



Notice of meeting of

Executive Members for City Strategy and Advisory Panel

To: Councillors Steve Galloway (Executive Member), Reid (Executive Member), Gillies (Chair), D'Agorne (Vice-Chair), Cregan, Hyman, Scott and Simpson-Laing

Date: Monday, 10 September 2007

Time: 5.00 pm

Venue: The Guildhall

AGENDA

Notice to Members - Calling In:

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

10:00 am on Friday 7 September 2007, if an item is called in *before* a decision is taken, *or*

4:00 pm on Wednesday 12 September 2007, if an item is called in *after* a decision has been taken.

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

1. Declarations of Interest

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

2. Minutes (Pages 3 - 14)

To approve and sign the minutes of the meeting of the Executive Members for City Strategy and Advisory Panel held on 16 July 2007.

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 Friday 7 September 2007 at 5 pm.

BUSINESS FOR THE EXECUTIVE LEADER

ITEMS FOR DECISION

4. 2007/08 First Monitoring Report Economic Development Service - Finance and Performance (Pages 15 - 26)

This report presents the latest projections for revenue and capital expenditure by Economic Development including performance against target for :

- Best Value performance indicators
- Customer First targets
- Staff Management targets

5. York's Visitor Information Centre service: future options (Pages 27 - 36)

This report updates Members regarding the prospective relocation of the De Grey Rooms Visitor Information Centre (VIC) in order to provide substantially improved services for residents and visitors to York and the region, and commends the corner offices on Blake Street and Museum Street for more detailed consideration by officers.

ITEMS FOR INFORMATION

6. Chief Executive's Monitor 1 Finance and Performance Report 2007/08 (Pages 37 - 54)

This report presents the first performance monitor of 2007/08 for the Chief Executives Directorate and is for information purposes only.

7. Review of Polling Districts, Polling Places and Polling Stations
(Pages 55 - 58)

This report informs Members of the duty on all local authorities to carry out a review of polling districts, polling places and polling stations in their area before the end of 2007 as laid down by the Electoral Administration Act 2006.

BUSINESS FOR THE EXECUTIVE MEMBER FOR CITY
STRATEGY

ITEMS FOR DECISION

8. 2007/08 City Strategy Finance and Performance Monitor 1 Report (Pages 59 - 90)

This report presents two sets of data from the City Strategy Directorate, the latest projections for revenue expenditure and capital expenditure for the City Strategy portfolio and Monitor 1 (2007/08) performance against target for a number of key indicators made up of:

- Best Value Performance Indicators owned by City Strategy
- Customer First targets
- Staff Management Targets

9. 2007/08 City Strategy Capital Programme: Monitor 1 Report
(Pages 91 - 110)

This report sets out progress to date on schemes in the City Strategy Capital Programme for 2007/08 and requests the Executive Member for City Strategy to approve amendments to the 2007/08 budget.

10. Hackney Carriage Vehicle Licences (Taxi Licences) (Pages 111 - 154)

This report seeks a recommendation from the Executive Member for City Strategy to the Licensing and Regulatory Committee (being the decision making authority) concerning the review of the council's policy to limit the number of taxi vehicle licences. The report advises Members of the Government's Action Plan for Taxis and Private Hire Vehicles, the work completed since the previous

reports in September and November 2005 and the consultation that has been carried out.

11. Petition for Residents Parking - Malton Avenue and Irwin Avenue (Pages 155 - 162)

This report advises Members of the receipt of a petition that requests the introduction of a residents parking scheme for Malton Avenue and Irwin Avenue.

12. Petition From Residents of Rufforth Requesting a Cycle Route Between Their Village and Acomb (Pages 163 - 174)

This report advises Members of the receipt of a petition from residents of Rufforth requesting that a cycle route be provided between Rufforth and Acomb.

13. York Station Access Ramp (Pages 175 - 202)

This report informs Members of the issues surrounding the construction of the proposed new access ramp into York Station and the potential to implement the scheme in the 2008/09 financial year.

14. Winter Maintenance Service 2007/08 (Pages 203 - 210)

This report advises Members of the outcome of a review called for by a resolution at the Executive Members for City Strategy and Advisory Panel revenue budget estimates 2007/08 Committee. The resolution required an efficiency saving of £10,000 from winter maintenance.

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

Democracy Officer

Sarah Kingston
Tel. (01904) 552030
sarah.kingston@york.gov.uk

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

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

Contact details are set out above.

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- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
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Holding the Executive to Account

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

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

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

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City of York Council

Minutes

MEETING	EXECUTIVE MEMBERS FOR CITY STRATEGY AND ADVISORY PANEL
DATE	16 JULY 2007
PRESENT	COUNCILLORS STEVE GALLOWAY (EXECUTIVE MEMBER), REID (EXECUTIVE MEMBER), GILLIES (CHAIR), D'AGORNE (VICE-CHAIR), CREGAN, HYMAN, SCOTT AND SIMPSON-LAING
IN ATTENDANCE	COUNCILLOR VASSIE

21. Declarations of Interest

At this point in the meeting the Chair invited Members to declare any personal or prejudicial interests they may have on this agenda.

Councillor D'Agorne declared personal non-prejudicial interests in Agenda Item 7 (Secure Cycle Parking) and Agenda Item 12 (City Strategy 2007/08 Capital Programme Consolidated report as he was a member of the Cycling Touring Club.

22. Minutes

RESOLVED: That the minutes of the meeting held on 6th June 2007 be approved and signed by the Chair and the Executive Members as a correct record.

23. Public Participation

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

Councillor Vassie spoke on Agenda Item 5 (Bus Services in Elvington). He had previously presented a petition to Council signed by over 300 residents in the village. He felt that the Council should show faith in public transport as it was important for social, economic and environmental reasons. He said that the Friday evening bus service in Wheldrake village had proved to be very popular and queried whether this still needed to be subsidised. He suggested that the feasibility of transferring the subsidy from the established service in Wheldrake to set up a new Friday night service in Elvington be explored as a way forward. The Wheels for Work scheme could also be looked at as a way of assisting young persons to get to work or college. It was requested that Officers explore the viability of this.

24. Development of the York Tourism Partnership

Members considered a report which advised them of the proposal for the development of the York Tourism Partnership.

Officers updated that there was an error in the last sentence of paragraph 6 of the report and this should read 'The Chairman of the CLG would be expected to work on tourism partnership basis for an average of one day a week...'.

Members discussed the new structure proposals which would comprise a board of 13 directors, including 3 nominated by the City of York Council. The Chair and 8 other directors would be sought by open recruitment by advertisement, the remaining board position would be filled by the Chief Executive. Members thought that changes should be for the benefit of the city and realised they would face challenges as part of the streamlining of the tourism industry.

Advice of the Advisory Panel

That the Executive Leader be advised to:

- Endorse the arrangements for establishing a new tourism partnership in York as set out in the report.

Decision of the Executive Leader

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

REASON: This will enable the Council and tourism partners to deliver transformation change in developing York as a European destination.

25. Bus Services in Elvington

Members considered a report which advised them of the receipt of a petition signed by a number of residents in Elvington. The petitioners objected to the limited bus service in the village and requested improvements be made so all residents could have reasonable access to local amenities and to York City Centre.

The Officer, in response to Councillor Vassie's comments, said that the Wheels to Work scheme would be a more cost effective solution to providing access to employment for young people.

The report presented the following two options:

Option 1 Take no immediate action, but continue to look for any realistic opportunities to improve the service in the future.

Option 2 Allocate additional funding to enhance the present service, guided by the petitioners' aspirations, possibly on a trial basis until August 2008, or for a longer period in conjunction with an extension of the current contractual arrangement. This

report makes no suggestions as to the possible source of any such funding.

Members discussed the possibility of incorporating Elvington into an already established bus route but it was thought that if this happened it would be at the expense of other journeys. They agreed to take Councillor Vassie's comments into consideration and requested Officers explore the possibilities surrounding them.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- (i) Approve that the Director of City Strategy be directed to explore with the East Riding of Yorkshire Council, East Yorkshire Motor Services, and other bus companies whether or not any potentially beneficial changes can be made to the existing bus service through Elvington at no additional cost to the Council.
- (ii) Approve that the Director of City Strategy is directed to consider the need and feasibility for bus service improvements for Elvington when development work is undertaken to implement the Bus Strategy within the Council's Local Transport Plan.
- (iii) Approve that Officers explore the feasibility of a Friday night bus service to and from Elvington. The Friday night bus service in Wheldrake has been extremely successful and it may be possible to transfer the subsidy offered to that service to assist setting up a similar service in Elvington.
- (iv) Approve that Officers ask other bus service providers if they are interested in providing a bus service to Elvington.
- (v) Approve that Officers re-look at providing the Wheels to Work Service in this area.

Decision of the Executive Member for City Strategy

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

REASON:

- (i) To seek a positive response to the petitioners' requests, which might improve patronage of the bus service, without incurring additional expenditure by the Council.
- (ii) To ensure that the villagers' needs and aspirations are considered and assessed in conjunction with other desired improvements to the City's bus service network.

26. Petition objecting to Bus Service Fares

Members considered a report which advised them of the receipt of a petition, signed by residents in the Heslington area of York, objecting to recent fare rises on First York buses.

An e-mail from Councillor Potter was circulated to Members which raised the following points:

- Acknowledges the success of a discounted family ticket but notes that it is still more expensive than in many other much larger cities and asks that comparisons are made and pressure brought to bear on First York.
- Welcomes the reversal of the child single fare increase.
- Notes that some bus fares increased by between 55% and 59% between 2003 and 2007. The cost of using buses in York stops people from using this environmentally friendly option for travelling and does not encourage people to stop using their cars.

Officers reiterated that the Council had no control over bus prices and could only exert a small amount of influence.

Members raised and discussed the following points:

- cross-ticketing/network ticketing
- the prices of tickets in other Local Authority areas where First provide the bus services and their comparison with those in York
- the Yozone Card and First's compliance with this and the fact that it cannot be used after 9:30pm
- the number of people using public transport in York has increased over recent years
- City of York Council has very little influence over the prices set by First
- City of York Council has successfully used influence in the past, especially in introducing the Yozone card and reversing the decision on an increase in child single fares
- the Park and Ride service in York is an excellent and profitable service
- the various other bus companies operating within York and their ticket prices

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

1. Note the content of the report, in particular, the Council's success in persuading First York to introduce a discounted Family Ticket and to reverse the 100% increase in child single fares introduced in January 2006 for younger children and YoZone card holders.
2. Approve that the Council continues to have constructive dialogue with First York Ltd. about the fares being charged, with the aim of encouraging the Company to moderate increases as much as possible.
3. Approve that Officers bring a report to a later meeting of the Executive Members for City Strategy and Advisory Panel contrasting 'like for like' bus fares in York and other Local Authorities and also within York itself.
4. Approve that Officers further examine the options regarding cross-ticketing.

Decision of the Executive Member for City Strategy

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

REASON:

- (i) Whilst the rate at which the cost of using bus services is a cause for concern, it is recognised that the Council's ability to influence this is both severely limited and constrained.
- (ii) To ensure that the Company appreciates the Council's concerns and is persuaded to take them into consideration when reviewing charges for the use of its services.

27. Secure Cycle Parking

Members considered a report regarding the provision of cycle parking both in the city centre and elsewhere in the authority area. It also suggests potential improvements which could be made to improve both the level of security and the level of provision.

Officers updated that there was a review of the CCTV system in the City happening at the moment.

Members discussed the merits of the different kind of bicycle stands and agreed that the butterfly stands should be replaced for Sheffield stands as soon as possible. Some Members felt that the condition of the stands could be monitored more effectively as some of the city centre ones were in a poor state of repair. The possibility of locating more stands in Parliament Street was discussed and it was realised that there was a lot of competition for space in this area. Discussions were also had concerning the facilities for parking cycles with trailers attached as these were now more widely used. It was hoped that facilities could be provided as and when the current stands were refurbished. Members welcomed the work on secure

cycle parking but thought that more needed to be done regarding the siting of the parking areas.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

1. Endorse the proposals discussed in paragraphs 26 to 35 of the report and ask Officers to investigate these in conjunction with other city centre schemes such as the review of the Footstreets Pedestrian Priority Zone and the City Centre Events Review.
2. Recommend that Officers bring a further report back to the panel in late Autumn 2007 at which point the results of the survey work will be known and specific sites identified as requiring action.

Decision of the Executive Leader for City Strategy

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

REASON:

- (i) To enable an holistic solution to be achieved that will not only benefit cyclists but also help other users of the city centre.
- (ii) To keep Members apprised of specific measures proposed and at which sites.

28. York Highways & Utilities Committee (YHAUC) - Charter for works in the street

Members considered a report on an initiative by Yorkshire Highways and Utilities Committee (YHAUC) to improve service standards for Utilities and Highway works through a voluntary charter entered into by highway authorities and utilities throughout Yorkshire.

The following options were presented within the report:

Option 1 For the City of York Council to sign the Charter

Option2 Non-signature of the Charter

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- Approve the adoption of the YHAUC Charter and nominate the Executive Member for City Strategy to sign on behalf of City of York Council.

Decision of the Executive Leader for City Strategy

-

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

REASON: To continue to assist with, and improve, the working relationship with utilities for the benefit of highway users and the highway asset itself.

29. Petition from the residents of Chaucer Street requesting the retention of flagstones

Members considered a report which advised them of the receipt of a petition signed by 10 residents of Chaucer Street. The petitioners object to the City of York Council replacing the existing defective precast concrete paving slabs with a new bituminous surfacing.

An e-mail from Councillor Potter was circulated to Members which raised the following points:

- The footpath is fine and at the moment is comprised of very nice flagstones
- Residents are happy with the existing flagstones

Members sought clarification from the Officer as to whether this street was in a conservation area and he confirmed that it was not.

Members were presented with the following options:

Option 1 Continue with the scheme as designed in accordance with the current paving policy

Option 2 Leave the street as it is in order to comply with the residents wishes and carry out minor works scheme to replace broken flags

Option 3 Refer it to the ward committee for the extra over funding to provide and lay thicker pre-cast concrete flagstones on an enhanced foundation

It was proposed and seconded to change the recommendation to approve option 2. When put to the vote the amendment was lost.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

1. Note the receipt of the petition.
2. Approve Option 1 in paragraph 15 of the report.
3. Advise the lead petitioner of the decision taken by Members.

Decision of the Executive Leader for City Strategy

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

REASON: To comply with current Council policy and ensure that the highway maintenance budgets are expended in the most cost effective way based on the Council's assessed priorities.

30. Heworth Green Traffic Regulation Order Objections

Members considered a report which brought to their attention the receipt of objections to proposed changes to the waiting restrictions on Heworth Green and sought approval to overturn the objections and implement the restrictions.

Officers updated that comments had been received from Councillors Potter, B Watson and D'Agorne. These were circulated at the meeting and were as follows:

- There is very little parking in the area and displaced parking already occurs in several places
- The doctor's surgery and children's day nursery will experience problems if these changes are implemented
- Local amenities will experience a loss of use
- There is a need to ensure that local people are not disadvantaged and parking issues for residents and businesses are considered as part of any scheme

Members were presented with the following options:

Option A uphold the objections and take no action.

Option B Implement a reduced set of restrictions than those advertised.

Option C Implement the restrictions as advertised.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- Implement the proposals as advertised and inform the objectors of this decision.

Decision of the Executive Leader for City Strategy

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

REASON: Because the road space is required for the introduction of the improvements that form part of the section 278 agreements related to the new developments.

31. Public Places and Footstreets

Members considered a report that sought their approval for a proposed review of the City's footstreets as previously outlined in the Council's second Local Transport Plan. Possible changes to the footstreets may include varying the current use of the footstreet in Goodramgate, which could see this street being physically closed to all traffic during footstreet hours in the same way that some other footstreets such as Petergate operate, and an extension of the existing footstreets to include Fossgate.

The report also raises the issue of a review of the city centre public realm and in particular a proposal by the Dean and Chapter of York Minster to improve the area of Deangate adjacent to the South transept. The proposal if taken forward would create a significantly improved public space in the form of a public piazza and is currently included in a wider bid by the Minster for Heritage Lottery Fund.

The report therefore also seeks Member approval for support in principal for the Minster bid to the Heritage Lottery Fund for a number of linked improvement projects but in particular for the creation of a piazza outside the south transept.

The Director of City Strategy updated that he had now received a response from Yorkshire Forward which stated that they had added their support to the Minster's bid for Heritage Lottery funding.

Members were presented with the following options:

- Option 1** Reviewing the footstreets as proposed in paragraph 22 of the report
- Option 2** Reviewing the footstreets in a different way to that proposed
- Option 3** Not reviewing the footstreets
- Option 4** Supporting the Minster's Heritage Lottery Fund bid with the funding proposed in paragraph 25 of the report
- Option 5** Supporting the Minster's Heritage Lottery Fund bid with a different level of funding than that proposed.
- Option 6** Not supporting the Minster's Heritage Lottery Fund bid

Members discussed various points regarding public places and footstreets and the following were noted:

- Improvement of York's public spaces was very important
- The opportunity for Heritage Lottery funding had to be taken as opportunities such as this did not present themselves very frequently
- Improvements around the Minster would increase the City's income from tourism

- The improvement in the Minster area should not be at the detriment of other areas within York that were currently in line for improvement
- There were questions surrounding the source of the monies for the Minster projects and the amount of the contribution from City of York Council
- The need to improve and develop visitor attractions within the City of York Council
- The Heritage Lottery Fund bid for the development of a Piazza near the Minster is a one off opportunity
- The footstreets review should include consideration of the hours of operations and the prevailing speed limits.

It was proposed and seconded to amend the Officer's recommendation to approve options 1 and 5 (to reduce the amount of City of York's Council contribution to £250,000). When put to the vote the amendment was lost.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- Approve the proposals in options 1 and 4 as set out in paragraphs 22 and 25 of the report.

Decision of the Executive Leader for City Strategy

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

REASON: So that the footstreets and public places provide the necessary quality environment to support the York economy and promote sustainable transport. Their proposed improvement will help to ensure continued success in this area.

32. City Strategy 2007/08 Capital Programme Consolidated report

Members considered a report that consolidated the 2007/08 City Strategy Capital Programme to include the carryover schemes that were not completed in 2006/07 and to make adjustments to schemes and blocks to reflect individual underspends and overspends within the programme.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

1. Approve the carryover schemes and adjustments set out in Annexes 1 and 2 of the report.

2. Approve the increase to the 2007/08 City Strategy Capital budget subject to the approval of the Executive.

Decision of the Executive Leader for City Strategy

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

REASON: To manage the Capital Programme efficiently.

Cllr SF Galloway
Executive Leader

Cllr Reid
Executive Member for City Strategy

Cllr Gillies
Chair of Advisory Panel
The meeting started at 5.00 pm and finished at 7.25 pm.

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Executive Members for City Strategy and Advisory Panel

10 September 2007

Report of the Director of City Strategy

2007/08 FIRST MONITORING REPORT ECONOMIC DEVELOPMENT SERVICE - FINANCE & PERFORMANCE

Summary

- 1 This report presents the latest projections for revenue and capital expenditure by Economic Development, as well as performance against target for:
 - Best Value performance indicators
 - Customer First targets (letter and telephone answering)
 - Staff Management targets (sickness absence & appraisals completed)

Background

- 2 This is the first monitoring report for 2007/08 combining financial and service performance information for the Economic Department to be brought to City Strategy EMAP.
- 3 The performance data included is that which is reported as part of the Council plan each year.

Financial Summary

- 4 The current approved budget is £2,264k, including £7k carried forward from 2006/07. Current projections are that Economic Development will outturn at £2,274k, an overspend of £+10k. The key variances identified are detailed in the table below. There are also a number of areas where members receive a regular update and these are set out below in paragraphs 5 to 16.

	£'000	%
<i>£+40k shortfall on Newgate market tolls following a spell of unsettled weather on top of an underlying downward trend in market income across the country. This is offset by £-4k additional income from the electricity substation in the compactor yard.</i>	+36	+14

<i>£-15k savings in city centre from additional income from events and operational savings</i>	-15	-42
<i>£-20k saving in the Strategic Partnership team due to staff vacancies earlier in the year. All posts have now been filled.</i>	-20	-12
<i>The costs of the Future York which has been meeting over the last 6 months to discuss the future of the city amount to £+22k. The council is looking for a contribution from Yorkshire Forward towards these costs.</i>	+22	+100
<i>The contribution to Key Cities following changes to include other cities within region has resulted in a reduced contribution of £-8k. Further £-5k savings have been made in business support due to reductions in contributions.</i>	-13	-19
Total Economic Development	+10	0.1

York Training Centre

- 5 As reported to previous meetings the work of the York Training Centre (YTC) is dependent on external contracts (mostly funded from external income) and is subject to regular reviews of their trading position. The significant changes introduced in the last financial year, to deal with reducing external funding, have been fully implemented. YTC delivers a wide range of training programmes including Apprenticeships and Advanced Apprenticeships, first level NVQ level 2 qualifications in conjunction with Adult Community Education, other national vocational qualifications in partnership with other organisations and pre-apprenticeship programmes aimed at reducing the number of young people in the city not in Education Employment or Training (NEET). YTC's work related learning provision for many of the most disaffected school pupils (mainly year 10 and 11) firmly supports the government's 14-19 education agenda as well as contributing towards some of the city's Corporate Strategy priorities. YTC also plays a leading role in the implementation of the government's new National Diploma programme.
- 6 Although the financial position is expected to remain tight, a recent income and expenditure projection exercise suggests that a break-even position will be achieved at year-end. This will be reviewed continuously and any changes reported as necessary.

Future Prospects

- 7 This is a busy time in the city, particularly in the area of redundancy. Future Prospects are currently operating an on-site support service for Nestle,

British Sugar and Remploy. This is in addition to a range of smaller redundancies. In partnership with the Learning and Skills, City of York Council through Future Prospects (FP) offers support for individuals at risk of redundancy to access other employment and brokers skills and training opportunities for those people looking at changing careers. This will continue throughout the next year.

- 8 FP continues to target specific groups and communities and projects working with minority ethnic groups, disabled people, homeless, teenage parents and carers continue to thrive. FP remain active in the Super Output Areas targeting 'hot-spots' and working closely with Jobcentre Plus and other community partners.
- 9 FP are leading on the council's worklessness proposal for the city. This has been developed in conjunction with the Economic Development Unit and a proposal is currently with strategic funding bodies, including Yorkshire Forward, Jobcentre Plus and the Learning and Skills Council.
- 10 Demand from migrant workers from EU accession countries, primarily Polish people, remains high. FP now has a Polish Learning and Work Adviser to meet demand and respond to this need.

Science City

- 11 Science City is moving to a new level of activity by creating a 'vehicle' for its further development formalising the existing successful partnership between the City of York Council and the University of York into a company limited by guarantee. The Council and the University are the main shareholders. This new organisation is supported by Yorkshire Forward as observers on the new Board and as the major investor in its activities.
- 12 To support the development of the new company a Chief Executive, Richard Hutchins, previously Director of Business and Enterprise at Advantage West Midlands, has been appointed and will take up his position on the 20th August 2007.
- 13 In March Science City York (SCY) signed a contract with Yorkshire Forward to utilise £2.63m of Northern Way funding to enhance the activities of SCY by creating a series of three "Spokes" linked to the existing SCY business development "Hub" enabling the project to deliver specialist services in three locations; the Technology Centre at the University of York promoting bioscience, expansion of the York Science Park to create additional offices and exhibition/seminar rooms and a full fitted-out Digital, Creative Technologies Centre on the Terry's Chocolate Works development.

Markets (+£40k)

- 14 Members will be aware that over the last two financial years there has been a shortfall in income following reductions in stall take-up of £35k to £40k. It is considered that this trend will continue in 2007/08. The popularity of open

markets is in significant decline nationally and, in spite of a range of new initiatives designed to increase trading, a loss continues to be made. Further initiatives are being considered.

Grants and Partnerships

- 15 The Executive approved the contributions to York Citizen Advice Bureau (CAB) at its meeting 30th January 2007. The contribution was set at £126.6k plus discretionary rate relief. At that time however the Executive agreed to review the level of grant following the council's outturn position. The Executive were provided a report (General Fund – Provisional Revenue Outturn 2006/07 (26th June 2007)) which showed an underspend of £2.29m transferred into reserves. The Executive Leader is therefore recommended to the Executive an additional one-off contribution to the CAB of £2.5k for 2007/08 to be funded from reserves.
- 16 The Council also has reserves that can be used to fund non-recurring expenditure, which will leave the contingency available to fund recurring items. CPA recommend that a minimum level of revenue reserves is held, and for 2007/08 the minimum recommended level is £5.201m. It is estimated that there will be approximately £2.050m of other revenue reserves available, thus the level of the general fund balance should not fall below £3.151m. The current level of the general fund balance, after deducting Member approvals to date and requests part way through the democratic process, is £3.56m. The approval of this value will not have a material impact on the overall level of reserves.

Performance Overview

- 17 Performance indicators for the Economic Development service plan are attached as Annex 1.
- 18 Where necessary more detailed information is given on the performance of certain indicators on an exception basis below.

Performance indicator	Q1 2006/07	Outturn 2006/07	Q1 2007/08	Target 2007/08	Performance vs trend	Performance vs target
CCP3: Percentage of stall take-ups in Newgate Market.	68.70%	71.93%	72.62%	73.00%	✓	✗
VJ15a: York's unemployment rate below the regional rate	1.5% below	1.5% below	1.5% below	1.5% below	Stable	✓
VJ 15b: York's unemployment rate below the national rate	1.2% below	1.2% below	1.2% below	1% below	Stable	✓

- 19 CCP3 (The percentage of stall take-ups in Newgate Market) is currently performing above the comparative period in 2006/07 but below the 2007/08 target of 73%. An action plan implemented in 2006/07 aimed to attract more traders and included additional advertising, customer research, a new market brochure, a customer charter and an enhanced maintenance programme as well as plans to attract new casual traders to come and stand on the market. Though there has been an increase in stall allocations compared to quarter 1 2006/07 stall take-ups are dependent on favourable weather conditions and it is possible that the performance of this indicator will be affected due to recent bad weather conditions.
- 20 VJ15a (York's unemployment rate below the regional rate) and VJ15b (York's unemployment rate below the national rate) are both on target and show stable performance compared to the same time period in 2006/07. It is anticipated that the difference between the York unemployment rate compared to national and regional levels will stay stable through 2007/08.
- 21 Sickness absence for Economic Development is 2.79 days per FTE for the first 3 months of the year. This level of performance is better than the corporate target of 3 days per FTE.
- 22 For Economic Development 95.37% (representing 6607 out of 6928) telephone calls were answered within 20 seconds in Quarter 1. This is above the corporate target of 95% and the corporate average of 93.57%.
- 23 Further details on performance data can be obtained from the City Strategy Performance Development officer.

Capital Programme

- 24 The Economic Development capital programme comprises of two schemes for 2007/08.

	Original 2007/08 Budget £000	C/ forward from 2006/07 £000	Current 2007/08 Budget £000
Small Business Workshops (Amy Johnson Way)	0	258.9	258.9
Visitor Information Centre	250	0.0	250
Total	250	258.9	508.9

- 25 A report on the progress of the Eco Business Centre was taken to City Strategy EMAP on 6th June 2007. It provided Members with an update on the final design and internal layout of the building, details on the heating, cooling and water storage systems and proposals for the management of the facility, taking into account changes in the provision of official business advice and support services in the sub-region. While the developers and their agents are now in a position to begin construction, certain legal issues

over the land have yet to be settled before building can begin. Asset and Property Management are addressing these issues with all due speed together with the city council's legal services team and external solicitors acting for the Council.

- 26 A report outlining the results of the feasibility study looking at the future provision of visitor information in the city is discussed separately on this agenda .

Conclusions

- 27 Economic Development is expected to overspend its budget of £2,264k by £+10k. It is proposed that all budgets are carefully monitored throughout the year and remedial action taken where appropriate to ensure the budget is balanced by the end of the year.
- 28 Performance on most key indicators is improving or on target. Levels of sickness absence are above the council average and corporate target. The Directorate management team are reviewing individual cases re sickness absence and also looking into improved management training in order to address the issue.

Consultation

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

Options

- 30 Members have the opportunity to support or otherwise the recommendation to the Executive to provide an additional contribution of £2.5k to the York Citizens Advice Bureau.

Corporate Priorities

- 31 The principal function of this report is to provide a snapshot of the directorate's financial performance during the 2007/08 financial year. As such it contributes to the proper financial management of the authority.

Other Implications

- 32 There are no significant human resources, equalities, legal crime and disorder, information technology or property implications within the report.

Risk Management

- 33 Budget monitoring is a key element of the management processes by which the council minimises its financial risks. This report provides members with a detailed position of the portfolio's performance to date in 2007/08.

Recommendations

- 34 That the Advisory Panel advise the Executive Leader to
- a) approve the financial and performance position of the portfolio.
 - b) recommend to the Executive an additional one-off contribution of £2.5k to the York Citizen Advice Bureau.

Reason – In accordance with budgetary and performance monitoring procedures.

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Report Approved Date 23/08/2007

Bill Woolley
Director of City Strategy

Report Approved Date 23/08/2007

Wards Affected: All

For further information please contact the author of the report

Background Documents:

2007/08 Budget Monitoring files held in City Strategy Finance
Performance Management Framework held by Business and Policy
Development

Annexes

Annex 1 Economic Development Performance Indicators

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Annex 1: Economic Development

SP Holder Roger Ranson

Customer based improvement

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
C1: Customer satisfaction response at Future Prospects.	98%	98%	98%	97%		Q1 07/08 98%	Stable (Q1 06/07 98%)	Twice Yearly		98%		97%	97%
Comments and information												Current	✓
VJ3: % of residents using Future Prospects' services that obtain jobs or enter training	20.50%	21.00%	25.50%	20%				Twice Yearly				20%	20%
Comments and information												Current	
VJ15a: York's unemployment rate below the regional rate	1.5% below	1.5% below	1.5% below	1.5% below		Q1 07/08 1.5% below	Stable (Q1 06/07 1.5% below)	Quarterly		1.5% below		1.5% below	1.5% below
Comments and information	Q1 2006/07 = 1.5% below Q2 2006/07 = 1.5% below Q3 2006/07 = 1.5% below Q4 2006/07 = 1.5% below											Current	✓
VJ 15b: York's unemployment rate below the national rate	1.2% below	1.25% below	1.2% below	1% below		Q1 07/08 1.2% below	Stable (Q1 06/07 1.2% below)	Quarterly		1.2% below		1% below	1% below
Comments and information	Q1 2006/07 = 1.2% below Q2 2006/07 = 1.2% below Q3 2006/07 = 1.2% below Q4 2006/07 = 1.2% below											Current	✓
VJ15d: balance of firms where turnover has grown rather than fallen	23.50%	16.10%	17.10%	20%		Q1 07/08 21.8%	Yes (Q1 06/07 12%)	Quarterly		21.8%		20%	20%
Comments and information	Q1 2006/07 = 12% Q2 2006/07 = 15.2% Q3 2006/07 = 19.9% Q4 2006/07 = 21.2%											Current	✓
VJ15c: (business confidence) balance of firms expecting turnover to rise in the future rather than fall	35.50%	29.60%	26.00%	20%		Q1 07/08 32.3%	Yes (Q1 06/07 21.1%)	Quarterly		32.3%		20%	20%
Comments and information	Q1 2006/07 = 21.1% Q2 2006/07 = 24% Q3 2006/07 = 29% Q4 2006/07 = 30.2%											Current	✓
VJ7ai: Number of jobs created through Science City York	134(TBC) (July 03 - July 04)	135	190	350				Annual				400	450
Comments and information												Current	

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
C7: VJ7c: Number of science based start-ups/new businesses generated through Science City York	24	9	9	15				Annual				15	15
Comments and information												Current	
VJ8a: increase average visitor length of stay by 1% annually.	New PI	7.5% (3.28 nights)	0.91% (3.31 nights)	1% increase				Annual				1% increase	1% increase
Comments and information												Current	
C8: VJ8b: visitor spend assessed through economic impact modelling	£283.6 (2004/ 05)	£311.8m	£332.9m	£327.4m				Annual				£343.7m	£360.9m
Comments and information												Current	
C2a: Correspondence replied to within 10 days in Economic Development	New PI	100% (2/2)	100% (4/4)	95%		Q1 07/08 N/A	Not comparable	Replied	0	0	0	95%	95%
								Received	0	0	0		
								Total	N/A	N/A	N/A		
Comments and information	Q1 2006/07 = 1/1 Q2 2006/07 = 1/1 Q3 2006/07 = 1/1 Q4 2006/07 = 1/1											Current	N/A
C2b: Telephone calls are answered within customer first standards across Economic Development	New PI	88.36%	93.23% (18780/ 20143)	95%		Q1 07/08 95.37% (6607/ 6928)	Yes (Q1 06/07 90.30%)	Answered	6607			95%	95%
								Received	6928				
								Quarterly	95.37%				
Comments and information	Q1 2006/07 = 2701/2991 Q2 2006/07 = 3552/3931 Q3 2006/07 = 4254/4558 Q4 2006/07 = 8273/8657											Current	✓
Process based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
P1: Compliance with contract requirements and audits	-	100%	100%	100%				Annual				100%	100%
Comments and information												Current	
Invoices paid within 30 days in EDP	New PI	New PI	New PI	95%		Q1 07/08 97.62% (205/ 210)	Not comparable	Paid	205			95%	95%
								Received	210				
								Monthly	97.62%				
Comments and information	New PI											Current	✓

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Finance based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
F1: Spend against budget	-	99%	100%	<100%				Annual				<100%	<100%
Comments and information											Current		
F2: Amount of funding drawn down	-	100%	100%	100%				Annual				520k	430k
Comments and information											Current		
Staff based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Percentage of staff in EDU appraised in the last 12 months	-	75.61%	94.37%	100%				Annual				100%	100%
Comments and information											Current		
Number of staff days lost to sickness (and stress) across EDU (days/fulltime)	-	14.01 days	14.85 days	<10 days		Q1 07/08 2.79 days	Yes (Q1 06/07 3.98 days)	Quarterly	2.79 days			<10 days	<10 days
Comments and information											Q1 2006/07 = 3.98 days Q2 2006/07 = 3.97 days Q3 2006/07 = 3.31 days Q4 2006/07 = 4.46 days	Current	*
Days lost for stress related illness as a % of sickness days taken	-	-	8.04%	Not target based		Q1 07/08 1.25%	Yes (Q1 06/07 26.25%)	Quarterly	1.25% (0.03 days per FTE)			Not target based	Not target based
Comments and information											Q1 2006/07 = 26.25% Q2 2006/07 = 28.27% Q3 2006/07 = 22.22% Q4 2006/07 = 0%	Current	N/A
% of staff expressing satisfaction with their job (AD level)		60%	N/A	85%		07/08 89%	Yes (05/06 60%)	Annual (every 18 months)	89%			N/A	80%
Comments and information											Current	✓	
% of starters completing induction process across EDP	New PI	New PI	New PI	100%				Annual				100%	100%
Comments and information											Current		
% of leavers completing exit process across EDP	New PI	New PI	New PI	100%				Annual				100%	100%

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Comments and information												Current	
Indicators not on the Service Plan													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
VJ8c: The number of annual jobs created through First Stop York	8,861 jobs	9,561 jobs	9,970 jobs					Annual					
Comments and information												Current	
VJ10a: Number of jobs created through york-england.com (inward Investment Board) activities	195	118	85	110				Annual				tba	tba
Comments and information												Current	
VJ10b: Number of companies created through york-england.com activities	11	5	7	10				Annual				tba	tba
Comments and information												Current	
CCP2: Number of city centre events (including event markets) organised by City of York Council annually	31	34	40	30				Annual				32	34
Comments and information												Current	
CCP3: Percentage of stall take ups in Newgate Market	73.00%	65.33%	71.93%	73.00%		Q1 07/08 72.62%	Yes (Q1 06/07 68.64%)	Monthly	74.87%	72.50%	70.50%	74.00%	75.00%
Comments and information	Q1 2006/07 = 68.64% Q2 2006/07 = 75.40% Q3 2006/07 = 78.08% Q4 2006/07 = 65%											Current	*
VJ16a: Achieve 5000 face-toface contacts through Future Prospects	15,356	14,514	13,057	10,000				Twice yearly				10,000	10,000
Comments and information												Current	
VJ15e: Maintain a positive York Business Survey moving average employment figure	8.60%	12.70%	8.40%	7%		Q1 07/08 6.9%	No (Q1 06/07 10%)	Quarterly	6.90%			5%	8%
Comments and information	Q1 2006/07 = 10% Q2 2006/07 = 8.5% Q3 2006/07 = 8.7% Q4 2006/07 = 6.5%											Current	*



Meeting of the Executive Members for City Strategy and Advisory Panel

10 September 2007

Report of the Assistant Director Economic Development and Partnerships

York's Visitor Information Centre service: future options

Summary

1. This report updates Members regarding the prospective relocation of the De Grey Rooms Visitor Information Centre (VIC) in order to provide substantially improved services for residents and visitors to York and the region, and commends the corner offices on Blake Street and Museum Street for more detailed consideration by officers

Background

2. There are currently two Visitor Information Centres in York – one at the Station and the other at De Grey Rooms. There is also a “pod” (kiosk-style operation) in Coppergate for part of the year. VICs are part of a national network providing information services to visitors, a facility for booking accommodation and other services including retailing of merchandising, selling of tickets for events, attractions, excursions, transport etc. The main facility is at the De Grey Rooms, and includes a call centre operation as well as counter services. Even in an era of extensive online information provision VICs are important services, highly valued by visitors, and in York some 240,000 visitors used the De Grey Rooms VIC in 2006-07, with on average 1,200 people a week (peaking at 1,800) using the call centre service. There is every potential for this to grow in a better location, and with better physical access to the service – and this is important given that tourism is a major employer in the city (9,970 jobs in 2006) and a major contributor in other ways to the York economy (£333mn total visitor spend in 2006). Improvements would also encourage residents to make more use of this service as they – and friends and relatives staying with them – also find the service is valuable.
3. The VIC service is presently run on behalf of the York Tourism Partnership by York Tourism Bureau – it will be integrated into the new Single Tourism Organisation next year. The Council currently makes a financial contribution to the service, via the Partnership, of £55,000. The De Grey Rooms is leased from York Conservation Trust – the lease expires on 31 March 2008 but in any case the location is not satisfactory for a 21st century VIC as it has no disabled access and no prospect of this without significant investment and listed building consent; it is away from peak visitor flows; and with only one entrance into the public area it is restricted on space for retail sales, important in terms of the net cost of the operation.
4. For a few years now the Council and tourism partners have been looking at alternative locations for the city centre VIC. This process has been difficult as retail

buildings are expensive to buy or rent, and other available city centre buildings have been “listed” or are otherwise historic in nature and have either small rooms or poor disabled access or are just in the wrong location for optimum footfall. Progress has now been made following the commissioning of a Feasibility Assessment into the relocation of the De Grey Rooms VIC through consultants Continuum with the brief of considering Council-owned premises which can be adapted to this purpose.

5. The Feasibility Assessment outlines a number of principles and objectives which York needs to adopt is assessing a location for the VIC service. The fundamental intention is to:

“Develop a successful and sustainable Visitor Information Centre for York with wide appeal that also acts as a showcase for the region to promote further the twin aspects of tourism and regional diversity”

The service needs to:

- be accessible for all
- act as a portal through which visitors, residents, shoppers and businesses can discover more about the region through products, services and information
- be a showcase for York and Yorkshire
- be sustainable financially
- significantly increase the customers that use the service
- contribute to the city’s over-riding aspirations to increase the length of stay of visitors and the value of tourism to the city’s and region’s economy
- help increase attendance at events and festivals

Finally, the Feasibility Assessment also took account of Yorkshire Forward’s desire, as expressed in the Strategic Framework for the Visitor Economy, to see the region provide:

“state of the art information services that are able to offer customers the right information in the right format at the right times in their entire decision-making and visiting cycle”

Yorkshire Forward therefore sees the provision of information to visitors as a major priority for the visitor economy and tourism.

Consultation

6. There has been extensive consultation within the Council and outside. A VIC Strategy Group has been established, involving the Director of City Strategy, the Assistant Director of Economic Development and Partnerships, representation from Resources and Property Services, tourism partnership (York Tourism Bureau) representatives and regional agencies the Yorkshire Tourist Board and Yorkshire Forward.

Options

- 7 The Strategy Group has been specifically looking at two possible solutions – both in the city centre, but quite different from one another.

Parliament Street

- 8 The site of the former city centre manager's office and public toilets in Parliament Street, right in the pedestrian and retail heart of the city, has been identified for a completely new, iconic two storey building which would house:

- A ground floor Visitor Information Centre with state of the art information technology investment
- Separate accommodation booking and event ticketing service
- A deli-style retail operation showcasing the best of Yorkshire produce
- A rooftop "destination" restaurant operation,
- A Yorkshire regional showcase, with exhibition space, plasma screens etc, linked to the VIC and retail operations
- Street cafe

These functions would be housed in a modern glass-based landmark structure with a completely new and contemporary feel.

The proposed building would be 677 sq.metres gross internal area plus 175 sq.metres lettable external area extending into the Parliament Street performance area

The existing toilets are programmed to be relocated to Silver Street.

With extensive consultation required on financial, planning and design issues this facility would not be available for occupation until March 2010 at the earliest.

Blake Street

- 9 The conversion of former Council offices in a three storey Victorian building on the corner of Blake Street and Museum Street, within sight of the Minster. The building is now vacant. The Council intends to sell the property as part of a package of property disposals to contribute towards the funding of the Administrative Accommodation project. It is possible to have an option to sell the property and for the Council to lease it back and grant a sub-lease to the Tourism Partnership. Negotiations on this basis have started with a potential purchaser. The building is capable of conversion into:

- A ground floor visitor information facility, including accommodation booking, event ticketing service, call centre and managers' office
- Limited open area/outbuildings space inside the curtilage of the property which could be used for storage or public facility
- A retail unit/display area to showcase regional produce.
- First floor offices for the newly established York Tourism Partnership, or a possible public facility (subject to further investigation)

The building will be 398 sq.m over three floors.

The building could be ready for occupation as a VIC by the end of 2008.

Analysis

- 10 As outlined previously these two options are quite different to one another, giving a genuine choice.

A summary of the advantages and disadvantages of each proposal follows – though both have advantage over De Grey Rooms:

- Both propositions will offer better services to customers (visitors and residents) than De Grey Rooms
- Both offer scope for full disabled access
- Both meet the strategic objective of Yorkshire Forward in providing an opportunity to provide “....state of the art information services that are able to offer customers the right information in the right format at the right times in their entire decision-making and visiting cycle”
- Both will provide extended opening hours into the evening (as a minimum at peak visitor periods) to help contribute to the evening economy
- In the case of either option the service will be more heavily promoted to residents, who will also find this a valuable service.

- 11 Parliament Street

Advantages

- Very high profile, iconic building will be a high quality showcase for York and Yorkshire and will raise the bar of quality in the city
- Provides an opportunity for synergy between the VIC service and commercial operations (restaurant, deli, café)
- Genuine opportunity to use York as a gateway to the rest of the region
- In the retail heart of the city centre – can maximise commercial opportunities
- As a bigger facility will be able to serve more customers.

Disadvantages

- It is a high risk venture – building costs will be substantial for an iconic building that would need to meet high planning and design standards
- The commercial case is risky, dependent on a favourable response of commercial operators who will still need to work within the parameters of showcasing specialist Yorkshire food produce. This will inevitably need some testing in the market place and it's not possible to do this fully until the project is green-lighted.
- Ensuring that the building and the running costs of the project are sustainable for the partners is considered a very high risk
- The building will take at least three years to bring to fruition – and that is on the most optimistic scenario. It is likely that resolving all of these issues will subject the project to further delay

12 Blake Street

Advantages

- The building already exists and is available now for refurbishment – so will be ready for occupation much sooner than Parliament Street (important when the present facility is not satisfactory)
- The majority of the refurbishment and conservation works will be the responsibility of the new owner
- More prominent location than De Grey Rooms – on the tourist route from the station to the Minster
- The property is capable of housing an enhanced VIC and enough space for a retail unit-cum-showcase facility to perform a genuine regional gateway function.
- Next to the city's proposed Cultural Quarter (the stretch of the city from the National Railway Museum, via the Ouse, the Museum Gardens, Yorkshire Museum and Art Gallery through to the Minster) – a real opportunity to act as a gateway to this proposed investment
- Close to disabled parking space

Disadvantages

- Building is smaller than Parliament Street proposal and therefore will not contain the breadth of commercial users possible in Parliament Street
- Limited space for restaurant/café use (subject to further investigation)
- Will lack the iconic stature that a new building would have
- Lower footfall anticipated than Parliament Street – not as prominent a location for the city overall, though it will have a greater footfall than the De Grey Rooms

13 The financial risks attached to the Parliament Street option are considered by officers to be too great and opportunities for the substantial level of external financial support needed for this to work – both capital costs and ongoing revenue requirements – are extremely limited. Taking on board this analysis the VIC Strategy Group has agreed to progress the Blake Street option, and is asking that the Council pursue a lease-back arrangement in the sale of the property. The Strategy Group is drawing up a detailed specification of requirements for the VIC service to be worked on by architects, in conjunctions with the Council's Property Services team.

Corporate Priorities

14 The Corporate Strategy 2006-09 identifies improved organisational effectiveness within the Council as one of its priorities. It seeks to:

- Improve our focus on the needs of customers and residents in designing and providing services

and

- Improve the way the Council and its partners work together to deliver better services for the people who live in York.

The new VIC service will achieve this by providing a wider range of services to visitors and residents in a cost-effective manner, showcasing York and the region to a wider customer base and contributing towards the regeneration of the city centre

15 Community Plan

The current City Vision and Community Strategy 2004-2024 (York – A City Making History) states that York should “celebrate our historic past whilst creating a successful and thriving future” and commends, among its strategic aims:

“To be ranked as an international quality leisure and business visitor destination”

“To provide a strong and distinctive cultural sector, enriching the lives of residents and visitors”

“To play a full regional and sub-regional economic role”

The improved VIC service will meet all of these objectives. It will substantially improve the visitor information services in the city, emphasising the quality of York as a visitor destination, and building on the city’s award as European City of the Year 2007. The VIC is an essential service for helping to promote the city’s cultural offer, in terms of its museums and attractions, and its growing events and festivals offer. Finally the VIC will showcase York and the region – already a third of York’s visitors (some 1.3mn people) go on to other parts of Yorkshire during their current visit so York is a genuine gateway to the rest of Yorkshire – improved services can only build on this, to mutual advantage as it gives strength to York that the city is so close to the countryside and coast, for instance.

16 York Tourism Strategy and Action Plan

The Strategy and Action Plan specifically sets as an objective the need :

- To provide on demand up-to-date customer-focused information on York and the region to visitors

The proposed VIC service will achieve this objective through a combination of new technology, extended opening hours into the evening (tied to customer demand) and better facilities for users of the service in terms of the layout and functionality of the operation.

Implications

17. The initial implications of the proposals have been considered, but in recommending further consideration of the Blake Street option, further discussion will be taking place on all of these issues prior to a final report to Members.

- **Financial** There has been representation from Resources on the VIC Strategy Group and the financial considerations of these alternatives has been assessed. Providing commercial support to the VIC operation is crucial so examination of income streams as well as expenditure issues has been taking place, and this has revealed concerns about the commercial and financial risks associated with Parliament Street. Further work on the Blake Street option in particular will be needed, including bidding through the CRAM bid process for the fit-out costs. Revenue costs of the service are currently taken into account by the existing

Tourism Partnership and this will need to be followed through by the new single tourism organisation. A fully worked up business plan will be produced identifying all capital and revenue costs, funding sources and providing funding options for any identified gap in available resources. It is critical that the Strategy group identifies any possible gap in funding and secures the necessary resources to close that gap as soon as possible. The Council must avoid signing up to a lease with the risk of the project failing and no sub-tenant.

- **Human Resources (HR)** There are no HR implications for the Council from this project, as all staff working at the VIC are currently employed by York Tourism Bureau or will be employed (from 1 April 2008) by the new Single Tourism Organisation, which is currently being established.
- **Equalities** There are no staff equalities implications for the Council from this project. There will be a substantial improvement, however, for customers, as both alternative propositions will be DDA-compliant, thereby addressing a long-standing weakness in the current service.
- **Legal** The legal implications for the Council have been taken into account, for example in identifying ownership of land in Parliament onto which a new building could be extended. The legal implications of actions on Blake Street will be taken into account as they arise.
- **Crime and Disorder** Both proposals will encourage some evening usage at busy/peak periods. This will add to the activity taking place in the city centre which is widely seen as an advantage in terms of safety by preventing no-go areas..
- **Information Technology (IT)** There are no IT implications for the Council from this project. There are, though, great opportunities to enhance York's profile through either of the proposals, including wi-fi capability, plasma screens for information etc.
- **Property** Property Services have been closely involved throughout this project and will have a key role in the on-going discussions on Blake Street.
- **Planning** The Assistant Director of Planning and Sustainable Development, and the former Head of Environment and Conservation have been closely involved in this project since 2005 and in particular offered guidance during the production of the feasibility study into the Parliament Street VIC. There will also be planning issues associated with Blake Street in terms of the conversion of internal rooms, and signage issues, and an analysis of those needs is currently taking place.

Risk Management

18. Risk management and risk consideration has been closely taken into account in this project. As far as the Parliament Street option is concerned there are substantial risks associated with:
 - Covering the development costs – no certainty of support through Yorkshire Forward and limited prospects of achieving the repayment terms through prudential borrowing

- The running costs of the operation. With the building far larger than needed for a VIC (in order to attract commercial income), there is nevertheless risk attached in securing that commercial income
- Planning and design issues in an especially sensitive part of the City

19 Regarding Blake Street the financial risks are considered to be far more manageable:

- Conservation and refurbishment costs will be largely the responsibility of the new owner
- Resources will be identified to close any funding gap
- Planning and design issues are far more straightforward than with a new-build operation
- The leaseback arrangement should not jeopardise obtaining a market value for the building

Recommendations

20. That the Executive Member for City Strategy be advised :

- 1) To approve that the principles identified in paragraph 5 of this report regarding the future aspirations of the York city centre Visitor Information Centre be adopted;

Reason: These principles confirm the importance of the service to the city, and set the key fundamental principles for any proposals to relocate the service.

- 2) That the analysis of the two alternative options currently identified (in paragraphs 10-12) be accepted;

Reason: This enables officers to progress a single option for the future delivery of this service

- 3) To seek the support of the Administrative Accommodation Project Board to pursue the Blake Street option, as put forward in paragraph 13.

Reason: This is the most appropriate and sustainable solution to VIC provision in the city

- 4) To approve that a further report on the sale of the Blake Street property, including a business plan, will be reported back to this meeting.

Reason: To report to members the successful conclusion of negotiations and to confirm that an enhanced VIC service for residents and visitors in York has been secured.

Contact Details

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Chief Officer Responsible for the report:

Roger Ranson
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Report Approved ✓ **Date** 24/08/07

Specialist Implications Officer(s)

Property
Neil Hindhaugh
Assistant Director: Property Services
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Wards Affected: *Guildhall*

All

For further information please contact the author of the report

Background Papers:

All relevant background papers must be listed here.

Feasibility Assessment, York Visitor Information Centre (by Continuum)
Minutes of VIC Strategy Group meetings (since end of 2005)

This information is housed in the EDU offices at 20 George Hudson Street

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**Meeting of Executive Members for City
Strategy & Advisory Panel****10 September 2007**

Report of the Director of People & Improvement

**CHIEF EXECUTIVE'S MONITOR ONE FINANCE &
PERFORMANCE REPORT 2007/08****Summary**

1. This report presents the first performance monitor of 2007/08 for the Chief Executive's directorate.
2. It includes:
 - the latest position on the directorate's local and best value performance indicators.
 - an update on key projects.
 - the latest projections against revenue expenditure.
3. The report is for information purposes only and Members are asked to note the performance and financial position.

Executive Summary

4. The context of the directorate's performance in the first three months of the year has been amidst an active, operational period. The directorate's focus on supporting and improving the organisation's effectiveness and major projects has however remained a priority. Directorate activities have included
 - The corporate strategy refresh, which has been developed significantly and approved in principle by group leaders, prior to final approval by the Executive in September.
 - Extensive planning and preparation for CPA.
 - The successful delivery of the local Elections in May, and the subsequent management of revised arrangements supporting a new political administration.

- Providing operational input and support to the Pay and Grading Project
 - The relocation of the Legal Services Team within the Guildhall in order to achieve greater efficiencies and synergies.
 - Delivering a highly successful equalities conference organised in June, which helped to establish the views of a significant number of people with disabilities and people from BME communities.
 - A comprehensive recruitment and selection process resulting in the appointment of the new Chief Executive, Bill McCarthy, who will commence in post later this autumn.
5. The first results from Talkabout on the '*% of citizen's satisfied with the overall service provided by the authority*' are very encouraging with a 59% satisfaction rate; this relates to the organisational effectiveness improvement work being carried out across the authority and provides a positive foundation to the start of the year. Overall, both corporate and directorate performance measures currently present a relatively stable picture. Staff survey results have been very encouraging across the board.
6. Whilst current budget projections show that the directorate will overspend by £91k this needs to be seen in context. The projected overspend equates to 0.9% of the gross expenditure budget. Directorate Management Team however take the issue seriously and have looked to consider how the projected overspend can be brought back into balance. All of the members of the Management Team have been tasked to bring forward proposals that will provide savings for the Directorate without impacting on key deliverables. The actions include a review of all vacancies to determine whether posts need to be filled and decisions on freezing posts temporarily. We will also look to bring shortfall income forecasts in Marketing and Communications closer to budget, through a review of non-staffing budgets.

Background

7. This is the first of three monitoring reports for 2007/08 covering the period 1st April to 30th June 2007. Further monitoring reports will be presented in December 07 and June 08.
8. The report includes those measures, which can be reported upon mid year, for both corporate, and directorate owned measures, on an exception basis (see Annexes 1 & 2). Progress against the directorate's

annual¹ measures will be reported upon in the 07/08 annual out-turn report.

9. The report also includes an update on key projects that the directorate is leading on and the latest forecasts for revenue expenditure which are based on the projections made by services managers (Annex 3).
10. The management and reporting of corporate customer first indicators is now undertaken by the Resources directorate, however, the Chief Executive's directorate's own customer first results will continue to be reported under the directorate's management indicators, for which an update is given later in this report.
11. The targets set for 2007/08 demonstrate the expectation of performance, given present resources, and indicate what service improvement is reasonable to expect. The direction of performance compared to the previous year shows whether improvement is being made towards meeting these targets.
12. The directorate is continually working towards improving the quality of the data reported and work is on-going to ensure that the information provided is robust and accurate in order to improve decision making based on the results.
13. In this connection, work is currently being undertaken to develop two IT bid submissions which support data quality improvements. The first is a directorate bid supporting the requirements of a medium to long-term corporate performance management system. The second which is a corporate bid, has been developed in conjunction with Resources, and supports a fully integrated HR/Payroll System. Both bid initiatives will increase the effectiveness of data provision, as well as improving the quality, analysis and reporting of data.

Performance Overview (Corporate Measures)

14. A relatively stable picture is presented on the corporate indicators. The actions put in place by service managers, supported by HR, should help to improve this position, but it is unlikely that change will be evident until much later in the year. Corporate staff survey results are encouraging with a significantly higher than average return rate than seen previously.

Resident Satisfaction

15. The City Council's Residents' Opinion Survey (ResOp) takes place every year between September and December. Statutorily, local authorities are required to conduct such 'Corporate Health' surveys every three years. The last statutory research period was in 2006/07. In intervening

¹ The results of some of the directorate's indicators are only reportable 6 monthly, annual or 18 monthly due to the type of measure, e.g. survey based (customer or staff perception measures) or the results are too small to warrant more frequent measurement.

years, such as this year, the question is asked as a performance tracker and used internally by the council to monitor performance.

16. However, some mid year results are tracked three times a year through the Talkabout survey. The '*% of citizens' satisfied with the overall service provided by their authority*', is such a measure.
17. The latest result of 59%, compares very favourably against the Qtr 1 Talkabout result in 06/07 (48%) and the 06/07 year end actual asked via ResOP (44%). It should be noted that Talkabout is not directly comparable with ResOPs due to the difference in survey techniques.

Promoting equalities

18. Embedding equalities into the culture of the organisation continues to be a priority for the directorate. Unforeseen resource difficulties within the Equalities Team will however have an impact on the progress that can be made, in particular in the short-term. It is likely that elements of the Equality Strategy will need to be re-prioritised. Steps are being taken to resolve these difficulties as soon as possible but this could have an impact in particular on the Level of the Equality Standard we are able to achieve (BVPI 2a) and the degree that we are able to promote race relations (measured by BVPI 2b). We will be in a better position to assess this impact as part of monitor 2 reporting.

Staff health, well-being and turnover

19. Sickness, Stress & Turnover - The corporate health performance indicators in relation to sickness, stress and turnover are stable. See comparison with the previous year below.

Target	12 days		2.0 days		11.50%	
Corporate figure	Average days per fte	Average days per fte	Average days per fte	Average days per fte	Turnover	Turnover
	Qtr 1 - 06/07	Qtr 1 - 07/08	Qtr 1 - 06/07	Qtr 1 - 07/08	Qtr 1 - 06/07	Qtr 1 - 07/08
	Sickness	Sickness	Stress	Stress		
Results	2.81	2.82	0.54	0.55	2.32%	2.75%

20. Attendance at work is a key service priority for Human Resources and an update on this area is given later in the report.
21. Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) - In March 2007 a new Incident and Reporting and Investigation Policy went live council wide. In addition there have been associated training workshops for staff which may account for the rise in reportable incidents in the first quarter to 23, compared with 16 in the same period last year, where under-reporting may have taken place.

Staff Survey

22. Every 18 months, Marketing and Communications conducts a staff survey on behalf of Human Resources with all permanent council employees, with the exception of school based staff. In the latest survey conducted in April/May 2007, 50% of staff took part in the research, an increase of 19% in comparison with 2005. This figure is higher than average for such surveys.

Staff Survey Results	Total CYC
% of staff aware of the Council's 13 Priorities	43%
% of staff understand how their job contributes to the success of the organisation	76%
% of staff expressing satisfaction with their jobs	72%
% of staff expressing satisfaction with the way they are managed	66%
% agreed "overall the CYC is a good employer"	76%

23. Corporately the results from the latest survey were encouraging with 72% being satisfied with their present jobs (up from 69% and 3% above the local authority average) and 76% describing the council as a good employer. Over three-quarters understand how their job contributes to the success of the organisation. Although only 43% are familiar with the council's 13 priorities, these had not had a lot of time to 'bed-in' when the survey was conducted.
24. The proportion who report that they have the resources they need to do their jobs has been steadily increasing in recent surveys. Over three-fifths (61%) now agree that they have the necessary resources in comparison with 46% in 2001 when the survey began.
25. Some 81% of respondents consider themselves well informed enough to do their jobs - the top result in the council's benchmarking group. Communication from managers has also improved with 69% agreeing that their manager keeps them up to date in comparison with 63% in 2004 and 65% in 2005.
26. Work is currently being carried out in Chief Executive's to focus on key areas for improvement and ways of seeking detail within other directorates on views expressed. The learning from holding team based focus groups will be reported to the Corporate Management Team on the overall success of the approach, with a view to identifying priorities for the authority from the results of the overall exercise.

Performance Overview (Directorate)

27. Chief Executive's customer first returns continue to achieve excellent results especially against corporate targets, the exception being

telephone call response times. Staffing measures are relatively stable, except for turnover figures, which are affected by small numbers. The directorate’s staff survey results were very encouraging with some areas showing significant improvements.

Directorate Management

Staff health, well-being and turnover

- 28. Sickness, Stress & Turnover - Performance in relation to time lost to sickness absence and stress is very good with the directorate being the best performing directorate in the Council, with a projected out-turn significantly below the corporate target. There were no instances of long term sickness in this first quarter.
- 29. Due to the size of the directorate, turnover figures can be affected by a very small number of leavers (5 in qtr 1). Current performance will therefore be monitored accordingly.

Directorate Targets	7days		1.4 days		12.00%	
Corporate Targets	12 days		2.0 days		11.50%	
Chief Executive’s	Average days per fte Qtr 1 – 06/07 Sickness	Average days per fte Qtr 1 – 07/08 Sickness	Average days per fte Qtr 1 – 06/07 Stress	Average days per fte Qtr 1 – 07/08 Stress	Turnover Qtr 1 – 06/07	Turnover Qtr 1 – 07/08
Results	1.08	1.18	0.06	0.02	1.00%	3.34%

- 30. RIDDOR - Directorate performance on RIDDOR accidents is also excellent, with no reportable accidents occurring in this reporting period.
- 31. Staff Survey - The results from Chief Executive’s (CEX) are very encouraging with some areas showing significant improvements. In comparison with the 2005 survey, a larger proportion of respondents are satisfied with their present jobs (+12%) and describe the council as a good employer (+9%). But despite these improvements, the directorate remains slightly below the council average:

Staff Survey Results	Total CEx	Total CYC
% of staff aware of the Council’s 13 Priorities	76%	43%
% of staff understand how their job contributes to the success of the organisation	70%	76%
% of staff expressing satisfaction with their jobs	69%	72%
% of staff expressing satisfaction with the way they are managed	65%	66%
% agreed “overall the CYC is a good employer”	71%	76%

32. Over two-thirds (70%) of CEX respondents appreciate how their job contributes to the success of the organisation and awareness of the 13 priorities is very high at 76%; 33% higher than the council average.
33. In terms of communication from managers, the results from CEX are largely in line with the rest of the council with around two-thirds reporting that their manager is a good listener and acts on the issues they raise and a similar proportion agreeing that their manager keeps them up to date.
34. However, the respondents from CEX are far more critical of the opportunities for training and development and the amount of resources at their disposal. As previously mentioned, these issues are currently being explored further in team based focus group discussions, the results of which will be available by the end of August 2007.

. **Serving our customers**

35. Customer First - Overall, the directorate's customer first results are showing a relatively stable position, with the directorate meeting all target areas, the exception being telephone response times, with 90.36% of calls being answered within 20 seconds, falling short of the corporate target of 95% and the directorate's slightly higher target of 96%. The disruption of staff moves across the directorate to accommodate the Legal Services Team within the Guildhall during April/May, is thought to have affected performance in some areas, however, active management of performance will be undertaken to improve performance in this area, by raising awareness, reviewing system set ups and phone usage, etc.
36. There were no stage 2 or 3 complaints received. All 969 visitors to the Guildhall Reception, and all of the 758 enquirers needing to speak to another officer, were dealt with within the 10 minute target.
37. 97.16% of the 1,267 letters were responded to within 10 working days, exceeding the 95% corporate target, but falling short of the directorate's more ambitious target of 99%. Improvement actions are being put in place to address resourcing issues in those service areas where performance has fallen short of their targets this quarter (Legal 92.10% and Civic 93.41%).

Service Plan Key Actions/Projects

38. Each service area has identified a number of key activities through the service planning process which are critical to the success of the directorate and the authority. Below are updates on the recent activities supporting progress in these areas.
39. Pay and Grading – The Council's pay and grading programme continues to make progress despite facing a complex legal environment with fast changing case law, equal pay claims and the actions of "no win no fee" solicitors. Over the past few months our key focus has been on

developing possible new pay and grading structures and proposals on allowances to present to the trade unions for discussion. We have also been undertaking further moderation of job scores, jointly with the trade unions, to ensure consistency across the Council, and we have evaluated a significant number of new job descriptions to ensure we keep pace with the Council as it changes its service configuration to give improved customer service. The next key phase is negotiations with the trades unions which open on 30 August 2007.

40. Comprehensive Performance Assessment (CPA) – Work on preparing the Council's draft CPA self-assessment is well underway. An initial draft self-assessment has been considered by the Corporate Management Team. This will be shared more widely in the near future as part of a comprehensive communications/engagement strategy.
41. Organisational Effectiveness Programme (OEP) – Good progress has been made in delivering key parts of the OEP, with the refreshed and improved corporate strategy being one of the most notable achievements. The OEP will be realigned to support the refreshed strategy as well as picking-up areas for improvement specifically identified by the CPA self-assessment process. The refreshed OEP will be presented for approval by the Executive in the latter part of the year.
42. Leadership & Management Standards (LAMS) - York's Leadership and Management Standards are a framework of behaviours, based on the council vision, to help improve capacity in the Council. It is through the Standards that staff in the Council are being made aware of the vision, although there is much work to be done to fully embed the Standards - and the Council vision - into the consciousness of the Organisation. The launch has been highly successful, in spite of significant logistical and cultural challenges, with content and delivery both hitting the mark, partly due to the active member and officer involvement in leading workshops. High quality support has been given to managers through innovative workshops, guidance, 360 assessment and other tools.
43. Attendance Management - The procedures and guidelines to support the Council's Attendance at Work Policy have been finalised, subject to consultation with the trade unions and agreed. The procedures and guidelines will be implemented on the 1st October 2007 and will be supported by bespoke training for managers and a comprehensive communications strategy. Work has also commenced on a review of the Council's occupational health provision with an emphasis being placed on well-being, health surveillance and the promotion of healthy lifestyles.
44. Recruitment Pool - In quarter 1 the recruitment pool operated by HR provided the council with £45k of cashable savings. If the current levels are sustained, this would equate to £180k by year end. To date the recruitment pool has operated in direct competition with the current supplier of casual and relief staff, but when the new contract for the supply of casual and relief staff being tendered by HR starts in October

2007, the intention is that it will be a requirement to go through the recruitment pool first instead of going to the external supplier. This should increase the level of cashable savings still further.

45. Health and Safety - Partnership working with other organisations in this quarter is beginning to bear fruit. Such work will help in reducing costs, provision of better services and widening the Councils knowledge base. Examples include work with York's electricity supplier which will provide training and information to Council staff and work with North Yorkshire Fire and Rescue Service to provide a safer environment for staff and members of the public. In addition to the above work the revised incident reporting procedure which went live in April is starting to provide more information which can be used to prevent the reoccurrence of incidents.
46. Review of Constitution - Following the implementation of the new Constitution in May 2006 and the outcome of the election in May 2007, there are a number of issues that have been identified that require further consideration and possible amendment. Work has commenced with the Officer Governance Group to identify all the areas that require consideration with both officers and members with a view to having any further significant amendments drafted and approved within the 2007/08 municipal year for implementation in the next municipal year.

Financial Overview

47. The latest budget for Chief Executive's Directorate totals £9,744k. This includes £52k agreed carry forwards from 2006/07 as well as two additional supplementary estimates to fund recruitment and retention costs for the new Chief Executive (£76k) as well as additional budget to fund the cost of the 2008 CPA inspection (£47k).
48. Current projections show that the directorate will overspend by £91k which equates to 0.9% of the gross expenditure budget. The financial position is summarised by service plan below:

Service Plan Area	Approved Budget			Variation		
	Expenditure Budget £(000)	Income Budget £(000)	Net Budget £(000)	Projected Out-turn £(000)	Under /Over £(000)	% of gross budget
Chief Executive	2,226	8	2,218	2,218	0	-0.0
Director of People & Improvement	172	0	172	172	0	-0.0
Human Resources	2,498	2,478	20	97	+77	+3.1
Policy, Improvement and Equalities	731	533	198	195	-3	-0.4
Marketing & Communications	818	833	-15	2	+17	+2.1
Civic, Democratic & Legal	3,299	765	2,534	2,534	0	-0.0
Total	9,744	4,617	5,127	5,242	+91	+0.9

49. A breakdown of variations, where forecast outturn is significantly different to the approved estimate can be seen in Annex 3. The key variances are itemised below:

- Cost of appointing interim Head of Human Resources (£+84k)
- Projected surplus from the recruitment pool (£-48k)
- Non forecast achievement from letting advertising on council boundary signs however work is still ongoing to resolve this pressure (£+20k)
- Additional forecast cost of temporary arrangements and replacing Head of Civic, Democratic and Legal Services (£+40k)
- Additional cost of Member Allowances following the appointments process. This has resulted in more Members than in previous years receiving special responsibility allowance (£+37k)
- Staffing savings resulting in vacancies within democracy and committee services (£-50k)

50. In total the identified overspends total £349k and mitigating savings of £258k have currently been identified.

51. Directorate Management Team have looked to consider how the budgeted overspend can be brought back into balance. All of the members of the Management Team have been tasked to bring forward proposals that will provide savings for the Directorate without impacting on key deliverables. The actions proposed include to review all vacancies to determine whether posts need to be filled, look to bring shortfall income forecasts in Marketing and Communications closer to budget, thorough review of non-staffing budgets.

52. It is considered that by taking the above action the forecast overspend should be reduced. The budget will continue to be monitored closely and the result of the management action will be reported back to the EMAP as part of the second monitoring report in December.

Consultation

53. No external consultation is required for this report.

Analysis

54. This performance and financial monitoring report is for information purposes only, so no options or analysis has been provided. However, consideration needs to be given to the implications of further slippage to actions and projects.

Corporate Priorities

55. The directorate plays a key role in supporting the delivery of the Organisational Effectiveness Programme (OEP). The Council's four internal priorities (leadership, partnership, customer focus and efficiency/waste) are at the heart of the OE. The Chief Executive's directorate has a major role to play in the programme management, coordination and delivery of the OEP. A significant number of key actions (in particular in relation to the leadership priority) have been identified for delivery by the Policy, Improvement and Equalities Team.

Implications

56. Financial – The financial implications are covered in the body of the report.

57. Human Resources - This is another year of significant change for the Council and the Directorate, with considerable HR implications arising especially on pay and grading and service modernisation. These implications are summarised in the main body of this report.

58. Equalities – The delivery of the key parts of the OEP and the Council's 3 year Equality Strategy are closely linked – in particular to the priorities relating to CYC leadership and customer focus.

59. Legal – There are no legal implications.

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

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

62. Property Implications – There are no Property implications.

63. Other – There are no Other implications.

Risk Management

64. In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report.

Recommendations

65. That the Advisory Panel advise the Executive Leader to note the performance and financial outturn position for 2007/08.

Reason: To inform the Executive Leader on progress made against service plan targets and budget.

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Wards Affected:

All

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Background Papers:

- Leader EMAP Report dated 26th March 2007 – Chief Executive's 2007/08 Service Plans
- City of York Council - Council Plan 2007/08

Annexes:

Annex 1 – Best Value & Local Indicators – Corporate Measures

Annex 2 – Best Value & Local Indicators – Directorate Measures

Annex 3 – 07/08 Revenue Financial Summary

Chief Executive's - BVPIs and Local Indicators - Corporate Measures

Key:

↗	↔	↘	n/a
Improving	Stable	Declining	No result

Resident satisfaction (Corporate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 1	2007/08 Qtr 1	2007/08 target	Good Performance is?	Performance Compared to Previous Year	Direction of Improvement
BVPI 3	% of citizens satisfied with the overall service provided by their authority.	44% (Res Ops)	48% (Talkabout)	59% (Talkabout)	47% (Res Ops)	High	Improving	↗

Note: The above results are taken from Talkabout. These results are not directly comparable with the Residents Opinion Survey as there is a difference in survey techniques and audiences for the surveys. However, the Talkabout opinions which are sought three times per year help to gauge public perception mid year. The results, however, tend to be more positive than the Residents Opinion Survey results.

Promoting equalities (Corporate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 1	2007/08 Qtr 1	2007/08 target	Good Performance is?	Performance Compared to Previous Year	Direction of Improvement
BVPI 2a	The level of the Equality Standard for local government to which the authority conforms in respect of gender, race and disability	2	2	2	3	High	Stable	↔
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)	74%	74%	74%	79%	High	Stable	↔




Staff health, well-being and turnover (Corporate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 1	2007/08 Qtr 1	2007/08 target	Good Performance is?	Performance Compared to Previous Year	Direction of Improvement
BVPI 12	Number of working days/shifts lost due to sickness absence	12.91 days	2.81	2.82	12	Low	Stable	↔
CP13a	No of days lost for stress related illness divided by all full time equivalent staff	2.34 days	0.54	0.55	2.0	Low	Stable	↔
Coli 58a	% of staff turnover (including retirements, resignations, dismissals and redundancies)	12.02%	2.32%	2.75%	11.50%	Low	Stable	↔
CP11a	Number of RIDDOR accidents among Council staff	62	16	23	59	n/a	Declining	↘



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Chief Executive's - BVPIs and Local Indicators - Directorate Management







ANNEX 2

Key:				n/a
	Improving	Stable	Declining	No result





Finance (Directorate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 1	2007/08 Qtr 1	2007/08 target	Good Performance is?	Performance Compared to Previous Year	Performance Compared to Previous Year
n/a	Actual against budgeted spend	-2.5%	-0.3%	+0.9%	<100%	Low	Declining	
BVPI 8	% of invoices paid within 30 days	90.85%	87.41%	88.73%	94% (Cex) 95% (Corp)	High	Stable	

Serving Our Customers (Directorate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 1	2007/08 Qtr 1	2007/08 target	Good Performance is?	Performance Compared to Previous Year	Performance Compared to Previous Year
CG2	% of Phone calls answered within 20 seconds	95.00%	95.74%	90.36%	96% (Cex) 95% (Corp)	High	Declining	
CG3	% of Letters replied to within 10 working days	97.79%	98.80%	97.16%	99% (Cex) 95% (Corp)	High	Stable	
CG4	% of visitors seen by an officer within 10 minutes	100%	100%	100%	100%	High	Stable	
CG5	% of visitors referred to the correct officer within a further 10 minutes.	100%	100%	100%	100%	High	Stable	
CM10	% of stage 2 complaints responded to and problem solved within 10 working days	n/a	n/a	n/a	95%	n/a	Stable	
CM11	% of stage 3 complaints responded to and problem solved within 10 working days	n/a	n/a	n/a	95%	n/a	Stable	

Staff health, well-being and turnover (Directorate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 1	2007/08 Qtr 1	2007/08 target	Good Performance is?	Performance Compared to Previous Year	Performance Compared to Previous Year
BVPI 12	Number of working days/shifts lost due to sickness absence	5.07	1.08	1.18	7 (Cex) 12 (Corp)	Low	Stable	
CP13a	No of days lost for stress related illness divided by all full time equivalent staff	0.57	0.06	0.02	1.4 (Cex) 2.0 (Corp)	Low	Stable	
Coli 58a	% of staff turnover (including retirements, resignations, dismissals and redundancies)	14.00%	1.00%	3.34%	12% (Cex) 11.50 (Corp)	Low	Declining	
CP11a	Number of RIDDOR accidents among Council staff	0	0	0	0 (Cex) 59 (Corp)	n/a	Stable	

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First Budget Monitor for 2007/08

Directorate: Chief Executive's Department

Finance Manager: Patrick Looker

Period: First Monitor 2007/08

Income & Expenditure

Financial Summary – Overall Chief Executive's Department is forecast to overspend the directorate revenue budget by £87k during 2007/08. This represents a 0.9% variance on the gross expenditure budget of £9,744k. The budgets include carry forwards agreed at the Executive (General Fund – Provisional Revenue Outturn 26th June 2007) as well as additional budgets to fund expenditure due to the process of recruiting a new Chief Executive and costs of funding the 2008 CPA inspection.

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)	Projected Out-turn £(000)	Under /Over £(000)	% of gross budget
Chief Executive	2,226	8	2,218	2,218	0	-0.0
Director of People & Improvement	172	0	172	172	0	-0.0
Human Resources	2,498	2,478	20	97	+77	+3.1
Policy, Improve's and Equalities	731	533	198	195	-3	-0.4
Marketing & Communications	818	833	-15	2	+17	+2.1
Civic, Democratic & Legal	3,299	765	2,534	2,534	0	-0.0
Total	9,744	4,617	5,127	5,242	+91	+0.9

Variations

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

Human ResourcesStaffing

Projected overspend resulting from temporary costs of interim Head of Human Resources (£+84k). There have also been additional costs due to extra workload pressures in LCCS HR team (£+44k partly offset by additional income below)

Projected surplus from the recruitment pool £-48k

Contract Budgets

Anticipated overspend from the training centre contract (£+22k) offset by additional recharges (£-12k). Forecast overspend re stress counselling (£+4k).

Supplies & Services

Projected overspend on operational budgets within the services £+10k

Income

Additional income from LCCS to fund additional costs within LCCS HR team to cover maternity leave. £-33k

Other minor variations

£+6k

Human Resources Total **£+77k** **-4.0%**

Policy Improvements and Equalities TeamStaffing

Anticipated savings from vacancies within Performance Improvement Team (£-18k), and the Policy Team (£-5k). There are also a saving within the Equalities Team pay costs (£-6k)

Organisational Effectiveness Programme

Additional support required to programme manage the Organisational Effectiveness programme. £+26k

Policy Improvement and Equalities Team Total **£-3k** **0.4%**

<u>Marketing & Communications</u>	Variation		
<u>Print Unit Income</u>			
Forecast shortfall of income against expenditure at the print unit		£+19k	
<u>Marketing Staffing</u>			
Anticipated saving from part year vacancies within the section		£-22k	
<u>Income</u>			
The saving for 2007/08 relating to sponsorship of City Council signs has not been realised. A tender to sponsor all signs was unsuccessful and it is now intended to sponsor on an individual basis.		£+20k	
Marketing & Communications Total		+£17k	+2.1%
<u>Civic, Democratic & Legal</u>	Variation		
<u>Head of Service</u>			
Following the departure of the Head of Service it is anticipated temporary staffing arrangements and appointment costs will total £40k.		£+40k	
<u>Legal Services</u>			
Savings following the relocation of staff from Kings Court to Guildhall		£-34k	
Cost of temporary staff to support Planning and Childcare matters		£+27k	
Anticipated underspend on Legal consultants budgets		£-22k	
<u>Civic Support</u>			
Cost of revaluation of civic collection		£+5k	
<u>Democratic Support</u>			
Additional cost of Member Allowances resulting from changes to appointments to committees following election		£+37k	
Savings from vacancies within the group		£-23k	
Misc other variances		£+7k	
<u>Electoral Services</u>			
Anticipated savings following CYC elections held in May		£-25k	
Additional unbudgeted costs of Heworth without by-election		£+15k	
<u>Committee Services</u>			
Savings from vacancies held within Scrutiny services		£-27k	
Civic, Democratic & Legal Total		£0k	0%
Chief Executive's Department Projected Variance		£+91k	0.9%



Executive Members for City Strategy and Advisory Panel

10 September 2007

Report of the Head of Civic, Democratic and Legal Services

Review of Polling Districts, Polling Places and Polling Stations

Summary

1. This report informs Members of the duty on all local authorities to carry out a review of polling districts, polling places and polling stations in their area before the end of 2007 as laid down by the Electoral Administration Act 2006.

Background

2. The Electoral Administration Act 2006 was laid before Parliament on the 18th December 2006. The Act introduced a duty on all local authorities to carry out a review of polling districts, polling places and polling stations in their area by the end of 2007 and to carry out such a review every four years.

Aim of the Review

3. Local Authorities are required to divide their area into polling districts for the purposes of parliamentary elections and to designate polling places for these polling districts and to keep them under review.
4. Local Authorities must:
 - Seek to ensure that all electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances
 - Seek to ensure that so far as is reasonable and practicable the polling places they are responsible for are accessible to all electors, including those who are disabled and when considering the designation of polling places must have regard to the accessibility needs of disabled persons.

The Review Process

5. A local authority is required to publish notice of the holding of a review and this in York has taken the form of a notice in the local press. The notice states that the review commenced on the 1st September and invites comments and representations from interested parties and bodies.
6. Consultation has also begun with local political parties, parish councils, disability awareness groups and local community groups.
7. A period of two months consultation now takes place which ends on the 27th October 2007.
8. At the end of this period of consultation any representations received will be brought before Members and Members may decide to make amendments to polling districts, polling places and/or polling stations.

Options

9. This is a statutory requirement and this report is by way of information only.

Consultation

10. There will be a process of consultation as part of the review

Corporate Priorities

12.
 - Improve the way the Council and it's partners work together to deliver better services
 - Improve our focus on the needs of customers and residents in designing and providing services
13. There are no financial, human resource, crime and disorder, information technology or property implications
14. **Equalities** The review will consider a range of equalities issues
15. **Legal** Necessary to meet legal requirements
16. **Risk management** Failure to meet statutory requirements would represent an unacceptable risk to the authority.

Recommendation

That the Advisory Panel advise the Executive Leader to note the contents of this report.

Reason

In order to comply with statutory requirements.

Contact Details

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Report Approved yes **Date** 15th August 2007

Wards Affected:

All Yes

For further information please contact the author of the report

Background Papers

Electoral Administration Act 2006

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Executive Members for City Strategy and Advisory Panel

10 September 2007

Report of the Director of City Strategy

2007/08 CITY STRATEGY FINANCE & PERFORMANCE MONITOR ONE REPORT**Summary**

- 1 This report presents two sets of data from the City Strategy Directorate
 - a) the latest projections for revenue expenditure and capital expenditure for City Strategy portfolio,
 - b) Monitor 1 (2007/08) performance against target for a number of key indicators that are made up of:
 - Best Value Performance Indicators owned by City Strategy
 - Customer First targets (letter answering)
 - Staff Management Targets (sickness absence)

Background

- 2 This is the first monitoring report for 2007/08 combining financial and service performance information to be brought to City Strategy EMAP.
- 3 The performance data included is that which is reported as part of the Council plan each year.

Management SummaryFinancial Overview

- 4 The budget for the City Strategy portfolio was set at £14,248k. Since then members have approved the carry forward of £180k unspent budgets from 2006/07, which has resulted in a current budget of £14,428k. These budget adjustments are shown in Annex 1.
- 5 Current projections are that the City Strategy Directorate will overspend by £+774k which represents 2.3% of the gross expenditure.
- 6 The financial position for each service area is dealt with separately in the following sections. The overall position can be summarised as follows:

	Expend Budget £000	Income Budget £000	Net Budget £000	Projected Outturn £000	Var'n £000	% of gross exp
City Development & Transport	25,465	12,597	12,868	13,476	+608	+2.4
Planning	3,841	3,077	764	990	+226	+5.9
Resource & Business Manag't	4,421	3,625	796	736	-60	-1.4
City Strategy	33,727	19,299	14,428	15,202	+774	+2.3

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

- 7 The overall projected position shows a £+774k overspend. 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.

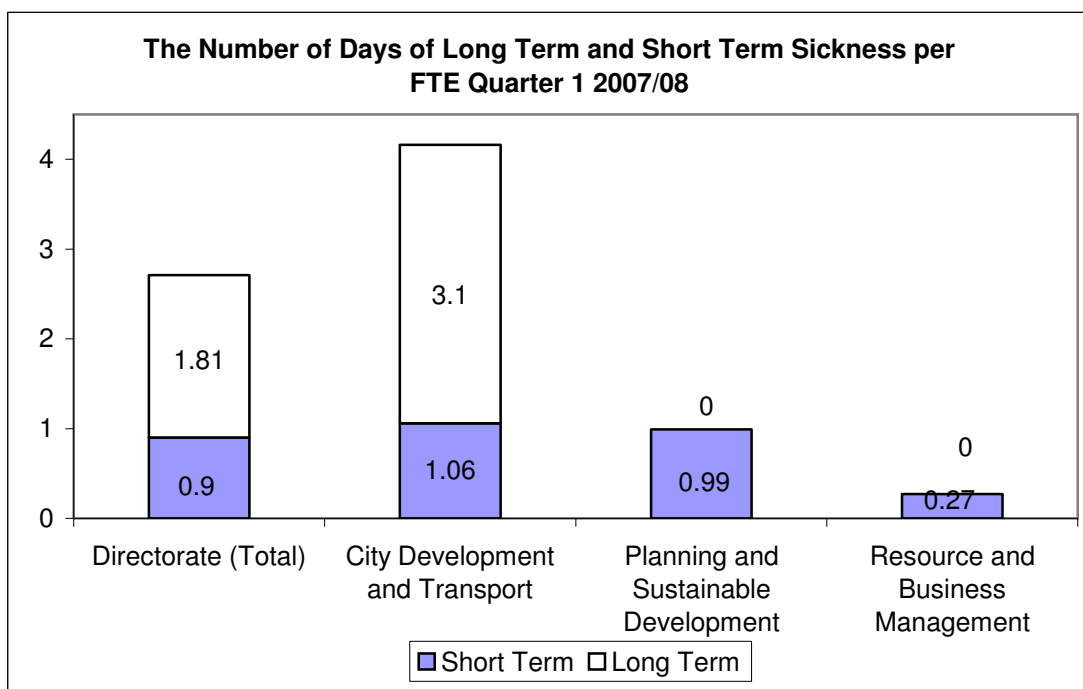
Performance Overview

- 8 Some consistent and noteworthy performance includes:
- BVPI 109b: Percentage of minor planning applications determined within 8 weeks
 - all enquiries at reception are dealt with within 10 minutes, and this has consistently been the case since 2002/03
 - BVPI 106 the percentage of new homes built on previously developed land
- 9 The Customer First statistics for City Strategy are currently on target. Regular monitor reports, reminders and coverage at Directorate Management Team meetings are supporting staff and increasing the knowledge of and awareness in meeting these targets. The Customer First statistics are as follows:
- The Customer First figures show that City Directorate¹ answered 96.95% (representing 286 out of 295) of letters between 1 April 2007 and 30 June 2007 within the Councils 10 days standard. This is above the corporate target of 93% and is better than the quarter 1 2006/07 performance of 91.67.% (440 out of 480 letters were answered on target).
 - For the City Strategy Directorate 95.65% (representing 37,404 out of 39,107) telephone calls were answered within 20 seconds in Quarter 1. This is above the corporate target of 95% and exceeds the corporate average of 93.57%. Performance for quarter 1 2007/08 also better

¹ This figure excludes Economic Development as this service area is reported separately. When 'City Strategy' is further mentioned it will always exclude Economic Development.

quarter 1 2006/07 performance of 92.64% (29,747 out of 32,110 calls were answered on target).

- 10 Sickness for City Strategy directorate is currently at 2.81² days per FTE for the first three months of the year. Performance is better than the corporate target of 3 days and shows improvement compared to quarter 1 in 2006/07 where the sickness figure for the directorate was 2.98 days per FTE. Sickness is monitored regularly and stricter protocols and manager guidance have been put in place. It is thought poor performance can be attributed to long term sickness. However seven long term sick cases were resolved in July and August 2007 which will improve sickness performance and will be reflected in future reporting. Long term and short term sickness has been broken down for quarter 1 2007/08 and is illustrated in a graph below.



- 11 The results from the Staff Satisfaction Survey show that 58% of staff in the City Strategy Directorate³ are satisfied. This is below the target of 80% and below the 2005/06 outturn of 73%. (Caution should be exercised with service level analysis because the sample sizes are small and almost two-fifths (38%) of respondents from City Strategy did not state their team which may affect the overall percentage.) Two areas causing the most concern are about job security and having good work recognized. Staff in the directorate feel less able to cope with demands and workloads of the job compared to other directorates and do not believe that action will be taken on issues raised in the survey. However the survey has shown that the staff in City Strategy and Economic Development are more positive about the corporate organization than staff in other areas (including contribution to success and awareness of

² For information: The total sickness figure for City Strategy if Economic Development were included is 2.71 days.

³ For information: The total satisfaction figure for City Strategy if Economic Development were included is 61%.

priorities) and no real differences were identified relating to relationships with colleagues or bullying and harassment compared to other directorates. A Managers meeting has been scheduled for the 13th September to discuss and review the results of the staff survey and to start to address the issues raised.

- 12 Set out below is more detailed information on performance in each service plan area.

City Development & Transport

Financial Overview

- 13 The current projection shows an overspend within the City Development and Transport Service Plan of £+608k, or +2.4% of the gross expenditure budget. A detailed analysis of the revenue budget variances is shown in Annex 1. The key reasons for the overspend are:

- Additional parking Income of £-105k.
- Shortfall in parking fines of £+180k
- Concessionary Fares of £+640k (passes £+740k, tokens £-100k)
- Park & Ride income of £+100k
- Staff vacancies £-137k
- Parking operational budgets £-70k

Concessionary Fares

- 14 The biggest individual pressure facing the City Strategy directorate is that relating to Concessionary Fares. This is due to a number of factors
- a) Members will be aware that as a result of a successful appeal the Council was required to pay additional reimbursement to First York totalling £274k in 2006/07. This was funded in 2006/07 by a one-off release from reserves. However no provision is available for 2007/08.
 - b) There has been a further increase in the number of passes that are being issued compared to that of tokens.
 - c) There is a significant increase in bus usage by eligible pass holders leading to increased claims by operators.
 - d) Price inflation in bus fares leads to additional claims for reimbursement.

The impact of all these factors is a forecast overspend of £740k in 2007/08 compared to the budget of £2,054k.

- 15 The breakdown of the overspend is as follows
- i) Unfunded costs arising from appeal decision 2006/07 £274k.
 - ii) Inflationary increases by First York of 6.1% larger than the budgeted level of 5% £43k.
 - iii) Impact of additional claims settled by the North Yorkshire Concessionary Fares partnership affecting CYC £51k.
 - iv) Growth in the number of journeys projected to increase by up to 20% compared to that level assumed in the DfT appeal £372k.

- 16 The levels of passengers using Concessionary Fares passes has risen exponentially since the introduction of a free bus pass. The numbers of concessionary fares in 2005/06 when a 50p flat fare was in operation was approximately 1million for First York. The projected number of journeys in 2007/08 by the same operator is forecasted in excess of 3million. Whilst growth in the market was expected this level of growth has surpassed that anticipated and has thus led to the levels of overspends identified. The projected spend of £2.8m compares to a budget of £0.9m in 2005/06 which related to a period when CYC provided a scheme better than the national half price fare. This increase in cost of £1.9m compares to the allocation of £0.85m provided by the government in funding the free scheme. Even after taking into account savings from the tokens the increase in the overall concessionary fares budget is £1.5m. That has resulted in the council having to fund an additional £0.65m from its own resources.
- 17 Officers have yet to finalise the reimbursement arrangements for the financial year with the major operator, however the appeal stated the arrangements should be based on the result of the 2006/07 appeal adjusted to take into account patronage growth and amendments to the average fare. Officers will continue to negotiate an arrangement that is both fair to the operator in terms of reimbursing lost revenue whilst minimising additional costs to the council. It is important to note therefore that the final level of overspend may be lower than that indicated.
- 18 The table below shows the forecasted numbers of pass holders and token claimants compared to 2006/07.

	2006/07	2007/08	Difference
Token Claimant	15,875	13,040	-2,835
Bus Pass Claimant	24,000	27,000	3,000
Parking Concession	184	184	0
Total Claimant	40,059	40,224	165

- 19 The effect of the reduction in tokens has resulted in an assumed saving of £100k that will offset the forecasted overspend to that £640k.
- 20 It should be noted that a sum of £200k was included in the contingency for additional costs of concessionary fares. It is recommended that this sum be released from the contingency to support the budget. If this request is accepted by the Executive the overspend will be reduced to £440k.

Car Parking

- 21 The table below shows detail of income from Car Parking to 31st July 2007 compared to the budget and the position to the same date in 2006/07.

	Income to 31 st July 2006 £'000	Income to 31 st July 2007 £'000	2007/08 Forecast £'000	2007/08 Budget £'000	Variance to budget £'000	%
Short Stay	667	695	2,104	2,056	-48	-2.3
Standard Stay	1,228	1,199	3,682	3,686	4	0.1
On Street	169	165	490	507	17	3.4
Respark/ Season Tickets	195	245	718	640	-78	-12.2
Total	2,259	2,304	6,994	6,889	-105	-1.5

- 22 The table shows that £105k additional income is expected compared to budget (1.5%). The majority of the additional income has come from an increase in season ticket sales. There is also a projected increase in the number of Respark tickets being sold giving a small increase. Income from the car parks is in line with budget with a small overall surplus of £27k projected. This is taking into account an assumed loss of income totalling £55k following the withdrawal of evening parking charges for residents from the end of July.

Performance Overview

- 23 Performance indicators on the City Development & Transport service plans are attached as Annex 3.
- 24 Performance indicators showing areas of concern and success are reported on an exception basis below.

PI Description	Q1 2006/07	Target 2007/08	Q1 2007/08	2006/07 vs. 2007/08	Actual vs. Target
BVPI 106 – the percentage of new homes built on previously developed land	98.77%	65%	100%	✓	✓
BVPI 165 - % of pedestrian crossings with facilities for disabled people.	Not comparable	69%	69%	Not comparable	✓

- 25 For BVPI 106 (% of new homes built on previously developed land) the performance of 100% for the first quarter of 2007/08 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 the future 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) now that consent has been given for development on several greenfield sites.
- 26 BVPI 165 is performing on target at 69%. However due to a change in calculation definition in 2006/07 by the government this indicator is below quarter 1 2006/07 performance.
- 27 The Customer First figures show that City Development and Transport answered 98.77% (representing 240 out of 243) of letters between 1 April 2007 and 30 June 2007 within the Councils 10 days standard. This is above the corporate target of 95% and betters quarter 1 2006/07 performance of 94.02% (299 out of 318 letters).
- 28 Sickness absence for City Development & Transport is at 4.16 days per FTE for the first 3 months of the year. This level of performance is below the corporate Quarter 1 average of 3 days. Nevertheless several long term sickness cases have been resolved recently and this should improve sickness performance in City Development and Transport.
- 29 For City Development and Transport 96.00% (representing 17,772 out of 18,512) telephone calls were answered within 20 seconds in Quarter 1. This is above the corporate target of 95% and the corporate average of 93.57%. Performance for quarter 1 2007/08 also betters quarter 1 2006/07 performance of 93.91% (14,686 out of 15,639 calls were answered on target).

Planning and Sustainable Development

Financial Overview

- 30 Current projections are that there will be an overspend within the Planning and Sustainable Development service plan area of £+226k, or +5.9% 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:
- £+100k shortfall in planning income. This is due to lower fees being received so far this year. There are a number of large planning fees expected later this year or in 2008/09. There is a possibility that fees will be increased nationally in the next few months but no announcement has been made yet. The forecast will be updated as more information becomes available
 - £+71k shortfall in planning delivery grant (PDG). The government did not announce the amount of PDG until the summer and, despite the improved performance, the amount received is £71k less than last year. Although there was a reduction in the total amount of money available from £127m to £118m, the share allocated to York reduced from 2.5% to 2.0%

- £+50k shortfall in building control income. This continues the decline in activity last year where developers were submitting their building plans for checking but were deferring the developments which resulted in a sharp decline in income from on-site inspections. This will be closely monitored as the year progresses.
- £+25k shortfall in land charges income. This is a further decline of the income shortfall of £+11k last year due to a slow-down in the housing market.

- 31 As part of the 2007/08 budget a contingency of £150k was set aside to cover a shortfall in planning income resulting from a decline in fees from major developments. A further £50k was set aside for the anticipated shortfall in income from Land Charges. Whilst the forecast shortfall in both planning income and land charges income is below that identified in the contingency if taken into account with the reduced level of Planning Delivery Grant the pressures in the two areas total £203k. Given the large pressures identified elsewhere in the directorate it is recommended that a request from contingency for the £200k be made to the Executive.

Performance Overview

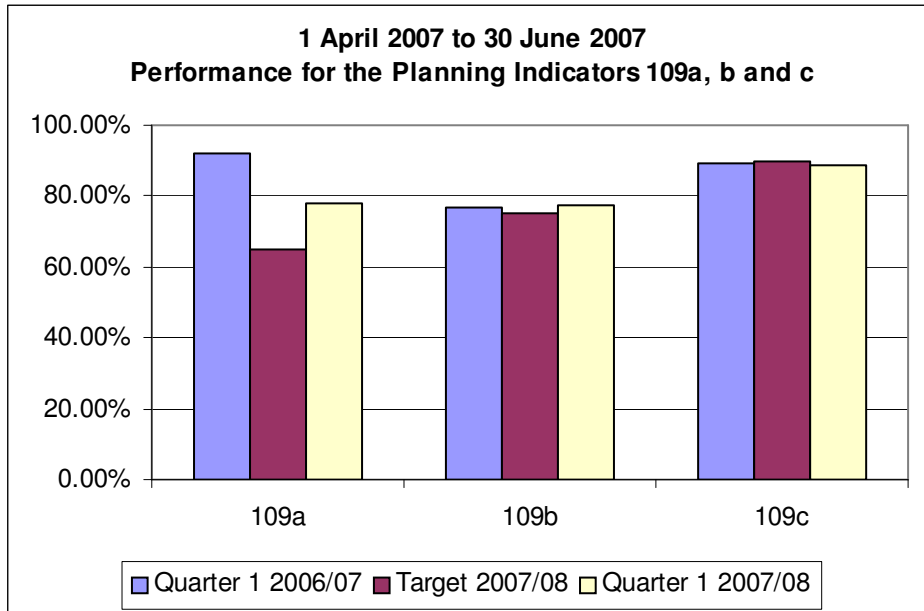
- 32 The indicators on the Planning and Sustainable Development service plan are attached as Annex 4. Where appropriate indicators are reported below in more detail.

PI Description	Q1 06/07	Target 2007/08	Q1 2007/08	06/07 vs. 07/08	Actual vs. Target
BVPI 109a % of major planning applications determined within 13 weeks	92.3%	65%	77.78%	✗	✓
BVPI 109b % of minor planning applications determined within 8 weeks	76.9%	75%	77.5%	✓	✓
BVPI 109c % of other planning applications determined within 8 weeks	89.14%	90%	88.72%	✗	✗

- 33 The Quarter 1 2007/08 performance figure for BVPI 109a (major applications) of 77.78% represents 14 out of 18 applications being determined within 13 weeks. This significantly better the set target of 65% though it is performing below the 2006/07 quarter 1 outturn of 92.3%.
- 34 The Quarter 1 2007/08 performance figure for BVPI 109b (minor applications) of 77.5% is above the set target of 70% and represents 124 out of 160 applications that were determined within 8 weeks. The 2007/08 performance better the 2006/07 quarter 1 performance of 76.9%.
- 35 BV109c (other applications) has achieved a 2007/08 quarter 1 figure of 88.72% which is just below the target of 90%. This represents 401 out of 452

applications determined within 8 weeks. This indicator is performing below the 2006/07 quarter 1 performance of 89.1%.

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



- 37 The Customer First figures show that Planning and Sustainable Development answered 89.19% (representing 33 out of 37) of letters between 1 April 2007 and 30 June 2007 within the Councils 10 days standard. This is below the corporate target of 95% however shows improvement to quarter 1 2006/07 where performance was 88.79% (95 out of 107 letters were answered on target).
- 38 Sickness absence for Planning and Sustainable Development is at 0.99 days per FTE for the first 3 months of the year. This level of performance is better than the corporate target of 3 days and exceeds quarter 1 2006/07 sickness performance of 3.31 days.
- 39 For Planning and Sustainable Development 95.41% (representing 16,453 out of 17,245) telephone calls were answered within 20 seconds in Quarter 1. This is above the corporate target of 95% and the corporate average of 93.57%. Performance for quarter 1 2007/08 also better than quarter 1 2006/07 performance of 91.32% (16,453 out of 17,245 calls were answered within target).

Resource and Business Management

Financial Overview

- 40 Current projections are that Resource and Business Management will underspend by £-60k, or -1.9% of the gross expenditure budget. This has resulted from staff vacancies and savings in operational budgets. Following the decision to repay an additional £125k from the Venture Fund loan (which

funded a major restructure in planning and set up the street environment service in 2000) there is a saving of £25k in the repayment charges in 2007/08.

Performance Overview

- 41 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 City Strategy; 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 City Strategy EMAP reports).
- 42 Resource and Business Management answered 100% of letters that had to be replied to within the Council 10 day standard in Quarter 1 2007/08. This is above the target of 95%.
- 43 Sickness absence for Resource and Business Management is at 0.27 days per FTE for the first 3 months of the year. This level of performance is better than the corporate target of 3 days and exceeds quarter 1 2006/07 performance of 2 days.
- 44 For Resource and Business Management 94.92% (representing 3,155 out of 3,324) telephone calls were answered within 20 seconds in Quarter 1. This is slightly below the corporate target of 95% but above the Corporate average of 93.57%.

Portfolio Capital Programme

- 45 The City Strategy capital programme is comprised of over 200 individual schemes and has a budget of £9,652k. 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	5,560
Government Grant	813
Developer and other contribs	1,080
CYC resources	2,199
Total	9,652

- 46 The detailed update on progress is reported elsewhere on this agenda. However, brief details of the current and proposed budget allocations and are set out below:

	<u>Original Budget £000s</u>	<u>Proposed Budget £000s</u>
Outer Ring Rd / James St Link Rd	3,953	3,953
Multi-modal schemes	50	50
Air Quality, Congestion /Traffic Mgt	128	128

Park and Ride	169	189
Public Transport Schemes	607	574
Walking Schemes	371	371
Cycling Schemes	486	493
Development Linked Schemes	176	176
Safety Schemes	594	606
School Schemes	224	233
Residual Schemes	100	100
LTP Structural Maintenance	1,124	1,042
CYC Structural Maintenance	2,020	2,113
City Walls	284	284
Total	10,286	10,312
Over-programming	-634	-660
	9,652	9,652

- 47 It is currently assumed that the capital budget will be fully spent during the financial year.

Conclusions

Financial Overview

- 48 The provisional outturn position for the portfolio shows an overspend of £+774k for the financial year. This is made up of key identified overspends totalling £+1,266k offset by identified savings totalling £-492k.
- 49 The primary reason for the level of the projected overspend is that of the forecasted additional liability for concessionary fares of £+740k less £-100k saving on bus tokens. The levels of income in Planning are also below budget partly due to the lower number of major applications being received. There was also a lower than budgeted level of Planning Delivery Grant awarded to the council in 2007/08 despite improved performance. To offset this underspends have been identified in parking income and expenditure as well as staff vacancies across the directorate.
- 50 As stated in the text the directorate has identified three potential pressures within the council contingency totalling £400k.

a)	Concessionary Fares	£200k
b)	Planning Income	£150k
c)	Land Charges	£ 50k

It is recommended that the Executive Member request that the Executive approve the release of the contingency to support the City Strategy budget. If that is approved a forecast budget deficit will remain totalling £374k.

- 51 The General Contingency for 2007/08 was set at £600k. Potential areas that might require funding during the year were identified as part of the budget

process, and totaled £1.025m. To date £40k has been released leaving £560k available. It is too early to know yet how many of the identified areas of financial pressure will be brought before Members for funding. The key pressures identified where there may be a need for additional funding included within the £1.025m, are: the costs of meeting the demand and complexity of social care needs, concessionary fares, planning income service pressures and possible additional pay award costs. These requests were included in the £600k identified in the budget. Any release from the contingency will obviously reduce sums available for distribution during the remainder of the year. The balance available, if this application is approved, will be £160k.

- 52 The main areas that savings can be made are those relating to Highway maintenance. A review of all maintenance budgets has been undertaken to determine what projects / schemes can be taken from the programme this financial year. The schemes (valued at £370k) identified are as follows :

Footway Slurry Sealing Programme	£100k
Haxby Road Resurfacing	£ 94k
Drainage Schemes	£ 50k
Boroughbridge Road / Carr Lane	£ 50k
Alcuin Avenue	£ 25k
Bishopthorpe Road	£ 45k
Halifax Way, Elvington	£ 6k

- 53 It is proposed to hold back these schemes until the financial position is more certain. If the budget position improves eg additional planning / parking income or reduced concessionary fare liability the schemes can be released and completed during the financial year.

- 54 Should the Executive not approve the supplementary estimate the Directorate would need to consider further significant reductions in service and or increases in fees and charges. Examples of such action that could balance the budget would be to

- a) Increase car parking charges. An increase in the standard stay car parks of £0.20 per hour would raise between £100k and £150k depending on customer resistance if implemented from the beginning of November.
- b) Reduce routine maintenance. Savings of upto £200k could be made by reducing grass cutting and routine patching. This would have impact on customers in that only the most serious safety issues would be dealt with. There would also be a significant impact on Neighbourhood Services as this would result in reduced turnover to that organisation.

Performance Overview

- 55 Directorate customer first targets are being achieved and exceeded. The directorate hope to see a decrease in the number of long term sickness days

in future reporting. The results of the Staff Satisfaction Survey will be looked at in further detail.

Consultation

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

Options

- 57 Members have the option of whether to support the request of a supplementary estimate from contingency or whether to require the Director of City Strategy to deliver alternative savings.

Corporate Priorities

- 58 The principal function of this report is to provide a snapshot of the directorate's financial performance during the 2007/08 financial year. As such it contributes to the proper financial management of the authority.

Financial Implications

- 59 The financial implications of the report are included in the financial overview section of the conclusions (paragraphs 48-54).

Other Implications

- 60 There are no significant human resources, equalities, legal crime and disorder, information technology or property implications within the report.

Risk Management

- 61 Budget monitoring is a key element of the management processes by which the council mitigates its financial risks. This report provides members with a detailed position of the portfolio's performance to date in 2007/08.

Recommendation

- 62 That the Advisory Panel advise the Executive Member to
- a) note the financial and performance position of the portfolio.
 - b) recommend to the Executive to release a contingency sum of £400k to support pressure on Concessionary Fares and Planning budgets.

Reason – In accordance with budgetary and performance monitoring procedures

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Report Approved Date 24/08/07

Bill Woolley
Director of City Strategy

Report Approved Date 24/08/07

Wards Affected:

All

For further information please contact the author of the report

Background Documents:

2007/08 Budget Monitoring files held in City Strategy Finance
Performance Management Framework held by Business and Policy Development

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 Performance Indicators
- Annex 5 Resource & Business Management Performance Indicators

**City Strategy Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
CITY DEVELOPMENT & TRANSPORT						
Employees	5,852.3	1,722.6	5,715.3		(-) 137.0	Staffing savings anticipated within Network Management (£-90k), Transport Planning (£-27k) and Parking Services (£-20k)
Premises	1,367.0	1,854.6	1,297.0		(-) 70.0	Savings in car park mtce & operational expenditure (£-70k)
Transport	146.0	28.2	146.0			
Supplies & Services	2,203.6	651.4	2,203.6			
Highway Maintenance	4,345.8	0.0	4,416.8	(+) 71.0		
Concessionary Fares	2,680.8	812.1	3,320.8		(+) 640.0	Additional cost of over 60's bus passes (£+740k) offset by saving in uptake in tokens (£-100k)
Support Service Recharges	3,401.4	317.7	3,401.4			
Capital Financing	5,397.7	0.0	5,397.7			
Gross Expenditure	25,394.6	5,386.6	25,898.6	(+) 71.0	(+) 433.0	
Less Income						
Fees & Charges	8,892.4	4,499.4	8,717.4		(-) 175.0	Shortfalls in parking fines (£-180k) and park & ride income (£-100k) Additional income at council car parks and on-street parking (£+105k)
Recharges to Other Accounts	3,705.1	89.0	3,705.1			
Total Income	12,597.5	4,588.4	12,422.5		(-) 175.0	
Net Expenditure	12,797.1	798.2	13,476.1	(+) 71.0	(+) 608.0	

**City Strategy Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
<u>PLANNING & SUSTAINABLE DEVELOPMENT</u>						
Employees	2,117.7	666.3	2,159.7	(+) 50.0	(-) 8.0	Staffing savings resulting from a vacancy within Design & Conservation
Premises	58.3	13.6	46.3		(-) 12.0	Saving in maintenance budget
Transport	36.4	14.2	36.4			
Supplies & Services	326.8	87.8	326.8			
Support Service Recharges	1,247.5	0.0	1,247.5			
Capital Financing Charges	4.2	0.0	4.2			
Gross Expenditure	3,790.9	781.9	3,820.9	(+) 50.0	(-) 20.0	
<i>Less Income</i>						
<i>Fees and Charges</i>	<i>2,422.2</i>	<i>786.1</i>	<i>2,247.2</i>		(-) 175.0	<i>Shortfall on income due to reduced number of planning applications (£-100k), building control income (£-50k) and land charges requests (£-25k).</i>
<i>Planning Delivery Grant</i>	<i>310.0</i>	<i>48.7</i>	<i>239.0</i>		(-) 71.0	<i>Lower than budgeted government grant due to reduction in overall government support.</i>
<i>Recharges to Other Accounts</i>	<i>344.8</i>	<i>5.6</i>	<i>344.8</i>			
<i>Total Income</i>	3,077.0	840.4	2,831.0		(-) 246.0	
Net Expenditure	713.9	-58.5	989.9	(+) 50.0	(+) 226.0	

**City Strategy Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
<u>RESOURCE & BUSINESS MANAGEMENT</u>						
Employees	1,294.2	405.3	1,269.2		(-) 25.0	Staff vacancies arising within the Finance and Waste Strategy teams
Premises	0.0	0.0	0.0			
Transport	36.8	-2.7	36.8			
Supplies & Services	407.5	-13.2	431.5	(+) 59.0	(-) 35.0	Savings in operational budgets (£-10k) and reduced Venture Fund repayment (£-25k) following an additional loan repayment in 2006/07
Support Service Recharges						
Central Support Services	2,441.1	0.0	2,441.1			
Other Support Recharges	733.0	0.0	733.0			
Gross Expenditure	4,912.6	389.4	4,911.6	(+) 59.0	(-) 60.0	
<i>Less Income</i>						
<i>Support Service Recharges</i>	3,689.5	0.3	3,689.5			
<i>Other Recharges</i>	137.2	29.5	137.2			
<i>Fees & Charges</i>	348.9	4.8	348.9			
<i>Total Income</i>	4,175.6	34.6	4,175.6			
Net Expenditure	737.0	354.8	736.0	(+) 59.0	(-) 60.0	
Portfolio Total	14,248.0	1,094.5	15,202.0	180.0	774.0	

Breakdown of Budget Adjustments

Budgets carried forward 180.0

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Major Service Variations Identified Against Budget

	£'000	%
City Development and Transport		
Staffing Variances		
Staffing savings anticipated within Network Management (£-90k), Transport Planning (£-27k) and Parking Services (£-20k).	(-) 137	-0.1
Concessionary Fares		
Following the successful outcome of the appeals by our bus operators, the bus pass budget is expected to overspend by £+325k. Increases in passenger numbers will also result in an additional cost of £+372k, with inflation adding another £+43k. This is partly offset by a lower take up of tokens (£-100k).	(+) 640	23.9
Park & Ride Income		
The new park & ride contract is not expected to commence until 1 April 2008 resulting in a shortfall in income of £+100k.	(+) 100	28.7
Car Parking Income		
There is a projected increase of £-105k on income from Car Parking This is broken down as follows	(-) 105	-1.5
Short Stay Parking	£-48k	
Standard Stay Parking	£+4k	
On Street Parking	£+17k	
Season Tickets / Respark Permits	£-78k	
The primary reasons for the surplus are the increase in the numbers of season tickets and residents parking permits.		
Car Parking Enforcement and Operational Expenditure		
There is a projected shortfall of £+180k on income from parking fines due partly to staff absences and also due to a national trend for motorists ensuring they do not incur a fine.	(+) 180	23.6
This is offset by savings in car park maintenance (£-36k) and other operational budgets (£-24k)	(-) 70	3.5
City Development & Transport Total	(+) 608	
Planning and Sustainable Development		
Planning Income		
Current projections show a shortfall of Planning Income of £+100k. However, it is likely that there will a number of large applications submitted over the next couple of years in connection with a number of major developments within the city. There is also likely to be a national increase in fees in the next 12 months. Income projections will be updated during the year as events unfold.	(+) 100	11.3
Planning Delivery Grant		
Despite a marked improvement in planning performance, the amount received from central government has reduced by £+71k.	(+) 71	22.9
Building Control Income		
Current projected income from Land Charges is anticipated to be £+50k below budget following a slowdown in the market since last autumn.	(+) 50	6.4

Major Service Variations Identified Against Budget

	£'000	%
Land Charges Income		
Current projected income from Land Charges is anticipated to be £+25k below budget.	(+) 25	3.7
Other savings		
Difficulties in recruiting a new head of development, conservation & sustainability has resulted in a saving of £-8k. Other savings amount to £-12k.	(-) 20	-0.1
Planning and Sustainable Development Total	(+) 226	
Resources & Business Management		
Delays in appointing new staff have resulted in savings of £-25k. Other savings in operational budgets amount to £-10k.	(-) 35	-0.1
Saving in interest on Venture Fund Loan for DEEDS restructure following additional repayment in 2006/07	(-) 25	-29.8
Resources & Business Management Total	(-) 60	
City Strategy Total	(+) 774	

Annex 3: City Development and Transport

SP Holder	Damon Copperthwaite
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Customer based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
% of Telephone calls are answered within customer first standards across CDT	New PI	New PI	94.26% (67392/ 71498)	95%		Q1 07/08 96% (17772/ 18512)	Yes (Q1 06/07 93.91%)	<20sec Received Annual	17772 18512 96.00%			95%	95%
Comments and information	Q1 2006/07 = 14686/15639 Q2 2006/07 = 15657/16875 Q3 2006/07 = 16113/17151 Q4 2006/07 = 20936/21833										Current	✓	
Correspondance replied to within 10 days across City Development and Transport	New PI	98% (1439/1473)	96.05% (1193/ 1242)	95%		Q1 07/08 98.77% (240/ 243)	Yes (Q1 06/07 94.03%)	replied received Monthly	93 94 99%	83 84 99%	64 65 98%	95%	95%
Comments and information	Q1 2006/07 = 299/318 Q2 2006/07 = 341/348 Q3 2006/07 = 261/276 Q4 2006/07 = 292/300										Current	✓	
G13 % of pre-works letters received 1 week or more prior to commencement	93%	96%	92.96% (66/71)	95%		Q1 07/08 100% (15/15)	Stable (Q1 06/07 100%)	Received Total Quarterly	15 15 100%			95%	95%
Comments and information	Q1 2006/07 = 15/15 Q2 2006/07 = 18/20 Q3 2006/07 = 23/23 Q4 2006/07 = 10/15										Current	✓	
BVPI 104: % of respondents satisfied with local bus services	67.00%	74.00%	71.00%	72.00%				Annual				74%	76%
Comments and information											Current		
VH37 - The percentage of people satisfied with the condition of roads and pavements in York	51.00%	56.00%	51.00%	50.00%				Annual				50%	50%
Comments and information											Current		
PS1 - % of all correspondance responded to within 10 working days (parking)	99%	95%	85.13%	95%		Q1 07/08 94.33% (1265/ 1341)	Yes (Q1 06/07 89.98%)	Respond Total %	377 438 86.07%	433 442 97.96%	455 461 98.70%	95%	95%
Comments and information	Q1 2006/07 = 1662/1847 Q2 2006/07 = 1356/1982 Q3 2006/07 = 1620/1829 Q4 2006/07 = 1293/1309										Current	✘	
P2: (G14) The number of highways inspections completed within 4 working days	95%	95%	98.18% (3503/ 3568)	98%		Q1 07/08 99.25% (661/ 666)	Yes (Q1 06/07 97.49%)	Complete Total Quarterly	661 666 99.25%			98%	98.0%

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Comments and information	Q1 2006/07 = 1011/1037 Q2 2006/07 = 933/950 Q3 2006/07 = 862/873 Q4 2006/07 = 697/708										Current		
Process based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
BVPI 102 - Local bus services (passenger journeys per year)	15 million [Top]	14.5 million	15.1m	16.7m				Annual				17m	17.3m
Comments and information											Current		
BVPI 99ai: The number of people killed or seriously injured (KSI) in road traffic collisions.	100	114	101	95				Annual				88	81
Comments and information											Current		
COLI 33a % of streetlamps not working as planned (excluding vandalism)	New PI	New PI	0.90%	1.05%		Q1 07/08 0.87%	No (Q1 06/07 0.85%)	Quarterly	0.87%			1.00%	0.95%
Comments and information	Q1 2006/07 = 0.85% Q2 2006/07 = 1.08% Q3 2006/07 = 1.45% Q4 2006/07 = 1.48%										Current	✓	
Invoices paid within 30 days in CDT	New PI	New PI	New PI	95%		Q1 07/08 96.70% 439/454	Not comparable	Paid	439			95%	95%
								Received	454				
								Monthly	96.70%				
Comments and information	New PI										Current	✓	
Finance based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Comments and information	There are no financial indicators to report at this level.										Current		
Staff based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Percentage of staff in CDT appraised in the last 12 months	-	76.20%	82.82%	100%				Annual				100%	100%
Comments and information											Current		
S2: Number of staff days lost to sickness (and stress) across CDT (days/fulltime)	-	13.06 days	12.44 days	<10 days		Q1 07/08 4.16 days	No (06/07 Q1 2.6 days)	Quarterly	4.16 days			<10 days	<10 days

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Comments and information	Q1 2006/07 = 2.6 days Q2 2006/07 = 2.57 days Q3 2006/07 = 3.07 days Q4 2006/07 = 5.75 days										Current	✘	
Days lost for stress related illness as a % of sickness days taken	-	-	6.71%	Not target based		Q1 07/08 16.2%	No (Q1 06/07 1.03%)	Quarterly	16.2% (0.74 days per FTE)			Not target based	Not target based
Comments and information	Q1 2006/07 = 1.03% Q2 2006/07 = 2.11% Q3 2006/07 = 7.99% Q4 2006/07 = 8.94%										Current	N/A	
S4: Overall staff satisfaction rating of staff from staff survey	New PI	66%	N/A	75%		58%	No (05/06 66%)	Every 18 months	58%			N/A	75%
Comments and information											Current	✘	
Indicators not on the Service Plan													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
C2: BVPI 103: % of respondents satisfied with local provision of public transport information	55.00%	59.00%	54%	55%				Annual				56%	57%
Comments and information											Current		
BVPI 106 - The percentage of new homes built on previously developed land	98% [Top]	96.39%	94.63% (828/ 875)	65.00%		Q1 07/08 100%	Yes (Q1 06/07 98.77%)	No: of b.field	29			65.00%	65.00%
								Total No.	29				
								Percent	100.00%				
Comments and information	Q1 2006/07 = 320/324 Q2 2006/07 = 139/165 Q3 2006/07 = 68/71 Q4 2006/07 = 301/315										Current	✓	
BVPI 165 - Percentage of pedestrian crossings with facilities for disabled people	99% [Top]	100%	67%	69%		Q1 07/08 69%	No (Q1 06/07 100%)	Quarterly	69%			71%	73%
Comments and information	Q1 2006/07 = 100% Q2 2006/07 = 10% Q3 2006/07 = 67% Q4 2006/07 = 67%										Current	✓	
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)	61.1% [Bottom]	68.3%	77.25%	78.0%				Annual				79.0%	80.0%
Comments and information											Current		
BVPI 187 - Condition of footways. The percentage of footpaths needing further investigation	15.81% [Top]	11.3%	15.0%	14.0%				Annual				14.0%	14.0%
Comments and information											Current		

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
P4: (BVPI215a) The average time taken to repair a street lighting fault, where the response time is under the control of the local authority	New PI	1.06 days	2.13 days	1.9 days		Q1 07/08 1.78 days	No (Q1 06/07 0.39 days)	Monthly	1.50 days	2.08 days	1.77 days	1.8 days	1.7 days
Comments and information	Q1 2006/07 = 0.39 days Q2 2006/07 = 0.28 days Q3 2006/07 = 1.89 days Q4 2006/07 = 6.52 days											Current	✓
P5: (BVPI215b) - The average time taken to repair a street lighting fault, where the response time is under the control of a DNO	New PI	18.9 days	19.21 days	28 days		Data to be confirmed		Quarterly	Data to be confirmed			19 days	16 days
Comments and information	Q1 2006/07 = 3.05 days Q2 2006/07 = 8.98 days Q3 2006/07 = 16.33 days Q4 2006/07 = 8.2 days											Current	
BVPI 223: % of the local authority principal road network where structural maintenance should be considered	Replaces BV 96	6%	7.0%	7.0%				Annual				7.0%	7.0%
Comments and information												Current	
BVPI 224a: Percentage of the non-principal classified road network where maintenance should be considered	Replaces BV 97a	10%	9.0%	10.0%				Annual				10.0%	10.0%
Comments and information												Current	
BVPI 224b: Percentage of the non-principal unclassified road network where maintenance should be considered	Replaces BV 97b	11.88%	12.0%	13.0%				Annual				13.0%	13.0%
Comments and information												Current	
LTP 9a(i) - Park & Ride usage - total passengers	2,349,058	2,684,156	3.14 m					Annual					
Comments and information												Current	
COLI 33b % of streetlamps not working as planned (including vandalism)	0.77%	0.78%	0.96%	1.10%		Q1 07/08 0.91%	Stable (Q1 06/07 0.91%)	Quarterly	0.91%			1.05	1%
Comments and information	Q1 2006/07 = 0.91% Q2 2006/07 = 1.17% Q3 2006/07 = 1.53% Q4 2006/07 = 1.42%											Current	✓

Annex 4: Planning & Sustainable development

SP Holder Mike Slater

Customer based improvement

PI code and description	Previous Outturns					2007/08				Frequency	Q1			Future Targets	
	02/03	03/04	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
C1: BV111: Percentage of applicants satisfied with the Planning Service	Not collected	74%	Not collected	Not Collected	81%	83%				Annual/ Tri-annual				85%	88%
Comments and information	This indicator is officially reported to the Audit Commission every 3 years. However it is now reported internally on an annual basis.													Current	
C2: BV205: Percentage score against Quality of Service Checklist (development control)	New PI	New PI	78%	94%	94%	94%				Annual				94%	100%
Comments and information														Current	
BV204: The percentage of appeals allowed against the authority's decision to refuse planning applications	New PI	New PI	17%	28%	27%	25%				Annual				24%	23%
Comments and information														Current	
% of Telephone calls are answered within customer first standards	New PI	New PI	New PI	New PI	94.12% (53458/ 56797)	95%		Q1 07/08 95.41% (16453/ 17245)	Yes (Q1 06/07 91.32%)	Calls <20sec	16453			95%	95%
									Calls received	17245					
									Annual	95.41%					
Comments and information	Q1 2006/07 = 11967/13105 Q2 2006/07 = 12641/13406 Q3 2006/07 = 11776/12415 Q4 2006/07 = 17074/17871													Current	✓
Correspondance replied to within 10 days across Planning and Sustainable Development	New PI	New PI	New PI	81% (409/503)	84.88% (275/ 324)	95%		Q1 07/08 89.19% (33/37)	Yes (Q1 06/07 88.79%)	letters replied <10	10	16	7	95%	95%
									letters received	10	19	8			
									Monthly	100%	84%	88%			
Comments and information	Q1 2006/07 = 95/107 Q2 2006/07 = 75/92 Q3 2006/07 = 69/84 Q4 2006/07 = 36/41													Current	✘
Process based improvement															
PI code and description	Previous Outturns					2007/08				Frequency	Q1			Future Targets	
	02/03	03/04	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
P1: BVPI 109a: Percentage of major planning applications determined within 13 weeks.	18%	25.75% [Bottom]	38.46%	64.29%	84.31% (43/51)	65%		Q1 07/08 77.78% (14/18)	No (Q1 06/07 92%)	Requests	7	1	6	70%	75%
									Processed	8	2	8			
									Monthly	87.50%	50.00%	75.00%			
Comments and information	Q1 2006/07 = 12/13 Q2 2006/07 = 7/10 Q3 2006/07 = 9/12 Q4 2006/07 = 15/16													Current	✓

PI code and description	Previous Outturns					2007/08				Frequency	Q1			Future Targets		
	02/03	03/04	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10	
P2: BVPI 109b: Percentage of minor planning applications determined within 8 weeks.	39%	40.15% [Bottom]	61.12%	67.32%	73.00% (384/ 526)	75%		Q1 07/08 77.5% (124/ 160)	Yes (Q1 06/07 77%)	Requests	40	42	42	78%	80%	
									Processed	46	57	57				
									Monthly	86.96%	73.68%	73.68%				
Comments and information	Q1 2006/07 = 105/137 Q2 2006/07 =88/148 Q3 2006/07 = 101/129 Q4 2006/07 = 90/112												Current	✓		
P3: BVPI 109c: Percentage of other planning applications determined within 8 weeks.	53%	58.98% [Bottom]	81.65% [Top]	84.94%	88.12% (1535/ 1742)	90%		Q1 07/08 88.72% (401/ 452)	No (Q1 06/07 88.12%)	Requests	116	136	149	92%	95%	
									Processed	132	152	168				
									Monthly	87.88%	89.47%	88.69%				
Comments and information	Q1 2006/07 = 394/442 Q2 2006/07 =393/477 Q3 2006/07 = 362/409 Q4 2006/07 = 386/414												Current	✘		
P4: DC1: Percentage of planning decisions delegated to officers	75%	81%	85.23%	88.00%	90%	90%		Q1 07/08 87.46% (551/ 630)	No (Q1 06/07 90%)	Delegated	157	186	208	90%	90%	
									Apps	186	211	233				
									Total	84.41%	88.15%	89.27%				
Comments and information	Q1 2006/07 = 90.33% Q2 2006/07 = 89.67% Q3 2006/07 = 90.67% Q4 2006/07 = 88.42%												Current	✘		
COLI89a: Percentage of standard searches returned within 7 working days.	New PI	New PI	New PI	New PI	100% (3236/ 3237)	100%		Q1 07/08 100% (872/ 872)	Stable (Q1 06/07 100%)	Total complete	278	299	295	100%	100%	
									Total Searches	278	299	295				
									Monthly	100.00%	100.00%	100.00%				
Comments and information	Q1 2006/07 = 876/876 Q2 2006/07 = 861/861 Q3 2006/07 = 790/790 Q4 2006/07 = 709/710												Current	✓		
COLI89b Percentage of non-standard searches returned within 10 working days.	New PI	New PI	New PI	New PI	100% (534/ 534)	100%		Q1 07/08 100% (109/ 109)	Stable (Q1 06/07 100%)	Total complete	39	30	40	100%	100%	
									Total Searches	39	30	40				
									Monthly	100%	100%	100%				
Comments and information	Q1 2006/07 = 155/155 Q2 2006/07 = 133/133 Q3 2006/07 = 124/124 Q4 2006/07 = 122/122												Current	✓		
Finance based improvement																
PI code and description	Previous Outturns					2007/08				Frequency	Q1			Future Targets		
	02/03	03/04	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10	
Invoices paid within 30 days in PSD			New PI	New PI	New PI	95%		Q1 07/08 96.61%	Not comp arable	Paid	57			95%	95%	
									Received	59						
									Monthly	96.61%						
Comments and information	New PI												Current	✓		

PI code and description	Previous Outturns					2007/08				Frequency	Q1			Future Targets	
	02/03	03/04	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Staff based improvement															
PI code and description	Previous Outturns					2007/08				Frequency	Q1			Future Targets	
	02/03	03/04	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Percentage of staff in Planning and sustainable development appraised in the last 12 months	-	-	-	52.80%	27.27%	100%				Annual				100%	100%
Comments and information													Current		
S2: Number of staff days lost to sickness (and stress) across Planning (days/fulltime)	-	-	-	9.19 days	13.36 days	<10 days			Q1 07/08 0.99 days	Yes (Q1 07/08 3.31 days)	Quarterly	0.99 days	<10 days	<10 days	
Comments and information	Q1 2006/07 = 3.31 days Q2 2006/07 = 3.42 days Q3 2006/07 = 4.69 days Q4 2006/07 = 2.09 days												Current	✓	
Days lost for stress related illness as a % of sickness days taken	-	-	-	0.41	0.95%	Not target based				Stable (Q1 07/08 0%)	Quarterly	0% (0 days per FTE)	Not target based	Not target based	
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 3.72% Q3 2006/07 = 0% Q4 2006/07 = 0%												Current	N/A	
% of staff expressing satisfaction with their job (AD Level)				66%	N/A	70%		2007/08 71%	Yes (05/06 66%)	Annual (every 18 months)	71%	N/A	75%		
Comments and information													Current	✓	
Indicators not on the Service Plan															
PI code and description	Previous Outturns					2007/08				Frequency	Q1			Future Targets	
	02/03	03/04	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
BVPI 219b - % of conservation areas with an up to date character appraisal	New PI	New PI	New PI	2.94%	1.00%	2.00%				Annual				0.00%	0.00%
Comments and information													Current		

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Annex 5: Resource and Business Management

SP Holder: Sian Hansom | Finance, IT, HR, Customer Support services and Business and Policy Development

Customer based improvement

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
C1a: Correspondence replied to within 10 days across the directorate	New PI	95% (3393/3570)	93.25% (1548/1660)	95%		Q1 07/08 96.95% (286/295)	Yes (Q1 06/07 91.68%)	Replied	108	102	76	95%	95%
								Received	110	106	79		
								Total	98%	96%	96%		
Comments and information	Q1 2006/07 = 441/481 Q2 2006/07 = 429/455 Q3 2006/07 = 341/372 Q4 2006/07 = 337/352										Current	✓	
C1b: Correspondence replied to within 10 days in RBM	New PI	New PI	87.5% (7/8)	95%		Q1 07/08 100% (2/2)	Not comparable	Replied	2	0	0	95%	95%
								Received	2	0	0		
								Total	100%	N/A	N/A		
Comments and information	Q1 2006/07 = 0/0 Q2 2006/07 = 1/2 Q3 2006/07 = 3/3 Q4 2006/07 = 3/3										Current	✓	
C2: All customers to reception seen within 5 minutes	100%	100%	100%	100%		Q1 07/08 100%	Stable (Q1 06/07 100%)	Monthly	100%	100%	100%	100%	100%
Comments and information	Q1 2006/07 = 100% Q2 2006/07 = 100% Q3 2006/07 = 100% Q4 2006/07 = 100%										Current	✓	
C3a: Telephone calls are answered within Customer First standards across the directorate	94.75%	92.51%	93.98% (154747/164666)	95%		Q1 07/08 95.92% (44011/46035)	Yes (Q1 06/07 92.44%)	Answered	44011			95%	95%
								Received	46035				
								Quarterly	95.60%				
Comments and information	Q1 2006/07 = 32448/35101 Q2 2006/07 = 35901/38605 Q3 2006/07 = 36409/138667 Q4 2006/07 = 49989/52293 Corporate Q1 2007/08 = 93.57% (273798/292613)										Current	✓	
C3b: Telephone calls are answered within Customer First standards across RBM	94.75%	95.90%	94.5% (11007/11646)	95%		Q1 07/08 94.92% (3155/3324)	No (Q1 06/07 97.64%)	Answered	3155			95%	95%
								Received	3324				
								Quarterly	94.92%				
Comments and information	Q1 2006/07 = 1572/1610 Q2 2006/07 = 2907/3129 Q3 2006/07 = 2881/3039 Q4 2006/07 = 3647/3868										Current	✘	
C5: Percentage of stage 2 complaints solved within 10 working days	50.00% (1/2)	57.14% (3/5)	75% (6/8)	95%		N/A	Not comparable	Requests	0	0	0	95%	95%
								On time	0	0	0		
								%	N/A	N/A	N/A		
Comments and information	Q1 2006/07 = 1/1 Q2 2006/07 = 4/5 Q3 2006/07 = 1/1 Q4 2006/07 = 0/1										Current	N/A	
CM 11 - Percentage of stage 3 complaints responded to and the problem solved within 10 working days	100.00% (1/1)	50% (3/6)	16% (1/6)	95%		N/A	Not comparable	Requests	0	0	0		
								On time	0	0	0		
								%	N/A	N/A	N/A		
Comments and information	Q1 2006/07 = 0/1 Q2 2006/07 = 0/4 Q3 2006/07 = 0/0 Q4 2006/07 = 1/1										Current	N/A	

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Process based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
P1: Invoices paid within 30 days	93.00%	93.07% (6850/7360)	93.57% (4892/5228)	95%		Q1 07/08 97.39% (932/ 957)	Yes (Q1 06/07 92.28%)	Paid	202	360	370	95%	95%
								Received	205	367	385		
								Monthly	98.54%	98.09%	96.10%		
Comments and information	Q1 2006/07 = 1374/1489 Q2 2006/07 = 1230/1350 Q3 2006/07 = 1160/1217 Q4 2006/07 = 1128/1172										Current	✓	
Invoices paid within 30 days in RBM	New PI	New PI	New	95%		Q1 07/08 99.31% (144/ 145)	Not comp- arable	Paid	144			95%	95%
								Received	145				
								Monthly	99.31%				
Comments and information	New PI										Current	✓	
Finance based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
Comments and information	There are no financial indicators to report at this level.										Current		
Staff based improvement													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
S1: BVPI 12: Number of staff days lost to sickness (and stress) across directorate (days/FTE)	8.3 days	11.54 days	12.27 days	<10 days		Q1 07/08 2.71 days	Yes (Q1 06/07 2.98 days)	Quarterly	2.71 days			<10 days	<10 days
Comments and information	Q1 2006/07 = 2.98 days Q2 2006/07 = 2.67 days Q3 2006/07 = 3.21 days Q4 2006/07 = 4.21 days										Current	✘	
S2: Number of staff days lost to sickness (and stress) across RBM	3 days (0.75 per quarter)	4.02 days	3.97 days	5 days		Q1 07/08 0.27 days	Yes (Q1 06/07 2 days)	Quarterly	0.35 days			5 days	5 days
Comments and information	Q1 2006/07 = 2 days Q2 2006/07 = 0.2 days Q3 2006/07 = 1.15 days Q4 2006/07 = 0.72 days										Current	✓	
S3: CP 13a - Days lost for stress related illness as a percentage of sickness days taken across the directorate	9.70%	10.96%	5.77%	Less than 10%		Q1 07/08 11.78%	No (Q1 06/07 8.37%)	Quarterly	11.78% (0.35 days per FTE)			Less than 10%	Less than 10%
Comments and information	Q1 2006/07 = 8.37% Q2 2006/07 = 3.40% Q3 2006/07 = 9.38% Q4 2006/07 = 5.59%										Current	✘	
S4: CP 13b - Days lost for stress related illness as a percentage of sickness days taken across RBM	New PI	New PI	0.00%	Not target based		Q1 07/08 52.2%	No (Q1 06/07 0%)	Quarterly	52.2% (0.14 days per FTE)			Not target based	Not target based
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0% Q4 2006/07 = 0%										Current	N/A	
S9a: % staff in City Strategy appraised in the last 12 months	72%	72%	73.82%	100%				Annual				100%	100%
Comments and information											Current		

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
S9b: % staff in RBM appraised in the last 12 months	-	92%	77.50%	100%				Annual				100%	100%
Comments and information												Current	
S10a: Overall staff satisfaction rating for City Strategy in staff survey	-	73%	N/A	80%		Q1 07/08 61%	No (05/06 73%)	18 months		61%		N/A	80%
Comments and information												Current	✘
S10b: Overall staff satisfaction rating for RBM in staff survey	-	80%	N/A	80%		Q1 07/08 89%	Yes (05/06 80%)	18 months		89.00%		N/A	80%
Comments and information												Current	✓
Not on the Service Plan													
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	08/09	09/10
BVPI 11a - % of top 5% of earners who are women	21.40%	21.95%	20.00%	42.00%		Q1 07/08 20%	No (Q1 06/07 23.81%)	Quarterly		20.00%		44.00%	Not set
Comments and information	Q1 2006/07 = 23.81% Q2 2006/07 = 21.05% Q3 2006/07 = 20% Q4 2006/07 = 20%											Current	✘
BVPI 11b - % of top 5% of earners who are from an ethnic minority	0.00%	2.44%	0.00%	2.00%		Q1 07/08 0%	Stable (Q1 06/07 0%)	Quarterly		0.00%		3.00%	Not set
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0% Q4 2006/07 = 0%											Current	✘
BVPI 14 - % of employees retiring early (excluding ill-health) as a percentage of the total workforce	0.05%	0.66%	0.00%	0.60%		Q1 07/08 0%	Stable (Q1 06/07 0%)	Quarterly		0.00%		0.45%	Not set
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0% Q4 2006/07 = 0%											Current	✓
BVPI 15 - % of employees retiring due to ill-health as a percentage of the total workforce	0.42%	0.22%	0.52%	0.25%		Q1 07/08 0%	Stable (Q1 06/07 0%)	Quarterly		0.00%		0.20%	Not set
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0.3% Q4 2006/07 = 0.3%											Current	✓
C16: (CG 5) Visitors referred to the correct officer within a further 10 minutes	100.00% (1/1)	100.00%	100.00%	100.00%		Q1 07/08 100%	Stable (Q1 06/07 100%)	Monthly	100%	100.00%	100.00%	100.00%	100.00%
Comments and information	Q1 2006/07 = 100% Q2 2006/07 = 100% Q3 2006/07 = 100% Q4 2006/07 = 100%											Current	✓

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Meeting of Executive Members for City Strategy and Advisory Panel 10 September 2007

Report of the Director of City Strategy

2007/08 CITY STRATEGY CAPITAL PROGRAMME: MONITOR 1 REPORT

Summary

1. The purpose of this report is to set out progress to date on schemes in the City Strategy Capital Programme for 2007/08. It reports on budget spend to the end of July 2007, which is four months into the capital programme year. It also gives an update on any scheme works that have occurred since the end of July to give a more accurate picture of progress, and any adjustments that need to be made. The report asks the Executive Member for City Strategy to approve the amendments to the 2007/08 budget as set out below.

Background

2. The City Strategy Capital Programme budget for 2007/08 was agreed by the Executive Member in March 2007. The programme was finalised on 16 July 2007 when the Executive Member was presented with the consolidated Capital Programme for 2007/08, which included all work that had been carried over from 2006/07.
3. The current approved budget for the City Strategy Capital Programme for 2007/08 is **£9,652k**. This figure represents the budget available to spend and is therefore net of the overprogramming built into the Local Transport Plan (LTP) element of the programme. The overprogramming seeks to address the problem of schemes being delayed due to unforeseen circumstances arising.
4. The current approved City Strategy Capital Programme for 2007/08 has a value of **£10,285k**, which includes **£633k** of overprogramming.

City Strategy Capital Programme

5. The City Strategy Capital Programme is funded from the Local Transport Plan settlement, City of York Council capital resources, other government funding sources, and the private sector (including through section 106 agreements). The list of schemes set out below considers those with an element of LTP funding first, followed by those funded entirely from other sources. The funding

figures shown are those for 2007/08 only, and do not necessarily represent the full cost of the scheme.

6. The proposed funding alterations are shown in Annex 1, and the proposed full programme is shown in Annex 2.
7. The spend plus commitments for schemes within the City Strategy Capital Programme to the end of July was £1,962k. This figure represents 20% spend on the total budget allocation (i.e. the programme minus overprogramming). This is at a similar level to spend at this time in 2006/07 (£2,136k), and is mainly due to the high level of spend on larger schemes in the programme such as Moor Lane Roundabout and the A166/Murton Lane Junction scheme. It should be noted that costs incurred by CYC staff working on LTP schemes have not been included in these figures.
8. Each spending block is considered to give a more detailed picture of actual progress to date and to identify any slippage, savings and additional costs in the programme. Schemes are reported only where there are changes required to the programme or budget; other schemes are progressing as programmed and reported in the 2007/08 Budget Report. The full list of schemes is included in Annex 2.
9. Each main block within the LTP element of the programme has a budget figure allocated, which indicates the level of funding available, and a programme figure, which shows the value of all the schemes being progressed. The level of overprogramming varies between blocks depending on the level of deliverability risk. As in previous years the level of overprogramming will be amended through the year as the certainty of delivery becomes evident. Most schemes identified for implementation should be constructed in 2007/08 (dependent on design progress and availability of funds); schemes 'In Preparation' will be developed to detailed design stage in 2007/08, and implemented during the year if funding becomes available due to other schemes not progressing.

Schemes Within the Local Transport Plan

OUTER RING ROAD AND JAMES ST LINK ROAD

Budget: £3,803k

Programme (including overprogramming): £3,953k

Spend to 31 July 2007: £1,022.6k

10. Moor Lane Roundabout - £3,150k (£3,500k total budget over three years). Good progress is being made with the construction works, despite the heavy rainfall in July. The alignments of the roundabout and the new link roads are already evident, and the drainage works and diversions of the gas mains have commenced. The project is still on stream for substantial completion in early 2008.
11. Hopgrove Roundabout - £482.7k. Council officers have been assisting the Highways Agency in preparing an application to the Regional Transport Board of the Yorkshire and Humber Assembly to fund the scheme from the Regional

Funding Allocation. A decision on the availability of funding for the scheme from this source is expected in September.

12. Strensall Roundabout Left Turn Lane - £250k. Works are due to start in September to increase the capacity of the roundabout for left turning vehicles from the Strensall direction to decrease public transport delays and improve pedestrian and cycling facilities. The resurfacing scheme at the roundabout included in the maintenance block will be carried out at the same time to minimise disruption.

MULTI-MODAL SCHEMES

Budget: £50k (LTP £26k, s106 £24k)

Programme (including overprogramming): £50k

Spend to 31 July 2007: £0k

13. Fulford Road Multi-Modal Scheme (In Preparation) - £25k. A report is due to be presented to the October City Strategy EMAP to provide an update on progress on this scheme.

AIR QUALITY, CONGESTION & TRAFFIC MANAGEMENT

Budget: £128k (LTP £71k, s106 £57k)

Programme (including overprogramming): £128k

Spend to 31 July 2007: £15.6k

14. No changes are proposed to the Air Quality, Congestion & Traffic Management block at this stage in the year. The widening of the Tadcaster Road/Sim Balk Lane Junction was completed earlier in the year, and feasibility work on the Coach Study has commenced.

PARK & RIDE

Budget: £160k (£100k LTP, £60k s106)

Programme (including overprogramming): £169k

Spend to 31 July 2007: £7k

15. Park & Ride is a core element of the council's transport strategy and is recognised as one of the most successful in the country. Tenders have been received from operators interested in providing the service. Following evaluation, a report is due to be presented to the Executive on 23 October or 6 November providing options for taking forward the service. Upgrade works at the Park & Ride sites have commenced, including the resurfacing of the bus stop lay-by at Rawcliffe Bar and various minor improvements at the other sites. It is proposed to increase the allocation by £20k to enable a successful re-launch of the Park & Ride service. Details of the enhancements will be confirmed following discussions with the successful tenderer.

Public Transport Improvements

Budget: £519k (£364k LTP, £155k s106)

Programme (including overprogramming): £607k

Spend to 31 July 2007: £71k

16. Stonebow Bus Stops - £15k. It is proposed to reduce the allocation for this scheme to £12k as the planned improvements will cost less than originally estimated.
17. Leeds-Bradford Airport Coach - £20k. Following discussions with First, it has been decided that the improvements at York Station for this service are no longer required. It is proposed to remove the funding allocation for this scheme from the programme.
18. Orbital Bus Routes – Service 6 Extension - £20k. It is proposed to defer this scheme until later in the LTP2 programme, due to the lack of resources to progress the scheme at present.
19. Poppleton Station Car Park – New Scheme. Northern Rail are planning to create a new car park at Poppleton Station, as there is only limited parking available at the station at present. It is proposed to include an allocation of £10k in the programme to contribute towards the cost of the works.
20. All other schemes within the public transport programme are progressing as planned. The timetable replacement work has been completed on the Service 10 route and the city centre bus stops, and the remaining work on Service 11 will be progressed in the next few months. The brief for the A59/Beckfield Lane Junction has been issued and the feasibility work will consider the impact of the Manor School relocation and the outcome of the A59 Bus Priority Study.

WALKING

Budget: £291k

Programme (including overprogramming): £371k

Spend to 31 July 2007: £-12.7k

21. No changes are proposed to the Walking block at this stage in the year. Work on the Fordlands Road Pedestrian Crossing will start at the end of August and should be completed by mid-September. The Melrosegate/Fourth Avenue Pelican Crossing will be constructed in February 2008, due to the long lead-in time required to arrange the electrical connections for the scheme. Other schemes in this block are progressing as planned. The negative spend value is related to the allowance made for schemes completed at the end of 2006/07 but not invoiced until 2007/08.
22. Lendal Bridge Route - £130k. The start date and traffic management arrangements for this scheme are currently being developed. The work is expected to take four to five weeks to complete.

23. Footstreets Review and Potential Expansion (In preparation) - £10k. Following the 'Public Places and Footstreets' report to the July EMAP, the Footstreets review will be carried out over the next six months, with the findings reported back to EMAP.

CYCLING

Budget: £380k (£332k LTP, £30k s106, £18k grant funding)

Programme (including overprogramming): £486k

Spend to 31 July 2007: £1k

24. Heslington Lane Cycle Route - £73k. The groundworks for the new cycle track (from Broadway to the existing cycle path at the university) are mainly complete and the bridge has been installed. The scheme should be completed by the end of September. The budget also includes an allocation for feasibility work on Phase 2 of the scheme (from the end of Phase 1 to the existing pedestrian crossing near Holmefield Lane).
25. Links to Cycle Route through Hospital Grounds - £80k. Feasibility work on the links to the proposed route through the hospital grounds is ongoing. The work will include a link to the Foss Islands Cycle Track at the northern end of the route, and improvements to cycle provision on Bootham at the southern end of the route. The provision of the route is dependent on the hospital's agreement to the proposed route alignment, and progress on the construction of the section through the hospital grounds.
26. City Centre Cycle Parking – Secure Parking - £70k. A decision was made at the 12 June Executive to lease the former Lendal Bridge Sub-Station to Bike Rescue for use as a cycle park. Bike Rescue plan to apply for grant funding to convert the sub-station, but if they are unable to obtain funding for the full costs, up to £50k match funding will be provided from this budget. The remaining funding will be used for the provision of cycle parking racks in the city centre, including the trial of new types of cycle racks as proposed in the Secure Cycle Parking report to the July EMAP.
27. Archbishop Holgate's SRS – Hull Road Cycle Route - £112k (including £30k s106 funding). The first phase of this cycle route was constructed in 2005/06 (from Pinelands Way to Yarburgh Way) as part of the Archbishop Holgate's Safe Routes to School scheme. It was anticipated that the 2007/08 allocation would allow the provision of a cycle route from the toucan crossing at the Black Bull Public House to Tang Hall Lane.
28. However, as the cost estimate for this section of the route was much lower than expected, the full route on the northern side of Hull Road (from Tang Hall Lane to Carlton Avenue) will be constructed in 2007/08, including the conversion of the toucan crossing from a half toucan to a full toucan crossing. The works for this scheme started on site at the end of July and should be completed by the end of September.
29. Moor Lane Railway Bridge – Cycling Feasibility – New Scheme. Network Rail plan to replace the deck and parapets of the Moor Lane Railway Bridge in late 2008, and have agreed to improve facilities for cyclists on the bridge as part of

their work. It is proposed to allocate £5k of funding for feasibility work on improvements to facilities for cyclists on the approaches to the bridge, which can then be implemented during 2008/09.

30. Hob Moor Link - £18k (grant funding). The remaining three barriers were installed early in 2007/08. The cost of this work was greater than the original estimate due to some remedial work needed on the barriers, and it is proposed to increase the budget for this scheme to £20k to cover this additional cost.

DEVELOPMENT-LINKED SCHEMES

Budget: £176k (all s106 funding)

Programme (including overprogramming): £176k

Spend to 31 July 2007: £0k

31. There are no changes proposed to the allocation for development-linked schemes at this stage in the year. Feasibility work on the Barbican to St George's Field Route is progressing, and the improvements to the route should be implemented this year.

SAFETY SCHEMES

Budget: £402k (£357k LTP, £45k grant funding)

Programme (including overprogramming): £594k

Spend to 31 July 2007: £306.1k

32. A166/Murton Lane Junction - £276k. This scheme was completed in June. The widening of the A166/Murton Lane junction allowed a right turn lane to be created for vehicles turning into Murton Lane. This will improve traffic flow on the A166 and provide easier access for vehicles using Murton Lorry Park. Improvements were also made to the cycling provision at the junction, including a new traffic island, to assist cyclists using National Cycle Network Route 66.
33. Holtby/A166 Junction - £40k. Following the trial closure of Panman Lane at its junction with the A166 last year, and the monitoring of the impact of this closure, approval was given at the 17 July Officer In Consultation meeting for the permanent closure of the junction. Detailed design of the scheme is currently ongoing, and the works should be completed by the end of September.
34. Rufforth Speed Management Scheme - £40k. A meeting has been held with the new councillors for the Rural York West ward to discuss the history of the scheme and the current situation regarding the temporary chicanes in the village. The councillors will hold a public meeting about the scheme in early September, and a decision on the proposals will be made at EMAP 29 October.
35. Carryover Schemes – It is proposed to increase the allocation for the York Road Dunnington (£9k) and Wheldrake Lane/A19 Traffic Signals (£3k) schemes, as the completion costs of these two 2006/07 schemes are now greater than originally estimated.

SCHOOL SCHEMES

Budget: £224k

Programme (including overprogramming): £224k

Spend to 31 July 2007: £0.3k

36. St Lawrence's School Cycle Parking - £5k. It is proposed to increase the budget for this scheme to £13k, as the school are no longer able to provide additional funding for the scheme through the School Travel Plan grant.
37. Park Grove School Cycle Parking - £8.5k. It is proposed to increase the budget for this scheme to £9.5k, as the cost estimate for this scheme has increased due to the changed location of the proposed cycle parking.

COSTS FROM PREVIOUS YEARS SCHEMES

Budget: £100k

Programme (including overprogramming): £100k

Spend to 31 July 2007: £47.7k

38. This budget covers minor completion works and retention monies associated with LTP schemes undertaken in previous years. There are no changes proposed to the allocation at this stage in the year.

Structural Maintenance

Carriageway Maintenance

Budget: £1,751k (£1,113k LTP, £25k s106, £613k CYC funding)

Spend to 31 July 2007: £358.2k

39. Stamford Bridge Road - £313k. The resurfacing work on Stamford Bridge Road was completed in June, and included the section of road carried over from the 2006/07 programme. The cost of this scheme has increased due to additional claims from the contractor, and it is proposed to increase the budget to £406k to cover the increased costs.
40. Church Lane Wheldrake - £82k. It is proposed to slip this scheme into 2008/09 owing to cost increases across other maintenance schemes in the programme.
41. All other schemes within the carriageway maintenance block are progressing as planned.

Footway Maintenance

Budget: £863k (all CYC funding)

Spend to 31 July 2007: £144.7k

42. No changes are proposed to the schemes included in the Footway Maintenance block at this stage in the year. The footway maintenance schemes in the programme are progressing on schedule, with almost half of the programme completed by early August.

Highway Drainage Maintenance

Budget: £100k (all CYC funding)

Spend to 31 July 2007: £0k

43. No changes are proposed to the schemes included in the Highway Drainage Maintenance block at this stage in the year.

Lighting

Budget: £80k

Spend to 31 July 2007: £14.1k

44. No changes are proposed to the schemes included in the Lighting block at this stage in the year.

Bridges

Budget: £350k (£11k LTP, £339k CYC funding)

Spend to 31 July 2007: £0k

45. Clifton Bridge - £300k. The scheme is currently at the preliminary design stage, with construction expected to start in February 2008 and continue into 2008/09. This may require some funding to be slipped into 2008/09 later in the year.

City Walls Maintenance

Budget: £284k (all CYC funding)

Spend to 31 July 2007: £-12.9k

46. Robin Hood Tower and City Walls Repair - £258k. The work to restore the roof of the tower started in May and should be completed by the end of September.
47. City Walls Railings - £26k. The railings have been fabricated and will be installed on the section of the walls between Micklegate Bar and Toft Tower in the autumn. The negative spend value is related to the allowance made for work completed at the end of 2006/07 but not invoiced until 2007/08.

Elvington Flood Defences

Budget: £20k (CYC funding transferred from Neighbourhood Services)

Spend to 31 July 2007: £0k

48. It is proposed to include the Council's contribution to the Parish Council led scheme to construct a pumping station which will complement the Environment Agency's flood bank scheme. The contribution of £20k from Council resources to the £150k scheme was included within the Neighbourhood Services programme when the budget was set in February but it is now proposed to transfer this item into the City Strategy Capital Programme as the work is being designed and supervised by the Engineering Consultancy. The pumping station scheme commenced in September and will take approximately 7 weeks to complete.

Consultation

49. Consultation was undertaken on the LTP strategy, and detailed consultation is undertaken on each scheme where appropriate during the design period and before construction.

Options

50. Members have been presented with a number of amendments to the capital programme for approval, which are required to ensure that schemes are deliverable within funding constraints while enabling the objectives of the approved Local Transport Plan to be met.

Analysis

51. Most of the schemes within the capital programme are on schedule to achieve their programme of works and spend by the end of the financial year. The spend achieved to date is at a similar level to this time last year, due to the work on larger schemes within in the programme such as Moor Lane Roundabout. The proposed minor budget variances are summarised in Annex 1.

Corporate Priorities

52. The City Strategy Capital Programme supports the sustainable city element of the Corporate Strategy.

Increase the use of public and other environmentally friendly modes of transport

Implications

53. The Financial Implications of the report are identified in a separate section below.

- **Financial** – See below
- **Human Resources (HR)** – There are no HR 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 IT implications
- **Property** – There are no property implications
- **Other** – There are no other implications

Financial Implications

54. The LTP allocation for 2007/08 was confirmed by the Government Office for Yorkshire and the Humber on 18 December 2006. The City Strategy Capital programme budget was agreed by the Budget Council as part of the overall CYC Capital Programme on 21 February 2007. The programme was amended to include carryovers from the 2006/07 capital programme in the City Strategy

Consolidated Capital Programme agreed at the July EMAP, and is funded as follows:

	£000s
LTP Settlement	5,560
De-Trunked Road Capital Grant	750
Road Safety Grant	45
Developer Contributions	1,080
CYC Resources	1,699
CYC Prudential Borrowing	500
Government Grants	18
Total	9,652

55. If the proposed changes are accepted, the total value of the City Strategy Capital Programme for 2007/08 would be **£10,331k** including overprogramming. The overprogramming, which would increase from £633k to **£659k** (compared to £3,304k at this stage in 2006/07), has been set at a lower level than in previous years due to the certainty of delivery of the larger schemes in the capital programme. It is possible that, owing to good progress on the key schemes in the programme, some of the minor schemes may need to be slipped into 2008/09 to ensure that the budget is not overspent. Details will be provided in the 2nd Monitor Report to the December EMAP
56. The only change proposed to the budget is the addition of £20k of Council resources (transferred from Neighbourhood Services) to fund a contribution to the Elvington Flood Pumping Station. The proposed budget is increased to **£9,672k** and would be funded as follows:

	£000s
LTP Settlement	5,560
De-Trunked Road Capital Grant	750
Road Safety Grant	45
Developer Contributions	1,080
CYC Resources	1,719
CYC Prudential Borrowing	500
Government Grants	18
Total	9,672

Risk Management

57. The Capital Programme has been prepared to assist in the delivery of the objectives of the Local Transport Plan. The Department for Transport will assess the progress of the LTP against the targets set in the plan. If the schemes included within the programme do not have the anticipated effect on the targets it is possible that the council will receive a lower score, and consequentially there is a risk that future funding will be reduced.

Recommendations

58. That the Advisory Panel advise the Executive Member for City Strategy to approve the adjustments set out in Annexes 1 and 2.

Reason: To manage the Capital Programme efficiently.

Contact Details

Author:

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Capital Programme Manager

City Strategy

Tel No.01904 551641

Chief Officer Responsible for the report:

Bill Woolley

Director of City Strategy

Report Approved

Date

28 August 2007

Specialist Implications Officer(s) N/A

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

All

For further information please contact the author of the report

Background Papers

Proposed 2007/08 City Strategy Capital Programme – 26 March 2007

City Strategy Capital Programme 2006/07 – Outturn Report – 6 June 2007

City Strategy Capital Programme 2007/08 – Consolidated Report – 16 July 2007

Annexes

Annex 1: Summary of Key Changes Required

Annex 2: Current and Proposed Budgets for 2007/08 Capital Programme

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Recommended variations to LTP Programme (changes to overprogramming only)

Scheme	Change	Budget Change
		£1,000's
P&R Site Upgrades for re-launch of service	Additional allocation to enable delivery of further enhancements following discussion with successful tenderer.	20
Stonebow Bus Stops	Decreased scheme costs	-3
Leeds-Bradford Airport Coach	No works in 07/08	-20
Orbital Bus Routes - Service 6 Extension	Deferred until later in LTP2 programme	-20
Poppleton Station Car Park Works	New Scheme - contribution to Northern Rail	10
Moor Lane Railway Bridge - Cycling Feasibility	New Scheme - to link with Network Rail bridge improvement work in 08/09	5
Hob Moor Link	Increased completion costs	2
York Road Dunnington Traffic Signals	Increased completion costs	9
Wheldrake Lane/A19 Traffic Signals	Increased completion costs	3
St Lawrence's School Cycle Parking	Increased scheme costs	8
Park Grove School Cycle parking	Increased scheme costs	1
Stamford Bridge Road C/W	Increased scheme costs	93
Church Lane Wheldrake C/W	Scheme to be slipped into 2008/09	-82
TOTAL		26

CYC Funding

Scheme	Change	Budget Change
		£1,000's
Elvington Flood Pumping Station	Transfer from Neighbourhood Services Capital Programme	20
Total		20

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Scheme Ref	07/08 City Strategy Capital Programme	07/08 Consolidated Programme (Total)	07/08 Consolidated Programme (LTP)	07/08 M1 Programme (Total)	07/08 Q1 Programme (LTP)	Total Spend to 31/07/07	Implementation/ In Preparation/ Reserve/Location	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
Outer Ring Road & James St Link Road								
OR01/06	Moor Lane Roundabout	3,150.00	3,150.00	3,150.00	3,150.00	977.59	Implementation	On site
OR01/05	Hopgrove Roundabout	482.70	0.00	482.70	0.00	0.00	Implementation	Awaiting decision from Highways Agency re: funding issues
OR01/04	Strensall Roundabout Left Turn Lane	250.00	250.00	250.00	250.00	11.84	Implementation	Start Planned 10 Sept
JS01/04	James St Link Road	50.00	0.00	50.00	0.00	33.18	Implementation	
JS01/07	James St. Link Road Phase 2	20.00	0.00	20.00	0.00	0.00	In preparation	

Outer Ring Road & James St Link Road Programme Total	3,952.70	3,400.00	3,952.70	3,400.00	1,022.61
Overprogramming	150.00	150.00	150.00	150.00	
Budget	3,802.70	3,250.00	3,802.70	3,250.00	

Multi-Modal Schemes								
PT04/06	Fulford Road Multi-Modal Scheme	25.00	4.90	25.00	4.90	0.00	In preparation	EMAP report to be issued in October
PT07/06	Blossom St Multi-Modal Scheme	25.00	21.00	25.00	21.00	0.00	In preparation	

Multi-Modal Schemes Total	50.00	25.90	50.00	25.90	0.00
Overprogramming	0.00	0.00	0.00	0.00	
Budget	50.00	25.90	50.00	25.90	

Air Quality, Congestion & Traffic Management								
TM01/07	TCMS - All Schemes			0.00	0.00	13.07		
	TCMS - Commence migration of UTM equipment from GPRS to Wi-Fi	5.00	5.00	5.00	5.00	0.00	Implementation	
TM02/07	TCMS - Provide Car Park Counting at Monks Cross Park & Ride	5.00	5.00	5.00	5.00	0.00	Implementation	
TM03/07	TCMS - Public Access to TCMS and BLISS	20.00	20.00	20.00	20.00	0.00	Implementation	
TM04/07	TCMS - Enhance Dynamic web pages	10.00	10.00	10.00	10.00	0.00	Implementation	
TM05/07	Air Quality Action Plan	20.00	20.00	20.00	20.00	0.00	Implementation	
TM01/06	Lorry Signage	1.00	1.00	1.00	1.00	0.00	Implementation	
TM06/07	Tadcaster Road Widening at Sim Balk Lane Junction	10.00	10.00	10.00	10.00	0.00	Implementation	
TM07/07	Regional Scheme Development and Strategy Modelling	50.00	0.00	50.00	0.00	2.50	In preparation	
TM08/07	Coach Study	7.00	0.00	7.00	0.00	0.00	In preparation	
-	TCMS - Install 2 additional Outer Ring Road counter sites	0.00	0.00	0.00	0.00	0.00	Reserve Scheme	
-	TCMS - Start installation of Web quality CCTV on the Outer Ring Road	0.00	0.00	0.00	0.00	0.00	Reserve Scheme	
-	TCMS - Publish City Centre traffic CCTV images on the web	0.00	0.00	0.00	0.00	0.00	Reserve Scheme	

Air Quality, Congestion & Traffic Management Total	128.00	71.00	128.00	71.00	15.57
Overprogramming	0.00	0.00	0.00	0.00	
Budget	128.00	71.00	128.00	71.00	

Park & Ride								
PR01/07	Designer Outlet P&R Office	60.00	0.00	60.00	0.00	0.00	Implementation	
PR02/07	P&R City Centre Bus Stop Upgrades	45.00	45.00	45.00	45.00	0.00	Implementation	
PR03/07	P&R Site Upgrades for re-launch of service	59.00	59.00	79.00	79.00	6.97	Implementation	
PR02/05	Askham Bar P&R Extension	5.00	5.00	5.00	5.00	0.00	In preparation	
-	Shipton Road Rising Bollard	0.00	0.00	0.00	0.00	0.00	Reserve Scheme	

Park & Ride Total	169.00	109.00	189.00	129.00	6.97
Overprogramming	9.00	9.00	29.00	29.00	
Budget	160.00	100.00	160.00	100.00	

Public Transport Improvements								
BLISS - All Schemes								
PT01/07	BLISS - Extend BLISS to remainder of First services	60.00	60.00	60.00	60.00	0.00	Implementation	
PT02/07	BLISS - Extend BLISS to EYMS Services 746 and 747	20.00	20.00	20.00	20.00	0.00	Implementation	
PT03/07	BLISS - SMS Text Messaging System - Bus Stop Flags upgrade	40.00	40.00	40.00	40.00	0.00	Implementation	
PT01/04	Stonebow Bus Stops	15.00	15.00	12.00	12.00	0.00	Implementation	Lower cost estimate for scheme
PT04/07	Bus Timetable Installation	20.00	20.00	20.00	20.00	4.13	Implementation	
PT05/07	BLISS - Procure Smart Column for City Centre interchange point	20.00	20.00	20.00	20.00	0.00	Implementation	
PT06/07	BLISS - Transponders for Lbia Coach	14.00	14.00	14.00	14.00	0.00	Implementation	
PT07/07	Leeds-Bradford Airport Coach	20.00	20.00	0.00	0.00	-0.01	Implementation	No works planned for 2007/08
PT08/07	Kassel Kerbs to Route 1	40.00	40.00	40.00	40.00	0.00	Implementation	
PT09/07	Bus Stop and Shelter Programme (inc. Minor Bus Stop Improvements)	45.00	45.00	40.00	45.00	0.84	Implementation	
		0.00	0.00	5.00	0.00	0.00		
PT10/07	BLISS - Roll out LCD Smart Panels for bus stops	70.00	70.00	70.00	70.00	0.00	Implementation	
PT11/07	A59/Beckfield Lane Junction Improvements	150.00	0.00	150.00	0.00	0.00	Implementation	
PT05/06	Orbital Bus Routes - Service 6 Extension	20.00	20.00	0.00	0.00	0.00	In preparation	Scheme deferred until later in LTP2
PT03/06	A59 Bus Priority Study	10.00	5.00	10.00	5.00	0.00	In preparation	
PT12/07	Integrated Ticketing	5.00	5.00	5.00	5.00	0.00	In preparation	
PT13/07	Tram-Train Study	25.00	25.00	25.00	25.00	0.00	In preparation	
PT14/07	City Centre Interchange for Tram-Train Study	15.00	15.00	15.00	15.00	0.00	In preparation	
	Poppleton Station Car Park Works	0.00	0.00	10.00	10.00	0.00	In preparation	New Scheme - contribution to Northern Rail work

Carryover Schemes								
RL02/02	Station Frontage	18.00	18.00	18.00	18.00	0.06	06/07 Costs	

Public Transport Improvements Total	607.00	452.00	574.00	419.00	71.00
Overprogramming	88.00	88.00	55.00	55.00	
Budget	519.00	364.00	519.00	364.00	

Overprogramming decreased

Scheme Ref	07/08 City Strategy Capital Programme	07/08 Consolidated Programme (Total)	07/08 Consolidated Programme (LTP)	07/08 M1 Programme (Total)	07/08 Q1 Programme (LTP)	Total Spend to 31/07/07	Implementation/ In Preparation/ Reserve/Location	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		

Walking								
	Unallocated K750 Spend					-16.47		
PE01/07	Dropped Kerbs	30.00	30.00	30.00	30.00	0.00	Implementation	
PE02/04a	Lendal Bridge Route (Station-City Centre)	130.00	130.00	130.00	130.00	0.00	Implementation	
PE02/07	Melrosegate/Fourth Ave Pelican Crossing	20.00	20.00	20.00	20.00	0.00	Implementation	
PE09/06	Fordlands Road Pedestrian Crossing	20.00	20.00	20.00	20.00	0.32	Implementation	
PE03/07	Shipton Road Footpath Extension	25.00	25.00	25.00	25.00	0.00	Implementation	
PE04/07	Minor Pedestrian Schemes Budget	30.00	30.00	30.00	30.00	3.46	Implementation	
PE04/06	Green Lane Rawcliffe Footway	16.00	16.00	16.00	16.00	0.00	Implementation	
PE05/05	Melrosegate/Tang Hall Lane Pedestrian Refuges	17.00	17.00	17.00	17.00	0.00	Implementation	
PE05/07	Pedestrian Audits Work	50.00	50.00	50.00	50.00	0.00	Implementation	
	Haxby Road					0.00		
	Huntington Road					0.00		
	Shipton Road					0.00		
PE02/02c	Coppergate Pelican improvements	10.00	10.00	10.00	10.00	0.00	Implementation	
PE06/06	Footstreets Review & Potential Expansion	10.00	10.00	10.00	10.00	0.00	In preparation	
PE05/06	Haxby Village Pedestrian Audit	5.00	5.00	5.00	5.00	0.00	In preparation	
PE06/07	ORR Crossing Issues	5.00	5.00	5.00	5.00	0.00	In preparation	
PE07/07	Temple Lane Copmanthorpe Footpath	3.00	3.00	3.00	3.00	0.00	In preparation	
-	Walmgate Bar Improvements	0.00	0.00	0.00	0.00	0.00	Reserve Scheme	
Walking Total		371.00	371.00	371.00	371.00	-12.69		
Overprogramming		80.00	80.00	80.00	80.00			
Budget		291.00	291.00	291.00	291.00			

Cycling								
CY09/03a	Heslington Lane Cycle Route	73.00	73.00	73.00	73.00	15.47	Implementation	On site
CY01/07	Links to Cycle Route through hospital grounds	80.00	80.00	80.00	80.00	0.00	Implementation	
CY02/07	City Centre Cycle Parking - Secure Parking	70.00	70.00	70.00	70.00	0.00	Implementation	
CY03/07	Cycle Route Signing	25.00	25.00	25.00	25.00	0.00	Implementation	
CY04/07	Archbishop Holgate's SRS	112.00	82.00	112.00	82.00	0.00	Implementation	On site
CY06/02c	Haxby to York - Nestle Northern Access	20.00	20.00	20.00	20.00	0.00	Implementation	
CY05/07	Cycle Minor Schemes	25.00	25.00	25.00	25.00	0.05	Implementation	
	Barracks Wall							
	Hob Moor Subway Works							
	Cycle Barrier Works							
CY10/04	Clifton Bridge (Water End to Clifton Green)	20.00	20.00	20.00	20.00	0.00	In preparation	
CY07/04	St Oswald's Rd to Landing Lane	5.00	5.00	5.00	5.00	0.00	In preparation	
CY04/05	Green Lane Acomb	10.00	10.00	10.00	10.00	0.00	In preparation	
CY06/07	Outer Ring Road - Haxby to Clifton Moor	10.00	10.00	10.00	10.00	0.00	In preparation	
CY04/04	A166 Crossing (NCN Route 66)	5.00	5.00	5.00	5.00	0.00	In preparation	
	Moor Lane Railway Bridge - Cycling Feasibility	0.00	0.00	5.00	5.00	0.00	In preparation	New Scheme - feasibility work to link to Network Rail bridge improvements
Carryover Schemes								
CY01/06	Anti-skid Surfacing	13.00	13.00	13.00	13.00	0.00	Implementation	
CY08/03	Hob Moor Link	18.40	0.00	20.40	2.00	-14.70	Implementation	Increased cost of barrier completion works
Cycling Total		486.40	438.00	493.40	445.00	0.82		
Overprogramming		106.00	106.00	113.00	113.00			Overprogramming increased
Budget		380.40	332.00	380.40	332.00			

Development Linked Schemes								
PE06/04	Barbican to St Georges Field route (210)	123.00	0.00	123.00	0.00	0.00	Implementation	
DL01/07	Realignment of mini-roundabout at Earswick Village/Strensall Rd junction (216)	2.00	0.00	2.00	0.00	0.00	Implementation	
DL02/07	Bus stop improvements on Audax Road Clifton (198)	4.00	0.00	4.00	0.00	0.00	Implementation	
DL03/07	Cycle track to the south of Woodlands Chase, Water Lane, Clifton (138)	7.50	0.00	7.50	0.00	0.00	Implementation	
DL04/07	Kerbing and street lighting, Water Lane (138)	4.00	0.00	4.00	0.00	0.00	Implementation	
DL05/07	Study to develop the local pedestrian and cycle network in the Monks Cross area (111)	8.00	0.00	8.00	0.00	0.00	Implementation	
DL06/07	Study of traffic measures for North Lane Huntington (111)	7.00	0.00	7.00	0.00	0.00	Implementation	
DL07/07	Bus stop improvements (Blossom Street) (99)	10.00	0.00	10.00	0.00	0.00	Implementation	
DL08/07	Link between Hungate and Morrisons development (FBMP)	5.00	0.00	5.00	0.00	0.00	In preparation	
DL09/07	Monks Cross - New Development Links (MXMP)	5.00	0.00	5.00	0.00	0.00	In preparation	
Development Linked Schemes Total		175.50	0.00	175.50	0.00	0.00		
Overprogramming		0.00	0.00	0.00	0.00			
Budget		175.50	0.00	175.50	0.00			

Safety Schemes								
LS20/04	A166/Murton Lane Junction	276.00	231.00	276.00	231.00	266.67	Implementation	Complete
VS10/04	Holby/A166 junction	40.00	40.00	40.00	40.00	1.79	Implementation	On site September
VS19/04	Rufforth Speed Management Scheme	40.00	40.00	40.00	40.00	0.00	Implementation	Report due to October EMAP
SM03/06	Vehicle Activated Signs	16.00	16.00	16.00	16.00	2.76	Implementation	
	Bootham Level Crossing VAS	0.00	0.00	0.00	0.00	0.00	Implementation	
LS06/05	Acomb Triangle LSS	25.00	25.00	25.00	25.00	0.00	Implementation	
DR03/06	Copmanthorpe LSS (Various Minor Measures)	23.00	23.00	23.00	23.00	0.00	Implementation	
SM01/05	A1079 Grimston Bar to Kexby - Speed Management	10.00	10.00	10.00	10.00	0.00	Implementation	
DR04/06	Hodgson Lane/A59 Junction (Poppleton)	5.00	5.00	5.00	5.00	0.00	Implementation	
DR05/06	Alness Drive, Acomb Wood Drive, Bellhouse Way	5.00	5.00	5.00	5.00	0.00	Implementation	

Scheme Ref	07/08 City Strategy Capital Programme	07/08 Consolidated Programme (Total)	07/08 Consolidated Programme (LTP)	07/08 M1 Programme (Total)	07/08 Q1 Programme (LTP)	Total Spend to 31/07/07	Implementation/ In Preparation/ Reserve/Location	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		

Local Safety Schemes								
LS01/07	Bootham/Bootham Terrace/Grosvenor Terrace Junction	2.00	2.00	2.00	2.00	0.00	Implementation	
LS02/07	Monkgate/Penley's Grove St Junction	2.50	2.50	2.50	2.50	0.00	Implementation	
LS03/07	A59/Northfield Lane	1.50	1.50	1.50	1.50	0.00	Implementation	
LS04/07	Link Road/Haxby Road	3.00	3.00	3.00	3.00	0.00	Implementation	
LS05/07	University Road/Green Dykes Lane/Thief Lane	3.00	3.00	3.00	3.00	0.00	Implementation	
LS06/07	Moor Lane/Tadcaster Road Roundabout	7.50	7.50	7.50	7.50	0.00	Implementation	
LS07/07	Peckitt St/Tower St/Clifford St	10.00	10.00	10.00	10.00	0.00	Implementation	
LS08/07	Boroughbridge Rd/Poppleton Rd/Water End	3.00	3.00	3.00	3.00	0.00	Implementation	
LS09/07	Clifton Moorgate/Water Lane	25.00	25.00	25.00	25.00	0.00	Implementation	
PE01/06	Access to Footstreets	5.00	5.00	5.00	5.00	0.00	In preparation	
DR06/05	Monkgate Roundabout	5.00	5.00	5.00	5.00	0.00	In preparation	
DR01/07	Reactive Safety/Danger Reduction/Speed Management Schemes	40.00	40.00	40.00	40.00	0.00	In preparation	
VS01/07	Review of Village Traffic Study Schemes	10.00	10.00	10.00	10.00	0.00	In preparation	
Carryover Schemes								
LS02/05	Wigginton Rd/Fountayne St mini roundabout	7.00	7.00	7.00	7.00	0.00	Implementation	
VS21/04	York Road, Dunnington Traffic Signals	16.00	16.00	25.00	25.00	22.52	06/07 Costs	Increased cost of completion works
LS21/04	Wheldrake Lane/A19 Traffic Signals	13.00	13.00	16.00	16.00	12.39	06/07 Costs	Increased cost of completion works

Safety Schemes Total	593.50	548.50	605.50	560.50	306.12	
Overprogramming	191.50	191.50	203.50	203.50		
Budget	402.00	357.00	402.00	357.00		

Overprogramming increased

Safe Routes to School								
SR17/05	Bishopthorpe Infants & Juniors SRS	5.00	5.00	5.00	5.00	0.00	Implementation	
SR01/07	Carr Infants & Juniors SRS	7.00	7.00	7.00	7.00	0.00	Implementation	
SR02/07	Clifton Green SRS	14.00	14.00	14.00	14.00	0.00	Implementation	
SR25/04	Hob Moor SRS	56.00	56.00	56.00	56.00	0.00	Implementation	
SR03/07	Joseph Rowntree SRS	14.00	14.00	14.00	14.00	0.00	Implementation	
SR04/07	Lowfield/Oaklands SRS	14.00	14.00	14.00	14.00	0.00	Implementation	
SR05/07	Park Grove SRS	7.00	7.00	7.00	7.00	0.03	Implementation	
SR06/07	Scarcroft SRS	7.00	7.00	7.00	7.00	0.00	Implementation	
SR07/07	Yearsley Grove SRS	7.00	7.00	7.00	7.00	0.00	Implementation	
SR08/07	Safety Audit Costs	14.00	14.00	14.00	14.00	0.00	Implementation	
SR09/07	Headlands Primary Cycle Parking	11.50	11.50	11.50	11.50	0.00	Implementation	
SR10/07	Heworth Primary Cycle Parking	1.00	1.00	1.00	1.00	0.00	Implementation	
SR11/07	St Lawrence's Primary Cycle Parking	5.00	5.00	13.00	13.00	0.00	Implementation	School unable to part-fund scheme
SR12/07	Park Grove Primary Cycle Parking	8.50	8.50	9.50	9.50	0.00	Implementation	Increased cost estimate for scheme
SR13/07	Ralph Butterfield Primary Cycle Parking	0.00	0.00	0.00	0.00	0.00	Implementation	
SR14/07	Haxby Road Primary Cycle Parking	0.00	0.00	0.00	0.00	0.00	Implementation	
SR15/07	Canon Lee Secondary Cycle Parking	20.00	20.00	20.00	20.00	0.00	Implementation	
SR20/05	Dringhouses SRS	10.00	10.00	10.00	10.00	0.00	Implementation	
SR26/04b	St Oswald's SSZ	10.00	10.00	10.00	10.00	0.00	Implementation	
SR19/05	Clifton Without SRS	5.00	5.00	5.00	5.00	0.00	In preparation	
SR16/07	St George's SRS	3.00	3.00	3.00	3.00	0.00	In preparation	
SR17/07	Fishegate SRS	5.00	5.00	5.00	5.00	0.00	In preparation	

Safe Routes to School Total	224.00	224.00	233.00	233.00	0.03	
Overprogramming	0.00	0.00	9.00	9.00		
Budget	224.00	224.00	224.00	224.00		

Overprogramming increased

Costs of Previous Years Schemes								
n/a	Costs of Previous Years Schemes	100.00	100.00	100.00	100.00	47.72	n/a	

Costs of Previous Years Schemes Total	100.00	100.00	100.00	100.00	47.72	
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Total Integrated Transport Programme	6,857.10	5,739.40	6,872.10	5,754.40	1,458.17	
Total Integrated Transport Overprogramming	624.50	624.50	639.50	639.50		
Total Integrated Transport Budget	6,232.60	5,114.90	6,232.60	5,114.90		

Overprogramming decreased

Structural Maintenance								
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De-Trunked Network								
DT01/07	A1079 Hull Road (Grimston Bar to York Road)	133.00	133.00	133.00	133.00	0.00	Dunnington	
DT02/07	A1237 Northern Bypass (Monks Cross Roundabout)	41.00	41.00	41.00	41.00	0.00	Hunt & New Earswick	
DT03/07	A1237 Northern Bypass (Strensall Roundabout)	30.00	30.00	30.00	30.00	0.00	Hunt & New Earswick	

De-Trunked Network Total	204.00	204.00	204.00	204.00	0.00	
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Principal Roads								
	Unallocated Q755 Spend					0.69		
PL01/07	Malton Road (part)	180.00	180.00	180.00	180.00	0.89	Heworth	
PL02/07	Stamford Bridge Road (part)	313.00	225.10	406.00	318.10	330.40	Dunnington	Scheme complete. Cost increase due to additional materials used and claims by contractor
PL03/07	Harrogate Road (part)	54.00	54.00	54.00	54.00	0.00	Hessay	
YY02/06	Bishopthorpe Road (part)	45.00	45.00	45.00	45.00	0.00	Micklegate	
RR02/06	Boroughbridge Road/Carr Lane	30.00	5.00	30.00	5.00	0.00	Acomb	

Principal Roads Total	622.00	509.10	715.00	602.10	331.97	
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Budget increased

Scheme Ref	07/08 City Strategy Capital Programme	07/08 Consolidated Programme (Total)	07/08 Consolidated Programme (LTP)	07/08 M1 Programme (Total)	07/08 Q1 Programme (LTP)	Total Spend to 31/07/07	Implementation/ In Preparation/ Reserve/Location	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
Local Roads								
	Unallocated Q730 Spend					0.00		
LR01/07	York Road Acomb (part)	51.00	51.00	51.00	51.00	0.00	Acomb	
LR02/07	Moor Lane Woodthorpe (part)	96.00	96.00	96.00	96.00	0.00	Dringhouses & Woodthorpe	Scheme complete
RR01/06	Carr Lane (part)	20.00	20.00	20.00	20.00	0.00	Acomb	
LR03/07	Church Lane Wheldrake	82.00	82.00	0.00	0.00	0.00	Wheldrake	Proposed to slip scheme into 2008/09
Local Roads Total		249.00	249.00	167.00	167.00	0.00		Budget decreased
Minor Urban Surfacing								
	Unallocated K780 Spend					0.00		
YY01/07	Alcun Ave (part)	25.00	25.00	25.00	25.00	0.00	Hull Road	
YY02/07	Walmgate (part)	53.00	33.90	53.00	33.90	0.00	Guildhall	
RR09/06	Manor Lane (part)	78.00	0.00	78.00	0.00	0.00	Skelton, Rawcliffe & Clifton W/O	
Minor Urban Surfacing Total		156.00	58.90	156.00	58.90	0.00		
Street Lighting								
LI01/07	Street Lighting	80.00	80.00	80.00	80.00	14.14	City-wide	
Street Lighting Total		80.00	80.00	80.00	80.00	14.14		
Bridges Structural Maintenance								
BR01/07	Clifton Bridge	300.00	11.00	300.00	11.00	0.00	Clifton: Holgate	
BR02/07	St Helen's Road Bridge	50.00	0.00	50.00	0.00	0.00	Dringhouses & Woodthorpe	
Bridges Structural Maintenance Total		350.00	11.00	350.00	11.00	0.00		
CYC Carriageway								
	Unallocated M763 Spend					-14.94		
RR01/07	Haxby Road (part)	94.00	0.00	94.00	0.00	0.00	New Earswick	
RR02/07	Millfield Lane	115.00	0.00	115.00	0.00	0.00	Upper Poppleton	
RR03/07	Halifax Way	6.00	0.00	6.00	0.00	0.00	Elvington	
RR04/07	Hamilton Drive East/Hamilton Drive	82.00	0.00	82.00	0.00	0.00	Holgate	
RR05/07	Moorcroft Road	66.00	0.00	66.00	0.00	0.00	Dringhouses & Woodthorpe	Scheme complete
Carryover Schemes								
RR14/06	A1237, A59 towards A19	92.00	92.00	92.00	92.00	0.00	Skelton, Rawcliffe & Clifton W/O, Rural West York	
RR10/06	Oakdale Road Laybys	12.00	0.00	12.00	0.00	0.00	Skelton, Rawcliffe & Clifton W/O	
	Additional Items - Elm Park View C/W	40.00	0.00	40.00	0.00	16.14	Heworth Without	
	Additional Items - Lining	13.00	0.00	13.00	0.00	24.98	City-wide	
CYC Carriageway Total		520.00	92.00	520.00	92.00	26.18		
CYC Footway								
FR01/07	Heslington Lane (part)	23.00	0.00	23.00	0.00	0.00	Fulford	
FR02/07	Ganton Place	24.00	0.00	24.00	0.00	19.30	Dringhouses & Woodthorpe	Scheme complete
FR03/07	St Peter's Grove	34.00	0.00	34.00	0.00	0.00	Clifton	
FR04/07	Cranbrook Road (part)	98.00	0.00	98.00	0.00	0.00	Acomb	
FR05/07	Ostman Road (N/S)	115.00	0.00	115.00	0.00	0.00	Acomb	Scheme complete
FR06/07	Dodsworth Ave	97.00	0.00	97.00	0.00	0.00	Heworth	
FR07/07	Burdyke Ave	93.00	0.00	93.00	0.00	0.00	Clifton	
FR08/07	Elmfield Ave	71.00	0.00	71.00	0.00	0.00	Heworth	Scheme complete
FR09/07	Millfield Lane	70.00	0.00	70.00	0.00	0.00	Upper Poppleton	Scheme complete
FR10/07	Almsford Road (part)	105.00	0.00	105.00	0.00	97.39	Acomb	Scheme complete
FR11/07	Chelwood Walk	17.00	0.00	17.00	0.00	18.61	Holgate	Scheme complete
FR12/07	Beech Ave	24.00	0.00	24.00	0.00	0.00	Holgate	
FR13/07	Horseman Close	18.00	0.00	18.00	0.00	0.00	Copmanthorpe	
FR14/07	Sixth Ave (part)	11.00	0.00	11.00	0.00	9.36	Heworth	Scheme complete
FR15/07	Central Area - Resurfacing	26.00	0.00	26.00	0.00	0.00	Guildhall	
FR16/07	Ouseacres	25.00	0.00	25.00	0.00	0.00	Holgate	
Carryover Schemes								
FR23/06	Leake Street	12.00	0.00	12.00	0.00	0.00	Guildhall	
CYC Footway Total		863.00	0.00	863.00	0.00	144.66		
CYC Footway - Efficiency Savings Schemes								
FR17/07	Thorn Nook	0.00	0.00	0.00	0.00	0.00	Heworth	Scheme complete
FR18/07	Shipton Road Service Road	0.00	0.00	0.00	0.00	0.00	Skelton, Rawcliffe & Clifton W/O	
FR19/07	Farmlands Road	0.00	0.00	0.00	0.00	0.00	Dringhouses & Woodthorpe	Scheme complete
FR20/07	Maple Grove (part)	0.00	0.00	0.00	0.00	0.00	Bishopthorpe	Scheme complete
FR21/07	Chaucer Street	0.00	0.00	0.00	0.00	0.00	Hull Road	
CYC Footway - Efficiency Savings Schemes Total		0.00	0.00	0.00	0.00	0.00		

Scheme Ref	07/08 City Strategy Capital Programme	07/08 Consolidated Programme (Total)	07/08 Consolidated Programme (LTP)	07/08 M1 Programme (Total)	07/08 Q1 Programme (LTP)	Total Spend to 31/07/07	Implementation/ In Preparation/ Reserve/Location	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
Drainage Works								
DR01/07	Flaxton Road	30.00	0.00	30.00	0.00	0.00	Strensall	
DR02/07	Selby Road	20.00	0.00	20.00	0.00	0.00	Fulford	
DR03/07	Main St Askham Bryan	15.00	0.00	15.00	0.00	0.00	Askham Bryan	
DR04/07	Mill Lane Askham Richard	10.00	0.00	10.00	0.00	0.00	Askham Richard	
DR05/07	Various Locations	25.00	0.00	25.00	0.00	0.00	City-wide	
Drainage Works Total		100.00	0.00	100.00	0.00	0.00		
City Walls								
CW01/07	City Walls Repair	111.00	0.00	111.00	0.00	0.00	Implementation	
CW02/07	Robin Hood Tower Roof	147.00	0.00	147.00	0.00	0.00	Implementation	
CW03/07	City Walls Railings	26.00	0.00	26.00	0.00	-12.88	Implementation	
City Walls Total		284.00	0.00	284.00	0.00	-12.88		
Elvington Flood Defences								
	Elvington Flood Defences Contribution			20.00	0.00	0.00	Implementation	Contribution transferred from Neighbourhood Services Programme
Elvington Flood Defences				20.00	0.00	0.00		
Total Structural Maintenance Programme		3,428.00	1,204.00	3,459.00	1,215.00	504.07		
Overprogramming		9.00	9.00	20.00	20.00			Overprogramming increased
Total Structural Maintenance Budget		3,419.00	1,195.00	3,439.00	1,195.00			
Total City Strategy Programme		10,285.10	6,943.40	10,331.10	6,969.40	1,962.24		
Total Overprogramming		633.50	633.50	659.50	659.50			Overprogramming increased
Total City Strategy Budget		9,651.60	6,309.90	9,671.60	6,309.90			

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Executive Members for City Strategy and Advisory Panel

10 September 2007

Report of the Director of Neighbourhood Services

HACKNEY CARRIAGE VEHICLE LICENCES (TAXI LICENCES)

Summary

1. This report seeks a recommendation from the Executive Member for City Strategy to the Licensing and Regulatory Committee (being the decision making authority) concerning the review of the council's policy to limit the number of taxi vehicle licences. The report advises Members of the Government's Action Plan for Taxis and Private Hire Vehicles, the work completed since the previous reports in September and November 2005 and the consultation that has been carried out.

Background

2. Members are advised to read this report in conjunction with the report approved by the Licensing and Regulatory Committee on 4th November 2005 which can be found under this agenda item on the council's website www.york.gov.uk under Council Meetings.

Local Position

3. York is one of some 30% of taxi licensing authorities who still continue to operate a quantity restriction on hackney carriages.
4. The council currently limits the licences it issues to 158 motorised taxis which operate from 8 full time ranks and 9 part-time ranks. There are also 4 horse drawn hackney carriages that operate along a tourist route in the city centre.
5. The last release of licences occurred between 1993 and 1995 when 20 dedicated wheelchair accessible vehicle licences were issued following a survey of unmet demand. At that time it was envisaged that there would be a continual release of 5 licences every 6 months. This was halted in 1996 when a further 18 vehicle licences were transferred from Ryedale District Council as a result of local authority boundary review.
6. At the time of preparing this report the local taxi trade is represented as follows:

Hackney carriage

- 158 vehicles & 4 horse drawn carriages

- 57 licence holders do not drive themselves and 18 hold multiple licences
- Approximately 70 hackney carriage vehicles are not driven by their owners, the licences being rented out
- 273 drivers (some vehicles being double driven and some triple driven)
- There is a waiting list for hackney carriage vehicle licences which contains 158 names at the time of writing this report

Private hire

- 600 private hire vehicles
- 638 private hire drivers
- 64 private hire operators
- There is no waiting list for private hire vehicle licences as there is no restriction on numbers. The market is controlled by demand.

Need for review

7. The Office of Fair Trading (OFT) issued a report in November 2003 regarding the regulation of licensed taxi and private hire services in the UK.
8. The main recommendation contained in that report was that local authorities relinquish their powers to limit the number of taxis licensed in their area.
9. The government responded on 18 March 2004 by way of a written statement in the House of Commons. The written statement included an Action Plan for Taxis and Private Hire Vehicles which is attached as Annex 1.
10. Members attention is drawn particularly to paragraphs 4 and 5 of the Action Plan in relation to the quantity control of taxis which state:-

“The Government agrees that consumers should enjoy the benefits of competition in the taxi market and considers that it is detrimental to those seeking entry into the market if it is restricted Restrictions should only be maintained if there is strong justification that the removal of the restrictions would lead to significant consumer detriment as a result of local conditions..... The Government believes that local authorities should be given the opportunity to assess their own need in the light of the OFT findings rather than moving to a legislative solution”.

11. The Department of Transport (DOT) has requested in June 2004 that local authorities review their local policies in relation to restricting the number of taxi vehicle licences they issue, to publish the outcome of the review and copy that review to the government before the 30th April 2005. Justification of the local policy for quantity restrictions should also be included in the Local Transport Plan. Policies should be reviewed every 3 years.

12. Following the sending of a holding letter to the DOT, the Executive Member for Planning and Transport Advisory Panel considered a report on this subject in September 2005 and recommended to the Licensing and Regulatory Committee the following:

That the current limit of taxi licences be maintained for a further 12 months to:

- a) allow the completion of the reassessment of taxi ranking space
- b) to allow for a full assessment of the effects of the Licensing Act 2003 on the late night taxi trade to be undertaken
- c) to allow for an appraisal of existing vehicle standards with particular reference to meeting the needs of disabled customers
- d) to allow for officers to investigate mechanisms for encouraging more environmentally friendly methods of transportation for both taxis and private hire

The Licensing and Regulatory Committee on 4th November 2005 accepted this recommendation.

Progress following Committee decision in November 2005

Reassessment of Taxi Rank Provision

13. Work on the improvement of our taxi rank provision is still ongoing.

Since the previous report, the rank serving the Rougier Street area has been moved from Tanner Row to the south west side of Rougier Street sharing the bus layby. This rank is well supported and managed by the use of rank marshals.

Rank marshals are proving a success at the Clifford Street and Toft Green ranks.

The rank on Duncombe Place has been reduced from a 24 hour operation to 0730 to 2200 hours in order to reduce nuisance to residents.

The rank at the racecourse has been extended to improve operation.

The rank on the Art Gallery side of Exhibition Square has been re-signed and publicised to provide an alternative to the reduced facility in Duncombe Place.

Effect of the Introduction of the Licensing Act 2003

14. The trade report that the peaks of taxi queues at 11pm and 2am when the pubs and clubs closed have evened out since the introduction of the Licensing Act in November 2005 when standardised licensing hours were abolished.
15. Surveys of rank usage undertaken in September and October 2006 confirm this observation although it was not possible to make direct comparisons with surveys undertaken in previous years.

16. Taxi and private hire drivers report that they are having to work longer hours to match with the later operation of licensed premises. The later into the night, the fewer taxis continue to work.

Meeting the needs of disabled customers

17. Of the 158 licensed taxis only 20 are wheelchair accessible. This represents 13% of the fleet. The current policy states that any new taxi licences that are issued must be to accessible vehicles.

18. The Disability Discrimination Act 1995 sections 32 – 38 relate to hackney carriages (taxis). At some stage between 2010 and 2020 the Government intend that regulations will come into operation which will require that local authorities only issue new licences to accessible vehicles. There will be, initially at least, an exemption for the renewal of a licence for a vehicle previously licensed. It is thought unlikely that that exception will be long lived.

19. The Local Transport Plan 2006 – 2011 sets a target to increase the number of accessible taxis to 17%, i.e. an additional 9 accessible vehicles.

20. In August 2004 the Talk About Panel was used to obtain user views about travelling by taxi in York. The following headline statistics relevant to taxi numbers were obtained. It should be noted this does not differentiate between hackney carriage and private hire vehicles.

- 82% of respondents use taxis to travel around York
- 18% of respondents using taxis at least once a fortnight
- 66% of respondents have not experienced any difficulties in obtaining a taxi
- 31% of respondents have experienced occasional difficulties
- 3% of respondents have difficulties most times they use them
- 11% of respondents with a disability are particularly likely to experience a difficulty

21. As part of the consultation to inform the November 2005 report, the York Access Group stated that whilst they were not aware of a shortage of taxis for able bodied people, they still feel that there was room for improvement for those customers using wheelchairs and people with other disabilities.

22. As a result of the request from Members for an appraisal to be made of meeting the needs of disabled customers, officers have had lengthy discussions with the trade and with disabled users.

23. In order to maximise the effectiveness of the existing provision of accessible vehicles the following steps have been taken:

The York Taxi Association has circulated all taxi drivers with a list of all taxi and private hire companies able to take wheelchair bound passengers so if they cannot assist a customer at least they can be given a referral to someone who maybe able to assist. There are a total of 35 accessible PHV's. Cards and posters were printed giving details of companies with wheelchair accessible vehicles. Cards were distributed within the hackney and private hire trade, posters issued to places such as petrol stations, dentists and major shops.

24. Whilst it should be the case that a wheelchair bound person has the same access to goods and services, including taxis, as any one else, surveys have indicated that across the population there is a preference for a mixed fleet. Many people find the purpose built taxi to be uncomfortable for longer journeys and organisations such as Arthritis Care advise that a saloon car is often far more comfortable for people with arthritis. Drivers have also stated that there is an additional cost to buying and running accessible vehicles.
25. The taxi licensing office continues to receive complaints that there are insufficient accessible taxis particularly at night. This restricts the ability of disabled people to avail themselves of late evening activities as they cannot be certain of getting home.

Mechanisms for encouraging more environmentally friendly methods of transportation for both taxis and private hire

26. This matter has already been addressed by the Licensing and Regulatory Committee at it's meeting in June 2007. Emission standards have now been established for taxis. Officers are currently in discussion with the York Private Hire Association and trade to bring similar standards for the private hire sector.

Other relevant factors

Vehicle Licence (Plate) Values

27. Legislation allows for licences to be transferred. As a consequence, in areas where restrictions are in place, they attract a significant capital value. The values vary from place to place and the government cite high values as being an indication of unmet demand for taxis in that area. Recently published national data shows a range of values from £10K - £70K. Licences are currently being transferred in York at around £60K.
28. Another indication of licence value is the rent charged by hackney carriage proprietors for others to drive their vehicle. In York this amounts to £200/£250 per week. When reported in November 2005 the rates were £150/£200 per week. Of the 158 licensed vehicles 70 are rented out.
29. It is known that in many cases it is the driver who rents the licence who also funds the vehicle purchase and running costs.

Population growth

30. Between 1996, when the number of licences was last increased and 2005, the population of the city has grown by 5.6%. Predictions are that growth will continue to 11.5% by 2011 and 15.6% by 2016.

Tourism Growth

31. In 1996 the city recorded 5.069 million visitor days, in 2006 that rose to 5.559 visitor days, an increase of 9%.

National Consumer Council Campaign.

32. The National Consumer Council have recently written to those local authorities that continue to maintain quantity restrictions urging them to lift their restrictions for the benefit of their local community. Letter attached as Annex 2.

Latent Demand

33. This relates to the demand by people who would use a taxi but do not because of some factor such as accessibility, availability, reliability, etc. This is a matter the Department of Transport asks local authorities to consider when considering any unmet demand. The rank surveys undertaken in 2006 and in previous years do not address this issue. The evidence available is contained in the Talkabout Survey referred to in paragraph 20 of this report.

National Comparisons

34. It is generally acknowledged that the use of taxis has increased over recent years. It is quoted in the OFT report that the taxi and private hire market has been the fastest growing form of transport over the last 25 years and has grown more than 40% in real terms since 1994.
35. Outside London in England and Wales there has been a 43% increase in the number of licensed taxis between 1994 and 2005. York has seen a 31% increase during this period which includes 12.8% resulting from boundary change in 1996. Between 2001 and 2005 the national increase was 11%, York 's taxi numbers remained static during that period.
36. The generally agreed average ratio of taxis to head of population is 1.1 per 1000, the OFT report quotes an urban average of 1.23 per 1000. York currently achieves 0.85 per 1000.
37. Consultants have been engaged to produce some data from other local authorities who have derestricted. If the results are available for this meeting they will be reported verbally. Details will be included in the report to Licensing and Regulatory Committee in November.

Flexibility

38. Applications are sometimes received from persons or organisations that wish to operate novel forms of transport in the city which come under the definition of taxis. These may be environmentally friendly forms of transport such as rickshaws or pedicabs which will provide the short journeys that the motorised vehicles would prefer not to take. The present restriction on taxi numbers prohibit these opportunities being fulfilled.

Consultation

39. Members may wish to have regard to the consultation included in the November 2005 report.

In addition to this, the following have been consulted to inform this report. The responses are attached as indicated:

- (a) All taxi drivers and proprietors when renewing their licences in May 2007 (short questionnaire) (Annex 3)
 - (b) York Taxi Association (Annex 4)
 - (c) York Private Hire Association (Annex 5)
 - (d) Council website on line survey (Annex 6)
 - (e) The trade were consulted by direct mailing. Results analysis (Annex 7)
 - (f) Responses of hackney carriage proprietors
 - (g) Responses of hackney carriage drivers
 - (h) Responses from private hire trade
 - (i) Miscellaneous responses
40. Items f, g, h and i are available under this agenda on the council's website www.york.gov.uk under Council Meetings.

Options

41. The Government, in their letter to local authorities, indicate that the outcome of a review will be either:
- a) to maintain the existing limit on hackney carriage licences
 - b) to deregulate and thereby grant a taxi licence to anyone meeting the application criteria, or
 - c) to grant a number of new licences to meet the unmet demand
 - d) to grant a specific number of licences each year

Appraisal

42. Members will appreciate that this is an extremely complex issue with many facets to the debate. The views of those who already hold vehicle licences will differ from those who wish to gain entry to the trade.
43. Members are reminded of the Government's position in which it believes that restrictions should only be retained where there is shown to be a clear benefit for the consumer. The Government considers that unless a specific case can be made, it is not in the interests of consumers for market entry to be refused to those who meet application criteria.
44. The council does not have to make a case to deregulate but rather it has to make a reasoned case why it should not.

45. Whatever decision Members take they should be conscious that the trade needs to remain viable so those involved in it are able to invest in future necessary improvements. That said the potential devaluation of investment by existing licence holders is not in itself a reason not to deregulate.
46. Members are reminded that if any additional licences are to be granted then any new vehicles would have to meet the latest Euro IV emission standards (these standards were mandatory for all vehicles approved after 2006 and also some new models approved prior to that date), and be in the newly adopted livery and be wheelchair accessible.
47. Should Members approve any option that involves the issue of further licences then a report will be presented to the Licensing and Regulatory Committee on the 4th January 2008 setting out proposals for implementation.

48. **Option a)** - To maintain the existing number of hackney carriages

Advantages:

No disruption to existing trade patterns

Existing licence holders investments protected

Disadvantages:

Does not meet Department of Transport's (DOT) objectives (potential for legal challenge)

Does not meet the aspirations of the Local Transport Plan to increase the number of accessible vehicles

Known unmet peak demands not met

Entry to the trade still restricted

Future expensive surveys will still be required

Creates an artificial trading environment

Difficult to see how this could be to the benefit of the consumer

49. **Option b)** - To deregulate completely

Advantages:

Meets DOT objectives

Increases accessible proportion of the fleet

All can obtain a licence who meet entry criteria/no disputes

Potentially easier for customers to obtain a taxi

No further surveys required

Market controlled trading environment

Disadvantages:

Initial disruption to existing trade patterns

May lead to additional traffic congestion and pressure on ranks

Uncontrollable pressure on taxi licensing office

Immediate loss of value of investment to those who have bought into the trade

May see an over provision resulting in decline of standards

50. **Option c)** - To grant a limited number of new licences to meet unmet demand

Advantages:

Controlled increase in fleet size

May assist in meeting objectives of Local Transport Plan

Reduces impact on existing licence holders

Manageable increase in workload of taxi licensing office

Disadvantages:

Does not meet DOT objectives

Access to trade still restricted beyond the limited expansion

May lead to dispute with applicants as to who should be offered a licence and has potential for legal challenge

Will require future surveys to monitor changes in demand over time

51. **Option d)** - to issue a limited number of new licences each year

Advantages:

Will meet DOT requirements

Will allow manageable growth and the ability to continually assess the impact of the policy change and make adjustments

Will meet demand for accessible vehicles

Will permit those who wish to enter the trade to opportunity to access its viability

Will allow existing licence holders time to respond to changing trading environment

Disadvantages:

Disputes may occur as to who should be offered a new licence first (potential legal challenge)

Loss of value of investment, over time, to those existing licence holders who have bought into the trade

Corporate Priorities

- 52. This decision can help increase the use of public and other environmentally friendly modes of transport.
- 53. With greater availability of taxis, which provide door to door transport, reliance on the private car is reduced. The new emission standards will help ensure the taxi fleet reduces its burden on air pollution in the city. More wheelchair accessible vehicles will assist the needs of more of the population.

54. **Implications**

- **Financial** – The taxi and private hire licensing accounts are designed to meet the requirements of legislation by balancing expenditure against income derived from licensing fees. The only financial implication resulting from the selection of any option would be the costs of any potential legal challenge to that decision.
- **Human Resources (HR)** – None.
- **Equalities** – Increasing the proportion of accessible taxis will assist those dependant on a wheelchair for mobility.
- **Legal** – The report of the Director of Neighbourhood Services makes the Government's position clear. Government considers that consumers should enjoy the benefits of competition in the taxi and private hire markets and that it is detrimental to would-be taxi licence holders if entry to the market is restricted without justification that is apparent to all. Although Government acknowledges that local authorities are best placed to consider local needs and circumstances, a decision to maintain the current limit of taxi licences must be supported by reasons that are sound and clear-cut, specific and convincing and which can be justified publicly. The high (unofficial) taxi plate values in York, in particular, and the figures for resident and visitor population growth, with other things, all point to unmet demand.

It is acknowledged too that the granting of a specific number of new taxi licences each year may be a legitimate outcome of a local authority's review, as an alternative to seeking to deregulate and thereby grant a taxi licence to anyone meeting the application criteria.

- **Crime and Disorder** - None

- **Information Technology (IT)** - None
- **Property** - None
- **Other** - None

Risk Management

55. Members will note from the analysis that some decisions may be liable to legal challenge. Whilst not suggesting that there would be merit to any challenge, to minimise the risk members must be sure to take all relevant matters into consideration and give clear reasons for their decision.

Recommendation

56. That the Executive Member makes the following recommendation to the Licensing and Regulatory Committee.

That the Licensing and Regulatory Committee approve Option d), i.e. to issue a limited number of new hackney carriage vehicle licences each year until market demand regulates the number of licences issued.

Reason: This represents the least disruptive and controlled route to achieving deregulation. It will permit market forces to regulate the number of taxis viable in the city in the same way as any other business.

Contact Details

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Report Approved

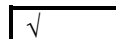


Date 21/8/2007

Specialist Implication Officer :
Report Author

Wards Affected:

All



For further information please contact the author of the report

Background Papers:

- Town Police Clauses Act 1847 as amended by S16 of Transport Act 1985
- OFT Market Study into regulation of taxis and private hire vehicles November 2003
- Government Transport Committee Report –
The Regulation of Taxis and Private Hire Vehicle Services in the UK

Annexes

- Annex 1 Department of Transport Action Plan for Taxis and Private Hire
- Annex 2 Letter from National Consumer Council
- Annex 3 Results of questionnaire distributed at licence renewal
- Annex 4 Response from York Taxi Association
- Annex 5 Response from York Private Hire Association
- Annex 6 Results of Council's on line survey
- Annex 7 Analysis of written responses to trade consultation

Annexes Viewable On-Line Only

Report to Licensing and Regulatory Committee, 4 November 2005

- (f) Responses of hackney carriage proprietors
- (g) Responses of hackney carriage drivers
- (h) Responses from private hire trade
- (i) Miscellaneous responses
(referred to in paragraphs 39 and 40)

The Government's Action Plan for Taxis and Private Hire Vehicles in England and Wales

Restrictions on the numbers of taxis

- 1 In England and Wales outside London, local authorities (district/borough councils or unitary authorities) have been able to restrict the number of taxi licences that they issue since at least 1847. In practice, some 45% of authorities do so at present, but the legislation allows them to control numbers only if they are satisfied that there is no significant unmet demand.
- 2 Local authorities with quantity restrictions must be able to justify their policy in the event of an appeal by a taxi licence applicant who has had his application refused on the grounds of quantity controls. The usual method of ascertaining the level of demand is by means of a survey. The legislation does not stipulate any specific frequency for the surveys, but any licensing authority which controlled taxi numbers would want to ensure that its policy was based on up to date and sound information.
- 3 The OFT recommended that local authorities should not retain this power because they considered that such restrictions can:
 - a) reduce the availability of taxis
 - b) increase waiting times for consumers
 - c) reduce choice and safety for consumers
 - d) restrict those wanting to set up a taxi business.
- 4 The Government agrees that consumers should enjoy the benefits of competition in the taxi market and considers that it is detrimental to those seeking entry to a market if it is restricted. The Government is therefore strongly encouraging all those local authorities who still maintain quantity restrictions to remove restrictions as soon as possible. Restrictions should only be retained if there is a strong justification that removal of the restrictions would lead to significant consumer detriment as a result of local conditions.
- 5 However, the Government received a significant number of representations expressing the view that ultimately local authorities remain best placed to determine local transport needs and to make the decisions about them in the light of local circumstances. The Government believes that local authorities should be given the opportunity to assess their own needs, in the light of the OFT findings, rather than moving to a legislative solution.
- 6 Nevertheless the Government believes that local authorities should publish and justify their reasons for restricting the number of taxi licences issued. The Government will therefore write shortly to each district/borough council or unitary authority maintaining quantity restrictions and ask them to review by 31st March 2005 the local case for such restrictions, and at least every three years thereafter, and make their conclusions available to the public.

Maintaining quality in service provision

- 12 The OFT states that there is a strong case for regulating quality and safety both for taxis and PHVs as:
 - a) consumers cannot judge certain standards when getting into a taxi or PHV; and
 - b) taxi services can have a role to play in broader social welfare policy.
- 13 The OFT concludes that quality and safety standards should be maintained and supported by effective enforcement. The Government agrees.
- 14 The OFT recognises that local authorities should be able to apply quality and safety regulations to suit their needs. In doing this, local authorities should ensure that any quality and safety specifications set do not go beyond what is required to achieve their policy aim. To help them, OFT recommended that the Department for Transport promote and disseminate local best practice in applying quality and safety regulations.
- 15 The Government agrees with OFT that quality standards have an important role to play in securing the safety of the travelling public and ensuring that they are provided with a high level of service. The Government also agrees that these decisions should continue to be made by local authorities, but considers that there is scope for more sharing of best practice, particularly in ensuring proportionality.
- 16 The Government will therefore consult local authorities and other stakeholders in order to develop and publish best practice guidance as OFT recommend. The Government intends that this will comprehensively cover licensing issues, including suitable criteria for licensed vehicles, drivers and PHV operators; driver training; safety; security and other topical issues. The draft guidance will also include sections on quantity controls; fares (see below); enforcement; taxi zones; flexible transport services; and a model taxi/PHV policy for the Local Transport Plan process.
- 17 The aim would be to consult on draft guidance later this year, with a view to publication by the end of the year.

Fares

- 18 The OFT recommends that local authorities should not set fixed or minimum fares. They should only set taxi fare tariffs which represent the maximum that can be charged:
 - a) to protect vulnerable consumers;
 - b) to address a lack of price competition; and
 - c) to allow consumers to negotiate lower fares in certain situations.
- 19 The Government agrees that where taxi fares are set by local authorities they should be a maximum. As the OFT notes, this is already the case in England and Wales outside London. The Government agrees that the situation in London should be clarified and is therefore grateful that the licensing authority for London has agreed to make clear through secondary measures that fares set in London are a maximum

Taxi Licensing Zones

- 24 The OFT considers that where taxi licensing areas are divided into more than one zone, greater clarity would be brought to the market if local authorities removed the zones and established a single licensing area. The Government agrees and will include a statement to this effect in the draft best practice guidance.

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David Atkinson
Chief Executive
York City Council
The Guildhall
York
YO1 9QN

21 FEB 2007

20 February 2007
Reference no. 008/07

Dear Mr Atkinson

NCC campaign to remove quantity restrictions on taxis

I am writing to alert you to a campaign that the National Consumer Council (NCC) is launching on the 23 February for the removal of quantity restrictions on taxis. We consider quantity controls are an unnecessary piece of regulation which disadvantages consumers and unfairly prevents individuals from entering the taxi trade. As a council which continues to have a quantity controls policy, we are contacting you to explain our views and to ask you to lift these restrictions in the interests of your local community.

In 2003, a market study conducted by the Office of Fair Trading (OFT) concluded that quantity restrictions harm competition and should be abolished. Guidance issued by the Department for Transport last year made clear that the Government regarded deregulation of quantity restrictions to be best practice. Further, it suggested that: 'the matter should be approached in terms of the interests of the travelling public'.

The OFT's study produced strong evidence that removing quantity restrictions would put more taxis on the road and reduce passenger waiting times. Licensing authorities without restrictions were found to have 30 per cent more taxis per head of population. Taxi shortages also undermine the efforts of the police and others to promote public safety since they encourage the use of unlicensed taxis and make it more difficult to clear town centres at nights. New research commissioned by NCC suggests that five per cent of adults, or 2.4 million people, have used an unlicensed taxi during the last twelve months. Further, eight per cent of 16-24 year olds say they have done so, with many more having considered it.

Our consumer survey found huge confusion around quantity restrictions. Most people are unaware that quantity controls exist and fewer know whether their council operates these controls. We found very mixed views, admittedly based on instinct rather than knowledge, on whether this kind of policy is fair; 16-24 year olds – some of the most frequent taxi users – are most likely to consider quantity restrictions to be unfair,


suggesting a generational shift in attitudes. As well as affecting younger consumers, however, a shortage of taxis also disadvantages vulnerable consumers, such as older people or those without access to cars, who depend on taxis to get them to doctors' surgeries, shopping centres and other key locations.

Finally, quantity controls restrict opportunities for individuals to work in the taxi trade, so both unfairly excluding new entrants and reducing the likelihood of innovation and improvements in quality of service. The unofficial street premium of licence plates, which can trade for substantial sums, acts as a barrier to entry. This also indicates the level of customer demand that isn't being met by the current amount of taxis on the road, since taxi owners will only buy licenses if they think they will see a return on their investment.

Many licensing authorities in England have lifted quantity restrictions since the OFT's market study. However, a significant minority – 30 per cent – have yet to do so. We fully respect the right of councils to make decisions reflecting local circumstances which they think are in the best interests of their residents, but we have not seen any compelling reasons or evidence that quantity controls benefit local communities in general and the people who use taxis in particular. Rather, they are at best an unnecessary piece of red tape, and at worst inappropriate protection of some of those already employed in the taxi trade.

In its official response to the OFT's market study in 2004, the Government made a commitment to review progress in three years' time and, if there was insufficient change, explore legislative options. With this review now imminent, we urge you to act quickly to lift quantity controls in the interests of your local community.

Yours sincerely



Ed Mayo
Chief Executive

Annex 3**Results of questionnaire survey during licence renewal**

Number of questionnaires given out 249
 Number returned 112

Results

	Maintain existing restriction	De Restrict completely	Limited increase in numbers	Controlled growth until demand is met	Maintain existing
Driver Only	12(3)	7(3)	10(4)	3(1)	12(3)
Driver/Prop					
Proprietor	55		25		55

(Numbers in brackets indicate those on waiting list)

Reasons to maintain status quo

- Loss of investment and reduced income
- Increased traffic and congestion
- Not enough ranking space
- Reduced standards
- Have to work longer hours

Reasons given for delimitation

- Lower rents
- Greater flexibility of working time
- Prevent drivers being held to ransom by licence holders
- Enough work available

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YORK TAXI ASSOCIATION.

OUR RESPONSE TO

CITY OF YORK COUNCILS REPLY TO THE

GOVERNMENT REGARDING THE

DEREGULATION OF TAXI LICENCES.

**YORK
TAXI
ASSOCIATION**

We enclose our views in regard to "dequantification" of Hackney Licenses issued by City of York Council.

Our report is primarily based upon raw data collected and published by the Office of Fair Trading in 2003. This extensive body of research took fifteen months and £450,000 to prepare and analyse. We have quoted from a wide range of interested and knowledgeable parties including Drivers, Trade Unions (GMB and T&GWU), Trade Bodies (primarily the National Taxi Trades Group), Councillors, Local Authority Officials and the all party Transport Select Committee. All are scathing in their condemnation of the OFT's recommendation that the right of Local Authorities to limit or manage the number of Hackney Cabs in their area, should be withdrawn.

City of York Council is obliged to respond to Central Government and justify its policy. YTA is anxious to contribute to the development of the policy. We have tried to limit our comments to "dequantification" but have strayed into other taxi matters in order to demonstrate that our preferred solution integrates with wider issues, including the environment and employment for example, as well as the Local Transport Plan.

To condense the results of a 787 page report with 12 annexes, into something readily digestible is a demanding task. Much more information is available if required!

Our report follows the format of the Transport Select Committee Report, issued 2004, the comments and conclusions are validated after analysis of the raw data by the Statistical Scrutiny Unit. Other general reasons to retain quantity control are outlined.

We then address specific York issues affected by these proposals.

(YTA acknowledges the inspiration of Gerald Grisdale in compiling this report)

Further information is available from

OFT. The regulation of licensed taxi and PHV services in the UK

House of Commons Transport Committee Sessions 2003 – 2004

National Taxi Trades Group www.nodereg.com

Jacobs Consultancy Review of OFT Conclusions regarding Quantity Control

York Hackney Carriage Association report written by Gerald Grisdale

Proposition 4

- *Quantity regulations prevent individuals entering the market to serve consumers.*

Truth

Constraints can be justified if they are in consumers' interests, or in the wider interests of society. There is no evidence that fares are higher in authorities where restrictions apply.

Conclusion

There is no correlation between the capital cost of licenses and taxi tariffs. Service is better and fares are lower in restricted areas.

Additional Reasons for Retaining Quantity Restrictions.

- 1) Restriction encourages double driving of vehicles. This means that taxis are available at unsociable hours, whereas in derestricted areas drivers will concentrate on peak earning times and chose to work more sociable hours. This would reduce availability to the customer even if there were more taxis licensed.
- 2) Speaking of Birmingham "The doubling up system did provide a 24 hour service, but (after deregulation) the night service was lacking." Speaking of congestion in Birmingham after deregulation "there was a problem. Too many taxis in the town." Mr Peter Perkins former Chair, National Association of Taxi and Private Hire Enforcement Officers.
- 3) Vehicle and Driver standards drop after deregulation. "Quality must invariably drop because earning power will drop and if you do not earn the same amount of money obviously you have to try to cut corners. Quality of the vehicle must suffer" " We received ample evidence showing that derestriction led to a reduction in driver's income" (Transport Select Committee)
- 4) "Derestriction puts pressure on vehicle quality and requires tight conditions and enforcement of the conditions" (Taxi Licensing Officers surveyed by Halcrow)
- 5) "Licensing Officers from Falkirk, Leicester, Liverpool and South Ribble felt that derestriction had been accompanied by a decrease in vehicle quality." (Transport Select Committee)
- 6) The working time regulations do not apply to self employed taxi drivers. Workers' livelihood in this country is protected by a minimum wage. These protections are clearly difficult to apply directly to the taxi trade. "Provided that enough licenses are issued to meet demand, we consider that it is reasonable to use a limit on vehicle licenses as a way of ensuring acceptable working conditions" (Transport Select Committee)

Specific York Issues

1) York's unmet demand survey results have never been better. Average customer waiting times are lower than before. The 158 Hackneys meet demand during the day, the Friday night peak has all but disappeared, and Saturday night's waiting times are lower because of staggered leaving times following change to the Licensing Laws. There is no operational reason to increase the number of taxis. "Very often passenger demand in Hackney markets is characterised by a sharp peak that in most cases is NOT POSSIBLE TO SERVE VIA AN INCREASE IN SUPPLY ALONE" Halcrow Fox 2002.

2) Liverpool started with 470 taxis, effectively deregulated but had to re introduce controls when the number rose to 1417. Currently in York there are nearly 700 Licensed PH vehicles that could potentially convert to Hackneys following deregulation. The number of Licensed Hackneys should be the minimum to meet the local demand. This minimises the environmental impact on York in terms of congestion and air quality. The "green" option is to remain with the current number of plates.

3) The recently introduced age limit on Hackneys together with age related emission controls will progressively improve air quality, particularly in inner York. (Only Hackneys, not PHVs, can ply for hire in the City centre) It is logically inconsistent to introduce stricter emission controls on individual Hackneys and then permit uncontrolled expansion of the number of vehicles allowed in the City centre.

4) London, whilst not a typical urban Authority, is effectively dequantified, any one can have a license after passing the knowledge test. Even with 21000 drivers there are major shortages in the evening. The driver/car ratio has dropped from 2.64 (1964) to 1.15 (2003). The evening shortage has been tackled by increasing the night-time premium. If vehicle numbers (licenses) were restricted, double driving would increase and the fare tariff could be linked more to running costs. If the free, derestricted, market cannot be made to work in London without consumer disadvantage, why should deregulation work in York?

5) Statistical work undertaken by Gerald Grisdale on behalf of York Hackney Carriage Association on the OFT figures, showed deregulated areas had 17% fewer cars and 25% fewer drivers than comparable restricted areas. Whilst it is dangerous to extrapolate, applied to York, this would remove 144 cars and over 230 driver's jobs! After deregulation what normally happens is that a proportion of PHs convert to Hackneys and attempt to make a living from the City centre. As the overall Hackney cake remains the same size, more Hackney drivers earn less. As a consequence drivers work longer (less safely), reduce maintenance and cruise/congest/pollute the City in an attempt to generate income.

6) With the migration of cars to the centre, the suburbs are starved of cars (PH mainly). So the viability of PH companies is also affected, with fewer cars to share fixed costs of offices, phones and operators. Deregulation would adversely affect the York economy, reducing employment and raising prices.

7) York can currently accommodate about half of its fleet of 158 Hackneys on public ranks, including spaces in New Earswick and Haxby. Where will any additional cars go? Extra licensed vehicles to serve the same size market is a recipe for traffic disaster. YTA has worked with CoYC for many years to improve rank provision. We, and the highway authorities, understand the difficulties in finding rank space. The situation if anything, is worsening, Duncombe Place is no longer a rank after 10pm. Deregulation would add pressure to an already difficult traffic management problem.

The Transport Select Committee assessed the recommendation of the OFT to deregulate/derestrict/remove quantity control of Hackneys/Taxis by Local Authorities in 2004. This all-party group comprehensively rejected the proposal in a scathing report a copy of which is enclosed as an appendix.

Comments included

“there was no research into the effects of double driving”

“the OFT failed to look properly at the interrelationship between the taxi and PHV markets”

“we are extremely disturbed that the OFT should base its conclusions on unsatisfactory studies”

“it appears to have accepted those findings which accorded with its preconceived conclusion, and failed to consider findings which did not”

“its figures only support its case with considerable *adjustment* (which is never explained)”

“its statistical and survey evidence are flawed”

“Nor does the OFT explain why the taxi and PHV market has been the fastest growing form of transport over the last 25 years, and has grown more than 40% in real terms since 1994, if quantity restrictions have been so detrimental.”

“Its recommendations on quantity control should be rejected”

Whilst full detail, statistics and reasoning are found in the appendix, there follows a brief “executive summary”

Proposition 1

- *Waiting times for taxis are lower in areas where no restrictions take place.*

Truth

A straight comparison found waiting times in restricted areas were 30% lower than in unrestricted areas.

Conclusion

Restricted areas provide lower waiting times to the travelling public.

Proposition 2

- *Taxi numbers increase when restrictions are lifted.*

Truth

Although taxi numbers increase, the number of PHVs decreases, and the total number of vehicles for hire per head of population is lower in derestricted areas than in restricted ones.

Conclusion

Restricted areas provide more vehicles to the travelling public.

Proposition 3

- *Derestriction, a free market, provides better value for consumers.*

Truth

In restricted areas, fares are lower, and the rates of increase are lower.

Conclusion

Restricted areas provide a lower cost service to the travelling public.

8) The current method of setting taxi rates (a formula based upon operating costs but excluding any allowance for buying the plate) has worked well, to the benefit of customer, Council and driver, since 1999. Any dilution of drivers' earnings caused by more vehicles or higher operating costs (more unpaid cruising and fewer jobs) will necessitate increased rates (poor value for customer) or drivers to work excessive hours (unsafe for passenger).

9) Current capital prices were influenced by the high levels of local redundancy, and consequent settlements from Nestle, British Sugar etc. Many plates were funded by paying interest only mortgages with historically low interest rates. However five increases in interest rates in the last 15 months will slow down capital price increases. If wholesale deregulation is introduced, owners face the prospect of paying for a worthless asset for 25 years or losing their home.

High capital plate values are an unfortunate by-product of the necessity to limit the number of Hackneys in York. Taxi owners are not making profit from capital values, it is the price we pay to enter the market! Few, if any, current owners had their plate free issued by Council twenty years ago. People who sold their free plate have made a profit and left the industry, but why punish current owners who paid a price to "buy a job." As the Council set taxi tariffs, the capital cost is irrelevant as far as customers are concerned.

10) In buying a plate, owners buy a job or a business. Over time through the course of their efforts, and the ravages of inflation, the business may increase in value. Owners recoup their investment and financial input when leaving. Anyone borrowing £60k will face interest payments of £3.5k pa today. This interest charge greatly exceeds any notional annual increase in capital value. Plate owners could invest in property and achieve similar if not higher returns. Most invest in the taxi trade for job security or to create employment for friends/family, and to make a return! Only with "reasonable" returns will the business afford good staff and higher quality vehicles.

11) Anyone can enter the taxi trade by becoming a PH driver. There is a totally free market, no barrier to entry. With the widespread use of mobile phones the public have ready access to a multitude of operators who are free to set their own competitive rate. PH, with nearly 700 cars compared to 158 Hackneys, is dominant. Hackneys must remain price competitive with PH otherwise lose turnover in today's market. Hackneys are free to ply for hire in the City. In return for this advantage, rates are set by CoYC to prevent exploitation of the unwary or disadvantaged.

There will always be an infinite "waiting list" for a Hackney plate as long as the right to ply for hire is restricted. The existence of the list is not a reason to deregulate. Limitation enhances the York environment at the minimum cost to York's economic and commercial structure. Many on the waiting list in the past have simply sold on their free issued plate for an instant profit. The number of plates is restricted for sound reasons benefiting York citizens, businesses and passengers. If any WA plates are issued, transfer (sale) should only be possible after a minimum of 5 years operation.

YTA Conclusions.

YTA is the representative body of the Hackney trade of York. Our current membership is 151, both drivers and owners. We believe the policy should be rational and objective, and based upon assessing and fulfilling customer needs, not "demand" for Hackney plates by people on a waiting list/free lucky draw. Unmet demand survey results are a suitable indicator. On this basis no further Hackney provision is required. However a Local Transport Plan requirement is to achieve 17% of the fleet as WA vehicles. We calculate that a total of 9 extra WA vehicles are needed. To achieve 17% within the life time of the LTP would need 3 WA plates per year, beginning in 2008. Although the fleet face extra costs associated with improving vehicle standards, and any extra vehicle means a dilution of earnings, it is YTA's view that managing the planned expansion is the best way forward. This policy would bring some stability to the market and allow owners to invest securely for the comfort and safety of passengers and enhance the air quality of York City centre. For that reason we would also support the licensing of pedicabs, providing this did not reduce ranking space for vehicles. We would welcome the opportunity to discuss all of the above with any interested parties.

The Regulation of Taxis and Private Hire Vehicle Services in the UK

NB: This document only shows what the Transport Select Committee has to say with regard to 'Quantity Control'.

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Transport Select Committee's overall conclusions:

58. The surveys of licensing officers conducted by Halcrow raised questions which appeared to call for further research, the interrelationship between quantity and quality regulation. No further research was undertaken. There was no research into the effects of double driving, the practicality of regulating drivers' hours, or even the costs of new ranks. Most importantly, to our mind, the OFT failed to look properly at the interrelationship between the taxi and the PHV markets, and failed to establish that a shift from PHVs to taxis would benefit all users of hired cars, rather than those who used taxi ranks, or hailed in the street - a minority of users. We are extremely disturbed that the OFT should base its conclusions on unsatisfactory studies, and that, within its evidence, it appears to have accepted those findings which accorded with its preconceived conclusion, and failed to consider findings which did not.

59. The OFT report manifestly does not contain the evidence required to support its only proposal for legislative change: the abolition of quantity regulation. Its figures only support its case with considerable "adjustment" (which is never explained), its statistical and survey evidence are flawed, and it fails to consider the relationship between the taxi and PHV markets. Nor does the OFT explain why the taxi and PHV market has been the fastest growing form of transport over the last 25 years, and has grown by more than 40 per cent in real terms since 1994, if quantity restrictions have been so detrimental. **Its recommendations on quantity control should be rejected.**

1 Introduction

1. In November 2003 the Office of Fair Trading published a paper on "The Regulation of licensed taxi and PHV services in the UK".^[1] The study made three recommendations:

- **"quantity regulation** - limiting the number of taxis reduces availability and lowers the quality of the service to the public. These restrictions should therefore be lifted.
- **quality and safety regulation** - there are compelling reasons to regulate to safeguard driver and vehicle standards. But there are questions about whether quality regulation always achieves its goals proportionately.
- **fare regulation** - there are sound reasons to regulate taxi fares, for example, to protect consumers in vulnerable situations. But there could be greater freedom for beneficial price competition below regulated fare caps."

The Government will respond to the recommendations within 120 days, and has invited a range of interested parties for their views. The Committee decided to examine the study and to hold a hearing to see whether it, too, wished to comment. We focused our examination on taxi and private hire services outside London; the regulatory structure within London differs from those elsewhere, and the recommendations will have most impact outside the metropolis. In the short time available to us we were able to gather a range of witnesses, including representatives from the local licensing authorities, evidence from the taxi industry, the unions and the National Association of Taxi and Private Hire Licensing Enforcement Officers (NATPHLEO), as well as the Office of Fair Trading. Some organisations copied us their responses to the Department for Transport.^[2] The Committee Office Scrutiny Unit also examined the statistics on which the OFT report was based, and produced a note which we print as an appendix to our Report. We are grateful to the Unit and to all our witnesses for their help.

2. Quantity Regulation

2. The market for hire vehicles in the United Kingdom has been the fastest-growing transport sector over the last 25 years. Turnover has risen 43% in real terms since 1994. Usage is higher among people in lower income groups, and disabled people. The market is divided between licensed taxis (otherwise known as hackney carriages or cabs), which can ply for hire in the streets or at ranks, although they can also be booked over the telephone, and PHVs which can only be pre-booked. There are differences in the regulation of the two sectors. The quality of service and safety standards of both taxis and private hire vehicles can be regulated by the licensing authority (broadly speaking, the district authority in the area). Drivers of taxis and private hire vehicles must both be licensed. The licensing authority may regulate the fares charged by taxis, and may set a limit on the number of licences for taxi *vehicles* (as opposed to taxi *drivers*). It does not have power to set limits on the number of PHVs, or to regulate their fares.

3. The choice of whether or not to impose quantity controls is left to local licensing authorities. If an authority chooses to set controls it must conduct an "unmet demand survey" every two to four years to ensure that there is "no significant demand that is unmet". Currently, 45% of United Kingdom licensing authorities restrict the number of taxi vehicle licences granted. This represents 52% of licensed taxis in the UK outside London. The reason for this imbalance is that most of the local authorities applying quantity controls are urban. Councils may apply quantity controls in ways which lead to controlled expansion of the taxi fleet; for example, Manchester issues a minimum of 20 hackney carriage licenses a year^[3]. In addition, it conducts unmet demand surveys every other year,^[4] and may issue further licenses in response.

4. When a previous Transport Committee examined taxis and PHVs in 1994 it supported ending of quality control "but with an important qualification" that there should be a proviso allowing a licensing authority to receive a derogation "where it can show that to remove numbers control would cause significant problems of congestion or a risk to the safety of the public"^[5]. Our predecessors recognised the need for local conditions to be taken into account. We would go further. As Mr Perkins of the National Association of Taxi and Private Hire Enforcement Officers said:

"a taxi service is a local service and local authorities are in a very good place to assess what the need is and to consult the local population to establish a system that is satisfactory for that particular area."^[6]

We would need strong arguments before we were convinced that local authorities' powers to set policy for their area should be overridden.

Reasons for the abolition of quantity controls

5. The Office of Fair Trading put forward many arguments for the abolition of quantity controls. We will take them in what we consider their order of significance:

- waiting times for taxis are lower in areas where no restrictions take place;
- there are more taxis per head in areas without restrictions;
- consumer choice is reduced in areas with restrictions;
- the service in restricted areas is less safe, as customers may use unlicensed vehicles;
- quantity regulations prevent individuals or businesses entering the market.

WAITING TIMES IN UNRESTRICTED AND RESTRICTED AREAS

6. We do not find the OFT's evidence at all convincing. As the Report itself says:

"a straight comparison of waiting times in quantity controlled and uncontrolled areas, aimed at providing background on taxi usage, found waiting times in restricted areas was 30% lower than in unrestricted areas."^[7]

7. The data the OFT used at its Annex C were collected from a variety of sources over an extremely long period. Although most restricted areas are urban, the surveys used included only one city (Bristol) which did not have restrictions. The body doing the work itself notes, "Within the timescale of the project it was not considered feasible to conduct primary research in a sufficiently large number of authorities to create evidence of a robust national picture".^[8]

8. Not only are there weakness in the data itself, the OFT claims that its data need to be adjusted to take account of the fact that restricted areas are mostly urban. The Scrutiny Unit analysis states, "with such a small number of unrestricted authorities to apply these adjustments to the results would be subject to a wide margin of error."^[9] The OFT report gives no explanation of the statistical adjustment, and our witnesses from the OFT were also unable to do so to our satisfaction. We were told that most of the difficulties arose because:

"The figures that show 30% less waiting time were largely thrown out by the consumer perceptions in Worcester, which were not backed up by Halcrow's own unmet demand study in that area for waiting time at ranks or the views of the local licensing officers. We did not count that, we did not use that data for the modelling surveys."^[10]

This looks suspiciously like discarding the inconvenient data. The Scrutiny Unit's analysis of the data in Annex C suggests:

"9. If the simple results are taken at face value then they show that in regulated areas:

- Fares were lower and more consumers thought they represented value for money;
- Mean waiting times were less for each method of obtaining a taxi;
- Satisfaction rates with waiting times were higher for each method of obtaining a taxi".^[11]

Ultimately our questioning revealed that most of the "adjusted" data presented by the OFT relied on surveys carried out in two licensing authorities, Sheffield and Cambridge, before and after de-restriction.^[12] We do not consider this is a wide sample, and we are disturbed that the OFT's report implies that its findings rest on a broader statistical base than appears to be the case.

9. If the OFT's figures do indeed rest on two case studies, those studies must be robust and their findings beyond question. In fact, we have profound reservations about the Cambridge and Sheffield surveys. Some of those who submitted evidence to us, or copied us their submission to the Department for Transport, criticised the Sheffield survey^[13] and the way the OFT used it. We have not had the time to examine these criticisms, but we note that the "actual mean reduction after derestriction in Sheffield was 14 seconds".^[14]

10. The Cambridge survey simply cannot be relied on. It compared a period before derestriction during term time with a period after derestriction which was out of term. There was a marked decrease in demand. Although witnesses from the council suggested that the decrease had more to do with the reduction in travel from the US after September 11^[15], Liverpool suggested that, for them, at least, "It makes a significant impact on incomes to taxi drivers when those students are away on holiday,"^[16] and Manchester agreed that students had a significant effect on the local economy.^[17] We cannot believe that there would not be some similar effect in Cambridge, where Halcrow identified the University as one of the main generators of taxi demand.^[18] Full-time students make up 26% of the working age population of Cambridge compared to a national figure of 7.3%; it is hardly surprising that demand had fallen by nearly half between the two surveys, and that waiting times had decreased. Even if the fall in demand was linked to a downturn in transatlantic travel rather than the effects of term time, a responsible organisation which was faced with survey data taken at such different times would have demanded that the work be redone so that like was compared with like.

11. The OFT also concentrated on waiting times at ranks, or the time taken to hail a cab in the street. In other words, it was concerned with the taxi, rather than the PHV market. This is extremely partial, since the consumer survey undertaken by OXERA for the OFT showed that telephone bookings were the most common means of hiring a vehicle.^[19] The Transport and General Workers' Union told us that telephone bookings constituted 60 per cent of the market, which was, if anything, a lower estimate than the OXERA figures^[20]. The Scrutiny Unit analysis of the statistical basis for the report noted:

"The report goes further to show changes in method of hire. In both cities this switched from telephone bookings to hail in the street. It states that this strongly supports the proposition that consumers value and use the greater choice opened up by removing quality controls. While consumers have used their greater choice, it is debateable whether they value this. Satisfaction with telephone bookings fell markedly in Sheffield. An alternate interpretation might be that removing restrictions cut the number of Private Hire Vehicles (PHVs) resulting in a poorer service with the consequence that more customers used other modes."

[13] North Western Taxi Associations response to the OFT Report; Jacobs Consultancy: *Review of OFT Conclusion regarding Quality Controls*, North Western Taxi Association; **York Hackney Carriage Association, Response to the OFT Report on the regulation of Taxi Quantity Control**, esp p13 – 14.

The T& G told us:

"The weakness of the OFT Report is that it fails to analyse the major market, and answer the fundamental questions. How do people decide on what type of service they will use when using the telephone? What has been the impact of de-restriction on this market?"

This is important because we contend that the telephone is the favoured option of many vulnerable groups e.g. the disabled and unaccompanied women."^[21]

12. When the studies from Halcrow were commissioned the OFT asked them "to look chiefly at the taxi market, but to obviously bear in mind the impact that PHVs may have".^[22] It is arguable that the OFT and its researchers have simply interpreted their survey data to support a foregone conclusion. When we asked OFT witnesses whether they had surveyed people trying to book by telephone in derestricted areas we were told "We have not come to a conclusion on that".^[23] Since telephone booking is the predominant method of hire, we find this astounding. In spite of the OFT's claims, there is no real evidence that waiting times are lower in areas without restrictions on the number of vehicle licences they issue, particularly if the telephone booking sector is also taken into account.

TAXI NUMBERS

13. The OFT claims that taxi numbers increase when restrictions are lifted. We see no reason to doubt this. But taxis do not constitute the whole of the hire vehicle market, and the Report does not adequately discuss the fact that, although taxi numbers increase, the number of private hire vehicles decreases, and that the number of vehicles for hire per head of population is in fact lower in derestricted areas than in restricted ones.

TABLE 4.2: AVERAGE NUMBER OF TAXIS AND PHVS PER 1,000 OF THE POPULATION

Type of LA		Restrictions on taxi numbers		
		Unrestricted	Restricted	Total
All	Taxis	1.22	0.94	1.08
	PHVs	1.01	2.01	1.46
	All vehicles	2.21	2.93	2.53
	Ratio PHVs to Taxis	0.83	2.14	1.35
Urban	Taxis	1.51	1.14	1.23
	PHVs	1.43	2.42	2.17
	All vehicles	2.94	3.52	3.38
	Ratio PHVs to Taxis	0.95	2.12	1.76
Rural	Taxis	1.09	1.00	1.05
	PHVs	0.66	0.93	0.73
	All vehicles	1.71	1.93	1.75
	Ratio PHVs to Taxis	0.61	0.93	0.72
Mixed	Taxis	1.25	0.75	1.01
	PHVs	1.22	1.90	1.52
	All vehicles	2.47	2.65	2.53
	Ratio PHVs to Taxis	0.98	2.53	1.5
London	Taxis	2.88	-	2.88

Source: OFT Statistical Analysis 2002 (annexe B)

Note: The number of taxis and PHVs per head does not sum exactly to the total number of vehicles because a small number of LAs did not provide data for both taxis and PHVs.

14. The Report explains this by saying "the reason behind the high proportion of PHVs is that where taxi numbers are artificially limited and demand outstrips supply, PHVs come in to fill part of the gap. However, because PHVs cannot ply for hire in the street they cannot substitute for all taxi services."^[24] The report goes on to say that "removing quantity controls generally stimulates members of the PHV trade to move over to driving taxis. This can often mean that there is only a small increase in the total fleet of licensed taxis and PHVs when taxi limits are lifted."^[25] It does not examine the fact that its own figures show that the total fleet is lower in areas without restrictions than in areas where restrictions apply.

15. When we questioned the OFT about this, they were evasive in their answers, and repeatedly fell back on the argument that taxi numbers increased and that consumers preferred taxis.^[26] They also implied that, since taxis were driven round-the-clock, the decline in total numbers did not mean there was a decline in availability.^[27] But double driving appears to occur primarily in restricted areas, and, as we discuss below, the OFT produced no evidence to show it does not decline after derestriction. Nor did the OFT consider whether the taxi market and the PHV market were directly interchangeable.

16. Our witnesses from Liverpool and Manchester considered that the reduction in PHVs was one of the strongest reasons for opposing deregulation. We were told that while taxis served the city centres, private hire vehicles served residential areas, particularly in deprived areas with low levels of car ownership.[28] As Councillor Swannick of Manchester said:

"the worry is that by moving directly to an unrestricted situation in Manchester we would, in effect, deprive some of the areas which are dependent on private hire vehicles - for the residents - by putting more cabs in the centre. That would benefit the centre but it would not necessarily benefit residential areas." [29]

Although the OFT suggested that derestriction could lead to more cabs plying for hire in suburban areas, they conceded "it may not be sufficient". [30] The OFT's surveys did not consider the interrelationship between the taxi and PHV markets, particularly in cities. No sensible policy can be made without proper information on this.

17. The OFT also failed to consider the relationship between taxi numbers and taxi availability, resting its assertions that the supply increased on seemingly limited survey data. Many of our witnesses drew our attention to the fact that vehicles in areas with restrictions are frequently "double driven", so that two drivers use them. [31] This means that taxis are available even at unsociable hours, whereas in derestricted areas drivers will concentrate on peak hours and choose to work more sociable shifts. This argument was not restricted to those representing the taxi trade: Mr Edwards of Liverpool City Council told us:

"I have a fear that if you increase the number of hackney carriage drivers there will be no surplus to double-shift vehicles, and that may impact on the availability of taxi cabs at peak periods, despite having more vehicles." [32]

18. Since the OFT does not choose to address the issue of double-driving adequately **there is no way we can be certain that lifting restrictions will not reduce the availability of taxis at off-peak hours, as vehicles are no longer shared by two drivers during a single day.**

REDUCED CHOICE

19. The OFT claims that "if there are few taxis available, consumer choice is restricted as to the type of transport they can use. Consumers who otherwise would have taken a taxi may have to opt for other, less preferred and less suitable, modes of transport." [33] It is true that a shortage of vehicles for hire will restrict consumer choice, but since the report does not address the significant reduction in the overall number of vehicles for hire in areas where quantity controls were lifted, or deal adequately with the effects of derestriction on the telephone market, it is impossible to assert that derestriction would increase consumer choice.

CONSUMER SAFETY

20. The OFT concentrates on difficulties in clearing the streets after closing time if there is not a large enough supply of taxis, and on the possibility that people will use illegal taxis if there are no legal vehicles available. The problem with this argument is that there will always be peaks when demand outstrips supply. [34] Such peaks may be best dealt with by staggering closing hours, and ensuring an supply of public transport at appropriate times. Many of those who submitted evidence maintained that the use of unlicensed vehicles was a problem most prevalent in London, where, until recently, there was no licensing system for PHVs. [35] We consider the OFT's arguments on this point weak, at best.

IMPACT ON THE SUPPLY SIDE

21. The OFT is concerned by the fact that quantity controls "constrain individuals or businesses wishing to enter the market to serve consumers" [36]. In our view, such constraints can be justified if they are in consumers' interests, or in the wider interests of society. Current policy allows licensing authorities to decide on policy in the light of local circumstances. There would be cause for concern if it was clear that restrictions on supply result in higher prices, either to cover the cost of taxi licence premiums, or as a response to shortage. The Department for Transport collects and publishes a great deal of information about taxis and private hire vehicles in the United Kingdom. This gives an average of tariffs for each region, and a breakdown of fares by licensing authorities. We note that authorities set tariffs only; they do not consider drivers' earnings, or the average fare in a particular area. The actual level of fares collected (and the cost per mile travelled) may vary greatly depending on the nature of the area in which a particular driver works; even within a standard tariff the driver doing a large number of short city centre journeys will have markedly different earnings than the driver who does longer suburban routes. [37]

22. Even on a cursory examination, it is clear from the Department's figures that there is no evidence that fares are higher in authorities where restrictions on the number of taxis apply and in many cases authorities with restrictions set fares below the average for their areas. The Transport and General Workers' Union analysis of this data found that,

"In the metropolitan areas the average fare in the restricted areas is £6.05 compared with £6.10 in the derestricted areas. In the unitary areas it is £6.45 in restricted areas and £6.24 for derestricted areas. In the district councils it is £6.37 for restricted areas and £6.51 for derestricted areas. The average for England and Wales is £6.34 for restricted areas and £6.46 for derestricted areas." [38]

23. Bizarrely, the OFT produces the following table of the most expensive and least expensive taxi tariffs by licensing authorities with the comment that "there is no obvious geographical pattern to explain the above results". [39]

[31] Q 46, see also North Western Taxi Associations Response to the OFT Report; Jacobs Consultancy, *Review of OFT Conclusions regarding Quality Controls*, North Western Taxi Association; **York Hackney Carriage Association, Response to the OFT Report on the Regulation of Taxi Quantity Control.**

Table 6.1: MOST EXPENSIVE AND LEAST EXPENSIVE TAXI FARES BY LICENSING AUTHORITY

Most expensive		Least expensive		
1	Luton (Airport)	£6.00	1 Hartlepool	£2.70
2	Vale of White Horse	£5.30	2 Alnwick	£2.80
	Epsom & Ewell	£5.20	Bolsover	£2.80
	Hertsmere	£5.20	3 North East Derbyshire	£2.90
	London	£5.20	North Lanarkshire	£2.90
3	Caradon	£5.10	4 Berwick upon Tweed	£3.00
4	Adur	£5.00	Sedgefield	£3.00
	Brighton & Hove	£5.00	Warrington	£3.00
	Maidstone	£5.00	5 Blaenau Gwent	£3.10
	Sevenoaks	£5.00	Inverclyde	£3.10
	Tunbridge Wells	£5.00	North Tyneside	£3.10
			Thanet (Broadstairs)	£3.10

Source: Private Hire and Taxi Monthly, November 2003, based on a standard two mile daytime journey (The average UK fare is £3.93).

To us at least, it is clear that the majority of high charging areas are in the South East, and the inexpensive areas are in more depressed or remote parts of the country. The OFT also fails to address the evidence quoted in a footnote to Annex D of its report that one paradoxical result of derestriction might be that tariffs rise:

A sample of 30 restricted and 30 derestricted authorities has been studied using the December 2000 edition of Private Hire and Taxi Monthly. The results are in the table below and show that prices have been increasing at a slightly higher rate in derestricted authorities than in restricted authorities.

	1999	2002	% increase
Restricted	£3.12	£3.80	21.8
Derestricted	£3.17	£3.94	24.3

OFT Report (Annex D), Para 4.29, Footnote 5

24. We note that the tariffs in the city of Cambridge are £7.20 for a 4 mile journey; although the Council told us that the fare increases were not linked to derestriction, the average tariff for such a journey in Cambridgeshire is £6.35, and in Huntingdonshire, the only restricted authority in the area, it is £6.20. It may be that the OFT's failure to examine comparative fares was an oversight; we do not see how policy could be changed without an investigation of whether derestriction affected prices.

Reasons for imposing quantity controls

25. The Office of Fair Trading puts forward and rejects several possible arguments for quantity controls. The first is that there is no significant unmet demand. The OFT puts forward three reasons to reject this claim.

26. The first is that this argument does not justify quantity controls, but simply demonstrates that they do not have a detrimental effect "if it cannot be shown that quantity controls serve a useful purpose the presumption should be that they are unnecessary".^[40] We do not agree: in our view, local authorities should have the right to regulate taxis in their area, unless this is shown to be detrimental.

27. The second and third are linked; the OFT maintains it has evidence that there is considerable unmet demand, and existing unmet demand surveys do not adequately measure the level of real demand.

28. We have set out our opinion of the OFT's "evidence" earlier in this report. Whether or not an unmet demand survey will measure latent demand presumably depends on the design of the survey, and our witnesses suggested that, although surveys were usually "pretty good"^[41], surveying techniques could be improved to ensure that latent demand was better measured.^[42] We would encourage local authorities to ensure that their surveys were designed to do this. Even so, given that the OFT studies do not examine the interrelationship between the taxi and the PHV market and that the statistical basis for their claims that removing quantity controls increases the speed with which cabs can be obtained is weak, we consider the latent demand point irrelevant, since there is no evidence that removing quantity controls would meet it

MAINTAINING THE QUALITY OF SERVICE

29. The evidence collected from licensing officers by Halcrow was unequivocal: "derestriction puts pressure on vehicle quality and requires tight conditions and enforcement of the conditions".[43]

Mr Conyon, of the National Taxi Association told us:

"I believe that if you take away the controls the quality must invariably drop because the earning power will drop and if you do not earn the same amount of money obviously you have to try and cut corners. I think the quality of the vehicle - and I believe local authorities are trying to enhance their quality stature - must suffer."[44]

We received ample evidence showing that derestriction led to a reduction in drivers' incomes.[45]

30. Nonetheless, the OFT dismisses the argument that quantity controls lead to a higher quality service, on the grounds that "quality specifications and quantity limits are regulated separately".[46] Both the OFT itself and those conducting the underlying studies appear willing to overlook inconvenient evidence suggesting that the two forms of regulation are interdependent. Halcrow surveyed a panel of licensing officers in a "broadly representative panel" of 13 licensing authorities. A single authority[47] was reported as being concerned at the cost of unmet demand surveys. Licensing officers from three authorities with experience of derestriction[48] considered that derestriction had resulted in lower vehicle quality, and another officer[49] "expected that a policy of derestriction would increase the need to monitor vehicle quality"[50]. The Halcrow study concludes that derestriction may reduce the cost of unmet demand surveys but it fails to consider the potential cost to the licensing authority of proper enforcement of a higher number of vehicles, even though it considered that tight enforcement of conditions was necessary.[51] Licensing officers in re-restricted authorities told Halcrow that "this change in policy has allowed for improvements in vehicle standards due to officers having more time to police the trade"[52]; a finding which suggests that quality may suffer in derestricted areas both because of lower earnings and because of a reduction in the resources available for enforcement. Without hard evidence of the comparative costs of quantity and quality regulation, and the interrelationship between them it is impossible to judge whether it is better to regulate the two factors separately or together.

TO ENSURE AN ADEQUATE SUPPLY OF TAXIS

31. The OFT dismisses the suggestion that derestriction may reduce the number of vehicles available throughout the day. Its opinion appears to rest on its flawed evidence about the effects of derestriction, and the blanket assertion that "in any event it would run counter to common sense for the lifting of quantity controls to result in less supply"[53]. It simply ignores the fact its own figures show a higher total of vehicles for hire per head in restricted authorities than in unrestricted ones, and it does not address the double driving arguments explored earlier. In our view, there would need to be better research before this claim could be dismissed.

TO PREVENT DRIVERS WORKING LONGER HOURS

32. In fact, the evidence submitted to us presented a more complex argument, namely that licensing limits protect the livelihood of drivers, *and* prevent them having to work excessive hours. The OFT does not address the first point directly. This may be because its concern is with the economic regulation of markets, rather than with the protection of the people who make up those markets. It asserts working hours can be separately regulated, although we were told this would be "very difficult".[54] As the OFT itself concedes "the working time regulations 1998 do not apply to self-employed taxi and PHV drivers".[55]

33. Workers' livelihood in this country is protected by a minimum wage. Similarly the working time regulations limit the hours that can be worked. These protections are clearly difficult to apply directly to the taxi trade. Provided that enough licences are issued to meet demand, we consider that it is reasonable to use a limit on vehicle licences as a way of ensuring acceptable working conditions

TO PREVENT OVERCROWDING AT RANKS

The OFT simply dismisses the difficulties of providing more ranks to meet taxi supply, asserting that vehicles could simply cruise for hire, or that temporary ranks or marshals could be used at peak times. It could give us no idea of the costs or practicality of the latter two options. There is certainly a cost in establishing new ranks.[56] Mr Perkins of NATPHLEO considered that "knowing the taxi business on Friday and Saturday night, I do not think I would want to be a marshal."[57] He thought that the use of marshals would be impracticable and that, if they were used, ultimately the passenger would pay.[58]

TO REDUCE CONGESTION

35. The OFT is clearly struck by the fact that "the historical origin of quantity controls lie (sic) in Royal Proclamations by Charles I in the 1630s", designed to protect the livelihood of watermen and reduce congestion. Whether or not quantity restriction has its roots in 17th century proclamations, it has been reaffirmed in much more recent legislation, and was clearly considered by those drawing up the Transport Act 1985. We have not needed to consider the competition between cabs and watermen, but urban congestion can hardly be said to have improved since the 1630s.

36. The OFT claims that "congestion and pollution caused by motor vehicles is a huge problem of which taxis are only a small part"; it produces no evidence about the contribution that cruising taxis would make to this. The Scrutiny Unit analysis notes:

"The impact of congestion is a vital issue, especially when average changes in waiting times tend to be relatively small. A small increase in congestion could easily outweigh the shorter waiting times mentioned in this report. If research was specifically carried out on this issue it should have been published. In any case congestion is such an important factor that the OFT should have commission and published research into its relation to quantity controls."[59]

37. Mr Edwards, Licensing Officer of Liverpool City Council, told us that when the authority had no restrictions on licences:

"Merseyside Police were very worried, towards the later stages when the higher numbers were being achieved; they felt it was causing a lot of problems in a restricted city centre, which Liverpool is. It did at the time because there was not sufficient rank provision, which caused bottlenecks and problems within the city centre."^[60]

Mr Perkins of the National Association of Taxi and Private Hire Licensing Enforcement Officers agreed that councils might wish to reduce licence numbers because too many taxis cause "congestion in the towns and the police are not happy."^[61] In our view, local authorities are best placed to judge whether quantity controls are a reasonable way to limit congestion.

TO PROTECT LICENCE SHORTAGE PREMIUMS

38. We have examined the issue of licence shortage premiums earlier in this report. We agree that licensing authorities should not consider the need to protect such premiums when they consider whether or not quantity controls are appropriate for their area, and at what level controls should be set. The legislation does not permit them to restrict licences below the level required to meet demand. Although this argument was advanced by some of those submitting evidence to us, there are far stronger arguments in favour of quantity controls than this.

Conclusion

39. The OFT recommends that local authorities should no longer set quantity limits, and that, when time allows, the law should be changed to remove their power to do so. The current system allows local authorities to set policy for their area in the light of local knowledge. The fact that quantity restrictions are applied far more frequently in urban areas than in rural ones suggests that this power is being used appropriately.^[62] The Transport Act does not give licensing authorities power to impose a limit when there is evidence of unmet demand; "they may do so if, but only if, the person authorised to grant licenses is satisfied that there is no significant demand for the service of hackney carriages... which is unmet."^[63] Licensing authorities' measurement of demand can be challenged in the courts. In addition, the OFT itself recommends that quality and price regulation remain. This means that the market will always be tightly controlled, and that the removal of restrictions would lead to only limited competition on quality or price.

40. Given this, we would expect far more compelling evidence of market failure than that produced by the OFT before local discretion was removed. Our investigation has convinced us that the Office of Fair Trading study is partial, doctrinaire, sloppily conducted and does not provide sufficient evidence to support any change in the law which reduces local discretion.

List of written evidence

TX 01 Memorandum by Liverpool City Council

TX 02 Memorandum by Cambridge City Council

TX 03 Memorandum by the Office of Fair Trading

TX 04 Memorandum by Transport & General Workers Union

TX 05 Memorandum by The National Private Hire Association

TX 06 Memorandum by Stuart Robertson Esq.

List of other papers received

The following papers have been referred to in the Report but have not been printed. Copies have been placed in the House of Commons Library, where they may be inspected by Members. Other copies are in the Record Office, House of Lords, and are available to the public for inspection. Requests for inspection should be addressed to the Record Office, House of Lords, London SW1 (telephone 020 7219 3074). Hours of inspection are from 9.30 a.m. to 5.00 p.m. on Monday to Fridays

Responses to the Department for Transport Consultation on the Office of Fair Trading Report

Disabled Persons Transport Advisory Committee

National Taxi Association

North Western Taxi Associations (sent by the National Taxi Trades Group)

Transport & General Workers Union

York Hackney Carriage Association

Other Papers

Jacobs Consultancy: Review of OFT Conclusions regarding Quantity Controls

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ANNEX 5

Dick Haswell
Head of Licensing and Regulation
City of York Council
9 ST. Leonards Place
York



20th July 2007

Dear Dick

Thank you for your letter asking for our thoughts on the issue of De- regulation of the Hackney carriages. As stated before it is difficult to give a definitive answer to this issue because of the complex issues within the trade and the different affects it will have on the various sections of the trade.

I think it would be fair to say that if you asked each PH driver what they thought then they would vote for De-Regulation. The main reason for this is that at the present time owning a hackney plate is valuable commodity with plates changing hands at £60,000, also because of the current limit there is a good living to be earned from a plate without been committed to set shift patterns as they are at PH companies, however when we have explained to those drivers we have been able to canvass that if de-regulation happened the plates would have no monetary value and also that the level of work is unlikely to increase significantly on the ranks and what there was would have to be shared by more drivers the majority changed their minds.

As an association we are actively working with several agencies including you to improve the image of the trade and the service to customers. We have made great strides forward in many areas i.e. provision of WCF by the PH trade has greatly increased and is still increasing; we have also welcomed the introduction of age limits and emissions standards to improve York's image and air quality. We are also working with the York Tourism Bureau to arrange training courses for drivers as taxi/PH drivers are often the first contact visitors have with York. We hope that all the hard work we have put into improving the trade in York is taken into account when reviewing this issue as the wrong decision could have an adverse effect on the trade overall and damage all the good work that has been achieved, in the main unnoticed. We need to continue work closely on all issues so the right decisions are made at the right time. In this way we can achieve all targets, hopefully with the cooperation of all parties, and this has got to be the best outcome for the City of York and all Taxi users.

Firstly for those that do not know all PH drivers are self employed individuals who in the main provide their own vehicles and as such have substantial costs each week to meet

before any profit is made and we hope that any decision made will not adversely affect any of the 600 drivers who have invested in their own business.

The YPHA have sought comments from many parties on this issue in particular from companies in areas who have de-regulated in the last few years and the comment we have received back have in the main, been negative... For example we spoke to several firms in Sheffield who all told us de-regulation did not work either for them or the customers.

Initially most firms lost about 30-50% of their drivers who applied for a hackney plate, this resulted in too many drivers fighting over too few jobs off the ranks, meanwhile the PH companies could not meet their demand due to too few cars been available (please note that the majority of the most vulnerable customers i.e. disabled, elderly, lone women etc will use PH as they can be picked up from where they choose). Eventually things levelled out with many drivers returning to the PH companies for work (one company charged its returning drivers £600 before it would fit them a radio). Overall the exercise just created a lot of disruption and bad feeling among the trade and while providing the ranks with extra cars it resulted in people booking from an address a worse service. Drivers also stated they were working excessive hours to make the same money as before; this obviously raises safety issues due to driver fatigue, although we had no reports of an increase in accidents.

As well as Sheffield we spoke to companies, drivers association, licensing officers in Swansea and their reactions were generally the same as well as highlighting instances of hackney drivers cutting across lanes of traffic to try and beat another driver to a customer, and of a rise in complaints from the general public of overcharging/bad driving/incivility (presumably from drivers struggling to make a living).

As a successful tourist City and one which we should all be proud of, we need to ensure that all taxi/PH drivers create the right impression to visitors on what is often their first and last contact with the City. We therefore need to ensure drivers are happy in their work and that they can earn a living without working excessive hours. This will ensure a good standard of driver to serve the public.

The YPHA are of the opinion that overall the de-regulation of hackney licences would be a negative step for the City of York, for the trade and most importantly for the users of Taxi/PH vehicles in York.

The outcome of the last survey on waiting times at ranks showed that overall a good service was provided with no excessive waiting times, however two areas that needed improvement was provision for the disabled and the late night trade.

We are disappointed that while the PH have voluntarily made great efforts to improve the provision of WCF vehicles (demand for which is far greater than expected) the Hackney trade appear to have made no effort to improve the number of WCF vehicles available, therefore additional WCF plates need to be made available.

The issue of a shortage of cars for late night pick-ups is a slightly more complex issue, but one we feel can be improved on. Firstly the main reason a lot of drivers do not work at this time of night is one of personal safety and the lack of protection from the authorities. The majority of assault/ non-payers/ customers being sick occur in the early hours, and while all other public service providers appear to get support from the police and other agencies in tackling problems it would appear that taxi drivers don't matter. The bottom line is that many drivers do not feel safe working late at night whilst those that do work feel let down by the agencies that should be supporting them when trouble occurs. On a more positive note many PH firms who do not run a city centre office will have cars sat doing nothing during these peak times, therefore would it not be beneficial to have all interested companies numbers listed at the Bus Stops in Rougier Street and other prime hot spots so customers can arrange PH pick ups (many customers are from out of town so will not know any) , this would greatly reduce waiting time at the busy spots. **LET'S MAKE SURE WE ARE UTILISING THE RESOURCES WE HAVE IN PLACE BEFORE LOOKING AT ALTERNATIVES.**

What we would propose is a cautious but positive approach to improve both these areas and the trade overall while maintaining stability within the trade and importantly to the customer (70-80% of all "taxi journey's" in York are carried out by PH vehicles).

We propose a gradual release of plates at say 10 every six months for the next three years until the next review is due. This will give an additional sixty vehicles over three years which should meet all demand for WCF vehicles as well as help reduce waiting time at ranks. We feel that the trade on both sides could absorb this number of vehicles without any adverse affect, whilst allowing the council to monitor the effects it has on congestion and pollution due to more vehicles trying to rank up or circulating looking for work.

This will also have the added benefit of allowing new blood into the trade and addressing the stagnant waiting list for plates while maintaining a stability within the trade overall. It should also bring down the price of plates which at present we feel are exorbitant. Brining them to a realistic level would allow potential new drivers to buy a business at a realistic price and hopefully curtail the practice of investors buying them and putting on an old vehicle with a couple of drivers who have no pride in their work.

If new plates are issued then there are other issues to review, one is obviously rank space which I know you are dealing with, one other issue is the fact that although there are 158 licences only about 100 have a permit to pick up in the station which means over one third of taxis are not available for station pick ups. We understand station taxis control the issue of permits, so are more permits going to be made available if more plates are released? Why can't all drivers pick up at the station? Surely this would mean the current customer demand at the station could be easily met without any increase in plate numbers?

Finally we would like to say that we feel that there is no easy answer to this issue and a simple yes or no to de-regulation will not solve anything, it will merely replace one problem with another, if a satisfactory conclusion is to be reached it will need

CHAIRMAN; BARRY HAMER 07701042577 SECRETARY: MARK WILSON 07739692043

compromise from all parties so that the need of the customers, needs of the trade and the requirement of the Council to meet Government guidelines are met. We feel our proposals can meet all these requirements. When or If the Council ever feel demand has been fully met in all areas we feel that the Council should continue to release plates at set intervals (even if its only one a year) to ensure that York's growing population is catered for and that anyone joining the list for a plate can see movement.

Yours Sincerely

Mark Wilson
Secretary

Annex 6**Results of On Line Survey**

Number of responses 124
 Number stating interest in trade 14

% of frequent users of taxis (more than 1x week) 47%
 % of regular users (1x fortnight – 1x month) 26%
 % of visitors 5%

Results

	Retain restriction	Completely deregulate	Limited increase in numbers	Controlled Growth until demand met
Overall	28%	27%	18%	27%
Frequent users	19%	37%	19%	25%
Regular Users	41%	22%	9%	28%

Reasons given for choice

Option					
Retain restriction	No demand	Not enough ranks	Increase congestion	Detrimental to drivers income	Loss of quality control
Deregulate	Reduce queues	Stop trading in plates	Structured approach to market demand	Improved service to customers	More accessible vehicles
Limited increase/ York needs more taxis	Reduce queues	More accessible vehicles	Easier to enter trade	Complete deregulation would affect drivers income	Increase congestion
Controlled growth	Phased approach to meet supply and demand	Complete deregulation would lead to an excess of taxis	Phased approach would not adversely affect traffic levels	Complete deregulation would lead to loss of quality control	

NB. If responses from the those with stated interest in the taxi trade were omitted from the survey the overall results would not change

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Analysis of Responses to Direct Mailing within the trade

	<u>Hackney Carriage Proprietors</u>	<u>Hackney Carriage Drivers</u>	<u>Private Hire</u>	<u>Others</u>
No.of responses received	82	17	25	5
On waiting list	15	15	22	0
OPTIONS				
Retain existing restrictions	37	4	3	1
Derestrict in full	0	3	11	4
Limited increase	27	5	7	0
Progressive growth	16	6	4	0
NEGATIVE REASONS				
Increased congestion and pollution	38	4	0	1
No customer demand	22	3	1	0
Derestriction failed elsewhere	5	0	0	0
Need to protect investment	22	1	1	0
Driver fatigue(longer hours)/safety	18	0	0	0
Lack of ranking space	23	2	1	0
POSITIVE REASONS				
Provides jobs and investment opportunities	0	1	1	0
Provides more accessible taxis	10	2	2	1
Reduces rental premiums/ greater access to trade	0	4	2	1
Greater availability of taxis	1	1	7	2
Improved vehicle quality	1	0	0	0

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Meeting of Executive Members for City Strategy and the Advisory Panel

10 September 2007

Report of the Director of City Strategy

PETITION FOR RESIDENTS PARKING – MALTON AVENUE & IRWIN AVENUE

Summary

1. This report advises the Advisory Panel of the receipt of a petition that requests the introduction of a residents parking scheme for Malton Avenue and Irwin Avenue.

Background

2. The lead petitioner raised this matter earlier this year with the Network Management team. Following this, to demonstrate a neighbourhood support for the introduction of a ResPark scheme, he initiated a petition. No formal survey has been carried out to determine the extent of the parking taking place.
3. A 66 signature petition from 46 properties (see covering letter and petition extract in Annex A) has been received from residents of Malton and Irwin Avenues requesting that their streets be made a resident's parking area as soon as possible. Streets are put on the list for consideration for residents parking if local residents demonstrate that there is significant support for such a scheme. There are 84 properties in the immediate area; therefore the petition represents 55% support for the idea in principle.
4. The plan (Annex B) shows the area of the scheme that has been requested by this petition. If taken forward this would be a new zone rather than an extension to any of the existing zones in the area.
5. Malton Avenue is accessed from Heworth Green, and Irwin Avenue from Dodsworth Avenue. The residents claim that many non-resident vehicles are parked on street, some are left for weeks at a time. Both roads are narrow and parked vehicles are making access and egress difficult both to the resident driveways and at road junctions. The junction of Malton Avenue with Heworth Green, and Irwin Avenue with Dodsworth Avenue are already protected with 17m of Double Yellow Lines.
6. The residents are particularly concerned that the large development of apartments on Heworth Green will add to their problems once occupied.
7. As there is a backlog of residents parking requests to be tackled it is intended to investigate other options to try and alleviate the access/egress problems at the road junctions under the Annual Review procedure due to take place later this year.

Consultation

8. The City of York Council has carried out no formal consultation.

Options and Analysis

9. The options available are set out below:
- A. Add this area to the list for investigation.
This option is in line with the current residents parking policy and the wishes of the petitioners; hence it is the recommended option.
 - B. Reject the request for inclusion in a residents parking scheme.
This is not the recommended option as there is considered to be strong support demonstrated for a residents parking scheme.

Corporate Priorities

10. Taking this matter forward improves our focus on the needs of customers and residents in designing and providing services.

Implications

11. There are no Financial, Human Resource, Equality, Legal, Crime and Disorder, IT, Property or other implications associated with the recommendations in this report. The cost of consultation with the residents and any necessary Traffic Regulation Order will be funded from the Residents Parking Budget.

Risk Management

12. In compliance with the Council's risk management strategy there are no risks associated with the recommendations in this report.

Recommendations

13. That the Advisory Panel advise the Executive Member to:
- i) Include this area on the residents parking request list and begin investigations and consultation once it reaches the top of the list.
 - ii) Inform the lead petitioner of the outcome of this report.

Reason: To facilitate parking for residents and their visitors as requested and to reduce congestion

Contact Details

Author:

Alistair Briggs
Traffic Engineer
Network Management
Tel No. 01904 551368

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director (City Development and Transport)

Report Approved



Date 24 August 2007

Wards Affected: Heworth

All

For further information please contact the author of the report

Annexes:

Annex A – An extract from the petition.
A copy of the lead petitioners letter.

Annex B – A plan of the existing waiting restrictions and residents parking zone.

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Annex A

118320

4 Malton Avenue,
Heworth,
York,
YO31 7TT

30th May 2007

Dear Sue

REF SAG/ADB/DT92/T19 Parking in Malton/Irwin Avenue, Heworth York

Please find attached petition from the residents of Malton/Irwin Avenue with regards to a possible resident parking scheme.

We would be very grateful if this could be given urgent attention as the situation is getting worse every day.

I am aware people have a right to park on the public highway, but Malton Avenue is a very narrow road and with vehicles parked all day it has now become a one way street. This causes great problems when trying to enter or exit the end of the road.

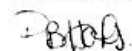
Please note this road is also used as a cut through or (rat run) from Dodsworth Avenue on most evening compounding the problem even more with vehicles riding over and spoiling the grass verges.

I understand this matter will have to go to a review committee but your earliest attention to this matter would be much appreciated.

Thank you for your attention to this.

We the residents look forward to some consultation on this matter.

Yours sincerely



Paul Holmes

To City of York Council

REF SAG/ADB/DT92/T19

Petition for Resident Parking Scheme in Malton Avenue, Heworth, York.

Over a long period of time Malton Avenue appears to have become York's latest long stay car park. Cars are left parked blocking resident's driveways and cause a great deal of inconvenience. Several cars are often left for up to 6 weeks at a time and as Malton Avenue is a very narrow road this has caused the road to become a one-way street which makes it is very dangerous getting in and out of the road end on to Malton Road. Please note there have been at least 2 accidents at this junction due to the parked vehicles since January 2007.

With more and more building work going on in the Heworth area we the residents can only see the problem getting even worse if nothing is done to stop it now.

We the undersigned therefore ask that City of York Council make Malton Avenue/ Irwin Avenue a **Resident parking area only ASAP.**

Organised by Paul Holmes, 4 Malton Avenue, Heworth, York.

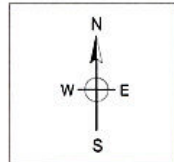
Name	PAUL HOLMES P.H.	Address	4 MALTON AVENUE YO317TT
Name	PETE Sinclair P.S.	Address	39 IRWIN AVENUE YO317TU
Name	John Newman 63 Irwin Avenue	Address	63 Irwin Avenue, YO317TU
Name	Rita Holtby	Address	21 Irwin Ave YO317TX
Name	M ASPLEY	Address	19 IRWIN AVE YO317TX
Name	M HARVEY	Address	14 IRWIN AVE YO317TX
Name	MRS MRS P. RAPER P. Raper P. Raper	Address	15, IRWIN AVENUE YO317TX



Annex B

Annex B

Cartology
The Science of Maps



Malton/Irwin Avenue

SCALE: 1:2000

DRAWN BY: Saw/Cut

DATE: 15/6/2007

Originating Group:

Network Management

Drawing No:

Produced from the 1983 Ordnance Survey 1:250 mapping with the permission of the Controller of Her Majesty's Stationery Office
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**Meeting of Executive Member for City
Strategy and Advisory Panel****10 September 2007**

Report of the Director of City Strategy

**PETITION FROM RESIDENTS OF RUFFORTH REQUESTING A
CYCLE ROUTE BETWEEN THEIR VILLAGE AND ACOMB****Summary**

1. This report advises the Advisory Panel of the receipt of a petition from residents of Rufforth requesting that a cycle route be provided between their village and Acomb.

Background

2. The 11 page petition was passed to a meeting of the Full Council on the 28th June 2007 by Councillor Ben Hudson and contained 166 signatures.
3. The wording of the petition is as follows;
“We, the undersigned, support the proposal to construct a cycle path linking Rufforth to Acomb.” A copy of the front sheet of the petition is included as Annex 1.
4. A similar petition was submitted to the council by Rufforth Parish Council containing 211 signatures in June 2004, this was reported to the former Planning & Transport EMAP on 6th April 2005. The approved recommendations of that report were:
 - that Members should note the content of the petition, and ask officers to give due consideration to the comments of the petitioners;
 - ask officers to use the revised scheme prioritisation methodology to assess whether a Rufforth to Acomb cycle path should be taken forward as part of LTP2;
 - ask officers to write to the lead petitioner to inform them of this decision.
5. In the interim period several meetings have taken place with representatives of Rufforth & Knapton Parish Council, Sustrans and officers from the council's Public Rights of Way team and Transport Planning Unit.
6. The outcome of the first of these meetings was a recommendation that the Rufforth residents and Parish Council should set up a steering group which would co-ordinate the feasibility work and take the project as far as it could and

that the group would then present a firm proposal to the council officers for them to consider for potential inclusion in future transport capital programmes.

7. To date the steering group have:
 - undergone a process of identifying a preferred route (shown in Annex 2), this route is approximately 3km in length and would take cyclists to the city-side of the outer ring road;
 - identified the landowners along that route;
 - commenced discussions with these landowners about the possibility of the route crossing their land;
 - organised a public consultation event during June 2007, to which all villagers were invited to express their views; and
 - commenced discussions with Yorwaste representatives about potential funding streams towards the cost of the scheme.
8. The most recent petition is a by-product of the above public consultation event and is a further expression of the wishes of the villagers.

Consultation

9. Since the first petition was submitted the ward members have changed following the recent local elections. The new ward members have been consulted on their opinions about the proposal and their comments are included below.
10. Cllr. Ian Gillies – No objections to any scheme provided the relevant safeguards are in place, including the funding. This would appear to be some way off. Just as an afterthought, I have not seen an estimate of the number of users of the proposed scheme, except for the children attending Manor School. Their route could change however, when the new school opens.
11. Cllr. Ben Hudson – I am obviously pleased to support the petition however I recognise the need for some partnership funding to be in place before the council could support the scheme.
12. Cllr. Paul Healey – I would agree with the recommendations and support Cllr. Gillies' feedback

Options

13. There are two main options available to members:
 - That council officers continue to provide limited support as and when required for the steering group to work up a scheme for potential inclusion in future capital programmes should funding become available. This work may include such tasks as scheme cost estimation and any highway-related work required to link the route into the highway network at either end and to cross the A1237 safely. The work could also involve helping the group to identify potential external sources of funding to pay for the cycle route, should it be feasible, to increase the probability of a route being provided if full or partial council capital funding cannot be guaranteed.

- To discontinue investigation into the possibility of providing a cycle route.

Analysis

The Need for a Cycle Route

14. Wetherby Road is not a very attractive road to cycle along due to the speed, volume and make-up of traffic travelling along it. As both the Harewood Whin landfill site and K&J Logistics are directly accessed from Wetherby Road there is a much larger than average proportion of heavy goods vehicles travelling along it. The majority of the road between the A1237 roundabout and Rufforth village has a 60mph speed limit and has several bends along its length which further add to the potential danger because of reduced visibility.
15. Should an off-road route be built, this would not only serve the residents of Rufforth travelling into York but also residents of York travelling in the other direction (mostly for leisure rides). Sustrans have also indicated that they are hoping to extend National Cycle Network route 66 (which currently runs from Hull, through East Riding and finishes at York's Millennium Bridge) all the way through to Tadcaster, Wetherby and to then link into routes to Harrogate, Leeds and onto Manchester. As there is currently no definitive route agreed between the Millennium Bridge and Tadcaster, this proposal could be utilised.

Scheme Priority

16. Schemes in the more rural areas of the York district tend to score poorly during the capital programme scheme prioritisation process. This is mainly due to the relatively low potential usage of such a scheme compared to routes in the urban area. The potential cost of implementing this proposal will also count against it during the prioritisation process as the cost to provide an off-road 3km path, the majority of which will be on private land (with landowners needing to be compensated for loss of their land), and a safe crossing of the outer ring road could be in the order of £300K to £500K. The major positive factors to help increase the priority score are the potential road safety improvements and increasing levels of accessibility, especially for people without access to a car.
17. The prioritisation process for next year's capital programme (2008/09) will be undertaken in January. If this scheme has reached a stage by then where it can be reasonably assessed it will be included in the prioritisation along with the other requests. Feasibility work will also need to be undertaken by council officers on the section of the route where it crosses the outer ring road and on a route between the outer ring road and Acomb, there is no current budget to undertake such a study therefore this would need to be put forward for funding next financial year.

Partnership Working

18. Partnership working between the steering group, council officers and Sustrans has resulted in a much more structured approach being taken to progressing

the initial concept of a route between Rufforth and Acomb. Since this joint working group was set up much more progress has been made towards producing a workable proposal.

19. If the council were to discontinue its work on the proposal this would have a knock-on effect on the following policy areas of the Local Transport Plan:
 - Social inclusion – residents are discouraged from cycling into York along the Wetherby Road by the speed, volume and type of traffic using it, they are also severed from the main urban area by the outer ring road therefore those residents who don't have access to a car are marginalised;
 - Accessibility – access to employment, leisure, education, retail and healthcare sites, which tend to be mostly located in the urban area, is reduced by limiting the types of transport by which they can be accessed and the time periods over which they are available given the reduced level of public transport provision compared to the urban areas of York;
 - Safety – providing facilities for cyclists away from busy roads has the potential to reduce the casualty rates and also the perception of danger which can put people off making journeys in the first instance.
20. The next steps which need to be undertaken are for another meeting to take place between the steering group, council officers and Sustrans to brief all parties on the current state of play in relation to how far the group have got with negotiations with landowners and whether the preferred route has been affected by the outcome of these.

Corporate Objectives

21. The scheme, if successful, would contribute to the following Corporate Priorities:
 - Increase the use of public and other environmentally friendly modes of transport.
The scheme would make accessibility by cycle (and also on foot) easier, and may encourage residents not to drive into Acomb and beyond from Rufforth.
 - Improve the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest.
The scheme will encourage more cycling and walking which will have a knock-on effect for health.
 - Improve our focus on the needs of customers and residents in designing and providing services.
This is a customer-led scheme with support from the majority of Rufforth's population.
 - Improve the way the Council and its partners work together to deliver better services for the people who live in York.
This scheme will encourage partnership working between council departments (Transport Planning and Public Rights of Way), Rufforth Parish Council, landowners and Sustrans.

22. 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 levels of traffic congestion;
 - 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;
 - To provide a transport system that is affordable and achievable in practical terms, and offers value for money.

Implications

23. This report has the following implications:
- **Financial** - This report has implications for the potential allocation of future LTP capital programmes. The potential scheme costs will be assessed as part of the feasibility work, these costs will then be fed into the cycle scheme prioritisation process as and when a firm proposal is submitted. It is estimated that this scheme could cost somewhere in the order of £300K - £500K (including a crossing of the A1237 Outer Ring Road). It should be noted that an initial review against the prioritisation methodology used for the preparation of the 2007/08 LTP programme suggests that the cost of the scheme would have to be substantially lower than anticipated before it could be considered good value for money compared to other schemes.
 - **Human Resources (HR)** – there are no HR implications
 - **Equalities** – The proposed path sounds suitable for disabled people to use. Since this is next to a major route into town the most likely users will be cyclists, but the provision of a wide path (3m), smooth surface and textured paving at crossings and junctions will ensure it's suitable for wheelchair users and visually impaired people.
 - **Legal** – there are no legal implications
 - **Crime and Disorder** – Road Safety and casualty reduction is a priority for Safer York Partnership. We would therefore support any schemes designed to make cycling safer. The report clearly identifies that alternative cycle routes between Rufforth and Acomb involve busy roads

with high speed limits, therefore we would strongly support the development of a safe cycle route between these two areas of the city.

- **Information Technology (IT)** – there are no IT implications
- **Property** – The key to the whole project is the landowners and their willingness to sell the land for the cycle path. Some will probably be tenants, with owners living at the other end of the country. I suggest that the project group obtain written undertakings from the land owners/tenants that subject to funding and planning that they would be willing to sell or grant a right of way (on the basis if the cycleway fell into disuse in the far future - the land would return to the owners) subject to consideration being settled. This would give some certainty to the project.
- **Sustainability** – No comments at the time of publishing
- **Other** – None

Risk Management

24. In compliance with the Council's Risk Management Strategy the main risk which has been identified in this report could lead to the inability to meet business objectives (Strategic).
25. Measured in terms of impact and likelihood, the risk score for the recommendation is less than 16 and thus at this point the risks need only to be monitored as they do not provide a real threat to the achievement of the objectives of this report.

Recommendations

26. That the Advisory Panel advise the Executive Member to:
 - i. Note the content of the petition, and ask officers to continue to provide support to the steering group;
Reason : To enable the proposed scheme to be properly assessed and for accurate costs to be calculated to enable it to be prioritised against other potential cycle schemes for potential capital programme funds. Also to provide advice on alternative sources of funding to the steering group to better the chances of implementation.
 - ii. Reply to the lead petitioner;
Reason : To inform them of the panel's decision

Contact Details**Author:**

Andy Vose
 Transport Planner
 Transport Planning Unit
 Ext. 1608

Chief Officer Responsible for the report:

Damon Copperthwaite
 Assistant Director (City Development & Transport)
 City Strategy

Report Approved **Date** 24 August 2007**Wards Affected:** Rural York West**All** **For further information please contact the author of the report****Specialist Officers Consulted**

Financial Tony Clarke, Capital Programme Manager ext. 1641	Equalities Heather Johnson, Assistant Equalities Officer ext. 1726
Crime & Disorder Jane Mowat, Director - Safer York Partnership tel. 669077	Property John Urwin, Property Manager ext. 3362
Sustainability Kristina Peat, Sustainability Officer ext. 1666	



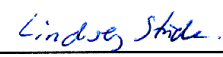
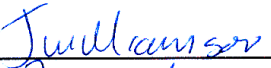
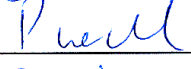
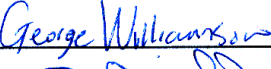

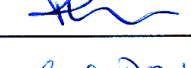
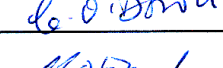
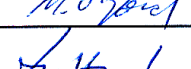
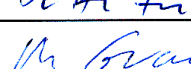
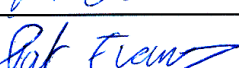
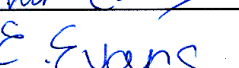
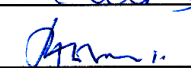
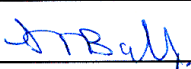

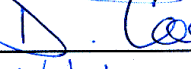
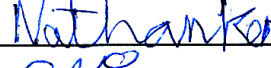
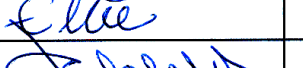


Background Papers:

Planning & Transport EMAP Report 6th April 2005

Annexes

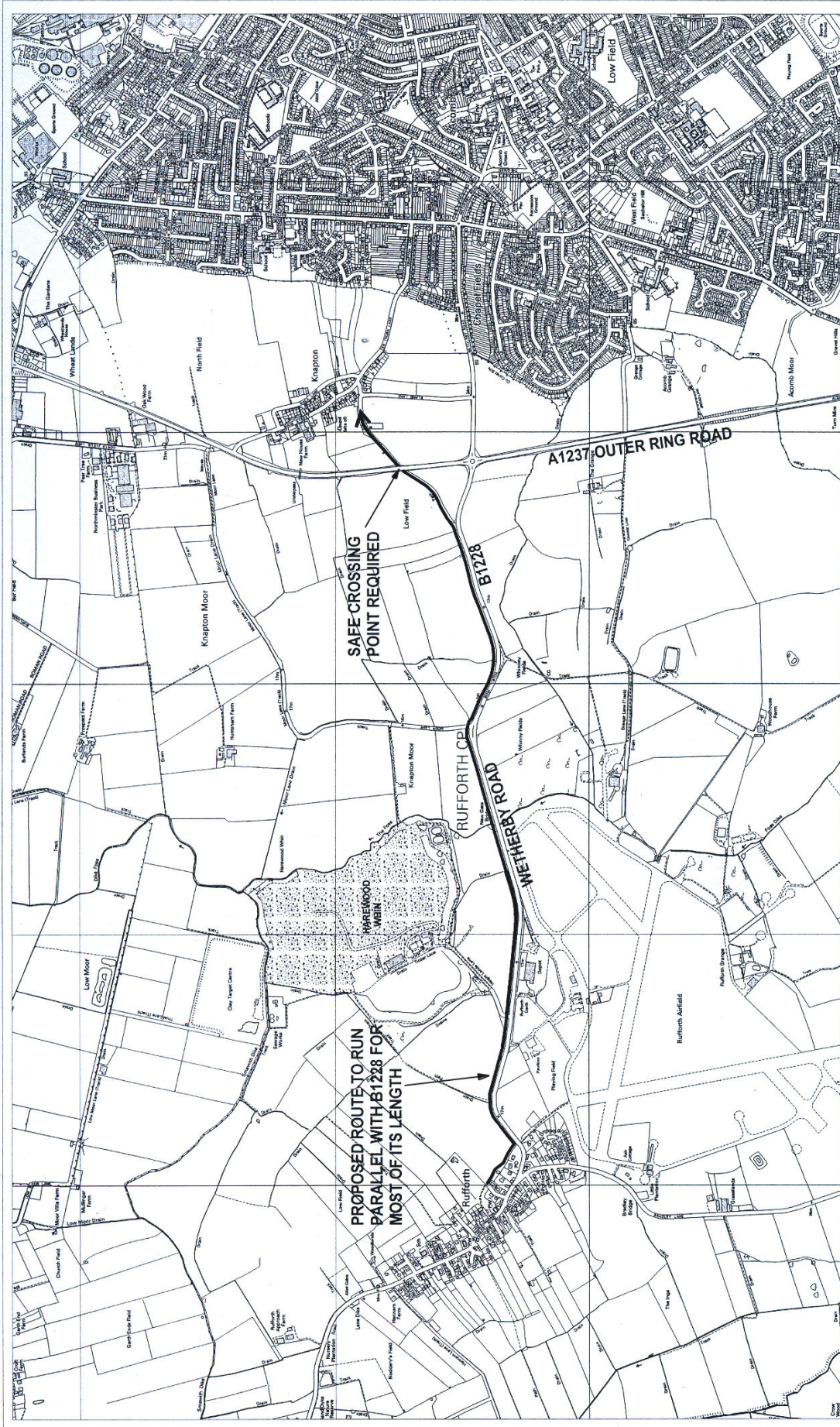
Annex 1 Copy of front page of petition.
 Annex 2 Preferred route identified by the steering group.

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We, the undersigned, support the proposal to construct a cycle path linking Rufforth to Acomb.		support  the cycleway
NAME	SIGNATURE	COMMENT
NEAL STRIDE		Option 1
LINDSEY STRIDE		Option 1
J Williamson		option 1
P. Williamson		option 1
George Williamson		" "
Stephanie Durnill		Option 1
Pete Jones		Option 1
Geis O'Dowd		" 1
MIKE O'DOWD		" 1
Jonathan Evans		Option 1
MICHAEL EVANS		" 1
PATRICK EVANS		" 1
EVELYN EVANS		" 1
JUDITH EVANS		Option 1
Susan Ball		option 1
ROBERT BALL		" 1
Debbie Cooper		Option 1
Nathan Kerry		Option 1
Ellie		
JOHN WEBSTER		Option 1

A similar petition was submitted in 2005 with around 250 signatures.

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Proposed Rufforth to Acomb Cycle Route

SCALE: 1:3000
 Drawing Group: Organisation

DATE: 31.8.2007
 Drawing No.

Produced from the 1983 Ordnance Survey 1:250 mapping with the permission of the Controller of Her Majesty's Stationery Office
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Meeting of the Executive Member for City Strategy and Advisory Panel

10 September 2007

Report of the Director of City Strategy

York Station Access Ramp

Summary

1. This report informs the Advisory Panel of the issues surrounding the construction of the proposed new access ramp into York Station and the potential to implement a scheme in the 2008/09 financial year.

Background

2. In 1999, Sustrans approached City of York Council with a proposal for an 'Access to Station' scheme as part of its "Safe Route to Stations" initiative, this was developed in association with Railtrack to provide improved access to the north-eastern end of York Station for cyclists and pedestrians. The Council supported the scheme and agreed to use the remainder of its 'Cycle Challenge' grant, which had been awarded by the Department for Transport (DfT) in 1997, to part-fund the project. (This DfT grant funding had originally been allocated for the development of a smartcard-controlled cycle locker scheme which, if successful, was to then be cascaded out to various points across the city. This scheme had to be abandoned when the company developing the infrastructure went into liquidation and an alternative supplier could not be found. Council officers subsequently secured permission from the DfT to spend the remainder of the funding on the station access ramp).
3. Planning approval for the original scheme was granted in June 2000. However, as the detailed design of the scheme progressed it became apparent that to overcome difficulties caused by the existing site conditions most notably to achieve an acceptable ramp gradient the design had to be significantly altered. These alterations increased the estimated scheme costs from £140,000 to £250,000.
4. Details of the original scheme and the revised scheme were reported in the 'Cycle to Work Challenge Funding' report to the 13 January 2003 EMAP (Transport), and the 'Cycle Challenge' project report to 28 February 2006 EMAP (Planning and Transport) respectively, as well as in the Capital Programme Report to EMAP on 18 April 2006.

5. In May 2006, the Council applied to the DfT for a £125,000 grant under the "Access for All" Small Schemes Funding (See Annex A) as 50% match-funding for implementing the scheme as part of the 2006/07 Capital Programme. In June 2006 the DfT notified the Council that the bid had been successful in securing the £125,000 sought (see Annex B). Conditions attached to the award of the funding included:
 - the funding was made subject to City of York Council consulting with all stakeholders with reference to the safety, security and practicalities of the proposed scheme and reaching agreement with Network Rail, the British Transport Police and station operator on how to implement the scheme;
 - funding was subject to delivering the works as detailed in the application and could be withdrawn or withheld if the scheme or timeframes change, and
 - the DfT had to be contacted if the scheme was delayed or if it became unlikely to be completed by the end of March 2007.
6. As the detailed design of the scheme progressed considerable efforts were made to ensure full engagement with Network Rail, the British Transport Police and GNER (the station operator) to enable the scheme to be fully (or at least substantially) implemented by 31st March 2007 as per the "Access for All" conditions above.
7. Despite officers' best efforts it became increasingly difficult to secure agreement from both Network Rail and GNER to a scheme design that would be acceptable. This led to unforeseen delays to undertaking the council's planning approval process and the Network Rail Clearance Procedure process which ultimately resulted in the anticipated completion date for construction being well beyond the 31st March 2007 deadline. The details of the difficulties encountered are dealt with in more detail in paragraphs 9 to 14 below.
8. In order to comply with the funding conditions above in paragraph 5, the DfT was notified on 1st December 2006 that the scheme was unlikely to be completed within the 2006/07 financial year. Advice was also sought regarding the DfT's intentions to reallocate this funding (see Annex C). Subsequently, on 19 February 2007, the DfT was informed that the Council would not be seeking to use any of the "Access for All" Small Schemes Funding awarded for 2006/07 (see Annex D).

Examination of the issues

Failure to secure agreement with Network Rail and GNER

9. As the access ramp was to be constructed on part of the operational railway and connect into York rail station, the agreement to the project and the design needed to be secured from Network Rail (formerly Railtrack) and GNER. When the original scheme was put forward it was not seen as a high priority by Railtrack. However, this initial reticence seemed to be replaced by a more positive attitude once 'Cycle

Challenge' funding was secured, to the point where the main terms and conditions upon which a tripartite agreement between City of York Council, Sustrans and Railtrack could be set out to enable the scheme to proceed.

10. However, once this stage had been reached, the effects of the site on the design had become more apparent resulting in the need for the more complex and expensive scheme referred to in paragraph 3. As the predicted costs for the scheme increased, its attractiveness in terms of value for money decreased as it would have required a significant proportion of the cycling-related funding in the capital programme. For this reason the scheme was not pursued as vigorously as it had been previously by officers. Once the "Access for All" Small Schemes Funding stream had been identified and the grant secured the scheme became more attractive again as it demonstrated better value for money for the council and was pursued with renewed vigour. Officers also assumed that, as the "Access for All" funding was a DfT initiative targeted at improving access to Rail Stations, this would have encouraged Network Rail and the train operating company to be more receptive to the scheme.
11. Network Rail and GNER were contacted by the council's Engineering Consultancy early in June 2006 to secure support for the project and guidance in the type and format of information required to enable the project to progress through Network Rail's clearance procedure. It soon became apparent that Network Rail had some concerns over the establishment of an area of cycle parking on its operational land as part of the scheme, but the council's view was that through cooperation with network Rail these concerns could be addressed adequately (see Annex E).
12. On the 24th July 2006 Network Rail was advised that the council was close to submitting the scheme proposal to be put through its clearance procedure. On 10th August 2006, following this advice, and a meeting Network Rail had with GNER, Network Rail requested further clarification on a range of issues relating to feasibility work undertaken; consultation with disabled groups and a risk assessment. In response to this a comprehensive report was sent to Network Rail (See Annex F).
13. Following this submission Network Rail informed the council, on 19th September 2006, that GNER had stated that it was unwilling to accept the scheme as GNER had a responsibility to provide a safe route from the cycle parking area (north of the short stay car park) to the station concourse. In GNER's opinion no safe route could be established without some of the short stay parking bays being lost. The loss of parking revenue from the removal of bays was deemed unacceptable to GNER.
14. GNER's unwillingness to accept the scheme and the increased cost estimates as a result of having to accommodate a covered cycle area at the north end of the short-stay car park, as opposed to providing it on the station concourse (which was also deemed unacceptable to GNER), increased the council's concerns regarding the ability to deliver the

scheme within the 2006/07 financial year at an acceptable cost. At this point a decision was made by officers that, given the above factors, the DfT should be advised that the council could not make use of the "Access for All" funding awarded (See Annexes C and D), despite some reassurances from a representative of GNER that the issues were not insurmountable.

Potential for future progression of the scheme

15. Although the DfT was advised that the council would not be using the "Access for All" funding awarded in 2006/07, the DfT's view was that this should not prejudice any future applications for this funding. The opportunity to secure funding in 2007/08 elapsed while the 2006/07 grant award was still available, so no application was made. However, an invitation to bid for funding in 2008/09 has been received from DfT, and if this is to be pursued an application needs to be submitted by 28th September 2007.
16. GNER's franchise to run the East Coast Inter City (ECIC) service has been revoked by DfT, although GNER will continue to run the franchise until November 2007, when the new franchisee, Stagecoach, will take over. The council made all of the ECIC bidders aware of the need to improve access to York station and that a scheme had been investigated to provide a new access point.

Consultation

17. Continuation of negotiations with Network Rail, British Transport Police, other stakeholders and Stagecoach (as the new ECIC franchisee) will be required.

Corporate Priorities

18. The scheme, if successful, would contribute to the following Corporate Priorities:
 - Increase the use of public and other environmentally friendly modes of transport.
The proposals will make cycling and walking to York more attractive for current and potential commuters and visitors. In particular it would assist those people with a mobility impairment by providing a route that minimises the number of road crossings encountered.
19. The scheme would also contribute to several of the aims of the recently submitted Local Transport Plan 2006-2011(LTP2) , namely:
 - To reduce the need to travel, especially by car, and encourage essential journeys to be undertaken by more sustainable modes;
 - To improve economic performance in a sustainable manner;
 - 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 potential implications for the allocation of the LTP capital programme in 2008/09 if a bid for match funding under the Access for All Small Schemes Funding is successful the latest estimate for the scheme is £375,000.
 - **Human Resources (HR)** – There are no HR implications for the council
 - **Equalities** – The scheme would assist those people with a mobility impairment by providing an additional route to York station that minimises the number of road crossings encountered.
 - **Legal** – It is likely that a formal agreement will need to be made with Network Rail and Stagecoach (as the new station operator)
 - **Crime and Disorder** – The route provides an additional access into York station, which may be in conflict with any future station operator intentions regarding implementing barrier controls
 - **Information Technology (IT)** – There are no IT implications
 - **Property** – No comments.
 - **Sustainability** – No comments
 - **Other** - None

Risk Management

21. In compliance with the Council's Risk Management Strategy the main risk that has been identified in this report could lead to the inability to meet the council's objectives (Strategic).
22. Measured in terms of impact and likelihood, the risk score for the recommendation is less than 16 and thus at this point the risks need only to be monitored as they do not provide a real threat to the achievement of the objectives of this report.

Recommendations

23. That the Advisory Panel advise the Executive Member to:
- i. Note the reasons for the delay in implementing the York Station Access Ramp scheme;

- ii. That officers continue to liaise with Network Rail and Stagecoach to establish a workable scheme agreed by all and that future funding is bid for from the DfT.

Reason: To update the Executive Member on the issues surrounding the construction of the proposed new access ramp into York Station.

Contact Details

Author:

Ian Stokes
Acting Joint-Head of Transport
Planning
Transport Planning Unit
Ext. 1429

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director (City Development & Transport)
City Strategy

Report Approved **Date** 24 August 2007

Wards Affected: Mainly Guildhall, Micklegate, Acomb

All

For further information please contact the author of the report

Specialist Officers Consulted

Financial –

Patrick Looker
Finance Manager
City Strategy

Crime & Disorder -

Jane Mowat
Director
Safer York Partnership

Sustainability –

Kristina Peat
Sustainability Officer
City Strategy

Equalities –

Heather Johnson
Asst. Equalities Officer
Chief Executives

Property –

Neil Hindhaugh
Head of Property Services
Resources

Background Papers:

None

Annexes

- Annex A Access for All Small Schemes Funding bid
- Annex B Access for All Small Schemes Funding award
- Annex C email seeking DfT 's advice regarding alternate use by DfT
- Annex D email confirming intention not to draw down Access for All Small Schemes Funding awarded
- Annex E to Various emails between City of York Council and network rail during the detailed design process
- Annex F

Access for All Small Schemes Funding

Contact Information	
1.1 Organisation: City of York Council	
1.2 Contact Name: Mr Ian Stokes	1.6 Address: City Strategy Directorate City of York Council 9 St Leonard's Place York YO1 7ET
1.3 E-mail: ian.stokes@york.gov.uk	
1.4 Telephone No: 01904 551429	
1.5 If you are a franchised Train Operating Company who is your main DfT contact ?	

Summary of Application			
2.1 What is the scheme ?	York Station Access Scheme		
2.2 Which station(s) will benefit ?	York Station		
2.3 How will this project improve accessibility ?	12% of the City of York's economically active population is disabled. Presently, disabled persons or persons with a mobility impairment approaching the station from the north-western quadrant of the City of York are faced with either accessing the station at the rear (west) via stairs and a footbridge, or at the main (east) entrance via a lengthy detour along busy roads. The scheme will provide a safer and more direct access to the northern end of the station, eliminating the detours and removing the need to cross busy roads. The new access will also provide similar benefits to pedestrians and cyclists.		
2.4 Total scheme funding (to the nearest £1,000)	<table style="width: 100%; border: none;"> <tr> <td style="border: none;">Capital: £ 250,000</td> <td style="border: none; text-align: right;">On-going: £ 1,000 pa</td> </tr> </table>	Capital: £ 250,000	On-going: £ 1,000 pa
Capital: £ 250,000	On-going: £ 1,000 pa		
2.5 Funding applied for (to the nearest £1,000)	<table style="width: 100%; border: none;"> <tr> <td style="border: none;">Capital: £ 125,000</td> <td style="border: none; text-align: right;">On-going: £ 0 pa</td> </tr> </table>	Capital: £ 125,000	On-going: £ 0 pa
Capital: £ 125,000	On-going: £ 0 pa		
2.6 What date could the scheme start ?	Works on site start week commencing 01 January 2006		
2.7 When will the scheme be completed ?	31 March 2007		

Department for Transport Use					
Date Received		Reference		Reference	

Access for All Small Schemes Funding

Proposed Small Scheme

Project Description	
P.1 Project Description	<ul style="list-style-type: none"> The project consists of a 92m long, three-stage, hard surfaced ramp incorporating resting places, compliant with the requirements of the Disability Discrimination Act (DDA). The proposed ramp will connect the north end of Platform 1 of York Station to an existing shared use cycleway / footway leading to a segregated shared use path on the south bank of the River Ouse, just to the south-west of York city centre. The ramp will rise up the existing railway embankment and through a small area of land, which is currently part of the operational railway, to the existing car park on the east side of Platform 1. York is a key mainline station, outside London, on the East Coast Main line. The latest surveys undertaken in 2006 show a footfall of approximately 8697 passengers per day (7am to 6pm). Analysis of travel to work the station data and Census data shows 21% walk. Approximately 25% of passengers, approaching the station from the north-western quadrant of the City of York, would benefit from the new access ramp and, based upon the figure stated in 2.3, 55 of these per day are disabled persons. Presently disabled persons or persons with a mobility impairment approaching from this area are faced with either accessing the station at the rear (west) via stairs and a footbridge, or at the main (east) entrance via a lengthy detour along busy roads. The scheme will provide a safer and more direct access to the northern end of the station, eliminating the detours and removing the need to cross busy roads. The new access will also provide similar benefits to pedestrians and cyclists. The Scheme provides a high quality, direct link from York Station to the National Cycle Network.
P.2 Project Stage	<ul style="list-style-type: none"> Detailed design commenced and previous (lapsed) Planning Consent (99/03062/FUL) awaiting new Planning Application.
P.3 Project Timescales	<ul style="list-style-type: none"> Submit Planning Application 30 June 2006. Complete agreements with Network Rail & Train Operating Company 29 September 2006. Complete detailed design October 2006. Invite tenders 1 November 2006. Award Contract 4 December 2006. Commence construction works week commencing 01 Jan 2007. Construction complete and ramp open to the public 31 March 2007. No other works likely to affect this project's timescale are anticipated.
P.4 Project Risks	<ul style="list-style-type: none"> Planning Consent – delays in obtaining this could delay start of works on site. However sufficient lead-in has been built-in to avoid significant delays. Negotiations with Network Rail and Train Operating Company (TOC), currently GNER, for securing agreements etc., could delay construction. Mitigated by good partnership working. Cost overruns to be funded by City of York Council.
P.5 Third Parties	<ul style="list-style-type: none"> Network Rail. Train Operating Company (currently GNER). Sustrans.
P.6 Independent Validation	<ul style="list-style-type: none"> The scheme was presented to the City of York council's Executive Member for Planning and Transport and Advisory Panel (EMAP) on 28 February 2006. EMAP recommended the project be progressed to be allocated in the 2006/07 Transport Capital Programme.
Other Project Information	
The scheme is fully supported by Sustrans as it provides a high quality direct link from York Station into key local and strategic cycle routes.	

Access for All Small Schemes Funding

Proposed Funding

Funding	
F.1 Total Project Capital Cost	£250,000
F.2 Application Capital Cost	£125,000 (50% scheme funding)
F.3 Third Party Funding	£125,000 (50% scheme funding by City of York Council) Minimum allocated for this scheme in Transport Capital Programme for 2006/07
F.4 Operation & Maintenance Costs	Approximately £1000 per annum. Cost to be split between City of York Council and Train Operating Company
F.5 Renewal Costs	None anticipated in next 15 years
F.6 Other Costs	None anticipated

Other Funding Information

Access for All Small Schemes Funding

Declaration

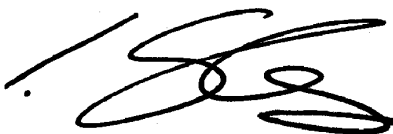
Freedom of Information

Under the requirements of the Freedom of Information Act (2000) the Department for Transport may make publicly available this application, in summary or in full. If you have any concerns in this matter please contact us before making this application.

In making this application to the Department, I agree:

- that the information provided by me in this application is to the best of my knowledge correct.
- that this application does not form or imply any contract to provide funding.
- to allow the Department to undertake such due diligence on this application so as to satisfy itself of its completeness and accuracy.

Signed



Name

Ian Stokes

Date

23 May 2006

Please return this completed form along with any supporting information by Friday 26th May 2006.

Department for **Transport**

Mr Ian Stokes
City Strategy Directorate
City of York Council
9 St Leonard's Place
York
YO1 7ET

NEIL PRIEST
Mobility and Inclusion Unit

Department for Transport
ZONE 4/23
Great Minster House
76 Marsham Street
London
SW1P 4DR

Telephone: 020 7944 6987
Fax: 020 7944 6102
Email: miu@dft.gsi.gov.uk

26 July 2006

Dear Ian,

ACCESS FOR ALL SMALL SCHEMES FUNDING

Thank you for your application for Access for All Small Schemes funding. I am pleased to inform you that this has been successful.

Based on the information provided in your application and any subsequent correspondence, we will provide Access for All Small Schemes funding to the lower figure of either (i) the maximum amount stated below or (ii) calculated using the Maximum Percentage of the Final Scheme Cost. We will not provide funding above the Maximum Percentage of the Final Scheme Cost.

Ref.	Scheme	Station(s)	Forecast Scheme Cost /£	Maximum Funding /£	Maximum Percentage*
06/06	Step free access to north side of station.	York	£250,000	£125,000	50%

(*) as calculated from your application.

Operations and Maintenance Costs

This offer of funding is made only in respect of the capital costs of the above scheme(s). The Department for Transport accepts no liability for ongoing maintenance, repair or renewal costs associated with the provision of these facilities. Please ensure that the station operator(s) are aware of this condition and that agreement has been reached between yourselves on the funding of any ongoing costs.

Consultation

The funding is being made subject to City of York Council consulting with all stakeholders including, but not limited to, the British Transport Police, Network Rail, station operator and disability groups with reference to the safety, security and practicalities of the proposed scheme. Funding is also subject to City of York Council reaching agreement with Network Rail, the British Transport Police and station operator on how to implement the scheme.

Scheme Status

Please could you provide us with an update on progress by email to miu@dft.gov.uk, no less frequently than the following dates:

- 30th September 2006
- 30th November 2006
- 31st January 2007
- 31st March 2007

Please put "**Small Schemes Funding: [your organisation]**" in the subject field. We may also contact you from time to time for information about the progress of your scheme.

Marketing & Communications

One of the key objectives of the Railways for All Strategy is that barriers to travel for disabled people are reduced. Therefore where projects improve accessibility we encourage you to advertise the benefits to passengers.

The Small Schemes funding is a key part of this Strategy and we request that any internal or external marketing information which describes these schemes includes the phrase:

**“[part funded by] the Department for Transport’s
Access for All Small Schemes funding.”**

Payment

Payment will be made after successful handback of the scheme. Please provide in writing, by email or letter, stating which application you are applying for payment. Please provide sufficient evidence to demonstrate:

- the **Final Scheme Cost** - please include copies of all appropriate invoices.
- that your approach to cost management achieved **value for money** - please include details on your procurement methodology including how you applied prevailing best practice.
- that the scheme is **complete and operational** - please include copies of handback certificate(s) and appropriate photographs.

Please enclose all necessary supporting documentation including tender responses, tender assessments and invoices from contractors. We will then review your application before confirming that this amount can be invoiced.

Scheme Changes

The Small Schemes funding is subject to delivering the works as detailed in your application and may be withdrawn or withheld if the scheme or timeframes change.

If you have a material change to the scope of the proposed scheme (or are unsure if a change is material) you must contact us immediately and not proceed until the Department has written to you agreeing that the change is acceptable.

If you decide to delay the scheme or estimate that it is unlikely to be complete by the end of March 2007, you must contact us.

The Small Schemes funding is a key part in widening access to our railways and we thank you for your support.

If you agree to these terms and conditions laid out in this letter, please sign and return the Acceptance Form. If you have any questions regarding your application or this letter please contact me.

Yours sincerely,

NEIL PRIEST
Mobility and Inclusion Unit

cc
Jonathan Barwick
Manager, Safety, Security & Compliance
Great North Eastern Railway
Main Headquarters
Station Road
York YO1 6HT

Access for All Small Schemes Funding

Acceptance of Small Schemes Funding Application

The Department for Transport has accepted your following application for Small Schemes funding:

Ref	Scheme	Stations	Forecast Scheme Cost /£	Maximum Funding /£	Maximum Percentage*
06/06	Step free access to north side of station.	York	£250,000	£125,000	50%

(*) as calculated from your application and to be applied to your Final Scheme Costs.

This offer of funding is made only in respect of the capital costs of the above scheme(s). The Department for Transport accepts no liability for ongoing maintenance, repair or renewal costs associated with the provision of these facilities.

In signing this form, I agree:

- to the terms and conditions of this acceptance letter.
- that the information provided by me in my application and any subsequent correspondence, is to the best of my knowledge correct.
- that I will provide information on the progress of the schemes to enable the Department to undertake such due diligence to satisfy itself that the objectives of this funding are being met.

Signed _____

Name _____

Date _____

Please sign and return this form to:

Neil Priest
 Mobility & Inclusion Unit
 Department for Transport
 Zone 4/23
 Great Minster House
 76 Marsham Street
 London SW1P 4DR

ANNEX C

-----Original Message-----

From: Stokes, Ian
Sent: 01 December 2006 10:25
To: 'miu@dft.gov.uk'; Hurley, Julie
Cc: Clarke, Tony; Vose, Andy; Pickles, Jonathan
Subject: Small Schemes Funding: City of York Council

Dear Mr Priest,

Thank you for your letter dated 26th July 2006 awarding £125,000 grant funding for the Access to York Station scheme, under the Access for All Small Schemes Funding.

In accordance with your instructions, please find following a status report for the scheme. This is the first such status report submitted, as it was believed to be premature to provide you with an earlier one, as requested, by the end of September 2006.

It was intended to apply for Planning Permission, in Summer 2006, in parallel with confirming the routeing of the access through the north end of York Station with Network Rail and GNER. However, all parties have not been able to agree this routeing, as there are several projects being promoted at York Station which affect this scheme, so the Council has not been able to submit the Planning Application yet. Due to the timescale for obtaining Planning Permission, it is unlikely that even if a Planning Application is submitted immediately, the scheme will progress to anywhere near completion by the 31st March 2007.

In addition the Council is currently undertaking a full review of its Capital Programme. This review is evaluating all projects in terms of cost and ability to be delivered within this financial year. The Access to York Station scheme has been identified in this review as a scheme that is unlikely to be completed within this financial year and is, therefore, a strong candidate for elimination from the 2006/07 Capital Programme. If deleted from the 06/07 programme it may be deemed appropriate for deferment to a following year.

I shall, therefore, be pleased to receive your advice regarding the potential to utilise this funding, particularly in regard to your intentions to reallocate this to another project to enable you to make the most efficient use of the grant available to you.

I am aware that the deadline for bids for the 2007/08 Access for All Small Schemes Funding has expired, but I trust that this will not preclude the scheme being considered for funding in 2008/09. Please be assured that the Council is continuing to liaise with Network Rail and GNER to coordinate the York Rail

Station projects to a successful complementary solution.

Yours sincerely,

Ian Stokes
Principal Transport Planner (Strategy)

ANNEX D

-----Original Message-----

From: Stokes, Ian
Sent: 19 February 2007 11:22
To: 'Jane Linehan'
Subject: RE: Access for All Small Schemes Funding

Dear Jane,

Thank you for your email, which I received this morning. Please be advised that the Access Improvements to York Station Project has been delayed such that city of York Council will not be seeking to draw-down the Access for All Small Schemes Grant awarded for this financial year.

I trust you will be able to find another project that may benefit from the grant this year instead.

Yours sincerely,

Ian Stokes

-----Original Message-----

From: Jane Linehan [mailto:Jane.Linehan@dft.gsi.gov.uk]
Sent: 19 February 2007 10:55
To: Stokes, Ian
Subject: Access for All Small Schemes Funding

Dear Ian

I wrote on 8 February requesting updates on the York Station Small Schemes project. I note from our files that you wrote to Neil Priest on 1 December informing him that the project was unlikely to be completed within this financial year and that a deferred application may be submitted in a following year.

Could you please confirm whether or not this decision has been taken because we have had several inquiries about whether we have any funding left for this year, and it may still be possible to allocate this funding to some other Small Schemes.

Regards

Jane Linehan
Disability Policy Advisor
Railways for All Team
Zone 4/23 GMH
0207 944 8021

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Annex E

From: Durkin, Mike
Sent: 13 June 2006 13:06
To: 'Joanne McClure (E-mail)'
Cc: Pickles, Jonathan; Blair, Tom
Subject: New Station Access

Jo,

Thanks for your call earlier today. I really do appreciate the time and effort you are putting into this, and for keeping me informed as things progress.

It was obviously disappointing to hear that colleagues have some concerns over the establishment of a cycle parking area on the area of ballast off the end of the car park. However, I fully expected there to be such concerns - what we really need to understand is exactly what the problems are and are there practical ways of overcoming them. I therefore hope you can go back to the relevant people to discuss their concerns further. If you think it would help, my colleagues and I would be very happy to meet with you or any one else who could help us move things forward.

I also understand that there will be some stage a formal license process to go through, whereby we submit our proposed scheme to Network Rail. However, I am very keen to iron out as many potential problems as possible beforehand so we have the best possible chance of submitting a proposal that will be acceptable to all involved. As mentioned on the phone, meetings with GNER and BTP have already been very helpful in understanding their concerns and identifying practical ways of tackling them. Importantly, I feel they are happy to support the scheme in principle, and have shown a willingness to help us achieve a positive outcome.

I now desperately need to reach a similar position of in-principle support from Network Rail if there is to be any chance of delivering a scheme by next April. Hence I really appreciate your input, and would be very grateful if you could make enquiries within Network Rail to establish who would ultimately have the say over supporting the scheme or not. Who ever this is, I hope they may be persuaded of the significant benefits the scheme has to offer for rail-users and act as a catalyst to get the necessary resources put into making the scheme happen. Similarly, they could save us all a lot of wasted time by confirming that the scheme does not have in-principle support from Network Rail.

To help you approach others about this, I would be happy to provide you with whatever background information you think might help. As a starting point I enclose a report we recently took to the Council's Executive Member for Transport, which subsequently resulted in £250K being allocated for the scheme in our 06/07 Capital Programme (As mentioned on the phone, we are making a

Annex E

grant application to DfT for help with this scheme under their " Access for All" initiative). The report includes an Annex (E) which looks at the benefits of the scheme from a wider transport perspective. If you can think of anything else that would help please let me know.

This scheme funding does represent a very large amount in terms of our overall spending on cycling schemes, and because of the uncertainty of delivery we are making contingency plans for spending the money on other cycling projects. Therefore, at some point not too far down the line we will have to make a decision about abandoning the station access scheme to enable others to be progressed. Realistically, I think the progress we make over the next month will be crucial in this respect.

I look forward to hearing from you soon.

Kindest Regards

Mike Durkin

Project Manager (Transport and Safety)



EMAP report -
Access to Statio...



Annex D.pdf



Annex B Scan.pdf



Annex C.pdf



Annex A.pdf

Annex F

From: Pickles, Jonathan
Sent: 25 August 2006 14:55
To: Vose, Andy
Cc: Clarke, Tony; Stokes, Ian
Subject: FW: Clearance Procedure Report & Annexes
[Andy,](#)

As discussed earlier today, the e-mail below contains what was submitted to Network Rail for the Access ramp to Station Scheme. Please also find attached below the supplementary note to the report, which tries to answer some questions from GNER:



Network Rail
Clearance Procedu..

I'm hoping for a response from Network Rail on their discussions with GNER sometime next week. At that point I will try to establish when (and if) the report can be submitted for the clearance procedure, and whether they will agree to support, in principle, the planning application that we're hoping to submit for processing concurrently with the clearance procedure to save some time. I'll keep you informed of developments.

Cheers,

Jon.

-----Original Message-----

From: Pickles, Jonathan
Sent: 07 August 2006 09:47
To: 'joanne.mcclure@networkrail.co.uk'
Cc: Durkin, Mike
Subject: Clearance Procedure Report & Annexes

Hi Jo - thanks for calling back this morning.

Please find attached below a copy of the report text;



Network Rail
Clearance Procedu..

.....Annex A of the report - the planning drawing (from a previous version, hence the Annex B tag below);

Annex F



Annex B (dr).pdf

.....Annex B of the report, showing the path and cycle parking area;



Path and Cycle
Parking.pdf

.....and finally, Annex C of the report, showing the Network Rail Maintenance
Vehicle swept path:



Maintenance
Vehicle Swept Path..

If you have any problems opening any of the above documents, please let me know.

Kind regards,

Jon.

Network Rail Clearance Procedure Submission

PROPOSAL FOR NEW ACCESS TO YORK STATION

Summary

City of York Council have aspirations to construct a new access to the city's railway station, and the purpose of this report is to facilitate the proposal being taken through the Network Rail Clearance Procedure. This report outlines the City Council's reasoned justification in promoting the proposal, and seeks to address the concerns and issues that have already been raised about the scheme proposals through previous discussions with Network Rail, GNER and the British Transport Police (BTP).

Reasons for Promoting the Scheme

The York Station Access Scheme aims to provide pedestrians and cyclists with a safer and more direct access to the northern end of the station. Currently, these people are faced with accessing the station at the rear (to the west) via stairs and a footbridge, or at the main front entrance (to the east) via a lengthy detour along busy roads. The scheme would be of particular benefit to disabled people with mobility handicaps, and it is estimated that around 55 disabled pedestrians per day might use this new access.

In addition to these obvious benefits for these three top user groups in the Council's Hierarchy of Transport Users, the scheme is also believed to have potential to contribute to many of the key objectives set out in the Local Transport Plan. For example, with the improved accessibility that this would provide, some existing car drivers would be more likely to walk or cycle to the station. So, as well as reducing congestion, there would be positive benefits for road safety, air quality, and quality of life issues. In addition, this could reduce the pressure on the current levels of car parking at the station.

The scheme is fully supported by Sustrans, as it would provide a high quality direct link from York Station to the National Cycle Network, and into key local and strategic cycle routes, whilst reducing accidents and congestion, as well as shortening cycle journey times.

The proposal also fits in well with the Government's 'Access for All' initiative, and a recent bid for additional grant aid funding has been successful, with an agreed grant allocation of £125,000. However, the timescale for using this funding is critical, as the grant can only be used for this scheme, and the funding is only available during the current financial year. It is therefore imperative that a firm commitment from all parties concerned is agreed as soon as possible in order to implement the scheme within the stipulated timescale.

Background to Scheme Development (Scheme History to date)

In 1999, Sustrans approached the Council about an idea they had been working on with Railtrack to provide improved access to York Station for cyclists and pedestrians. Their proposal was to create a completely new access into the station at its northern end. It was suggested that this could be achieved by building a new link from the existing path that runs from Scarborough Bridge through to Leeman Road (between the railway and the Post Office building). See the location plan in **Annex A**.

Following further development of the idea, a planning application to create the new link path, was submitted. Subject to various conditions, mainly relating to the protection of one specific tree on the rail embankment, planning approval was granted in June 2000.

Following this, a significant amount of discussion took place between the key organisations involved (Sustrans, CYC, and Railtrack) concerning the implementation of the scheme. Many difficult technical and legal issues were identified at this stage, particularly concerning the implications of building the path on railway land adjacent to a live track. Nevertheless, by the end of 2002, most of these issues appeared to have been resolved to a point where the main terms and conditions upon which a tripartite agreement between CYC, Sustrans and Railtrack could be set out to enable the scheme to proceed.

Having reached this point, the detailed design of the link path was progressed. Unfortunately, this revealed many further difficulties in actually building the proposed path on the steep railway embankment which is currently heavily populated with mature trees. The most significant problem identified was that the alignment of the path proposed by Sustrans would result in a gradient that would exceed the maximum put forward in national design guidance for accommodating people with mobility handicaps. 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, and incorporating resting places (this revised alignment is shown in **Annex B**).

Unfortunately, this would necessitate the alignment of the path going outside the area of the embankment covered by the existing planning consent. Hence a new planning application would now be required.

Cycle parking is also a key issue within the overall scheme. We have previously explored proposals to have additional cycle parking inside the station, but this was rejected mainly due to a conflict with GNER’s future development plans, and concerns about cyclists riding through the existing car park. Providing cycle parking on the wooden decked area at the end of the existing car park has also been explored and discounted due to structural issues. The best alternative as suggested by Network Rail is to focus cycle parking on the ballast area at the end of the existing car park. The plan in **Annex B** also shows that approximately 180 cycles could be accommodated within this area.

Annex F

As a result of the technical difficulties of building the proposed path and the additional costs of building a covered cycle parking facility, the estimated cost of the scheme has increased considerably to around £375,000. Within this there are some costs that cannot yet be accurately quantified, such as dealing with some underground cables, which are known to cross the line of the proposed path. Therefore, this represents a major investment and significant commitment by City of York Council and central Government to improving access to the station.

Current Concerns and Issues

There are a number of key concerns and issues that the City of York Council are already aware of through discussions with other relevant parties influential to the delivery of the project. These are discussed below:

1. *Safety Issues Within the Station*

Network Rail, GNER and BTP are all concerned that the proposed access may encourage cyclists to travel through the station car park in order to access the existing cycle parking provision at the other end of the station. This could create conflicts between cyclists and pedestrians within the station, but also between cyclists and motorists within the existing car park. To avoid these potential conflicts, the BTP think it would be best to physically prevent cycle access to the car park and station from the new access. However, it is difficult to see how this could be achieved whilst allowing both pedestrian and disabled persons access, which is a key City of York Council requirement. This is also a condition of the 'Access for All' grant award, as well as meeting the aims of the Disability Discrimination Act. Therefore, in order to remove the need for cyclists to enter the car park or station, it is essential that a good level of cycle parking provision must be achieved to serve the new northern access, so that its capacity is unlikely to be exceeded.

It has already been established that the ballast area is the favoured place to locate this provision. Network Rail have stipulated that any provision should be no less than six metres clear of the nearest railway track, including the associated security fencing that would be required to prevent unauthorised access into that area. Through recent discussions with GNER, their representatives recognised that the loss of a limited number of car parking spaces may be required in order to accommodate such an arrangement. Plans showing the proposed location of this new provision and the layout of the proposed access link can be seen in **Annex B** of this report. In addition, the plan in **Annex C** identifies the extents of the required six metre limit, and shows the swept path of a large vehicle, to show how a Network Rail vehicle would be able to access the track side to undertake maintenance work.

Other measures to deter cycling through the station, such as appropriate signing and 'disabled friendly' barrier arrangements, would be included in the scheme.

2. Security and Crime Issues

BTP and GNER have concerns that an extra entry point into the station could compromise security and lead to an increase in crime, particularly in the short stay car parking area, and fear that this could jeopardise the future retention of their current car park security award. These issues are probably best addressed in the following ways:

- suggested operating times (already accepted in principle by BTP and GNER) where the new northern access would be closed to the public between approximately 10:30pm and 6:30am;
- some form of barrier ‘chicane’ arrangement would be provided in order to limit the speed of cyclists on the access ramp, thereby making it less attractive as a quick escape route (as well as providing a deterrent to cyclists accessing the car park and station area);
- additional provision of CCTV cameras (linked to the Council’s central CCTV station, which is based and monitored at the Fulford Road Police Headquarters);
- lighting of the access ramp and the cycle parking area (again already accepted in principle by BTP and GNER);
- the general increase in pedestrian flow through this area and the associated passive surveillance should in itself help to deter the potential for criminal activity.

3. Maintenance and Repair of Access Ramp

A commitment from City of York Council to maintain and repair the new path and cycle park has been agreed by senior officers, and a formal agreement would need to be drawn up with Network Rail to set out the details.

Anticipated Timescale for Implementation

Within the current financial year (2006/07), £250,000 has been allocated by City of York Council to allow for detailed design and construction. This represents a significant proportion of this year’s capital funding for the Cycling Programme (representing approximately 52% of the total budget). In addition, we have secured a £125,000 grant from central Government. Crucially, the Government’s grant aid funding must be spent by the end of the current financial year. Therefore, given that the timescale for scheme implementation is very limited, we are extremely anxious to move things forward as quickly as possible to give ourselves the best chance to deliver the scheme in full before the end of March 2007 deadline. In broad terms, the timetable we must achieve is set out below:

- complete agreements with Network Rail and Train Operating Company end of September 2006;
- complete detailed design October 2006 and invite tenders November 2006;
- award Contract December 2006 and commence construction works January 2007;
- construction complete and ramp open to the public at the end of March 2007.

Annex F

Although detailed design is well advanced, a previous Planning Consent has since lapsed, hence the need for a new Planning Application to be submitted. However, in order to meet the above deadlines, we feel that it is necessary to submit this application concurrent with the Clearance Procedure. This carries a small risk if the scheme were to change significantly from the current proposal as a result of the Clearance Procedure, but it is considered to be worth taking to give the project a better chance of being delivered on time. Therefore, we would hope that Network Rail, GNER and BTP can support this planning application on the understanding that the scheme would only be able to proceed if the Clearance Procedure is successful, and all of the necessary agreements are put in place afterwards.

Closing Statement

Through recent meetings with the relevant organisations involved, City of York Council has sought to address all of the concerns raised, offer a reasonable alternative wherever possible, or provide a reasoned explanation where appropriate. As part of the initial Clearance Procedure, it is sincerely hoped that any remaining issues could be resolved through subsequent negotiation. The proposed access ramp and cycle parking facility promise to provide numerous advantages, apart from the principle aim of improving access for all users, which crucially, is in accordance with several Local Transport Plan key objectives. It is anticipated that the proposed scheme would bring mutual benefits to all the organisations involved, and therefore, representatives of Network Rail, forming part of this initial Clearance Procedure, are urged to consider fully the wider benefits that a completed project could deliver. It is also important to emphasise that the City of York Council needs a swift and decisive resolution to be made in relation to this initial stage of the Clearance Procedure, given the acute urgency imposed by the deadline date. This decision needs to be made at the earliest possible opportunity to enable us to undertake the necessary contingency plans that would be required, should the access to station scheme be found unsuitable for implementation.

Contacts for Further Information

Report Author: Jonathan Pickles (Tel: 01904 553462)

Project Manager: Mike Durkin (Tel: 01904 553459)

AutoCAD Drawing production: Tom Blair (Tel: 01904 553461)

Transport Planning Officers:

Ian Stokes – author of ‘Access for All’ grant bid (Tel: 01904 551429)

Andy Vose – Cycling Officer (Tel: 01904 551608)

Supplementary Note in Response to GNER's Queries

After the submission of our report to Network Rail on the proposed construction of the new access ramp to York Railway Station, GNER have raised some queries. These queries have been summarised below, together with a response:

- Have the Council conducted a feasibility study with station users? If so, can you let me have a copy of the questionnaire and a summary of the results?

The Council has not undertaken any feasibility studies with station users, so there are no questionnaires or results. However, a footfall survey was conducted earlier this year, showing that approximately 8697 passengers access the station on foot each day from 7am to 6pm. The quoted estimate of 55 disabled pedestrians that might use this new access is worked out based upon the following:

Analysis of travel to work, the station data and Census data shows that 21% walk. Approximately 25% of passengers, approaching the station from the north western quadrant of the city, would benefit from the new access ramp. As 12% of the City of York's economically active population is disabled, this equates to 55 disabled persons that might use this route each day.

- Have the disabled lobby been consulted about this scheme and the findings from the consultation?

Not initially. However, a more recent informal consultation exercise has been conducted, involving the York Access Group and the York Blind & Partially Sighted Society. Both are in strong support of the principle of an improved access to the station. However, both have also raised their concerns about safety for disabled users (particularly the blind and partially sighted) passing through the car park area. They would prefer to see a segregated path provided, but it would appear that this is not feasible without significant physical alterations to the car park, which are likely to affect its operation and/or capacity. As a minimum, we would look to provide tactile guidance paving to help the blind and partially sighted to pass through the car park area.

- Has a Risk Assessment of the whole scheme been conducted in respect of the pathway, access into the car park and the impact of pedestrians/cyclists and wheelchair users in the car park with moving traffic?

A meeting was conducted with representatives from GNER (Graham North and Peter Hurley) and the British Transport Police (Fred Tomlinson and Fred Hardy) on 13th April 2006. During our discussions at this meeting, an informal assessment was made of the risk to pedestrians, cyclists and wheelchair users moving through the car park, alongside manoeuvring traffic. All those present at the meeting concluded that because traffic speeds would be very low within the car park, the risk of any accidents occurring was minimal. In addition, with a ramped access in place, the increased usage by pedestrians, cyclists and wheelchair users through the car park would make motorists more aware of their presence, and therefore, the risk of any accidents occurring would be further minimised.



Meeting of the Executive Members for City Strategy and Advisory Panel

10 September 2007

Report of the Director of City Strategy

WINTER MAINTENANCE SERVICE 2007/08

Summary

1. This report advises Members of the outcome of a review called for by a resolution at the EMAP City Strategy revenue budget estimates 2007/08 Committee. The resolution required an efficiency saving of £10,000 from winter maintenance.

Background

2. It is a statutory duty for highway authorities to ensure, so far as is reasonably practicable, the highway is safe for users during periods of frost, ice and snow.
3. The Council as part of its highway maintenance policy invest around half a million pounds each year treating a defined road and footway network to prevent the formation of frost and ice on the road and footways and to clear snow from both as necessary. The approved policy was set out in 1998 and describes the extent of the defined road network and a limited footway priority network.
4. Last year was a particularly mild winter and there was no need to open the emergency control room. In fact we had very little snowfall and carried out only 50 treatments of the road network (70 being the average) and 6 treatments of the footway network.
5. At present the Council treats around 48% of its road network, the national average being 40%. This is done by Neighbourhood Services using Safecote, an environmentally friendly de-icing agent. There are ten defined road routes around the City. These routes, approved by Members, were originally developed by a number of highway engineers, using their knowledge and wide experience of York's roads network, together with specific thermal characteristics and consideration of the climatic domain influences across York. These routes were examined in 1998 by Vaisala who carried out a route optimisation project for the City of York Council. This confirmed the City Council's routes were, in the main, extremely optimum and route efficient, in fact we had a route efficiency rating above 70% which is a percentage advised by the Audit Commission Guide Lines in respect of treatment route lengths. Since 1998 there has been additions to the road network following requests from Members, members of the public, parish councils and others, but these additions were only included if they met the specific criteria laid down in the

Council's winter maintenance policy. The roads covered by the Council include the main public transport routes and busy school bus routes, access to park and ride sites, and main car parks, areas close to shops, post offices, schools, residential buildings, main links between villages and main roads.

6. Prior to a change in the legislation in 2004, footways were not routinely treated when wintry weather was forecast. Since the 2004 winter season the Council has treated a limited defined footway network which is mainly made up of city centre streets, footways that link the railway station and main car parks to the city centre and two shopping areas, at Acomb and Haxby. Treatment only takes place when conditions dictate.
7. A large element of the Council's Footway Treatment Policy is the placement of 436 self help salt bins around the city's footways. These consist of 86 funded by either ward committees or community services, the other 350 are funded by the winter maintenance revenue budget. Over the last three years close assessments have been carried out as to the usage of the self help salt bins and the results are as follows:-

Year	Number of Salt Bins	Number Replenished	Number barely used or not used at all
2004/5	400	27	373
2005/6	436	67	369
2006/7	436	17	419

8. Last year Members requested that some form of sticker or badge was placed on the salt bins to indicate the salt was free for public use. Unfortunately there was not sufficient time to arrange this for last year before all the salt bins went out following approval of the report. Arrangements have been made for plates to be placed on all the salt bins, which go out this coming season. The plates will indicate the salt is free for public use.
9. Officers also considered the possibility of consolidating the ten road routes into nine by removing some of the long established carriageway salting routes from the network. The streets which were considered feasible to be removed are attached as Annex 1. This would still leave us with ten routes as it would not be possible to consolidate the remaining routes down to nine and still have a route efficiency of 70%, nor would we be able to comply with the code of practice guidelines which say all routes must be able to be completed within a two hour time period. To actually consolidate ten routes to nine more radical work would be needed to remove additional road lengths, such as links into villages. This has considerable implications and officers seek Members advice in whether or not further extensive work on this should be carried out. Removing long established and relatively well used routes from the definitive treatment list needs very careful consideration as it may not turn out to be the efficiency saving envisaged.

Discussion

10. Members can see from the information provided for the last three years the number of self help salt bins that have actually been used by the public is considerably less than the number the Council positioned. An option therefore is to keep the 86 number ward committee/community service salt bins out plus

the 100 number of well used City of York Council salt bins, 100 being the most used in any of the three years monitored.

11. Reducing the number of salt bins from 436 to 186 would make an efficiency saving of £10,000. Additionally each year where the bins are brought back around 10 are found to be vandalised to a state that they are beyond repair. This means that the purchase of new salt bins each year at a cost of £380 each has to be made from the winter maintenance revenue budget. If Members approve a reduction in the number of bins based on the fact many of the bins are not used or used very rarely, this would effectively make a further saving of £3,800 in not having to buy in new replacement bins.

Option

12. Option 1 - To reduce the number of self help salt bins placed around the Councils network from 436 to 186, specifically leaving only the ones frequently used over the last three winters and those funded by other parties.
13. Option 2 - Continue as we do at present and position all the salt bins out this coming winter and continue to monitor the situation. This would then be reported back to Members as part of next years winter maintenance review.
14. Option 3 - Carry out further work regarding the removal of a number of long established carriageway routes from their winter maintenance definitive list.
15. Option 4 – Discontinue work on removing any long established carriageway routes from the winter maintenance definitive list.

Analysis

16. Option 1 – Reducing the number of self help salt bins from 436 to 186 would bring an efficiency saving of £14,000 but it would bring increased customer dissatisfaction and may have a detrimental effect on the Councils winter maintenance strategy for footway treatment which in turn could lead to an increase in third party winter maintenance claims from people slipping on the footway.
17. Option 2 – There would be no efficiency savings and the required saving of £10K would have to be achieved elsewhere from the highway maintenance budget. There would be no increase in customer dissatisfaction, nor would there be any detrimental effect on the Councils winter maintenance strategy for footway treatment.
18. Option 3 – Removing some long established streets from the winter maintenance network definitive list will certainly lead to increase customer dissatisfaction. It would more than likely increase the Councils corporate costs in respect of additional third party liability winter maintenance claims. However, should Members wish officers to continue looking at this option it is likely it would bring in efficiency savings in the region of £15,000, but Members must consider that should this lead to only one increase in the number of claims, this efficiency saving will be wiped out as the Council now pays out the first £50,000 of any claim made against it.

19. Option 4 – This would mean there would be no prospect of any efficiency savings being made in respect of reducing the number of routes but it would keep Councils winter maintenance policy strong, coherent and ensure winter maintenance claims continue to be repudiated ensuring an overall corporate saving to the Council, as well as maintaining its excellent reputation in this field.

CONSULTATION

20. This reduction in salt bins will be reviewed and the outcome of this efficiency saving will be reported back to Members as part of next years winter service review report.
21. Members should note that over the summer months of 2008 as part of the review their views will be sought on the implications of removing some of the bins which are not used much or not used at all.
22. Members should note this process does not effect any ward committee provision and members will still be able to provide any additional salt bins via ward committee provision in the usual way.

Corporate Priorities

Maintenance of the public highway has a direct impact on several of the Council's corporate aims and priorities:

23. Corporate Aim 1: (Environment)

Take pride in the City by improving quality and sustainability, creating a clean and safe environment.

Specific priorities:

- 1.1 Increase resident satisfaction and pride with their local neighbourhoods.
- 1.2 Protect and enhance the built and green environment that makes York unique.
- 1.3 Make getting around York easier, more reliable and less damaging to the environment.

24. Corporate Aim 3: (Economy)

Strengthen and diversify York's economy and improve employment opportunities for residents.

Not directly relevant to any of the specific priorities, but good quality highway infrastructure is vital to the local economy.

25. Corporate Aim 4: (Safer City)

Create a safe City through transparent partnership working with other agencies and the local community.

Specific priority:

- 4.7 Make York's roads safer for all types of user.

26. Corporate Aim 8: (Corporate Health)

Transform City of York Council into an excellent customer-focused "can do" authority.

Specific priority:

8.9 Manage the Council's property, IT and other assets on behalf of York residents.

Implications

Financial

27. The forecast efficiency implications are as follows:

28. Option 1 - £14,000 saving for 2007/8 onwards if approved.

29. Option 3 – Potential £15,000 saving for 2008/9 onwards if approved.

30. Option 2 and 4 – No savings.

Human Resources (HR)

31. There are no human resources implications.

Equalities

32. There are no equalities implications.

Legal

33. Section 41(1A) on the 1980 Highways Act puts a duty on the highway authority to ensure so far as is reasonably practicable safe passage of the general public along the highway during periods of snow and ice.

Crime and Disorder

34. There are no crime and disorder implications.

Information Technology (IT)

35. There are no information technology implications.

Property

36. There are no property implications.

Other

37. There are no other implications.

Risk Management

38. In comparison the risk management strategy, the main risk associated that are being identified in this report are risks arising to persons and property (physical), these which could lead to financial loss (financial), and non-compliance with legislation (legal and regulatory), as well as being unpopular leading to increased dissatisfaction with the Council (Reputation).
39. Measured in terms of impact and likelihood, only the implementation of Option (3) would lead to an increased risk to the authority.

Recommendations

That the Executive Member for City Strategy be advised to :

40. Note the report and approve Option 1, namely to reduce the number of self help salt bins which are disturbed around the network for the general use of the public;
41. Give advice in respect of Option 3, whether or not to continue investigating the possibility of reducing the number of carriageway treatment routes from ten to nine.

Reason:

42. To ensure the current Council winter maintenance policy is robust whilst ensuring the budget is expended in the most cost effective way based on the Council's assessed priorities.

Contact Details

Author:

Fred Isles
Maintenance Manager
Highway Infrastructure
Tel 01904 551444

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director (City Development & Transport)

Report Approved



Date 24/08/07

Specialist Implications Officer(s)

Report Author

Wards Affected

All



For further information please contact the author of the report

Background Papers:

There are no relevant background papers.

Annexes

Annex 1 – Winter Maintenance Gritting Routes – Roads to potentially be omitted.

Winter Maintenance Gritting Routes – Roads to potentially be omitted

Navigation Road
Fulfordgate
Windmill Lane
Sussex Way
Crossways
Yarburgh Way
Deramore
Eastfield Crescent
Glen Road
Clementhorpe j/w Terry Avenue
Leeside
West Thorpe
Pulleyn Drive
Moor Lane, Woodthorpe
Barfield Road
Sefton Avenue
Yearsley Grove
Bootham Terrace
Westminster Road
The Avenue, Clifton
Bland Lane, Knapton
Park Gate, Strensall
Heath Ride, Strensall
Thompson Drive, Strensall

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