



**Notice of a public meeting of
Decision Session - Cabinet Member for Transport, Planning and
Economic Development**

To: Councillor Levene

Date: Monday, 22 December 2014

Time: 6.00 pm

Venue: The Thornton Room - Ground Floor, West Offices (G039)

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 **4:00 pm on 24th December 2014.**

*With the exception of matters that have been the subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any called in items will be considered by the Corporate and Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by 5.00pm Friday 19th December 2014.

1. **Declarations of Interest**

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

2. **Minutes**

(Pages 1 - 4)

To approve and sign the minutes of the meeting held on 21st November 2014.

3. **Public Participation - Decision Session**

At this point in the meeting, members of the public who have registered their wish to speak at the meeting can do so. The deadline for registering is **12 Noon on Monday 22nd December 2014.**

Members of the public may speak on:

- An item on the agenda,
- an issue within the Cabinet Member's remit.

Filming or Recording Meetings

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The Council’s protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at http://www.york.gov.uk/downloads/download/3130/protocol_for_webcasting_filming_and_recording_of_council

4. Lendal Bridge Repayment Process (Pages 5 - 8) Deadline Extension

An online application process is currently available whereby Members of the Public can dispute their Penalty Charge Notice (PCN) in relation to Lendal Bridge. The process is due to close on 31st December 2014. Following the full Council motion on the 11th of December 2014 this report considers whether the existing deadline should be extended ahead of a report relating to any potential future process is considered by Cabinet.

5. Urgent Business

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

Democracy Officer:

Name: Jill Pickering

Contact Details:

- Telephone – (01904) 552061
- Email – jill.pickering@york.gov.uk

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

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

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

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

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

City of York Council

Committee Minutes

Meeting	Decision Session - Cabinet Member for Transport
Date	21 November 2014
Present	Councillor Levene
In Attendance	Councillor Orrell

20. Declarations of Interest

At this point in the meeting, the Cabinet Member was asked to declare any personal, prejudicial or pecuniary interests he may have in the business on the agenda. None were declared.

21. Minutes

Resolved: That the minutes of the decision session held on 13th October 2014 be approved and signed by the Cabinet Member as a correct record.

22. Public Participation - Decision Session

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

Councillor Orrell had registered to speak on agenda item 4, details of which are included under the relevant minute item.

23. Huntington Road (Sessions) Section 278 - Permanent Traffic Calming

The Cabinet Member considered a report which provided feedback on a recent consultation on restoring traffic calming measures to Huntington Road near to a new housing development on the former Sessions site.

Councillor Orrell had registered to speak as Ward Member and raised concerns about the consultation not being conducted widely enough, in particular he felt that the residents who lived in houses further along Huntington Road should also have been

consulted, not just the residents immediately in front of the chicanes.

In response to Councillor Orrell's comments, Officers advised that the scheme had been subject to a number of delays and there had been little time to do a large scale consultation.

The Cabinet Member noted Councillor Orrell's concerns but as there had been no significant response from the localised consultation, he was minded to approve the Officers recommendation.

Resolved: That the Cabinet Member agreed to:

Reinstall the chicanes on Huntington Road, close to the Sessions site.

Reason: To restore long term measures to control vehicle speeds following the construction work at the Sessions site.

24. Clarence Street Bus Improvement Scheme

The Cabinet Member considered a report which requested final approval to implement a bus improvement scheme on Clarence Street.

Officers outlined the report and drew the Cabinet Member's attention to an increase in cost of the scheme, although this would be accommodated via the Better Bus Area Fund.

The Cabinet Member was happy to approve the scheme.

Resolved: That the Cabinet Member:

Approved the Clarence Street Bus Improvement Scheme, as set out in the Officer report.

Reason: To enable the scheme to be implemented between January and March 2015.

Cllr D Levene, Cabinet Member

[The meeting started at 5.30 pm and finished at 5.45 pm].

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Cabinet Member for Transport , Planning and Economic Development 22 December 2014

Report of the Director of City and Environmental Services

Lendal Bridge Repayment Process Deadline Extension

Summary

1. An online process is currently available whereby members of the public can dispute their Penalty Charge Notice (PCN) in relation to Lendal Bridge. The process is due to close on 31st December 2014. Following the full Council motion on the 11th of December this report considers whether the existing deadline should be extended ahead of a report relating to any potential future process is considered by Cabinet.

Recommendations

2. Cabinet Member is asked to consider:

Option 1 – The extension of the deadline beyond 31st December 2014 until 30th June 2015 to allow sufficient time for a report to be considered by Cabinet.

Reason: To ensure efficient administration of the process

Background

3. At its meeting in July 2014 Cabinet agreed that officers should make arrangements for members of the public to contest their Penalty Charge Notice (PCN) and for the settlement payments to be equivalent to the value of the PCN paid in respect of the Lendal Bridge Trial.
4. Legal advice was sought in relation to the process to be adopted, wording to be used and length of time the process should remain open. The advice in relation to the period for which the process

should remain open was that it should be reasonable and that three months was considered to be reasonable.

5. The online application process opened on 8th September 2014. The process is currently time limited and is due to close on 31st December 2014.
6. A motion was passed at full council on 11th December 2014 asking Cabinet to consider a report to amend the Lendal Bridge refund process.
7. A report setting out the impacts of addressing the motion is due to be considered by Cabinet. Due to the gap between the end of current scheme and consideration of a report by Cabinet a decision is required as to whether the current deadline should be extended.

Consultation

8. Not applicable

Options

9. The options for consideration are:

Option 1 – extend the deadline beyond 31st December 2014 until 30th June 2015 to allow sufficient time for a report to be considered by Cabinet.

Option 2 – maintain the current deadline

Analysis

10. Option 1 - The 31st December deadline meets the legal requirements of reasonableness and can be extended if required as resources are available to continue the process. Extending the date until such time as a report is considered by Cabinet would allow for full consideration of the impact of the motion, ensure efficient administration of the process, ensure clearer media messages can be communicated and would limit potential reputational damage to the Council. On balance this is the recommended option.

Option 2 – Has already been widely communicated therefore maintaining the deadline is a legitimate option as this is currently the decision of the Council. However before a further decision by

Cabinet is made a situation will occur whereby we are informing the public that they have missed the current deadline and have no further recourse for a refund and then following the Cabinet Meeting a new process may be opened and we then inform the same members of the public they can now apply. This situation would also lead to a highly unsatisfactory administration process as we would be closing down the current electronic process and moving to individual correspondence to deal with any outstanding issues from the people in the current scheme. Then potentially re opening a new electronic process shortly thereafter and have people potentially confused as to how we are administering their claim.

Council Plan

11. The recommendation supports the Councils core capabilities in relation to delivering against our customer needs.

Implications

12. **Financial** - The extension of the deadline will increase the opportunity for the public to participate in the process and thereby is likely to increase the cost to the Authority, however as the current scheme is now well established there will be no establishment costs or increase in unit cost of administration of the scheme.

Human Resources (HR) Existing staff resource will continue to support the scheme.

Equalities No implications

Legal The current scheme has been confirmed as compliant with the Councils statutory obligations and the timing of the deadline was a matter of efficient administration of the process. Therefore an extension of the scheme in light of the full Council resolution will continue with the current rationale of the deadline being determined by the efficient administration of the process.

Crime and Disorder No implications

Information Technology (IT) No implications

Property No implications

Risk Management

13. Risk associated with extending the deadline is low

Contact Details

Author:

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**Report
Approved**

Date 17.12.14

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

All

For further information please contact the author of the report