
Decision Session
- Executive Member for City Strategy

11th May 2010

Report of the Director of City Strategy

**City of York's Local Transport Plan 3 - Amended consultation /
preparation strategy for LTP3**

Summary

1. This report presents and seeks approval of the revised approach for progressing the preparation of LTP3, due to the calling-in of the Executive Member's (provisional) Decision on 2nd March 2010 for undertaking the LTP3 Stage 2 Consultation. In particular it
 - Sets out the process for engaging with stakeholders and the public for informing policy development within LTP3, in lieu of the Stage 2 consultation, and
 - Sets out the modified Stage 3 consultation on the draft 'Framework' LTP3.

Recommendations

2. That the Executive Member for City Strategy is recommended to:
 - i. Note the content of the report, particularly Annex A which sets-out the revised approach for preparing and adopting LTP3, by 31st March 2011.
 - ii. Approve the revised approach at Annex A.

Reason: To enable the effective preparation and adoption of the city's Local Transport Plan 3, before the current LTP expires on 31st March 2011.

Background

Duty, guidance and influences for producing LTP3

3. The duty to produce LTP3 and the guidance for preparing it were previously reported to Decision Session, Executive Member City Strategy (DSEMCS) on 1st September, 2009.
4. Some of the key points in the guidance, relevant to undertaking consultation for LTP3, are:

- Local authorities are accountable to their communities rather than to the Department for Transport (DfT) for both the quality of the transport strategies prepared and for ensuring effective delivery;
- Local authorities need to have a clear view of their own strategic goals and their priorities for dealing with the different challenges they face, and
- The duty, introduced in the Local Government and Public Involvement in Health Act 2007, to involve citizens in local decision making and service provision.

LTP3 Consultation process and factors leading to a new approach

5. At DSEMCS on 20th October 2009, a three-stage consultation strategy (summarised in Table 1) for preparing the City of York's LTP3 was approved.

Table 1 - LTP3 Consultation Strategy (summarised) as approved at DSEMCS on 20 October 2009		
Consultation stage	Timescale	Consultation / communication methods and consultees
Issues and priorities	Oct. 2009 to Jan. 2010	Citywide consultation leaflet / questionnaire, focus groups/workshops, public exhibitions/events and Council website.
Options and consequences	Apr. 2010 to May 2010	Citywide consultation leaflet / questionnaire in April issue of 'Your City', focus groups / workshops public exhibitions/events and Council website
Draft LTP3	Sep 2010 to Oct. 2010	Reference copies of Draft LTP3 plus leaflets / questionnaires available in Council offices, libraries and leisure centres etc., focus groups / workshops, ward committee meetings, public exhibitions/events and Council website

6. The responses from the Stage 1 consultation, together with the proposed options and actions to form the basis of the Stage 2 consultation were contained within a report to DSEMCS, on 2 March 2010.
7. Once this report had been made public, three Members called-in the report (decision). In view of this the Executive Member's decision at DSEMCS was a provisional one, subject to further recommendations from the Executive (Calling-in) on 9th March 2010.
8. The calling-in of the Executive Member's decision was considered by the SMC (Calling-in) meeting on 8 March 2010. At this meeting Officers confirmed that Annex C (Evaluation of 'Intermediate' (10-year) Strategy options against strategic objectives) in the DSEMCS report would be simplified for the actual consultation document. Furthermore, Members questioned details of timescales for the availability of the traffic congestion survey, print deadlines and the timing

for distribution of the LTP3 questionnaire. Officers expressed concern at any lengthy delays, which could affect the March 2011 deadline for issuing LTP3.

9. SMC (Calling-in) resolved the report be referred back to the Executive Member with a recommendation that the consultation be delayed until after the General Election and with the request that:
 - The final draft consultation questionnaire be sent out to members of the Traffic Congestion Ad Hoc Scrutiny Committee for their comments, and
 - Officers prepare a timeline of indicative dates to meet the final Strategy deadline of March 2011.
10. The SMC (Calling-in) decision was subsequently considered at Executive (Calling In) on 9 March, 2010. It resolved:
 - (i) That public consultation on LTP be suspended until after the General Election has taken place.
 - (ii) That Officers report to a future Executive Member Decision Session on the implications for the LTP preparation timetable of the SMC's recommendation.

The new approach

11. A diagrammatic representation of the revised approach to preparing and consulting on LTP3 is contained at Annex A, and described further below.

Stage 1 – Issues and priorities

12. The Stage 1 'Issues and Priorities' consultation, undertaken in winter 2009/2010 comprised of a citywide leaflet/questionnaire supplemented by a series of stakeholder workshops and other 'informative' meetings with various groups. The consultation sought to:
 - Discuss the way in which York might change over the next 20 years (setting the context);
 - Identify transport challenges for the future
 - Generate potential solutions (actions)
13. Over 12,000 questionnaire responses were received and the workshops / other meetings provided more feedback.
14. The outcomes of the stage 1 consultation have been used to inform the next stage (stage 2) of the plan's preparation.

Stage 2 - Options and implications assessment (present position in preparing the plan)

15. Waiting until after the General Election to undertake a citywide public consultation, would delay the release of a questionnaire, originally programmed to be distributed with the April 2010 edition of Your city, to the June edition.

Consequently, undertaking a full public consultation in summer 2010 and reporting-back thereon would cause the latter stages of the preparation process, including consultation on a draft 'Framework' LTP3 to be compressed too much to be of value. This could, ultimately, adversely affect the quality of the resultant LTP3.

16. It is intended, therefore, to engage with stakeholders and the public, through a 'dialogue', to contribute evidence and to inform the draft 'Framework' LTP3. This is a key 'iterative' stage in transforming the outcome of the consultation on the issues that York faces in the future (Stage 1 consultation) into a comprehensive evidence-based strategy, with supporting policies and actions in LTP3 for the short-term and into the longer term.
17. The dialogue will consist of:
 - (i) Workshops and focus groups, similar to those convened for the Stage 1 consultation.
 - (ii) An interactive web-based forum
18. The 'dialogue' is due to take place over a 2-month period between May and June 2010, to complement the evidence gathering and policy development work that has been ongoing since January 2010. It is intended that the options presented at DSEMCS on 02 March 2010, (simplified and augmented with other information, and targeted questions as appropriate), will form the basis of the 'dialogue'.
19. The 'dialogue' will provide the opportunity for stakeholders and other interested parties to:
 - Provide further comment on the context, challenges and potential actions identified in the Stage 1 consultation
 - Supplement the existing evidence base where more evidence or other information / view is required on any issue / topic identified through the Stage 1 consultation and/or subsequent evidence gathering and policy development work (i.e. targeted additional evidence gathering).
 - Help identify which transport measures / interventions would be most effective in tackling the challenges York faces.
20. The outcomes of the 'dialogue', together with previous consultation outcomes, other evidence gathered, and policy development work undertaken, will be subsequently analysed and evaluated to shape the draft 'Framework' LTP3. Due consideration of the output from the Traffic Congestion Ad-hoc Scrutiny Committee's 'Tackling Traffic Congestion in York' work – including the residents survey results - will be undertaken at this stage, either as part of the evaluation, or (if the results are available in time) discussed within the 'dialogue'.

Stage 3 - Draft 'Framework' LTP3

21. The Government has already stated, through its guidance for producing LTPs (LTP3) (see also DSEMCS 1 September 2009) that the Department for Transport (DfT) will no longer formally assess LTPs. This is a departure from

the process for producing LTP2, whereby both the 'Provisional' and 'Full' plans were assessed, and the assessment had a material effect on funding.

22. There is insufficient time to produce a fully detailed draft LTP3 (similar to the Provisional LTP2) for consultation, so it is intended to issue a draft 'Framework' LTP3 for consultation in September and October 2010.
23. The draft 'Framework' LTP3 will:
 - Present an overview of the key local, regional and national policies that influence and are influenced by transport;
 - Present the critical evidence used to determine the vision, strategy, policies and actions in LTP3;
 - Contain a proposed vision and long-term (20-year) transport strategy for York;
 - Establish the key spatial priorities for transport (to support the Local Development Framework)
 - Set-out the proposed medium-term strategic approach for working towards realising the long-term strategy, and
 - Set-out the proposed short-to-medium-term (costed) actions, based on best knowledge of likely future funding, and the likely effectiveness of different measures for tackling the challenges York faces.
24. The original consultation strategy proposed various means for consulting on the Draft LTP3, including via attendance at ward committees (see Table 1). However, due to the delay in undertaking stage 2 it will no longer be possible to do this in the remaining time available for undertaking the consultation on the draft 'Framework' LTP3. Instead, Officer attended exhibitions in council offices and at various locations in the city, using the Mobile Exhibition Unit, will be utilised.
25. A form will be made available for attendees to the exhibitions to give their feedback on the draft framework (with a focus on the priorities, strategy and actions). This form will also incorporate the proposed options for extending 20 mph speed limits in order to gauge the level of support for them. The same form will be distributed to residents, city-wide, for them to give their feedback too.
26. Advance notification of the 'dialogue' and consultation on the draft 'Framework' LTP3 will be given via articles in Your City, Your Ward publications and messages on the Council's web-site.
27. The responses to the consultation on the draft 'Framework' LTP3 will be analysed by November 2010. The key messages arising from this analysis will be reported to DSEMCS on 7th December 2010, for agreement on what action should be taken to refine the framework document into a draft of the 'Full' LTP3.

Stage 4 - Preparing and issuing the 'Full' LTP3

28. It is intended to present the draft 'Full' LTP 3 to Executive in January 2011. Efforts will also be made to make use of any opportunity (such as at Council 2011 Budget Consultation) to include a small number of questions, for obtaining

(and acting upon, as appropriate) residents' feedback on the draft 'Full' LTP3 before it is considered by Executive and full Council.

29. A period of approximately 13 weeks has been programmed from the LTP3 being presented to Executive to allow sufficient time for incorporating any amendments (from Executive resolution) before subsequent adoption by full Council and, ultimately, its issue by 31 March 2011.

Corporate Objectives

30. LTP3 is a cross-cutting document that encompasses and contributes to all of the council's outward facing corporate priorities.

Implications

31. This report has the following implications:

- **Financial** – There are likely to be revenue costs in the order of £14,000 for undertaking the consultations as proposed in this revised approach for preparing LTP3. This will consist of:
 - £3,500 for the 'dialogue'
 - £23,000 for the draft 'Framework' LTP3 (inc. 11,500 for feedback)

This represents a saving in the order of £3,000 in comparison to the original approach as set-out in the consultation strategy presented at DSEMCS on 20th October 2009

- **Human Resources (HR)** – The Transport Planning Unit will arrange and coordinate the engagement 'dialogue' and consultation on the Draft 'Framework' LTP3 with support from Marketing and Communications.
- **Equalities** – LTP3 will be subject to an Equalities Impact Assessment.
- **Legal** – There are no implications at present.
- **Crime and Disorder** – There are no implications at present.
- **Information Technology (IT)** – An interactive website will need to be set-up for the on-line forum.
- **Property** – There are no implications at present.
- **Sustainability** – It is anticipated that LTP3 will develop and implement sustainable transport solutions.
- **Other** – No comments.

Risk Management

32. In compliance with the Council's Risk Management Strategy the main risk associated with preparing LTP3 is a 'reputation' risk due to:

- the Council not undertaking consultations on LTP3 in compliance with Government Guidance, and / or
 - failing to adopt and issue an LTP3 before the current LTP (LTP2) expires.
33. This could, ultimately, undermine the validity of the LTP3 produced.
34. Measured in terms of likelihood and impact, the likelihood is remote and the impact is Major. The risk score for the recommendation is, therefore, 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.
35. The extensive and inclusive nature of the consultations undertaken to date have been well received by stakeholders and government agencies. If the same extensive and inclusive approach is carried forward into the engagement 'dialogue' for informing policy and measures within a draft 'Framework LTP3, and the subsequent consultation thereon, the risks will not be any greater than predicted.

Ward Member comments

36. Not appropriate at this stage.

Non Ruling Group Spokespersons' comments

37. Non-ruling group spokespersons have been contacted, but no responses have been received to date.

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Wards Affected

All

For further information please contact the author of the report

Background Papers:

Guidance for the publication of LTP3, DfT, July 2009
Decisions Session, Executive Member City Strategy 1st September 2009, Item 11
Decisions Session, Executive Member City Strategy 20th October 2009, Item 12
Decisions Session, Executive Member City Strategy 2nd March 2010, Item 5
Scrutiny Management Committee (Calling In) 8th March, 2010, Item 4
Executive (Calling In) 9th March, 2010,

Annexes

Annex A

Revised approach to preparing / consulting on LTP3