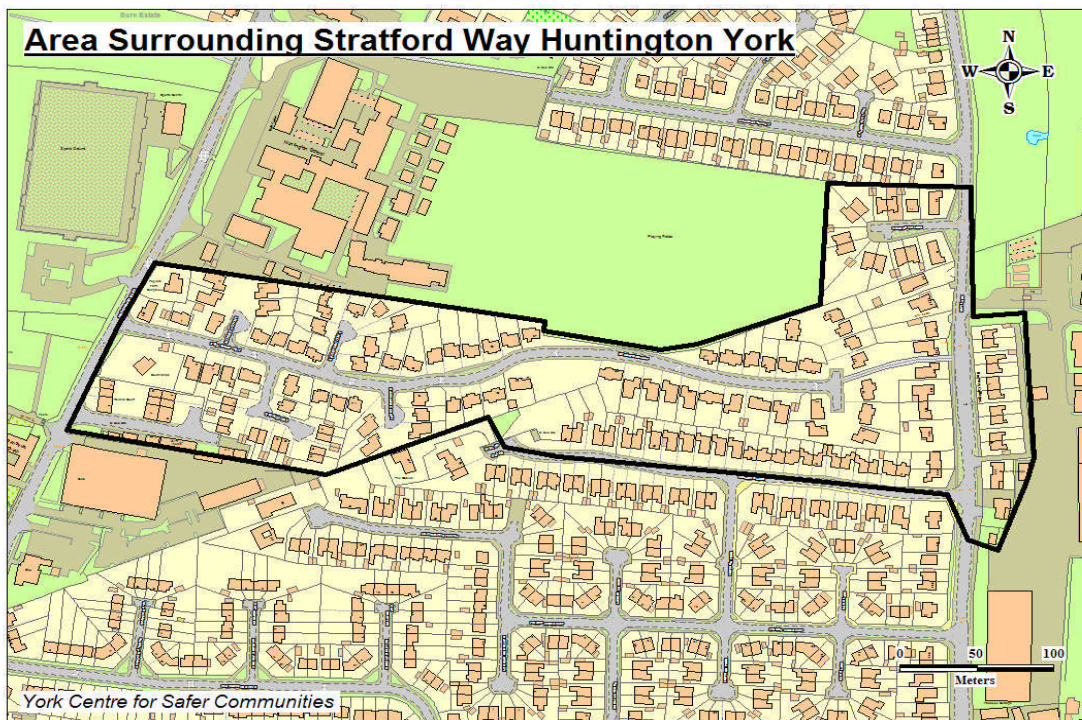
Crime Group	Total
Assault	3
Auto_Crime	17
Burglary	5
Criminal_Damage	6
Fraud	0
Other_Serious_Offences	0
Sexual_Offences	0
Thefts	3
Grand Total	34

A Table of Crime in the Study Area (Above) and corresponding Graph (Below)



A Table of Crime by Crime Group and then Crime Type

EVENT_GROUP	HO_DESCRIPTION	Total
ASSAULT	OFFENCE OF HARRASSMENT	1
	POSSESSION OF WEAPONS WITH INTENT	1
	PUBLIC ORDER OFFENCES	1
AUTO_CRIME	THEFT FROM VEHICLE	5
	THEFT OR UNAUTHORISED TAKING MOTOR VEHICLE	9
	VEHICLE INTERFERENCE	3
BURGLARY	BURGLARY IN A BUILDING OTHER THAN A DWELLING	4
	BURGLARY IN A DWELLING	1
CRIMINAL_DAMAGE	CRIMINAL DAMAGE OTHER	1
	CRIMINAL DAMAGE TO DWELLINGS	1
	CRIMINAL DAMAGE TO VEHICLES	4
THEFTS	OTHER THEFT OR UNAUTHORISED TAKING	1
	ROBBERY OF PERSONAL PROPERTY	1
	THEFT OF PEDAL CYCLE	1
Grand Total		34



A Table of Crime by Month of the Year and Hour of the Day in the Study Area

Month	Total
Jan	1
Feb	3
Mar	4
Apr	0
May	1
Jun	1

Month	Total
Jul	8
Aug	3
Sep	2
Oct	5
Nov	4
Dec	2

Crime Day	Total
Mon	10
Tue	6
Wed	2
Thu	3
Fri	3
Sat	8
Sun	2
Grand Total	34

Grand Total

34

Expected Average Crime per Month =

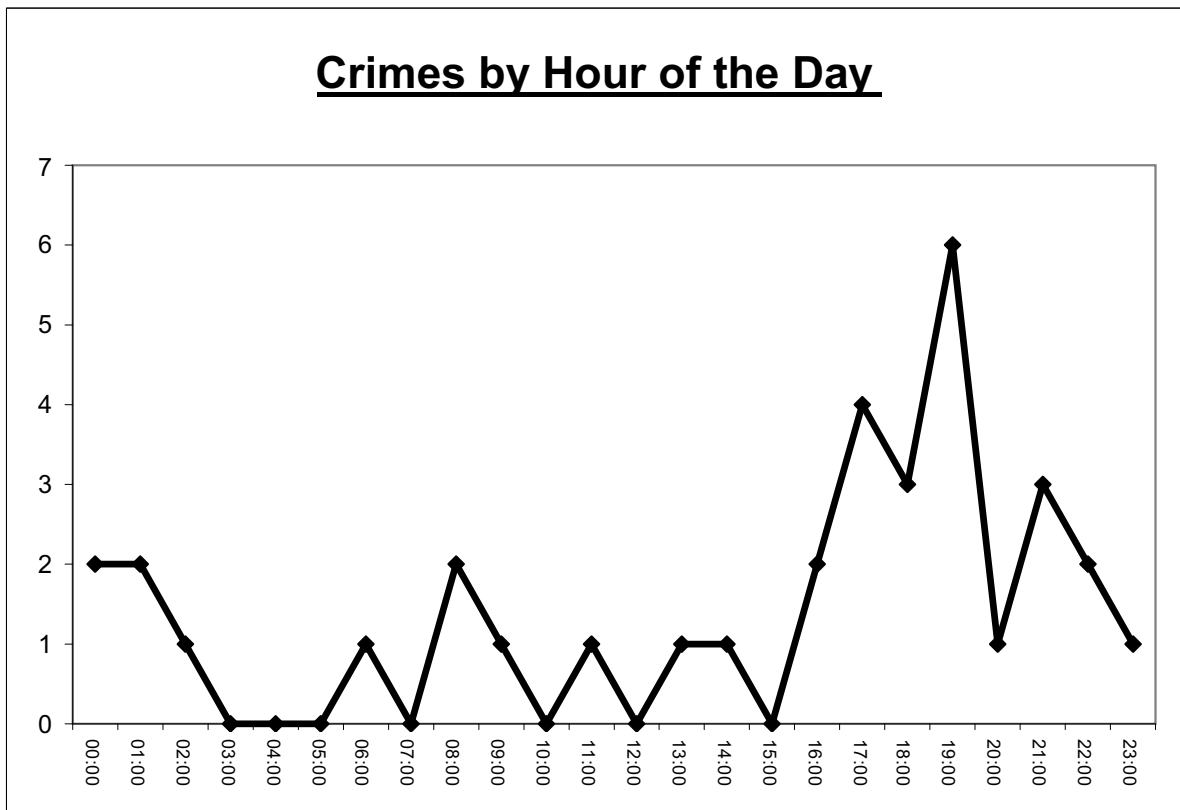
2.83

Expected Average Crime per Day =

4.86

A Table of Crime by Hour of the Day in the Study Area

	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total
Total	2	2	1	0	0	0	1	0	2	1	0	1	0	1	1	0	2	4	3	6	1	3	2	1	34



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Notes to accompany petition submitted to Councillor Orrell

There are a total of 50 properties on Stratford Way.

We were unable to get a response at 6 properties

Only one did not want to sign.

Therefore residents at 43 of the 50 properties signed the petition to have the snicket either gated or closed completely.

We also spoke to two residents on New Lane at the other side of the snicket. Both had had problems and signed the petition. They also told us of other incidents affecting their neighbours and we feel sure we could have found more support for closure of the snicket from other residents of New Lane but unfortunately we did not have time to canvass any more properties.

It was evident from the conversations we had with people whilst collecting the signatures, that there have been many more incidents of vandalism since our initial meeting on 4th December and the overwhelming opinion was that the perpetrators of the vandalism were using the snicket and Stratford Way as a shortcut.

Jackie David 25 Stratford Way
Pat Richardson 24 Stratford Way

STRATFORD WAY PETITION

We, the residents of Stratford Way, wish to express our concern over the increase in vandalism and general anti-social behaviour in our neighbourhood. We believe this is due to the public access through the from Stratford Way into New Lane late at night and in the early hours of the morning. We now petition for this snicket to be either alley-gated at night, or blocked off permanently.

NAME	ADDRESS	SIGNATURE
C. Bridgood	28 Stratford Way	C. Bridgood
<i>[Signature]</i>	"	"
J. H. Thomas	30 Stratford Way	J. H. Thomas
<i>[Signature]</i>	"	<i>[Signature]</i>
S. SCOTT	36 Stratford Way	S Scott
R Scott	"	R Scott
C Barker	40 STRATFORD WAY	C BARKER
JR BARKER	(Alleygated)	<i>[Signature]</i>
S M ROBERTS	48 STRATFORD WAY	S M Roberts
	(gating preferred option).	
PETER GARBUTT	52 STRATFORD WAY	Peter Garbutt
SUE GARBUTT	52 STRATFORD WAY	PP Peter Garbutt
R C WETHERILL	59 STRATFORD WAY	R C Wetherill
R H WETHERILL	59 STRATFORD WAY	R Wetherill
SC Caley	(Gated) 57 Stratford Way	SC Caley
B. Uolke	57 STRATFORD WAY	<i>[Signature]</i>
GAIL MCHUGH	(GATED ACCESS ONLY) 51, STRATFORD WAY	<i>[Signature]</i>
JOHN ELLISON	49 STRATFORD WAY	<i>[Signature]</i> (Alleygate.)
Diane Ellison	" " "	<i>[Signature]</i> (Alleygate.)
Bill Turk	45, STRATFORD WAY,	<i>[Signature]</i>

NAME	ADDRESS Page 143	SIGNATURE
J. TWIST	45 Stratford way	J Twist
M. WILSON	43 Stratford Way	M Wilson
C. RICHARDSON	41 STRATFORD WAY	C Richardson
P.A. RICHARDSON	24 stratford way	P.A. Richardson
J P David	25 Stratford Way	J P David
N E David	25 Stratford Way	N E David
S. BROUGHTON	21 STRATFORD WAY	S B
S. DUFFIELD	17 Stratford way	S Duffield (gated)
K. DuRrill	17 Stratford way	K Duffield (gated)
R. J. OWEN	15 " " "	R J Owen
B. A. OWEN	15 " " "	B A Owen
E. M. ADDIS	11 Snowford way	E M Addis
R. J. ADDIS	" " "	R J Addis
A Bedward	7 " " "	A Bedward
R. Owen	5 " " "	R Owen
J Chapman	" " "	J Chapman
J WARRY	1 STRATFORD WAY	J Warry
A. Leake	22 Stratford Way	A Leake
G. R. Leake	" " "	G R Leake
B Ward	18 Stratford Way - gated	B Ward
CESARA	CLINT RESOURA	Cesara
JRESARA	16 JULIE R. SOUZA	JRESARA

NAME	ADDRESS	SIGNATURE
Andrew Eyre	13 Stratford Way	Andrew Eyre
ANDREW EYRE	10 STRATFORD WAY	Andrew Eyre
Lesley Eyre	"	Lesley Eyre
WENDY GIBSON	3 STRATFORD WAY	Wendy Gibson
DAVID SIBSON	3 STRATFORD WAY	David Gibson
Joan Heron	(Gated at night) 10 AYLESHAM COURT	Joan Heron
Jane McKay	23, Stratford Way	J. McKay
JOHN MCKAY	" " " "	John McKay
BRIAN BURLEY	19 STRATFORD WAY	B. Burley
Sandra Burley	19 Stratford Way	(gated). S. Burley
GRAHAM CHAPMAN	47 STRATFORD WAY	Graham Chapman
JULIE CHAPMAN	47 STRATFORD WAY	J. Chapman
ANTA HUNT	53 STRATFORD WAY	A. Hunt
BARRY HUNT	" " "	B. Hunt
MICHAEL COOPER	61 STRATFORD WAY	M. Cooper
Elaine Cooper	" " "	E. A. Cooper
Marie Summer	100 NEW LANE	M. M. Summer
R. SIMPSON	102 NEW LANE	R. Simpson
S. Bonner	46 STRATFORD WAY (gated at night)	S. Bonner
A. BONNER	46 STRATFORD WAY	A. Bonner
R. KITTLEWELL	38 STRATFORD WAY	R. Kettlewell

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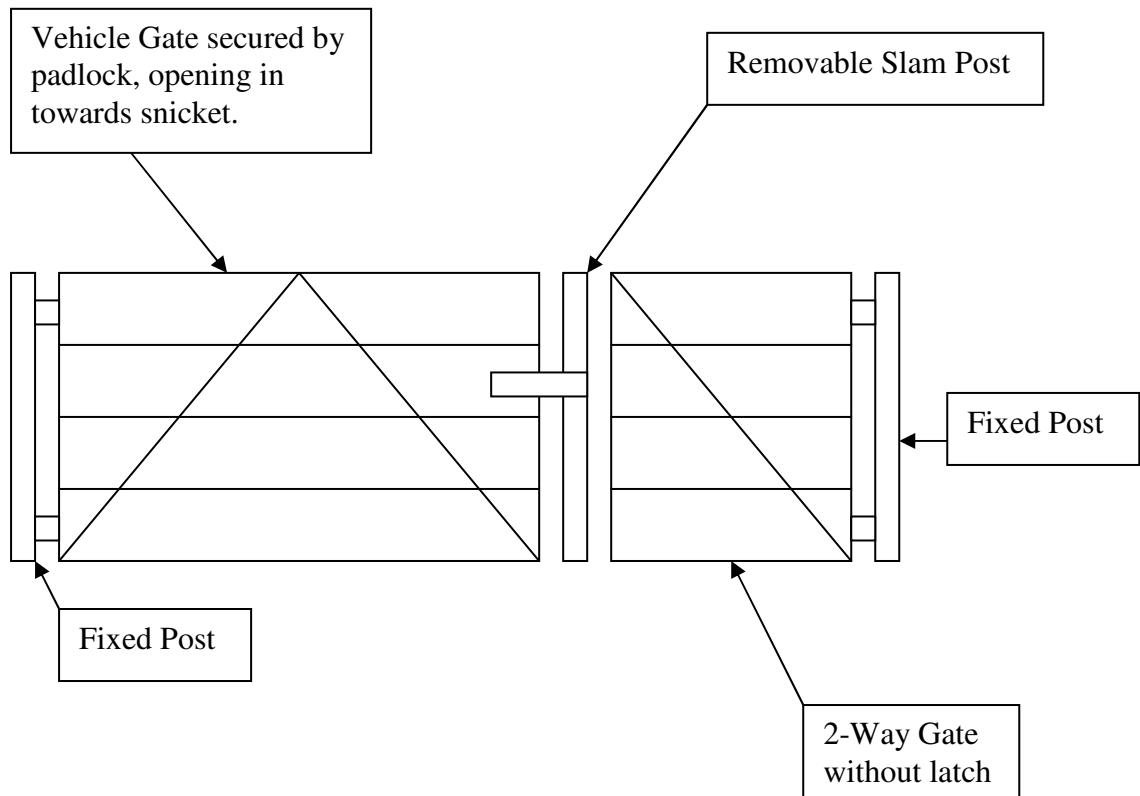
Design for Proposed Gates

York 2 in 1 gate - modified. Cost approx £450 + fitting.

Vehicle gate with removable slam post secured by single padlock. Inward opening.

Pedestrian gate is 2 way opening without latch.

Access by emergency services is by removing padlock, lifting removable slam post and opening vehicle gate, securing 2 way gate back to wall and driving in.



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Meeting of the Executive Members for City Strategy and the Advisory Panel

7 June 2006

Report of the Director of City Strategy

Car Club - Update

Summary

1. This report provides an update on the position regarding the city car club project, which The Executive Member and Advisory Panel are asked to note, together with a recommendation to waive the parking tariff for car club bays within Council car parks for at least the first two years of operation. It is anticipated that further progress will have been made by the time of the meeting, which will be reported verbally. A recommendation on the selected operator will be presented and approval of this is also sought. Launching the club should be feasible towards the end of July or August this year.

Background

2. At the 5 October 2005 meeting, the Executive Member and the Advisory Panel considered a report, which presented several options for the delivery of car club provision in the Council's area.
3. A single tendered contract/partnership was the recommended option. This would allow a commercial operator to run a car club commencing initially on street (and/or in public car parks), to serve latent interest in residential areas already surveyed, and provision from first occupation of several new developments, utilizing Section 106 funding to pump-prime for an initial period.
4. This option was approved together with several additional recommendations, for example, the Council would undertake to provide the necessary works to provide car club bays (car stations), through traffic orders, signing etc. In addition the Council agreed to provide up to £30,000 annually for any supporting works, and to continue securing support from planning applications. The full recommendation/approval is included at Appendix 1.

Car Club Specification

5. Following the above approval the first task was to prepare a specification, which would then be circulated to organisations currently operating car clubs in the U.K.

6. This provided the background as to why York considered a car club an important transport tool, and provided advice on the varying types of provision being sought by the authority, both initially and over the longer term.
7. Operators were asked to detail their programme for development of the club in 6 monthly periods for at least 3 years. Following on from the initial residential surveys the operators were also asked to feedback on the potential to provide aspirational vehicles within the club and also vehicles using alternative fuels.
8. The potential for integrating cycle hire within the club, i.e. car club members can also use a fleet of cycles was considered necessary.
9. Car clubs have important linkages to public transport, with both focused research indicating and operators demonstrating, that club members make increasing use of public transport. Again the operators' views/experience were sought on how such integration could be achieved.
10. Marketing strategies, booking systems, technology, customer care, project management, together with comprehensive monitoring and feedback to the Council, were some areas upon which comment was sought.
11. A mapping base was considered very useful, and this was part of the package sent to operators. This laid out the areas of the city where surveys had been undertaken and positive interest received. In addition the new developments where Section 106 negotiation has taken place, together with reasonably new development areas (such as along Lawrence Street) were also highlighted. A copy will be available in the Member's library and at the meeting.
12. Expressions of interest were sought in late October 2005 from five car club operators. Four responses were received from StreetCar, CityCarClub, Urbigo and Whizzgo, who all indicated that they would wish to receive a tender/specification pack. The specification pack was completed just before the Christmas period and dispatched to these companies. They were asked to provide their detailed submissions by the 3 February 2006.

The Submissions

13. From the four operators expressing initial interest, three very comprehensive submissions were received from Streetcar, CityCarClub and Whizzgo. These companies are the most prominent car club organisations in the UK, having substantial experience of successful operations in several cities including London, Brighton, Bristol, Southampton, Leeds and Edinburgh. On-going negotiation with local authorities and developers is likely to see the number of locations double in the near future. At present the total number of clubs appears to be around 25, with overall membership running into several thousand.
14. These submissions were thoroughly reviewed against the specification sought for York, and follow up presentations/question & answer sessions were undertaken in April with two of the operators, CityCarClub and Whizzgo. The submission by StreetCar was not considered to adequately address key areas

of the specification, such as programmed expansion of the club and financial operational requirements. Further review of the StreetCar submission was therefore not undertaken.

15. The remaining submissions include considerable detail and present differing options, approaches and levels of operation and support. It has therefore been necessary to ensure that they are balanced carefully in order to achieve the optimum scheme for York.
16. Both of the front-running submissions (CityCarClub and Whizzgo) are very positive with respect to bringing a city club to York. The initial detailing on potential number of vehicles is in accordance with our research for the first year, with subsequent expansion over the following years. Indications of potential membership are significantly in excess of assumptions (LTP 2 = 200 members year one) both after initial launch and years 3-5. At face value these indicators are very promising.
17. The submissions also indicate positive approaches to exploration of alternative fuel vehicles, integration with cycle hire and public transport.
18. It is evident that their marketing strategies are based upon extensive (including very recent) experience, and this is clearly an important area from the initial stages prior to launch and continuing through the life of the club. The car club in York will certainly be high profile. Enquires as to the progress of the car club continue to be received from interested residents and potential corporate users, such as the University.
19. In parallel with the above the car club charity CarPlus have approached CYC officers with a view to running a national environmental project linked to York's car club. This major project funded in part by Yorkshire Forward and Defra has the objective of measuring the carbon benefits of car clubs, being part of the Cars Cutting Carbon programme. This will be undertaken by comparing private car use with car club cars.
20. Further information on the content of the submissions and the assessment will be available at the meeting. Some of the content of the submissions is confidential and commercially sensitive.
21. In terms of timescales for launching of the club, both operators have indicated that this could be feasible within a matter of several weeks. This is based on the first cars being located within Council car parks. Therefore it may be towards the middle of the summer, possibly late July or August when the club comes into being.

Potential car locations (by type)

22. As set out in the specification, the operators agree that club cars should be located, on-street, in CYC controlled car parks and within new developments. There is also the real potential of some cars to be located in commercial/corporate/educational areas, from early on in the club's development (e.g. The University).

23. In terms of on-street bays, these would be achieved through a Traffic Regulation Order, requiring a consultation procedure and obviously physical works, i.e. roads markings and signage. The Council gave a commitment to this through the previous report, and the appointed operator, would work with officers to progress on-street bays, as part of a rolling programme.
24. Securing spaces within new developments will be achieved through the detailed planning process, including the necessary orders.

With regard to Council car parks the operators indicate that they would seek to establish cars within them, from the launch of the club. This is because certain car parks have already been identified as being preferred locations through the original consultation and also due to the fact that the process of designating bays should be a simpler and speedier process.

Consultation

No consultation undertaken.

Options

26. Approval of the previous report agreed to a discounted tariff for the bays in Council car parks. Subsequent officer consideration of this (including discussions with the independent advisory charity CarPlus), leads to the conclusion that the Council should waive any tariff for at least the first 2 years of operation, with a review after this period and then annually thereafter.
27. The alternative would be for the Council to impose a charge on the operator for the designation of bays for sole use by car club cars.

Analysis

28. The former option is recommended to the Executive Member and Advisory Panel. This advice does not result directly from the content of the submissions; for example, they do not say that they would expect this. However it should be recognised that car club operations do not become self-financing for at least the first 2 possibly 3 years, and therefore operate at a loss. Any charges imposed by the Council would therefore affect the club's potential to reach self-sufficiency, and possibly development and expansion. Secondly and of equal importance is the fact that the car club is not the same as other commercial organisations in that this will provide a demand management tool, which the Council, (together with the government and leading national transport bodies) have all acknowledged as being important in helping to deliver transport objectives and targets. As an indication the number of bays within public car parks is likely to be less than 12, and this is likely to reduce over a period of time, as more bays are located on street. With this recommendation there is a reduction in revenue to the Council, as the designated bays would not be available for general parking and as such no parking fees would be collected. However greater weight should be applied to the over-riding sustainable transport benefits that will arise from the development of the car club across the city.

Selection of the preferred operator

29. The submissions presented by both CityCarClub and Whizzgo are considered to be very professional and take on board the aspirations the Council has for a car club in York. They have considerable experience in running successful car clubs across the U.K., and would wish to work closely with the Council and other organisations to establish a healthy partnership, with high expectations for expansion.
30. Having reviewed the follow-up sessions, it was evident that the two operators were very evenly balanced. A more formalised way of evaluating the two, through a scoring mechanism of the submissions has been undertaken. Whilst this has some purpose, as a guide, and perhaps in terms of feedback, it is considered that the decision on selection should rely to a great degree on the overall judgement that the chosen operator would deliver a quality car club in York. As is demonstrated from the table the ranking is equal.

Criteria from Specification	Evidence Required	Weighting (%)	City Car Club	Whizzgo
Start up concept; market/users; locations in York	Demonstrate understanding of funding available, types of users and role of Council	15	14	13
Commitment to expand	Detail launch, and following development in 6 month blocks for 3-5 years	15	14	14
Potential for alternative fuel technology	Current fleet and future aspirations	10	8	9
Integration of cycle hire scheme and public transport incentives	Existing arrangements/ partnerships, & the potential for York	10	9	8
Partnership with CYC	Existing undertakings with other LAs & the plan for York	10	10	10
Marketing the club	Detail current examples and process for York	10	8	9
Attracting commercial/corp orporate users	As above. Early integration/operations	10	9	9
Customer care	Ease of use, booking, invoice, technology & support	10	10	10
Monitoring & Reporting to CYC		10	10	10
	Total	100	92	92

Summary - At the time of writing this report the selection process was approaching conclusion, and it is anticipated that an update will be presented at the meeting on the selected operator.

Corporate Objectives

31. The earlier EMAP meeting approved the establishment of a car club in York and the focus of this report is to update Members on subsequent progress. The development of car club provision within the city, is contained within the Council's second Local Transport Plan, which details how we intend to build a sustainable transport network over the next 15 years. Car clubs reduce the number of vehicles on the network thus providing the potential for reduced congestion and air quality improvement. They also encourage smart travel choices, with proven increased trips by public transport, cycle and on foot. Being part of LTP2, the car club also supports other wider quality of life objectives such as those contained within the Community Strategy (Corporate Aim 1 : Take pride in the city, by improving quality and sustainability)...Objective 1.3 : *Make getting around York easier...less damaging to the environment.* Specific deliverables to *reduce congestion and the environmental impact and the encouragement of small, low emission vehicles*, are clearly supported by the car club. The Air Quality Action Plan makes specific reference to car club provision..

Implications

Financial Implications

32. Financial commitments were set out in the previous report. In brief the Council's commitments relate to a maximum annual allocation of £30,000 to support minor improvements for car club locations; the delivery of car bays on street, involving the processing of Traffic Orders, some of which would be off-set by developer 106 funding.
33. The reduced revenue resulting from the recommendation to waive the parking tariff, is estimated to equate to a maximum of £7000, over the 2 year period. This is based on a maximum number of 12 car club bays, and as indicated, this number will reduce as bays are installed on-street and within new developments.

Human Resources (HR)

34. The project is being undertaken by the Network Management team. Call off consultancy service has been provided by CarPlus at no charge to the authority.

Equalities

35. There are no implications.

Legal Implications

36. A contract will be prepared for the partnership arrangement between the City of York Council and the selected operator.

Crime and Disorder

37. There are no implications.

Information Technology

38. There are no implications.

Property Implications

39. There are no implications.

Other Implications

40. There are no implications.

Risk Management

41. As highlighted at paragraph 27 there are limited implications (risks) of reduced revenue, resulting from the recommendation to waive charges for car club bays within Council car parks. The potential risks associated with not approving a zero tariff, are set out in paragraph 27. In summary, if charged, such costs have the potential to place a constraint on the self-sufficiency and development of the club. In addition and perhaps carrying more weight, the recommendation is considered to sit comfortably with the Council's transport principles and objectives.

Recommendations

42. That the Advisory Panel advise the Executive Member for City Strategy:
- To note the contents of this report, together with the supplementary update made at the meeting.
 - To agree that a further progress report is presented in the late Autumn.
 - Approval of the recommendation on selected operator (to be presented at the meeting).
 - To approve that for the first two years of operation no parking tariff will be sought by the Council relating to car club bays established within Council car parks. This will be reviewed at the end of this period and annually thereafter.

Reason: To encourage the development of a car club in the city in accordance with Council Policy and wider objectives.

Contact Details

Author:

Richard Bogg
Divisional Head (Traffic)
Network Management
Tel 551426

Chief Officer Responsible for the report:

Damon Copperthwaite
Acting Assistant Director
(City Development & Transport)

Report Approved **Date**

Wards Affected

All



For further information please contact the author of the report

Specialist Officers Consulted: Patrick Looker, Finance Manager, City Strategy.

Background Papers: EMAP report 5/10/05

Annexes

Annex 1 - Recommendations as approved at EMAP 5/10/05

Approval of the Executive Member at the meeting of 5 October 2005***It is recommended that;***

- i. Option e (paragraph 12) be adopted and that a car club should be set up in York, preferably by one operator.
- ii. the Council tenders for an operator to run a car club in the city, using the developer contributions for start-up costs. Tenderers will need to demonstrate their commitment expanding the market in York, to introduce alternative fuel vehicles. In addition the potential for a system of cycle hire to be integrated into the club should be explored.
- iii. the car club be initially run from the new development sites utilizing the Section 106 funding to “pump-prime”, in conjunction with on-street provision to existing areas where surveys and consultation has been undertaken, with subsequent roll-out to additional sites in both rural and urban areas of York.
- iv. where possible within the requirements on local authorities set by the Traffic Management Act, the Council provides dedicated on-street parking for car clubs through Traffic Regulation Orders (TROs). Locations will be chosen in partnership with the selected operator and based on the residents’ consultation exercise.
- v. discounted parking tariff be made available for car club vehicles, within CYC car parks and other pay locations.
- vi. car clubs be marketed to residents and employers by the Council and the operator to maximise the impact of this initiative on congestion and pollution levels in York.
- vii. up to £30,000 be allocated from future year’s LTP allocations to support minor improvements for car club locations that benefits existing residential areas of York.
- viii. the Council continues to secure planning applicants’ support for car clubs as a measure to mitigate the impact of new developments on traffic and pollution levels in the city.

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Meeting of Executive Members for City Strategy and Advisory Panel

7 June 2006

Report of the Director of City Strategy

Planning And Transport Capital Programme 2005/06 – Outturn Monitoring Report

Purpose of Report

1. The purpose of this report is to set out progress on the major schemes in the Planning and Transport capital programme during the financial year 2005/06. It is the outturn report for 2005/06 and reports on budget spend to the end of March 2006.

Background

2. Members have been provided with three monitoring reports for the Planning & Transport Capital Programme. The programme £10,104k funds improvements to Public Transport facilities, highway junctions, pedestrian facilities, cycling facilities as well as maintenance of footways, carriageways and bridges and the City Walls.

Summary

3. Further to the success in the previous four years, 100% spend was again achieved on the government allocated funding under the Local Transport Plan (LTP) in 2005/06. The LTP has now funded approximately £33m of works over five years to enable approximately 453 schemes to be completed, 13 schemes to be started and design work to be progressed on a further 108 projects.
4. The full budget at Quarter 3 Monitor (£10,104k) for 2005/06 was the second highest for the Planning and Transport portfolio in the first LTP period. The £10,271k value of the work done within the year was only £130k less than achieved in the highest spend year of 2003/04. Owing to the large number of schemes under construction at the end of the financial year and other reasons, detailed within this report, there was an overspend on the full budget of approximately £170k. It is proposed to fund the overspend by the use of s106 developer contributions.
5. It should be noted that all of the LTP funding which had to be spent within the financial year was accounted for. The overspend was predominantly in the public

transport area where there were additional costs against the Station Frontage and FTR schemes.

Outturn

6. The total value of the full Planning and Transport programme agreed by Members in February was **£10,504k** including all overprogramming. The actual value of work done was **£10,271k**. This apparent underspend of £233k is made up of the removal of £399k in overprogramming and a £166k overspend. Inevitably, therefore, the variance analysis included in the main body of the report shows a number of apparent underspends when comparing the actual value of work done against the proposed full programmed spend. These underspends reflect the way in which the overprogramming was managed at the year end in order to bring the spend in the LTP schemes as close to budget as possible. It should be noted that all underspends and overspends will be identified and taken into account when the revised 2006/07 programme is presented for Members consideration in July 2006.
7. In terms of LTP funding the spend within the year was **£5,956.5k** against an LTP allocation of **£6,225k** for 2005/06 plus **£268.5k** set aside to fund accruals in the LTP from 2004/05. This represents a 100% spend of our LTP allocation for 2005/06. It is proposed to fund the accruals on the LTP work in 2005/06 from s106 developer contributions which allows the full LTP allocation to be available for funding schemes within 2006/07.

Review of the 2005/06 Planning and Transport Capital Programme

8. Progress on the major elements of the programme is set out in more detail in the sections below. Schemes that fall within the Local Transport Plan are considered first followed by schemes funded from other sources. The figure shown in brackets after the outturn is the value of LTP funding utilised by the scheme.
9. A scheme by scheme review of progress is set out in Annex 1 with the scheme status at the end of March 2006 indicated. The progress since the end of the year is also shown where appropriate.

Schemes within the Local Transport Plan

10. There has been significant progress in delivering schemes within the LTP. A substantial amount of the work planned was achieved and many schemes were implemented. Many of those schemes not finished by 31 March 2006 should be completed early into 2006/07
11. Overall 64 individual schemes in the 2005/06 Planning and Transport capital programme were complete by the end of March 2005, 13 schemes were under construction.

PUBLIC TRANSPORT

Park & Ride

Approved Programme at Q3: **£782k (£735k LTP element)**
Outturn at 31st March 2006: **£836k (£558k LTP element)**

12. A59 Park & Ride (PR01/02a) – Development work for the proposed Park & Ride on the A59 corridor was undertaken in the early part of the year to establish the best technical location for the site, taking into account access and operation issues. Owing to a number of issues including the size of the roundabout required to provide access to the site inside the Outer Ring Road, options to locate the site off the A59 adjacent to Northminster Business Park are now preferred. Due to the large reduction in available funding from the LTP over the next five years, alternative sources of financing the scheme are being investigated including the possible inclusion with a Major Scheme Bid associated with York Central.
13. Designer Outlet Park & Ride (PR02/02) – There was an underspend of approximately £40k against this scheme owing to a delayed start on site to ensure the construction works did not affect the Designer Outlet over the busy Easter period. Progress on the scheme within 2005/06 was slower than expected owing to extended negotiations with the Designer Outlet to arrange a new licence, and the later than anticipated granting of planning consent. However the works have now commenced and are due to be completed in May. The increased bus frequency and Sunday service commenced at the end of April.
14. Monks Cross Park & Ride (PR03/02a) – There was a overspend of approximately £7k against this allocation owing to the resolution of minor completion items and the payment of the retention on the main contract. It is proposed to part fund the costs for this scheme from a section 106 contribution.
15. Malton Road Bus Priorities Phases 2 and 3 (PR03/02b) – The bus priority measures from the Monks Cross Park & Ride site along Malton Road to Heworth Green were completed at the end of the year. Buses now have a segregated inbound lane and priority at the New Lane signals, and a bus gate at the Heworth Green roundabout. The scheme delivered this year also include approximately 2km of off-road cycle track providing safe access to Monks Cross from Heworth. The total cost for the works completed in 2005/06 was approximately £88k higher than the reduced budget allocated at Q3, when it was projected that the works would not be finished within the year. In addition the scheme included footway works which were originally to be funded from the revenue budget. As the scheme is a key element of the Monks Cross Masterplan, which is part funded by developments in the area, it is proposed to fund approximately £230k of the cost from section 106 contributions in 2005/06.
16. Jockey Lane/Kathryn Avenue traffic signals (BP04/03) – The scheme to provide a signalised junction with priority for Park & Ride buses and pedestrian crossing facilities was completed at the end of 2005/06. It is proposed to part fund the scheme using section 106 contributions from developments in the area.
17. Park & Ride Upgrades (PR01/05) – A number of minor improvement schemes have been undertaken in the year including an extended shelter at Grimston Bar Park & Ride, and improvements to the CCTV and a pedestrian crossing at

Rawcliffe Bar. The spend was approximately £11k lower than anticipated owing to the late delivery of improved lighting controls and equipment for the Rawcliffe Bar site.

18. Askham Bar Park & Ride Overspill (PR02/05) – Investigations into options for increasing the capacity of the site progressed through the year. A further allocation is provided in 2006/07 to complete the study and prepare a planning application.

Public Transport Improvements

Approved Programme at Q3: **£1,835k (£1,684k LTP element)**

Outturn at 31st March 2006: **£1,859k (£1,659k LTP element)**

19. A59 Corridor Bus Priorities (PR01/02b) and Fulford Road Bus Priorities (FD01/01) – Feasibility works for providing bus priorities to these key radial routes were progressed in the year to enable delivery early in the LTP2 period.
20. BLISS (BP02/02) – The Development of BLISS (Bus Location and Information Sub System) has continued through 2005/06 with work focussing on regional integration and preparation for the introduction of the FTR service.
21. The main BLISS initiative to be completed during 2005/06 has been the integration of the York real time information in-station into the wider Yorkshire system, hosted in London Docklands. As part of this, the BLISS radio system has been upgraded to allow York to act as a regional hub for real time systems in the non-metropolitan areas of Yorkshire. Currently, this development is being used to host Hull's real time information system. This gives benefits both in the ability to provide information on cross boundary bus journeys and allows the revenue costs of regional integration to be shared. The integration into the Yorkshire system allows York access to the technology required for bus information to be accessed by mobile phone, automated voice enquiry and enhanced web access.
22. The costs of this development have been funded from the BLISS allocation, except where equipment has been judged to be jointly required by both York and Hull. In such cases, the costs have been shared in line with a joint agreement. Where further authorities choose to host their real time systems with York, they too will be required to contribute to the initial outlay of both York and Hull. To date, Hull City Council have contributed £28k towards the total expenditure of £59k of this work.
23. The second project to be completed as part of BLISS during 2005/06 has been the preparation for the FTR service. This has included fitting equipment to vehicles, providing traffic signal priority equipment and costs associated with preparing data for use in the on-street kiosks provided from Traffic Congestion Management System (TCMS) funding.

24. The total expenditure for BLISS has been £139k, out of an allocation of £200k. This underspend is offset by an overspend in the TCMS budget, which has funded the majority of the technology required for the FTR service.
25. Bus Stop and Shelter Programme (PT01/04) – Progress on upgrading bus stops and bus shelters has been slower than anticipated owing to staff resource issues, however works were undertaken on Stockton Lane, Lawrence Street and Green Dykes Lane in the year. In addition bus shelters were purchased at the end of the year for installation in 2006/07.
26. Haxby Station (RL01/02) – An exceptional scheme bid for the construction of the station was submitted to the Department for Transport (DfT) in July 2005 with the provisional LTP2 document. It was anticipated that a decision on the bid would have been received early in 2006, however although additional information has been submitted, confirmation on the status of the bid has not yet been received from the DfT.
27. FTR Bus (PT01/05) – A substantial amount of work has been undertaken by the council to ensure the smooth introduction of the new vehicles on the Service 4 route between Acomb and the University. Works have involved the upgrading of 75 bus stops, provision of new crossing/signals, provision of City Space columns to provide real time information, and works to ensure the route is clear of parked cars. In addition approximately £400k has been spent on resurfacing sections of the route. The cost of the works in 2005/06 was approximately £70k higher than anticipated at Q3 due to better progress on the delivery of the improvements within the financial year. The new vehicles started operation on 8th May.
28. Station Frontage (RL02/02) – The improvements to the Station Frontage were completed at the beginning of April. The works included a new pedestrian crossing to Station Road, three zebra crossings, improvements (widening and surfacing) to the footways in the area, 550m of new cycle lane, improvements to five existing bus stops (Disability Discrimination Act (DDA) compliant including one with travel information), resurfacing of the carriageway and installation of two Talking Signs. The cost of the scheme in 2005/06 was higher (approx. £60k) than anticipated at Q3 owing to faster than anticipated progress at the end of the contract, delays due to programme constraints imposed by the station operator and unforeseen ground conditions including uncharted services and other obstructions. Owing to the compact site and limited options for diversions around the entrance, the duration and therefore contract preliminary and supervision costs also increased substantially. There are a number of outstanding claims which may further increase the funding required in 2006/07 to complete the scheme.
29. York Central Transport Project (RL01/03) – The transport study for York Central was completed in 2005/06 and reported to the Executive in January 2006. It is proposed to fund the cost of completing the study from section 106 contributions made by developments in the area.

Traffic Management Schemes

Approved Programme at Q3: **£287k (£287k LTP element)**

Outturn at 31st March 2006: **£372k (£372k LTP element)**

30. TCMS (TC03/02a) – The development of the Traffic Congestion Management System (TCMS) programme during 2005/06 has concentrated on completing some of the on-street elements of the system, works connected with the FTR launch and commencing the upgrade of the CCTV system.
31. In terms of the TCMS on-street equipment, around £80k has been spent on completion of the planned Variable Message Signs system was achieved during the year. This involved provision of the final four signs on the outer ring road and one sign on the approach to Askham Bar Park & Ride site.
32. As part of the council's contribution to FTR, four 'Smart Column' information kiosks have been installed in the city to provide travel and general information and high quality real time data. Also, to provide these kiosks with connectivity a start has been made on the provision of wireless networking around the city centre. Whilst both of the initiatives have been general (but longer term) aspirations of the TCMS programme, the decision was taken to accelerate their delivery into the 2005/06 programme to match the planned rollout of FTR. In order to service these kiosks with real time bus information as well as the more static information generally found on such equipment, work has also been undertaken on the development of 'server to server' links between the BLISS system and the TCMS Common Database. This work has in general delivered much increased flexibility in our use and dissemination of real time data. In total, all elements of this work, including content development and data management issues have cost approximately £150k.
33. As part of the development of the wireless network, we are working towards an aim of replacing the existing analogue CCTV system with a digital system capable of utilising the wireless network. This will have great benefits in terms of our ability of manage the road network and undertake our responsibilities under the Traffic Management Act. In order to be in a position to be able to deliver this over the coming years, work has been undertaken this year on replacing the CCTV in-station (known as the Matrix) and associated works to upgrade our camera stock. £50k of TCMS funding has been committed to this project, with further funding being taken from existing CCTV budgets.
34. The total expenditure on TCMS for 2005/06 has been £284k, out of a budget of £200k. Allowing for the fact that this is partly offset by BLISS underspending by £61k, there is a total overspend for the two budgets of £23k. As outlined above, this is due to the decision to accelerate elements of the kiosk and wireless network proposals from future years of the TCMS programme in order to fit in with the launch of FTR.
35. Freight Study Measures (TM02/03b) – Staff resources were used to establish a new Freight Strategy for inclusion in the LTP2 document.
36. Coach Study Measures (TM03/03) – Staff resources were used to establish a new Coach Strategy for inclusion in the LTP2 document. The works associated

with the Kent Street coach park were deferred owing to the delays in the receipt of the developer contribution from the Barbican redevelopment.

37. Inner Ring Road Signage (TM02/04) – The upgrade of the signage around the inner ring road was completed at the end of the year. 49 signs were removed and 40 new signs erected.
38. Policing Without Police (TM01/03) – The temporary closure of the Walmgate Bar barbican was made permanent in 2005. Options are now being developed to provide improvements to the paving in the area and a controlled pedestrian crossing facility for delivery in 2006/07 if funds are available.
39. Air Quality Action Plan (BP01/03) – LTP funding has been used to purchase equipment for air quality monitoring within the city centre.

SAFETY SCHEMES

Safety Schemes

Approved Programme at Q3: **£597k (£597k LTP element)**

Outturn at 31st March 2006: **£480k (£480k LTP element)**

40. There was an overall underspend in the Safety Schemes block against the programme of £117k, which was offset against overspends in the School Safety block. The underspend was principally due to slower progress than anticipated on the Crockey Hill Speed Management scheme to ensure integration with the proposed signal scheme in 2006/07, and the late delivery of local safety schemes at the year end, which have now been completed.

Local Safety Schemes

Approved Programme at Q3: **£222k (£222k LTP element)**

Outturn at 31st March 2006: **£194k (£194k LTP element)**

41. Progress was made on 11 Local Safety Schemes, which included three schemes carried over from 2004/05.
42. 2004/05 Carry Over Schemes – The carry over schemes from 2004/05 included the signalised junction at Huntington Road / Haley's Terrace, which was successfully completed at the end of the year and included improved pedestrian facilities and an upgraded signalised junction. The feasibility work on Stirling Road / Clifton Moorgate Phase 1 continued and will be completed in 2006/07. No further action will be taken at Mill Lane / East Parade / Harcourt Street mini roundabout as no physical improvement measures were identified. Works were also undertaken to a crossing and speed table on Tang Hall Lane funded from the Archbishop Holgates Safe Routes to School allocation.
43. 2005/06 Schemes – Three schemes were designed and built during the year, the improvements to the A166 Holtby Bends being the largest of these. The others at the Mount / Scarcroft Road and Micklegate / George Hudson Street junctions involved minor alterations to the traffic signals. In addition feasibility work was started on Water End / Landing Lane junction , Wigginton Road / Fountayne

Street mini roundabout, Carr Lane and the Acomb area. This will continue in 2006/07.

44. Work also started on the design for a right turn lane on the A166 at the Murton Lane junction. Owing to delays due to the resolution of land ownership issues, and increased costs caused by the need to divert statutory undertakers plant, the scheme has been carried forward into the 2006/07 programme. The feasibility work for the improvements to the Fishergate Gyratory have been included within the Fulford Road corridor study in the Public Transport block.

Danger Reduction Schemes

Approved Programme at Q3: **£80k (£80k LTP element)**

Outturn at 31st March 2006: **£51k (£51k LTP element)**

45. Progress was made on eight danger reduction schemes in 2005/06. The extension to the Wetherby Road speed limit and Holgate Road pedestrian crossing improvements were completed earlier in the year. An allowance for the funding of the Grosvenor Terrace revised parking layout and the footway along Dales Lane, which were completed in April 2006, will need to be made in the 2006/07 programme. Work continued on two further schemes at Shipton Road / Rawcliffe Lane (the cycle bypass at the signalised junction) and on the B1363 at Wigginton. It is hoped to progress these schemes to completion in 2006/07.
46. The scheme for St John Street was not pursued following consultation, and the Monkgate roundabout cycle improvements was again put on hold due to the gas engineering works and is now in the reserve scheme LSS list for 2006/07. Progress was also made on a range of minor measures as part of the Reactive Danger Reduction budget.

Village Traffic Studies

Approved Programme at Q3: **£152k (£152k LTP element)**

Outturn at 31st March 2006: **£157k (£157k LTP element)**

47. Vehicle Activated Sign Trials (VS04/05) – Vehicle activated signs were installed in the villages of Dunnington, Elvington, Holtby, Poppleton, Skelton, Stockton on the Forest, Strensall, and Wheldrake. Three of the signs installed were solar powered. The signs are activated by speeding vehicles, and display the speed limit and the message “SLOW DOWN”. The impact of the signs will be assessed during 2006/07, using ‘before and after’ traffic surveys, which will allow a policy to be drafted on the future use of these signs. Two signs were also installed in Rufforth as part of the Rufforth Village Traffic Study/School Safety Zone scheme.
48. Rufforth Village Traffic Study (VS19/04) – Village entry treatments were constructed at all three approaches to the village, and two vehicle activated signs were installed in the village, and will be included in the 2006/07 scheme to assess the impact of these signs. This work was done in conjunction with the school safety scheme work detailed below.

49. Deighton Pedestrian Refuge (VS01/05) – The refuge/right turn lane scheme developed in 05/06 involved a long length of road widening, and when detailed design and cost estimates were produced it became apparent that the scheme would be much more expensive than had been anticipated (perhaps as high as £400k). The design is being reviewed to establish whether a more affordable alternative layout can be achieved. At the Ward Committee on 20th April, local people made it clear that the provision of a refuge is the highest priority, with the right turn lane being of secondary importance. It is anticipated that it will now be possible to prepare a more affordable scheme which focuses on providing the refuge. The scheme has been included in the reserve list for implementation in 2006/07 if funds are available.
50. Dunnington York Road (VS07/04a) – The scheme involving the extension of the 30mph limit and installation of "gateway" signing and road markings was completed in the year.
51. Elvington Phase 1 (VS08/04a) – Phase 1 of the Elvington Village Traffic Study (VTS) work was completed in 2005/06, and included the widening of the footway and improvement of the footbridge access to the school, and the installation of guard railings. Feasibility work was also carried out on other proposals in the Elvington Village Traffic Study, to be included in future years work. The review and enhancement of the village "gateway" features has been included in the 2006/07 capital programme.
52. Holtby/A166 junction (VS10/04) – An acceptable scheme for the closure of Panman Lane and improvements to the junction with Straight Lane was approved in 2005/06 and detailed design commenced. The scheme is now included in the programme for delivery in 2006/07.
53. Naburn – 30mph and gateways (VS12/04a) – Design only of this scheme was progressed in 2005/06. The scheme will be developed to detailed design stage and implemented if funds are available in 2006/07.
54. Stockton on the Forest – Kingsmoor Road Footway (VS17/04) – Progress was slower than anticipated owing to the legal issues relating to ownership of the area. The scheme will be progressed in 2006/07 if these issues can be addressed and funding is available.
55. Strensall Improvement Measures (VS18/04) – A new gateway feature was installed at the entrance to the village on Haxby Moor Road. This was to have been installed in a earlier Village Traffic Study scheme, but was delayed to link in with planned maintenance work. The planned build-out and improved pedestrian facilities at the York Road/Princess Road junction was designed and due to be constructed in 2005/06, but the work was delayed due to the lack of contractor availability. This should now be completed early in 2006/07. Feasibility work was also undertaken on other proposed measures in Strensall, which have been included in the 2006/07 capital programme.
56. Letters were sent to all the Parish Councils not included in the original Village Traffic Study programme. Replies have been received from all except Wigginton

and the issues raised will be reviewed and included within future years programmes where appropriate.

Village Access Improvements

Approved Programme at Q3: **£30k (£30k LTP element)**

Outturn at 31st March 2006: **£26k (£26k LTP element)**

57. Dunnington/A1079 (VS21/04) – Options for the provision of traffic signals at the York Road junction were developed through the year with a report submitted to the Planning and Transport EMAP in February. Further design and consultation is being undertaken with the scheme programmed for delivery in 2006/07.
58. A19 Crockey Hill (VA01/05) – Options for the delivery of traffic signals at the Wheldrake Lane junction were developed through the year with a report submitted to the Planning and Transport EMAP in February. Further design work is ongoing to establish the best layout whilst minimising the environmental impact of the scheme. Delivery of the scheme is planned for 2006/07.

Speed Management

Approved Programme at Q3: **£113k (£113k LTP element)**

Outturn at 31st March 2006: **£51k (£51k LTP element)**

59. Progress was made on five Speed Management Schemes in 2005/06. Two carry over schemes from 2004/05, the A19 study report being received and actions taken on the minor maintenance matters raised. The A19 Skelton was the subject of much feasibility work resulting in reports to Committee and subsequent continuation of this work will continue in 2006/07. The Local Safety Scheme element identified as a result is in the reserve scheme list for 2006/07.
60. Progress was also made on the speed management scheme on the A19 at the Wheldrake Lane (Crockey Hill) Junction. Lighting columns to be installed as part of the scheme were purchased but the erection has been delayed pending confirmation of the final layout for the proposed signals. As a result of the delayed installation the spend on this scheme was approximately £70k lower than anticipated. An allocation has been made in the 2006/07 programme for these works.
61. A report is awaited on the A1079 study which was started in 2006
62. Eastfield Avenue (Haxby) speed management review was pursued to Committee stage where it was decided that the speeds recorded in the area did not warrant further action.

SCHOOL SAFETY SCHEMES

School Safety Schemes

Approved Programme at Q3: **£510.5k (£510.5k LTP element)**

Outturn at 31st March 2006: **£632k (£619k LTP element)**

63. There was an overspend of £122k in the School Safety Scheme area as more work was undertaken to offset underspend elsewhere within the programme. The main areas of increased expenditure related to Rufforth School Safety Zone, which was associated with the Village Traffic Study scheme and the Archbishop Holgates Safe Route to School scheme, which included a Local Safety Scheme carried over from 2004/05.

School Safety Zones

Approved Programme at Q3: **£147.5k (£147.5k LTP element)**

Outturn at 31st March 2006: **£243k (£243k LTP element)**

64. Works were undertaken at 14 locations as part of the programme to enhance the safety environment around schools. The spend was higher against the School Safety Zone (SSZ) allocation than originally anticipated principally due to the lower apportionment of costs to the Village Traffic Study (VTS) programme for the Rufforth scheme.
65. Rufforth SSZ & link to VTS scheme – The improvements to the Rufforth School Safety Zone were progressed in association with the Village Traffic Study scheme in the area, which aims to reduce speeds and provide a safer environment in the village. Costs were higher than expected in 2005/06 owing to an underestimate of the works carried over from 2004/05. The scheme included the installation of temporary chicanes with associated signing, relocation of school gateways further out from the existing 20mph zone, improved street lighting and a new zebra crossing.
66. 2004/05 carryover schemes – The School Safety Zones at Hempland, Wigginton Primary and Headlands Primary Schools were reviewed and the enhancements completed. The enhancements at Woodthorpe Primary are ongoing. Design work was completed for Copmanthorpe, Poppleton Ousebank, Robert Wilkinson, St Oswald's Primary & Fulford Secondary.
67. 2005/06 School Safety Schemes – Safety Audit work was completed at nine schools (Derwent, English Martyrs, Lakeside, Naburn, Osbaldwick, Ralph Butterfield, Rawcliffe, Yearsley Grove, and St Paul's). Works are ongoing at two further schools (St Mary's and Westfield). Feasibility/design work was undertaken at four schools (Dunnington, Elvington, New Earswick, Scarcroft). Following a review no further work was determined to be possible to improve the Heworth SSZ due to the school location. The work to the Wheldrake SSZ was deferred owing to the school redevelopment.

Safe Routes to Schools

Approved Programme at Q3: **£217k (£217k LTP element)**

Outturn at 31st March 2006: **£252k (£238k LTP element)**

68. 2004/05 Carryover schemes – Feasibility work was completed for two of the schools (Robert Wilkinson, St Lawrence's) with the works included in the 2006/07 programme. The feasibility study for Skelton Primary is ongoing.

69. Primary Schools – Feasibility work. Safe Routes to Schools (SRS) feasibility work was carried out for nine schools in 2005/06: Bishopthorpe, Clifton Green, Clifton Without, Dringhouses, Elvington, Hempland, Huntington, Wigginton, and Yearsley Grove. The results of this feasibility work have been used to prepare a programme of work for future years.
70. Archbishop Holgate's (SR17/04) – The principal works undertaken at the end of the year was the provision of a new shared use cycle track and footway and new section of footway on Hull Road. The £38k overspend against this budget is principally due to the inclusion of a new zebra crossing on a raised speed table on Tang Hall Lane, which was carried over from 2004/05.
71. Joseph Rowntrees SRS (SR19/04) – The installation of improved vandal resistant lights in the Outer Ring Road underpasses was completed in 2005/06.
72. Clifton Green Primary (SR26/05) – A contribution to the Education department was planned to be made in 2005/06, in order to part fund 100m of new shared-use cycle track/footpath adjacent to the school. The works are now complete but the transfer of the contribution has been deferred until 2006/07.
73. Lowfields/Oaklands SRS (SR18/04) – work started in 05/06 on a segregated cycle/pedestrian route and should be completed in early 06/07, along with the construction of a new speed table on Foxwood Lane to replace three speed cushions.
74. Poppleton Road Primary School SRS (SR16/04) – The provision of parking controls, guard railing, bollards and the resurfacing of footpaths was completed early in 2005/06. It is proposed to fund the works from the section 106 contribution from the Donnelly's development.
75. Feasibility and design work only in 05/06 – Further development and feasibility work was undertaken for All Saints and Millthorpe, Fulford Secondary & St Oswald's Primary, Hob Moor/Our Lady's, Manor Secondary Schools with schemes proposed in the 2006/07 programme for Fulford Secondary (reserve scheme) and Hob Moor.

School Cycle Parking Schemes

Approved Programme at Q3: **£146k (£146k LTP element)**

Outturn at 31st March 2006: **£138k (£138k LTP element)**

76. Cycle Parking carried over from 2004/05 – A total of 80 cycle parking spaces were installed at three schools. Minor remedial and completion works were also completed at other locations. The cycle parking at Rufforth school was delayed due to development work at the school, and should be installed in summer 2006.
77. 2005/06 Cycle Parking – A total of 225 cycle parking spaces were installed at eight schools in the 2005/06 programme.

OUTER RING ROAD SCHEMES

Approved Programme at Q3: **£125k (£125k LTP element)**

Outturn at 31st March 2006: **£90k (£90k LTP element)**

78. Outer Ring Road Improvements Study (OR02/04) – The Outer Ring Road (ORR) study was completed in the early part of the year and presented to the Planning and Transport EMAP in July 2005. The findings of the study were used to inform the capital programme included in the provisional LTP2 document.
79. Strensall Roundabout Left Turn Lane (OR01/04) – This scheme was deferred earlier in the year owing to funding pressures across the programme. The scheme is now due for implementation in 2006/07.
80. Hopgrove Roundabout (OR01/05) – The Highways Agency are working in partnership with the council to develop a scheme to enhance the capacity of the junction. The minor expenditure against this scheme in 2005/06 was for staff time reviewing the Highways Agency proposals. Negotiations are currently ongoing with the Highways Agency, who are promoting this scheme, to establish the appropriate contribution from the council for the works in 2006/07. It is also anticipated that Section 106 contributions from the developments at Monks Cross will provide additional funding.
81. A59/A1237 Roundabout (OR02/05) – Additional modelling and survey work was undertaken to establish possible layouts for the roundabout following its inclusion in the first block of schemes to be progressed, as identified in the Outer Ring Road Study. It was decided by the Executive in February to remove this scheme from the detailed five year LTP2 programme owing to the large reduction in anticipated funding in LTP2. Alternative funding mechanisms are being investigated to allow improvements to this junction to be undertaken.
82. Preliminary Design for Other ORR Improvements (OR03/05) – Following the decision by Members to progress the first block of Outer Ring Road schemes, more detailed outline design work has been undertaken on the proposal to introduce a roundabout at the existing Askham Lane and Moor Lane junctions. Topographical survey work, highway modelling and other assessments of the impact of the roundabout have been undertaken, as detailed in the report to 28 February P&T EMAP meeting. Consultation with local residents is currently ongoing with a further report to be presented to Members before a planning application is submitted.

JAMES ST LINK ROAD

Approved Programme at Q3: **£1,200k (£0k LTP element)**

Outturn at 31st March 2006: **£1,092k (£0k LTP element)**

83. Following lengthy negotiations the sale of the Foss Islands Depot, which provides funding for the road construction through a section 106 contribution, was finalised in September 2005. Progress on the scheme has been slightly slower than anticipated owing to extensive service diversions at Layerthorpe and flooding events in March and May which may lead to claims from the contractor.

Therefore the spend in 2005/06 is approximately £100k lower than anticipated at Quarter 3. The scheme is part funded from the LTP, however to ensure that the LTP did not overspend the entire James Street Link Road allocation was funded from section 106 contributions in 2005/06. It is currently anticipated that the road will be completed in November.

PEDESTRIANS

Approved Programme at Q3: **£332.5k (£332.5k LTP element)**

Outturn at 31 March 2006: **£285k (£285k LTP element)**

84. Main Street Fulford (PE03/04) – The access ramp improvements to the pedestrian crossing have now been completed.
85. Pavement/Piccadilly Signals (PE07/03) – The upgrade of the traffic signals to provide disabled facilities has now been completed. This was the last significant junction within the city included in the programme to ensure all signalised crossings had enhancements for disabled users.
86. Coppergate Pelican (PE02/02c) – Feasibility work was undertaken to allow this crossing to be upgraded early in 2006/07.
87. Dropped Kerbs (PE01/05) – 18 pairs of dropped crossings were installed following requests from the public.
88. Minor Works Budget and Feasibility Studies – A pedestrian refuge on Acomb road adjacent to West Bank Park was completed in April, and the remaining funds were used on feasibility studies for other minor works.
89. Station to City Centre – Accessible Route (PE02/04b) – The route improvement works along North Street were completed early in the year. Alternatives for the remaining sections of the route are being identified following the results of a safety audit of the original proposals
90. Station to City Centre – Lendal Bridge/Station Road and War Memorial improvements. Scheduled monument consent has been granted for the alterations to the corner adjacent to the city walls and this work is now programmed to be delivered in 2006/07. A scheme has been identified for the improvements to the junction into the railway offices on Station Rise adjacent to the war memorial, and this is also planned to be constructed in 2006/07.
91. Cemetery Road Pedestrian Crossing (PE04/05) – Improvements for pedestrians at the junction of Cemetery Road and Fulford Road were completed, and were part funded by a contribution from the Ward Committee.
92. Melrosegate/Tang Hall Lane Refuges (PE05/05) – Feasibility work was undertaken to improve the pedestrian facilities at this location and it is planned that the works will be implemented in 2006/07.

93. Water Lane Footway (PE06/06) – Feasibility works were undertaken to establish options for the provision of a footway to a bus stop on Water End. Further work is needed as the available verge is too narrow to provide a standard footway.
94. Pedestrian Network Audits – The works associated with the Holgate Rd, Askham Lane NW Quadrant were completed at the beginning of the year. Upgrades of pedestrian crossing points were also undertaken in the Leeman Road and Monks Cross areas including the provision of over 50 pairs of dropped crossings. Audits were undertaken in the Haxby Road, Huntington Road and Shipton Road areas to provide a programme of work for future years.

CYCLING

Approved Programme at Q3: **£381k (£351k LTP element)**

Outturn at 31st March 2006: **£346k (£304k LTP element)**

95. Anti-skid Surfacing (CY01/04) – Antiskid surfacing was installed at nine locations on the network, including the Foss Islands Route and Terry Avenue, to reduce the risk of incidents occurring particularly during wet weather.
96. Various Minor Cycle Works (CY02/04) – This rolling programme of works consisted of a number of small schemes including the provision of barriers and cycle parking stands. The largest project involved the development of an innovative cycle barrier design aimed at accommodating pedal cycles while preventing motorcycle access. The new barrier is currently being trialled at Hob Moor.
97. City Centre Cycle Parking (CY03/04) – This allocation funded the provision of cycle racks installed at various locations around the city centre in April 2005.
98. Clifton Bridge Cycle Route (CY10/04) – Feasibility studies were progressed on the development of cycle routes in the Youth Hostel and Clifton Bridge area. This included a major structural inspection of Clifton Bridge to assess the potential for adding additional width to accommodate a dedicated cycle path over the bridge.
99. Foss Islands Path to James St (CY07/03) – This scheme will ensure that the cycle paths on James Street Link Road will be connected through to the Foss Islands Cycle Route over Tang Hall Beck Bridge. The scheme will be completed in 2006/07.
100. Hob Moor Link (CY08/03) – Planning approval was successfully obtained to create a new link path to Hob Moor Drive, but construction was deferred until 2006/07 pending completion of the ongoing trial to develop an effective form of access barrier to prevent motorcycles being taken onto Hob Moor (see CY02/04 above). The resurfacing and widening of approximately 300m of footpath to shared use standard adjacent to the new Hob Moor School was funded from the LTP, and means that there is now a smooth surfaced off-road cycle route from the end of Green Lane through to Tadcaster Road and beyond.

101. Cycle Access Ramp to Station (CY01/02) – Additional consultation and preliminary design work has been undertaken for this scheme. It is hoped that approval for the scheme from key stakeholders will be obtained shortly and the ramp will be constructed in 2006/07 subject to a revised planning application being submitted if required.
102. Millennium Cycle Route (CY03/02) – Following extensive local consultation on a range of options for providing improved crossing facilities for pedestrians and cyclists at the Bishopthorpe Road/Butcher Terrace/ South Bank Avenue junction, approval was obtained for a scheme based on refuge islands and parking restrictions. This will be implemented in 2006/07. Improvements to the Hob Moor Subway and the provision of additional signing were also investigated in the year.
103. NCN Route 66 – Murton Lane to York Road (CY14/02) – The Bore Tree Baulk section was completed at the beginning of 2005/06 however the section adjacent to the junction was delayed to allow its incorporation into the improvements to the A166/Murton Lane junction in the Local Safety Scheme Block. This will now be delivered in 2006/07.
104. Several other feasibility studies were progressed for major proposals. These included new cycle routes over Fulford Ings (CY07/04), Walmgate Stray (CY09/03a), between Haxby and Clifton Moor (CY11/03), and through the grounds of York Hospital (CY09/02b). Good progress was made but, due to the complex nature of these projects, further feasibility work will be needed during 2006/07. This work will enable some of these projects being constructed during 2006/07, with others being considered for funding in future years.

Maintenance Schemes

Approved Programme at Q3: **£219k (£219k LTP element)**

Outturn at 31st March 2006: **£220k (£220k LTP element)**

105. As approved at Monitor 2, £219k of schemes originally included within the Revenue budget have been transferred into the Capital Programme owing to budgetary pressures.

LTP STRUCTURAL MAINTENANCE

Approved Programme at Q3: **£1,417k (£1,325k LTP element)**

Outturn at 31st March 2006: **£1,387k (£1,295k LTP element)**

Principal Roads

Approved Programme at Q3: **£407.2k (£407.2k LTP element)**

Outturn at 31st March 2006: **£390k (£390k LTP element)**

106. All schemes within the block were completed except Tower Street which was deferred at Monitor 2 until 2006/07 to tie in with the proposed works to Castle Mills Bridge.

Local Roads

Approved Programme at Q3: **£761.6k (£669.6k LTP element)**
Outturn at 31st March 2006: **£754k (£662k LTP element)**

107. All of the roads to be resurfaced in this block were completed within the financial year.

Minor Urban Surfacing

Approved Programme at Q3: **£23.2k (£23.2k LTP element)**
Outturn at 31st March 2006: **£36k (£36k LTP element)**

108. All of the Minor Urban Resurfacing schemes were completed within the financial year.

Bridges

Approved Programme at Q3: **£140k (£140k LTP element)**
Outturn at 31st March 2006: **£122k (£122k LTP element)**

109. The strengthening and waterproofing works to Haxby Road Bridge were complete early in the year. Owing to staff shortages progress on the works for future years programmes was slower than anticipated.

LIGHTING

Approved Programme at Q3: **£85k (£85k LTP element)**
Outturn at 31st March 2005 **£86k (£86k LTP element)**

110. Structurally unsound apparatus and Lucy columns have been replaced throughout the year. Contributions have also been made to radial corridor lighting and inner ring road repairs/replacements.

TRAVEL AWARENESS

Approved Programme at Q3: **£40k (£40k LTP element)**
Outturn at 31st March 2006: **£0k (£0k LTP element)**

111. This budget was used to promote the travel awareness campaign. Outturn figures show overall that there was no spend against this item, however, this is due to transfer of funding to revenue resources as the spend on the Travel Awareness Campaign (TA01/04) was not eligible for capital expenditure.

ONGOING COSTS FROM SCHEMES DELIVERED IN PREVIOUS YEARS

Approved Programme at Q3: **£150k (£150k LTP element)**
Outturn at 31st March 2006: **£76k (£76k LTP element)**

112. Throughout 2005/06 costs were incurred against schemes delivered in previous financial years. This occurred for reasons such as safety audit requirements and other amendments to schemes following their completion, but was principally due to the payment of retentions. The retentions against specific schemes within blocks of work have been included within the appropriate programme section.

Overall once these adjustments have been made the allocation was not fully utilised.

Non - LTP Funded Schemes

HIGHWAY RESURFACING AND RECONSTRUCTION

Approved Programme at Q3 **£2,340k**

Outturn at 31st March 2005 **£2,331k**

113. All the Highway Resurfacing schemes included within the programme except the four schemes deferred for practical reasons were delivered within the year. It is proposed to carry forward the £9k underspend into 2006/07 to cover the costs of some of the deferred schemes.

Carriageway Resurfacing Programme

Approved Programme at Q3: **£957.5k**

Outturn at 31st March 2005 **£990k**

114. Eighteen of the twenty-one schemes in this years programme were completed by March 2006. The scheme on Naburn Lane was deferred to 2006/07 due to the need to resolve drainage issues, and the resurfacing of part of Bishopthorpe Road was also deferred to 2006/07 to prevent a clash with major sewer repair works. Upon investigation the Hazlebush Lane was deleted as the works in the area were completed in 2004/05.

Footway Resurfacing Programme

Approved Programme at Q3: **£1,382.5k**

Outturn at 31st March 2006: **£1,341k**

115. Thirty-eight of the thirty-nine footway resurfacing schemes in this block of works were completed by the end of March 2005. The works on Naburn Lane were deferred until 2006/07.

SPECIAL BRIDGE MAINTENANCE

Approved Programme at Q3: **£50k**

Outturn at 31st March 2006: **£9k**

116. The works at Castle Mills bridge were deferred earlier in the year to allow incorporation into the larger scheme planned for 2006/07. The preparatory works for the bridge at Moor Lane Hessay were undertaken but the progress was slower than anticipated owing to staff shortages. The scheme will now be delivered early in 2006/07. It is proposed to carry forward the £41.3k underspend to fund the works in 2006/07

ROYAL ASCOT LEGACY SCHEMES

Approved Programme at Q3: **£32.1k**

Outturn at 31st March 2006: **£32k**

117. This allocation is for the schemes undertaken for Royal Ascot which have longer term transport benefits for the city. These include widening works to London Bridge and provision of removable traffic signals at the end of Knavesmire Road.

CITY WALLS RESTORATION

Approved Programme at Q3: **£206k**

Outturn at 31st March 2005 **£225k**

118. Railway Arches Phase 2 (CW01/05) – Work on the second phase of the restoration of the Railway Arches was completed in February. The outturn cost exceeded the approved budget as the works proved to be more complex when the internal cavities were exposed. It is proposed to accommodate the overspend by reducing the 2006/07 budget by a corresponding amount.
119. City Walls Health and Safety (CW02/05) – Eighty metres of railings at the rear of Aldwark, the first phase of essential safety work identified in the risk assessment for the walls, were installed within budget.

FOSS ISLANDS DEPOT

Outturn at 31st March 2006: **£2,179k**

120. The replacement Council depot on Hazel Court was not included within the Planning and Transport budget at the start of the year but is reported separately here. The total cost of work undertaken in 2005/06 is £2,179k, which will be part funded from the sale of the existing depot and the receipt of grants from Yorkshire Forward and others for the provision of the sustainable depot buildings and infrastructure.
121. Construction of the depot is now progressing well following delays caused by ground conditions in the early Spring. The construction of the depot should still be complete by the end of September 2006. The site is currently looking very industrious and the project is moving at a rapid pace – progress can be viewed on a webcam at:
http://www.bbc.co.uk/northyorkshire/content/webcams/ecodepot_webcam.shtml.
122. The Amenities Block is well developed and the superstructure for the workshops is well under way. Straw bale cladding units for the Eco Office are currently being manufactured at a farm near Easingwold, and delivery of the first panels to site is expected shortly. It is likely that two of the renewable energy systems, the wind turbine and the solar thermals, will have to be erected after completion of the main works owing to protracted delivery dates.

Consultation

123. The report is primarily an information report for Members and therefore no consultation has been undertaken regarding the contents of the report.

Options / Analysis

124. The report is primarily an information report for Members and therefore no specific options or analysis are provided to Members regarding the contents of the report.

Corporate Objectives

125. The programme was prepared in accordance with the objectives of the Local Transport Plan which was approved by the Council in 2001.
126. The schemes in the Planning and Transport Capital Programme also supported the following Corporate Aims and Objectives included in the 2005/06 Council Plan.
127. Corporate Aim 1: Take Pride in the City, by improving quality and sustainability, creating a clean and safe environment.

Objective 1.3 Make getting around York easier, more reliable and less damaging to the environment. – e.g. Completion of improvements to Station Frontage to ensure the safe integration of all transport modes

Objective 1.4 Protect residents and our environment from pollution and other public health and safety hazards, and act as a role model in the sustainable use of resources. – e.g. Continuation of improvements to public transport provision.

128. The Capital Programme has supported a number of Key Deliverables for 2005/06 in the Environment area.

Reduce vehicle congestion and environmental impact in and around York – A package of measures to encourage sustainable transport have been introduced e.g. Malton Road Bus priorities to enhance Park and Ride Service and cycle route improvements

Agree arrangements for the introduction of the new future bus (FTR) – Service launched May 2006.

Commence programme of Outer Ring Road improvements – Consultation commenced on Moor Lane Roundabout, Capacity improvements to Hopgrove roundabout being progressed with the Highways Agency.

129. Corporate Aim 4: Create a safe City through transparent partnership working with other agencies and the local community

Objective 4.7 Make York's roads safer for all types of user. – e.g. Local Safety Schemes (improvements to Huntington Rd/Halleys Terrace signals)

130. Corporate Aim 5: Work with others to improve the health, well-being and independence of York residents.

Objective 5.7 Increase participation in sport and active leisure and promote active lifestyles. – Provision of Safe Routes to School and School Cycle Parking to complement cycle training.

Implications

131. The Financial Implications of the report are identified below. There are no other implications of this outturn report.

- **Financial** See below
- **Human Resources (HR)** There are no Human Resource implications
- **Equalities** There are no equalities implications
- **Legal** There are no legal implications
- **Crime and Disorder** There are no Crime and Disorder implications
- **Information Technology (IT)** There are no Information Technology implications
- **Property** There are no Property implications
- **Other** There are no other implications

Financial Implications

132. The approved budget resources available to fund the 2005/06 capital programme was **£10,104.6k**. Actual spend in the year was **£10,271.4k**, an overspend of **£166.8k** (1.6%). It is proposed to fund the overspend by the use of additional developer contributions. The use of these funds has been deferred in recent years to ensure the full spend of the Local Transport Plan allocation. The full spend against the LTP allocation of £6,225k in 2005/06 includes £268.5k of funding for schemes completed in 2004/05 but not paid for until 2005/06 i.e. the LTP allocation available to pay for works in 2005/06 was £5,956.5k.

	Q3 Budget	Outturn Spend
	£000s	£000s
Planning and Transport Spend (Excluding New Depot)	10,104.6	10,271.4
Funding:		
LTP	5,956.5	5,956.5
Government Grants	30.0	16.1
Developer and other contributions (budget)	1,398	1,398
Developer Contributions (proposed increase)		211.3
CYC resources	2,720.1	2,689.5
Total	10,104.6	10,271.4

133. As indicated in the scheme details provided above, there are a number of items which have been charged to capital throughout the year but, under the capital control rules, are not eligible capital works and must therefore be charged to the revenue account. These are largely items which do not generate capital assets and include the Travel Awareness campaigns. This has been an ongoing issue for a number of years and, as similar items are planned for this year's programme, will need to be addressed in 2006/07.
134. It is proposed to carry over the following funding into the 2006/07 budget.

	£000
Funding to be Carried Forward to 2006/07	
Government Grants	13.9
CYC Resources	30.6
Total	<u>44.5</u>

Carry-overs into 2006/07

135. All known slippage arising from previous monitoring reports or late changes in the programme were included in the 2006/07 programme when it was presented for Members consideration in April 2006. An indicative figure (£100,000) for residual works to complete 2005/06 schemes was also included. Following the final outturn the carry-overs can be built in to the existing approved programme for 2006/07.
136. Whether funding is carried over from 2005/06 to 2006/07 will be based on the following principles:
- a. Where a scheme has under spent in 2005/06 and the block from which it is funded is under spent, any ongoing commitments will be carried over in to 2006/07.
 - b. In some cases, where we reported slippage in the Q3 monitoring report, sufficient funding had already been allocated in the 2006/07 programme - therefore any underspend in 2005/06 would not be required as carry over.
 - c. Where a scheme has come in over budget the overspend has been funded from underspends in the same block or, where this cannot be done, netted off the 2006/07 allocation for that programme area.
137. A revised version of the 2006/07 Planning and Transport Capital Programme including commitments and carryovers arising from the 2005/06 programme will be presented to the Executive Member in July 2006.

Risk Management

138. There are no anticipated risks associated with the recommendations indicated below. The report is a record of the achievements of the year and the proposed method of funding.

Recommendation

139. That the Advisory Panel advise the Executive Member for City Strategy to:
- note the significant progress made in 2005/06 in implementing the Planning and Transport capital programme.
 - note the financial implications indicated in paragraphs 132-133.
 - approve the proposed funding of the overspend as indicated in paragraph 132, subject to the approval of the Executive.
 - approve the proposed carryovers as outlined in paragraphs 134-137, subject to the approval of the Executive.
140. Reason: To manage the Capital Programme effectively

Contact Details

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Chief Officer Responsible for the report:

Bill Woolley
Director of City Strategy

Report Approved **Date** 26th May 2006
Sian Hansom
AD Resources and Business Management

Report Approved **Date** 26th May 2006

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

All

For further information please contact the author of the report

Background Papers

2005/06 Capital Programme files

1st, 2nd and 3rd Quarter Capital Programme Reports to EMAP

Planning and Transport Capital Programme – 2006/07 Report to Executive April 18th

Annexes

Annex 1: 2005/06 Planning and Transport Capital Programme Outturn Report Spreadsheet

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P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		
PARK & RIDE								
PR01/02a	A59 Park and Ride	25.00	25.00	26.87	26.87	1.87	Feasibility Ongoing	Investigation to continue to enable funding bid to be prepared
PR02/02	Designer Outlet Park and Ride	47.00	0.00	5.30	0.00	-41.70	Work in 06/07	Later start. Construction of relocated P&R site to be completed in June 2006
PR03/02a	Monks Cross Park and Ride	65.00	65.00	72.29	57.30	7.29	Retention Costs	Minor works and retention costs from Monks Cross Park & Ride. £15k of s106 contribution added
PR03/02b	Monks Cross Park and Ride & Malton Rd Bus Priorities Phase 2	300.00	300.00	282.46	282.46	-17.54	Complete	New bus lane, signals and cycle track and footway
PR03/02b	Monks Cross Park and Ride & Malton Rd Bus Priorities Phase 3	200.00	200.00	305.97	73.81	105.97	Complete	Completion of priority route including additional footway works. Proposed to part fund from Section 106 contribution.
BP04/03	Jockey Lane/Kathryn Avenue traffic signals	70.00	70.00	76.98	51.45	6.98	Complete	New signalised junction including pedestrian phase. £25.523k of s106 contribution added.
PR01/05	P&R Upgrades	50.00	50.00	38.78	38.78	-11.22	Complete	Minor improvements at Park & Ride sites
PR02/05	Askham Bar Overspill	25.00	25.00	27.10	27.10	2.10	Feasibility Ongoing	

TOTAL PARK & RIDE PROGRAMME	782.00	735.00	835.75	557.76	53.75
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PARK & RIDE OVERPROGRAMMING	-92.00	-92.00	0.00	0.00	0.00
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TOTAL PARK & RIDE BUDGET	690.00	643.00	835.75	557.76	145.75
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PUBLIC TRANSPORT SCHEMES								
PR01/02b	A59 Corridor Bus Priorities	30.00	30.00	31.04	31.04	1.04	Feasibility Ongoing	
FD01/01	Fulford Rd Bus Priorities	30.00	30.00	29.13	0.00	-0.87	Feasibility Ongoing	Fund from s106 contribution
BP02/02	BLISS (Bus Location Information Sub System)	200.00	200.00	130.78	130.78	-69.22	Ongoing	Ongoing programme of work. Underspend offset against TCMS overspend
PT01/04	Bus Stop and Shelter Programme	50.00	50.00	30.77	30.77	-19.23	Work in 06/07	Equipment purchased in 2005/06 for installation in 2006/07
RL01/02	Haxby Station	50.00	50.00	41.88	36.88	-8.12	Feasibility Ongoing	Awaiting response from DfT to Exceptional Scheme Bid submitted in 2005. £5k contribution from s106
PT01/05	FTR Bus	750.00	750.00	819.37	819.37	69.37	Ongoing	Programme of junction improvements, bus stop upgrades, resurfacing work, and new pedestrian crossing at Front St Acomb. FTR Operational 8 May
RL02/02	Station Frontage	705.00	554.00	763.77	608.83	58.77	Complete	Improvements to provision for pedestrians, cyclists, buses and cars at station entrance, including a new cycle lane and a new pedestrian crossing
RL01/03	York Central Transport Project	10.00	10.00	11.16	0.00	1.16	Complete	Faber Maunsell study reported in January 2006. Fund from s106 contribution. Additional study works ongoing
PT03/05	Minor Bus Stop Improvements	10.00	10.00	0.91	0.91	-9.09	Ongoing	Minor improvements to bus stops not included in the Bus Stop & Shelter programme of work.

TOTAL PUBLIC TRANSPORT PROGRAMME	1,835.00	1,684.00	1,858.80	1,658.58	23.80
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PUBLIC TRANSPORT OVERPROGRAMMING	-204.50	-204.50	0.00	0.00	0.00
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TOTAL PUBLIC TRANSPORT BUDGET	1,630.50	1,479.50	1,858.80	1,658.58	228.30
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TRAFFIC MANAGEMENT SCHEMES								
TC03/02a	TCMS	200.00	200.00	284.86	284.86	84.86	Ongoing	Ongoing programme of work. Overspend offset against BLISS underspend
TM02/03b	Freight Study Measures	2.00	2.00	2.40	2.40	0.40	Feasibility Ongoing	
TM03/03	Coach Study Measures	0.00	0.00	0.00	0.00	0.00	n/a	No work in 2005/06
TM02/04	Inner Ring Road Signage	40.00	40.00	36.41	36.41	-3.59	Complete	Replacement of static signing around the inner ring road
TM01/03	Policing Without Police	20.00	20.00	23.14	23.14	3.14	Ongoing	Railings and bollards erected at Walmgate Bar
BP01/03	Air Quality Action Plan	25.00	25.00	24.95	24.95	-0.05	Ongoing	Ongoing programme of work

TOTAL TRAFFIC MANAGEMENT PROGRAMME	287.00	287.00	371.76	371.76	84.76
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TRAFFIC MANAGEMENT OVERPROGRAMMING	0.00	0.00	0.00	0.00	0.00
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TOTAL TRAFFIC MANAGEMENT BUDGET	287.00	287.00	371.76	371.76	84.76
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P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		
SAFETY SCHEMES								
LOCAL SAFETY SCHEMES								
Carryover Schemes								
n/a	Costs of 2004/05 Schemes	0.00	0.00	23.26	23.26	23.26	n/a	
LS14/04	Hawthorne Grove / East Parade - Mini Roundabout	2.00	2.00	0.71	0.71	-1.29	Feasibility Work	
LS17/04	Stirling Road / Clifton Moorgate Roundabout	5.00	5.00	1.37	1.37	-3.63	Work in 06/07	
LS23/04	Huntington Road / Haley's Terrace - signalised junction	140.00	140.00	118.08	118.08	-21.92	Complete	Installation of pedestrian crossing phase at junction, and resurfacing work. Commissioning works in 2006/07
2005/06 Schemes								
LS05/04	Water End / Landing Lane / Salisbury Road junctions	3.00	3.00	2.84	2.84	-0.16	Work in 06/07	
LS01/05	A166 - Holtby Manor Bends	25.00	25.00	21.25	21.25	-3.75	Complete	Improvements to signage at location
LS02/05	Wigginton Road / Fountayne Street - mini roundabout.	4.00	4.00	1.21	1.21	-2.79	Work in 06/07	
LS03/05	The Mount / Scarcroft Road	1.00	1.00	2.09	2.09	1.09	Complete	New signal head installed to clarify layout of traffic signals
LS20/04	A166 / Murton Lane junction (cross ref to CY14/02a)	15.00	15.00	14.26	14.26	-0.74	Work in 06/07	
LS04/05	Micklegate / George Hudson Street	5.00	5.00	1.62	1.62	-3.38	Complete	Adjustments to traffic signal timing to improve pedestrian safety
LS05/05	Carr Lane - length including York Road junction	5.00	5.00	0.70	0.70	-4.30	Feasibility Work	Works in 2006/07
LS06/05	Acomb Triangle	5.00	5.00	5.01	5.01	0.01	Feasibility Work	Feasibility study to continue in 06/07 programme
LS07/05	2006 / 2007 Programme Development	10.00	10.00	0.52	0.52	-9.48	Feasibility Work	
LS08/05	Fishergate Gyratory near Mecca Bingo (Blue Bridge Lane)	2.00	2.00	1.55	1.55	-0.45	n/a	Now included in Fulford Road Study work
TOTAL LOCAL SAFETY SCHEMES PROGRAMME		222.00	222.00	194.47	194.47	-27.53		
DANGER REDUCTION SCHEMES								
2005/06 Schemes								
DR01/05	Wetherby Road	8.00	8.00	11.10	11.10	3.10	Complete	Extension of 30mph limit (towards Outer Ring Road) with new "gateway" treatment
DR02/05	B1363 near Mill Lane, Wigginton	15.00	15.00	2.74	2.74	-12.26	Work in 06/07	
DR03/05	Shipton Road / Rawcliffe Lane signalised junction	4.00	4.00	2.96	2.96	-1.04	Work in 06/07	
DR04/05	Grosvenor Terrace	5.00	5.00	3.80	3.80	-1.20	Complete	Relocation of parking arrangements to provide "chicane" layout to reduce traffic speed
DR05/05	St John Street	2.00	2.00	0.00	0.00	-2.00	n/a	After consultation from residents, the scheme was not progressed
DR06/05	Monkgate Roundabout	2.00	2.00	0.00	0.00	-2.00	Feasibility Ongoing	Reserve scheme in 06/07 programme
DR07/05	Dales Lane	16.00	16.00	3.21	3.21	-12.79	Complete	Construction of new footway. Funding required in 2006/07
DR08/05	Holgate Road Pelican Crossing near St.Paul's School	3.00	3.00	0.94	0.94	-2.06	Complete	New signs on approach to pedestrian crossing
DR09/05	2005 / 2006 Reactive scheme development	25.00	25.00	26.29	26.29	1.29	Complete	Minor works in response to problems and requests throughout year
TOTAL DANGER REDUCTION PROGRAMME		80.00	80.00	51.04	51.04	-28.96		
VILLAGE TRAFFIC STUDIES								
Carryover Schemes								
VS04/05	VA Sign Trials	25.00	25.00	19.43	19.43	-5.57	Complete	Installation of 10 vehicle activated signs at village locations across York, which are triggered by speeding vehicles to display a message showing the speed limit
VS19/04	Rufforth (kerb build-outs) (cross ref to SR02/04)	30.00	30.00	8.29	8.29	-21.71	Complete	Village entry treatments at three locations, and the installation of 2 vehicle activated signs. Underspend offset by overspend to School Safety Scheme
VS05/05	Completion and Review of Carryover Schemes	30.00	30.00	28.75	28.75	-1.25	Complete	Minor completion works for 04/05 schemes
2005-06 Schemes								
VS01/05	Deighton Pedestrian Refuge (Preliminary Design)	15.00	15.00	25.40	25.40	10.40	Feasibility Ongoing	Reserve scheme in 06/07 programme
VS07/04a	Dunnington (York Road)	3.00	3.00	6.32	6.32	3.32	Complete	Extension of 30mph limit and new village "gateway"
VS08/04a	Elvington - Phase 1 (Railings)	10.00	10.00	14.08	14.08	4.08	Complete	Footway widening and improvements to footbridge at school
VS08/04b	Elvington - Phase 2 (Speed limits & gateways)	2.00	2.00	3.99	3.99	1.99	Feasibility Ongoing	Reserve scheme in 06/07 programme
VS10/04	Holtby - A166 junction	10.00	10.00	18.46	18.46	8.46	Work in 06/07	
VS12/04a	Naburn - 30 zones & gateways	10.00	10.00	5.84	5.84	-4.16	Feasibility Ongoing	Reserve scheme in 06/07 programme
VS17/04	Stockton on the Forest - Kingsmoor Rd footway	2.00	2.00	4.86	4.86	2.86	Feasibility Ongoing	Scheme has been delayed due to land ownership issues
VS18/04	Strensall - village improvement measures	3.00	3.00	8.68	8.68	5.68	Complete	New village "gateway" installed at Haxby Moor Road
VS02/05	Villages not in current VTS Programme	3.00	3.00	7.83	7.83	4.83	Feasibility Ongoing	10 Parish/Town Councils contacted - responses to be reviewed in 2006/07
Reserve Schemes								
VS05/04	Copmanthorpe (Temple Lane footway)	1.00	1.00	1.68	1.68	0.68	Feasibility Work	
VS07/04b	Dunnington (Common Rd/York Rd)	1.00	1.00	0.19	0.19	-0.81	Feasibility Work	
VS08/04c	Elvington (B1228 Footway)	1.00	1.00	0.19	0.19	-0.81	Feasibility Work	
VS03/05	Kexby	1.00	1.00	0.51	0.51	-0.49	Feasibility Ongoing	Reserve scheme in 06/07 programme
VS12/04b	Naburn (Howden Bridge/Front St)	1.00	1.00	0.19	0.19	-0.81	Feasibility Work	
VS14/04	New Earswick (cross ref to SR08/05)	1.00	1.00	0.25	0.25	-0.75	Feasibility Work	
VS18/04a	Strensall (Southfields Rd)	1.00	1.00	2.04	2.04	1.04	Work in 06/07	Included in 2006/07 programme
VS18/04b	Strensall (York Rd)	1.00	1.00	0.29	0.29	-0.71	Work in 06/07	Included in 2006/07 programme
VS18/04c	Strensall (West End/York Rd)	1.00	1.00	0.19	0.19	-0.81	Feasibility Work	
TOTAL VILLAGE TRAFFIC STUDIES PROGRAMME		152.00	152.00	157.45	157.45	5.45		

P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		
VILLAGE ACCESS IMPROVEMENTS								
Carryover Schemes								
VS21/04	Dunnington/A1079	25.00	25.00	21.30	21.30	-3.70	Work in 06/07	Included in 2006/07 programme
2005-06 Schemes								
VA01/05	A19 Crockey Hill	5.00	5.00	4.51	4.51	-0.49	Work in 06/07	Included in 2006/07 programme
TOTAL VILLAGE ACCESS PROGRAMME		30.00	30.00	25.81	25.81	-4.19		
SPEED MANAGEMENT								
Carryover Schemes								
SM02/04	A19 - other areas within CYC boundary	5.00	5.00	0.91	0.91	-4.09	Feasibility Work	
SM03/04	A19 - Skelton	5.00	5.00	14.82	14.82	9.82	Feasibility Work	
2005/06 Schemes								
LS21/04	A19 - Wheldrake Lane (Crockey Hill) junction	90.00	90.00	19.96	19.96	-70.04	Work in 06/07	Lighting columns purchased, scheme delayed to ensure compatibility with signal proposal.
SM01/05	A1079 - Kexby to Grimston Bar roundabout	8.00	8.00	10.64	10.64	2.64	Work in 06/07	Included in 2006/07 programme
SM02/05	Eastfield Avenue (Haxby) Speed Management Review	5.00	5.00	4.96	4.96	-0.04	Deleted	Scheme not required following investigation and report to P&T sub-committee
TOTAL SPEED MANAGEMENT PROGRAMME		113.00	113.00	51.28	51.28	-61.72		
TOTAL SAFETY SCHEMES PROGRAMME		597.00	597.00	480.05	480.05	-116.95		
SAFETY SCHEMES OVERPROGRAMMING		0.00	0.00	0.00	0.00	0.00		
TOTAL SAFETY SCHEMES BUDGET		597.00	597.00	480.05	480.05	-116.95		
SCHOOL SCHEMES								
SCHOOL SAFETY ZONES								
Carryover Schemes								
SR02/04	Rufforth Primary SSZ (cross ref to VS19/04)	10.00	10.00	76.66	76.66	66.66	Complete	Various works to improve safety at school location, including the installations of chicanes and a new zebra crossing. Permanent buildouts included in 2006/07
SR04/04	Copmanthorpe SSZ	5.00	5.00	11.20	11.20	6.20	Work in 06/07	
SR08/04	Poppleton Ousebank SSZ	3.00	3.00	3.51	3.51	0.51	Feasibility Work	
SR09/04	Hempland SSZ	3.00	3.00	7.52	7.52	4.52	Complete	Review & Enhance original SSZ scheme
SR12/04	Wigginton Primary SSZ	3.00	3.00	3.60	3.60	0.60	Complete	Review & Enhance original SSZ scheme
SR04/03	Headlands SSZ	4.00	4.00	4.88	4.88	0.88	Complete	Review & Enhance original SSZ scheme
SR07/03	Woodthorpe SSZ	0.50	0.50	1.10	1.10	0.60	Feasibility Work	
SR10/03	Robert Wilkinson SSZ	3.00	3.00	4.04	4.04	1.04	Work in 06/07	To be added to 2006/07 programme
SR26/04	St Oswald's Primary & Fulford Secondary SSZ	5.00	5.00	8.68	8.68	3.68	Work in 06/07	Included in 2006/07 programme
2005/06 Schemes								
SR01/05	Various - safety audits & monitoring of 04/05 schemes	15.00	15.00	0.00	0.00	-15.00	Complete	Various minor works arising from Stage 3 Safety Audit
SR02/05	Derwent Infant and Junior SSZ	15.00	15.00	21.93	21.93	6.93	Complete	Construction of new section of footpath
SR03/05	Dunnington SSZ	5.00	5.00	6.46	6.46	1.46	Work in 06/07	Included in 2006/07 programme
SR15/04	Elvington SSZ	4.00	4.00	1.48	1.48	-2.52	Feasibility Work	
SR04/05	English Martyrs' SSZ	5.00	5.00	16.87	16.87	11.87	Complete	Reprofile of speed table completed
SR05/05	Heworth SSZ	1.00	1.00	0.86	0.86	-0.14	n/a	Due to the location of the school, no further SSZ measures are possible
SR06/05	Lakeside SSZ	5.00	5.00	6.82	6.82	1.82	Complete	Safety improvements around school
SR07/05	Naburn SSZ	10.00	10.00	7.05	7.05	-2.95	Complete	Footway widening 20mph "gateway" and a new pedestrian crossing point
SR08/05	New Earswick SSZ (cross ref to VS14/04)	3.00	3.00	3.15	3.15	0.15	Work in 06/07	
SR09/05	Osbalwick SSZ	3.00	3.00	7.06	7.06	4.06	Complete	Safety improvements around school
SR10/05	Ralph Butterfield SSZ	6.00	6.00	7.51	7.51	1.51	Complete	Safety improvements around school
SR11/05	Rawcliffe SSZ	5.00	5.00	4.01	4.01	-0.99	Complete	Safety improvements around school
SR12/05	Scarcroft SSZ	10.00	10.00	5.15	5.15	-4.85	Work in 06/07	Delayed due to building work near the school - to be added to 06/07 programme
SR13/05	St Mary's SSZ	3.00	3.00	5.30	5.30	2.30	Ongoing	
SR14/05	Westfield Infant and Junior SSZ	10.00	10.00	11.49	11.49	1.49	Ongoing	To be added to 06/07 programme
SR15/05	Wheldrake SSZ	1.00	1.00	0.39	0.39	-0.61	n/a	Delayed due to work at school
SR16/05	Yearsley Grove SSZ	5.00	5.00	4.50	4.50	-0.50	Complete	Review & Enhance original SSZ scheme
SR03/04	St Pauls SSZ	5.00	5.00	11.89	11.89	6.89	Complete	Safety improvements around school
TOTAL SCHOOL SAFETY ZONES PROGRAMME		147.50	147.50	243.13	243.13	95.63		

P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		
	SAFE ROUTES TO SCHOOL							
	Carryover Schemes							
SR21/04	Robert Wilkinson Primary SRS	5.00	5.00	8.63	8.63	3.63	Work in 06/07	
SR22/04	St Lawrence's Primary SRS	5.00	5.00	6.36	6.36	1.36	Work in 06/07	
SR23/04	Skelton Primary SRS	5.00	5.00	6.62	6.62	1.62	Feasibility Work	
	2005/06 Schemes							
	Feasibility - Primary Schools							
SR17/05	Bishopthorpe Junior & Infants SRS	5.00	5.00	5.46	5.46	0.46	Feasibility Ongoing	
SR18/05	Clifton Green SRS	5.00	5.00	4.81	4.81	-0.19	Feasibility Ongoing	
SR19/05	Clifton Without SRS	5.00	5.00	4.73	4.73	-0.27	Feasibility Ongoing	
SR20/05	Dringhouses SRS	5.00	5.00	4.79	4.79	-0.21	Feasibility Ongoing	
SR21/05	Elvington SRS	5.00	5.00	4.77	4.77	-0.23	Feasibility Work	
SR22/05	Hempland SRS	5.00	5.00	4.77	4.77	-0.23	Feasibility Work	
SR23/05	Huntington SRS	5.00	5.00	4.72	4.72	-0.28	Work in 06/07	
SR24/05	Wigginton SRS	5.00	5.00	4.76	4.76	-0.24	Feasibility Work	
SR25/05	Yearsley Grove SRS	5.00	5.00	4.85	4.85	-0.15	Feasibility Ongoing	Reserve scheme in 06/07 Programme
	Implementation - Primary & Secondary Schools							
SR17/02	All Saint's and Millthorpe SRS	5.00	5.00	3.15	3.15	-1.85	Feasibility Work	
SR17/04	Archbishop Holgate's SRS	70.00	70.00	108.23	108.23	38.23	Complete	New speed table with zebra crossing on Tang Hall Lane, and new cycle track on Hull Road, plus new section of footpath
SR26/04	Fulford Secondary & St Oswald's Primary SRS	5.00	5.00	0.31	0.31	-4.69	Work in 06/07	Included in 2006/07 programme
SR25/04	Hob Moor/Our Lady's SRS	15.00	15.00	11.72	11.72	-3.28	Feasibility Ongoing	Reserve scheme in 06/07 programme
SR19/04	Joseph Rowntree SRS	10.00	10.00	14.90	14.90	4.90	Complete	Installation of lighting in underpass
SR18/04	Lowfield/Oaklands SRS	30.00	30.00	27.60	27.60	-2.40	Ongoing	Included in 2006/07 programme
SR18/02	Manor Secondary SRS	10.00	10.00	6.87	6.87	-3.13	Feasibility Work	
SR16/04	Poppleton Road SRS	12.00	12.00	13.65	0.00	1.65	Complete	Completion work for 04/05 scheme. Fund from s 106 contribution
SR26/05	Clifton Green Primary SRS	0.00	0.00	0.00	0.00	0.00	Complete	New shared-use cycle track/footpath
TOTAL SAFE ROUTES TO SCHOOL PROGRAMME		217.00	217.00	251.69	238.05	34.69		

	SCHOOL CYCLE PARKING							
	Carryover Schemes							
SR24/04b	Badger Hill Primary	10.00	10.00	5.93	5.93	-4.07	Complete	16 spaces installed
SR27/05	Cycle Shelters Completion Works	40.00	40.00	28.30	28.30	-11.70	Complete	Completion and minor amendment of previous years schemes
SR20/02b	Scarcroft Primary	15.00	15.00	12.20	12.20	-2.80	Complete	32 spaces installed
SR20/03b	Rufforth Primary	1.00	1.00	0.38	0.38	-0.62	Work in 06/07	Delayed due to building work at school
SR41/05	Rawcliffe Infants	5.00	5.00	8.88	8.88	3.88	Complete	32 spaces installed
	2005/06 Schemes							
SR28/05	Osbalwick Primary	10.00	10.00	12.45	12.45	2.45	Complete	16 spaces installed
SR29/05	Archbishop of York Junior	10.00	10.00	11.64	11.64	1.64	Complete	53 spaces installed (contribution to scheme delivered by school)
SR30/05	St Wilfred's Primary	10.00	10.00	8.83	8.83	-1.17	Complete	16 spaces installed
SR31/05	Derwent	10.00	10.00	9.75	9.75	-0.25	Complete	16 spaces installed
SR32/05	Copmanthorpe Primary	15.00	15.00	14.03	14.03	-0.97	Complete	32 spaces installed
SR33/05	Fishergate Primary	10.00	10.00	15.22	15.22	5.22	Complete	24 spaces installed
SR34/05	Tang Hall Primary	0.00	0.00	0.00	0.00	0.00	Deleted	To be reviewed later in programme
SR36/05	Wigginton Primary	6.00	6.00	4.00	4.00	-2.00	Complete	28 spaces installed
SR38/05	English Martyrs Primary	4.00	4.00	6.00	6.00	2.00	Complete	40 spaces installed
	Reserve Schemes							
SR35/05	Headlands Primary	0.00	0.00	0.00	0.00	0.00	n/a	Reserve schemes in 06/07 programme
SR37/05	St Laurences Primary	0.00	0.00	0.00	0.00	0.00	n/a	Reserve schemes in 06/07 programme
TOTAL SCHOOL CYCLE PARKING PROGRAMME		146.00	146.00	137.61	137.61	-8.39		

TOTAL SCHOOL SCHEMES PROGRAMME	510.50	510.50	632.43	618.78	121.93
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SCHOOL SCHEMES OVERPROGRAMMING	-47.50	-47.50	0.00	0.00	0.00
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TOTAL SCHOOL SCHEMES BUDGET	463.00	463.00	632.43	618.78	169.43
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P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		
OUTER RING ROAD SCHEMES								
OR02/04	ORR Improvements Study	30.00	30.00	20.44	20.44	-9.56	Complete	Feasibility study completed (July 05)
OR01/04	Strensall Roundabout - Left Turn Lane	20.00	20.00	15.11	15.11	-4.89	Work in 06/07	
OR01/05	Hopgrove Roundabout	5.00	5.00	1.37	1.37	-3.63	Work in 06/07	Dependent on Highways Agency decision regarding A64 works
OR02/05	A59/A1237 Roundabout	30.00	30.00	13.39	13.39	-16.61	Feasibility Work	Alternative funding mechanism being investigated
OR03/05	Preliminary Design for Other ORR Junction Improvements	40.00	40.00	39.42	39.42	-0.58	Work in 06/07	Moor Lane Roundabout in 06/07

TOTAL OUTER RING ROAD PROGRAMME	125.00	125.00	89.73	89.73	-35.27
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OUTER RING ROAD OVERPROGRAMMING	0.00	0.00	0.00	0.00	0.00
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TOTAL OUTER RING ROAD BUDGET	125.00	125.00	89.73	89.73	-35.27
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JAMES STREET LINK ROAD								
JS01/04	James Street Link Road	1,200.00	0.00	1,092.15	0.00	-107.85	Ongoing	Work started in late 05 --completion anticipated November 2006.

TOTAL JAMES STREET LINK ROAD BUDGET	1,200.00	0.00	1,092.15	0.00	-107.85
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PEDESTRIAN SCHEMES								
Carryover Schemes								
PE03/04	Main St Fulford	20.00	20.00	17.48	17.48	-2.52	Complete	Improvements to crossing access to ensure DDA access to crossing
PE06/04	Barbican to St Georges Field car park	0.00	0.00	0.00	0.00	0.00	Deferred	Included in 2006/07 programme but dependent on progress of Barbican development
PE07/03	Pavement/Piccadilly Signals	93.00	93.00	97.49	97.49	4.49	Complete	Upgrade of pedestrian crossing to DDA compliant standards
PE02/02c	Coppergate Pelican	7.00	7.00	0.00	0.00	-7.00	Work in 06/07	
PE04/03	Holgate Rd, Askham Lane- NW Quadrant	23.00	23.00	21.89	21.89	-1.11	Complete	Completion of 04/05 scheme in early 05/06

2005/06 Schemes								
PE01/05	Dropped Kerbs	30.00	30.00	17.88	17.88	-12.12	Ongoing	
PE02/05	Minor Works Budget	25.00	25.00	18.18	18.18	-6.82	Ongoing	Acomb Pedestrian Refuge - but work done in early April. Rest of schemes feasibility work for 06/07 schemes
PE03/05	Feasibility Studies	5.00	5.00	0.00	0.00	-5.00	n/a	
PE02/04a	Station to City Centre - Lendal Bridge/Station Rd Footway	5.00	5.00	0.93	0.93	-4.07	Work in 06/07	
PE02/04b	Station to City Centre - Accessible Route	30.00	30.00	26.00	26.00	-4.00	Work in 06/07	
PE02/04c	Station to City Centre - War Memorial	5.00	5.00	0.91	0.91	-4.09	Work in 06/07	
PE02/04d	Station to City Centre - Station Rise/Station Rd crossroads - signals	2.00	2.00	1.80	1.80	-0.20	Feasibility Work	
PE04/05	Cemetery Rd Pedestrian Crossing	4.50	4.50	5.64	5.64	1.14	Complete	New pedestrian crossing (unsignalled) Part funded by ward committee
PE05/05	Melrosegate/Tang Hall Lane - improve pedestrian refuges	5.00	5.00	2.23	2.23	-2.77	Work in 06/07	
PE06/05	Water Lane - New Footway	5.00	5.00	0.55	0.55	-4.45	Feasibility Work	

Audit of Strategic Network & Works								
PE07/05	Leeman Rd - Station Rd to Water End, inc Marble Arch/subway under bridge	42.00	42.00	42.66	42.66	0.66	Complete	Improvements to pedestrian facilities along Leeman Road, including new dropped crossings
PE08/05	Monkbar to Monks Cross	20.00	20.00	22.14	22.14	2.14	Complete	Improvements to pedestrian facilities along this route, including new dropped crossings
PE09/05	Haxby Rd - Clarence St to Nestle	5.00	5.00	2.32	2.32	-2.68	Work in 06/07	Reserve scheme in 06/07 programme
PE10/05	Fulford Road	0.00	0.00	0.73	0.73	0.73	n/a	Now included in Fulford Road Study work
PE11/05	Huntington Rd - Monkgate roundabout to ORR	3.00	3.00	3.03	3.03	0.03	Feasibility Work	
PE12/05	Shipton Rd - Botham Bar to Rawcliffe Bar	3.00	3.00	3.03	3.03	0.03	Work in 06/07	Reserve scheme in 06/07 programme

TOTAL PEDESTRIAN PROGRAMME	332.50	332.50	284.89	284.89	-47.61
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TOTAL PEDESTRIAN OVERPROGRAMMING	-45.50	-45.50	0.00	0.00	0.00
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TOTAL PEDESTRIAN BUDGET	287.00	287.00	284.89	284.89	-2.11
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P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		
CYCLING								
Carryover schemes								
CY01/04	Anti Skid Surfacing	30.00	30.00	29.27	29.27	-0.73	Complete	Installed at 9 sites
CY02/04	Various Minor Cycle Schemes	35.00	20.00	34.56	34.56	-0.44	Ongoing	Hob Moor Access Gates trial completed, and Dales St road closure improvements completed
CY03/04	City Centre Cycle Parking	10.00	10.00	6.31	0.99	-3.69	Feasibility Work	Part fund from s106 contributions
CY04/04	NCN Route 66 (A166 Crossing)	5.00	5.00	0.00	0.00	-5.00	Feasibility Work	
CY05/04	NCN Route 66 (Dunnington to Stamford Bridge)	5.00	5.00	0.00	0.00	-5.00	Feasibility Work	
CY06/04	Youth Hostel to Riverside Path Link	5.00	5.00	0.59	0.59	-4.41	Feasibility Work	Reserve scheme in 06/07 programme
CY07/04	St Oswald's Road to Landing Lane	5.00	5.00	11.88	11.88	6.88	Feasibility Work	
CY09/04	Fulford Road Cycle Route	1.00	1.00	0.32	0.32	-0.68	n/a	Now included in Fulford Road Study work
CY10/04a	Clifton Bridge Cycle Route - Phase 1						Feasibility Work	
CY10/04b	Clifton Bridge Cycle Route - Phase 2	60.00	60.00	35.10	35.10	-24.90	n/a	
CY10/04c	Clifton Bridge Cycle Route - Phase 3						n/a	
CY04/03	Bootham Cycle Lanes	0.00	0.00	0.05	0.05	0.05	n/a	
CY05/03	Field Lane Cycle Route	5.00	5.00	5.43	5.43	0.43	Feasibility Work	Reserve scheme in 06/07 programme
CY06/03	Crichton Avenue Cycle Route	5.00	5.00	8.76	8.76	3.76	Feasibility Work	
CY07/03	Foss Islands Path to James Street	2.00	2.00	0.00	0.00	-2.00	Work in 06/07	
CY08/03	Hob Moor Link	45.00	45.00	28.10	8.10	-16.90	Stage 1 Complete	Contribution to Education for the construction of a new cycle track by the school. Part fund from s106 contribution. Hob Moor Link included in 2006/07 programme
CY09/03a	Heslington Lane Cycle Route - Phase 1 - Broadway to University	2.00	2.00	1.22	1.22	-0.78	Feasibility Work	Reserve scheme in 06/07 programme
CY09/03b	Heslington Lane Cycle Route - Phase 2 - University to Heslington	2.00	2.00	0.00	0.00	-2.00	n/a	Dependent on completion of previous phase
CY09/03c	Heslington Lane Cycle Route - Phase 3 - Heslington Village	2.00	2.00	0.00	0.00	-2.00	n/a	Dependent on completion of previous phase
CY11/03	North York Cycle Route Study	2.00	2.00	1.37	1.37	-0.63	Feasibility Work	
CY01/02	Cycle to Work Challenge (Link from Promenade to Station)	10.00	0.00	16.09	0.00	6.09	Work in 06/07	Access Ramp to Station. Funded by Government grant
CY03/02a	Millennium Cycle Route - Hob Moor Subway	5.00	5.00	47.97	47.97	42.97	Feasibility Work	Includes feasibility costs for all Millennium Route schemes and completion costs for Tadcaster Rd Toucan and Knivesmire Road refuge.
CY03/02d	Millennium Cycle Route - Bishopthorpe Road Crossing	5.00	0.00	0.00	0.00	-5.00	Work in 06/07	Delayed due to issue with scheme design at consultation - a new design has now been agreed and will be constructed in 2006/07
CY03/02e	Millennium Cycle Route - Signing Review and Enhancement	5.00	5.00	19.04	19.04	14.04	Feasibility Work	
CY06/02a	Haxby to York Cycle Route - Haxby Road (Hartrigg Oaks)	3.00	3.00	0.44	0.44	-2.56	Feasibility Work	
CY06/02c	Haxby to York Cycle Route - Nestle Northern Access	5.00	5.00	0.74	0.74	-4.26	Feasibility Work	
CY06/02d	Haxby to York Cycle Route - Review of Signing	5.00	5.00	6.67	6.67	1.67	Complete	New signing installed along entire route
CY09/02a	Nestle to Station Cycle Route - Review of Signing	5.00	5.00	0.56	0.56	-4.44	Complete	New signing installed along entire route
CY09/02b	Nestle to Station Cycle Route - Back of Hospital Route	25.00	25.00	16.10	16.10	-8.90	Feasibility Work	
CY09/02c	Nestle to Station Cycle Route - Wigginton Road (Front of Hospital) Route	5.00	5.00	0.00	0.00	-5.00	Feasibility Work	
CY14/02a	NCN Route 66 - Murton Lane to Bore Tree Balk (cross ref to LS20/04)	0.00	0.00	0.00	0.00	0.00	Feasibility Work	
CY14/02b	NCN Route 66 - Bore Tree Balk to York Road	75.00	75.00	72.20	72.20	-2.80	Complete	New shared-use cycle track/ footpath along A1079 from Bore Tree Balk to York Road
2005/06 Schemes								
CY01/05	Beckfield Lane (feasibility study) (cross ref to SR18/02)	5.00	5.00	1.90	1.90	-3.10	Feasibility Work	
CY02/05	Bishopthorpe Road (feasibility study)	1.00	1.00	0.39	0.39	-0.61	Complete	Extension to cycle lane on Bishopthorpe Road
CY03/05	Fishergate Gyrotory - Phase 1	2.00	2.00	0.00	0.00	-2.00	Feasibility Work	Now included in Fulford Road Study work
CY04/05	Green Lane Acomb (feasibility study)	2.00	2.00	0.45	0.45	-1.55	Feasibility Work	
CY05/05	Lawrence Street and Hull Road (feasibility study)	2.00	2.00	0.25	0.25	-1.75	Feasibility Work	
TOTAL CYCLING SCHEMES PROGRAMME		381.00	351.00	345.78	304.37	-35.22		
TOTAL CYCLING SCHEMES OVERPROGRAMMING		-10.00	-10.00	0.00	0.00	0.00		
TOTAL CYCLING SCHEMES BUDGET		371.00	341.00	345.78	304.37	-35.22		
TRAVEL AWARENESS & ENGAGEMENT								
TA01/05	Travel Awareness	40.00	40.00	0.00	0.00	-40.00	n/a	Transferred to Revenue
TOTAL TRAVEL AWARENESS & ENGAGEMENT BUDGET		40.00	40.00	0.00	0.00	-40.00		
COSTS FROM LTP SCHEMES IMPLEMENTED 2001-05								
TOTAL COSTS FROM 01-05 LTP SCHEMES		150.00	150.00	75.76	75.76	-74.24	n/a	Schemes allocated to appropriate blocks
MAINTENANCE REVENUE SCHEMES TRANSFERRED TO CAPITAL PROGRAMME								
Various revenue schemes		219.00	219.00	219.67	219.67	0.67	Complete	
TOTAL MAINTENANCE SCHEMES TRANSFERRED FROM REVENUE BUDGET		219.00	219.00	219.67	219.67	0.67		
TOTAL LTP INTEGRATED TRANSPORT PROGRAMME		6,459.00	5,031.00	6,286.79	4,661.37	-172.21		
TOTAL LTP INTEGRATED TRANSPORT OVERPROGRAMMING		-399.50	-399.50	0.00	0.00	0.00		
TOTAL LTP INTEGRATED TRANSPORT BUDGET		6,059.50	4,631.50	6,286.79	4,661.37	227.29		

P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		

LTP STRUCTURAL MAINTENANCE**Principal Roads Programme**

PL01/05	Tower Street	0.00	0.00	1.06	1.06	1.06	n/a	Scheme deferred to 06/07
PL02/05	Fulford Road	160.90	160.90	148.56	148.56	-12.34	Complete	
PL03/05	Gillygate	72.25	72.25	75.59	75.59	3.34	Complete	
PL04/05	Barbican Road	41.77	41.77	40.53	40.53	-1.24	Complete	
PL05/05	Blossom St/Queen St	40.00	40.00	28.19	28.19	-11.81	Complete	
RR08/05	Eastholme Drive	92.30	92.30	95.65	95.65	3.35	Complete	

TOTAL PRINCIPAL ROADS BUDGET

407.22	407.22	389.58	389.58	-17.64
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Local Roads Programme

LR04/04	Nessgate/Low Ousegate	61.85	61.85	64.95	64.95	3.10	Complete	
n/a	Costs from 04/05 schemes	0.00	0.00	9.13	9.13	9.13	Complete	
LR08/04	Thanet Road	92.00	0.00	63.89	0.00	-28.11	Complete	Funded by CYC Carryover
LR01/05	Water Lane	33.40	33.40	13.52	13.52	-19.88	Complete	
LR02/05	New Lane	47.59	47.59	42.50	42.50	-5.09	Complete	
LR03/05	Green Dykes Lane	3.45	3.45	2.24	2.24	-1.21	Complete	
LR04/05	Leeman Road	86.56	86.56	88.48	88.48	1.92	Complete	
LR05/05	Tang Hall Lane	103.10	103.10	94.20	94.20	-8.90	Complete	
LR06/05	Murton Way	67.33	67.33	72.19	72.19	4.86	Complete	
LR07/05	Kent Street	25.60	25.60	26.76	26.76	1.16	Complete	
LR08/05	Haxby Road/Wigginton Rd	35.65	35.65	81.48	81.48	45.83	Complete	
LR09/05	Heslington Road	87.40	87.40	85.58	85.58	-1.82	Complete	
LR10/05	Weithery Road	117.65	117.65	109.32	81.21	-8.33	Complete	Part funded by CYC Carryover

TOTAL LOCAL ROADS BUDGET

761.58	669.58	754.23	662.23	-7.35
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Minor Urban Surfacing Programme

YY01/05	Church Lane (Wheldrake) bend	3.50	3.50	11.23	11.23	7.73	Complete	
YY02/05	Knavesmire Avenue	19.70	19.70	20.71	20.71	1.01	Complete	
YY03/05	Tanner Row (part)	0.00	0.00	3.80	3.80	3.80	Complete	

TOTAL MINOR URBAN SURFACING BUDGET

23.20	23.20	35.73	35.73	12.53
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Street Lighting

LI01/05	Replacement of structurally unsound columns	85.00	85.00	85.77	85.77	0.77	Ongoing	
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TOTAL STREET LIGHTING BUDGET

85.00	85.00	85.77	85.77	0.77
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Bridges

BR01/05	Strengthening works to Haxby Road Bridge	115.00	115.00	121.81	121.81	6.81	Complete	
BR02/05	Preliminary work for 2006/07 schemes	25.00	25.00	0.00	0.00	-25.00	Feasibility Work	

TOTAL BRIDGES BUDGET

140.00	140.00	121.81	121.81	-18.19
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TOTAL LTP STRUCTURAL MAINTENANCE BUDGET

1,417.00	1,325.00	1,387.12	1,295.13	-29.88
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LTP TOTAL PROGRAMME

7,876.00	6,356.00	7,673.91	5,956.50	-202.09
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O4/05 LTP OVERSPEND

0.00	0.00	0.00	0.00	0.00
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OVERPROGRAMMING

-399.50	-399.50	0.00	0.00	0.00
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LTP TOTAL BUDGET

7,476.50	5,956.50	7,673.91	5,956.50	197.41
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SCHEMES OUTSIDE THE LTP**CARRIAGEWAY RESURFACING - CAPITAL**

RR05/04	Appleton Road - Junction Temple Lane	13.00	0.00	31.66	0.00	18.66	Complete	
RR06/04	Hazelbush Lane	0.00	0.00	0.61	0.00	0.61	n/a	Scheme not required -- Works complete in 2004/05
PL04/03	Station Rd Resurfacing Work	20.00	0.00	20.88	0.00	0.88	Complete	
RR01/05	Toft Green	61.74	0.00	58.62	0.00	-3.12	Complete	
RR02/05	Barr Lane	1.05	0.00	0.17	0.00	-0.88	Complete	
RR03/05	Stockhill Lane/School Lane (Askham Richard)	19.50	0.00	16.45	0.00	-3.05	Complete	
RR04/05	Naburn Lane	0.00	0.00	1.43	0.00	1.43	n/a	Scheme deferred to 06/07
RR05/05	The Village	92.44	0.00	88.58	0.00	-3.86	Complete	
RR06/05	Oaken Grove (part)	70.05	0.00	73.55	0.00	3.50	Complete	
RR07/05	Eastfield Avenue	116.04	0.00	132.20	0.00	16.16	Complete	
RR08/05	Eastholme Drive	0.00	0.00	0.00	0.00	0.00	Complete	
RR09/05	Bishopthorpe Road (part)	0.00	0.00	6.14	0.00	6.14	n/a	Scheme deferred to 06/07
RR10/05	Alcuin Avenue	103.95	0.00	117.25	0.00	13.30	Complete	
RR11/05	Broadway (part)	29.78	0.00	30.75	0.00	0.97	Complete	
RR12/05	Acaster Lane (part)	37.22	0.00	40.95	0.00	3.73	Complete	
RR13/05	Bishopgate Street	55.73	0.00	61.86	0.00	6.13	Complete	
RR14/05	Askham Lane (Gale Lane to Ridgeway)	57.63	0.00	56.91	0.00	-0.72	Complete	
RR15/05	Lowther Street	85.60	0.00	71.25	0.00	-14.35	Complete	
RR16/05	A1237 Clifton Moor roundabout	42.89	0.00	44.01	0.00	1.12	Complete	
RR17/05	Burton Stone Lane (Clifton to Grosvenor Road)	34.06	0.00	38.73	0.00	4.67	Complete	
RR18/05	Clifton Moorgate/Water Lane junction	116.80	0.00	97.62	0.00	-19.18	Complete	

TOTAL CARRIAGEWAY RESURFACING BUDGET

957.48	0.00	989.63	0.00	32.15
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P&T REF	Scheme Name	Q3 Total Budget	Q3 LTP Budget	Outturn	LTP Outturn	Variance (Total Budget) (Positive = Overspend)	Scheme Status at 31st March 2006	Comments
		£1,000's	£1,000's	£1,000's	£1,000's	£1,000's		
FOOTWAY RESURFACING - CAPITAL								
FR25/04	The Mount	79.63	0.00	49.90	0.00	-29.73	Complete	
FR27/04	Wetherby Road (part)	57.97	0.00	41.94	0.00	-16.02	Complete	
FR01/05	Naburn Lane (part)	10.43	0.00	0.93	0.00	-9.50	n/a	Scheme deferred to 06/07
FR02/05	Tang Hall Lane (part)	0.00	0.00	13.26	0.00	13.26	Complete	
FR03/05	Hodgson Lane	59.38	0.00	61.28	0.00	1.89	Complete	
FR04/05	St Helen's Road	24.90	0.00	26.00	0.00	1.10	Complete	
FR05/05	Stockton Lane (part)	73.59	0.00	70.94	0.00	-2.65	Complete	
FR06/05	Moorland Road	41.46	0.00	43.51	0.00	2.05	Complete	
FR07/05	Selby Road (part)	35.60	0.00	36.74	0.00	1.14	Complete	
FR08/05	Danesfort Avenue	72.57	0.00	72.44	0.00	-0.13	Complete	
FR09/05	Danebury Drive	77.83	0.00	76.78	0.00	-1.04	Complete	
FR10/05	Wetherby Road (part)	9.55	0.00	9.86	0.00	0.30	Complete	
FR11/05	Sterne Avenue	23.67	0.00	28.61	0.00	4.95	Complete	
FR12/05	Orchard Paddock	50.00	0.00	51.60	0.00	1.59	Complete	
FR13/05	Barkston Avenue (part)	76.56	0.00	61.18	0.00	-15.37	Complete	
FR14/05	The Village/Moor Lane	42.78	0.00	51.57	0.00	8.79	Complete	
FR15/05	Park Lane (part)	8.58	0.00	9.96	0.00	1.38	Complete	
FR16/05	Sherwood Grove (part)	56.99	0.00	60.69	0.00	3.70	Complete	
FR17/05	St Swithins Walk	74.69	0.00	59.23	0.00	-15.46	Complete	
FR18/05	Woodhouse Grove	15.77	0.00	16.26	0.00	0.49	Complete	
FR19/05	Evelyn Crescent (part)	31.30	0.00	32.30	0.00	1.00	Complete	
FR20/05	Garrow Hill Avenue (part)	11.58	0.00	7.57	0.00	-4.01	Complete	
FR21/05	Canham Grove	25.82	0.00	27.18	0.00	1.36	Complete	
FR22/05	Bradley Lane	16.00	0.00	18.98	0.00	2.98	Complete	
FR23/05	Holly Bank Road	62.25	0.00	59.62	0.00	-2.64	Complete	
FR24/05	Holgate Lodge Drive	29.82	0.00	27.88	0.00	-1.93	Complete	
FR25/05	Ash Close	18.87	0.00	20.36	0.00	1.49	Complete	
FR26/05	Emerald Street	22.17	0.00	19.81	0.00	-2.36	Complete	
FR27/05	Kendal Close	37.41	0.00	42.69	0.00	5.28	Complete	
FR28/05	Danebury Crescent	26.33	0.00	27.17	0.00	0.84	Complete	
FR29/05	Otterwood Lane (snicket)	3.18	0.00	4.03	0.00	0.84	Complete	
FR30/05	Nicholas Street	24.14	0.00	24.91	0.00	0.77	Complete	
FR31/05	Barstow Avenue	29.73	0.00	30.68	0.00	0.95	Complete	
FR32/05	Norman Drive (part)	25.44	0.00	29.46	0.00	4.02	Complete	
FR33/05	Harrogate Road (Station Road to Blackdyke Lane)	8.40	0.00	7.33	0.00	-1.07	Complete	
FR34/05	Stuart Road	64.01	0.00	62.02	0.00	-1.99	Complete	
FR35/05	Chatsworth Terrace (part)	2.64	0.00	3.02	0.00	0.38	Complete	
FR36/05	Winchester Avenue	37.53	0.00	38.72	0.00	1.20	Complete	
FR37/05	Chalfonts	7.98	0.00	9.26	0.00	1.28	Complete	
FR38/05	Woodland Place	5.98	0.00	5.72	0.00	-0.25	Complete	
TOTAL FOOTWAY RESURFACING BUDGET		1,382.52	0.00	1,341.40	0.00	-41.12		
TOTAL CYC RESURFACING BUDGET		2,340.00	0.00	2,331.02	0.00	-8.98		
SPECIAL BRIDGE MAINTENANCE								
SB01/05	Castle Mills Bridge	0.00	0.00	0.00	0.00	0.00	Feasibility Work	Included in 2006/07 programme
SB02/05	Moor Lane Hessay	50.00	0.00	8.65	0.00	-41.35	Design	Included in 2006/07 programme
TOTAL SPECIAL BRIDGE MAINTENANCE BUDGET		50.00	0.00	8.65	0.00	-41.35		
OTHER								
Royal Ascot Legacy Schemes		32.10	0.00	32.40	0.00	0.30	Complete	
TOTAL		32.10	0.00	32.40	0.00	0.30		
CITY WALLS								
CW01/05	Railway Arches Phase II	183.00	0.00	202.63	0.00	19.63	Complete	
CW02/05	City Walls Health & Safety	23.00	0.00	22.80	0.00	-0.20	Complete	
TOTAL CITY WALLS BUDGET		206.00	0.00	225.44	0.00	19.44		
TOTAL SCHEMES OUTSIDE THE LTP		2,628.10	0.00	2,597.52	0.00	-30.58		
TOTAL PLANNING & TRANSPORT CAPITAL PROGRAMME		10,504.10	6,356.00	10,271.43	5,956.50	-232.67		
P&T OVERPROGRAMMING plus 04/05 LTP OVERSPEND		-399.50	-399.50	0.00	0.00	0.00		
TOTAL PLANNING & TRANSPORT BUDGET		10,104.60	5,956.50	10,271.43	5,956.50	166.83		
OTHER PLANNING & TRANSPORT SCHEMES								
OTHER								
Replacement Foss Islands Depot		9,131.00	0.00	2,179.29	0.00	-6,951.71	Ongoing	Spend against Development projected to be £2.5m at Q3. Completion expected in September 2006
TOTAL		9,131.00	0.00	2,179.29	0.00	-6,951.71		



Meeting of Executive Members for City Strategy and Advisory Panel

7 June 2006

Report of the Director of City Strategy

2005/06 Planning & Transport Finance & Performance Outturn Report

Purpose of Report

- 1 This report presents two sets of data from the City Strategy Directorate
 - a) the outturn figures for revenue expenditure and capital expenditure for the Planning and Transport portfolio,
 - b) outturn (2005/06) performance against target for a number of key indicators that are made up of:
 - Best Value Performance Indicators owned by Planning and Transport
 - Customer First targets (letter answering)
 - Staff Management Targets (sickness absence)

Background

- 2 This is the first outturn report to combine financial and service performance information to be brought to City Strategy EMAP. This is a key improvement emerging from the Transforming York project. It should be noted that the figures are provisional and may be adjusted. However, significant changes are not anticipated to be made.
- 3 The performance data included is that which is reported as part of the Council plan each year.

Management Summary

Financial Overview

- 4 The provisional revenue outturn for the Planning & Transport portfolio was £11,940k against a budget of £11,975k an underspend against core budgets of £35k and represents 0.1% compared to the portfolio's gross budget. It should be noted that the above budget includes an additional allocation of £21k to fund the initial costs of the Heslington East Public Inquiry which is funded from a £500k budget allocation in 2006/07. The

public inquiry budget is therefore reduced to £479k in 2006/07 The overall position is summarised below

	P&T
	£000
Latest Budget	11,975
Provisional Outturn	<u>11,940</u>
Gross Underspend	<u>-35</u>
% Of Latest Gross Budget	<u>-0.1%</u>

- 5 The Executive Member has received three monitoring reports during the year and has been kept informed of expenditure and income trends for the portfolio. The last report was presented to the Planning & Transport EMAP on 28th February 2006 covering the period upto 31st January 2006. This showed a projected outturn of £12,055k compared to a budget of £12,112k , a net underspend of £57k. Members will note therefore that the provisional outturn underspend is at a similar level to that projected.

The financial position shown by service plan is shown below

	Expend Budget £000	Income Budget £000	Net Budget £000	Projected Outturn £000	Var'n £000	% of gross exp
City Development & Transport	24,079	12,993	11,086	10,929	-157	-0.7
Planning	3,530	2,841	668	903	+214	6.1
Emergency Planning	141	0	141	112	-29	-20.4
Licensing and Regulation	183	183	0	0	0	0
Resource & Business Manag't	3,843	3,784	59	-4	-63	-1.6
PLANNING & TRANSPORT	<u>31,776</u>	<u>19,801</u>	<u>11,975</u>	<u>11,940</u>	<u>-35</u>	<u>-0.1</u>

Note: '+' indicates an increase in expenditure or shortfall in income
 '-' indicates a reduction in expenditure or increase in income

- 6 At the third monitoring report (P&T 28th February 2006) an underspend of £57k was projected (0.2% of gross expenditure). Given the small projected underspend no specific action was recommended however it was stated that budgets would be closely monitored with the intention of managing overall expenditure within budget.
- 7 The overall outturn position shows a provisional £35k underspend. Details of the major variances are shown in the sections below whilst

overall budget summary is shown in detail in Annex 1 and further details of the variations are shown in Annex 2.

Performance Overview

- 8 There are some marked improvements in service performance compared to 2004/05, particularly in relation to:
- planning application indicators BVPI 109a, b and c
 - BVPI 102 Local bus services (passenger journeys per year)
 - BV205 The percentage score against the Quality of Service Checklist (development control)
 - all enquiries at reception are dealt with within 10 minutes, and this has consistently been the case since 2002/03
- 9 Key area where the directorate failed to achieve the target in:
- COLI 33 the percentage of street lamps not working as planned
- 10 Set out below is more detailed information on performance in each service plan area.

City Development & Transport

Financial Overview

- 11 The provisional outturn shows an underspend within the City Development and Transport Service Plan of £-157k, or -0.7% of the gross expenditure budget. A detailed analysis of the revenue budget variances is shown in Annex 1. The key reasons for the underspend are:
- Parking Income shortfall of £126k. This is an improved position from the £263k reported at Monitor 2.
 - Saving on parking expenditure £-204k
 - Staffing savings across the service plan area £-185k
 - Additional costs of Local Transport Plan £75k
 - Additional public transport support costs £63k
 - Additional costs incurred developing Local Development Framework £38k
 - Savings on Concessionary Fares £-61k
 - Highways Maintenance underspend £-33k
 - Other net overspends £24k

Car Parking

- 12 The table below shows detail of income from Car Parking to 31st March 2006 compared to the budget and the 2004/05 outturn.

	Income to 31 st March 2004/05 £'000	Income to 31 st March 2005/06 £'000	2005/06 Budget £'000	Variance to budget £'000	%
Short Stay	2,084	1,999	2,264	265	11.7
Standard Stay	3,351	3,360	3,339	-21	-0.6
On Street	416	437	412	-25	-6.1
Respark Income / Season Tickets	660	691	652	-39	-5.9
Total	6,511	6,487	6,667	180	2.7

- 13 The table shows that the outturn shortfall was £180k compared to budget (2.7%). This compares to a projected shortfall of £263k at Monitor 3. There has been an improvement therefore of £83k in the last two months of the year. Members will note that whilst income from the short stay car parks is below that assumed in the budget, income at standard stay car parks and on-street parking was higher than budget. The primary reason for the shortfall appears to be migration from City Centre car parks to Park & Ride where numbers have significantly increased over the past year (up by 14% in the financial year). However income from car parks improved during a busy Christmas period and this continued through the first three months of the calendar year. Part of the increase is due to the closure of the private car park at Dundas Street.
- 14 There was also additional income from Penalty Charge Notices £25k (against a budget of £762k (3.2%)), staff parking £16k and other miscellaneous income £13k. Total income from the parking account was therefore £126k below budget.
- 15 Significant savings of £204k were achieved on parking expenditure. There was a freeze on the improvement budget (£-34k), operating savings from Shambles Car Park (£-41k), savings on operating leases coming to an end (£-46k) as well as savings on bank charges and legal fees (£-36k). Careful management of office expenses and IT also provided savings (£-38k). There was a further £9k saving from the final repayment of the Decriminalised Parking Venture Fund Loan during the year.

- 16 In summary therefore the improved shortfall through the year in conjunction with operational savings led to an overall underspend in the parking account of £78k.

Highway Maintenance

- 17 There was an overall underspend of £33k on highway maintenance however this included a transfer of £219k to capital that was agreed following the first monitoring report. The real overspend therefore was £186k.
- 18 The reason for the overspend was due to additional costs of both street lighting energy and maintenance. The energy budget shows an overspend of £170k due to energy price increase of 58% compared to 2004/05 costs. Whilst budgets were increased due to forecast energy rises these did not cover the actual extent of the increase. Unfortunately the extent of this overspend was only identified in March upon receipt of the bills from the energy company. There were overspends on the maintenance budget due to vandalism in the western part of the city where a large number of street lights were pulled down or severely damaged (£+42k). There was also vandalism at the Millennium bridge where every deck light was damaged beyond repair. To ensure the bridge could be safely used in the dark it was necessary to repair at a cost of £19k. A higher than normal level of knockdowns and structural failures across the city involving approximately a further 30 further street lights resulted in further expenditure of £27k. There were also costs of £75k associated with the need to complete the inventory of lighting stock in the city to enable the Council to negotiate a better price for its energy in the future. This has been a significant exercise and unfortunately it was not possible to self fund these costs in 2005/06. To reduce future impact of these price increases it is proposed to use the results of the inventory to tender for a lower energy charge.
- 19 There were also a number of savings in the Highway Maintenance budget that offset the above overspends predominantly on footway repairs and gully emptying.

Performance Overview

- 20 Performance indicators on the City Development & Transport service plans are attached as Annex 3.
- 21 There are a number of key indicators on these service plans that are not reported here. This is because they are reported to the Environment and Sustainability EMAP.
- 22 Performance indicators showing areas of concern and success are reported on an exception basis below.

PI Description	04/05 outturn	05/06 target	05/06 actual	04/05 vs 05/06	Actual vs. Target
BVPI 106 – The percentage of new homes built on previously developed land	98%	65%	96.39 %	✘	✓
COLI 33 - % of streetlamps not working as planned	0.77%	0.55%	0.78%	✘	✘
BVPI 215a – The average time taken to repair a street lighting fault, where the response time is under the control of the local authority	New PI	2 days	1.06 days	-	✓
BVPI 215b – The average time taken to repair a street lighting fault, where the response time is under the control of the DNO	New PI	35 working days	18.6 working days ¹	-	✓
BVPI 102 - Local bus services (passenger journeys per year)	15 million	12.46 million	16.99 million	✓	✓
BVPI 165 – Percentage of pedestrian crossings with facilities for disabled people	99%	100%	100%	✓	✓
LTP A3(i) - Park & Ride usage - total passengers	2.35 million	2.18 million	2.68 million	✓	✓

- 23 For BVPI 106 (% of new homes built on previously developed land) the performance of 96.39% for 2005/06 year end exceeds the government set target (65%) due to the large number of homes built on brown field sites that have come forward in recent years. In comparison with 2004/05 data this indicator is performing in the top quartile in comparison with other authorities and above the 2004/05 national average of 73.69%. In future years the percentage of new homes built on previously developed land may achieve levels closer to the 65% target set in Planning Policy Guidance 3 (March 2000) should greenfield sites allocated for housing gain consent for development. This indicator is to be included on the indicators for the Environment CPA2 scorecard.
- 24 COLI 33 (% of street lights not working as planned) end of year performance is 0.78% and therefore has not met its of 0.55%. Vandalism is significantly contributing to the performance of this indicator, for example, 70 columns were pulled down between October 2005 and March 2006 alone. A further contribution to the increase in percentage is the difference in the numbers of streetlighting columns between 2004/05 (18,666) and 2005/04 (17,335). The new inventory has shown that the Council has fewer street lighting columns (1,331) than previously thought.

¹ Please note that there is currently no information available for quarter 1 2005/06. Consequently this figure is based on quarter 2, quarter 3 and quarter 4 data only.

Therefore each single fault equates to a higher percentage. The number of faults for the last two years are 4514 (2004/05) and 4547 (2005/06). As can be see there is only a small increase of 33 in the number of faults.

- 25 Two BVPIs were introduced by the ODPM for 2005/06 regarding street lighting. These are BVPI 215a and 215b (The average time taken to repair a street lighting fault, where the response time is under the control of the a) local authority b) DNO (Distribution Network Operator)). Targets have been set according to the expected levels of performance set out in the contracts regarding repairs to street lighting faults. Both indicators have exceeded the targets set for them.
- 26 BV102 Local bus services (passenger journeys per year) 2005/06 year end performance of 16.99 million exceeds the target set of 12.46 million and 2004/05 performance of 14.34 million. Performance can be attributed to improved and increased bus services, bus reliability, an enhanced bus infrastructure and better waiting facilities.
- 27 BV165 percentage of pedestrian crossings with facilities for disabled people has achieved its 2005/06 target of 100%. This is an improvement upon the 2004/05 year end figure of 99%. Compared to national 2004/05 year end data, this indicator is in the top quartile and is performing above the national average of 87%.
- 28 LTP A3i Park and Ride usage has a 2005/06 year end figure of 2.68million total passengers. This exceeds 2004/05 performance of 2.35 million and the 2005/06 target of 2.18 million.
- 29 The Customer First figures show that City Development and Transport answered 98% of 1473 letters in 2005/06 within the Councils 10 days standard. This exceeds the corporate target of 95%.
- 30 2005/06 year end sickness absence for City Development & Transport is 13.06 days per FTE. Performance misses the corporate 2005/06 year end target of 12 days per FTE.

Planning and Sustainable Development

Financial Overview

- 31 The provisional outturn identifies an overspend within the Planning and Sustainable Development service plan area of £214k, or 6.1% of the gross expenditure budget. A detailed analysis of the revenue budget variances is shown in Annex 1. The key reasons for the underspend are:
 - £105k shortfall in planning income. There has been a reduction of 271 in the number of applications during the financial year compared to 2004/05.
 - £45k additional expenditure on Development Control expenditure. This has been incurred by employing additional temporary staff and consultants as part of the Development Control Improvement Plan plus additional operating costs.

- £126k shortfall in Land Charges income. The slowdown in the housing market has continued into 2005/06 and as a result the number of applications received in the section is lower than that required to balance the budget. Included in this is a £18k additional cost of electronic searches.
- £-12k additional Building Control Income. The buoyancy in the market has continued resulting in additional income.
- £-57k second tranche of Planning Delivery Grant.
- Other net overspends £7k

- 32 The final overspend of £214k compares to a projected overspend of £201k at Monitor 3. The primary reason for the shortfall is the lower than anticipated income from Development Control and Land Charges. Whilst fee levels for Development Control increased from 1st April 2005 the reduction in applications and the low level of major applications (attracting the biggest fee) is impacting the budget.

Performance Overview

- 33 The indicators on the Planning and Sustainable Development service plan are attached as Annex 4. Where appropriate indicators are reported below in more detail.

PI Description	04/05 outturn	05/06 target	05/06 actual	04/05 vs. 05/06l	Actual vs. Target
BVPI 109a % of major planning applications determined within 13 weeks	38.46%	57.00%	62.90%	✓	✓
BVPI 109b % of minor planning applications determined within 8 weeks	61.12%	65.00%	67.27%	✓	✓
BVPI 109c % of other planning applications determined within 8 weeks	81.65%	80.00%	84.37%	✓	✓
BV205: Percentage score against Quality of Service Checklist (development control)	78%	78%	94%	✓	✓

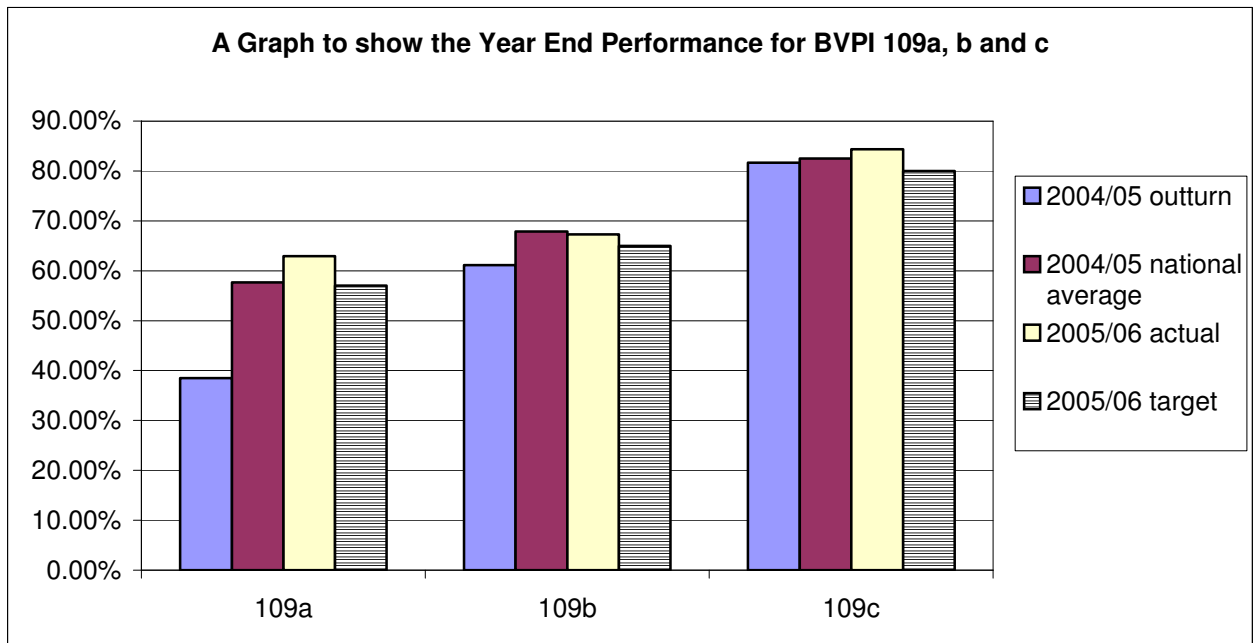
- 34 The 2005/06 year end performance figure for BVPI 109a (major applications) of 62.90% represents 39 out of 62 applications being determined within 13 weeks. The indicator has achieved 62.90%, which betters the set target of 57% and the 2004/05 outturn of 38.46%. In relation to the national 2004/05 outturns, York are performing above the average of 57.64%
- 35 BVPI 109b (minor applications) 2005/06 year end figure of 67.27% meets the set target of 65% and represents 374 out 556 applications that were determined within 8 weeks. The 2005/06 performance betters the 2004/05 outturn of 61.12% and is just under the national 2004/05

average of 67.85%. Though 109b has met the set target it was anticipated that a higher level of performance would be achieved for 2005/06. This can be attributed to several factors:

- staffing turnover and vacancies amongst more experienced officers who would deal with more complex minor applications
- remaining experienced staff were focused on ensuring all new major applications were dealt with in time, given this category was a main area of concern
- requirements for negotiations to provide affordable housing and open space contributions (under the 4th set of Changes to the local plan, introduced in April 2005), combined with the ongoing need to take all housing applications over one dwelling to Committee, meant many minor applications were delayed.

36 BV109c (other applications) has achieved a 2005/06 year end figure of 84.37% which exceeds the target of 80%. This represents 1366 out of 1619 applications were determined in 8 weeks. This indicator also exceeds the 2004/05 year end performance of 81.65% and the 2004/05 national average of 82.48%. It is a significant achievement to have met this target because the government raised it from 73% in 2004/05 to 80% in 2005/06. Performance was sustained and maintained through the year to ensure potential Planning Delivery Grant for the following year is maximized because there are greater rewards for those authorities exceeding the target by higher margins.

37 The performance of these three indicators is represented graphically in the chart below:



38 In planning, the recruitment and retention of temporary staff prior to more permanent staffing changes coming forward will give vital extra capacity in the second half of the assessment year (January 2006 - June 2006). This, along with other procedural changes, should see the development

Control raise performance out of Standards Authority status and maintain performance above the national targets as required by the ODPM.

- 39 BVPI205 (percentage score against Quality of Service Checklist) achieved 94% (scoring 17 out of a possible 18 points.) This exceeds the target of 78%, the 2004/05 national average of 78.8% and in relation to 2004/05 national outturns, the authority is performing in the top quartile.
- 40 The Customer First figures show that Planning and Sustainable Development answered 81% of 503 letters in 2005/06 within the Councils 10 days standard. This falls below the 95% target set by the Council. This reflects workload levels, staff resource issues and the need to prioritise planning application processing to meet ODPM targets.
- 41 2005/06 year end sickness absence for Planning and Sustainable Development is 9.19 days per FTE. Performance is better than the corporate 2005/06 year end target of 12 days per FTE.

Emergency Planning

Financial Overview

- 42 The provisional outturn shows an underspend of £29k within the Emergency Planning Service Plan area. The saving was primarily due to a staffing vacancy held in the section.

Performance Overview

- 43 Emergency Planning has no indicators with performance information to report on to date in 2005/06 except for staff absence. There are no issues relating to sickness absence for Emergency Planning.

Licensing & Regulation

Financial Overview

- 44 The Planning & Transport Portfolio includes the budget for Taxi Licensing which is managed within the Licensing and Bereavement Services service plan area. The account which is a ring-fenced trading account was in balance during the year.

Resource and Business Management

Financial Overview

- 45 The provisional outturn shows an underspend of £63k within the Resource & Business Management Service Plan area or 1.6% the gross expenditure budget. A detailed analysis of the revenue budget variances is shown in Annex 1.

- 46 The primary reason for this underspend is staff savings and an underspend on staff training budgets. There was also savings on printing and equipment costs.
- 47 It should be noted that Resource & Business Management also provided support to Economic Development (Leader) and Environment & Sustainability within the financial year.

Performance Overview

- 48 The performance indicators on the service plan for Resource and Business Management are attached as Annex 5. This service plan holds the cross cutting performance information for the directorate of Environment and Development Services; for example, indicators relating to Health and Safety, Human Resources, Customer First and Finance. These figures have been provided without in depth analysis for information (as in previous P&T EMAP reports).
- 49 The Customer First figures show that Resource and Business Management answered 100% of all letters in 2005/06 within the Councils 10 days standard. This betters the 95% target set by the Council.
- 50 2005/06 year end sickness absence for Resource and Business Management is 4.02 days per FTE. Performance is significantly better than the corporate 2005/06 year end target of 12 days per FTE.

Portfolio Capital Programme

- 51 The Planning & Transport capital programme is comprised of nearly 300 schemes and has a budget of £10,104k. The budget is funded from a number of sources including the Local Transport Plan, Government Grants, Developer contributions and CYC capital resources as detailed below.

	Total £000s
LTP element	5,956
Government Grant	30
Developer and other contribs	1,398
CYC resources	2,720
Total	10,104

- 52 The detailed update on the outturn position is reported elsewhere on this agenda. However, brief details of the budget allocations and provisional outturn are set out below:

	<u>Monitor 3 Budget £000s</u>	<u>Provisional Outturn £000s</u>
Park and Ride Schemes	690	836
Public Transport Schemes	1,630	1,859
Traffic Management Schemes	287	372

Safety Schemes	597	480
School Schemes	463	632
Outer Ring Road Schemes	125	90
James St. Link Road	1,200	1,092
Pedestrian Schemes	287	285
Cycling Schemes	371	346
Travel Awareness	40	0
Residual Schemes	150	76
LTP Structural Maintenance	1,417	1,387
CYC Structural Maintenance	2,609	2,559
Royal Ascot Legacy	32	32
City Walls	206	225
Total	10,104	10,271

Replacement Foss Islands Depot	9,131	2,749
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- 53 The provisional outturn shows an overspend of £167k (1.7%) compared to budget. The LTP allocation from the government was fully utilised and the final overspend is funded from additional developer contributions.

	<u>Monitor 3</u> <u>Budget</u> <u>£000s</u>	<u>Provisional</u> <u>Outturn</u> <u>£000s</u>
Local Transport Plan	5,956	5,956
Government Grants	30	16
Developer Contributions	1,398	1,609
CYC Capital	2,720	2,690
Total	10,104	10,271

Conclusions

Financial Overview

- 54 The provisional outturn position for the portfolio shows an underspend of £35k for the financial year. This underspend has been achieved despite shortfalls in key income budgets primarily parking and development control and a significant increase in energy bills for street lighting.
- 55 It is important to consider the outturn position in terms of whether any variances highlighted are of a recurring nature that will effect 2006/07. The shortfall of parking income and the shortfall of Land Charges income have been addressed in the 2006/07 budget. The overspend on street lighting energy is being addressed by using the completed inventory to obtain a cheaper electricity price. There are concerns however that further increases in energy prices may mitigate any savings. The ongoing downturn in planning applications will also require detailed monitoring to ensure any continued shortfall in income can be managed within the City Strategy budget.
- 56 The capital programme was overspent by £167k which has been funded from additional developer contributions. Further details on the capital

outturn are shown in another report on the agenda.

Performance Overview

- 57 Performance on key Best Value Indicators is improving in particular in relation to planning. Customer first targets are generally being achieved or exceeded, with problem areas remaining in Planning and Sustainability letter answering.

Consultation

- 58 The report is primarily an information report for Members and therefore no consultation has been undertaken regarding the contents of the report.

Options

- 58 The report is primarily an information report for Members and therefore no specific options are provided to Members regarding the contents of the report.

Implications

Financial

- 59 The report provides details of the portfolio revenue and capital outturn and therefore implications are contained within the report

Human Resources

- 60 There are no significant human resources implications within the report.

Equalities

- 61 There are no significant equalities implications within the report.

Legal

- 62 There are no significant legal implications within the report.

Crime and Disorder

- 63 There are no significant crime and disorder implications within the report.

Information Technology

- 64 There are no significant Information Technology implications within the report.

Property

- 65 There are no significant property implications within the report.

Other

66 There are no other implications within the report.

Risk Management

67 The report is primarily a look back at finance and service performance and therefore there are no significant risks in the content of the report. Paragraph 55 considers issues following on from the outturn position where overspends may recur into future years.

Recommendation

68 That the Advisory Panel advise the Executive Member for City Strategy to approve the financial and performance position of the portfolio.

Reason – In accordance with budgetary and performance monitoring procedures

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Sian Hansom
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Report Approved Date 24th May 2006

Bill Woolley
Director of City Strategy

Report Approved Date 24th May 2006

Wards Affected:

All

For further information please contact the author of the report

Background Documents:

2005/06 Budget Monitoring files held in City Strategy Finance
2005/06 Closedown Files held within City Strategy
Performance Management Framework held by Business and Policy Development

Attached Annexes

- Annex 1 Expenditure by Service Plan
- Annex 2 Service Variations against budget
- Annex 3 City Development and Transport Performance Indicators
- Annex 4 Planning & Sustainable Development Perf. Indicators
- Annex 5 Resource & Business Management Performance Indicators

**Planning and Transport Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2005/06 Estimate (2) £'000	Provisional Outturn (3) £'000	Variance (4)	Comments (5)
<u>CITY DEVELOPMENT & TRANSPORT</u>				
Employees	5,985.2	5,801.0	(-) 184.2	Savings due to staff vacancies (£-184k).
Premises	1,438.7	1,347.2	(-) 91.5	Saving on rent at Shambles Car Park (£-41.0k). Non spending of the car park improvement budget (£-36.0k), reduced maintenance costs at Park & Ride sites (-£22.0k).
Transport	167.7	120.8	(-) 46.9	Savings on operational leases of parking equipment and vehicles £-44k.
Supplies & Services	2,786.4	3,147.4	(+) 361.0	Additional costs - funded by additional income (£+186k) :- a) bus service support (£+37k), b) development costs re Hungate / Foss Islands (£+59k), c) Traffic Regulation Orders advertising (£+35k), d) introduction of car club initiative (£+19k), e) travel surveys recharged to capital (£+21k), regional UTMC group (£+15k). Additional costs of production of LTP (£+75k), Local development Framework studies (£+32k), support for Dial & Ride bus service (£+54k), charge Travel Awareness budgets to revenue from LTP (£+26k), Legal Fees incurred due to court injunction (£+19k), bus info computer systems support (£+16k), park and ride operational expenditure (£+13k), additional running costs of traffic management systems (£+11k), offset by parking operational savings (£-77k) & misc. overspends (£+6k).
Highway Maintenance	4,546.1	4,639.7	(+) 93.6	Additional cost of Street Lighting £+365k, recharge structural maintenance to capital £-219k, other structural maintenance £-38k, gully emptying £-50k, Winter Maintenance £+21k, Traffic signals £-22k, Ebor race management £+50k, other maintenance £-13k.
Concessionary Fares	1,864.8	1,817.0	(-) 47.8	Reduction in participation of bus tokens (£-57k) offset by small overspend on bus pass reimbursement (£+9k).
Support Service Recharges	2,696.8	2,749.3	(+) 52.5	Cost of S278/S38/ Flood reports agreements undertaken by Engineering Consultancy funded by income (£52k).
Capital Financing	4,593.7	4,593.8	(+) 0.1	
Gross Expenditure	24,079.4	24,216.2	(+) 136.8	
<i>Less Income</i>				
<i>Fees & Charges</i>	9,783.0	9,913.3	(+) 130.3	<i>Additional income funding additional costs (see above supplies and services £130k). Shortfall on income at council car parks (£-219k) and season ticket sales (£-29k) offset by additional RESPARK income (£+68k) and income from Penalty Charge Notices (£+25k). Additional Road Safety Training Income (£+38k), lower than budgeted increase for Park & Ride Licence (£-45k). Additional Network Management licence fee income £+47k. Contributions to Highway Maintenance expenditure (£+93k). Misc other income (£+22k).</i>
<i>Recharges to Other Accounts</i>	3,210.0	3,373.5	(+) 163.5	<i>Additional recharges funding additional costs (see above supplies and services £+56k. Additional income from Engineering Consultancy £+74k, staff parking recharge £+16k, other recharges £+17k.</i>
Total Income	12,993.0	13,286.8	(+) 293.8	
Net Expenditure	11,086.4	10,929.4	(-) 157.0	

**Planning and Transport Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head	2005/06 Estimate	Provisional Outturn	Variance	Comments
(1)	(2)	(3)	(4)	(5)
	£'000	£'000		
EMERGENCY PLANNING				
Employees	99.4	69.7	(-) 29.7	Savings due to staff vacancies (£-30k).
Transport	2.8	3.1	(+) 0.3	
Supplies & Services	17.8	17.8		
Support Service Recharges	20.6	21.4	(+) 0.8	Support from Engineering Consultancy re flooding review (£+1k).
Gross Expenditure	140.6	112.0	(-) 28.6	
<i>Less Income</i>	<i>0.0</i>	<i>0.6</i>	<i>(+) 0.6</i>	
<i>Total Income</i>	<i>0.0</i>	<i>0.6</i>	<i>(+) 0.6</i>	
Net Expenditure	140.6	111.4	(-) 29.2	
PLANNING & SUSTAINABLE DEVELOPMENT				
Employees	1,917.4	1,913.0	(-) 4.4	Small underspend due to staff vacancies
Premises	53.0	71.0	(+) 18.0	Overspend on Heritage buildings maintenance (£+12k) and YCMS initiatives (funded by income) (£+6k).
Transport	30.5	40.0	(+) 9.5	Additional cost of officer travel expenses / vehicle hire (£+10k).
Supplies & Services	298.6	371.1	(+) 72.5	Additional cost of Development Control overheads - advertising, legal fees, scanning etc (£+44k). Additional cost of land charges transmission fees £+18k, contribution to building design partnership (£+10k) part funded by income.
Support Service Recharges	1,226.5	1,227.0	(+) 0.5	
Capital Financing Charges	4.2	4.2		
Gross Expenditure	3,530.2	3,626.3	(+) 96.1	
<i>Less Income</i>				
<i>Fees and Charges</i>	<i>2,177.1</i>	<i>2,002.3</i>	<i>(-) 174.8</i>	<i>Shortfall on income due to reduced number of planning applications (£-105k) and land charges requests (£-108.0k), offset by additional building control income (£+12k). Additional Heritage and conservation income (£+26k).</i>
<i>Planning Delivery Grant</i>	<i>322.0</i>	<i>379.0</i>	<i>(+) 57.0</i>	<i>Second tranche of planning delivery grant used to offset overspend (£+57.0k).</i>
<i>Recharges to Other Accounts</i>	<i>342.1</i>	<i>342.0</i>	<i>(-) 0.1</i>	
<i>Total Income</i>	<i>2,841.2</i>	<i>2,723.3</i>	<i>(-) 117.9</i>	
Net Expenditure	689.0	903.0	(+) 214.0	

**Planning and Transport Portfolio
Expenditure by Service Plan**

Budget Head (1)	2005/06 Estimate (2) £'000	Provisional Outturn (3) £'000	Variance (4)	Comments (5)
<u>LICENSING & REGULATION (EXTRACT)</u>				
Employees	81.1	74.9	(-) 6.2	Underspend on salaries within Taxi Licensing Account (£-6k).
Premises	0.0	0.0		
Transport	0.4	0.0	(-) 0.4	
Supplies & Services	34.3	35.5	(+) 1.2	Overspend on Criminal Record Bureau checks (£+4k) offset by office savings (£-3k).
Support Service Recharges	67.0	67.0		
Gross Expenditure	182.8	177.4	(-) 5.4	
<i>Less Income</i>				
<i>Fees and Charges</i>	<i>182.8</i>	<i>177.3</i>	<i>(-) 5.5</i>	Lower than budgeted income to reflect cost savings (£-5k).
<i>Total Income</i>	<i>182.8</i>	<i>177.3</i>	<i>(-) 5.5</i>	
Net Expenditure	0.0	0.1	(+) 0.1	
<u>RESOURCE & BUSINESS MANAGEMENT</u>				
Employees	1,047.6	1,004.1	(-) 43.5	Savings due to staff vacancies (£-19k) reduced training (£-13k) and Directorate saving from one day strike £12k.
Premises	10.6	10.0	(-) 0.6	
Transport	34.8	33.6	(-) 1.2	Underspend on pool car running costs (£-1k).
Supplies & Services	165.1	156.7	(-) 8.4	Underspend on office equipment. Printing and stationery (£-8k).
Support Service Recharges				
Central Support Services	2,023.6	2,025.0	(+) 1.4	Cost of additional Personnel support covering staff sickness (£+1k).
Other Support Recharges	561.0	561.1	(+) 0.1	
Gross Expenditure	3,842.7	3,790.5	(-) 52.2	
<i>Less Income</i>				
<i>Support Service Recharges</i>	<i>3,641.8</i>	<i>3,641.8</i>		
<i>Other Recharges</i>	<i>134.2</i>	<i>139.7</i>	<i>(+) 5.5</i>	Additional photocopying / Draughting income (£+6k).
<i>Fees & Charges</i>	<i>8.1</i>	<i>13.4</i>	<i>(+) 5.3</i>	Income from Ordnance survey usage fees (£+5k).
<i>Total Income</i>	<i>3,784.1</i>	<i>3,794.9</i>	<i>(+) 10.8</i>	
Net Expenditure	58.6	-4.4	(-) 63.0	
Portfolio Total	11,974.6	11,939.5	(-) 35.1	

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Major Service Variations Identified Against Budget

	Outturn £'000	%
City Development and Transport		
<u>Staffing Variances</u>	(-) 184	3.1
There have been a number of staff vacancies within the Service Plan area within Engineering Consultancy (£-55k), City Development (£-33k), Highways Operations (£-12k), Parking Services (£-27k) and Network Mgt (£-48k) and CCTV Control Room (£-11k). Other services (£+2k).		
<u>Local Transport Plan</u>	(+) 75	268.3
The cost of consultants to finalise the document following the loss of key personnel and the costs of printing, publicity and additional modelling amount to £75k		
<u>Public Transport</u>	(+) 37	6.6
The contribution to maintaining the software and the withdrawal of support from NYCC has resulted in an overspend of £27k in the Businfo service, Additional costs of providing the Dial and Ride service (£+41k) offset by net saving on bus service support (£-31k).		
<u>Park And Ride</u>	(+) 17	7.9
The budget assumed an increase in income from Park & Ride licence fee that has not been fully achieved. This shortfall £46k has been offset by savings achieved in maintaining the sites (£+29.0k)		
<u>Concessionary Fares</u>	(-) 65	3.5
Reduction in expenditure on Concessionary Fares following a slight reduction in the demand for bus tokens.		
<u>Network Management</u>	(+) 24	2.4
Additional expenditure on managing York race meetings (£42k), legal fees in relation to injunction (£19k) offset by additional income from Section 38's Traffic Regulation Orders and Licences (£-37k).		
<u>City Development</u>	(+) 38	13.6
Additional printing costs re Local Plan, Terry's brief and Local Development Framework (£+36k). Overspend on York Central consultants budget (£+12k). Underspend on Castle Piccadilly development brief (£-10k)		
<u>Car Parking Income</u>	(+) 126	1.6
Year end shortfall totalling £126k from Car Parking income This is broken down as follows		
Short Stay Parking	£+264k	
Standard Stay Parking	£-21k	
On Street Parking	£-25k	
Season Tickets / Permits	£+29k	
Respark Income	£-68k	
Penalty Charge Notices	£-25k	
Other Income	£-29k	
<u>Car Parking Expenditure</u>	(-) 204	8.5
Savings on Premises costs at Shambles Car Park (£-41k), car park improvement budget (£-34k), bank charges and legal fees (£-36k), car park operating leases (£-46k), Venture Fund (£-9k) and computer equipment and general office expenditure (£-38k)		
<u>Highway Maintenance</u>	(-) 219	
Transfer revenue maintenance costs to the capital programme		

Major Service Variations Identified Against Budget

	Outturn	
	£'000	%
Overspend on Street Lighting energy due to significant increase in prices	(+) 173	42.0
Additional cost of Street Lighting works partly due to increased vandalism at west of York	(+) 160	26.3
Underspends on Structural Maintenance	(-) 150	-18.1
Additional cost of Area Working (Patching)	(+) 81	12.8
Savings on Gully Emptying	(-) 50	-17.4
Winter Maintenance Overspend	(+) 19	3.7
Underspend on Traffic Management Maintenance	(-) 33	-3.1
Other Highway Maintenance	(-) 14	-1.1
	(-) 33	-0.6

Misc Other Variances

A number of small budget variances identified within the Service Plan

(+) 12 n/a

City Development & Transport Total

(-) 157

Emergency PlanningStaffing Variances

Staff savings arising from vacant posts

(-) 29 13.6

Emergency Planning Total

(-) 29

Planning and Sustainable DevelopmentStaffing Variances

Overspends on staffing budgets in Development Control (£+10k), Building Control (£+3k) and Design and Conservation (£+2k) offset by saving in administrative support (£-19k).

(-) 4 0.0

Planning operating costs

Costs of advertising, printing, stationery, file storage and other overheads exceeded budget by £45k

(+) 45 34.7

Planning Income

The final income shortfall totalled £105k in line with previous projections. This was due to reduction in applications, particularly major developments, received during the year.

(+) 105 13.7

Land Charges Income

Income from Land Charges was £126k below budget. This is due to lower number of searches than required to balance the budget. The above figure includes an additional £18k for Land Charges transmission fees.

(+) 126 18.9

Building Control Income

Additional income from Building Control fees and charges totalled £12k

(-) 12 1.7

Planning Delivery Grant

The Council has received £57k from ODPM for its Local Development Framework element of the Planning Delivery Grant.

(-) 57 n/a

Misc Other Variances

A number of small budget variances identified within the Service Plan

(+) 11

Planning and Sustainable Development Total

(+) 214

Major Service Variations Identified Against Budget

	Outturn £'000	%
Resource and Business Management		
<u>Employees</u>		
Staff savings primarily within Finance and arising from the interim Director arrangements	(-) 43	0.3
<u>Supplies and Services</u>		
Savings on general office expenditure	(-) 10	4.2
<u>Recharges</u>		
Additional income from photocopying and photography within the Directorate	(-) 10	12.2
Resource and Business Management Total	(-) 63	
Planning & Transport Portfolio Total	<u>(-) 35</u>	0.1

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Annex 3: City Development and Transport (Operational)

SP Holder	AD of CDT	Work plans	City Development, Transport Planning, Highways & Street Operations, Engineering Consultancy, Network Management, Capital Programme Manager							EMAP	Planning and Transport													
Customer based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
C1: (G13) % of pre-works letters received 1 week or more prior to commencement	-	No	95%	94%	93%	94%	On target	96.23%	Quarterly	88%			100%			95%			94%			94%	94%	
Comments (please date and initial comments)																					This indicator has exceeded its year end target and has exceeded 2004/05 performance.		Current	✓
C2: (COLI 33) % of streetlamps not working as planned	1.1, 4.1, 4.7, YP, SC	Yes	0.57%	0.69%	0.77%	0.55%	0.67%	0.78%	Quarterly	0.91%			1.05%			0.68%			0.54%			0.65%	0.65%	
Comments (please date and initial comments)																					This performance indicator is currently performing below target. Performance can partly be attributed to increasing vandalism and targets being based on inaccurate asset figures.		Current	✗
C1: BV 104: % of respondents satisfied with local bus services	8.1, 8.2, TY, CPA2, P&T	Yes	66.00%	67.00%	67.00%	70.00%		74.00%	Annual	74%												Set as part of LTP2	Set as part of LTP 2	
Comments (please date and initial comments)																					Bus services have been improved and new and more services have been added. Improved bus reliability, better waiting facilities and improved infrastructure have helped to increase occupancy.		Current	✓
Process based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
P4: (BVPI215a) The average time taken to repair a street lighting fault, where the response time is under the control of the local authority	4.1, 4.7, 1.1	Yes	New PI	New PI	New PI	2 days	1.06 days	1.06 days	Monthly	1.07 days	1.12 days	1.16 days	1 day	1.02 days	1.07 days	1.04 days	1.05 days	1.1 days	1.13 days	1 day	1.01 days	2 days	2 days	
Comments (please date and initial comments)																					This is the first year this new indicator has been monitored. Performance in October, November and December are all comfortably below the target figure of 2 days. This shows that, where under the control of the local authority, street lighting faults are generally fixed in just over a day.		Current	✓
P5: (BVPI215b) - The average time taken to repair a street lighting fault, where the response time is under the control of a DNO	4.1, 4.7, 1.1	Yes	New PI	New PI	New PI	35 working days	16.5 days	18.9 days	Quarterly	See comments			16.57 days			16.69 days			23.43days			25 working days	20 working days	
Comments (please date and initial comments)																					This indicator has easily achieved its target. Statistical information has not been received from the Distribution Network Operator for quarter 1, though by studying quarter 2, 3 and 4 performance it is assumed that quarter 1 figure is also below target. (The year end figure has been calculated by using only the available data; quarter 2, 3 and 4.)		Current	✓
Finance based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
Comments (please date and initial comments)																					All indicators for this section of the balanced score card are not reported		Current	
Staff based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
S2: Number of staff days lost to sickness (and stress)	8.8	Element of corp. PI	-	-	-	6 days		13.06 days	Quarterly	1.5 days			2.67 days			3.25 days			3.87 days			9 days	8 days	
Comments (please date and initial comments)																					Please note that sickness figures for Quarters 2, 3 and 4 have changed due to review and recalculation of HR statistics. This indicator has not met the target for 2005/06 and is performing above the corporate target of 12 days.		Current	✗
Indicators not on the Service Plan																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
BVPI 165 - Percentage of pedestrian crossings with facilities for disabled people	1.3, 6.9, CPA2	Yes	93%	98% [Top]	99% [Top]	100%	100%	100%	Quarterly	99%			99%			99%			100%			100%	100%	
Comments (please date and initial comments)																					This indicator has exceeded the set target. In comparison with 2004/05 data, this indicator is performing in the top quartile compared to other authorities.		Current	✓
BVPI106 - The percentage of new homes built on previously developed land	1.2, 1.8, CPA2	Yes	77.00%	97% [Top]	98% [Top]	65.00%	90.00%	96.39% [907/941]	Quarterly	97.8% [Top]			95.60%			88.20%			99.30%			65.00%	65.00%	
Comments (please date and initial comments)																					This indicator has exceeded the set target. In comparison with national 2004/05 data, this indicator is performing in the top quartile compared to other authorities.		Current	✓
BVPI 102 - Local bus services (passenger journeys per year)	1.3, CPA2	Yes	11.24 million	11.9 million [Top]	15 million [Top]	12.46 million		16,986,294	Annual	16,986,294												15.4 m	15.9m	
Comments (please date and initial comments)																					Bus services have been improved and new and more services have been added. Improved bus reliability, better waiting facilities and improved infrastructure have helped to increase occupancy.		Current	✓

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
BVPI 178 - % of total length of footpaths & other rights of way easy to use by the public (e.g. signposted where they leave the road)	1.3	Yes	45.1%	63.45% [Q3]	61.1% [Bottom]	66.0%		68.3%	Annual	68.32%												69.0%	71.0%
Comments (please date and initial comments)		Due to random sampling the make up of the sample can have an effect on the results. For example, a long path may fail on one minor point on one location but the whole path, even though the rest of its length it is fine, would fail as a result.														Current	✘						
BVPI 165 - Percentage of pedestrian crossings with facilities for disabled people	1.3, 6.9, CPA2	Yes	93%	98% [Top]	99% [Top]	100%	100%	100%	Quarterly	99% [Top]			99%			99%			100%			100%	100%
Comments (please date and initial comments)		There is currently only one site not compliant with requirements resulting in the performance figure of 99%. This outstanding site is currently being upgraded and it is fully expected that the 100% target for 2005/06 will be achieved.														Current	✓						
LTP A3(i) - Park & Ride usage - total passengers	LTP	No	1,800,158 (2002)	1,926,196	2,349,058	2,175,000		2,684,156	Annual	2,684,156												2,175,000	2,250,000
Comments (please date and initial comments)		This indicator has achieved and exceeded both 2004/05 performance and the 2005/06 target														Current	✓						

Annex 4: Planning & Sustainable Development

SP Holder	Mike Slater	Work plans	Design, conservation and sustainable development, Development Control, Building Control, Local Land Charges												EMAP	Planning and Transport													
Customer based improvement																													
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets							
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08						
C2: BV205: Percentage score against Quality of Service Checklist (development control)	-	Yes	New PI	New PI	78%	78%	88%	94%	Annual	94% (scored 17 out of a possible 18 points)																		83%	88%
Comments (please date and initial comments)		BV205 has achieved its target and exceeded the 2004/05 national average of 78.8%																		Current	✓								
Process based improvement																													
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets							
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08						
P1: BVPI 109a: Percentage of major planning applications determined within 13 weeks.	1.2, 8.1, 8.2, TY, CPA2, P&T	Yes	18%	25.75% [Bottom]	38.46%	57%	60%	62.90%	Requests	8	5	4	4	2	11	6	6	4	3	3	6	60%	60%						
									Processed	4	2	3	1	2	5	6	4	3	3	2	4								
									Monthly	50.00%	40.00%	75.00%	25.00%	100.00%	45.45%	100.00%	66.67%	75.00%	100.00%	66.67%	66.67%								
Comments (please date and initial comments)		This indicator has achieved its target, processing 39 out of 62 applications within the determined deadline																		Current	✓								
P2: BVPI 109b: Percentage of minor planning applications determined within 8 weeks.	1.2, 8.1, 8.2, TY, CPA2, P&T	Yes	39%	40.15% [Bottom]	61.12%	63%	65%	67.27%	Requests	49	57	47	47	42	54	40	42	48	37	38	55	65%	65%						
									Processed	29	35	34	33	33	35	22	24	31	27	28	43								
									Monthly	59.18%	61.40%	72.34%	70.21%	78.57%	64.81%	55.00%	57.14%	64.58%	72.97%	73.68%	78.18%								
Comments (please date and initial comments)		This indicator has achieved its target, processing 374 out of 556 applications in 8 weeks.																		Current	✓								
P3: BVPI 109c: Percentage of other planning applications determined within 8 weeks.	1.2, 8.1, 8.2, TY, CPA2, P&T	Yes	53%	58.98% [Bottom]	81.65% [Top]	80%	83%	84.37%	Requests	160	152	175	139	139	157	84	129	116	119	113	136	80%	80%						
									Processed	121	121	149	104	119	132	77	112	100	104	99	128								
									Monthly	75.63%	79.61%	85.14%	74.82%	85.61%	84.08%	91.67%	86.82%	86.21%	87.39%	87.61%	94.12%								
Comments (please date and initial comments)		This indicator has achieved its target by processing 1366 out of 1619 applications in 8 weeks.																		Current	✓								
P4: DC1: Percentage of planning decisions delegated to officers	-	Yes	75%	81%	85.23%	87%	87%	88%	Monthly	87%	87%	92%	87%	89.60%	88%	85.49%	88.70%	90%	83.64%	92%	88%	90%	90%						
Comments (please date and initial comments)		This indicator has met its year end target.																		Current	✓								
P5: BV179: Percentage of standard searches returned within 10 working days.	1.2, CPA2	Yes	99.83%	99.87% [Q2]	100% [Top]	100%	100%	100%	Monthly	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%						
Comments (please date and initial comments)		This indicator has met its target of 100% and is performing above the 2004/05 national average of 95.54%. The ODPM have deleted this PI for 2006/07. However it is going to be kept as a local indicator. It will be split into two; COLI 89a The % of standard searches returned within 7 days (a change from the ODPM 10 days) and COLI 89b the % of nonstandard searches returned within 10 days.																		Current	✓								
Finance based improvement																													
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets							
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08						
Comments (please date and initial comments)		All indicators for this section of the balanced scorecard are not reported																		Current									
Staff based improvement																													
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets							
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08						

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
S1: Number of staff days lost to sickness (and stress) (days/FTE)	8.8	Element of corp. PI	-	-	9.92	6.4		9.19 days	Quarterly	1.5 days			2.44 days			2.11 days			3.35 days			9 days	8 days
Comments (please date and initial comments)	This indicator has not met its target but is performing below the corporate target of 12 days, performing at 6.05 days.																				Current	✘	
S2: Number of staff days lost to stress related sickness absence (days/FTE)	8.8	Element of corp. PI	-	-	-	0		0.41	Quarterly	0 days			0 days			0 days			0.41			Not target based	Not target based
Comments (please date and initial comments)	Year end performance does meet the target.																				Current	N/A	
Indicators not on the Service Plan																							
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
BV204: The percentage of appeals allowed against the authority's decision to refuse planning applications	-	Yes	New PI	New PI	42%	36%	28%	34%	Annual	34%												36%	36%
Comments (please date and initial comments)																					Current	✓	

Annex 5: Resource and Business Management

SP Holder	Sian Hansom	Work plans	Finance, IT, HR, Customer Support services and Business and Policy Development	EMAP	Planning and Transport
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Customer based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
C1: (CG3) Correspondence replied to within 10 days	-	Element of corp. PI	84%	90%	93%	95%	95-98%	95%	Monthly	92%	95%	97%	100%	100%	100%	100%	100%	100%	100%	100%	100%	95%	95%	
Comments (please date and initial comments)																					SM: The performance of 95% for 2005/06 is an increase in the performance of 93% seen for 2004/05. This indictaor has met its target of 95%	Current	✓	
C2: (CG4) All customers to reception seen within 10 minutes	-	Element of corp. PI	100%	100%	100%	95%	100%	100%	Monthly	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	95%	95%	
Comments (please date and initial comments)																					SM: The performance of 100% for 2005/06 is a continuation of the 100% level of performance seen in the last few years. This betters the target set of 95%.	Current	✓	
C3: Telephone calls are answered within Customer First standards	-	Element of corp. PI	94% (corp.)	92.82%	94.75%	95%			Quarterly	94.58%			90.26%			92.70%			See Comments.			95%	95%	
Comments (please date and initial comments)																					Waiting for Quarter 4 information. Using the Quarter 1, 2 and 3 information it is unlikely that the target will be met.	Current	✗	
Process based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
P1: Invoices paid within 30 days	-	Element of corp. PI	92% (corp.)	88.16%	93.00%	95% (100% corp.)		93.07%	Received	641	621	656	560	642	616	567	717	658	499	533	650	95% (100% corp.)	95% (100% corp.)	
										Paid	618	582	627	530	609	567	529	670	601	439	496	582		
										Monthly	96%	94%	96%	95%	95%	92%	93%	91%	88%	93%	90%			
Comments (please date and initial comments)																					Though this indicator fell slightly below its target, it performed above the corporate average of 93%.	Current	✗	
Finance based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
Comments (please date and initial comments)																					All indicators for this section of the balanced scorecard are not reported	Current		
Staff based improvement																								
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets		
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08	
S4: BVPI 12: Number of staff days lost to sickness (and stress) across directorate (days/FTE)	8.8	Element of corp. PI	12.3 days (corp.)	12.2 days (corp.)	8.3 days	11.2 days (2.8 per qtr)		11.54 days	Quarterly	2.2 days			2.16 days			2.7 days			3.65 days			10.5 days		
Comments (please date and initial comments)																					The performance figure of 11.54 days is only slightly above the directorate target of 11.2 days. It has achieved the corporate target of 12 days.	Current	✗	
S5: Number of staff days lost to sickness (and stress) across RBM	-	No	New PI	New PI	3 days (0.75 per quarter)	2.8 days (0.7 per quarter)		4.02 says	Quarterly	0.2 days			0.53 days			0.72 days			0.89 days			1.5 days	1.4 days	
Comments (please date and initial comments)																					The performance figure of 4.02 days does not meet the service target of 2.8 days but does significantly meet the corporate target of 12 days.	Current	✗	
S9: CP 13 - Days lost for stress related illness as a percentage of sickness days taken	8.8	Element of corp. PI	20.29% (corp.)	12.80%	9.70%	Not target based		10.96%	Quarterly	9.10%			12.16%			12.82%			11.60%			No Target	No Target	
Comments (please date and initial comments)																					This indicator is not target based and is intended to identify trends rather than drive performance. The performance of 10.96% for 2005/06 is up from 9.7% for 2004/05.	Current		
S2: % staff in directorate appraised	-	Element of corp. PI	95%	-	72%	100%	100%	64%	Annual	64%											100%	100%		
Comments (please date and initial comments)																					The figure of 64% for 2005/06 does met the target of 100% and is below the 2004/05 outturn of 72%.	Current	✗	

PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
			S3: % staff in RBM appraised	-	Element of corp. PI	-	-	-		100%	100%	92.30%	Annual	92.30%									
Comments (please date and initial comments)		The figure of 92.30% for 2005/06 does not meet the target of 100%. However compared to the other service areas in DEEDS, RBM has achieved the highest performance for this indicator.																			Current	✘	
Indicators not on the Service Plan																							
PI code and description	CO Links	Council Plan	Previous Outturns			2005/2006			Frequency	Q1			Q2			Q3			Q4			Future Targets	
			02/03	03/04	04/05	Target	Forecast	Actual		A	M	J	J	A	S	O	N	D	J	F	M	06/07	07/08
			BVPI 11a - % of top 5% of earners who are woman	8.8	Element of corp. PI	46% (corp.)	45% (corp.)	21.40%		48.00%		21.95%	Quarterly	21.90%			0.26			22.50%			21.95%
Comments (please date and initial comments)		The performance figure of 21.95% for 2005/06 places performance in the bottom quartile in comparison to other unitary authorities (2004/05 data). All corporate recruitment procedures are followed as laid out in the relevant documents and guidance.																			Current	✘	
BVPI 11b - % of top 5% of earners who are from an ethnic minority	8.8	Element of corp. PI	0.7% (corp.)	0.7% (corp.)	0.00%	0.90%		2.44%	Quarterly	0.00%			0.00%			0.00%			2.44%			0.07%	
Comments (please date and initial comments)		The performance figure of X for 2005/06 places performance in the bottom quartile in comparison to other unitary authorities. All corporate recruitment procedures are followed as laid out in the relevant documents and guidance.																			Current	✘	
BVPI 14 - % of employees retiring early (excluding ill-health) as a percentage of the total workforce	8.8	Element of corp. PI	0.09% (corp.)	0.11% (corp.)	0.05%	0.08%		0.66%	Quarterly	0.22%			0.22%			0.22%			0%			0.07%	
Comments (please date and initial comments)		The performance figure of 0.68% for quarter three places performance just below average comparison to other unitary authorities with 2004/05 data.																			Current	✘	
BVPI 15 - % of employees retiring due to ill-health as a percentage of the total workforce	8.8	Element of corp. PI	0.24% (corp.)	0.20% (corp.)	0.42%	0.16%		0.22%	Quarterly	0.00%			0.00%			0.22%			0.00%			0.14%	
Comments (please date and initial comments)		The performance figure of 0.22% for 2005/06 places performance in the second quartile and above average in comparison to other unitary authorities.																			Current	✘	
CG 5 - Visitors referred to the correct officer within a further 10 minutes	-	Element of corp. PI	98.00%	100.00%	100.00%	95%		100%	Monthly	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	95%	95%
Comments (please date and initial comments)		2005/06 performance was sustained and maintained and met the set target.																			Current	✓	



Meeting of Executive Members for City Strategy and Advisory Panel

7th June 2006

Report of the Assistant Director of Resource and Business Management,
City Strategy

Report on the performance of the Member Enquiry system - 2005

Summary

1. This report sets out the performance of the City Strategy Member Enquiry system, based in Business and Policy Development, from January 1st 2005 to December 31st 2005.
2. Members are asked to note the improvement in performance and to continue to lend their support to the system.

Background

3. With the support of Directorate Management Team, the Customer and Member Services team officially took responsibility for the Member correspondence and contact monitoring system in December 2004.
4. The route for contacting Environment and Development Services is by email through the DEDS* Inbox and the Member and Customer Services team is responsible for circulating requests, comments, suggestions, complaints (Stage1, 2 and Ombudsman) and compliments from Members and others to the correct officer or service area within the Directorate. (*DEDS is Directorate of Environment and Development Services, the former name of what is now known as the Directorate of City Strategy)
5. Although the team primarily deal with contacts from Members coming through the DEDS Inbox, requests that come through the Council website and from other email Inboxes, through the Director, referrals from Reception, the Chief Executive and other Directorates are also swept up and dealt with so they can be properly tracked. Therefore the team also deals with letters, emails, telephone calls, faxes and visitors to 9 St. Leonard's Place reception.
6. The following groups form our key customer base:
 - The public (residents, students and visitors)
 - Members of Parliament

- The Ombudsman
 - Parish Councils
 - Businesses and developers
7. General letters from the public are tracked under a separate system by the Administration team in Support Services who provide their own performance management reports through the Directorate Performance Management Framework, and for this reason information on these contacts does not appear in this report.

Consultation

8. None required

Options

9. None as this report is for information only.

Analysis

Contacting the Directorate

10. The DEDS Inbox (e mail) is the primary route for contacting the Directorate, and is reflected in the number of contacts made by email. These figures show only the requests that are received through the DEDS Inbox as data cannot otherwise be captured for recording purposes.
11. The figures included in the table below show the three most popular methods of contacting the Directorate. Most significant is the amount of e mails recorded, and the significant difference between that and the next most used ways of contact. This data span is between 1st January 2005 and 31st December 2005 :

Method of contact	% of contacts made in this way
Email	76.8% (2809)
Letter	21.3% (780)
Telephone	0.85% (31)

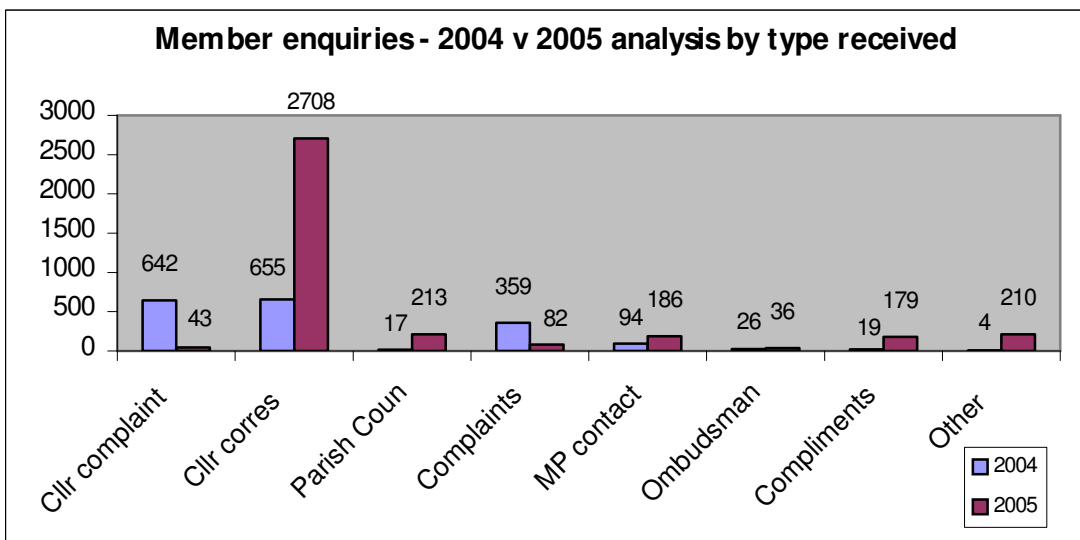
Logging contacts received

12. Many officers are still getting direct contact from Members, although this is sometimes unavoidable due to matters of confidentiality. Not all data is being captured and, even though the amount of items logged has increased, it is difficult to track performance and workload, thereby reducing the likelihood of

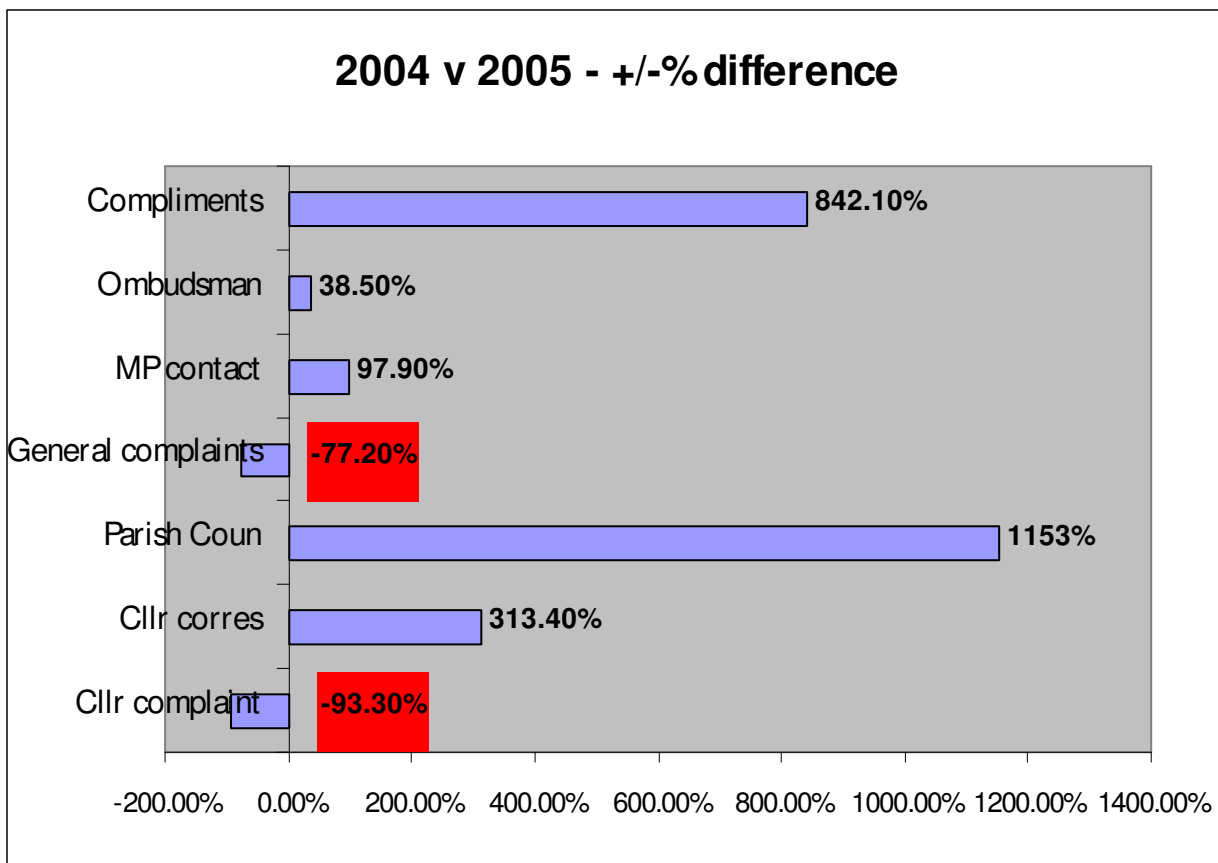
a 10 day response time. Some officers are letting us know that they are getting this extra work by copying emails to the team, but this practise needs to be adopted by all officers. This issue is being addressed internally.

Performance information

- 13. Statistical data collated on the use of the enquiries@DEDS route, letters from the Ombudsman, MP's and Parish Councils and direct contact from residents, visitors and students have shown a significant increase from 2004.
- 14. Overall, the number of items dealt with by the team increased from 1816 in 2004, to 3657 in 2005, an increase of 101.4%.
- 15. Member contact ranges widely from none at all over the year to weekly contact, which takes up a significant percentage of the overall numbers received.



- 16. The increase in requests, and subsequent improvement in performance, is perhaps best represented by the +/-% difference graph below which compares data from 2004 and 2005.

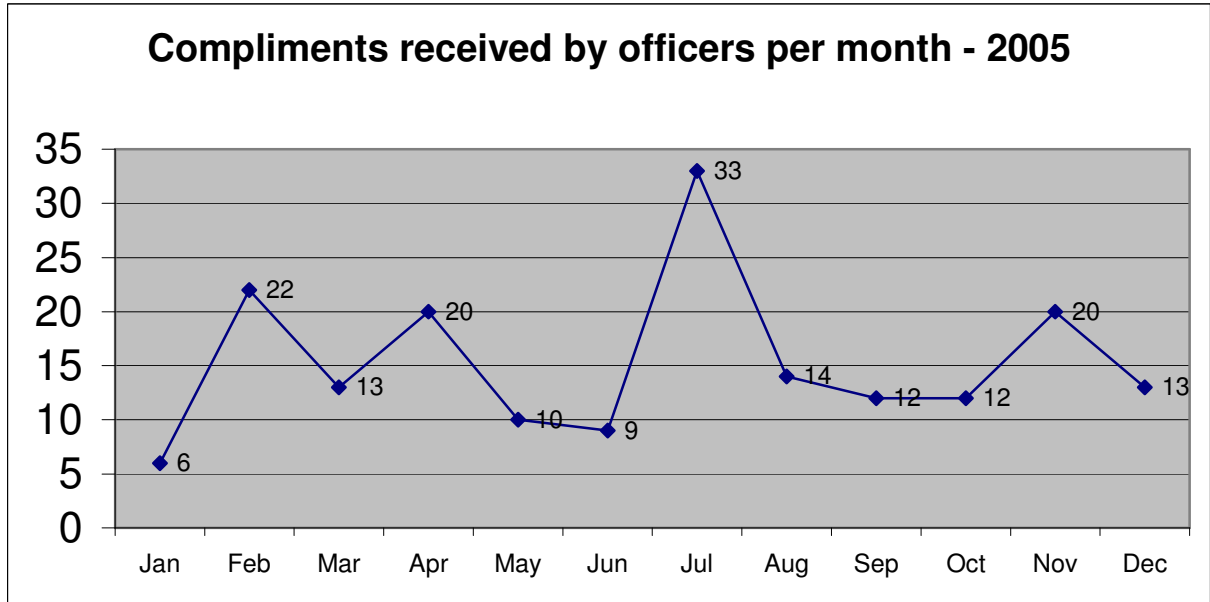


17. The figures show a substantial reduction in the number of actual Member complaints, down by 93.3% from 2004 and general complaints – those from residents, visitors and businesses - are down by 77.2% in the same period.
18. Conversely, there has been an increase in the amount of Councillor correspondence – requests for service, information etc, -received with a rise in numbers of 313.4%. This is for several reasons, but the Member ‘walkabouts’ and surgeries appear to be the greatest contributory factor. In October 2005 for example, 700 requests for service and information were logged following Member ‘walkabouts’ in their Wards.
19. It is essential that advance warning of when these are to taking place is given as staff can then be prepared for the additional influx of work.
20. Despite the large increase in volume over the course of the year, the average response time has now fallen from 11 working days in 2004 to 6 working days.
21. There has also been a correspondingly large rise in the number of compliments (842%) received by officers. Detailed information follows in paragraph 23.
22. Closer monitoring of correspondence from Parish Councils has also been taking place which has seen an increase of 1153% from 2004. Clerks have now been informed that Penny Hepworth is the point of contact for any

correspondence they send to the Directorate, and there have been a number of telephone calls with questions and queries.

Compliments

23. For 2005, the number of compliments received by staff are as follows:



24. This amounts to 184 compliments received over the course of the year, a rise of 842% from 2004, and an average of 15.3 per month of those that are logged.

25. The spike in July was due to a rash of compliments regarding Ascot and the way in which the occasion was organised and acquitted. Of the 33 received, 24 (72.8%) were regarding the event.

Diary Management system

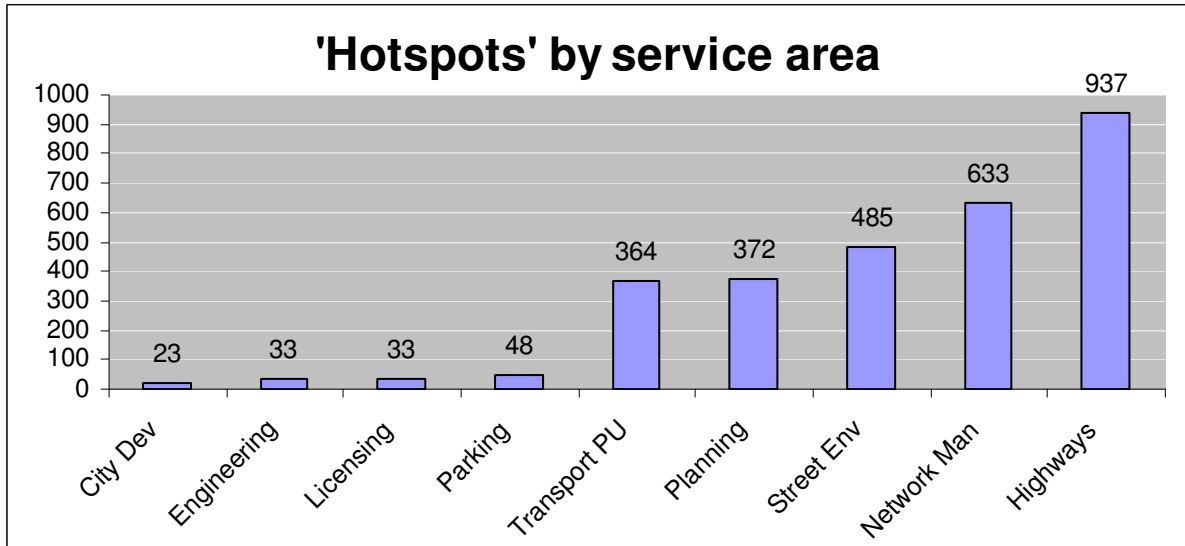
26. The diary management system, created to support service managers and their staff in meeting deadlines, has proved to be a useful tool in helping track and deal with items. This is in the form of an Excel spreadsheet and can be interrogated by individual service areas, shows which reference numbers need to be answered by specific dates and who is responsible for that item.

27. The diary is circulated on Fridays and continues to receive positive feedback

Valuable statistical information

28. 'Hotspot' information is now accessible, whereby the service areas which receive the most contact or requests for information through the Member and Customer service channel can be identified and support offered where necessary.

29. A snapshot of this data appears in the following graph, although it should be noted that not all correspondence is going through the DEDS Inbox and data may be subject to change. A full list of items received by service area can be found in Annexes 3 and 4 of this report, but extremes of the spectrum from 1st January to 31 December 2005 are represented here.



30. The volumes responded to by Highways and Street Operations, for example, constitute almost 26% of the total logged for the whole Directorate. 94.3% of these were replied to on time with an average time of 6 working days.

31. Network Management dealt with the second highest volumes with 17.3% of the share. They responded to 98.02% within 7 working days.

32. As well as logging all calls and correspondence received directly, Street Environment Service, primarily through York Pride Action Line, had the third highest volume of items to deal with. They dealt with 13.3% of contacts within 6 days, but with a lower response rate of 88.8% of queries replied to within 10 working days.

IT issues

33. There are a number of concerns over the reliability and capability of the database used to capture the information. Currently use is being made of an Access database, but this system is not very reliable.

34. There is also similar customer service based work being carried out by the easy@york team which will impact on the provision of an IT system and associated protocols over time. Separate discussions on this subject are being held.

Corporate Objectives

35. The content of this report relates to Corporate Objective 7 – Ensure that City of York Council is a high-performing Council, and in particular to objective 7.4 which is to ensure continuous service improvement and high quality in the delivery of services.

Implications

36.

- **Financial** – there are no financial implications.
- **Human Resources** - there are no human resources implications.
- **Equalities** - there are no equalities implications.
- **Legal** - there are no legal implications.
- **Crime and Disorder** there are no crime and disorder implications.
- **Information Technology (IT)** - there are currently no IT implications, although this may change when easy@york is launched.
- **Property** - there are no property implications.
- **Other** - None

Risk Management

37. There are no known risks

Recommendations

38. That the Advisory Panel advise the Executive Member for City Strategy to note the increase in performance and other key areas from 2004 to 2005

Reason: So the Executive Member is aware of the improvement.

39. That the Advisory Panel advise the Executive Member for City Strategy to note the content of this report and to continue to support the Member enquiry system.

Reason: So that the Executive Member has full knowledge of the Member enquiry system in City Strategy, is aware of its performance and can continue to offer support where appropriate.

Contact Details

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Sian Hansom
Assistant Director, Resource and Business
Management, City Strategy

Report Approved

Date 21/02/2006

Specialist Implications Officers:

None

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

All

For further information please contact the author of the report

Background Papers:

There are no background papers to this report.

Annexes:

ANNEX A - **Numbers of correspondence received by service area – 2005**

ANNEX B - **Percentage of replies made within deadline by service area**

ANNEX A

Numbers of correspondence received by service area – 2005

Service area	Contacts received and logged
Highways and Street Operations	937
Network Management	633
Street Environment Services	485
Planning	372
Transport Planning Unit	364
'Other'	197
Engineering	91
EHTS	88
Passed to Chief Executive's	58
Parking	48
Design and Conservation	47
AD – Resource and Business Management	40
Passed to Commercial Services	39
Passed to Education and Leisure	36
Passed to Community Services	35
Licensing and Regulation	33
Environmental Protection	33
City Development	23
Building Control and Property Info	14
AD – Planning and Sustainability	14
Director	11
AD – Economic Development	10
Resources	9
Building Control	9
Trading Standards	8
AD – City Development and Transport	7
Finance	6
AD – Environmental Protection & Street Services	4
First Stop York	3
Food Safety Unit	2
York Training Centre	1
TOTALS	3657

ANNEX B

Percentage of replies made within deadline by service area

Service area	% of contacts answered on time
Resources	100%
Food Safety Unit	100%
First Stop York	100%
Finance	100%
Engineering	100%
Education and Leisure	100%
Director	100%
Community Services	100%
Commercial Services	100%
Building Control	100%
AD – Resource and Business Management	100%
AD – Environmental Protection & Street Services	100%
AD – Economic Development	100%
Chief Executive's	98.25%
Network Management	98.02%
Parking	97.92%
Licensing and Regulation	96.67%
City Development	95.24%
Highways and Street Operations	94.3%
Environmental Protection	93.33%
'Other'	92.86%
Design and Conservation	90.91%
EHTS	90.48%
Street Environment Services	88.77%
Transport Planning Unit	84.96%
AD – City Development and Transport Planning	83.33%
Building Control and Property Info	75%
Trading Standards	50%
AD – Planning and Sustainability	50%

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