



**Notice of a public  
Decision Session - Executive Member for Transport**

**To:** Councillor D'Agorne (Executive Member)

**Date:** Tuesday, 11 May 2021

**Time:** 10.00 am

**Venue:** Thornton Room, West Offices

**AGENDA**

**Notice to Members – Post Decision Calling In:**

Members are reminded that, should they wish to call in any item\* on this agenda, notice must be given to Democratic Services by **5:00 pm** on **Thursday 13 May 2021**.

\*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 Customer and Corporate Services Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5.00pm on 7 May 2021**.

**1. Declarations of Interest**

At this point in the meeting, the Executive Member is asked to declare:

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

which he 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 13 April 2021.

**3. Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee. The deadline for registering at this meeting is at 5.00pm on Friday 7 May 2021.

To register to speak please visit

[www.york.gov.uk/AttendCouncilMeetings](http://www.york.gov.uk/AttendCouncilMeetings) to fill out an online registration form. If you have any questions about the registration form or the meeting please contact the Democracy Officer for the meeting whose details can be found at the foot of the agenda.

Webcasting of a Public Meeting

Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission. The public meeting can be viewed live and on demand at [www.york.gov.uk/webcasts](http://www.york.gov.uk/webcasts). During coronavirus, we've made some changes to how we're running council meetings. See our coronavirus updates ([www.york.gov.uk/COVIDDemocracy](http://www.york.gov.uk/COVIDDemocracy)) for more information on meetings and decisions.

- 4. STEP – Transport Data Platform** (Pages 5 - 14)

This report updates the Member for Transport on the work done with the grant so far and requests approval to commission the STEP Transport Data Platform.

- 5. York's response to the National Bus Strategy** (Pages 15 - 22)

This report sets out how City of York Council will discharge the obligation placed on English local transport authorities to develop a Bus Service Improvement Plan by October 2021.

- 6. York's Local Transport Plan** (Pages 23 - 30)

This report sets out a proposed scope, timescale and budget for York's fourth Local Transport Plan.

- 7. Engagement Strategy – Local Transport Plan** (Pages 31 - 68)

This report sets out an engagement strategy which places resident insight at the heart of the process to develop and implement York's Local Transport Plan 4.

- 8. Update on E-Scooter Trials** (Pages 69 - 92)  
This paper provides an update on the progress of the e-scooter and e-bike trials in York, and sets out a proposal to further expand the service area, to include areas outside the Outer Ring Road.
- 9. TSAR Junction Alterations – Gillygate/Bootham/St Leonards Place** (Pages 93 - 160)  
This report presents the options to replace the traffic signalling equipment as the equipment's life has expired and has become difficult and costly to maintain.
- 10. Cycle Route Improvements (Nunnery Lane-Nunthorpe Grove)** (Pages 161 - 172)  
This report requests a decision on further development work to ensure that the initial designs are viable and that the concerns of the local residents are adequately assessed prior to a decision being taken on whether to progress the implementation of a scheme in the area.
- 11. Receipt of a Petition for a Zebra Crossing at the Kent Street / Fawcett Street Junction** (Pages 173 - 178)  
The report acknowledges receipt of the petition for a Zebra Crossing at the Kent Street / Fawcett Street Junction and details how officers propose to take this request forward.
- 12. Consideration of consultation results from Slingsby Grove, Royal Chase, Kensington Court, Regency Mews, 64-90A Tadcaster Road and St. Edwards Close following petitions being received requesting Residents' Priority Parking** (Pages 179 - 198)  
To report the results following a consultation undertaken in January 2021 for all residential and business properties, and the affected properties that have frontages/access onto the proposed area. Then determine what action is deemed.
- 13. Consultation results regarding Resident Priority Parking for 5 to 11 Main Street, Fulford** (Pages 199 - 222)  
To report the consultation results for resident priority parking 5-11 Main Street, Fulford and to determine what action is appropriate.

## 14. Urgent Business

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

### Democracy Officer:

Robert Flintoft

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

- Registering to speak;
- Business of the meeting;
- 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

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Meeting	Decision Session - Executive Member for Transport
Date	13 April 2021
Present	Councillors D'Agorne
Apologies	

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### **71. Declarations of Interest**

The Executive Member was asked to declare, at this point in the meeting, any personal interests, not included on the Register of Interests, or any prejudicial or disclosable pecuniary interests that he might have had in respect of business on the agenda. He confirmed he had none.

### **72. Minutes**

Resolved: That the minutes of the Decision Session of the Executive Member for Transport held on 9 February 2021 and 9 March 2021 be approved and signed by the Executive Member as a correct record, subject the following amendments; minute 62. The formal advertisement of the TRO process to include a 20 mph zone; minute 64. That a further update be brought to the Executive Member; minute 69. That the ward councillors be updated on the possibility of a give way sign being installed.

### **73. Public Participation**

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

Jonathan Laverack Chair of Elvington Parish Council raised concerns of speeding on Elvington Lane and requested that a weight limit be placed on the road. He noted that a 2017 survey had shown the number of large vehicles on the road was found to be excessive.

Johnny Hayes welcomed a review of parking in the city, but requested that the scope of the review be expanded to include private car parks and the use of park and ride. He requested

that further consultation also be included and noted concerns of no crime and order issues being flagged due to the polices concerns regarding St Georges Field multi story car park.

Dave Merrett also discussed the review of parking in the city and raised concerns that it did not have a focus on removing nonessential traffic in the city. He noted the Councils commitment to becoming net carbon zero and that transport in the city provided one of the greatest potentials for carbon reduction.

#### **74. Hyperhubs Projects**

Officers introduced the report and provided an update that funding for providing solar PV had now been identified. It was noted that plans had originally been identified for a hyperhub but a new location was identified due to landownership issues. The Executive Member welcomed funding for solar PV and enquired as to whether the site could also include a storage battery, it was noted that due to a low peak number of kilowatts meant there was not a strong business case for a storage battery.

Resolved:

- i. To proceed with the application for planning permission for a Hyperhub at Union Terrace car park.

Reason: To contribute towards achieving one of the core aims of the EV Strategy; delivering an inner city Hyperhub.

#### **75. Consultation with options for restrictions 140 – 154 Boroughbridge Road**

The Executive Member considered that consultation that followed measures that had been implemented, he noted that residents parking would likely not be suitable for a small section of road. He requested that officers monitor and provide a further update.

Resolved:

- i. Approval was given to implement the advertised restriction for double yellow lines on one side of the carriageway only;
- ii. Monitor and report back to a future decision session in the yearly review the impact of the implementation. Decision to advertise any additional restrictions will be made at this time.

Reason: To progress the majority views of the residents consulted.

## **76. Strategic Review of City Centre Access and Parking**

Officers introduced the report and noted that the review would be in two parts one covering city centre access and parking. Challenges to a review of parking were noted by officers due to COVID 19 and that the city was currently still in recovery. Parking in the city was discussed and it was noted that park and ride and private car parks would be considered as part of the review. Access for cyclists and people with disabilities were discussed and it was recommended that engagement focus on mobility needs in and around the city for people to travel.

Resolved:

- i. Approved the scope for the review of city centre access and parking.

Reason: To proceed with carrying out the review.

- ii. Approved the methodology and programme for the review, including carrying out consultation and engagement.

Reason: To allow the review to commence in line with the programme with a report to be brought back in September 2021.

- iii. Noted that the review is to be completed prior to the implementation of the permanent footstreet extension in September 2021, as is set out in the programme.

Reason: To continue to improve the existing mitigations for those affected by the proposed permanent changes to the footstreets that are due to be implemented in September 2021.

- iv. Noted the review of city centre parking is critical to the Executive making the decision as to whether to proceed with St George's Field multi-storey car park as part of the Castle Gateway Masterplan. This decision is required in October 2021.

Reason: To enable an informed decision to be taken by the Executive as to whether to proceed with St George's Field multi-storey car park.

## **77. Place Transport Capital Programme - 2021-22 Budget Report**

Officers introduced the Capital Programme and it was noted that no allocation had been made for a weight limit to be implemented in Elvington, the Executive Member confirmed that he would discuss traffic in the area with Ward Councillors. The Executive Member welcomed the progress made by officers on the Capital Programme.

Resolved

- i. Approved the proposed programme of schemes for 2021/22.

Reason: To implement the council's transport strategy identified in York's third Local Transport Plan and the Council Priorities, and deliver schemes identified in the council's Transport Programme.

Cllr A D'Agorne, Executive Member for Transport  
[The meeting started at 10.00 am and finished at 10.58 am].





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**Decision Session – Executive Member of Transport****11 May 2021****Smart Transport Evolution Programme (STEP) – Data Platform****Summary**

1. In March 2018 CoYC was awarded a £2.845M grant from the National Productivity Investment Fund (NPIF) to carry out the Smart Transport Evolution Programme (STEP).
2. A fundamental part of this programme is to deliver a Transport Data Platform that will be a repository and integration hub used for the collection, aggregation, storage, dissemination and visualisation of traffic and transport data.
3. The STEP Data Platform will supply a newly deployed real-time traffic model that forecasts 5-60 minutes ahead and can produce alerts for Network Monitoring Officers to make pre-emptive traffic interventions. Citywide real-time traffic modelling with the STEP level of detail is a UK first.
4. Having the ability to forecast near-future traffic conditions and make pre-emptive traffic interventions will improve the overall efficiency of the road network, resulting in a greater ability to prioritise road space for users in line with the Council's Road User Hierarchy. This can include improved bus service schedule adherence, due to the fact that we can start to resolve issues that affect public transport services at an earlier point in time than at present.
5. A procurement exercise has been carried out and bids have been received within the £400-550K budget allocated in the programme.
6. This report updates the Member for Transport on the work done with the grant so far and requests approval to commission the STEP Transport Data Platform.

## Recommendations

7. The Executive Member is asked to:

Approve Option 1

Note STEP progress to date and approve the commissioning of the STEP Data Platform so the procurement may be completed under officer delegated authority.

8. Reasons:

- Commissioning the STEP Data Platform will allow CoYC to fulfil the grant funding conditions.
- A Transport Data Platform Prototype has proven the concept and technical integrations work, removing a lot of technical risk.
- A Procurement exercise has been carried out so contract costs are known.
- A feed of live transport Data from the Prototype has been used by the Government to track COVID travel patterns and has positively raised the profile of CoYC.
- The STEP Data Platform requires a robust industrial solution to ensure future support and reliability not supported with the Prototype.

## Background

9. In March 2018 CoYC was awarded £2.845M in National Productivity Investment Fund (NPIF) grant funding to carry out the Smart Transport Evolution Programme (STEP). The Department For Transport (DfT) are the sponsor and provide governance on grant conditions being met.
10. The STEP programme aims to deliver monitoring and analytical capability for real-time journey analysis and modelling across York, and allow York to prepare for advances in urban travel such as Connected and Autonomous Vehicles.
11. Since award, using the grant funding, the programme has:

- Upgraded fibre and wireless communications at 40 sites including traffic signals and Variable Message Signs (VMS),
  - Upgraded 10 more traffic signal controllers to allow Network Monitoring Officers (NMOs) to manage the signals on Urban Traffic Control (UTC).
  - Upgraded a third of the City's Automatic Traffic Counters (ATCs) to report back vehicle data in real-time.
  - Built a Prototype Transport Data Platform as proof of concept.
  - Collected trips data from Road Side Interviews and aggregated information from mobile phone operators to build a baseline of trips made.
  - Recently delivered a new strategic transport model which can now be used for central government compliant transport assessments.
  - Deployed a real-time traffic model that forecasts 5-60 minutes ahead which can produce alerts for Network Monitoring Officers to make pre-emptive interventions.
  - Supported STEM events engaging young people in York with science, technology, engineering and maths.
  - The programme will shortly be delivering a Green Light Optimal Speed Advisory trial to the A59 and A1079, a service that sends real-time and future traffic signals conditions into smart phones and cars and advice of the most efficient speed to travel safely to get through on green.
12. In 2017 CoYC engaged with a transport systems integrating consultant to build a transport data repository. Originally built to support the CoYC Eboracum project, collecting journey time and flow data, it has been retained to prototype the ingestion and aggregation of different types of data required for STEP.
13. As the prototype was commissioned for the purposes of testing integrations and proof of concepts it is not supportable in a commercial or industrialised sense. If a replacement robust solution is not

implemented, the prototype will need to be turned off as it is not suitable for long term adoption.

14. Based on lessons learned from the prototype and incorporating industry best practice, a thorough technical specification was written and reviewed by stakeholders.
15. Key principles of design for the STEP Data Platform are scalability and flexibility so that future and unknown datatypes can easily be integrated such as air quality, cycle data, Connected and Autonomous Vehicle data, bus locations etc.
16. The approach chosen is 'Software as a Service' where an expert supplier will manage all technical aspects of running and updating the STEP Data Platform under tight Service Level Agreements.
17. The specification was put to market for a 7 year contract under the Open Tender procurement process.
18. Nine bids were received in total. In order to complete the award process a decision is required to commit funds from the STEP budget within the range of £400-£550K. The STEP budget has the funds available.

## **Consultation**

19. No public consultation has been held due to the extremely technical nature of the project.
20. Consultation with the Department for Transport has been carried out to ensure the project is on track and Data Platform proposals reflect their expectations from the grant funding.
21. Internal consultation has been held with appropriate stakeholders to ensure the systems and services implemented by the Data Platform are within legal and corporate expectations.
22. Summary of Consultees: The Department for Transport, Transport Board, Transport Systems Team, ICT Board, ICT Security, Business Intelligence, Legal Team, Procurement Team.

## Options

### 23. **Option 1 – Commission the STEP Data Platform**

24. If this Option is chosen a contractor will be appointed from the procurement exercise and work will begin migrating from the Prototype Data Platform to an industrialised STEP Data Platform, supported for 7 years.

### 25. **Option 2 – Do not commission the STEP Data Platform**

26. As per conditions in the grant funding, the funds cannot be used within other CoYC transport projects. A report would be written to the DfT explaining that the funds could not be spent. Use of the Prototype Data platform would be terminated at the end of the calendar year.

## Analysis

### 27. **Option 1 – Commission the STEP Transport Data Platform**

28. Estimated Capital Cost: £400-550k.

29. Estimated Revenue Cost: Covered in above capital costs for the seven year contract period.

### 30. Advantages

- Provides a robust Data Platform that will leverage best use out of the new real-time traffic model and value from the Prototype.
- Provides a fully supported transport data hub that unlocks siloed data from new and legacy systems that can then be shared with the public and 3<sup>rd</sup> parties via York Open Data and the National Access Platform.
- Gives CoYC a scalable and flexible platform for integrating with future transports data sources, such Connected and Autonomous Vehicles.
- The costs are fully covered by the NPIF grant funding, not from CoYC funding.

- Live feeds from the Prototype have already been warmly received by the government, commissioning the long term solutions puts CoYC in good stead for future such collaboration.
- Work can start quickly as much of the procurement work is already completed.
- Delivery will be expedient as learning from the Prototype has reduced much of the technical integration risk.

31. Disadvantages

- There is an ongoing revenue implication after the 7 year grant funded contract expires that would need sourcing should the STEP Data Platform be continued past this point.

32. **Option 2 – Do not commission the Transport Data Platform**

33. Estimated Capital Cost: None.

34. Estimated Revenue Cost: None.

35. Advantages

- None

36. Disadvantages

- The recently implemented real-time traffic model would lose much of its accuracy when the prototype is turned off.
- The grant funding sponsor (DfT) will be disappointed that a key element of the programme is not delivered and may wish for funding to be returned.
- The Council would be less prepared to support future digital transport systems such as connected and autonomous vehicles.

37. **Options already discounted**

Running the Transport Data Platform in-house has been discounted. Engaging with the stakeholders most capable of carrying out such work, ICT and Business Intelligence (BI) they have stated there is no

internal capacity or specific technical skills for STEP Data Platform core services in the short to mid-term.

## **Council Plan**

### 38. Getting around sustainably

The Transport Data Platform provides a central hub that can collect, process and visualise data so that CoYC traffic engineers can implement more informed changes. Further metrics will be available including but not limited to journey times, delays, estimated emissions and traffic volumes which will help the council monitor progress in this area of the council plan.

### 39. An open and effective council

The Transport Data Platform unlocks traffic data from sources around the city and allows the Council to publish new data sources to the York Open Data Platform and central Government National Access Platform where the public and third parties can view and download it.

## **Implications**

### 40. **Financial**

The funds to build and support the STEP Data Platform will be entirely allocated from the NPIF Grant. All costs including project management fees, Officer time, equipment, cloud hosting and contractor costs are funded from the grant. CoYC match contributions to the grant award have already been applied in other areas of the STEP programme.

### 41. **Human Resources (HR)**

There are no Human Resources implications.

### 42. **One Planet Council / Equalities**

There are no Equalities implications.

### 43. **Legal**

CoYC Legal have reviewed the STEP Data Platform requirements and created an appropriate contract to be issued to an appointed provider.

The tender process to identify suitable candidates was carried out via an open tender procedure and governed by CoYC Procurement.

**44. Crime and Disorder**

There are no Crime and Disorder implications.

**45. Information Technology (IT)**

ICT and Business Intelligence are a key stakeholders in the commissioning of the STEP Data Platform, to this end they have been engaged throughout the scoping and procurement activities to date.

As the STEP Data Platform will be supported as a service by a third party provider, ongoing impact on ICT is expected to be minimal. Any costs for future support from ICT is being reviewed and it's anticipated the grant funding would cover this.

**46. Property**

There are no Property implications.

**47. Transport**

CoYC Transport teams are already benefitting from the outputs under STEP to date. Implementing the new STEP Data Platform will enrich the information available to officers but will require knowledge on how to use the system and interoperate the data correctly. Training for Transport officers on how to use the Data Platform is included with the tender submissions.

**Risk Management**

48. There is a risk that the commission could take longer than anticipated as there are some complex integrations between systems. STEP has a dedicated Agile & PRINCE2 trained project manager and weekly meetings with the successful contractor will be held to track progress and resolve issues. The successful deployment of the Prototype has removed much of the risk and code will be shared with the incumbent supplier.

49. As with all projects, costs are a variable that must be controlled. A tender process has already been carried out to remove the risk of erroneous estimates and as such, costs for the commission by each potential supplier are known. The appointed contractor for the Data Platform will be under contract to deliver to cost.

50. Project risks are recorded within the project risk register and managed by the project team.



## Contact Details

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**Transport Systems Team**  
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**Chief Officer Responsible for the report:**

**James Gilchrist**  
**Director of Environment, Transport and**  
**Planning**

**Report**  **Date** 28.04.21  
**Approved**

**Specialist Implications Officer(s)** List information for all  
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:**

**All relevant background papers must be listed here.**

**Annexes**

Annex A – Bid documentation for the Smart Transport Evolution Programme funding:

<https://www.york.gov.uk/downloads/download/35/smart-travel-evolution-programme-step>

Annex B – Notification of STEP award at Exec Decision session 15<sup>th</sup> March 2018 - <https://democracy.york.gov.uk/documents/s121935/Report%20-%20Final%20Capital%20Programme%20Budget.pdf>

**List of Abbreviations Used in this Report**

ATC – Automatic Traffic Counter(s)

CoYC – City of York Council

DfT – Department for Transport

ICT – The Councils Information Computing and Technology department

NMO – Network Monitoring Officer

NPIF – National Productivity Investment Fund

STEP – Smart Transport Evolution Programme

UTC – Urban Traffic Control

VAS – Variable Message Sign(s)



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**Decision Session - Executive Member for Transport****11 May 2021**

Report of the Director of Environment, Transport and Planning

**Summary**

1. This report sets out how CYC will discharge the obligation placed on English local transport authorities to develop a Bus Service Improvement Plan by October 2021.

**Recommendation**

2. The Executive Member endorses the approach set out in this report and refers it to the Executive meeting on 20<sup>th</sup> May 2021 as a decision of key importance.

Reason: This will allow timely development of a Bus Service Improvement Plan for York and mitigate against potential loss of covid bus service support grant from July 2021. It will then allow a Bus Service Improvement Plan to be delivered in time for a decision on its adoption to be made at an Executive meeting in September 2021 – prior to the DfT's deadline of October 2021.

**Introduction**

3. The National Bus Strategy (NBS) published on 15th March challenges local authorities and bus operators to make large scale improvements to the networks in their areas. In order to continue to receive covid bus service support grant (CBSSG) (which currently covers the gap between fare income and the cost of running services – and hence crucial to the solvency of all bus operators at the moment), operators must either form an Enhanced Partnership (EP) with their local transport authority, or the LTA should inform the DfT that it is going to franchise bus services in its area. This must happen by the end of June if CBSSG is to be retained.

4. In October, local authorities, in partnership with bus operators if the authorities are not taking steps to franchise their networks, must publish a Bus Service Improvement Plan (BSIP), setting out how bus services will be improved in the local area.
5. At the time of writing, whilst the broad parameters of the BSIP are indicated in the National Bus Strategy, the DfT is yet to provide detailed guidance on BSIP formulation. There may be a verbal update to the meeting if this guidance is published between finalisation and publication of this paper and the meeting taking place.

### **The Combined Authority Dimension**

6. In areas where new or expanded Mayoral authorities are being developed, the BSIP should be developed in a way which is conscious of this, with shared understandings relating to cross-boundary services and tickets and future development of policy.
7. In York the bus network is heavily city focussed. The boundary of the pre-existing York Quality Bus Partnership matches the CYC administrative area, which also matches the boundary for the All York ticket, bus service publicity and passenger charter, concessionary fares scheme and bus policy as expressed in the York Local Transport Plan. As such, it is recommended that York forms the basis of the York BSIP, although CYC will work with NYCC, ERYC and WYCA where there is benefit to do so through joint ticketing, publicity, shared transport policy affecting a cross boundary corridor etc.
8. This would not preclude later development of a BSIP to reflect the transport priorities of a future combined authority area.

### **The York Bus Market**

9. The York bus market exhibits a number of unusual features.
10. Firstly, partly because of York's position as the focal city in a large, rural county, the bus market in York is unusually fragmented, with 7 operators in the city, only 4 of whom are based in York/ have York depots. There are 8 operators if park and ride, which is operated under contract to CYC and has its own ticketing system, is considered to be an operator in its own right. The largest single operator, First, provides around 70% of services in York – although only around half of services in the city if park and ride is considered a separate part of

their operation. This is an unusually small market share for an area's single principal operator and, as a result, nearly all corridors in York have services provided by more than one operator and some corridors have several operators (e.g. Tadcaster Road has 5 operators, each with their own ticketing system). As such, the York network exhibits many examples of ticketing barriers preventing use of any bus service, without paying a price premium, which the National Bus Strategy particularly seeks to overcome.

11. Secondly, operationally, the service fragmentation is overcome in many ways, by the city's (voluntary) Quality Bus Partnership, which has been in existence for over 20 years and has been nationally recognised as an example of best practice for much of that time. Operators have been very committed to development of the QBP, and the QBP has allowed action by operators to be co-ordinated, resulting in some successes in delivery of bus services in York over the last five years, in particular:
  - Relations between the council and bus operators are better than in many parts of the UK, something which was extremely valuable as the network was stepped up and down in response to the covid emergency
  - Recent upgrades of York's buses to meet Euro VI emissions standards and deliver the York Clean Air Zone
  - Pre-covid, substantial increases in the number of bus passengers – something which is unique in northern England, where passenger numbers have tended to decline
  - Improvements in the commercial performance of the network – in particular the movement of several services from subsidised to commercial operation in Autumn 2019
  - Support of York's Better Bus Area between 2014 and the present – under which operators have (voluntarily) contributed over £1million to assist with traffic management measures and the costs of collective provision of some aspects of the bus service (for example, timetables and joint ticketing).
  - The QBP has also allowed the introduction in York of many of the aspects of a best practice network as cited in the National Bus Strategy – joint publicity and information and a passenger charter, although these improvements have tended to be proposed, led and often funded by CYC.

12. A third unusual feature of York's bus network is the extent to which it is a "hybrid" model of delivery – with around one-third of services exhibiting some characteristics of franchised services, despite the network being nominally "deregulated". York's park and ride network, University bus services and the tendered network all show characteristics of franchised services in that key aspects of the service – fares, frequencies, vehicle quality are specified by CYC (or York University for the Unibus services). Collectively these services are estimated to carry around 40% of bus trips in York.
13. Some outcomes for passengers on the "franchised" services are better than on the deregulated network, with the "franchised" services consistently achieving high scores for service quality in Transport Focus's annual series of bus passenger satisfaction surveys. A high degree of local authority control has also been important in the deployment of electric vehicles on the park and ride service, where it has been possible to specify their adoption as part of the service contract.
14. Although the above is not to say that deregulated services cannot be good services – indeed, York has many examples of very good deregulated services, some of which have won awards in the recent past – it is nonetheless the case that a franchised network for York would not be the step change which would be required in most other areas. Inevitably it would only be possible to franchise bus services which operated the majority of their mileage in York, with inter-urban services excluded (though operating through a licensing system in the York area would allow ticketing, and possibly some fares, to be stipulated on inter-urban services for trips entirely within York). As such, a York franchised network would only see an incremental increase in local authority control of bus services from one-third of services now to perhaps 75% of services, and would not be the step change in provision that it is often assumed to be, and would be in most other LTA areas.

### **Operator engagement**

15. Initial consultation with the operators has shown a clear favouring of an Enhanced Partnership delivery model, with First writing to CYC setting out their preference for this model of provision. Operators are understandably keen to maintain their own, often carefully curated, brand identities, something which the National Bus Strategy supports.

## Options going forward

16. Due to the experience to date in York it is not clear whether the optimum delivery model for local bus services in York is deregulated, but under an EP, a fully franchised model, or the current hybrid model with a mix of both approaches, with each carrying a different balance of risks and potential benefits.
17. Consequently, the optimal operating form for York's bus network under the NBS will need to be determined by:
  - Consultation – much undertaken through the Local Transport Plan engagement – to identify CYC's policy aspirations for the bus service in York
  - Negotiation with the bus operators towards achieving CYC's aspirations
  - Technical and financial assessments of alternative service delivery models
  - CYC's own attitudes to the financial and reputational risks which may be associated with different types of service delivery model.
18. There are then two considerations:
  - What is the appropriate action for York to undertake by the June deadline of informing the DfT about service delivery from July
  - What should be considered for the BSIP in October.
19. These are considered below.

## Options for June

20. Whilst there are nominally three options available to CYC for June (franchise, EP, no deal), it is assumed that there are, in practice, only two deliverable options, one of which is very undesirable:
  - It is assumed that moving to a franchised model of service delivery is not deliverable by the DfT's end of June deadline because of procurement timescales – therefore this option is discounted as impractical.
21. Of the deliverable options:
  - It would be possible to formulate an Enhanced Partnership with bus operators by June and begin the task of negotiating with operators towards agreeing a York Bus Service Improvement

Plan for October, particularly as the operators have already signalled their willingness to follow this model of delivery;

- Alternatively, CYC could decide not to form an EP with operators. However, if this option was taken forward, covid support for the network would be lost from the beginning of July. Whilst this option is, in broad terms deliverable, it is assumed that the adverse effects of this option are so severe – in terms of a sudden and uncontrolled contraction of the York bus network as operators ceased trading in the city – that it is not desirable to pursue this option.

22. Consequently, it is recommended that CYC notifies the DfT of an intention to form an EP with York's bus operators by the end of June.

### **Options for the Bus Service Improvement Plan (BSIP) in October**

23. Following the decision to form an EP from July, the next task will be to develop York's Bus Service Improvement Plan for publication in October. Although detailed guidance is awaited, it is likely that the BSIP will also form the basis of a bidding document for funding to improve bus services in the area to which the BSIP relates. As such, the BSIP will be the delivery vehicle for York's already known aspirations for bus services in the city – particularly their conversion to electric power, but also potentially other measures such as bus priorities or improvements to stops, shelters and passenger information.
24. In order to maximise the potential to achieve external funding the York BSIP will require detailed consideration of longer term service delivery options. These will need to be informed by the Local Transport Plan consultation and detailed technical assessment. York's aspirations will need to be clearly stated and then negotiated with the city's bus operators.
25. It is then proposed that a further report is brought to Executive in September setting out the detail and contents of York's Bus Service Improvement Plan. This will form one of the daughter documents to the Local Transport Plan (see paper submitted alongside this paper).



## **Consultation**

26. Operators will be consulted through the existing framework of the Quality Bus Partnership.
27. Public consultation for the BSIP will be integrated into the consultation and engagement process for the Local Transport Plan. This is discussed in another paper going to the May EMDS.

## **Resources/ HR**

28. Delivering the BSIP will require significant resource. Given other commitments on staff in the Sustainable Transport Team (in particular delivery of the Local Transport Plan and Active Travel Fund schemes) it is proposed that decisions on resourcing this workstream are delegated to officers. It is likely, however, that delivery will be through a hybrid officer-consultant model.

## **Council Plan**

29. The measures recommended by this paper support all the sustainable transport objectives in the Council Plan, and also economic development objectives, objectives to improve air quality and reduce carbon emissions in York. Because bus services generally support more active travel (through walking to the bus stop, but also because availability of an effective bus service encourages lower car ownership and hence greater use of active travel modes such as walking and cycling) the measures also support the health objectives in the Council Plan.

## **Financial**

30. It is proposed that the cost of developing York's BSIP is covered by the one-off payment of £100,000 that the DfT has made to all requesting authorities to cover the cost of developing a BSIP. Decisions on the work programme to support development of the BSIP will be made once guidance on BSIP formulation has been published. Decisions will be delegated to officers in consultation with elected members.

**One Planet Council / Equalities**

- 31. There are no equalities implications of the recommendations of this report. There would be significant adverse impacts on equality of a “no-deal” situation where loss of CBSSG lead to a sudden and uncontrolled contraction of the bus network.

**Legal**

- 32. There are no legal implications of the recommendations of this report, although there are potential legal implications stemming from any decision to franchise services.

**Crime and Disorder** No implications

**Information Technology (IT)** No implications

**Property** No implications

**Other** No implications

**Risk Management**

- 33. The recommendation to form an enhanced partnership with operators from the end of June is designed to prevent exposure of the Council to the substantial adverse risks associated with a “no deal” outcome on the bus network and loss of CBSSG funding. These are detailed in the report.

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**Chief Officer Responsible for the report:**

James Gilchrist  
Director of Environment, Transport and  
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**Report  
Approved**

**Date** 29.04.21

**Wards Affected:**

**All**

**For further information please contact the authors of the report**



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**Decision Session – Executive Member for Transport****11 May 2021**

Report of the Director of Environment, Transport and Planning

**Summary**

1. This report sets out a proposed scope, timescale and budget for York's fourth Local Transport Plan.

**Recommendation**

2. The Executive Member is asked to endorse the approach set out in this paper and pass this report to Executive for consideration as a decision of key importance.

**Reason**

3. This will allow timely delivery of York's fourth Local Transport Plan.

**Context: Local Transport Plans**

4. A Local Transport Plan (LTP) sets out how a local transport authority will manage and develop its transport network. The plan will set out the broad transport policies in the area by:
  - Specifying a vision for local transport
  - Specifying the objectives and targets for local transport
  - Setting out how the existing asset base (e.g. the highway network, cycle paths, park and ride network, car parks, traffic signals etc) of the authority will be managed to deliver those objectives and targets
  - Setting out what new policies, projects and capital schemes will be instigated with a view to meeting the vision, objectives and targets of the authority in the future
5. Crucially, the Local Transport Plan is not simply a list of schemes to be built; it sets targets and seeks a mandate to start work on developing

policies and schemes to deliver those targets. Some policies or schemes may fail during the feasibility or design stages, or be delayed because it's not possible to attract funding for them or because closer scrutiny of more developed plans shows them to have unacceptable costs and/ or impacts. However, inclusion of them within the LTP signals an intent to seriously investigate their feasibility and seek to deliver them if they are shown to be feasible and acceptable.

### **LTP3**

6. York's third LTP was published in 2011. At that time, every authority needed to produce an LTP and update it every five years. York's LTP3 sets out a broad policy framework to 2031, with an implementation plan to 2016.
7. The requirement for LTAs to produce LTPs as statutory documents lapsed after the 2011 plan. York's third LTP has now been in place for 10 years and is due for update. There is no fixed period of time for which a new LTP needs to be valid.
8. Like LTP3, LTP4 will comprise a policy document which sets out transport objectives and policies for York, and a series of "daughter" documents which set out how those policies will be applied in particular areas of transport provision in York – for example, to bus services or walking and cycling policy.
9. At this stage it is anticipated that:
  - The overarching policy document will be completed for publication as a draft for consultation in Winter 2021
  - The daughter documents will be completed through 2022, although some will be completed before this because they are working to other statutory timescales (for example, the Bus Service Improvement Plan is required by central government for October 2021). A key part of the preparatory work for LTP4 will be to list and prioritise the daughter documents.

### **Changes in Transport**

10. In order to visualise the task the LTP has to do, it is helpful to consider transport in York within the context of achievements to date, the immediate future, and the longer term.

## Achievements to date

11. LTP3 set out CYC's transport aspirations for the period from 2011. A great deal has changed over that period and there has been a high level of achievement against the aspirations of LTP3 – in particular:
  - A review of York's LTP3 by York Civic Trust concluded that around 85% of the projects in LTP3 had either been delivered or where being progressed towards delivery
  - Funding has been obtained to deliver major schemes for York Central, increasing the capacity of the A1237 (between the A19N and Hopgrove junctions) and improve the area in front of York Station.
  - Mandates have been secured to develop projects to improve the area around Castle car park and for a new station at Haxby
  - In the early years of LTP3, funding was obtained to build new park and ride sites at Poppleton Bar and Askham Bar and improve the junction between the A1237 and A59 Harrogate Road, and these projects were delivered in 2014
  - A new segregated cycle and footpath has been provided linking Clifton Moor and Haxby
  - A Clean Air Zone has been introduced covering much of central York. All buses used regularly in the city have been upgraded to Euro VI standard
  - There has been great progress electrifying the bus network with 33 electric buses now in use in York – the second highest number for any authority outside London.
  - Improvements for pedestrians and cyclists have been made on Scarborough Bridge and its approaches
  - More recently the footstreets area has been expanded and Micklegate Bar has been closed in one direction to motorised traffic.
12. Some outcomes have been good, in particular the substantial increase in the number of bus trips in York – something which is unique in northern England and has facilitated other improvements, such as the partial electrification of the bus network.
13. However, many roads in York remain congested with ongoing serious adverse effects of noise and air pollution from motor vehicle use seen

across the city. Bus and rail services also face substantial challenge as they seek to recover passengers lost during the covid pandemic.

14. In the immediate future, transport in York will enter into a period of great change. There will be housing and population growth as set out in the Local Plan. The major schemes for York Central, the Outer Ring Road and the area in front of the Station will be rebuilt. There will be changes in the external environment around devolution and local government reorganisation, and in how bus services are provided. Technological change will reduce the need to travel for commuting, work, shopping and study as the UK recovers from the covid pandemic. There will be changes in the composition of the city centre and edge of centre retail and employment parks. There are entirely new modes of transport, such as e-bikes and e-scooters, which blur the traditional boundaries between cycling and powered two-wheelers, and cycling and walking.
15. The “present” is also characterised by a growing urgency – driven by a greater weight of scientific evidence - to reduce the climate and air quality impacts of transport – which currently emits around one-third of greenhouse gases in the York area. “Transport” is, even more than before, seen as the delivery mechanism for wider social and economic improvements – for example, access to employment and training, and increasing physical activity to improve public health.
16. In the longer-term future transport is beginning to look very different, whatever is set out in York’s fourth LTP. There will be large scale changes because of factors which reflect more general societal/ technological changes, as well as developing central government policy (e.g. around climate change), and land and infrastructure developments in York which are already underway.
17. To get an idea of foreseeable and/ or committed changes, imagine it is 2030 and you are standing at the top of the Minster’s central tower. You can see the new offices in York Central and the houses built beyond Clifton Moor and at Langwith. Below you electric buses, bikes and scooters glide along the city’s roads. Most cars and vans are electric too, now. There is less traffic in the city centre because it now travels on the dualled outer ring road. The area in front of the Station has been transformed into two large open squares. You can catch a train to Haxby, and the trains to Leeds, Manchester, Newcastle and London are faster and more frequent. Office workers work from home, or shared offices near their homes, one-third of the time. Most people do the majority of their shopping, banking and personal business

online. Many more people live in the centre of York. Castle car park is now an events space. There are more and better cycle lanes, and more cyclists. People, particularly younger people, are less likely to own a car, but more likely to be members of a car club – and many don't learn to drive. Cars and vans still have to “driven” in urban areas, although many have some degree of autonomous operation on motorways and A-roads.

18. As such, York's fourth Local Transport Plan will preside over a period of irresistible and pervasive change. It will set out not just how York responds to that change, but how it gets a mandate to develop policies and schemes to allow the city to take advantage of those changes to achieve its economic, environmental and public health aspirations.

### **Scope of the LTP**

19. LTP4 will build on the work already done for initiatives like My City Centre and the Local Plan and will complement the strategies being developed for York's Economic Recovery and Carbon Reduction/Climate Change.
20. Whilst LTP4 is taking place in an era of great change, there will be a number of fixed points it will need to have regard to. For example these will be:
  - The York Local Plan and its associated infrastructure delivery plan. Crucially, this includes some substantial infrastructure interventions
  - The committed major transport schemes – particularly for the A1237, York Central and the area around York Station
  - National transport improvements to the strategic highways network, particularly the A64, and to the rail network
  - Central government policies to improve walking and cycling infrastructure and bus services, and to encourage adoption of non-fossil fuel vehicles
  - There will also be a need to consider regional policy and how this would be influenced by local government reform and new combined authorities.
21. The LTP also needs to consider the December 2019 Full Council motion to reduce car use in central York and around the city's schools, and CYC's commitment to zero carbon.

22. LTP4 will also be developed alongside the city's Economic Recovery Strategy and Carbon Reduction/ Climate Change Strategy, so that the strategies are self-reinforcing. It is likely that all the strategies will be published at around the same time.
23. There are also significant unknowns around LTP4 as societal and technological change, and recovery from covid, play out. Consequently it is proposed that LTP4 concentrates on a 15 year period, but with a review after each five year period. Evaluation data will, as now, be collected annually.

### **Consultation**

24. A separate paper discusses consultation arrangements for the Local Transport Plan.

### **Governance arrangements**

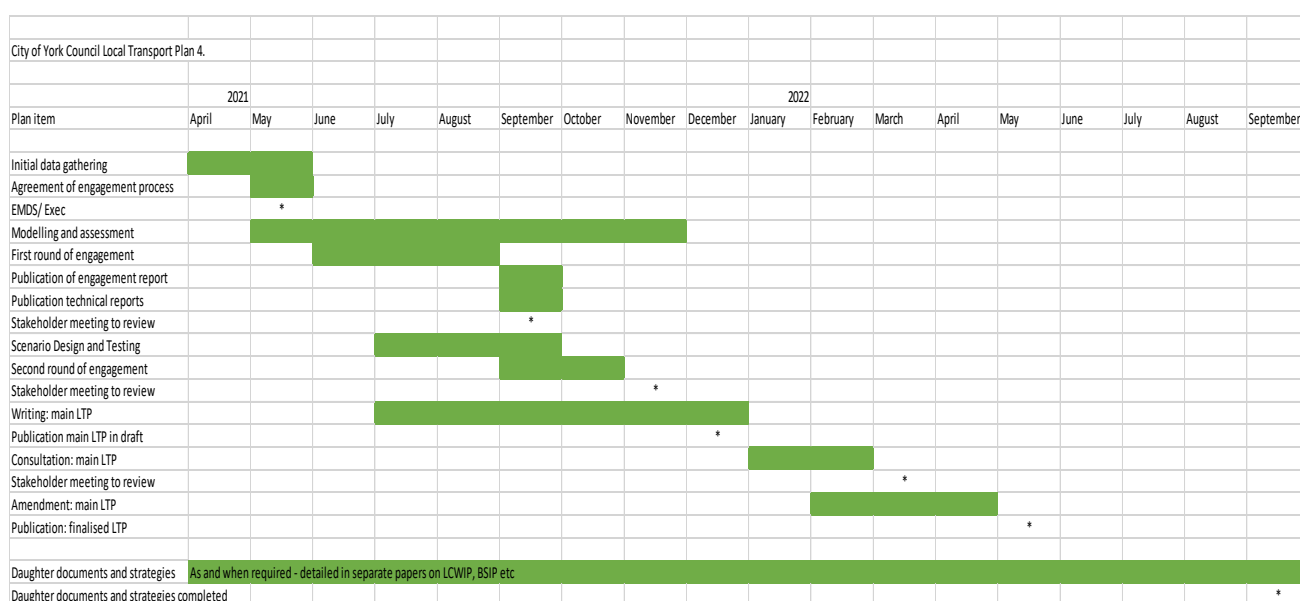
25. Transport policies and investments play out over long periods of time – longer than electoral cycles. As such, it is important that an effective transport plan enjoys support from a wide sector of the political spectrum and also wider stakeholders in the city.
26. As such, a governance structure will be formed, comprising:
  - An all-member steering group – cross-party and formally constituted and convened through Democratic Services
  - There will be a large group formed of key stakeholders in the city – for example, representing the economic and transport groups within the city and also those with specific requirements of the transport network – for example those with the sensory and/ or mobility impaired
  - There will also be more general technical discussions and consultation with key sectors (e.g. freight, public transport, active travel, and people with restricted mobility) as the plan evolves.
27. The all-member steering group will meet to make recommendations to the Executive Member/ Executive at key points as the plan develops. The large stakeholder group being involved at the close of critical stages of the LTP, as set out in the GANTT chart below. Technical discussions will be particularly focussed around putting the packages of measures together.
28. On a day to day basis the LTP will be managed by CYC officers. Professor Tony May of York Civic Trust's Transport Advisory Group is



acting in a challenge and advisory capacity. Alongside the LTP the Civic Trust is undertaking its own transport research activities to provoke thought and discussion on transport topics as CYC develops the plan itself.

## Timescale

29. The GANTT chart below sets out the timescales for LTP4 between the present and an assumed completion in September 2022. At this stage it is anticipated that the main LTP policy document will be published in draft in December 2021, alongside York’s Economic Strategy and Carbon Reduction/ Climate Change strategies.



## Council Plan

30. The measures proposed in this paper support all the sustainable transport objectives in the Council Plan, and also economic development objectives, objectives to improve air quality and reduce carbon emissions in York.

## Implications

### Financial

31. A budget of £200,000 is available in 2021/22 for completion of the Local Transport Plan. Spending under this budget is delegated to officers.

### Legal

32. No implications.

**Human Resources (HR)**

33. No implications.

**One Planet Council / Equalities**

34. The LTP has a critical role in promoting equality of access to the transport network and, by implication, to the opportunities afforded by use of York's transport network.

**Crime and Disorder** N/A

**Information Technology (IT)** N/A

**Property** N/A

**Other** N/A

**Risk Management** N/A

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**Report**  **Date** 29.04.21  
**Approved**

**Specialist Implications Officer(s)** List information for all

Implication : Financial

Implication: Legal

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

**All**  tick

**For further information please contact the authors of the report**



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## Decision Session – Executive Member for Transport

11 May 2021

Report of the Director of Environment, Transport and Planning

### Local Transport Plan 4 engagement strategy

#### Summary

1. This report sets out an engagement strategy which places resident insight at the heart of the process to develop and implement York's Local Transport Plan 4.
2. The approach to engagement aligns with the council-wide [Resident Engagement Strategy approved at Council on 22 April 2021](#). This reflects a joined-up approach to policy development ensures consistency and alignment of our ambitions for the city.

#### Recommendations

3. The Executive Member is asked to:
  - 1) Approve the engagement plan set out at **annex A**, which secures involvement and influence of residents through the stages required to develop LTP 4.

*Reason: To ensure effective and inclusive engagement with residents, businesses, key stakeholders and other groups who travel into and through York*

#### Background

4. A Local Transport Plan 4 for York will be developed throughout this financial year. While insight into public attitudes, behaviours and motivations is central to developing any transport policy, it will be

particularly important to add to our emerging understanding of a post-pandemic city.

5. In line with the council-wide [Resident Engagement Strategy](#), the approach to engagement takes a joined-up approach to policy development ensuring consistency and alignment of our ambitions for the city.
6. The Local Transport Plan is one of three core strategies under development, together with the Economic Strategy and Carbon Reduction Plan. Each of these will also inform the 10 year plan. A shared initial phase of engagement will reflect the interdependencies of these core strategies, and ensure that conversations about one theme do not take place in isolation. The multi-theme entry points will also diversify and amplify the range of insight and gather different audience's perspectives.
7. This resident engagement will be the council's most inclusive conversation to date. The communications team is working with partners to develop a comprehensive map of partners, networks and inclusive engagement tools to include voices which represent York's diversity, with a particular focus on the city's Communities of Identity.
8. This is a Strategy for the whole of York. The proposed approach includes three dedicated touch-points for city-wide engagement and consultation. These touch-points reflect and concentrate public involvement on the areas of genuine public influence, while also increasing understanding the process of developing a transport plan for the city.
9. Each touch-point reflects the LGA Engagement Spectrum/Public Participation framework:
  - a. Inform: Deliver a communications campaign to the whole city that lets all audiences including commuters, visitors, students and business owners know the council are keen to hear their views, prompting this through case studies, animation, social media polling and other conversational communications tactics. It will also make clear how and when the plan can be influenced and what constraints are already in place, for example due to national policy or funding criteria.
  - b. Stage 1 – Consult: Public Attitude Survey to explore the broad scope and understand public perception and attitudes of travelling to and around York, including links to working and living in York and

environmental impact. This will be aligned with and also form an integral part of the evidence gathering for both the Economic Strategy and Carbon Reduction Plan. The survey will be supplemented with multiple entry points targeting different audiences and their values/starting position.

- c. Stage 2 – Inform and Involve: Deeper analysis and review exploring/testing different scenarios (packages of measures) through targeted engagement sessions such as workshops or facebook live Q&As focussed on themes; comprised of community groups, partners and target audiences based around demographics. The scenarios will be informed by stage 1.
- d. Stage 3 – Consult (sanity check): Publish a draft LTP4 and consult on its approach through partner interviews and social media polls to shape the emerging ideas and facilitate conversations

## **Stakeholders**

10. Alongside the LTP the Civic Trust Transport Forum is undertaking its own transport research activities to provoke thought and discussion on transport topics as CYC develops the plan itself.
11. For example, in tandem with the broader consultation, the transport forum are developing scenarios that will be iteratively refined or even redeveloped based on this more comprehensive engagement, ready for stage 2, deeper analysis, in the autumn.
12. To ensure every resident can have their say and all voices contribute to the scenarios that will be tested in the autumn, analysis from the consultation will be shared regularly and openly.
13. Although the feasibility of the scenarios will be sense checked by council transport officers, there will be no involvement of the engagement officers. This is to ensure resident engagement is not influenced by likely scenarios until stage 2, when the deeper analysis of potential packages of transport measures, begins.

## **Consultation**

14. The information gathered through the above will be supplemented with information gathered from other planned engagement activity, including My City Centre, and City Centre Access together with insight gathered from recent engagement activities such as Talk York, Outer Ring Road, Station Frontage, Navigation Road and The Groves.

## Options and Analysis

15. The Executive considered options for resident engagement as part of the Recovery and Renewal Strategy update on Thursday 22 April.
16. The Executive agreed to create a more disciplined and consistent, resident engagement approach. This approach to LTP4 engagement is a key component of that single cohesive resident engagement programme supported by an in-house team that works across the organisation, consolidates emerging feedback, shares principles and assumptions, learns from previous engagement activity, reduces duplication and maximises available budget to ensure conversations join up and lead to a consistent strategic direction.
17. By taking a more disciplined approach, we will also ensure greater inclusivity by actively engaging with target communities, including those with protected characteristics
18. The Executive paper is included in Annex B.

## Council Plan

19. This section should explain how the proposals relate to the Council's outcomes, as set out in the Council Plan 2019-2023 (Making History, Building Communities) and other key change programmes.

## Implications

20. This report has the following implications:

- **Financial** – £200k one off funding for the Local Transport Plan was approved as part of the 2021/22 revenue budget. This will fund the activities identified within the report
- **Human Resources (HR)** – LTP4 engagement activities will be delivered through existing resources in the communications team
- **One Planet Council/ Equalities** – The engagement will include a published community impact assessment. The Better decision making tool for this strategy is attached in **annex C**. The key actions resulting from this are:

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- Through the resident engagement framework describe activities that have the least environmental impact, preserve the natural environment and promote sustainability.
- Collate data of residents taking part to better understand those community groups who have contributed and those who have not.
- Develop an inclusive engagement toolkit in partnership with community groups with a declared interest/protected characteristic to make sure the engagement approaches used best meet the widest needs.
- Map audience groups by characteristics to identify gaps and explore solutions to address.

• **Legal Implications** – statutory responsibility to consult on different projects such as the Local Transport Plan and Local Plan. No legal implications.

• **Crime and Disorder** – no implications

• **Information Technology** – appropriate online engagement platform

• **Property** – not applicable

• **Other** – not applicable.

## **Risk Management**

21. There are no known risks. All engagement activity will be planned in line with public health guidance.

## **Contact Details**

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**Report**  **Date** 29.04.21  
**Approved**

**Wards Affected:**

**All**

**For further information please contact the author of the report**

**Background Papers:**

City of York Council recovery and renewal strategy – April Update

**Annexes**

Annex A – LTP engagement plan  
Annex B – Resident Engagement Strategy  
Annex C – Better Decision making toolkit

**List of Abbreviations Used in this Report**



# LTP4 Engagement Plan

Version 3.0 | April 2021

1. Scope
2. Fit with Wider Engagement
3. Engagement Activity
4. Audiences
5. Objectives
6. Inclusivity
7. What we already know
8. Key decision points
9. Evidence gather
10. Evaluation and learning framework



# I. Scope

The resident engagement plan addresses the **first phase of the engagement** in the local transport plan (LTP4). This plan identifies the audiences and insight required to develop the right approach to progress to the next phase of the Local Transport Plan, which will lead to further engagement. It will **deepen insight into the needs and aspirations** of key audiences, informing recommendations to develop the LTP4.

The resident engagement plan sets out the **four stages of engagement** which will take place throughout the development of the Local Transport Plan. It follows the principles of the [council's resident engagement strategy](#). The engagement approach will make sure key audiences understand other perspectives and explore responses together and that **insight will inform multiple strategies, including climate change and the economic strategy**.

The engagement plan is mindful of overlap with two other core strategies, the economy and carbon reduction, as well as discrete projects including My City Centre, My Castle Gateway and City Centre Access as well as engagement activities that have either already taken place, or are underway that will surface issues that affect both transport and carbon reduction. This includes Woodlands, Navigation Road and Groves engagement activities. Given the interdependence of the three core strategies, it proposes a single initial phase of engagement – [Our Big Conversation](#) - to gain **diverse and deeper resident insight** and avoid repetition.



# 2. Fit with Wider Engagement

Will benefit from insight gained from **linked engagement exercises**.

The engagement will run alongside and complement the conversation shaping three emerging core strategies: Local Transport Plan, Carbon Strategy and the Economic Strategy.

	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
<b>Roadmap</b>		17th	21st												
<b>Core strategies</b>															
Stage 1 - core strategy survey		inform and stage 1: Consult													
Further stages Economic strategy		13 Exec Dec			Sanity check key ideas				Exec						
Further stages LTP 4			Stage 1			Finalise scenarios	Stage 2		LTP Draft Published	Exec	Statutory consultation (Stage 3)			Engage on daughter strategies (Stage 4)	
Further stages Carbon	TBC														
<b>Linked engagement</b>															
River walkway															
Castle Gateway			Public	realm											
Footstreets															
City Centre Access															
My City Centre															
Groves															
Outer Ring Road															
Haxby station															
Navigation Road															
Active Travel Fund															



City of York Council Local Transport Plan 4.

	2021										2022			
Plan item	April	May	June	July	August	September	October	November	December	January	February	March	April	
Initial data gathering	█													
Agreement of engagement process EMDS/ Exec		*												
Modelling and assessment		█												
First round of engagement			█											
Publication of engagement report						█								
Publication technical reports						█								
Stakeholder meeting to review						*								
Scenario Design and Testing				█										
Second round of engagement						█								
Stakeholder meeting to review								*						
Writing: main LTP				█										
Publication main LTP in draft									*					
Consultation: main LTP										█				
Stakeholder meeting to review												*		
Amendment: main LTP											█			
Publication: finalised LTP														
Daughter documents and strategies	As and when required - detailed in separate papers on LCWIP, BSIP etc													

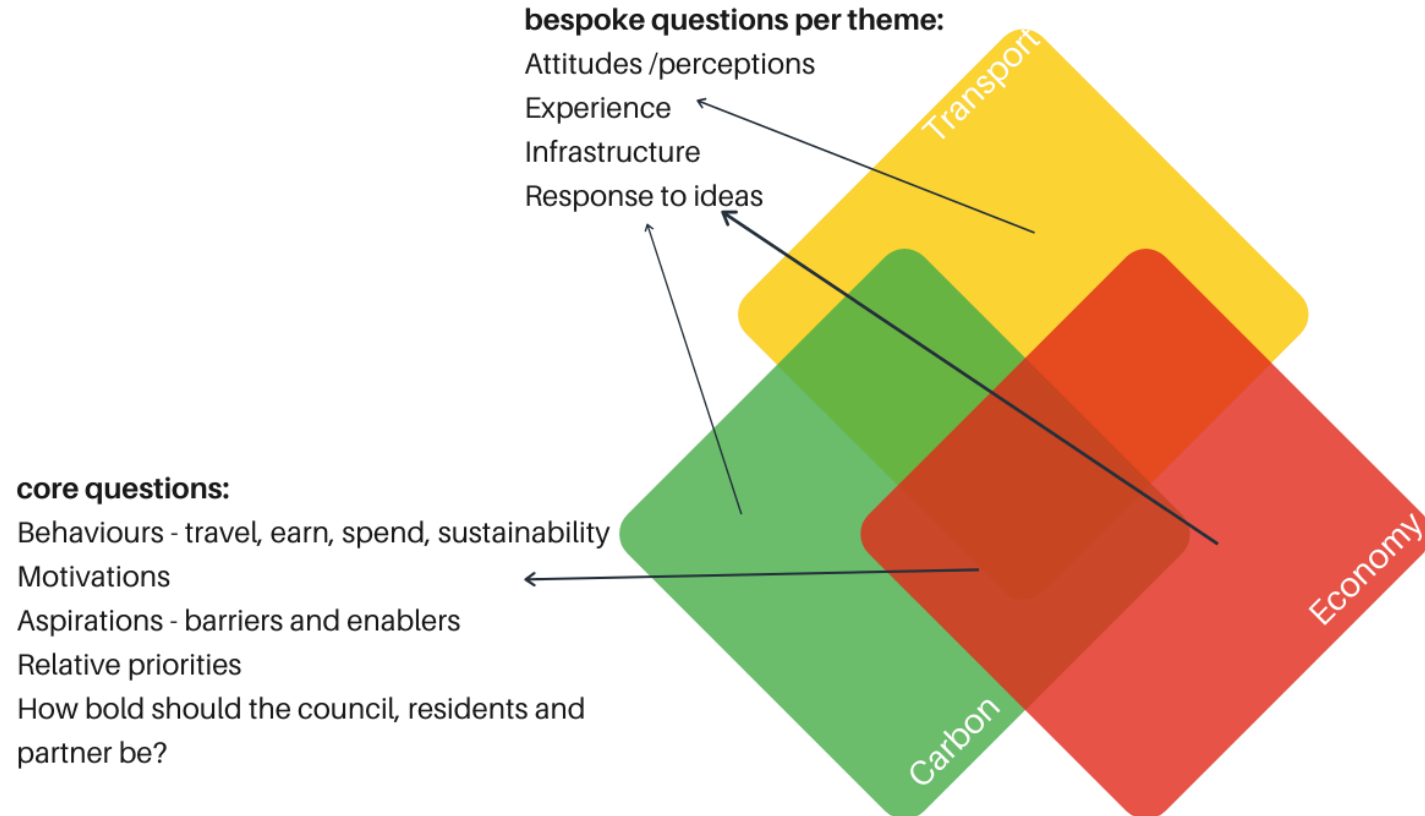
# 3. Engagement activities by stage

Stage	Process	Engagement activities
Stage 1 Summer 2021	<b>Consult</b> Explore the broad scope: <i>Perceptions, attitudes, priorities etc.</i>	<ul style="list-style-type: none"> <li>Online Survey (living and working in the city)</li> <li>Postcard polls</li> <li>Social media conversations (analysed)</li> <li>Thematic webinars; <i>Civic Trust Forum</i> and Reports</li> <li>Targeted community workshops</li> <li>Targeted partner workshops</li> </ul> <p><b>After engagement closes:</b> Thematic Masterclasses – the art of the possible, share emerging findings.</p>
Stage 2 Autumn 2021	<b>Inform and involve</b> Test scenarios and opportunities <i>following insight from Stage 1.</i>	<ul style="list-style-type: none"> <li>Deeper analysis and review</li> <li>Thematic workshops</li> <li>Commission targeted focus groups</li> </ul>
Stage 3 Q4 2021/2	<b>Consult</b> (sanity check) Statutory consultation	<p><b>December</b> – Publish draft LTP4 for consultation</p> <ul style="list-style-type: none"> <li>Social media - present feedback and emerging ideas, curate conversations</li> <li>Partner interviews</li> </ul>
Stage 4 Q1-2 2022/3	<b>Follow up</b> engagement on daughter strategies	(begin at Stage 2)



# Stage I

## Three strategies – one conversation



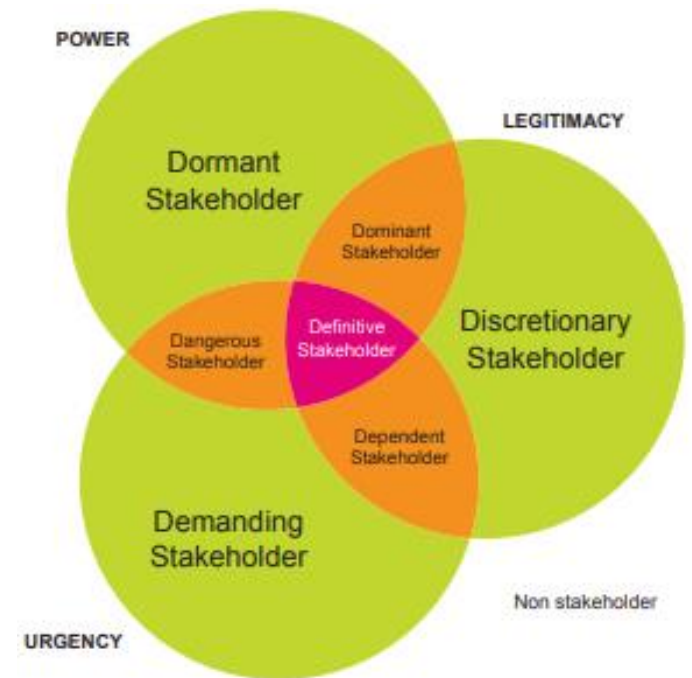
### A single core survey:

- Reflects the interdependence of each theme
- Provides contextual insight
- Shows the council joining the dots
- Diversifies the audience engaging with each strategy – increasing understanding of complexity and other perspectives
- Avoids repetition



# 4. Audiences

- **Broadcast:** city wide to all households (e.g. via *Our City* the resident newsletter), in public spaces where possible and via social media and digital communications (e.g. Gov Notify)
- Demographic data will be collected where possible
- **Targeted for example:**
  - **A list of target audiences is published with the [council's Resident Engagement Strategy](#)**
    - Local Disability Forum
    - Citizens Transport Forum (Civic Trust)
    - Age Friendly York
    - Residents aged 16-30 years



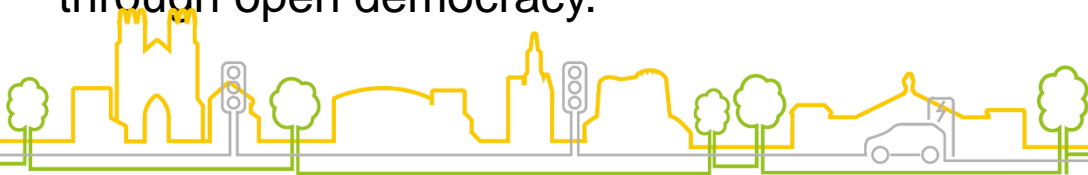
Stakeholder	Network/Partners	Tool	Comms Channels
Residents – cross section of York population and representation of all communities of identity/interest	Ward members Res associations Citizens Transport Forum (Civic Trust) Engagement map under development – partners and networks for all	Online Survey Curate social conversations Webinars/Mastclasses by theme	Live Q&As PR Social Partner network cascade Resident Email Newsletter
Commuters – from and into York.	Quality Bus Network Bus forum, York Bike Belles, York Cycle Campaign Local employers	Existing partner data Online survey Curate social conversations	Live Q&As PR Social Partner network cascade Resident Email Newsletter
Disabled groups and Blue Badge Holders	Footstreets channel map YDRF	Online survey	Advocacy organisations cascade PR Social campaign, tagging network reps
Young Residents (age 16-30 years old)	York Youth Council Schools Show me I matter	Online survey Workshop Commission additional research	Zoom Social media Partner network cascade
Special Interest Groups	Including Walk York; Bike Belles; York Bus Forum; Walk York; York Carers Centre etc.	Online survey Workshop inc. Citizens' Forum Academic event	Zoom Social media Advocacy organisations cascade
Ward members		Regular Member briefings	Internal
Businesses	BID, Indie York, Make it York, York Retail Forum Location-specific traders associations (x-ref with econ development)	Online Survey Curate social conversations	Business Bulletin, Partner network cascade BID Rangers PR Social
Taxis	Lesley Cooke	PR Taxi Times	PR Social Rep bodies
Delivery drivers	TBC - Professional/rep bodies; Sustainable delivery companies	Stakeholder interviews (will be covered in strategic city centre access and parking review)	York BID, Partner cascade



# 5. Engagement Objectives

Reflect the [resident engagement strategy](#) and [LGA engagement spectrum](#).

- 1. Raise awareness of the different stages and opportunities to engage** through corporate and partner channels, signposting the engagement activities on the web and drawing participants to a shared online conversation.
- 2. Create broadcast opportunities to feedback** on activities and projects, collating demographical information to ensure inclusive.
- 3. Facilitate targeted opportunities** to ensure that specific resident concerns and aspirations are reflected, joining up engagement activities with the 10 year plan, economic strategy and carbon reduction action plan and delivering engagement activities that reflect current restrictions – signposting an online survey that is open to all (to allow the collation of data whilst providing easy and accessible bite-sized engagement activities)
- 4. Draw on partners and networks** such as the Economic Partnership, York Civic Trust forum and Age Friendly forum and incorporate their advice into the recommendations that are tested through further engagement (above)
- 5. Publish the decision making schedule** relating to the strategy development allowing participants to influence through open democracy.



# 6. Engagement will be inclusive to address:



## Lack of internet access

Users who struggle with literacy are unlikely to use the internet alone and would not use the internet as their main source of coronavirus information



## Reliance on family and friends

Users who tend to rely on family and friends to support them with tasks that require reading, but not all users have access to that support



## Trusted & respected local figures

Respected figures and organisations that people listen to can help build trust in the service and dispel existing myths and alternative narratives



## Information is confusing and does not land with the community

Official information is confusing and inconsistent and does not resonate with the user group. Thus, people get alternative narratives from social media and WhatsApp



## Visual methods of passing information are beneficial

Pictures, videos, icons and physical signage are beneficial to users as they are visual and easier to quickly understand and engage with



## Familiar settings and staff

Engagement activities in familiar places could reduce feelings of fear or exclusion and may increase uptake



# 7. What we already know

- General York modal shift: Increased bus use (aging generation), decrease cycling.
- Talk York evidence based (2019)
- Annual budget consultations (2019, 20, 21)
- First and Park & Ride customer data/feedback
- Modal shift data throughout 2020
- Commonplace insight (Summer 2020)
- **Climate Emergency declaration and net-zero target 2030**
- YORR: Enabling less city centre congestion and orbital cycle route.
- Mobility considerations and learning from Foot streets engagement
- National picture of modal shift due to changed habits e.g. remote working
- E-scooter trial and E-Bike scheme in the city
- Groves and Navigation Road Low Traffic Neighbourhood engagement/consultation – resident benefits vs commuter inconvenience
- Strategic review of city centre access and parking taking place summer 2021.

## Since LTP3 (2011)

- YORR Dualling
- Bus improvement
- Rail station frontage
- Low Traffic Neighbourhoods
- Bootham Park cycle connection



# 8. Key decision points

## What has already been decided?

- What are the financial, practical and legal limitations to changes?
- Climate Emergency and aim for Carbon Neutrality in 2030
- Greener, cleaner city and supporting residents to get around sustainably (Council Plan Priorities)
- Council motion Dec 2019 removing non-essential journeys from city centre
- The York Local Plan and its associated infrastructure delivery plan. Crucially, this includes some substantial infrastructure interventions
- The committed major transport schemes – particularly for the A1237, York Central and the area around York Station
- National transport improvements to the strategic highways network, particularly the A64, and to the rail network
- Central government policies to improve walking and cycling infrastructure and bus services, and to encourage adoption of non-fossil fuel vehicles
- There will also be a need to consider regional policy and how this would be influenced by local government reform and new combined authorities.

## What points of influence are there?

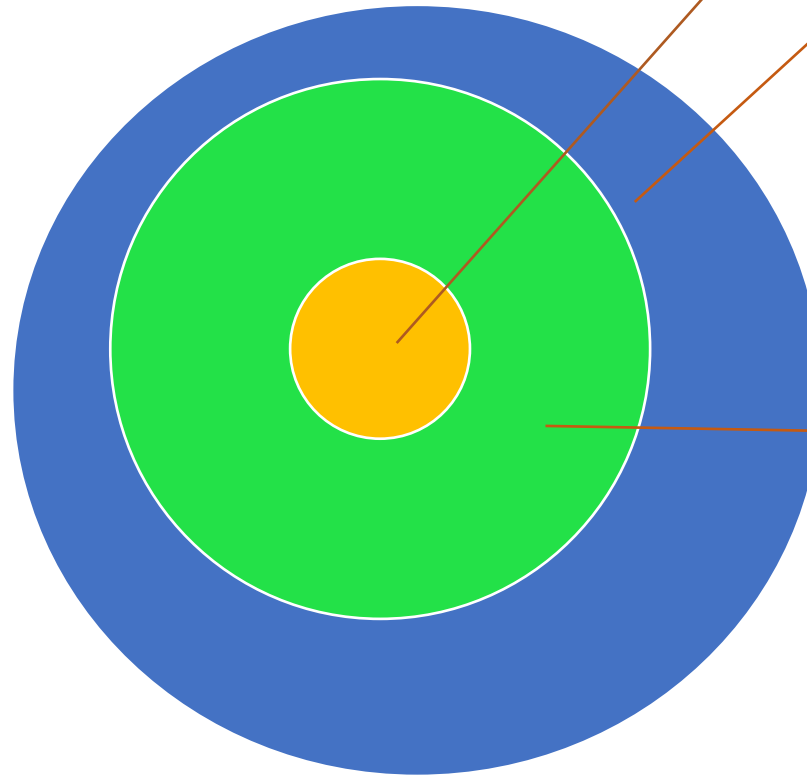
- Has the pandemic changed travel habits for good?
- What would you want to change to enable you to travel sustainably? Routes, restrictions, city centre, off-road paths.
- More or less restrictions for cars in the city centre?
- Secondary centres and areas of interest outside of the city centre?



# 9. Evidence gather

At the heart of each stage of engagement is an online evidence gathering tool (to be confirmed). All engagement activities will signpost this to provide multiple access points. The purpose of the evidence gathering tool is to collate demographics and perspectives, and supplemented by:

- broadcast opportunities to feedback
- targeted opportunities
- partners and networks involvement



**Online Survey** “let’s talk about living in York”  
– distributed via partners and media

## **Broadcast engagement**

- Master class
- Offline option ????
- Thematic webinars
- Social media conversations
- Postcard polls
- Our City

## **Targeted engagement**

- Targeted community workshops
- Targeted partner workshops



Inform

Consult

Inform & involve

Consult (sanity-check)

Involve / monitor

<p>Provide balanced and objective info:</p> <ul style="list-style-type: none"> <li>- Existing insight</li> <li>- Constraints</li> <li>- Points of influence</li> </ul>	<p>Gain feedback and analysis on alternatives, deepen understanding of need from some groups</p>	<p>Sharing perspectives and understanding competing demands for ltd space</p>	<p>Gain feedback and analysis on emerging proposals</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Executive decision</p>	<p>Measure impact and support implementation of recommendations</p>
<p>Engagement activities</p>					
<p>Social media key Qs CYC landing page Areas of influence and future constraints Web pages including Video content Member briefings</p>	<p>Updated web pages Online Survey (living in the city) Postcard polls distributed through community/public spaces Social media conversations (analysed) Thematic webinars Targeted community workshops Targeted partner workshops Thematic masterclasses – the art of the possible</p>	<p>Updated web pages Online survey - deeper analysis and review – <b>Publish community briefs – use to encourage response to big ideas / transport forum discussion points</b> <b>Masterclasses – expertise /examples from elsewhere</b> Thematic workshops Commission targeted focus groups Social media conversations (analysed)</p>	<p>Updated web pages Online survey – curate conversations  Social media - present feedback and emerging ideas, curate conversations Partner interviews</p>		<p>Attend established fora of partner groups for feedback</p>
<p><b>Broadcast</b></p>					
<p>Signpost to web landing pages and mailing lists/resident eng lists Our City Partner/rep orgs cascade Media activity</p>	<p>PR Social campaign Targeted Social media ads Social communities Partner/rep orgs cascade Media activity <b>Recruit diverse population to engagement, incl Transport Forum</b></p>	<p>PR Social campaign Targeted Social media ads Social communities Partner/rep orgs cascade Media activity</p>	<p>PR Social campaign PR Social campaign Targeted Social media ads Social communities Partner/rep orgs cascade Media activity</p>		

# 10. Evaluation and learning framework

Objective	Indicator	Tools to measure	Learning questions
Increase participation	Diversity by survey demographic data Engagement map - % engaged across communities (geographical and interest/identity)	Demographic data on surveys Partners / networks reached on engagement map	Which communities engage with which
Build confidence in engagement opportunities	Levels of participation – and trust - from under-represented communities Social media sentiment	Feedback surveys Focus groups (testing recognition, attitudes, repeat engagement, progress along framework, perception of levels of influence)	Was it easy to share your views? Do you feel listened to? Do you feel this has had influence? Would you engage again?
Surface tensions and increase understanding/ cooperation	Diversity of attendance at multi-community workshops/conversations (by target audience per theme) Produce and publish community briefs for each engagement theme # interactions (comments, shares) with each brief	Demographic data Sentiment of views exchanged Analytics of web page / platform if purchased Content of public speakers/press sentiment after decision published	Do audiences understand each other's aspirations? Do audiences want to compromise their aspirations to accommodate others?
Support better decisions	# new perspectives added Stakeholder response to process and recommendations	Feedback / wash-up session with project leads and exec Stakeholder endorsement and advocacy	How has engagement informed our approach? Has engagement led to a more informed decision?

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## Resident engagement strategy

### Summary

1. A new council-wide approach to engaging residents will better support delivery of the council plan, demonstrate how the council is “an open and transparent council” and inform the 10 year plan.
2. The term “engagement” in this report refers to both consultation – a statutory requirement on policies or schemes – and engagement that helps shape the policy approach from the outset with the ambition that joining up these conversations will better inform strategic development.
3. The term “resident” refers to residents, business owners, commuters, students, visitors, community groups and interested parties – those with individual perspectives. It does not refer to city partners or large businesses with a national or international market who represent many perspectives. Engagement plans are likely to cover both resident engagement (this approach) and stakeholder engagement.
4. To become more disciplined and consistent, resident engagement will become a single cohesive resident engagement programme supported by an in-house team that works across the organisation, consolidates emerging feedback, shares principles and assumptions, learns from previous engagement activity, reduces duplication and maximises available budget to ensure conversations join up and lead to a consistent strategic direction.
5. By taking a more disciplined approach, we will also ensure greater inclusivity by actively engaging with target communities, including those with protected characteristics (see **Annex 1A** – Better Decision Making tool).

### Background

6. Over the next year, the council will continue to engage residents to deliver the council plan priorities, meeting the city’s major challenges; the climate emergency, the future of our city centre, a local transport plan and a new economic development strategy, improving emotional wellbeing and supporting early years to name but a few. Given the complexity of

issues to be addressed through public conversations in 2021, it is critical the council's engagement is consistent, accessible and reflects a joined-up approach to policy development.

7. By drawing on the principles established through the “my” engagement model, subsequent engagement activities have already informed Executive of public opinion and differing perspectives, for example: Castle Gateway, Footstreets, Groves, Woodlands and more recently Navigation Road.
8. Each of these projects, although self-contained, are not in isolation and involve capturing feedback that can and should inform development of council strategies and the 10 year plan. Resident engagement across the Place Directorate has been collated and detailed in a roadmap of engagement **Annex 1B**.
9. The People Directorate has successfully forged and established many engaging relationships at resident and community level. To ensure policy development draws on as many sources of feedback as possible, we will work with People to ensure where practical and possible feedback gathered through the People directorate informs Place policy direction.
10. Drawing on the LGA engagement framework “increasing levels of public impact” (see **Annex 1C**) our resident engagement will now become more strategic with the support of a disciplined programme approach.
11. By responding to the challenge of engaging residents (especially those with a declared interest) in multiple complex and cross-cutting themes throughout 2021, we will ensure policy better represents the needs of the city.
12. These themes inform future strategies, such as the Local Transport Plan, the latest Carbon Reduction Plan, the housing/council plan assets approach, health and wellbeing and the Economic Strategy to improve the city's longer-term recovery outcomes described through the 10 year plan.
13. By taking every opportunity to embed public health concerns and support community resilience we will ensure policy development focuses on wider city ambitions and not just those around built infrastructure. In addition, the feedback will influence and support third party plans for the city including housing developments, potential economic or infrastructure developments and health or social inequalities initiatives contributing to the 10 year plan.

14. There is a risk that by continuing to take a project by project approach and not following this strategy, resident feedback could lead to conflicting strategies with policy that does not align.
15. Taking a disciplined approach to resident engagement will also help with internal information sharing and identify delivery issues as different projects uncover different challenges. It will reduce duplication and surface potential tensions between projects that can then be resolved/mitigated through ongoing engagement.

### **Scope**

16. This strategy covers both consultation and engagement. It draws on the Local Government Association framework for resident engagement - *New Conversations Guide*.

17. <sup>1</sup>The Local Government Association uses the below definitions:

- Consultation: “The dynamic process of dialogue between individuals or groups, based upon a genuine exchange of views with the objective of influencing decisions, policies or programmes of action.”
- Engagement “Developing and sustaining a working relationship between one or more public body and one or more community group, to help them both to understand and act on the needs or issues that the community experiences.”

18. This approach will be used for:

- activities within the Place directorate which informs one of the three core strategies (transport, carbon reduction and economy). This will include certain statutory consultations such as for temporary road closures.
- drawing on consultation and engagement activities taking place in People that have the potential to inform these strategies, for example the Older Person forum which is currently defining what an age friendly city might look like.

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<sup>1</sup> [New Conversations Guide refresh 11.pdf \(local.gov.uk\)](#)  
pg. 3

## Aims

19. The aims of the resident engagement strategy are to:

- a) Collate resident feedback to contribute to the development of the 10 year plan through the development of the carbon reduction, transport and economic strategies, health and wellbeing strategy, and to inform the council's approach to built infrastructure.
- b) Identify gaps in our understanding of resident feedback, either by theme or by audience (such as younger people) to ensure engagement is inclusive and represents the views of as much of the city as possible.

## Objectives

20. The objectives for the resident engagement strategy are:

- a) Develop and deliver ONE programme of resident engagement (**Annex 1B**) (called *Our Big Conversation*), that informs multiple strategies, projects and schemes taking a pan-organisation approach to break down internal silos and adhering to the LGA engagement framework (**Annex 1C**).
- b) Establish governance comprised of:
  - i) Portfolio decision sessions held in April/May will consider the strategic approach to resident engagement for economy, city centre access and transport that reflects this approach. A portfolio decision session to consider engagement for carbon reduction will be held later, although still reflect this approach.
  - ii) Challenge and steer will be provided via the Executive Corporate Recovery Group (CRG)
  - iii) An Executive update every other month at PH/CMT will share feedback and add perspectives
  - iv) Regularly meet with stakeholders to cross-share/promote feedback from other areas (for example the economic partnership would receive an update about feedback shared with the climate commission, the city leaders will receive an update to inform the 10 year plan, etc.)
  - v) A task and finish group comprised of officers will support technical delivery of the programme

- c) Build resident confidence by being clear, visible and open:
  - clear about the purpose of engagement – using a common language and approach to describing engagement.
  - visible about decisions that have already steered the projects to avoid undermining decision making
  - open about how feedback is shaping activities and moving policy forward.
- d) Identify target communities and join-up conversations to support more inclusive engagement through targeted engagement activities.
- e) Develop an engagement framework to support officers deliver activities that have a low environmental impact, are inclusive and can share feedback between projects.
- f) Publish thematic engagement plans for individual strategies that include community impact assessments and are aligned to this approach.
- g) Deliver a joined up communications campaign to encourage greater participation, across council and partner channels.
- h) Identify gaps in audience engagement, thematic understanding and inclusivity and find innovative ways to address these, including working closely with Community Voices programme and Human Rights Network where appropriate. An audience map with recommendations to address gaps is in **annex 1D**.
- i) Share insight and resolve tensions to inform multiple strategies, including the 10 year plan.

### **Resourcing options**

21. There are three different options to deliver the resident engagement strategy through an annual engagement programme:
- a. Do nothing: Continue with the current approach, outsourcing engagement to different suppliers, with no common shared approach or framework. This will continue to duplicate effort and associated costs, with no clear oversight.
  - b. Outsource: Outsource the engagement programme to an engagement agency. The cost of this is prohibitive particularly as much subject

matter expertise rests in the council which would still require capacity to support an external agency, duplicating costs.

- c. Blend in-house with external support: Deliver a blend of internal and external support. Increasing capacity in-house to provide strategic engagement expertise supporting project teams on key themes and supporting ward members and community teams to facilitate conversations that collate resident feedback from local areas. Outsource to agencies niche activities where it is appropriate to do so,

22. It is recommended we progress option c) a blend of additional in-house capacity with external support. This will retain subject matter expertise within the council and allow us to build capability within project teams to sustain the approach in the longer term. We will commission additional external support when required, for example to explore a deeper dialogue for in depth analysis of different transport models, to allow the council to explore subjects which might be better facilitated by a third party.

### **Budget**

23. No additional budget is anticipated. This proposal recommends maximising agreed available capital budgets only.
24. Resident and stakeholder engagement funding is on a project-by-project basis. By consolidating available budgets, reducing duplication and working across the projects to deliver on the strategic intent, there is the potential to make better use of the available budget, increasing the ambition and influence of resident engagement with more opportunity for member involvement and engagement in the process.

### **Council Plan**

25. The information contained above details how we will collate resident feedback to help set the right conditions for the city to recover and, in tandem, deliver the priorities set out in the Council Plan.
26. This report has the following implications:
- **Financial** - budget to fund activities is from approved capital budget initially set aside for 2021/22 engagement and consultations
  - **Human Resources (HR)** – recruitment of 12 month resource
  - **One Planet Council/ Equalities** – Each thematic engagement plan will include a published community impact assessment. The Better decision making tool for this strategy is attached in annex 1A. The key actions resulting from this are:

- Through the resident engagement framework describe activities that have the least environmental impact, preserve the natural environment and promote sustainability.
  - Collate data of residents taking part to better understand those community groups who have contributed and those who have not.
  - Develop an inclusive engagement toolkit in partnership with community groups with a declared interest/protected characteristic to make sure the engagement approaches used best meet the widest needs.
  - Map audience groups by characteristics to identify gaps and explore solutions to address.
- **Legal Implications** – statutory responsibility to consult on different projects such as the Local Transport Plan and Local Plan.
  - **Crime and Disorder** – no implications
  - **Information Technology** – appropriate online engagement platform
  - **Property** – not applicable
  - **Other** –

### Contact Details

<b>Authors:</b>	<b>Chief Officer Responsible for the report:</b>		
Claire Foale Head of Communications Tel: 01904 552057	Neil Ferris Corporate Director Place		
Gareth Wilce Senior Communications and Engagement Manager (Major Projects)	Amanda Hatton Corporate Director People		
	<b>Report Approved</b>		<b>Date</b> <i>March 2021</i>
<b>Wards Affected:</b> <i>All</i>			

*For further information please contact the author of the report*

**Specialist Implications:**

Major capital / recovery – Tracey Carter  
Community engagement – Charlie Croft  
Policy – Will Boardman  
Public Health – Sharon Stoltz

**Annexes**

- 1A – Better Decision making tool
- 1B – Our Big Conversation – roadmap
- 1C – Local government engagement framework
- 1D – Audience map and recommendations



The 'Better Decision Making' tool has been designed to help you consider the impact of your proposal on the health and wellbeing of communities, the environment, and local economy. It draws upon the priorities set out in our Council Plan and will help us to provide inclusive and discrimination-free services by considering the equalities and human rights implications of the decisions we make. The purpose of this tool is to avoid decisions being made in isolation, and to encourage evidence-based decision making that carefully balances social, economic and environmental factors, helping us to become a more responsive and resilient organisation.

The Better Decision Making tool should be used when proposing new projects, services, policies or strategies, or significant amendments to them. The tool should be completed at the earliest opportunity, ideally when you are just beginning to develop a proposal. However, it can be completed at any stage of the decision-making process. If the tool is completed just prior to the Executive, it can still help to guide future courses of action as the proposal is implemented.

**The Better Decision Making tool must be attached as an annex to Executive reports. A brief summary of your findings should be reported in the One Planet Council / Equalities section of the report itself.**

Guidance to help you complete the assessment can be obtained by hovering over the relevant question.

Please complete all fields. If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'.

#### Introduction

Service submitting the proposal:	Communications
Name of person completing the assessment:	Claire Foale
Job title:	Head of Communications and Marketing
Directorate:	CCS
Date Completed:	25/02/2021
Date Approved (form to be checked by head of service):	

#### Section 1: What is the proposal?

1.1	<b>Name of the service, project, programme, policy or strategy being assessed?</b> Resident engagement project
1.2	<b>What are the main aims of the proposal?</b> 1. Deliver one programme of resident engagement to inform multiple strategies projects and schemes taking a pan organisation approach. 2. Establish project governance to bring greater visibility to decision making and influence points. 3. Develop a framework to deliver consistent engagement, including ensuring engagement is inclusive and data consistently captured to support gap analysis. 4. Build organisation capability around resident engagement. 5. Share available insight and identify gaps in engagement, themes and inclusivity.
1.3	<b>What are the key outcomes?</b> Improve resident engagement to inform multiple projects, programmes and strategies, reducing complexity and ensuring resident and community groups voices are heard and acted on. Bring greater visibility to how and when residents can influence decisions.

#### Section 2: Evidence

2.1	<b>What data / evidence is available to support the proposal and understand its likely impact?</b> (e.g. hate crime figures, obesity levels, recycling statistics) Existing resident engagement data including the number of residents taking part, their characteristics or demographics, geographical areas and areas of interest is patchy, with no consistent approach to gathering or sharing data. This project aims to reduce this uncertainty by embedding analysis from the outset.
2.2	<b>What public / stakeholder consultation has been undertaken and what were the findings?</b> Resident engagement by projects continues to take place with insight not routinely shared across projects. The recent footstreets engagement highlighted the benefit of hearing from multiple voices, particular from the diverse disabled community about issues, challenges and opportunities. No public engagement has taken place about the project approach although there has been considerable internal consultation with multiple workshops and discussions, including with portfolio holders.

	<b>Are there any other initiatives that may produce a combined impact with this proposal?</b> (e.g. will the same individuals / communities of identity also be impacted by a different project or policy?)
2.3	Yes, resident engagement by its nature should attract the views of multiple communities, including those with shared characteristics. At present, we do not routinely collate or feedback on the lived experiences of different communities of interest and instead tend to discuss on a needs basis rather than more strategically. This project seeks to reduce duplication and consolidate engagement across the organisation to make it easier for different communities of identity to be heard and for insight to be shared. Data collected throughout the project will be used to provide evidence based insights to inform decision making.



### Section 3: Impact on One Planet principles

Please summarise any potential positive and negative impacts that may arise from your proposal on residents or staff.  
This section relates to the impact of your proposal on the ten One Planet principles.

For 'Impact', please select from the options in the drop-down menu.  
If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'.

#### Equity and Local Economy

Does your proposal?		Impact	What are the impacts and how do you know?
3.1	<b>Impact positively on the business community in York?</b>	Positive	Business communities views and opinions will be collated and shared, to inform future strategies and projects. We will report back in bimonthly sessions with Executive and publish insight on the website.
3.2	<b>Provide additional employment or training opportunities in the city?</b>	Neutral	The project itself builds organisation capability about resident engagement and insight collated will be shared (anonymised) with city leaders. We will report back in bimonthly sessions with Executive and publish insight on
3.3	<b>Help improve the lives of individuals from disadvantaged backgrounds or underrepresented groups?</b>	Positive	Individuals from disadvantaged and underrepresented groups will be able to better engage through a more cohesive and targeted programme of engagement. We will report back in bimonthly sessions with Executive and publish insight on the website.

#### Health & Happiness

Does your proposal?		Impact	What are the impacts and how do you know?
3.4	<b>Improve the physical health or emotional wellbeing of residents or staff?</b>	Neutral	The insight gathered through the project will embed health and wellbeing concerns into ongoing strategies and projects. The outcome of the project will improve health and wellbeing and the act of listening and being
3.5	<b>Help reduce health inequalities?</b>	Neutral	The insight gathered through the project will embed health and wellbeing concerns into ongoing strategies and projects to actively address health inequalities. The outcome of the project will improve health and
3.6	<b>Encourage residents to be more responsible for their own health?</b>	Neutral	The insight gathered through the project will embed health and wellbeing concerns into ongoing strategies and projects. The outcome of the project will improve health and wellbeing and the act of listening and being
3.7	<b>Reduce crime or fear of crime?</b>	Neutral	The insight gathered through the project will embed crime concerns into ongoing strategies and projects. The outcome of the project will inform the strategies that improve wellbeing. We will report back in
3.8	<b>Help to give children and young people a good start in life?</b>	Neutral	Insight will be gathered from children and young people to ensure their voices contribute to the strategies that will improve their start in life. We will report back in bimonthly sessions with Executive and publish insight on

#### Culture & Community

Does your proposal?		Impact	What are the impacts and how do you know?
3.9	<b>Help bring communities together?</b>	Positive	Communities will be invited to contribute to the insight with those sharing characteristics, demographics and geographies encouraged to speak out and share their lived experiences. We will report back on how the
3.10	<b>Improve access to services for residents, especially those most in need?</b>	Positive	The project approach deliberately sets out to target residents who have not traditionally engaged, including those most in need. We will report back in bimonthly sessions with Executive and publish insight on the
3.11	<b>Improve the cultural offerings of York?</b>	Neutral	The insight gathered through the project will embed cultural concerns into ongoing strategies and projects. The outcome of the project will inform the strategies that improve the cultural offering in York. We will
3.12	<b>Encourage residents to be more socially responsible?</b>	Positive	The LGA engagement spectrum shows how proactive resident engagement leads to building more resilient communities. The act of being heard and listened to makes a tremendous difference in communities appetites

#### Zero Carbon and Sustainable Water

Does your proposal?	Impact	What are the impacts and how do you know?
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3.13	<b>Minimise the amount of energy we use and / or reduce the amount of energy we pay for?</b> E.g. through the use of low or zero carbon sources of energy?	Positive	The resident engagement framework will prescribe a combination of on and offline engagement activities, using low carbon / renewable materials.
3.14	<b>Minimise the amount of water we use and/or reduce the amount of water we pay for?</b>	Positive	The resident engagement framework will prescribe a combination of on and offline engagement activities, minimising the amount of water used in production through sourcing appropriate FSC certified materials.

**Zero Waste**

Does your proposal?		Impact	What are the impacts and how do you know?
3.15	<b>Reduce waste and the amount of money we pay to dispose of waste by maximising reuse and/or recycling of materials?</b>	Positive	The resident engagement framework will prescribe a combination of on and offline engagement activities, minimising the amount of water used in production through sourcing appropriate FSC certified materials.

**Sustainable Transport**

Does your proposal?		Impact	What are the impacts and how do you know?
3.16	<b>Encourage the use of sustainable transport, such as walking, cycling, ultra low emission vehicles and public transport?</b>	Positive	Resident engagement activities will encourage active transport such as walks or display boards near cycle routes. The insight gathered will inform the Local Transport Plan.
3.17	<b>Help improve the quality of the air we breathe?</b>	Positive	Resident engagement activities when conducted outside will be mindful of the health impacts of air quality and be held in, as far as is possible, open space away from traffic.

**Sustainable Materials**

Does your proposal?		Impact	What are the impacts and how do you know?
3.18	<b>Minimise the environmental impact of the goods and services used?</b>	Positive	Resident engagement activities, as prescribed in the framework, will be a combination of on or offline, with environmental impact being a key criteria to consider.

**Local and Sustainable Food**

Does your proposal?		Impact	What are the impacts and how do you know?
3.19	<b>Maximise opportunities to support local and sustainable food initiatives?</b>	Neutral	IN some cases, resident engagement will be held at the premises of community venues which also support local food initiatives. It is not in itself relevant though.

**Land Use and Wildlife**

Does your proposal?		Impact	What are the impacts and how do you know?
3.20	<b>Maximise opportunities to conserve or enhance the natural environment?</b>	Neutral	Insight gathered will inform appropriate strategies to conserve or enhance the natural environment and engagement activities will in some cases take place in the natural environment.
3.21	<b>Improve the quality of the built environment?</b>	Positive	Insight gathered will inform appropriate strategies to inform the built environment.
3.22	<b>Preserve the character and setting of the historic city of York?</b>	Positive	Resident engagement will, where appropriate, be linked to our unique heritage with Insight gathered informing appropriate strategies to preserve the character of the built environment.
3.23	<b>Enable residents to enjoy public spaces?</b>	Positive	Insight gathered will inform appropriate strategies to inform the development of public space. The resident engagement framework will prescribe activities that can take place to increase enjoyment of public space.

3.40	<b>Additional space to comment on the impacts</b>		
All the above will be subject to applying Covid-secure measures to protect residents and reduce community transmission.			

**Section 4: Impact on Equalities and Human Rights**

Please summarise any potential positive and negative impacts that may arise from your proposal on staff or residents. This section relates to the impact of your proposal on **advancing equalities and human rights** and should build on the impacts you identified in the previous section.

For 'Impact', please select from the options in the drop-down menu.  
If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'

**Equalities**

Will the proposal **adversely impact** upon 'communities of identity'?  
Will it **help advance equality** or **foster good relations** between people in 'communities of identity'?

		Impact	What are the impacts and how do you know?
4.1	<b>Age</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.2	<b>Disability</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.3	<b>Gender</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.4	<b>Gender Reassignment</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.5	<b>Marriage and civil partnership</b>	Neutral	Marital status is not a requirement for resident engagement although in some instances, we may target single people to understand their lived experiences.
4.6	<b>Pregnancy and maternity</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.7	<b>Race</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.8	<b>Religion or belief</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.9	<b>Sexual orientation</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.10	<b>Carer</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.11	<b>Lowest income groups</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.
4.12	<b>Veterans, Armed forces community</b>	Positive	Data will be collated to identify the contributions from those with different lived experiences, with activities targeting those that haven't contributed, including understanding any barriers to contributing.

**Human Rights**

Consider how a human rights approach is evident in the proposal

		Impact	What are the impacts and how do you know?
4.13	Right to education	Neutral	Individual residents different education attainment levels will be mitigated by ensuring resident engagement activities are accessible
4.14	Right not to be subjected to torture, degrading treatment or punishment	Positive	not relevant
4.15	Right to a fair and public hearing	Neutral	not relevant
4.16	Right to respect for private and family life, home and correspondence	Positive	Data protection policies will be adhered to with data anonymised.
4.17	Freedom of expression	Positive	All views and opinions are welcome and sought after.
4.18	Right not to be subject to discrimination	Positive	All views and opinions are welcome and sought after.
4.19	Other Rights	Neutral	not relevant

4.20	Additional space to comment on the impacts



**Section 5: Planning for Improvement**

5.1	<b>What have you changed in order to improve the impact of the proposal on the One Planet principles?</b> (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)
	The resident engagement framework will now need to prescribe those activities that reduce the impact on the environment, preserve the natural environment and promote sustainability (rather than recommend). By taking a centralised approach to delivering resident engagement, this will be easier to facilitate and assess.

5.2	<b>What have you changed in order to improve the impact of the proposal on equalities and human rights?</b> (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)
	Data collation is now a key component of the proposal, to be inclusive we need to demonstrate inclusivity and share insight from protected groups, whilst retaining anonymity. Individual project engagement plans to complete and publish an EIA demonstrating how different communities will be invited to contribute (this might include working at a pan-organisation rather than individual project level).

5.3	<b>Going forward, what further evidence or consultation is needed to ensure the proposal delivers its intended benefits?</b> e.g. consultation with specific vulnerable groups, additional data)
	The development of the inclusive engagement toolkit will be in consultation with communities with declared interests.

5.4 **Please record any outstanding actions needed to maximise benefits or minimise negative impacts in relation to this proposal?** (Expand / insert more rows if needed)

Action	Person(s)	Due date
Inclusive toolkit developed in consultation with community groups	Gareth Wilce	Jun-21
Resident engagement participants data shared and analysed for gaps	TBC	Jun-21

**In the One Planet / Equalities section of your Executive report, please briefly summarise the changes you have made (or intend to make) in order to improve the social, economic and environmental impact of your proposal.**

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## Decision Session – Executive Member for Transport

11 May 2021

Report of the Director for Environment, Transport and Planning

### Update on the E-scooter and E-bike trials

#### Summary

1. This paper provides an update on the progress of the e-scooter and e-bike trials in York, and sets out a proposal to further expand the service area, to include areas outside the Outer Ring Road.

#### Recommendation

2. The recommendations in this report relate to the City of York council's participation in the Department for Transport's micro-mobility trial. The decision relates to expanding the service area;

**Option 1:** To expand the service area that e-scooters and e-bikes can be hired and used to include areas outside the Outer Ring Road [this is the option recommended by Officers];

**Option 2:** To keep the service area within the Outer Ring Road.

#### Background

3. The decision for York to participate in the Department for Transport's (DfT) e-scooter trials was made on the 8<sup>th</sup> September 2020. These trials support a 'green' restart of local travel and help mitigate the impact of reduced public transport capacity, providing a sustainable mode of transport around the city.
4. The City of York Council with TIER, have taken a phased approach to the implementation of the trials. Agreement to extend the service to residents within the outer ring road was agreed on the 18<sup>th</sup> January 2021.

## Update on the trials

5. The trial of e-scooters and e-bikes has been operating since the 12<sup>th</sup> October 2020. The e-scooters are being introduced in a phased approach, gradually increasing the service area and number of e-scooters available. Currently e-scooters are available in many of the Wards within the outer ring road.
6. During the first five months of the trial, 11,932 trips were taken, with 3,758 individuals signing up to the service. A total of 78,009km have been travelled on e-scooters. During this period, no incidences were reported. An incident is defined as that which involves personal injury occurring on the public highway (including footways) in which at least one road vehicle (including bikes and e-scooters) or a vehicle in collision with a pedestrian is involved. This is similar to experiences in other trial areas in England, where only a few incidents have been reported to date.
7. E-bikes will be added to the scheme in April. These will follow the same model as e-scooters. E-bikes enable longer journeys, and the pedal-assist can also be beneficial to those with joint problems, as e-bikes are seen as exerting less stress on the body than a standard bicycle.
8. The approach taken to provide and only allow e-scooters to be parked in dedicated bays has mitigated incidence of e-scooters being seen as street clutter and improved safety for non-users. The approach taken has also led to high parking compliance, with this consistently over 99% in the first five months of the trial.
9. TIER have undertaken a number of measures to ensure a COVID-safe service. TIER have increased their cleaning regime, with scooters cleaned daily, averaging a clean every five rides or less. Hair nets and sanitiser sachets are also available in the helmet box provided with every scooter. Further information on TIER's COVID measures can be found at the following webpage - <https://www.tier.app/covid19/>.
10. TIER have supported key workers during COVID. TIER scooters are available at York Hospital and during the second and third national lockdown in November and January/February respectively, TIER launched their TIER Heroes programme in York. This programme offered key frontline workers, including those in the NHS, free unlocks and minutes for the e-scooters to assist their daily commutes.

11. Ongoing engagement with the key City partners including the Universities, North Yorkshire Police and the Hospital, has ensured effective communication of progress of the scheme and resolving any issues quickly. The council are also in regular contact with the Department for Transport and other participating local authorities to share updates on the trial and address any issues.
12. TIER have engaged with residents in the city, holding a virtual community event for York, informing residents on TIER and the e-scooter trials, and have launched a blog to provide regular updates on the service area and parking locations. Links to TIER's blog and how to report any issues are available on iTravel - <https://www.itravelyork.info/e-scooter-trial>.
13. The shared e-scooter and e-bike scheme has also contributed to the success of the City of York Council in receiving funding to support uptake of private e-bikes, and funding to address emissions from deliveries in York.

## **Discussion**

14. The e-scooter trial has seen good usage across the city. The approach taken on providing and only allowing for parking in dedicated bays has mitigated incidence of e-scooters being seen as street clutter and improved safety for non-users. TIER continue to improve the accuracy of the parking to ensure street clutter is reduced, for example with their new partnership with Fantasma - <https://www.tier.app/tier-partners-with-fantasma/>
15. The council have worked positively with TIER and other key city stakeholders, including the Hospital and both Universities to respond to issues in a timely manner.
16. The council have worked with TIER in phasing the introduction of parking bays and service area of the e-scooters and e-bikes. This phased introduction has enabled any issues to be resolved quickly, and informed the future approach of expanding the service area and adding parking bays.
17. The phased approach would also be applied to areas outside of the outer ring road. The proposed parking spaces and routes for e-scooters and e-bikes to use would go through the Council's existing approvals process.

This will consider appropriate and safe routes from these areas to the city centre, particularly in crossing the outer ring road.

18. In expanding outside of the outer ring road, one or two areas would be trialled first to ensure the approach is suitable. The e-scooters and e-bikes would be trialled in the following locations; Poppleton, Haxby and Wigginton. As is currently the case, Ward Councillors will be consulted on the proposed parking bays, and can engage with Parish Councillors. The e-scooters and e-bikes would be trialled here for four weeks, with opportunities for residents and Ward Councillors to feedback on the scheme in these areas.
19. Expanding the trial area to include most areas within the outer ring road offers a number of benefits to York. For those using the service, this will increase connectivity of the city for riders. Increasing the area available to ride and ease of hiring e-scooters and e-bikes will also offer additional sustainable travel options to a greater area of the city.

### **Council Plan**

20. Contributes to key council priorities including; a greener and cleaner city and getting around sustainably.

### **Implications**

#### **Financial**

21. The trial will be managed and deliver within existing resources.

#### **Human Resources (HR)**

22. There are no human resource implications. This work will continue to be managed within existing staffing levels.

#### **Equalities**

23. The Equalities Impact Assessment (CIA) is attached in Annex 1.

#### **Legal**

24. There are no legal implications.

#### **Crime and Disorder**

25. There are no crime and disorder implications

#### **Information Technology (IT)**

26. There are no IT implications.

**Property**

27. There are no property implications

**Risk Management**

28. The risks related to the trial are outlined in the body of the report.

**Contact Details**

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**Report  
Approved**



**Date** 28.04.21

**Wards Affected:** All wards.



**For further information please contact the author of the report**

**Background Papers:**

None

**Annexes**

**Annex 1: Equalities Impact Assessment**

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## City of York Council Equalities Impact Assessment

### Who is submitting the proposal?

<b>Directorate:</b>	Economy and Place		
<b>Service Area:</b>	Smart Transport		
<b>Name of the proposal :</b>	E-scooter and E-bike trial		
<b>Lead officer:</b>	Dave Atkinson		
<b>Date assessment completed:</b>	22.03.2021		
<b>Names of those who contributed to the assessment :</b>			
<b>Name</b>	<b>Job title</b>	<b>Organisation</b>	<b>Area of expertise</b>
Lucy Atkinson	Sustainability Project Manager	City of York Council	E-scooter and E-bike trial Project Manager
Jessica Hall	York City Manager	TIER	E-scooter and E-bike City Manager

## Step 1 – Aims and intended outcomes

1.1	<p><b>What is the purpose of the proposal?</b> Please explain your proposal in Plain English avoiding acronyms and jargon.</p>
	<p>The e-scooter and e-bike (micro-mobility) trial will provide e-scooters and e-bikes for short-term hire in York.</p> <p>The main objectives are to:</p> <ul style="list-style-type: none"> <li>- Deliver a sustainable travel alternative to residents and visitors to York by providing access to shared e-scooters and e-bikes;</li> <li>- Support reopening of the city centre and reduce the need for car travel</li> <li>- Support reduced capacity of buses due to COVID-19 measures;</li> <li>- Support reopening of York’s universities and colleges.</li> </ul>
1.2	<p><b>Are there any external considerations?</b> (Legislation/government directive/codes of practice etc.)</p>
	<p>The York trial of e-scooters and e-bikes is part of a national trial led by the Department for Transport. The trials are initially for a 12 month period.</p>



<b>1.3</b>	<b>Who are the stakeholders and what are their interests?</b>
	<p>The City of York Council have partnered with the University of York and York Hospital as part of the trial.</p> <p>University of York and York St John’s University – interest in supporting student and staff travel  York’s colleges (as trial expands to these areas)  York Hospital – supporting staff and patient travel  City of York Council – supporting sustainable travel options around the city  Thomas Pocklington Trust, My Sight York, Wilberforce Trust – ensuring safety for the visually impaired community  York Disability Rights Forum – ensuring equal access and safety for those with disabilities who live or work in York.  North Yorkshire Police – ensuring safety for users and non-users of the e-scooter service</p>
<b>1.4</b>	<b>What results/outcomes do we want to achieve and for whom?</b> This section should explain what outcomes you want to achieve for service users, staff and/or the wider community. Demonstrate how the proposal links to the Council Plan (2019- 2023) and other corporate strategies and plans.
	<p>The e-scooter and e-bike trial aims to support a ‘green’ restart of local travel and to help mitigate the impact of reduced public transport capacity from COVID, as outlined by the Department for Transport. The multi-mobility proposal for e-scooters and e-bikes contribute to support COVID response and contribute to the City of York’s local objectives, including;</p> <ul style="list-style-type: none"> <li>• the council’s ambition to create a people-focused city centre;</li> </ul>

- the council's commitment to be carbon neutral by 2030;
- the council's history of delivery and ambition for sustainable travel, including provision of on-demand and shared transport;
- the council's plans for addressing air quality, including through modal shift;
- the introduction of the UK's first voluntary clean air zone in January 2020, initially targeting buses that frequently pass through the city;
- the adoption of our Public EV Charging Strategy in March 2020 to expand EV charging infrastructure;
- the council's ambition to be a leader in intelligent transport systems (STEP), connected and autonomous mobility and future mobility;
- COVID-19 response and providing safe sustainable alternatives to support public transport.
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For York in the short-term, e-scooters and e-bikes support sustainable transport measures as the city centre, businesses and the universities re-open following COVID restrictions. Adherence to social distancing has led to reduced bus capacity, with usage also low. Car use is being promoted as a safe form of travel, alongside active travel (walking and cycling). E-scooters and e-bikes provide an alternative option to car use into and around the city centre, supporting commuter travel.

The e-scooter and e-bike contributes to 'getting around sustainably' and 'a greener and cleaner city' through provision of a sustainable, shared transport option for visitors and residents. TIER who are providing the service in York are also a climate-neutral e-scooter operator.

## Step 2 – Gathering the information and feedback

2.1	<b>What sources of data, evidence and consultation feedback do we have to help us understand the impact of the proposal on equality rights and human rights?</b> Please consider a range of sources, including: consultation exercises, surveys, feedback from staff, stakeholders, participants, research reports, the views of equality groups, as well your own experience of working in this area etc.	
<b>Source of data/supporting evidence</b>	<b>Reason for using</b>	
<b>TIER</b>	TIER have engaged at a local and national level with organisations representing the visually impaired, and share discussion outputs with CYC where relevant. TIER will be undertaking a survey of their users about the service in York.	
<b>National organisations for the visually impaired community</b>	Report and recommendations from the RNIB on mitigations for design of e-scooter trials	
<b>Department for Transport survey (future)</b>	The Department for Transport have commissioned their own research to evaluate the impact of the trials on a national scale. This includes feedback from both users and non-users.	

### Step 3 – Gaps in data and knowledge

3.1	<b>What are the main gaps in information and understanding of the impact of your proposal? Please indicate how any gaps will be dealt with.</b>		
<b>Gaps in data or knowledge</b>		<b>Action to deal with this</b>	
Understanding how e-scooters and e-bikes will be used in York and areas of high/low demand.		TIER will be tracking usage as part of the trial and therefore will be able to identify areas of high demand. This will also aid understanding of how people move around the city and help to support areas underserved by existing public transport.	
Impact of trial on wider disability groups (both positive and negative)		TIER and CYC to engage with local and national organisations that represent wider disability groups (not just the visually impaired community).	

### Step 4 – Analysing the impacts or effects.

4.1	<b>Please consider what the evidence tells you about the likely impact (positive or negative) on people sharing a protected characteristic, i.e. how significant could the impacts be if we did not make any adjustments? Remember the duty is also positive – so please identify where the proposal offers opportunities to promote equality and/or foster good relations.</b>		
<b>Equality Groups and Human Rights.</b>	<b>Key Findings/Impacts</b>	<b>Positive (+) Negative (-) Neutral (0)</b>	<b>High (H) Medium (M) Low (L)</b>

<p><b>Age</b></p>	<p>E-scooters are only be able to be ridden by those who hold a valid provisional driving licence, in line with government regulation. TIER who are running the scheme in York, also require all users to be over the age of 18, therefore only those over this age would be able to ride an e-scooter or e-bike. This is in line with other shared schemes such as the London cycle hire scheme.</p> <p>Setting an age limit for e-scooter and e-bike use ensures the government regulation is adhered to and maintains the safety of users and non-users.</p>	<p><b>Negative</b></p>	<p><b>Medium</b></p>
<p><b>Disability</b></p>	<p>Evidence collated by the <a href="#">RNIB</a> have identified concerns that e-scooters could have on the safety, confidence and independence of blind and partially sighted people. They have set out a number of additional local rules to make e-scooters safer, some of which are outlined below (full list available <a href="#">here</a>).</p> <p>Discussions have been held with local organisations representing the visually impaired. Representatives from some of these groups undertook a walk around the city centre with colleagues from CYC and TIER in August 2020 to understand their concerns, and how the impact on the visually impaired may be mitigated. This included discussion on sharing street space, features of e-scooters (current and future models), and ways of working together (with CYC and TIER) going forward.</p> <p>These local organisations have also been involved through the implementation of the trial, including in feeding back on parking racks designed by TIER.</p>	<p><b>Negative</b></p>	<p><b>High</b></p>

	<p>Provision of e-scooters and e-bikes may negatively impact on non-users of the service who are disabled, including the visually impaired. E-scooters and e-bikes may impact on their safety, confidence and independence, both through use of e-scooters and parking locations (e.g. if not parked properly or contribute to street clutter).</p> <p>Provision of e-scooters may positively impact those who are unable to ride a bicycle due to mobility issues, but are able to stand for extended periods. Provision of e-bikes may positively impact those who are unable to ride a traditional bicycle due to the reduced physical exertion required to power the bicycle.</p> <p>E-scooters and e-bikes will only be allowed where cycles are allowed (i.e. roads and cycle paths). User training and in-app prompts will help to promote awareness and safe riding. Recommendations from the RNIB to make e-scooters safer will be taken into account, including:</p> <p><b>Parking locations for the e-scooters and e-bikes</b> will be discussed in collaboration with local organisations representing the visually impaired. The system is a ‘docked’ system, meaning that e-scooters and e-bikes can only be left in designated parking locations (seen in-app with physical markings). This reduces the chance of them causing street clutter and obstructing footways. E-scooters and e-bikes will use the same parking bays.</p>		
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	<p>The helmet box light on the stem of the e-scooters is also permanently on even when parked, helping to improve visibility for the visually impaired. TIER are also improving the visibility of the ID plates, making these reflective, and providing reflective stickers with the ID on the sides of the scooter. This will also aid with visibility of e-scooters when parked.</p> <p><b>Accessible infrastructure.</b> TIER are able to use geo-fencing to prevent riding in certain locations, and to slow the speed of e-scooters in certain areas; e.g. shared spaces.</p> <p><b>Robust enforcement of rules.</b> TIER have various methods of enforcement and reporting improper use. TIER also provide 24-hour support via phone and email, with a direct line for the local police. TIER takes a zero tolerance approach to irresponsible use and will block the accounts of those individuals found to be breaking the rules of the road and our terms of service.</p> <p>Public awareness on driving e-scooters safely will be provided by TIER. This includes training through live safety demonstrations (where COVID safe), online video training and in-app messaging, as well as in-person training events. TIER is also working with third parties including The AA to educate riders about the safe and responsible use of e-scooters.</p> <p><b>E-scooter design</b> considers points outlined by the RNIB. The scooter and the e-bike have an integrated bell so users can alert those nearby of their presence. Local groups</p>		
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	<p>highlighted concerns around the quietness of e-scooters. In response, TIER are investigating use of an Audible Vehicle Alert (AVA) system on the e-scooters, so the noise makes their presence more known.</p> <p>TIER e-scooters and e-bikes also have a double kickstand to improve the stability when parked.</p> <p>TIER are also improving the visibility of the ID plates, making these reflective, and providing reflective stickers with the ID on the sides of the scooter. This will also aid with visibility of e-scooters when parked.</p> <p>The new model of TIER e-scooters being rolled out across York also have indicators. This improves ease of use and stability for riders, being able to indicate their direction of travel without having to take their hands off the handlebars. The use of indicators also improves ability of non-riders to be made aware of the direction of e-scooter travel.</p> <p><b>E-bike design</b> – similarly to e-scooters, the e-bikes have a double kickstand to improve stability when parked. The e-bikes also have an integrated bell so users can alert those nearby of their presence.</p> <p>An accessible complaints process. TIER operate an accessible complaints process and provide 24 hour support via phone and email.</p> <p>CYC have engaged, and will be working with, local organisations throughout the trial.</p>		
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<b>Gender</b>	No impacts identified		
<b>Gender Reassignment</b>	No impacts identified		
<b>Marriage and civil partnership</b>	No impacts identified		
<b>Pregnancy and maternity</b>	No impacts identified		
<b>Race</b>	No impacts identified		
<b>Religion and belief</b>	No impacts identified		
<b>Sexual orientation</b>	No impacts identified		
<b>Other Socio-economic groups including :</b>	<b>Could other socio-economic groups be affected e.g. carers, ex-offenders, low incomes?</b>		
<b>Carer</b>	No impacts identified		
<b>Low income groups</b>	<p>The shared e-scooter and e-bike scheme may provide greater access to on-demand transport across the city for those without access to a car or where are poorly served by bus routes.</p> <p>The pay-as-you-go use of the e-scooters and e-bikes may enable low-income groups to use, though the cost may also be prohibitive. TIER offer daily, weekly and monthly packages to reduce costs to regular users and are looking to partner with local job centres.</p>	<b>Positive and Negative</b>	<b>Medium</b>

	A full or provisional driving licence is required to hire an e-scooter which is an additional cost to be able to access the service. This is in line with government regulations.		
<b>Veterans, Armed Forces Community</b>	No impacts identified		
<b>Other</b>			
<b>Impact on human rights:</b>			
List any human rights impacted.			

**Use the following guidance to inform your responses:**

Indicate:

- Where you think that the proposal could have a **POSITIVE** impact on any of the equality groups like promoting equality and equal opportunities or improving relations within equality groups
- Where you think that the proposal could have a **NEGATIVE** impact on any of the equality groups, i.e. it could disadvantage them
- Where you think that this proposal has a **NEUTRAL** effect on any of the equality groups listed below i.e. it has no effect currently on equality groups.

It is important to remember that a proposal may be highly relevant to one aspect of equality and not relevant to another.

<p><b>High impact</b> (The proposal or process is very equality relevant)</p>	<p>There is significant potential for or evidence of adverse impact The proposal is institution wide or public facing The proposal has consequences for or affects significant numbers of people The proposal has the potential to make a significant contribution to promoting equality and the exercise of human rights.</p>
<p><b>Medium impact</b> (The proposal or process is somewhat equality relevant)</p>	<p>There is some evidence to suggest potential for or evidence of adverse impact The proposal is institution wide or across services, but mainly internal The proposal has consequences for or affects some people The proposal has the potential to make a contribution to promoting equality and the exercise of human rights</p>
<p><b>Low impact</b> (The proposal or process might be equality relevant)</p>	<p>There is little evidence to suggest that the proposal could result in adverse impact The proposal operates in a limited way The proposal has consequences for or affects few people The proposal may have the potential to contribute to promoting equality and the exercise of human rights</p>

## Step 5 - Mitigating adverse impacts and maximising positive impacts

5.1	<b>Based on your findings, explain ways you plan to mitigate any unlawful prohibited conduct or unwanted adverse impact. Where positive impacts have been identified, what is been done to optimise opportunities to advance equality or foster good relations?</b>
<p>Mitigation for adverse impacts have been outlined above. Additionally TIER will implement slow speed zones where appropriate (e.g. in high footfall areas) to improve safety for all. The footstreets will also be a 'no go zone' with e-scooters slowing to 3mph (walking speed) if a rider does enter this area. Similarly, the pedal assist on e-bikes would also switch off if this area is entered.</p> <p>TIER will work with CYC and the visually impaired community to respond to any continuing concerns and to address these appropriately.</p>	

## Step 6 – Recommendations and conclusions of the assessment

6.1	<b>Having considered the potential or actual impacts you should be in a position to make an informed judgement on what should be done. In all cases, document your reasoning that justifies your decision. There are four main options you can take:</b>
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<ul style="list-style-type: none"> <li>- <b>No major change to the proposal</b> – the EIA demonstrates the proposal is robust. There is no potential for unlawful discrimination or adverse impact and you have taken all opportunities to advance equality and foster good relations, subject to continuing monitor and review.</li> </ul>	
<ul style="list-style-type: none"> <li>- <b>Adjust the proposal</b> – the EIA identifies potential problems or missed opportunities. This involves taking steps to remove any barriers, to better advance quality or to foster good relations.</li> <li>- <b>Continue with the proposal</b> (despite the potential for adverse impact) – you should clearly set out the justifications for doing this and how you believe the decision is compatible with our obligations under the duty</li> <li>- <b>Stop and remove the proposal</b> – if there are adverse effects that are not justified and cannot be mitigated, you should consider stopping the proposal altogether. If a proposal leads to unlawful discrimination it should be removed or changed.</li> </ul>	
<p><b>Important:</b> If there are any adverse impacts you cannot mitigate, please provide a compelling reason in the justification column.</p>	
<b>Option selected</b>	<b>Conclusions/justification</b>
No major change to the proposal	<p>Measures in place to limit the age of users follow national guidance and that of other operators to ensure safety for both users and non-users of e-scooters and e-bikes.</p> <p>Sufficient mitigation measures have been outlined in response to advice from organisations representing the visually impaired community. This will be monitored through the trial.</p>

## Step 7 – Summary of agreed actions resulting from the assessment

<b>7.1 What action, by whom, will be undertaken as a result of the impact assessment.</b>			
<b>Impact/issue</b>	<b>Action to be taken</b>	<b>Person responsible</b>	<b>Timescale</b>
Negative impact of e-scooters on the visually impaired community.	To track any feedback and ongoing concerns on the trial in York. To engage with organisations representing the visually impaired community at a national level.	TIER/Jessica Hall	Through trial period (until October 2021 presently)
Negative impact on low income groups	TIER to work with local job centres on how to support travel for job seekers	TIER/Jessica Hall	Through trial period (until October 2021 presently)
Any ongoing issues that haven't been identified	TIER and CYC to regularly review the EIA, and review any feedback / issues raised and implement mitigating actions.	TIER and CYC / Jessica Hall and Lucy Atkinson	Through trial period (until October 2021 presently)

## Step 8 - Monitor, review and improve

8. 1	<b>How will the impact of your proposal be monitored and improved upon going forward?</b> Consider how will you identify the impact of activities on protected characteristics and other marginalised groups going forward? How will any learning and enhancements be capitalised on and embedded?
	<p>As highlighted in 7.1, any ongoing concerns not identified in this EIA that are raised to TIER or CYC through the trial, will be addressed appropriately when these issues are raised. Depending on the issue or concern raised, these will also be shared with the Department for Transport and other participating local authorities to aid trials in other areas. Equally lessons from other participating local authorities will also be shared.</p>

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**Decision Session – Executive Member for Transport****11 May 2021**

Report of the Director of Environment, Transport and Planning

**TSAR Traffic Signal Refurbishment – Bootham/Gillygate/St Leonards Place****Summary**

1. The traffic signalling equipment at this site is life expired, has become difficult and costly to maintain and needs to be replaced.
2. The TSAR (Traffic Signal Asset Renewal) programme is the means by which life expired traffic signal assets across the city are refurbished.
3. Although the programme is primarily about asset renewal an alternative option to radically change the junction has also been considered. This particular junction, on the city's Inner Ring Road, acts as a key route for all modes of transport. It provides challenges in terms of the competing demands, geographical constraints and existing building lines encountered. Road safety concerns have been raised over the existing arrangement and its unusual layout. Furthermore, the junction is located adjacent to Bootham Bar, a national monument, and key heritage asset within York. To that end, alterations to the junction's existing layout have been investigated.

A decision is required to approve the refurbishment.

**Recommendations**

4. The Executive Member is asked to:

Approve Option A

Reason:

This option achieves the core aim of replacing the life-expired traffic signal asset such that it can continue be operated and repaired

economically whilst also maintaining the general efficiency of the inner ring road for network users at present.

The update of the signal equipment and ducting networks allows for the future redesign of the junction in line with changing approaches of CoYC regarding the movement of vehicles through the city's historic core as part of forthcoming Local Transport Plans. Abortive costs to the operation of the junction are minimal as the signal infrastructure installed as part of Option A could be removed and reused at other locations around the network as required.

Option A is unlikely to lead to a deterioration in air quality.

Although option B demonstrates benefits such as improved road safety, improvements to the urban realm and reduced pedestrian delay, the associated disbenefits of increased delay and public transport impact on this key section of the city's inner ring road in conjunction with the much higher cost of the scheme does not represent value for money.

## **Background**

5. The TSAR (Traffic Signal Asset Renewal) programme has been in place since 2015 and is responsible for the replacement of life expired traffic signal assets around York.
6. The focus is on replacing equipment that is liable to imminent failure, rather than seeking to improve congestion or achieve a similar transport improvement goal. However, where 'easy wins' can be achieved at the same time as replacing obsolete equipment, these will be taken advantage of.
7. To date, 35 sets of signals have been refurbished and a further 8 are programmed in for the 21/22 financial year.
8. The junction of Bootham, Gillygate and St Leonards Place is constrained by historical buildings and space for all users is limited leading to congestion and delays for both general traffic, buses and pedestrians.
9. The junction is an identified accident cluster site and is reviewed annually. In the last three full years of data (2017 to 2020) there were five reported injury collisions, all slight, resulting in a total of seven casualties (5 cyclists, 1 pedestrian, 1 car passenger.)

10. The junction is located in the existing City Centre Air Quality Management Area (AQMA) and Gillygate is a location where CYC regularly record exceedances of the health-based annual average air quality objective for nitrogen dioxide (NO<sub>2</sub>).
11. The junction has many retail and leisure businesses situated on and around it many of which require access for loading and unloading goods. There is also a large residential presence in the area with homes on each approach of the junction.
12. The junction is a key pedestrian route leading pedestrians from local car and coach parks (Union Terrace) to the city's historic core and multiple nearby tourist attractions.
13. The junction is a key cyclist route connecting Rawcliffe and Clifton with the city centre along the A19 corridor with an average of 300 trips being made across it during peak periods. The junction is on National Cycle Network route 658 and forms part of the "Way of the Roses" trail.
14. The junction is on a key public transport route with multiple local bus operators as well as site seeing tours utilising the bus stops in the exhibition square area. The Rawcliffe Bar Park and Ride service (No 2) passes through the junction (St Leonard's Place to Bootham) as part of its route.
15. The junction is on a key route for general traffic on the city's Inner Ring Road providing access to the arterial A19 with an average of 1250 vehicular trips through the junction at peak periods.
16. At this stage, a decision is required on what should be done about this junction before it becomes life expired. As the signal equipment on site continues to age without replacement, the chance of a complete failure increases on this high profile Inner Ring Road junction which could lead to long term disruption for all users.
17. A separate decision regarding CoYC's policy priorities as part of upcoming Local Transport Plans will inform future operation of the junction and possible adaptation and alteration of the junction will be designed into the signals infrastructure installed at this site.

## Options

18. The following options are available:
19. Option A – Refurbishment of the junction with minor changes to pedestrian facilities as shown in drawing Annex A
20. Option B – Refurbishment of the junction with significant changes to provide a wider public realm scheme as shown in drawing Annex B

## Analysis

### Option A

#### *Description of Changes*

21. A full replacement of all traffic signalling technology, including signal heads, poles, cabling, cabinets, detectors, communications and ducting.
22. Pedestrian crossing waiting area width increased on the Bootham arm of the junction.
23. Pedestrian crossing waiting area width increased on the Gillygate arm of the junction.
24. Tactile paving to be realigned on the St Leonards Place arm of the crossing to meet current design standards.
25. Installation of cyclist early release green signals on the Gillygate approach only.
26. The estimated cost of the work to the Traffic Signal at the junction of Bootham, Gillygate and St Leonards Place detailed in Annex A is £200,000.00

#### *Reasoning*

27. Replacement of the traffic signal technology is the fundamental purpose of this project, as per item 6.
28. The current signalling equipment on site is past end of life with a complete lack of subterranean ducting meaning all cabling is exposed directly beneath the concrete surface.

29. It has been reported that on very warm days the signal controller cabinet is sat in direct sunlight leading to overheating which trips the entire signal system on one of the inner ring roads most critical junctions.
30. The design will also deliver improvements suggested in the previous Road Safety Assessment of the junction whilst also maintaining the current capacity for all users moving through it. These will include:
  - New advance direction signage on the Bootham approach
  - New directional signage on the St Leonard's Place approach to clarify the appropriate lane for each movement and to ensure that this sign is prominent.
  - Cycle symbols associated with the KEEP CLEAR markings on St Leonard's Place

#### *Impact on vehicular traffic*

31. This option has a negligible impact upon the capacity of the junction and the journey times of vehicles travelling through it.

#### *Impact on Pedestrians*

32. The option will have minor benefits to pedestrians by increasing the width of the pedestrian crossing waiting areas of Bootham and Gillygate.

#### *Impact on Cyclists*

33. This option has been assessed using the Junction Assessment Tool which is included in the Department for Transport's Cycle Infrastructure Design guidance note (LTN1/20) and scores zero due to:
  - Prevalence of pinch points across the junction as lane width in the area is already below the recommended 3.2 – 3.9 metres with no capacity for these to be widened.
  - Cycle movements are in potential conflict with heavy motor traffic flow including both HGV's and Buses
34. The option will have minor benefits to cyclists as cyclist early start signals could be considered on the Gillygate arm of the junction.

35. Early start signals cannot be considered on Bootham for those wishing to proceed to either High Petergate or St Leonards Place as a proscribed signal combination from the DfT does not exist to indicate that cyclists may begin this manoeuvre prior to other traffic.
36. As the approach from St Leonards has two lanes and is split phased, the inclusion of early cyclist starts is believed to be potentially confusing for users and if misread would put them in direct conflict with oncoming motor vehicles moving between Bootham and High Petergate/St Leonards Place. The mounting of early cycle start signal infrastructure for cyclists moving between St Leonards Place and Gillygate is also difficult as the nearest point for this would be the pedestrian crossing island to the right of the junction which is not the direction cyclists would be looking whilst waiting to proceed.
37. Adaptations to address the issues raised in points 35 and 36 are amongst the contributing factors for the proposal of Option B.

#### *Impact on Air Quality*

38. This option has a negligible impact on Air Quality in the immediate area of the junction given that traffic levels are estimated to remain largely the same as no major changes to layout or signal phasing are included.

#### *Safety Considerations*

39. Due to the buildings and ancient monuments in the area, other options for increasing safety are severely restricted.
40. A further Road Safety Audit will be carried out after detailed design and before construction. This is the means by which the design safety will be controlled.

### **Option B**

#### *Description of Changes*

41. A full replacement of all traffic signalling technology, including signal heads, poles, cabling, cabinets, detectors, communications and ducting.
42. Pedestrian crossing waiting area width increased across both the Gillygate and Bootham arms of the junction.

43. Additional pedestrian crossing point introduced from the eastern corner of Gillygate (outside number 5 Bootham) to the western footway of St Leonards Place (area to the front of the art gallery.)
44. Removal of the dedicated left turn lane from St Leonards Place reducing the highway into a single lane in both directions with widened cycle lanes.
45. Highway realigned to the East of Gillygate/St Leonards place to create a more straight ahead route for vehicles travelling from Gillygate into St Leonards Place.
46. The Highway realignment at point 45 provides the ability to create additional footway and pedestrian realm adjacent to Bootham Bar.
47. Existing pedestrian island removed from St Leonards place and crossing realigned as a single stage crossing.
48. Installation of cyclist early release green signals on all arms of the junction.
49. The estimated cost of the work to the Traffic Signal at the junction of Bootham, Gillygate and St Leonards Place detailed in Annex B is £500,000.00.

### *Reasoning*

50. Points 27, 28 and 29 above all also apply to this option B.
51. The major changes included in this design option look to make a step change in the way pedestrians are dealt with at this junction by reallocating road space from traffic to pedestrians.
52. Removal of the dedicated left filter lane from St Leonards Place creates the possibility to reconfigure the path for vehicular traffic moving south bound from Gillygate to St Leonards Place, creating a more direct route and allowing more space to be utilised for public realm to the east of the highway.
53. Intervisibility and geometry at the junction are currently poor meaning at present outbound traffic from St Leonards Place can only operate from a single lane at a time and larger vehicles intending to turn left into Bootham, on occasions, can encounter conflict with vehicles turning right

from Bootham into St Leonards Place. Removal of the dedicated left turn lane removes this conflict as each arm of the junction would need to operate independently.

54. The introduction of a more straight ahead route from Gillygate to St Leonards place removes the need for a sharp left hand turn towards Bootham Bar. This allows for more space to be created for cyclists moving through the junction.
55. The inclusion of a direct crossing through the centre of the junction between Gillygate and St Leonards Place reduces pedestrian wait times for those wishing to cross two arms of the junction and also introduces the need for an all pedestrian signal phase allowing pedestrians movements across all points of the junction simultaneously.
56. The introduction of a single stage pedestrian crossing of St Leonards Place reduces pedestrian wait times in the area and also alleviates capacity pressures which are often encountered on the existing pedestrian island in this area.

#### *Impact on Vehicular Traffic*

57. This option will have a significant impact for all motor vehicles travelling through the junction. All arms of the junction would operate well above current capacity during both the AM and PM peaks resulting in significant increases in total journey delay at this junction and increased queuing.
58. Detailed projections of impacts on junction capacity of this option have been subject to operational transport modelling (LINSIG) and indicate that vehicle capacity at the junction would be reduced by around 30%.
59. The impacts of this change in capacity would be felt not only at this location but at adjacent junctions on the network.
60. The likely impact of the capacity reductions caused by these changes is that traffic would reroute away from this junction which could possibly lead to wider scale capacity issue for other locations on the network.
61. A strategic transport model (VISUM) has been compiled to assess the possible impact of this vehicle capacity reduction and it was identified that around 15% of traffic which previously used this junction would be redistributed onto other parts of the network.



62. The strategic model suggests that even with the redistribution of trips away from the junction, delays and queues would increase for the remaining traffic on all arms, resulting in an overall increase in travel times through the junction of 40%.
63. Due to the rerouting traffic, the key routes which would see increased traffic levels include:
  - The Inner Ring Road (Nunnery Lane/Paragon Road/Foss Islands Road)
  - Water End via Poppleton Road and Leeman Road
  - Burton Stone Lane & Crichton Avenue
64. The strategic model suggests that overall journey lengths and times would increase throughout the network along with small increases in delay and queuing throughout the rest of the network as traffic reroutes away from Bootham / Gillygate / St Leonard's Place.
65. The strategic model does not suggest that there is a significant increase in vehicles attempting to cross the Groves residential area or the main network routes of Haxby Road, Haleys Terrace or Dodsworth Avenue which surround it.
66. As a public transport interchange, this option would have a significant impact on bus services moving through the junction as capacity is reduced and significant delays would be encountered during both rush hour peaks.
67. Given the reduced capacity of this key Inner Ring Road junction under Option B, the resilience of the overall primary route network will reduce leading to a reduced ability to deal with incidents and events on the network as a whole. This may also see reduction in effectiveness of emergency vehicles.

### *Impact on Pedestrians*

68. This option will have minor benefits for pedestrians using the existing widened crossings across Gillygate and Bootham.
69. Pedestrian wait times are reduced by around 10% and an all red traffic phase is introduced allowing pedestrians to cross all arms of the junction as one.

70. Pedestrian crossing options are increased however capacity at the crossing points to the West and North of the junction are still constricted by the presence of buildings and narrow footways.
71. The creation of a single stage crossing of St Leonards place and larger expanse of public realm area to the East of the crossing creates larger capacity for pedestrians in this area as opposed to the current bottle neck which occurs on the corner of Gillygate/Bootham Bar.

### *Impact on Cyclists*

72. This option has been assessed using the Junction Assessment Tool which is included in the Department for Transport's Cycle Infrastructure Design guidance note (LTN1/20) and scores zero due to:
  - Prevalence of pinch points across the junction as lane width in the area is already below the recommended 3.2 – 3.9 metres with no capacity for these to be widened.
  - Cycle movements are in potential conflict with heavy motor traffic flow including both HGV's and Buses
73. The option will have benefits for cyclists as early starts could be considered on each arm of the junction as the previous issues noted at points 35 and 36 will no longer be applicable.
74. The south bound route from Gillygate into St Leonards place follows a delineated cycle lane and no longer requires a sharp left turn towards Bootham Bar which should reduce incidents of cyclist's space being encroached by motorists whilst overtaking.
75. The cycle lanes running along the length of St Leonards Place are widened with expanded cyclist reservoirs now present on all arms of the junction.

### *Impact on Air Quality*

76. The junction sits within an Air Quality Management Area which was established in 2002 and City of York Council has a legal duty to work towards meeting health-based air quality objectives for the area through its Air Quality Action Plan (AQAP3). Under AQAP3, CYC should not

implement measures which make air quality worse unless there is a very good local reason to do so and no other option is available.

77. At present the only official health based air quality objective exceeded in York is the annual average nitrogen dioxide objective which is  $40\mu\text{g}/\text{m}^3$ . Gillygate is one of a number of places around the Inner Ring Road where this objective is regularly breached with levels of  $44.3\mu\text{g}/\text{m}^3$  recorded in 2019.
78. Due to the likely vehicle capacity impact of the change to the layout of the junction, air quality in the immediate area of the junction may be negatively impacted. The Strategic modelling undertaken suggests that traffic flows on Gillygate specifically will fall by around 4 - 12% however journey times through the corridor could increase by as much as 30% during the AM peak and 90% during the PM peak.
79. The stop/start nature of traffic moving through the Gillygate corridor is therefore likely to lead to an increase in tail pipe emissions in the area which would be in direct contradiction to the aims of AQAP3. Whilst the current AQMA was established based on existing levels of Nitrogen Dioxide in the area, it is anticipated that future National Air Quality objectives will introduce a new limit for Fine Particulate Matter ( $\text{PM}_{2.5}$ ) aligned to WHO Guidelines. This area of the city has previously been in exceedance of the anticipated annual mean limit (based on monitoring of  $\text{PM}_{2.5}$  at Bootham in 2018 and 2019).
80. CYC is at risk of possible legal consequences from any actions which could result in worsening air quality in the immediate area of the junction. These could include:
  - Central Government decides to mandate local action i.e. they serve a legal order on CYC requiring them to undertake specific local action to meet AQ objectives. This could have wide-scale implications for traffic in the city and may have substantial economic impacts if certain types of vehicles have to be excluded or entry fees have to be put in place (e.g. a charging Clean Air Zone).
  - All decisions of a local authority are open to challenge by judicial review. The risk of any such legal challenge being successful can be minimised by reasonable and legally correct decision making carried out in accordance with legislative procedures and statutory duties. Consequences of judicial review are substantial

costs, overturned decisions, mandatory directions to carry out statutory duties and awards of damages.

- Civil claim, if CoYC is challenged by an individual through private action a failure to reduce pollution levels to legal limits may be identified as a factor resulting in death or adverse health consequences. This would have costs implications and the risk of a substantial award of damages.

### *Impact on Heritage Asset*

81. The Option B design decreases the highways impact on the setting of Bootham Bar through enlargement of areas of paving so is likely a significant enhancement in the setting of the scheduled monument.
82. Concerns have been raised regarding the possible inclusion of a new direct pedestrian crossing connecting the east of Gillygate and the west of St Leonards Place as the infrastructure required would have a visual impact on the setting of both Bootham Bar and St Marys Abbey precinct walls.

### *Safety Considerations*

83. The preliminary design has been subject to a Road Safety review which indicated that the additional space afforded to pedestrians as part of this design could help to reduce accident rates at the junction.
84. This review also indicated that vehicle capacity issues at the junction could lead to vehicles queuing across the junction which would generate additional pressures for all junction users.
85. A further Road Safety Audit will be carried out after detailed design and before construction. This is the means by which the design safety will be controlled

### **Consultation**

86. A publicly accessible online consultation, advertised on the CYC landing page, was open from the 1<sup>st</sup> to the 31<sup>st</sup> March 2021 in order to offer local residents and organisations an opportunity to comment on the proposed TSAR scheme designs put forward for consideration in this report.

87. The consultation asked respondents to comment on both their current experiences of the junction and to offer opinion on the two preliminary design options put forward. The final question of the consultation asked the respondent to express a preference for a design or whether they supported neither.
88. The online consultation was publicised prior to launch in the local press and further articles were run during the month based around a formal consultation response from York Civic Trust which was released to the media and can be found in Annex D. Boosted social media posts across the authorities social media handles were also used throughout the consultation period.
89. Properties in close proximity to the junction were delivered a letter which advertised the consultation and also provided further contact options for those residents who were unable to view the details online.
90. Local ward councillors were provided with a briefing session on the proposed scheme and a range of internal and external stakeholders who make regular consultation contributions to our preliminary design works on the TSAR programme were asked to complete the online consultation or respond to the design team directly.
91. In total 1262 responses were received through the online consultation.
92. Of these responses, only 880 provided an answer to the final question which was "Which Option do you support? Option A/Option B/Neither"
93. The proportional split of responses to this final question was:
  - 47.61% Support Option A
  - 33.52% Support Option B
  - 18.87% Support Neither Option
94. Respondents were asked to comment on their current experience of the junction. The most common issues selected were:
  - Delays when using my own car/bike 64.2%
  - Delays for pedestrians wishing to cross the junction 49.2%
  - Road Safety Issues 42.72%
95. Respondents were asked if they supported the reallocation of road space to pedestrians and cyclists at the junction and could also offer comment on the two preliminary design options put forward.

96. For respondents supporting Option A, 72% did not support the reallocation of road space to pedestrians and cyclists. The improvement to pedestrian crossings was well received but the most common comments related to the need to maintain the existing capacity of the junction and fears over air quality in the area if capacity was reduced.
97. For respondents supporting Option B, 96% did support the reallocation of road space to pedestrians and cyclists with the most common comments related to perceived betterment in pedestrian and cyclist access and safety as well as improvements to the layout of the junction for all users.
98. For respondents indicating that they would support neither design option, 51% of respondents did not support the reallocation of road space to pedestrians and cyclists. Many of the most common comments related to not enough being done to assist cyclists and pedestrians moving through the junction but it was also clear that many felt plans for the junction should be more ambitious in reducing private motor vehicle numbers in the city centre itself.
99. A summary of the online consultation can be found in Annex C.
100. In addition to online responses, offline responses were received from a mixture of private residents and the internal/external stakeholders referenced above at point 91 including a range of public transport operators and transport groups.
101. A summary of these offline responses can be found in Annex D.

### **Other options already discounted**

102. Other slight configurations have been considered by the design team however the geographical and architectural constraints of the area in question mean that most alternative revisions of the road layout lead back to similar layouts to that proposed as Option B.
103. Consultation feedback from a small number of respondents has made reference to the possible adaptation of vehicle movements through Bootham Bar to make this a two way flow for cyclists. This was not included as part of either design option for the following reasons.
104. High Petergate is currently one-way inbound (towards the Minster) for all vehicles and also forms part of the foot streets network with no vehicle

access between 10:30 to 20:00 aside from an exception for inbound cycling.

105. High Petergate is a narrow street and the width is not conducive to two way movements. Footways in the area are narrow and often see pedestrians using the carriageway. Additionally, Bootham bar provides a physical width restriction which would only allow for single direction travel at a time and would therefore require shuttle working through the bar for two way vehicles. Space is very limited in terms of cyclists safely waiting on both sides of the bar and it would also be difficult to install signal equipment given the narrow street and the conservation area in which Bootham Bar sits.
106. To allow two way cycling provision, consideration could be made for a complete ban on motor vehicles entering High Petergate however the area beyond Bootham Bar houses several commercial properties many of which can only accept deliveries from the front. The complete removal of access for motor vehicles at all times would therefore have implications for delivery processes to these properties which may raise objections from the business' operating in the area.
107. Any addition of cyclists exiting Bootham Bar would have a significant impact to the capacity of the Bootham / Gillygate junction. Appropriate time within the traffic signal cycle would need to be provided so cyclists could safely enter and clear the junction. Adding the cycle stage would likely see additional delays / queue on the other arms of the junction.
108. Despite not being included as part of either design option for this scheme, the implementation of an additional signal controlled exit from Bootham Bar could be added in the future if required as the majority of infrastructure requirements will already be in place as part of the these signal renewal works.

## **Council Plan**

109. Replacing life-expired traffic signalling assets allows the Authority to continue to manage the traffic on its highway network, minimising congestion and ensuring user safety. Therefore carrying out these works fulfils the 'Getting around sustainably' key outcome of the Council Plan.

## **Implications**

### **110. Financial**

The TSAR programme is funded by the council's capital programme, which was approved at Budget Council on 25 February 2021 and sufficient funds are available in the 2021/22 transport capital programme for the construction of this scheme.

### **111. Human Resources (HR)**

There are no HR implications

### **112. One Planet Council / Equalities**

All junctions are designed with equalities in mind. The recommended designs follow the most up to date guidance with respect to disability access. The technology included in all designs includes aids to persons with visual and mobility impairment.

### **113. Legal**

#### **Air Quality**

City of York Council is both the Highway Authority and Local Traffic Authority for the York District area and as a Local Authority are under a statutory duty to meet air quality objectives and to mitigate adverse impacts on air quality.

In preparing and determining the proposals set out in this report the Council is required to have regard to the provisions of Part IV of the Environment Act 1995 (including associated legislation, regulations and guidance), Equalities legislation and the Human Rights Act 1988.

The proposals are the result of extensive public consultation, reviews and air quality impact advice. It is therefore considered that option A as set out in this report is proportionate, whilst option B may have an adverse effect on air quality resulting in a potential breach of the statutory duty. As indicated at point 81, there are possible legal implications regarding the authorities Air Quality Action Plan with regards both existing and future air quality legislation.

#### **Procurement**

CoYC Highways will be used as the principal contractor on this scheme. If this is not the case and an external contractor is to be used, any proposed works will need to be commissioned via compliant



procurement route under the Council's Contract Procedure Rules and the Public Contract Regulations 2015.

**114. Crime and Disorder**

There are no Crime and Disorder implications

**115. Information Technology (IT)**

The Information Technology implications of constructing the proposed designs has been considered and are included in the Project Plan. No issues are envisaged.

**116. Property**

There are no property ownership implications however the frontages of multiple commercial and residential properties across all arms of the junction may be impacted dependent on the design taken forward. Impacted parties will be consulted as part of any future detailed design process.

**117. Air Quality**

The Council has a duty to monitor and implement measures to improve air quality. As indicated at point 38 and from point 76, the proposals may affect an Air Quality Management Area and Air Quality Action Plan.

**118. Other**

Disruption during construction – Constructing the TSAR schemes inevitably means a certain level of work on the Highway, with an associated level of delay and disruption to pedestrians and vehicular traffic. Such works will be scheduled and planned to minimise this disruption, and sufficient information and notice will be given to affected parties.

**Risk Management**

119. There are no known significant risks associated with any option presented in this report.

Project Risks are recorded in the Project Risk Register and are handled by the Project Team and monitored by the Transport Board.

**Contact Details**

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**Chief Officer Responsible for the report:**

**Neil Ferris**  
**James Gilchrist, Director of Environment,**  
**Transport and Planning**

**Report**  **Date** 28.04.21  
**Approved**

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

**All**  tick

**Guildhall, Clifton**

**For further information please contact the author of the report**

**Specialist Implications Officer(s) – List Information for all**

**Air Quality**

Michael Southcombe, Public Protection Manager, 01904 551514

**Legal**

Jenna Pengilly, Senior Legal Officer, 01904 551571

**Financial**

Patrick Looker, Finance Manager, 01904 551633

**Background Papers:**

**All relevant background papers must be listed here.** A 'background paper' is any document which, in the Chief Officer's opinion, discloses any facts on which the report is based and which has been relied on to a material extent in preparing the report (see page 5:3:2 of the Constitution).

## **Annexes**

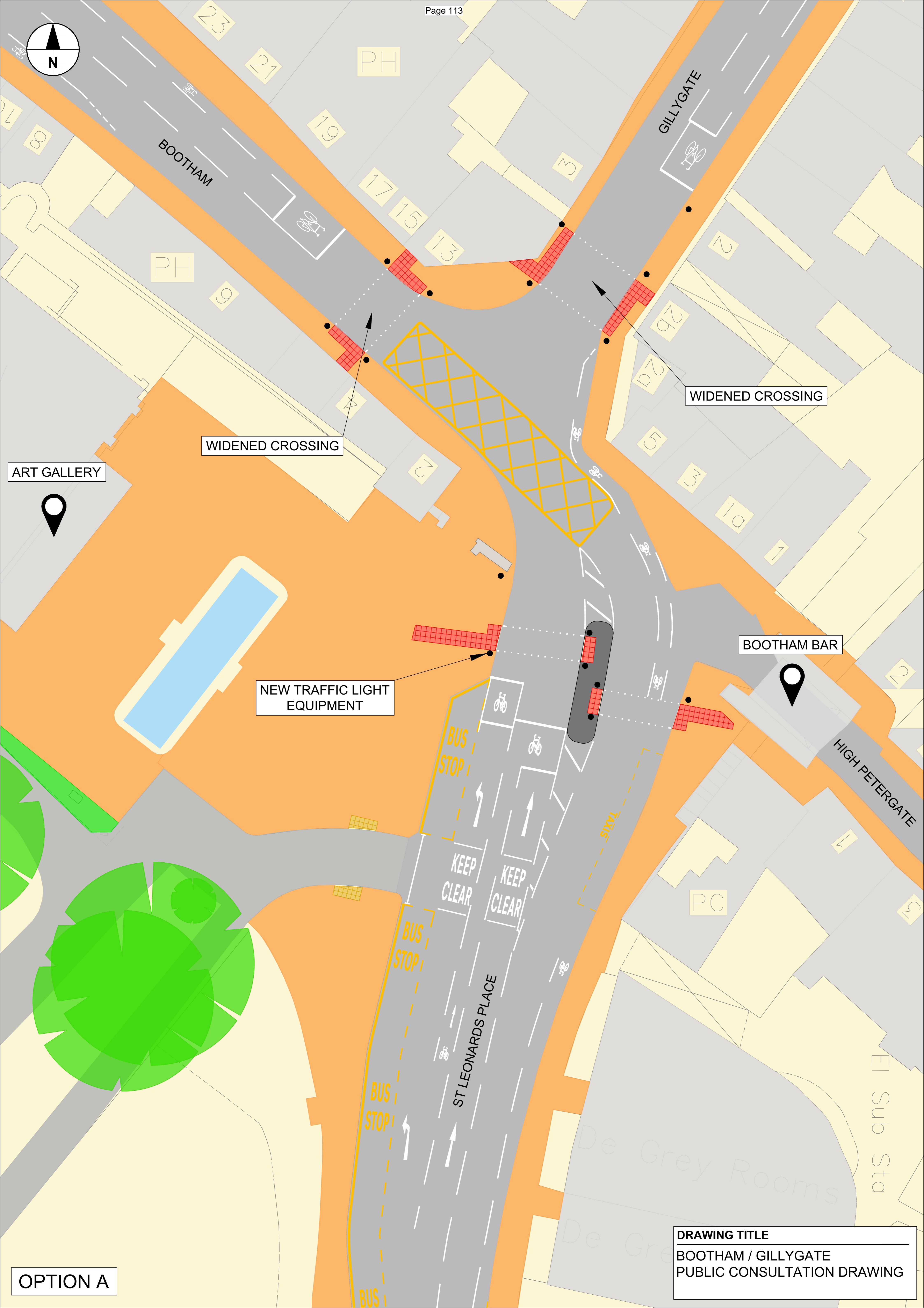
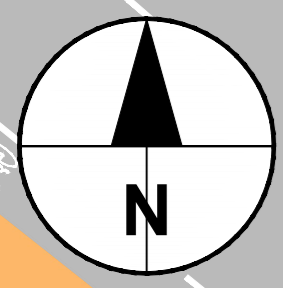
**All annexes to the report must be listed here.**

Annex A – Preliminary Design Option A  
Annex B – Preliminary Design Option B  
Annex C – Online Consultation Summary  
Annex D – Offline Consultation Summary

## **List of Abbreviations Used in this Report**

TSAR - Traffic Signal Asset Renewal  
AQMA – Air Quality Management Area  
AQAP – Air Quality Action Plan  
CoYC – City of York Council  
DfT – Department for Transport  
WHO – World Health Organisation

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ART GALLERY

WIDENED CROSSING

WIDENED CROSSING

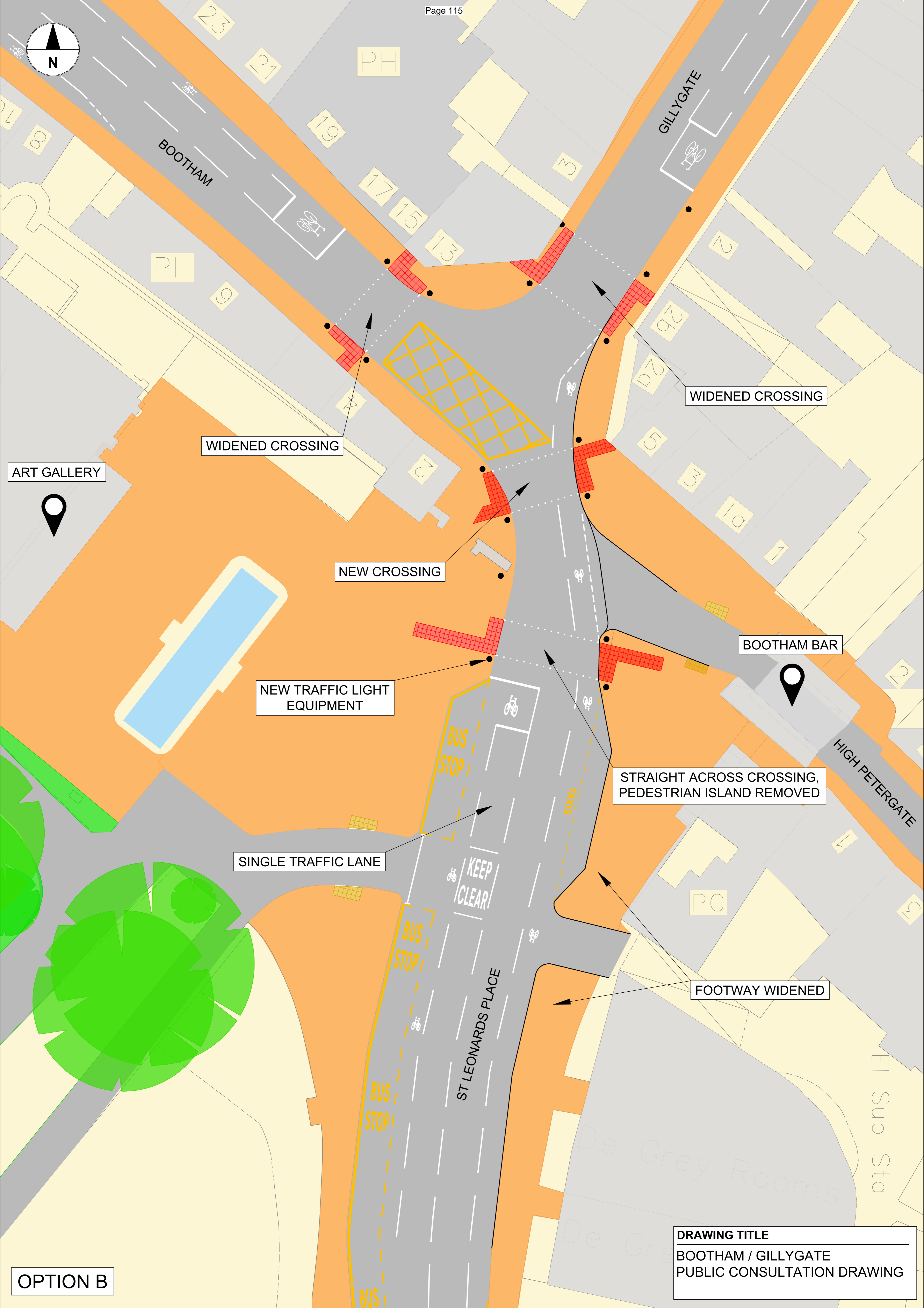
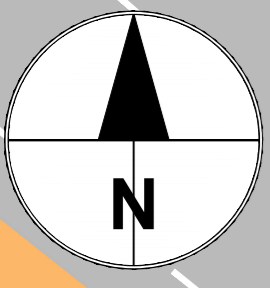
NEW TRAFFIC LIGHT EQUIPMENT

BOOTHAM BAR

OPTION A

**DRAWING TITLE**  
BOOTHAM / GILLYGATE  
PUBLIC CONSULTATION DRAWING

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ART GALLERY

WIDENED CROSSING

NEW CROSSING

NEW TRAFFIC LIGHT EQUIPMENT

SINGLE TRAFFIC LANE

BUS STOP

KEEP CLEAR

BUS STOP

BUS STOP

BUS

WIDENED CROSSING

BOOTHAM BAR

STRAIGHT ACROSS CROSSING, PEDESTRIAN ISLAND REMOVED

FOOTWAY WIDENED

OPTION B

**DRAWING TITLE**  
BOOTHAM / GILLYGATE  
PUBLIC CONSULTATION DRAWING

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# City of York Council

## TSAR: Bootham Gillygate Consultation 2021



April - 2021

The TSAR: Bootham Gillygate Consultation ran from the **1<sup>st</sup> of March 2021** to the **31<sup>st</sup> of March 2021**. The survey was open for all to give feedback on two preliminary design options available for the replacement of aged assets at this junction. Respondents were asked to offer support for either option, or neither, with the ability to comment on the proposed designs.

In total, **1,262** responses were collected from the online survey, with **880** full responses received. Comments for the available options have been categorised based on common themes that have been made obvious throughout the comment. A selection of these have been included in the relevant sections of this annexe, to showcase the feedback gathered.

### Exclusions:

A process was implemented to remove responses that were incomplete, these were removed if they met the categories listed below;

- *Had confirmed that they had read the privacy policy but had not complete questions 2 through 8.*
- *Had not indicated in Question 8 a preferred option from A,B or neither.*
- *Had not answered Question 6 through 8, but had filled in questions 1 through 5.*

The total number of excluded responses is **382**, due to the categories above being met.

### To note:

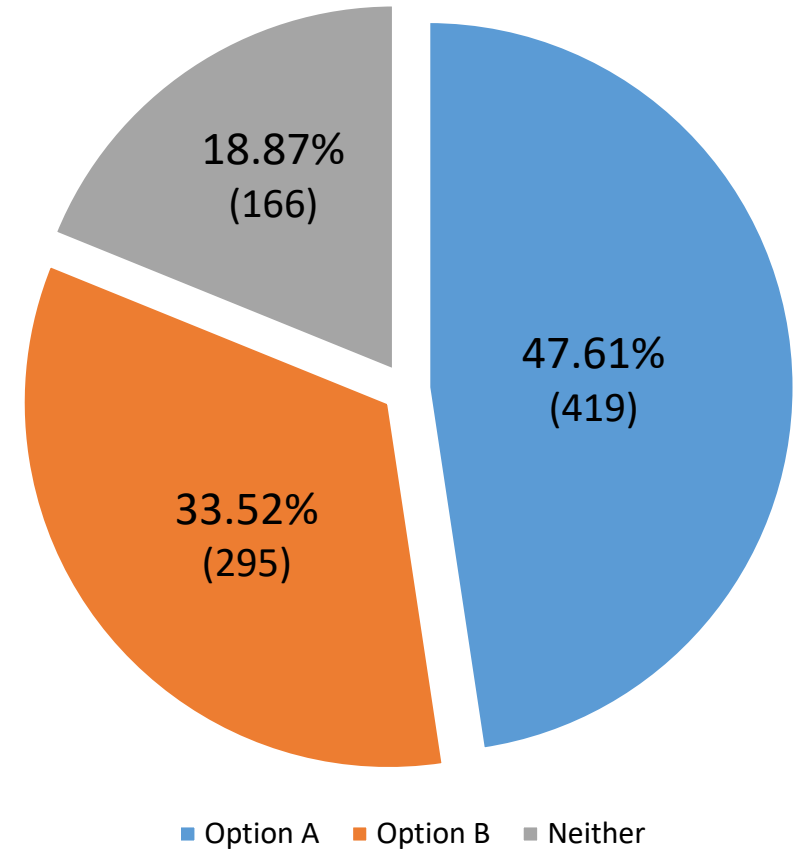
An investigation was held due to multiple occurrences of duplicate IP addresses being present in the responses. **Business Intelligence** and the **communications team** were consulted and the decision to keep the responses was made. The total number of responses concerned was **216**.

The overall outcome of the consultation, has concluded that **Option A** is the respondent preferred option. The graph to the right shows the proportional share of each result with an indication of respondents for all options.

Results are as follows:

- Support for Option A: **47.61%**
- Support for Option B: **33.52%**
- Support for Neither: **18.67%**

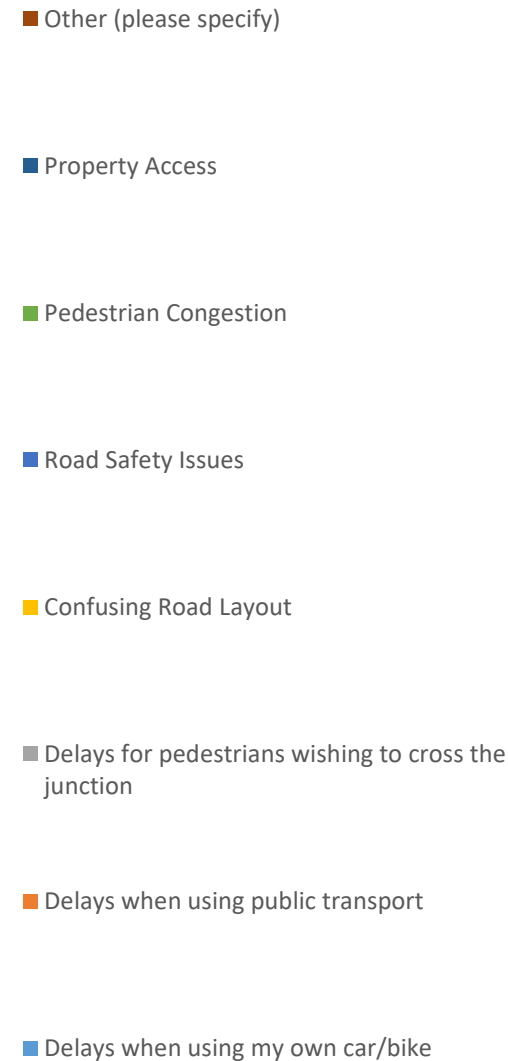
Question 8: Option A, B, or Neither



# What issues do respondents have at this junction currently?

Question 4 asked respondents to indicate issues they have with the junction currently. Responses were selected from a multiple choice list and an 'other' option was also provided for respondents to indicate issues that they felt were not included in the list. These 'Other' responses have been grouped as follows:

- **Cyclist / Pedestrian Safety:** *Covering comments related to safety for cyclists / pedestrians including related specific issues – 22 Comments*
- **Air Quality:** *Covering comments relating to pollution and air quality – 20 Comments*
- **City Aesthetic:** *Covering comments relating to path design, heritage, city sites – 10 Comments*
- **Traffic Management:** *Covering comments related to signals, layout, junction design, and Congestion – 49 Comments*
- **Emergency Vehicle Access (E.V.A):** *Excluded from traffic management as a specific issue for Emergency Vehicular access – 3 Comments*



# What issues do respondents have at this junction currently?

A selection of comments from the 'other' responses to this question.

Cyclist / Pedestrian Safety:	Air Quality:	City Aesthetic:	Traffic Management:	Emergency Vehicle Access (E.V.A):
The central reservation can get crowded with people and it can be difficult to get near the box to feel the spinning. This can also be a problem on the footpaths on both sides of the road.	Pollution. Air quality is terrible!	A beautiful part of the city that is completely overrun with traffic making the area unattractive and not nice to be in	Cars inadvertently shooting the lights	Ques blocking emergency vehicles from getting to the hospital
Difficult for cyclists to get to the front of the que	Severe air pollution due to standing traffic	Ugliness of path - number of boxes and untidy. Difficult to use as pedestrian.	The phasing of the lights mean that traffic approaching the junction on Bootham is delayed from access to St Leonards Place by traffic waiting to turn into Gillygate.	PROBLEMS FOR AMBULANCES BEING STUCK BEHIND TRAFFIC IN GILLYGATE
Difficult for cyclists turning right when coming out of Bootham	Build up of air pollution as car engines idle while waiting in long queues for the lights. Cars parked near the junction on Bootham and Gillygate in both directions at all times during the day.	Far too much street furniture which massively detracts from the historic monuments	Coming from Bootham to the junction, if no-one is turning right there are needless delays and tailbacks down bootham.n	Delays for emergency vehicles
Parking in Cycle lane opposite Bootham row.	Very poor air quality due to congestion - why isn't this mentioned in the consultation?	Mainly it is very unsightly for what could be a beautiful location	Left hand lane traffic heading up Northampton constantly jammed because of traffic unable to turn right onto Gillygate due to volume of traffic.	
I am a Voluntary Guide and it is a dangerous junction to cross with our visitors	Air pollution due to queueing	Ugliness of the street furniture	Left turn signal from Botham to gillygate	
The pedestrian crossings leave people waiting for too long, meaning people often step in the road when on a red man. The car traffic is consistently horrendous, but that's fair enough if you want to drive through the city centre. Cyclists coming from Lendal Bridge way often have to wait ages to get onto Clifton Rd or Gillygate if they just miss the green light. This is annoying and makes some cyclists inclined to jump a red light.	Traffic fumes given off by queueing traffic	A very poor entrance to a beautiful city	Road congestion, bootham way at most times of the day	
Pedestrians crossing on red lights / cyclist ignoring lights	Level of pollution	It's unattractive in its present state, but it could be a jewel.	cars often come from St Leonards right hand lane when they shouldn't and I am cycling from Bootham	
Safety for cyclists and pedestrians	Air Quality. Just too poor and needs addressing as a priority	Lack of 'wow' factor when entering cultural quarter. Narrow pavements mean people hurry past	Drivers getting into wrong lane. Can be easily resolved by signage, e.g. A19 left lane, York Hospital right lane.	
Insufficient space for pedestrians at crossing points	Air quality improvement	Heritage conservation	Drivers unfamiliar with junction often jump light travelling from St Leonard's Place to Gillygate when the filter for the Bootham left turn changes to green	
Cyclists using the pavements to avoid the lights	Poor air quality	Difficult to stand in front of Bootham Bar to appreciate it	Vehicles and cycles jumping the lights when exiting Gillygate.	

## Respondent Comment Categorisation for pages 5 to 13

Respondents were able to comment freely on both preliminary design options as part of this consultation process. Comments covered a range of topics, therefore responses have been categorised to give an indication of the most common of themes.

# Respondent Comment Categorisation for pages 5 to 13

## Categories used on Pages 6 &10:

### Positive:

- **Congestion & Air Quality (Both Road / Pedestrian):** *Comments encompassing support for the option relating to Congestion and Air Quality improvements.*
- **General Support:** *Comments that had generalised support for the proposed option.*
- **Pedestrian / Cyclist Support (Access, Safety):** *e.g. benefits for Pedestrians and Cyclists.*
- **Infrastructure Layout / Signal Phasing:** *e.g. Support for junction layout and vehicle movement.*

### Support for Option with questions:

- **Query / Comment - Pedestrian & Cycling:** *Support for proposed option with comments on elements regarding Pedestrian / Cyclist safety & Access.*
- **Query / Comment - Infrastructure Layout / Signal Phasing:** *Support for proposed option with comments on elements regarding junction layout and vehicle movement.*

## Categories used on Pages 7 &11:

- **Impact – Congestion / Delays:** *e.g. issue with alternative option due to impact on congestion / delays.*
- **General Rejection:** *These comments encompass those that have a dislike towards the proposed option with limited explanation.*
- **Impact - Air Quality:** *e.g. issue with alternative option due to impact on Air Quality / Pollution.*
- **Impact - Cyclist / Pedestrian:** *e.g. issue with alternative option due to impact on Cyclists / Pedestrians.*
- **Impact – Infrastructure Layout / Signal Phasing:** *e.g. issue with alternative option due to impact on Infrastructure Layout / Signal Phasing.*

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# Respondents Supporting Option A - Comments made on Option A

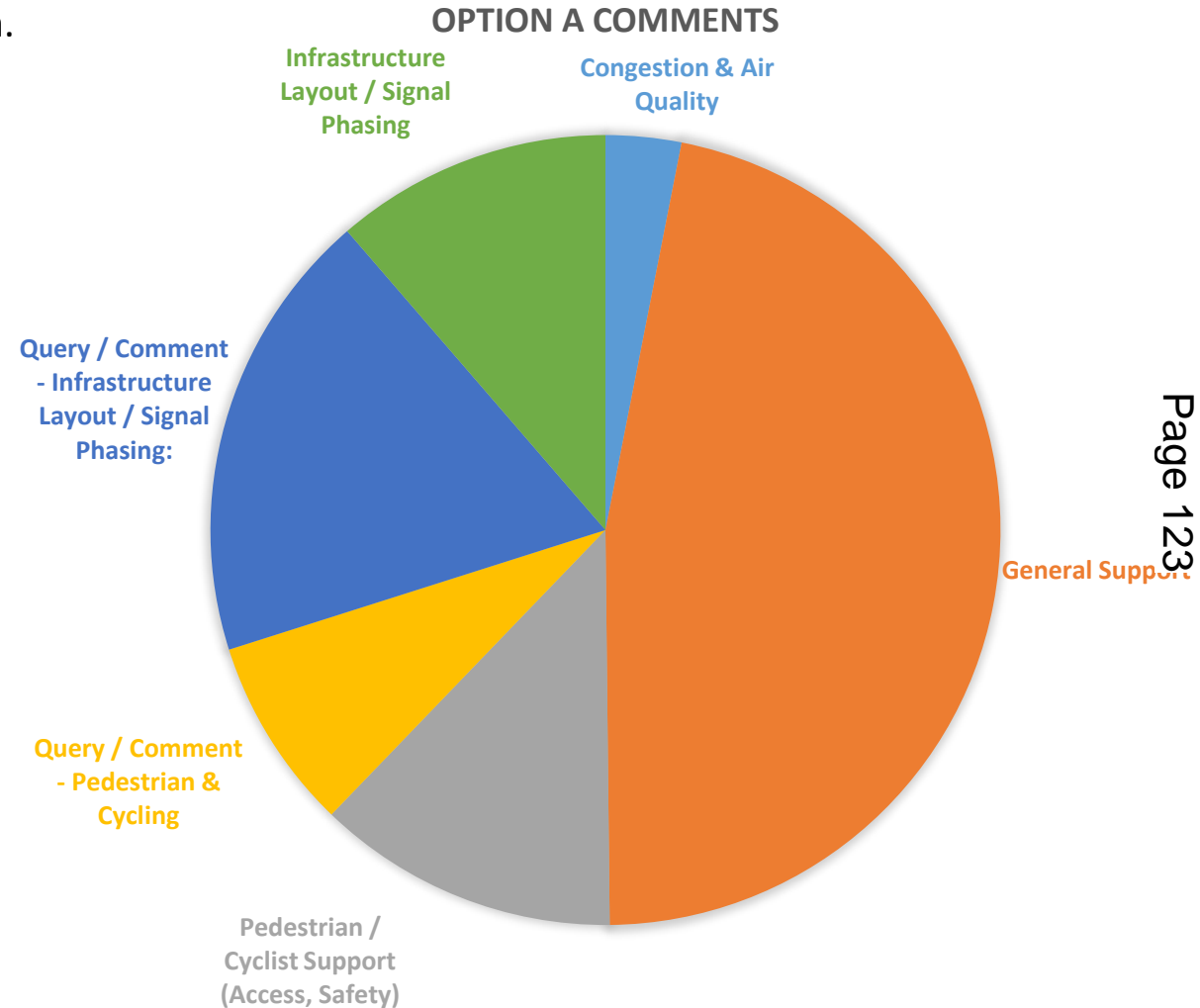
Questions 6 – 8 asked respondents to comment on their feelings towards Option A / B and to indicate their preferred option in the final question.

## Positive:

- Congestion & Air Quality (Both Road / Pedestrian): 9
- General Support: 136
- Infrastructure Layout / Signal Phasing: 33
- Pedestrian / Cyclist Support (Access, Safety): 36

## Support for Option with questions:

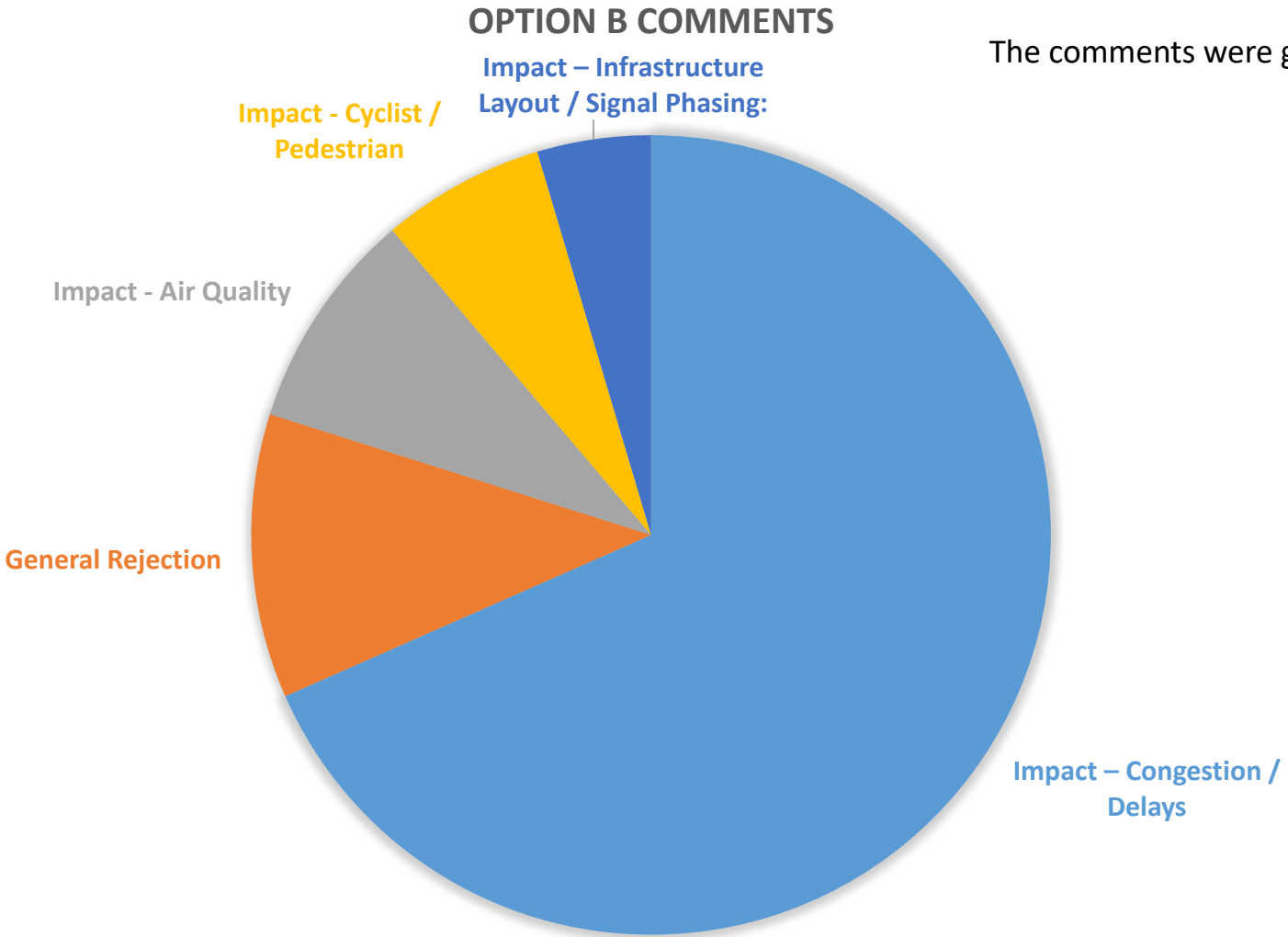
- Query / Comment - Pedestrian & Cycling: 23
- Query / Comment - Infrastructure Layout / Signal Phasing: 54
- No comment left: 128



# Respondents Supporting Option A - Comments made on Option B

Questions 6 – 8 asked respondents to comment on their feelings towards Option A / B and to indicate their preferred option in the final question.

The comments were grouped as follows to understand why those supporting Option A didn't support Option B:



**Impact – Congestion / Delays: 238**

**General Rejection: 40**

**Impact - Air Quality: 31**

**Impact - Cyclist / Pedestrian: 23**

**Impact – Infrastructure Layout / Signal Phasing: 16**

**No Comment left: 71**

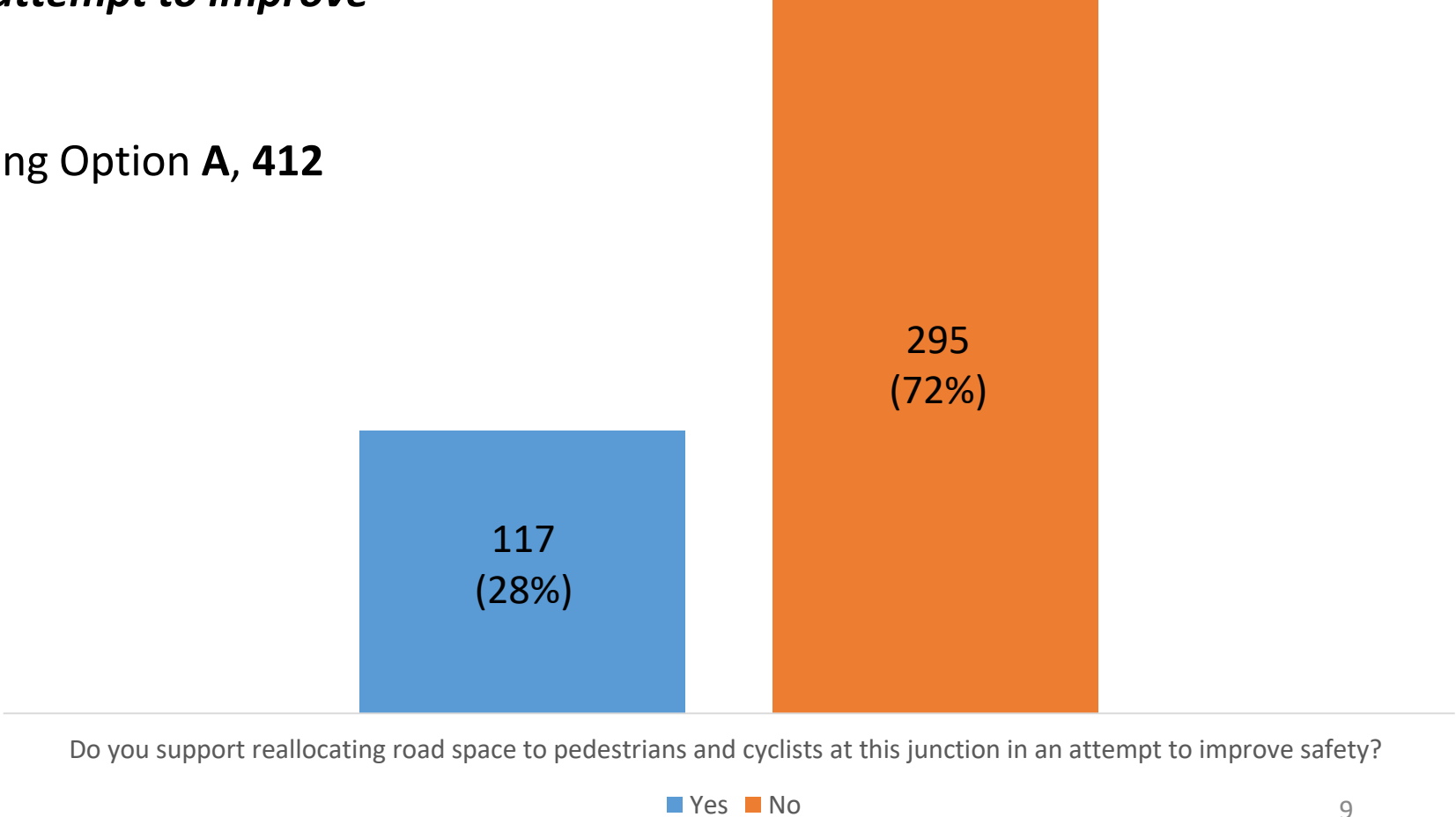


# Supporters of Option A - Road Space Reallocation Response

Question 5 asked respondents the following question;

***‘Do you support reallocating road space to pedestrians and cyclists at this junction in an attempt to improve safety?’***

Out of the **419** responses supporting Option A, **412** responded to this question.



# Option A supporter example responses

Below is a selection of comments from the comments left in support of option A within the aforementioned categories:

Congestion / Air Quality	General Support	Pedestrian / Cyclist Support	Q / C – Pedestrian & Cycling	Q/C – Infrastructure Layout / Signal Phasing	Infrastructure Layout / Signal Phasing
<p>Whilst I can see why Option B is being proposed, the amount of delays at this junction already produces significant pollution. This option is the best compromise</p>	<p>Sure this would help the junction</p>	<p>Seems a sensible approach. Pre-pandemic the crossing were not wide enough for pedestrians at peak time.</p>	<p>Would it be possible to also widen the pavement on the corner of Gillygate? Option A looks good.</p>	<p>a problem here is that the filter light for turning left is often mistaken by the car in the right lane who heads off. Can something be done about that?</p>	<p>Signal Management far better than Option B!</p>
<p>1. There is currently confusion for cyclists turning into St Leonard's from Lendal end as the cycle lanes and bus lanes merge suddenly. In the past cyclists kept left but now these are designated bus lanes and it is confusing and feels less safe if staying in left lane to turn left onto Bootham by the art gallery. 2. Losing the early left turn on the lights from Bootham into Gillygate is fine but it is a dangerous corner for cyclists and potentially more so if cyclists are not aware if cars are turning left or carrying on. 3. Buses and vans coming from town swing far over while turning the corner from the art gallery onto Bootham and there have been some near misses as the cycle junction box (and car junction) need to be further back to allow for the swing out needed by the city wall sticking out. 4. The timings of the lights are dreadful and have been for years. As mentioned when lights are out there are no massive queues on Bootham.</p>	<p>Looks good and safe</p>	<p>Widened pedestrian crossings a good idea</p>	<p>Not perfect but this is my preferred option. Is there any way of widening the footpaths either side of the gillygate part of the junction as these are the worst for pedestrian traffic</p>	<p>The distance from the traffic lights to the Keep Clear on St Leonards is less than a bendy bus so congestion and blocks access to Exhibition Sq. Keep Clear box never repainted worked better as a box junction</p>	<p>Much better than option B as central reserve for pedestrians retained in St Leonards and traffic movement levels remain similar to current</p>

# Respondents Supporting Option B - Comments made on Option B

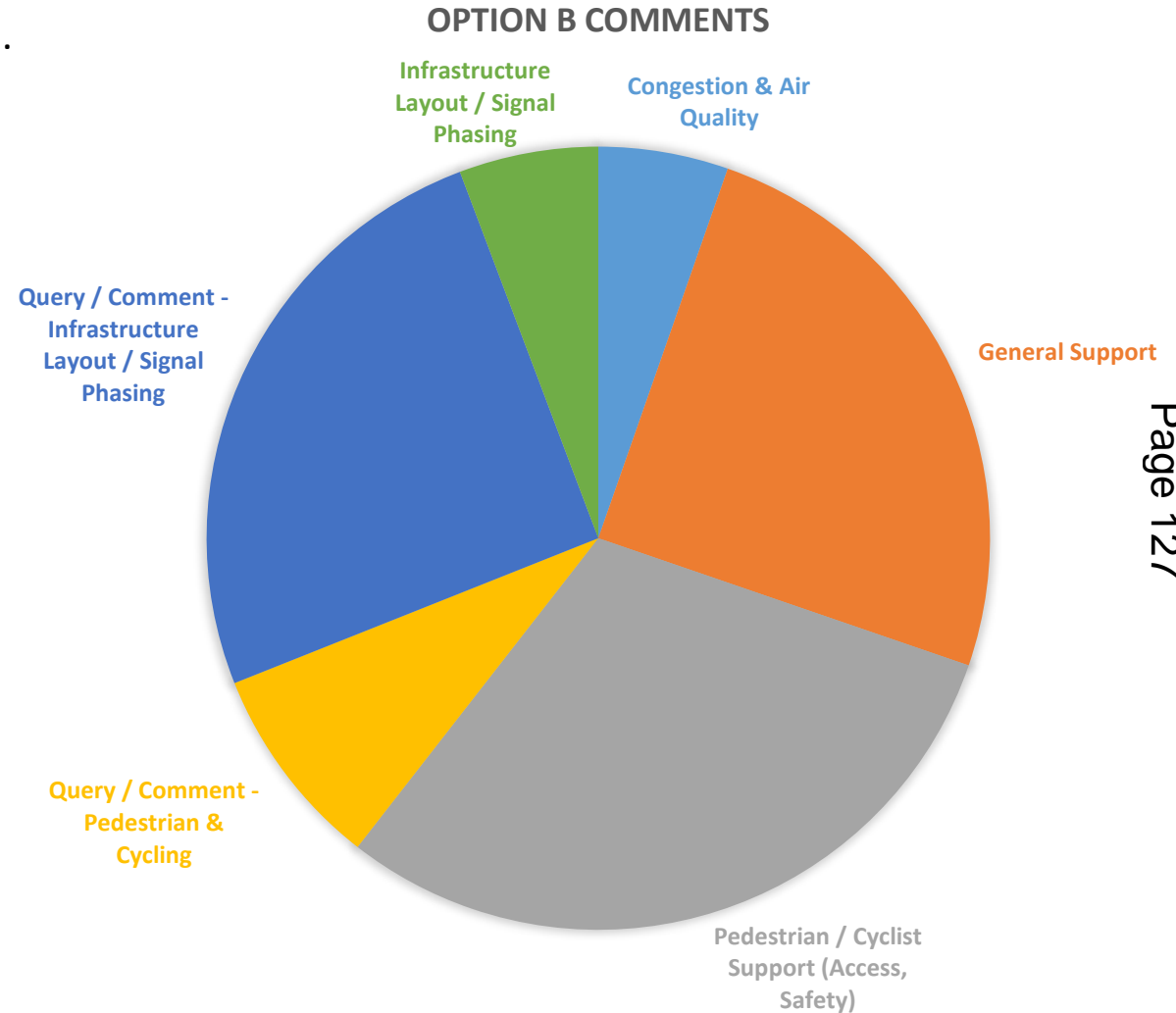
Questions 6 – 8 asked respondents to comment on their feelings towards Option A / B and to indicate their preferred option in the final question.

## Positive:

- Congestion & Air Quality (Both Road / Pedestrian): 14
- General Support: 65
- Infrastructure Layout / Signal Phasing: 15
- Pedestrian / Cyclist Support (Access, Safety): 79

## Support for Option with questions:

- Query / Comment - Pedestrian & Cycling: 22
- Query / Comment - Infrastructure Layout / Signal Phasing: 66
- No comment left: 34

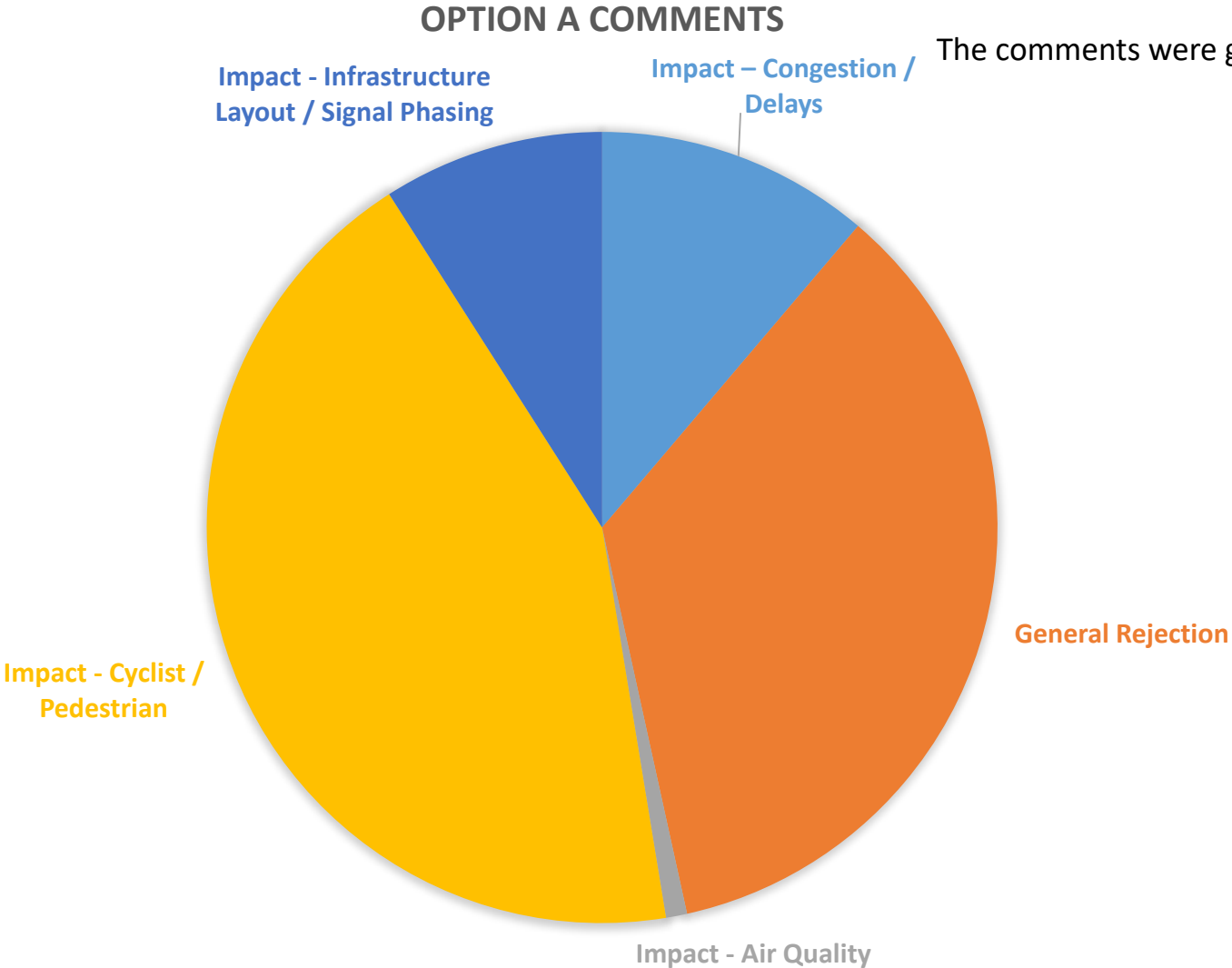


# Respondents Supporting Option B - Comments made on Option A

Questions 6 – 8 asked respondents to comment on their feelings towards Option A / B and to indicate their preferred option in the final question..

The comments were grouped as follows to understand why those supporting Option B didn't support Option A:

- Impact – Congestion / Delays: 26**
- General Rejection: 83**
- Impact - Air Quality: 2**
- Impact - Cyclist / Pedestrian: 101**
- Impact – Infrastructure Layout / Signal Phasing: 21**
- No Comment left: 62**



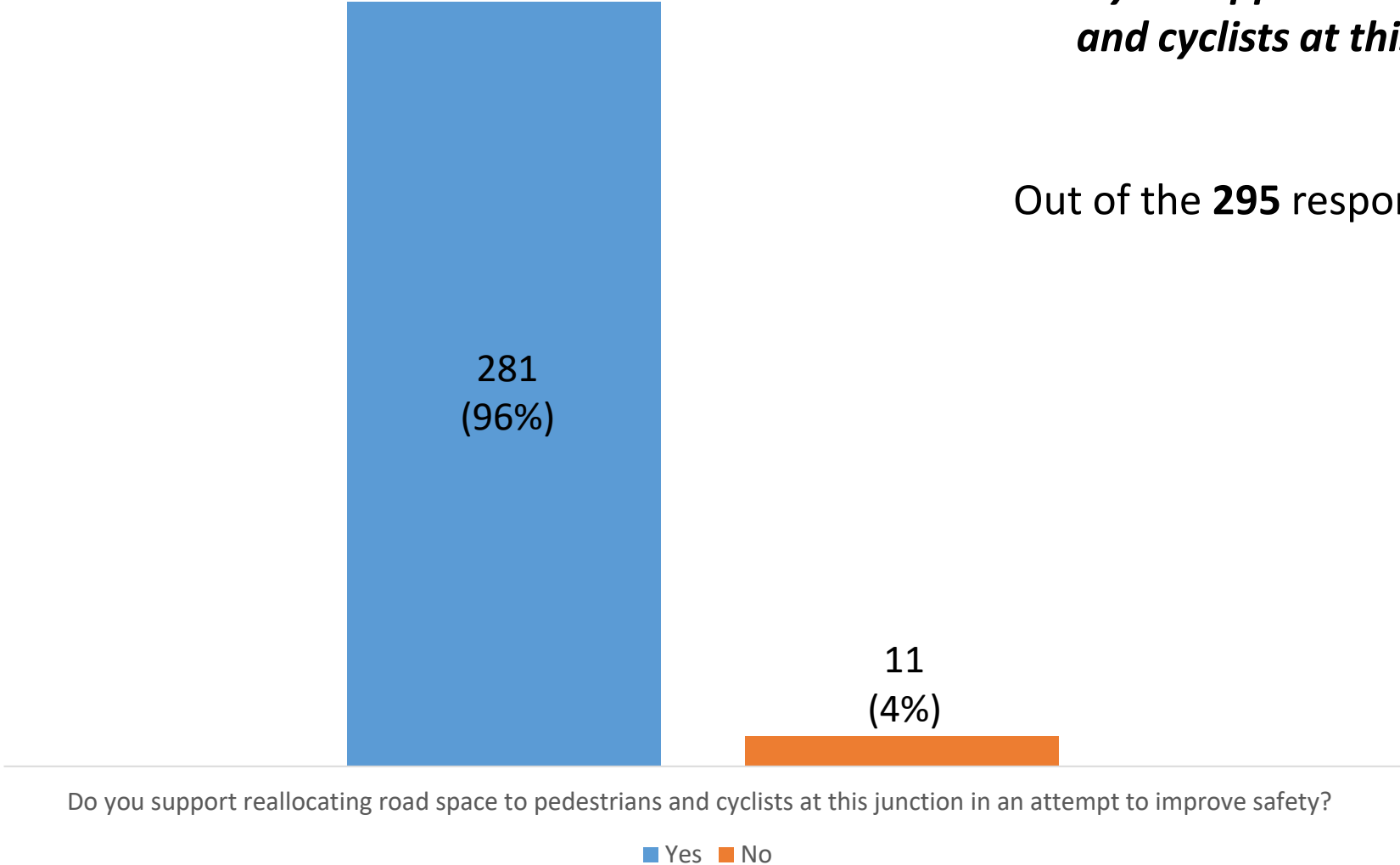
# Supporters of Option B - Road Space Reallocation Response

Question 5 asked respondents the following question;

***‘Do you support reallocating road space to pedestrians and cyclists at this junction in an attempt to improve safety?’***

Out of the **295** responses for Option B, **292** responded to this question

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# Option B supporter example responses

Below is a selection of comments from the comments left in support of option B within the aforementioned categories:

Congestion / Air Quality	General Support	Pedestrian / Cyclist Support	Q / C – Pedestrian & Cycling	Q/C - Infrastructure Layout / Signal Phasing	Infrastructure Layout / Signal Phasing
<p>It much better reflects how the vast majority of people (not cars) use this junction. I think it would very much improve safety. It would also be a better starting point for encouraging greener forms of transport and less cars in the city. We cannot go on tinkering around the edges as the planet burns and our beautiful city strains under the weight of all the cars.</p>	<p>Great</p>	<p>New crossing beneficial for people walking to/from High Petergate. More options of where to cross might help spread foot traffic/ease pedestrian congestion. Removal of left hand lane might make is clearer/safer for cyclists.</p>	<p>Preferred to option A. There's nothing to stop buses pulling out into cyclists from outside the gallery (w which they do). Widened pedestrian paths and single crossing is much more preferable.</p>	<p>Despite the increase to traffic, this is a better solution for pedestrians, as long as traffic turning left onto Bootham from St Leonards place do not jump the lights... Can I also suggest that you do not use the low level pedestrian crossing lights that are present elsewhere - such as at the other end of Gillygate. I find that crossing hard to use, the green man cycle is very short, the sound that plays while green man is active is often delayed, only coming on several seconds after the green man is active, and the low level position of the green man makes it hard to see - I prefer something at head high.</p>	<p>Much preferred. Increased delays to vehicles may mean that some drivers re-assign to other routes.</p>
<p>This solves all the problems , admittedly at the cost of greater traffic waiting times. But what this actually means is that, in the long run, as we discourage cars from the town centre, less cars will use the route. Come on, be brave. How are we going to meet emission targets, and improvements in life quality, safety and city image unless we make bold steps instead of creeping from one unsatisfactory solution to another</p>	<p>Better solution</p>	<p>Much safer for cyclists approaching Gillygate for the South/train station side of town</p>	<p>I think this option would be great when I'm a pedestrian. As a cyclist I have mixed feelings. When approaching from St Leonards it's already tricky to navigate with buses pulling in and out of the lane on your left. Reducing it to one lane may make drivers less patient and the traffic flow more stop/start. I'm also wondering what happens if as a cyclist I get stuck between the existing and new pedestrian crossing although am assuming this risk may be negated by the traffic light system</p>	<p>A better option than A as it takes account of the congested footway on the corner Gillygate/High Petergate. Traffic light signalling should include a simultaneous pedestrian phase on all legs of the junction to allow diagonal crossing. The effect of a reduction in capacity of the road network can be mitigated by selective traffic restrictions. For example a ban on HGV using Gillygate. An example of current through HGV use is petrol tankers serving Morrisons. These should be rerouted around the outer ring road and in along Hull Road</p>	<p>Better than A, traffic should be restricted not walking</p>

- **Air Quality Impact :**  
*E.g. Issues with Air Quality Impact / Pollution relating to the proposed Option.*
- **General Rejection :**  
*Comments that largely dislike the proposed option without explanation.*
- **General Support :**  
*Comments that largely support the proposed option with limited negativity.*
- **Non definitive :**  
*Comment that can't be defined due to lack of substance.*
- **Pedestrian / Cycling related issues :**  
*E.g. Issues with Pedestrian / Cycling topics relating to the proposed Option.*
- **Infrastructure Layout / Signal Phasing :***E.g. Issues with Infrastructure Layout / Signal Phasing relating to the proposed Option.*

# Respondents Supporting Neither Option - Comments made on Option A

Air Quality Impact - 6

General Rejection - 41

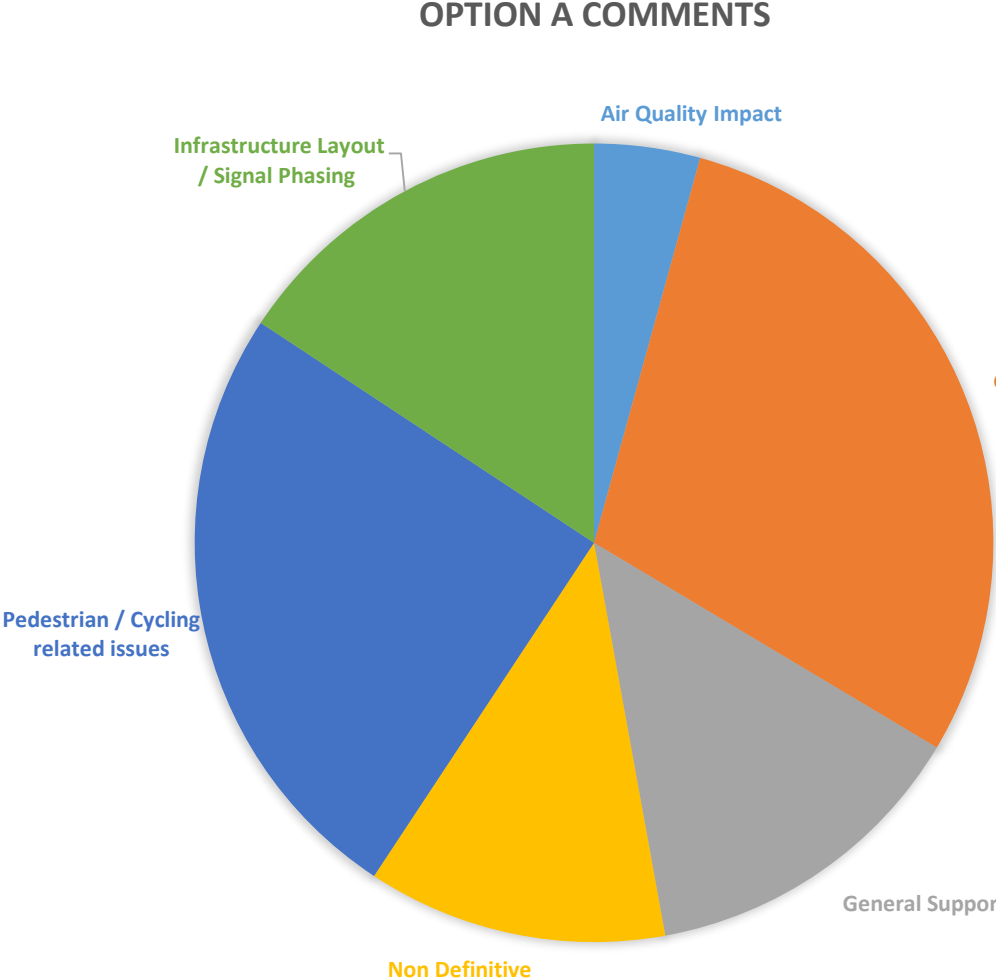
General Support - 19

Non Definitive - 17

Pedestrian / Cycling related issues - 35

Infrastructure Layout / Signal Phasing - 22

No comment left - 26



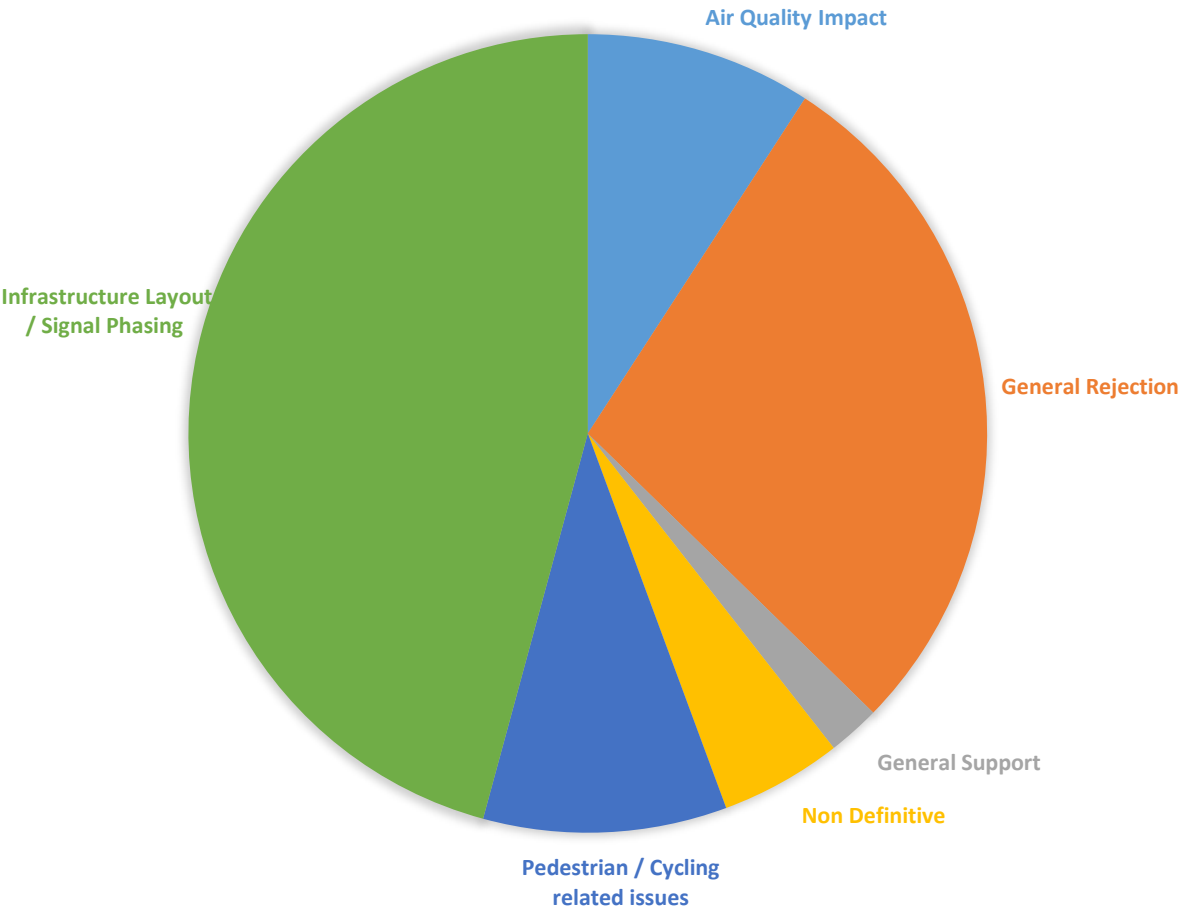


# Neither Option supporter example responses on Option A

Air Quality Impact	General Rejection	General Support	Non Definitive	Pedestrian / Cycling Issues	Infrastructure Layout / Signal Phasing
<p>I'd prefer to see the inner ring road section limited to public transport only and largely pedestrianised. CYC needs to take bolder action to deal with this heavily polluted and unpleasant area of York to walk along</p>	<p>Will make no difference the design is inadequate for the volume of traffic</p>	<p>As now so happy with the limited change whilst also providing more space for pedestrians.</p>	<p>Do not see any improvement</p>	<p>It doesn't appear to address the depth of the pedestrian crossing between Gillygate and Bootham. In particular the Bootham Bar side of Gillygate. It is not possible to safely stand at the pedestrian crossing there and people to also pass behind on the pavement. People waiting to cross the junction are frequently pushed into traffic as the pavement is a bottle neck at this corner</p>	<p>This looks to me like papering over the cracks. It is not apparent to me that it addresses the fact that the lights are confusing and traffic movement inefficient.</p>
<p>In terms of upgrading the infrastructure both options do this so something does need doing. Air quality has to be the priority so research is needed to show least increase in pollution. I think we need to go further and think about reducing traffic full stop on Gillygate, the pollution is hazardous to health, and whilst Option A provides an upgrade in the lights, nothing changes for residents.</p>	<p>It seems like it would cost money, but barely change the usability or safety of the junction.</p>	<p>Option seems fine. Although to be honest the current junction situation works okay and it doesn't seem dangerous when I have been a pedestrian crossing any of those junctions.</p>	<p>NOT RADICAL ENOUGH. CLOSURE OF LENDAL BRIDGE SOME YEARS AGO WAS EXCELLENT.</p>	<p>Looks ok, but the real issues are the width of the pavements on Gillygate and Bootham, not enough room to wait to cross and for Pedestrians wanting to walk by.</p>	<p>If lights sequences are as before it can take 2 light changes and a long wait to cross 2 junctions as the wait time for traffic from St Leonards place isn't very long</p>

# Respondents Supporting Neither Option - Comments made on Option B

OPTION B COMMENTS



Air Quality Impact - 13

General Rejection - 40

General Support - 3

Non Definitive - 7

Pedestrian / Cycling related issues - 14

Infrastructure Layout / Signal Phasing - 65

No comment left - 24

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# Neither Option supporter example responses on Option B

Air Quality Impact	General Rejection	General Support	Non Definitive	Pedestrian / Cycling Issues	Infrastructure Layout / Signal Phasing
The 30% reduction in traffic capacity will hugely diminish air quality in Bootham	Just awful	Single crossing would be an improvement but not sure the extra crossing is needed. Feels like a more radical solution would help with congestion e.g. one way system.	Won't make a difference	Still doesn't fundamentally address the lack of pavement space at Gillygate.	What a disaster this will be, close half the road, hold up traffic even more and cause more pollution, brilliant! Only in York
Please- no more traffic fumes needed in this area	Not much change, still favours motorized transport	The new pedestrian crossing, and the switch to a straight over crossing at St Leonards place would be welcome, but still doesn't address other problems at the junction. Need to be more creative!	MY COMMENTS TO OPTION A APPLY EQUALLY TO OPTION B.	This doesn't improve the area which is a danger to pedestrians eg Gillygate. Worse for vehicles with no real benefit to pedestrians Cerys worse for cyclists	Removing the left turn lane from St Leonard's would not be wise. This is already a congested junction and removing the left turn lane would make the congestion much worse, affecting not just this junction but also junction of St Leonards and Museum Street. Is there a way to add the new crossing from east Gillygate to west St Leonard's onto Option A? This would be ideal.

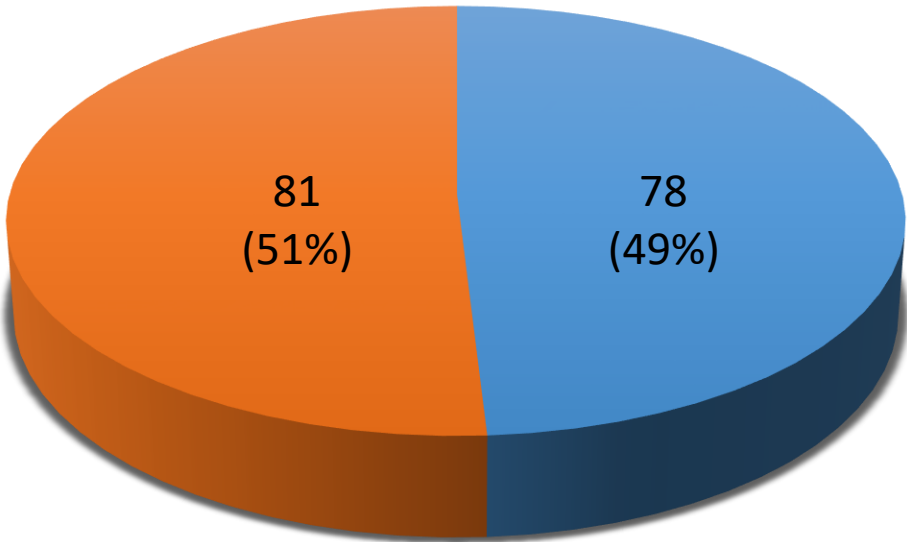
# Supporters of Option B - Road Space Reallocation Response

Question 5 asked respondents the following question;

***‘Do you support reallocating road space to pedestrians and cyclists at this junction in an attempt to improve safety?’***

Out of the **166** responses for the **‘Neither’** Option, **15** responded to this question

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■ Yes ■ No

**Executive Member Decision Session  
TSAR Traffic Signal Refurbishment – Bootham/Gillygate/St  
Leonards Place**

**Annexe D**

**Summary of Consultation Replies received outside the online consultation**

As part of the consultation process, the TSAR project team contacted an established list of external and internal stakeholders to make them aware of the online consultation. In some instances, these stakeholders chose to respond directly to the project email inbox with their feedback which is recorded below.

In addition, our press release also indicated that any resident who could not access the online consultation or would prefer to correspond with us directly could write to us or request a phone call to discuss the design options. This offer was taken up by a small number of residents and their feedback is also recorded below.

**1. Reliance Buses**

Reliance Motor Services provide bus services to passengers in the City of York as well as North Yorkshire. Our services create key links for passengers arriving and departing the city. Every service we operate passes through this junction at some point in the day and many use Exhibition Square as their terminus. This junction is a key bottleneck on the inner ring road and we feel strongly that bus priority and traffic throughput should be top of the agenda when considering replacement strategies.

Having evaluated the schemes, I would offer the following comments;

Option A

This option appears to offer a similar road layout to the current one.  
There is no capacity change at the junction  
Widened crossings improve pedestrian access

Option B

This option changes the layout of the junction significantly  
Reduction in capacity at the junction of 30%

Increase in waiting time by 50%

Our preference would be see Option A advanced for the following reasons;

- Option A maintains throughput of the traffic at the junction in conjunction with the benefits of replaced signals
- Option A would not increase waiting times at the junction
- Option A increases pedestrian access to the junction at a proportionate level
- Option B would decrease capacity at the junction by 30% and thus increase wait time by 50%.
- Option B makes material changes to the junction that would have a detrimental impact on vehicles.

In summary, of the changes proposed via the consultation, we support Option A. The alternative Option B would have what we believe to be detrimental impact on traffic through the junction and whilst we support the reduction in private journeys in the city made by car, we cannot afford to allow significant changes such as those outlined in Option B to reduce all vehicle times and thus impact on buses. The national bus strategy that has just been published talks about bus priority measures, it would be prudent to take this into account when drawing up final recommendations for this project.

## **2. Transdev**

Whilst an improvement to pedestrian and cyclist safety is amiable, the resulting increase in traffic could result in a higher risk to pedestrians and cyclists as a consequence. The additional waiting time that our bus services would reduce the appeal using public transport.

An upgrade to the technology used for the traffic light system would greatly benefit the bus services that use this junction.

This area is already congested and any efforts that are made to make the junction more efficient would be welcomed.

A reduction in the road space available of 30% would impact the City Sightseeing York bus tour hugely. The additional traffic, which is forecast to increase of up to 50% would result in our services being heavily delayed or result in additional resource having to be added to ensure the

service was reliable. The added resource would be at an additional cost to the business.

Design Option A is preferred.

### **3. First York**

First York provide the largest proportion of urban bus services to passengers within the City of York, as well as keeping these communities moving, we operate 6 Park and Ride sites which are a major, and proven component in reducing congestion in the City.

At peak periods we can have up to 20 buses per hour in each direction using this particular junction, a mix of double deck, single deck, and articulated vehicles. We believe that bus priority, and traffic flow need to be the major factor when considering replacement of existing infrastructure, given that this key junction is a thoroughfare to the majority of services serving York Hospital, as well as a frequent Park and Ride service.

We have reviewed both options, and strongly believe that “A” would be our preferred option.

Our rationale behind this is that option A offers a comparable road layout to what exists currently and retains the much needed capacity at the junction. We would also welcome the proposed signal improvements and would be keen to understand any added benefits these would bring. We also welcome the crossing improvements outlined.

Option B would present a huge challenge in delivering reliable, and sustainable transport for the City by the wholesale reduction of capacity at this junction which is quoted in the consultation as 30%, coupled with the 50% waiting time quoted increase. If this was considered, effective bus priority measures would need to be introduced on approach roads to offset the expected delays bus service will experience. We would be seriously concerned over anything that would increase waiting time at this junction, extended journey times would make the transition from individual car traffic to sustainable public transport even more challenging and further increase congestion.

The compound delays this would bring in the immediate areas are a particular concern for congestion and air quality and need more detailed modelling and study especially around the Gillygate, St Leonard's, Lendal Bridge areas. Journey times in bus timetables would have to be significantly increased into and out of York City Centre to reflect the 50% modelling at the junction alone. There is a further impact to consider, reliability issues as a result of increased congestion which have the potential to be commonplace with a significant reduction in lane capacity.

This would be a retrograde step for the City and is hard to understand how this would be aligned with any of the objectives in the recently published National Bus Strategy regards to bus priority measures.

The First Bus services that use this junction are served predominantly by Cross City routes 1, 5, 5A, and 6 which are designed to ensure a reliable and high frequency service is provided between York Hospital and outlying districts, a major employer, and a keen advocate of reducing car use given their limited parking capacity.

The effect on the Park and Ride service 2 service must also be considered as this is a key component in keeping cars out of the City Centre. Park and Ride customers expect a fast, frequent, and reliable service, which is provided on a "turn up and go" frequency. The attractiveness of this service would be seriously compromised by anything that lengthens the time of the current journey, which is scheduled at between 13-16 minutes from Museum Street.

In summary, as set out in our response we would be supportive of option A. We would not be at all supportive of option B as we believe this will fundamentally damage the excellent bus services in York, reversing the excellent work undertaken over the years to reach this level of excellence through the collaborative working of Bus Operators, City of York Council and the York Quality Bus Partnership.

#### **4. Sustrans**

It is a very busy and intimidating signalled junction which is not pleasant to cycle through and for people crossing on foot it takes ages to cross the road and the corner by Gillygate is very narrow and constrained by guardrail – this should be removed and the footway made wider.



Accidents at the junction for cyclist are too high they need protected space in line with LTN 1/20. There have been 20 collisions reported to the Police according to Bike Data and many other incidents will be unreported.

Cycle use at junction is declining e.g. in 2008 2,147 cyclists used Bootham in 2019 this had fallen to 1149. Source DfT traffic counts A19 Bootham.

Lack of two way access for cycling in High Petergate footstreet meaning the NCN 658 uses St Leonards Place for northbound movements which is not as pleasant or safe and does not meet NCN design standards.

We support the reallocation of road space to pedestrians and cyclists at the junction but the present plans do not go far enough given the setting by a historic Bootham Bar and square in front of the Art Gallery. It should be a place for people which motor traffic passes through slowly and safely.

Comments on Option A:

Advanced stop lines - LTN 1/20 says these offers the least amount of protection for cyclists see para 10.6.5 and in 10.6.44 ASL should only be considered on lower flow roads < 5,000 PCU per day. So we do not consider them to be suitable for this location.

Other ways of protecting cyclists from motor traffic in time and space should be considered including Hold the left turn using a protected lane for cycling well in advance of the current cycling stop lines as shown on the plan above in red.

Combined with early release this will enable cyclist to clear the junction, low level cycle signals should be used.

National Cycle network (NCN) Route 658 southbound goes through Bootham Bar down High Petergate but Northbound is via Duncombe Place and St Leonards Place – we recommend making High Petergate two way for cycling with a cycle crossing phase at the exit.

St Leonards Place – the central cycle lane is not to LTN 1/20 standards and is often blocked by buses. We recommend a protected bike lane bypassing the relocated bus stops, removing a traffic lane and refuge crossing as in Option B

Comments on Option B:

The same comments for Option A apply to Option B.

While a traffic lane on St Leonards place is removed the cycle lane is between the bus stops and traffic lane so it does not offer protected space for cycling so is unlikely to arrest the decline in cycling at this junction or improve safety.

The principles of separating cyclists from motor traffic in time and space at junctions as outlined in Chapter 10 of LTN 1/20 do not seem to have been considered adequately.

The junction offers so much more scope for public realm improvements to match the magnificent historical features surrounding it.

Neither option is adequate to ensure safe and comfortable cycling

## **5. York Quality Bus Partnership**

On behalf of Bus Operators as part of the York Quality Bus Partnership we would like to feed back on the consultation on the Bootham / Gillygate TSAR Scheme. We share the intention of the local authority to ensure junctions and signals are of sufficient standard both in safety and technology.

York Quality Bus Partnership (QBP) is an organisation formed of the 7 bus operators who offer services in York, and City of York Council. Its principal objective is to improve bus services across York and increase the number of people using the bus.

This is a significant junction for bus movements with a mixture of vehicle types and is a key through route serving York Hospital and Park and Ride services. Feedback from operators suggests that option "A" would be our preferred option.

Option A offers a comparable road layout to the current junction design and retains the much needed capacity at the junction. We would also welcome the proposed signal improvements and would be keen to

understand any added benefits these would bring. We also welcome the crossing improvements outlined and the improvements for pedestrians.

Option B would change the present layout significantly and would reduce capacity at the junction by 30% and increase waiting time by 50%. This would be unacceptable to bus operators and to passengers experiencing increased factored in delay time which would further inconvenience to passengers using sustainable travel modes. The impact would also be experienced far wider including considerations on viability of current timetables and level of frequency of services, or increasing the number of vehicles operated to maintain existing levels of frequency – this would be deeply concerning in the pandemic recovery.

The recently published National Bus Strategy highlights the benefits of bus use and intends for operators and local authorities to work in partnership together – we are pleased to say this partnership approach is very much valued in the City of York. The strategy also highlights making buses more attractive with faster journey times through increased prioritisation, again option B does not meet this criteria. The journey times of buses is essential to modal shift, the Park and Ride services already provide a highly attractive alternative to driving into the Centre and any additional delay incurred which effect the attractiveness of the service. It is acknowledged that car drivers are aware of delays and traffic more in higher capacity modes than their own vehicles.

We look forward to continuing our positive work with City of York council. Finally, we would ask that the construction phase to realise the changes is carried out with the minimum of inconvenience to buses.

## **6. York Cycle Campaign**

We support the reallocation of road space to pedestrians and cyclists at this junction but we believe the proposals need to be far more ambitious. We'd expect to see the junction scoring tools from LTN1/20 being used to assess the junction, and for the new design to meet LTN1/20 design guidance. If this isn't done CoYC risks not being awarded funding from Active Travel England in future. We support the measures proposed by Sustrans and would like to see these being explored further. In addition we think Phil Pinder's ideas are interesting and would like to see these explored also.

#### Comments on Option A:

The Current layout and lights at the junction do not provide for a safe junction that meets the requirements of LTN 1/20

Option A does nothing to address the issues at the junction. These include:

- Cars going through the amber for the left turn from St Leonard's Place to Gillygate
- Crowding of pedestrians, especially on the corner of Bootham / Gillygate and Gillygate / High Petergate, who sometimes spill out onto the cycle lanes
- Parked cars blocking of the cycle lane on Bootham especially between Bootham Row and the junction
- Cycle lanes too narrow especially for trikes and trailers. The cycle lanes on Gillygate are dangerously narrow and do not meet any standard for cycle lanes
- Bikes often endangered by close passes from cars turning left from Bootham to Gillygate
- The position of the traffic lights would not easily allow for a northbound cycle lane to be instituted on High Petergate.

This looks like an option that would be good for motorists but do nothing to help either cyclists or pedestrians.

#### Comments on Option B:

Option B is a huge improvement to the current layout, but still leaves some problems. It is especially an improvement for pedestrians who will be able to cross any road in a single turn of the lights, and the new crossing from St Leonard's Place to the North side of High Petergate is to be welcomed. However, the layout of the junction still gives priority to motor vehicles over bicycles. For instance:

- There is a gap in the cycle lane at the mouth of Gillygate
- The bus stops on St Leonard's Place pull out into the Bicycle priority area (advance stop line), and should end before the first stop line
- The pedestrian waiting areas at the end of Gillygate (both sides) are too small to accommodate the number of people often waiting there, who then spill out onto the cycle lanes.
- The Northbound cycle lane on Bootham appears to start well North of the junction, when it should be continuous round the corner.

There are far too many close passes from vehicles turning left at that corner already and this will not help.

- As the stop line on Gillygate is already set well back it should be possible to build the pavement out on both sides so that there is more space for pedestrians to wait at the junction.
- The cycle provision does not meet the standards laid down in LTN1/20 with cycle lanes that are much too narrow, non-continuous and unprotected.

It would also be sensible to ensure that the position of the traffic lights allows for them to have lights added for bikes emerging on High Petergate should that become two ways for bikes at some point in the future.

We would expect that the timings will allow for a bike only phase at the start of each "green".

With regard to the possible extra delays, we know from experience elsewhere that much of that will be temporary as traffic "evaporates". That is people choose not to make that journey, use alternate routes or alternate methods (such as walking and cycling). The Council has a climate emergency policy to be carbon neutral by 2030 and a policy to remove non-essential private motor traffic from the City Centre. The former will require reducing the amount of traffic anyhow, and the latter will mean that fewer cars will be coming to the City Centre, both of which will reduce the amount of traffic on the roads.

Neither Option is supported

## **7. Private Resident (JL)**

I am one of a number of tour guides in the city.

We have an ongoing problem when crossing from the Art Gallery to Bootham Bar. This is a much used route for most guided tours around York.

Some time ago I wrote to the council and expressed my concerns about the bias towards vehicles at the expense of pedestrian safety at this junction. Whilst the recent improvement to the central wait area was welcome, the light sequence didn't seem to improve and with a large group the centre is often overflowing with people not able to stand safely. It can take 4 minutes to get from one side to the other. This is the amount of time we get of a nuclear attack. It is little wonder that many

people do not wait and cross on red, probably believing that there is a malfunction. Lockdown isn't the right time to do a survey, but I would suggest that, on a typical, (as was and as will be) summer day, there is a very high proportion of people crossing on red.

Can I suggest you look at replacing this crossing with one somewhere between Bootham Bar and the corner of St Leonards and Museum St. Probably opposite the theatre, but in the form of a zebra rather than a light controlled version. People could cross at will. This would free up more potential for traffic and pedestrian flow at the Bootham Gillygate junction.

Alternatively I do favour a green crossing period, ie. no vehicle movements at the junction, whilst people can cross where ever they wish even diagonally. A timed count down display as used in other cities would be of great benefit also...

#### **8. Private Resident (JG)**

As a resident of Gillygate, I can tell you that whenever traffic lights malfunction, traffic flows so much better - leading to quieter cleaner roads and fewer delays to road users. So drop options A and B and go for option C - get rid of traffic lights and put up some give way signs and lines and paint the road box yellow. Will save electrical power as well.

#### **9. Private Resident (DM)**

I enclose a suggestion for the above junction. I live nearby and see so many near accidents at this junction as people do not always wait for the correct light change before moving off. Cyclists are especially in danger as the junction is difficult and they have to move in limited space with the flow of traffic.

Myself and some neighbours did take up the issues at this junction with our MP and also with the City Council. We asked if the Bus stop outside the residential properties could be moved as the pavement there is narrow and when people are getting off the buses they have to contend with a queue waiting to get on the bus together with pedestrians walking both ways on the pavement .If there is a pushchair, a wheelchair or an

elderly person's pusher the pavement is blocked and now with Covid restrictions no possibility of social distancing.

We were told this wasn't possible because the buses need space to pull to the outside lane from the bus stop so that they can be in the outside lane at the traffic lights to enable them to travel down Gillygate.

We suggested a change in the lights sequence so that buses only went first, then cyclists and then all other traffic- three designated lanes .This would make it much safer for the cyclists who have to negotiate buses and other heavy traffic at that junction. It would stop buses from having to cross traffic lanes to move into the outside lane and make it safer for all traffic which at the moment often finds cars in the wrong lane either blocking the junction or changing lanes and going forward on the red lights.

I hope you will give consideration to these suggestions when making your decisions on the junction.

#### **10. Private Resident (MF)**

Resident with sight issues would like to express a preference for preliminary design option B.

The single stage crossing of St Leonards place is welcomed as capacity of the existing island is usually at its maximum.

The inclusion of an all red stage allowing the use of an audible crossing signal for pedestrians with sight issues would be welcomed.

The widened pedestrian areas around bootham bar are very much required given the number of pedestrians passing through the area.

The removal of a traffic lane on St Leonards will have significant impact on bus services running through the area (resident has already encountered long delays whilst using buses in the area sometimes taking as long as 30 minutes to pass from the Station to Lord Mayors Walk) Will First be consulted on these changes?

Near side puffin signal technology for pedestrians waiting to cross could do with the high level indicators being placed slightly higher as currently even the highest ones can be obscured.

Resident appreciates that all cycling facilities are kept on carriageway. The "shared space" nature of some pedestrian/cyclist facilities across the city causes significant safety implications for partially sighted pedestrians.

Preferential treatment for motor vehicles still appears to be the case across much of the city which is representative of a wider UK approach.

#### **11. Private Resident (RP)**

Having inspected the consultation proposals and, writing as a driver and pedestrian, I personally prefer and support Option B. I almost drove forward in error last week through looking at the wrong exit light in St Leonard's Place on Thursday evening!

I have one further comment to make.

I hope that the council will take advantage of the discretion afforded by the government to retain far side 'green man' pedestrian lights. These are much preferred by all the people I've spoken to. Far side lights can be seen by all the people waiting to cross the road, show the direction to take and provide assurance of the time remaining. Guide dogs are taught to respond to far side signals. Near side signals offer a far lower standard of service and take pedestrians' attention away from scanning vehicular traffic movements in both directions.

#### **12. Private Resident (MB)**

Regarding the potential changes to the Bootham/Gillygate junction unfortunately, I don't think there is any way that option B can even be considered. The removal of the left turn lane from St Leonards Place into Bootham would, cause a catastrophic amount of tailbacks leading to higher pollution and longer journey times which, on buses the council are trying to help lower.

It would be rendered pointless changing the layout of the junction at Clarence St/Wigginton Road a year or so ago for the purpose of quicker journey times, to then set that all the way back again by causing further delays somewhere else.



If the council want people to be invited onto public transport then increasing wait times and tailbacks at traffic signals is not the way to go about it. Surely the people who are involved in these decisions know that it doesn't take much to bring York to a standstill. Just like when we have a normal return to traffic flow we will all count the cost of the closure of the Groves. You really need to think about the traffic implications.

A few years ago the layout was changed at Clifton Green. This ultimately caused chaos and horrendous queues and was subsequently returned back to its original state. What a waste of money. Option B would end up the same.

I'm all for changing the traffic signals to better ones (when they work properly) but it would be a step backwards to go forward with Option B.

### **13. Private Resident (RB)**

Thank you for your letter of 24 Feb. I have responded to the consultation online but as there was no opportunity to comment on the general principle I thought I would contact you direct.

As a resident in close proximity to the historic core of York I regard it as important to do everything possible to maintain the economic viability of the core, which is suffering from the effects of the pandemic both directly and indirectly as a result of the continued shift to online shopping.

There is not a lot that can be done by means of transport planning to help improve the situation except to discourage the use of private cars and encourage the use of buses and cycles which offer much better use of the limited road space available.

At present buses and cars suffer equally from the delays resulting from the conflicts at the junction in question so the bus can not offer a more attractive journey than the car. If a bus priority scheme were feasible this could make the bus service more attractive than the private car and encourage its use. With the introduction of a more sophisticated traffic light control system at the junction would it be feasible to introduce bus priority by introducing bus lanes at locations remote from the junction and holding cars at lights until capacity were available so that buses experienced little or no delay?

I would be interested to hear if this has been considered or indeed implemented. Of course the motoring lobby would object although the total delay to motorists would barely increase.

#### **14. Sound Organisation, 2B Gillygate**

I am a director of The Sound Organisation which is based at 2B Gillygate. We have been trading on Gillygate since 1985 but, as your records will show, purchased this premises in the early 1990's. As you may be aware we are near the junction of Bootham and Gillygate and thus directly affected by both proposals that have been suggested as part of your consultation.

Our main objections are:

In both Option A and Option B, the pedestrian crossing is to be widened directly outside of our store. It is currently only at the very edge of our premises but the proposals will see it occupy the entire store frontage. This will impede customers and especially delivery drivers ability to access our store. In particular, how do you suggest we accept deliveries and arrange collections after the proposed changes have taken place? Due to the nature of our goods which are often fragile, expensive and heavy, we rely on being able to load and unload outside the front of our property. The widening of the pedestrian crossing will make this very difficult or even impossible.

In Option B, the loading bay which is currently in front of 1a and 1 Bootham, Ashtons Estate Agents, appears to have been removed. This loading bay we use daily both our shop and our customers. Without having access to this facility it will have a real and demonstrable affect on our business, especially when combined with the widening of the pedestrian crossing as covered above.

These proposals, especially Option B will materially affect access to our business and I would like to hear your proposals in taking these objections into account in your design.

#### **15. Private Resident (RB2)**

Thank you for another opportunity to express my views as a citizen of our city; whatever decision is made about Bootham, the only sustainable

future for York is to make the City Centre restricted to pedestrian, cycle, public transport, local taxis and other necessary vehicle traffic.

**16. Private Resident (KM)**

I am writing to express my view that the option I support for changing this junction is the option that reduces to one the number of lanes on the approach to the junction on Lendal Terrace in front of the Art Gallery. I have seen a number of incidents caused by confusion with the current arrangement. I also think that any solution should include a camera being erected to monitor the traffic approaching the junction along Gillygate. I have noticed that there is very poor compliance with the red light at that junction from Gillygate. As a pedestrian many times I have had to wait for cars that are trying to beat the lights despite the pedestrian crossing light having already changed to green.

**17. Private Resident (RS)**

**SAFETY**

Safety is more important than delays. Confusing road layout leads to danger.

Layout at this junction causes much confusion.

The danger results from motorists passing red lights. This may be deliberate, common in Gillygate or inadvertant common in St Leonards. Deliberate offending would be deterred by a prominently sited camera recording number plates crossing the line when the signal is red.

Inadvertant offending requires improved clarity and simplification of layout.

The time allowed for pedestrians to cross Gillygate is inadequate for the less mobile.

**DESIGN OPTION A**

This would be tolerable if and only if the traffic signals northbound from St Leonards were timed identically for Traffic to Bootham and traffic to Gillygate. A left filter from Bootham would be safer and more use than the present right filter. A left filter from Gillygate to St Leonards could be added.

There should be no left filter from St Leonards into Bootham. This is because the route into Gillygate, currently signed as straight ahead, is in

fact left and immediately right. This I am sure is a major cause of the confusion.

#### DESIGN OPTION B

I applaud the increase in width of footpaths especially that from Gillygate to Bootham Bar. Along the east side of St Leonards I would though sacrifice a small part of this increase to widen the northbound cycle track to equal the southbound. A further sacrifice might be worthwhile to retain a pedestrian island on the crossing this could increase the time when crossing is not possible. I am unsure of the value of the new crossing.

#### **18. Private Resident (AP)**

Here is my response, as I refuse to use the robot form, which is a farce. As with all Survey Monkeys, it is impossible to look through the options before entering a choice. When one is being asked to choose between 2 options one needs to know what they both are before making a decision, or entering any meaningful comments, especially when you are not allowed to go back.

I object vehemently to the removal of the island in Option B, & the crossing on the corner of Gillygate would be lethal. Have you never seen the speed with which ambulances come round that corner? Not that I'm suggesting they have any choice.

Whose idea is it to make changes to this junction? Of course it's far from ideal as it is but can we please have an intelligent appraisal of the options, such as they are, before any proposals are made? As it stands this is worse than useless.

#### **19. Walk York**

WalkYork is a recently-founded organisation to represent York residents who walk to work, school, shops and other facilities. Or walk for relaxation or exercise.

Our membership is small - 30 - but will grow when we formally launch the organisation post-Covid.

We would therefore ask you to include us in future consultations.

New members have been encouraged to visit your consultation site, to complete the survey and to let us know their views.

I can tell you that the majority support Option B. However, a substantial number support Option A because they are concerned about the increased congestion and loss of air quality you suggest.

My own views reflect these concerns. I believe that a decision is now best deferred until further evidence is available of traffic movements post-Covid and the new junction arrangements subject to additional modelling. You may well advise Cllr D'Argorne that the scheme cannot be deferred because the lights are time-expired and funds may not be available. As a council officer, I've heard and made these shroud-waving arguments many times before. They're rarely true.

## **20. Private Resident (JK)**

My entire working life has been running a small business in our city, since the closing of Penleys Grove/Lowther Streets to vehicular traffic we spend much more time sat in queuing traffic, there is no alternative means of delivering our goods. During Lockdown it's been fine, yesterday, not usually a busy day the journey time from our Clifton work place to Stockton Lane, normally a journey of 10/12mins took 25mins. Much of the time sitting in a van in Bootham, Gillygate, Lordmayors Walk in continuous traffic in both directions, such frustration created by a lack of common sense. Unimaginable chaos would be created by taking out a traffic lane plus the nonsense of no left turn into Exhibition Square. Where does that thinking come from?, Obviously by people who have no idea of the needs of running a business where essential travel is required within our city.

To those involved in making these decisions please observe the 'real' working world and not rely on ideas based on the drawing board!

## **21. Private Resident (DM)**

Just wanted to say further to my on-line response if favour of the more radical option B, that I think it could nonetheless do with some tweaks,

particularly thinking about cyclists. The neck of the junction between St. Leonards Place and the rest of the junction is perhaps overly constrictive and dangerous. I'd like to suggest think you could look at providing a continuous dashed outbound cycle lane from St. Leonard's Place into Bootham to join up with the new Rawcliffe bound lane proposed further along it by pulling the pavement kerbs at the new crossing back a bit particular on the north east (Bar side) and moving the crossing perhaps a metre or so southwards to move waiting pedestrians more out of the way of pedestrians simply passing along the footpaths. On Gillygate you could set the southbound signals much further back where the road is wide enough to allow an outbound cycle lane - using a call on arrangement like the end of Holgate road to minimise ordinary traffic delay linked to the adjusted entry arrangements at the Lord Mayor's junction the Civic trust have suggested in their response. We also need separate advanced cycle signals on each arm to allow cyclists to get away first and avoid right turning cyclists versus left turning vehicle conflicts.

**22. City of York Council, Design Conservation and Sustainable Development (CM & GH)**

If there are any ground disturbing works other than lifting/replacing paving stones you will need to fill in the Operations Notice for YAT for works within the Area of Archaeological Importance.

Option B decreases the highways impact on the setting of Bootham Bar through enlargement of areas of paving so is likely a significant enhancement. The main focus of my potential concerns on this option would be around the visual impact of the new crossing- both on the setting of Bootham Bar, scheduled monument (as something new in the foreground of the view below) and also for its impact on the setting of St Mary's Abbey precinct walls (the walls on the art gallery side), also a scheduled monument. I'm hoping these are not full height traffic lights. This aspect should be handled sensitively.

**23. Private Resident (JJ)**

What issues do you have at this location currently?

Delays for pedestrians when using the junction Confusing Road Layout  
Road Safety Issues Pedestrian Congestion  
Other: Respondent would like to see the introduction of spoken signals for pedestrians with sight issues as are used currently on the London underground/in lifts etc.

Do you support reallocating road space to pedestrians and cyclists at this junction in an attempt to improve Road Safety?  
Yes as it not only improves safety but also the quality of the city centre for those moving through it.

#### Comments on Option A

Widening of the crossing points is of benefit. The respondent has no definite preference between the use of either near or far side green man signals and would go with whatever the general consensus is regarding this technology

#### Comments on Option B

Design option sounds much safer for pedestrians Decrease of capacity would have a negative impact on air quality in the area but motorists may choose to route away from the junction and the predicted change to electric vehicles should have an impact on this issue.

People would spend much more time in the city centre if it wasn't so dominated by cars. Emission management is essential to making the centre a pleasant space to be in.

Respondent would support more radical changes such as bus gates/restricting car movements in the city centre and also suggests larger/better car parks within 15 minutes walking time of the centre where we could utilise the long boulevards that we have running into the city e.g. Tadcaster Road, Bootham, Wigginton Road, Hull Road etc.

Which Option do you support?

Option B

#### Additional Comments

Infrastructure should be designed so that is accessible by all as a standard. Smart, connected technologies should allow us to do this much more easily than ever before.

York Civic Trust has been heartened and delighted by York residents' enthusiasm for taking part in the City of York Council's recently launched online consultation on options for replacing the life-expired traffic signals at the Bootham – Gillygate junction.

The Civic Trust's approach to the consultation has been to engage people in how York can develop as an historic, inclusive and sustainable city that is welcoming for everyone. Bootham, Gillygate and Exhibition Square are a significant part of the city's cultural life, heritage and thriving business community and welcome millions of people every year.

The Council's consultation presents two options. Option A replaces like with like, with some widening of the waiting areas for pedestrians. Option B involves reducing the approach on St Leonard's Place to a single lane, giving a green signal to each approach in turn, and having a period in each signal cycle when pedestrians can cross in any direction. This would remove the worst traffic conflicts in the junction, provide safer conditions for cyclists and allow pedestrians to cross St Leonard's Place in a single stage. It would also allow the pavement to be widened considerably alongside Bootham Bar, thus giving space for tour groups, most of which convene in Exhibition Square, to start their exploration of the city and its walls. We strongly support the principle of this second option, which offers the potential for much needed improvements to public realm in this historically important location. We think that it can be further enhanced, as outlined below.

Many people engaging with the Civic Trust across social media and in the press have pointed out the potential risk that Option B might add to congestion, as highlighted in the Council's consultation:

*Transport modelling of the redesign indicates that the changes would reduce the capacity of the junction by approximately 30%. This would see significant increases in general traffic delay at the junction and a large increase in queues which would impact on adjacent junctions across the network.*

While this seems to be a logical outcome, our own analysis suggests that any adverse impacts would be far more minor and could be mitigated. As drivers know, if congestion appears on one route, many will find an alternative; congestion is thus to some extent self-regulating. Evidence gathered from cities which have reduced road capacity confirms this. As the influential International Transport Forum said in its report *Reversing car dependency* published last month: *A growing body of evidence suggests that a well-planned reduction of road space for private cars does not add to congestion. ... Car drivers*



*adapt to changed conditions in many ways, often too complex for computer models to predict.*

We have conducted our own analysis, in which we have attempted to assess what drivers would do if the junction were modified. Our findings confirm that the capacity of the junction would be reduced, but only by around 15%, because vehicles would be using it more efficiently. We predict that up to a sixth of drivers would take routes which avoid the junction and the city centre, in many cases using the outer ring road. As a result there would be little change in overall congestion at the Bootham/Gillygate junction with no indication that queues would block other junctions.

Care will be needed to ensure that the traffic which diverts does not cause problems elsewhere, but our analysis suggests that any problems will be minor. Residents in Gillygate are understandably concerned that pollution might increase there. Our assessment suggests that the main reductions in traffic would be on Bootham and St Leonard's Place, with little change on Gillygate. But the most effective way of reducing pollution in Gillygate is to avoid more traffic entering it than can leave. The Council has already upgraded the traffic signals at Lord Mayor's Walk and Clarence St so that it can achieve this, and we suggest that it should now implement these adjustments.

On balance, therefore, our findings suggest that there would be some delays at the junction as a result of this second option, but that queues on some approaches would be shorter. Certainly delays would not be on the scale suggested in the consultation, and not, we argue, sufficient to deny York the benefits of increased safety in the junction and greatly improved public realm in Exhibition Square.

The Council, in its consultation on upgrading the outer ring road last year made clear that one of its objectives was to "encourage traffic out of the city centre". We agree that this would be a major benefit of the ring road upgrade, and argue that it is sensible, in any redesign of city centre junctions, to allow for, enable and encourage such diversion. The Council's second option for this junction would achieve this.

We suggest that the design of this enhancement could be further enhanced for both cyclists and pedestrians. For cyclists we would like to see advanced stop lines, as at Micklegate Bar, so that cyclists can enter this awkward junction ahead of vehicles, and potentially a new route into the junction from High Petergate. For pedestrians we suggest that the

length of St Leonard's Place between Exhibition Square and Bootham Bar might be repaved, to emphasise that this historic location is a place to be in, rather than simply to pass through.

**25. St. Leonard's Place, Museum Street and Mews Residents Group**

We are the only residential community inside the city walls which is on the 'Inner Ring Road' and as the Council gave Planning Assent to create the community we feel it has a 'duty of care' to ensure our well-being. As a consequence of the Planning Consent, we still have properties with fixed windows as a result of pollution levels around the development. The pollution levels, as measured by the diffusion devices in St. Leonard's Place indicate levels well above the recommended safe amounts.

We favour Option B of the proposal and dispute the information on the CYC submission that it will increase congestion in comparison with retaining the current arrangement. Gillygate has been closed on several occasions (sometimes for prolonged periods) during our residency and there was no observed increase in congestion in surrounding streets on those occasions.

We regularly observe confusion at the current junctions caused by the right hand filter from Bootham to St. Leonard's being inaccessible if the vehicle in front wishes to turn left, the right filter from St. Leonard's to Petergate being superfluous as it is blocked for most of the day. Regularly we observe vehicles leaving St. Leonard's in the wrong lane and subsequently cutting across traffic outside the light sequence.

There is no bike lane on the north side of St. Leonard's Place until you reach Exhibition Square, although one exists on the south side of the street. This leads to cyclists having to steer around stationary and moving vehicles eventually ending up in a lane between the two traffic flows with no light priority. The option B would create sufficient room for a cycle lane along the street and would create sufficient room to move the bus stop for N0.5 and 6 services nearer Exhibition Square, thus facilitating shelter/seating/information boards and litter bin use. In addition we frequently observe difficulties for disabled people trying to board and alight buses at the No.5 and No.6 bus stop and difficulties for the drivers deploying ramps which block pavement space.

There is considerable overcrowding of pavements by pedestrians around the traffic lights which has safety implications and severe access difficulties for disabled people.

Also we note that despite the presence of electric buses in the city, none are used in this part of the network and although the Clean Air Zone for buses requires Euro6 compliance we have yet to see any impact from this.

We regularly observe heavy goods vehicles along St. Leonard's Place which are not delivering as they turn towards Lendal Bridge. These are prohibited according to local regulation and we believe that option b will help deter this.

We fully support the Council resolution to reduce cross city traffic flows and note that much of the traffic using Lendal Brige/Museum Street and St. Leonard's carry 'Y' number registrations, the trade vehicles are normally local and the delivery services use this route frequently, again we believe that Option B will help deter this use.

If you would like further discussion on these issues members of our group would be happy to meet with you, at any time.

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**Decision Session – Executive Member for Transport****11 May 2021**

Report of the Director of Environment, Transport and Planning

**Urgent Item - Cycle Route Improvements (Nunnery Lane-Nunthorpe Grove)****Summary**

1. The existing cycle route through the South Bank area between Nunnery Lane and Nunthorpe Grove forms part of an alternative quieter road route for cyclists when Terry Avenue is flooded, it also forms part of a longer strategic route running between the edge of the city centre and the racecourse (see Annex A).
2. The Environment Agency (EA) needs to close Terry Avenue as a through-route to pedestrians and cyclists to enable them to undertake flood protection works in the Clementhorpe area, the existing cycle route through South Bank has been approved as one of the diversion routes. It is anticipated that the Terry Avenue closure will commence in May 2021 and be in place for up to 18 months.
3. City of York Council officers have reviewed potential alterations to the existing designated cycle route. These include changes to the routing and a refuge area on Scarcroft Road, which could potentially be beneficial to users. Mindful of the imminent EA works it is considered that it would be beneficial to implement any improvements which may be deliverable as soon as possible.
4. Some preliminary development work has been undertaken to assess the feasibility of potential changes to the section of the route running between Nunnery Lane and Nunthorpe Grove. This initial feasibility work suggests that the existing signed route could be adjusted slightly and additional measures introduced to reduce conflict between cyclists and vehicles. Although there is highway space available to improve the crossing of Scarcroft Road for both cyclists and pedestrians this would have other impacts. Subject to funding being available and approval by the Executive Member, further work is needed to determine the specific

equalities, environmental, safety, and parking impacts of the scheme. In addition there have been a number of comments raised during the initial contact with local residents in the Scarcroft Road area which will need to be addressed during the further development work.

5. Further development work is therefore considered necessary to ensure that the initial designs are viable and that the concerns of the local residents are adequately assessed prior to a decision being taken on whether to progress the implementation of a scheme in the area.

## **Recommendations**

The Executive Member is asked to:

- Approve further investigation of improvements to the existing advisory Cycle Route between Nunnery Lane and Nunthorpe Grove.
- Subject to the successful outcome of a Safety Audit approve the delivery of route alignment changes which are indicatively shown on the drawing in Annex B.
- Approve further investigation of improvements to the crossing of Scarcroft Road and bring back a further report for a decision on whether to implement or not.

Reason: In order to adequately understand the impacts of the scheme and mitigate concerns raised by the residents impacted by the proposals.

## **Background**

6. The existing cycle route between Nunnery Lane and Nunthorpe Grove forms part of an alternative quieter road route, avoiding Bishopthorpe Road, for cyclists when Terry Avenue is flooded or as part of the longer on-road route between the racecourse and the city centre. The route does, however, have some key constraints, primarily the arterial road crossing points which provide little or no assistance to cyclists. In addition some of the signage for the route is either missing, is discontinuous, or is obsolete as it references the Terrys Factory, which is no longer in operation. It is therefore considered appropriate to review the route and develop potential improvements.

7. The EA have planning approval to undertake flood protection works as part of the Clementhorpe and South Bank Flood Alleviation Scheme at a number of locations.
8. A condition of that approval is to ensure the safe passage of pedestrians and cyclists between Butcher Terrace and the city centre by means of an approved diversion route which is to be implemented prior to the commencement of the Terry Avenue closure.
9. The approved route, makes use of the existing cycle route along Nunthorpe Grove, Thorpe Street, Upper Price Street, Cygnet Street and Swann Street. Although the route is considered acceptable as a diversion, as indicated above, some concerns have been raised by stakeholders who have suggested the diversion route has the potential for further enhancement.
10. Therefore whilst a diversion route for the EA scheme has been approved, city council officers were asked by the Executive Member, Local Ward Councillors and cycle groups to investigate whether improvements could be made to the route. The areas for review include the potential for alternative streets to be used (e.g. St Benedict Road rather than Swann Street to remove the need for cyclists to turn right onto the busy Nunnery Lane and Millfield Road rather than Thorpe Street to reduce the length of Scarcroft Road that cyclists would need to use) and enhancements to the crossing facilities on Scarcroft Road (see Annex B).
11. The initial work for the Scarcroft Road crossing has identified a number of potential options to enhance the route whilst Terry Avenue is closed by providing measures to protect the cyclists waiting to turn right into either Millfield Road or Upper Price Street whilst at the same time improving the mid-link pedestrian crossing which currently comprises a pair of dropped kerbs.
12. An option which included a central right turn facility for cyclists protected by hatched areas at either end and a temporary central refuge on Scarcroft Road at the existing dropped kerb pedestrian crossing provided improvements for pedestrians and cyclists whilst attempting to minimise impact on turning movements for motorised vehicles into and out of the side roads and residents' parking
13. Following distribution of a letter to residents, it became apparent that some frontages had detailed comments about the impact of these

measures. The main themes of these comments were about safety and impact on the loss of residents' parking. These concerns will be considered as part of the further development of the scheme together with the environmental and equalities impact of the scheme.

## **Consultation**

14. It is proposed to consult on the potential route changes with local residents plus local ward members and the city's cycle groups to ensure any proposals address the issues raised during the EA's consultations.
15. A letter has been circulated to residents immediately affected by the potential central right turn cycle facility and improved pedestrian crossing on Scarcroft Road indicating that work was being planned in the area.
16. Contact with these residents identified a number of concerns with the potential scheme , and officers have notified them that the proposals would be reviewed and a report presented to the Executive Member about the need for crossing improvements and potential mitigation measures to reduce the impact of the scheme.
17. This report is asking the Executive Member to consider further investigation work into this proposal and approve funding for this to be undertaken.

## **Options**

18. Recognising the changing use the Council, could enhance the Nunthorpe Grove to Nunnery Lane cycle route including improvements to the crossing facilities at Scarcroft Road.
19. Option 1 - The route could be maintained on the existing alignment however this includes a significant length on Scarcroft Road and a potentially difficult right turn onto Nunnery Road.
20. Option 2 - An alternative reducing the length of the route on the arterial roads could be progressed. This would use Millfield Road rather than Thorpe Street which would shorten the length using Scarcroft Road (and could be beneficial with or without improvements to the Scarcroft Road crossing). The route between Scarcroft Road and Nunnery Lane would use St Benedicts Road rather than Swann Street.



21. Three options for the crossing of Scarcroft Road have been investigated as follows:

Option A. Cycle right turn lanes with hatch road markings for the turns into Upper Price Street and Millfield Road. No central islands.

Option B. Cycle right turn lanes with central islands and hatch road markings for the turns into Upper Price Street and Millfield Road. Pedestrian refuge in centre at existing dropped kerb crossing.

Option C. Middle ground between options 1 and 2. Cycle right turn lanes with hatching for the turns into Upper Price Street and Millfield Road. Pedestrian refuge in centre of lane at existing dropped kerb crossing.

22. Note: that the version shared with residents was Option C

### **Analysis**

23. The purpose of the review will be to analyse the impact of leaving the route as is or making changes to the alignment and Scarcroft Road crossing.
24. It is proposed to undertake a safety audit of the proposed amended route and, subject to an acceptable outcome, implement the change using the existing minor cycle schemes budget.
25. A review of the three options indicated that Option C should be investigated further as it had limited effect on turning movements in the area and attempted to minimise the impact on resident parking.
26. A survey of the usage of residents parking will be undertaken along with forecasting on the use of the alternative cycle route.

### **Council Plan**

27. The proposals relate to the Council's outcomes, as set out in the Council Plan 2019-2023.
28. This is achieved through promoting good health and wellbeing, getting around sustainably, a greener and cleaner city, and safe communities for all.

## Implications

29. The following Implications have been considered:

- **Financial** – It is proposed to use the existing Minor Cycle Schemes Capital Budget for the initial review of the route with the potential need for additional funds from the Council's Cycling block allocation in the Capital Programme dependent on the outcome of the initial design work.
- Subject to detailed design and confirmation of costs it is anticipated that the changes to the cycle route signage could be undertaken within the existing signage and lining and minor cycle scheme budgets.
- **Human Resources (HR)**
  - There are no human resource implications.
- **Equalities**
  - The equalities implications of the proposal will be considered during the further development of the scheme.
- **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**
  - The implications of suspending residents' parking will be considered along with the appropriate process to follow. For example an Experimental Traffic Regulation Order or Temporary Traffic Regulation Order process may be appropriate in this case. Proposed delivery route to be confirmed after further development work.

## Risk Management

30. This report is seeking approval to undertake further investigation on proposals for an alternative advisory cycle route, there are no known risks at this stage.

**Contact Details**

**Author:**

**Tony Clarke**  
**Head of Transport**  
**Transport Service**

**Chief Officer Responsible for the report:**

**James Gilchrist**  
**Director of Environment, Transport and**  
**Planning**

Gary Frost  
Major Transport Projects  
Manager  
Transport Service

**Report**  **Date** 29.04.21  
**Approved**

**Wards Affected: Micklegate Ward**

**All**

**For further information please contact the author of the report**

**Background Papers:**

**Annexes**

Annex A – existing cycle route through the South Bank area

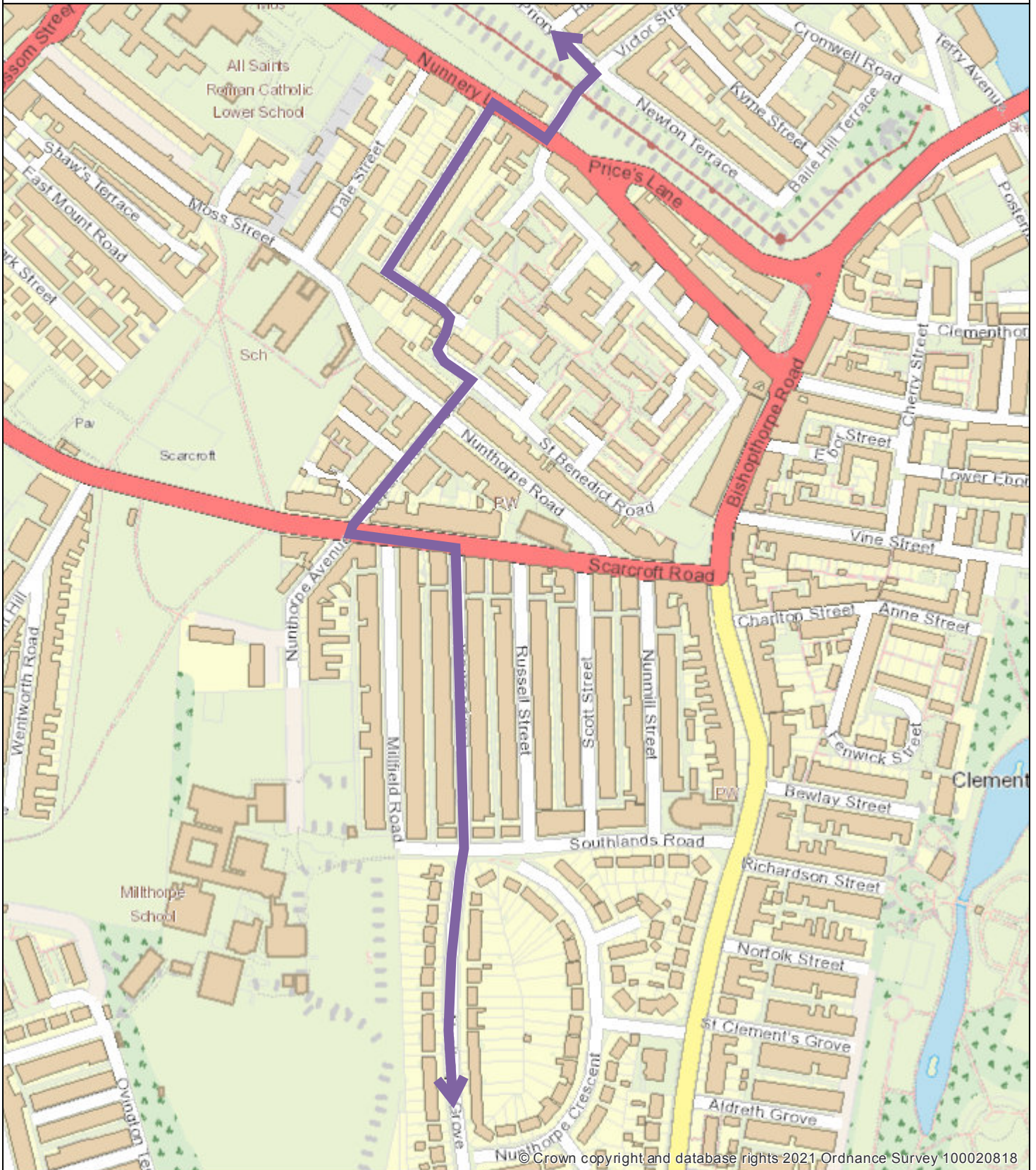
Annex B – potential changes to South Bank route

**List of Abbreviations Used in this Report**

EA – Environment Agency

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# Annex A - Existing Signed Route



**Date:** 28 Apr 2021

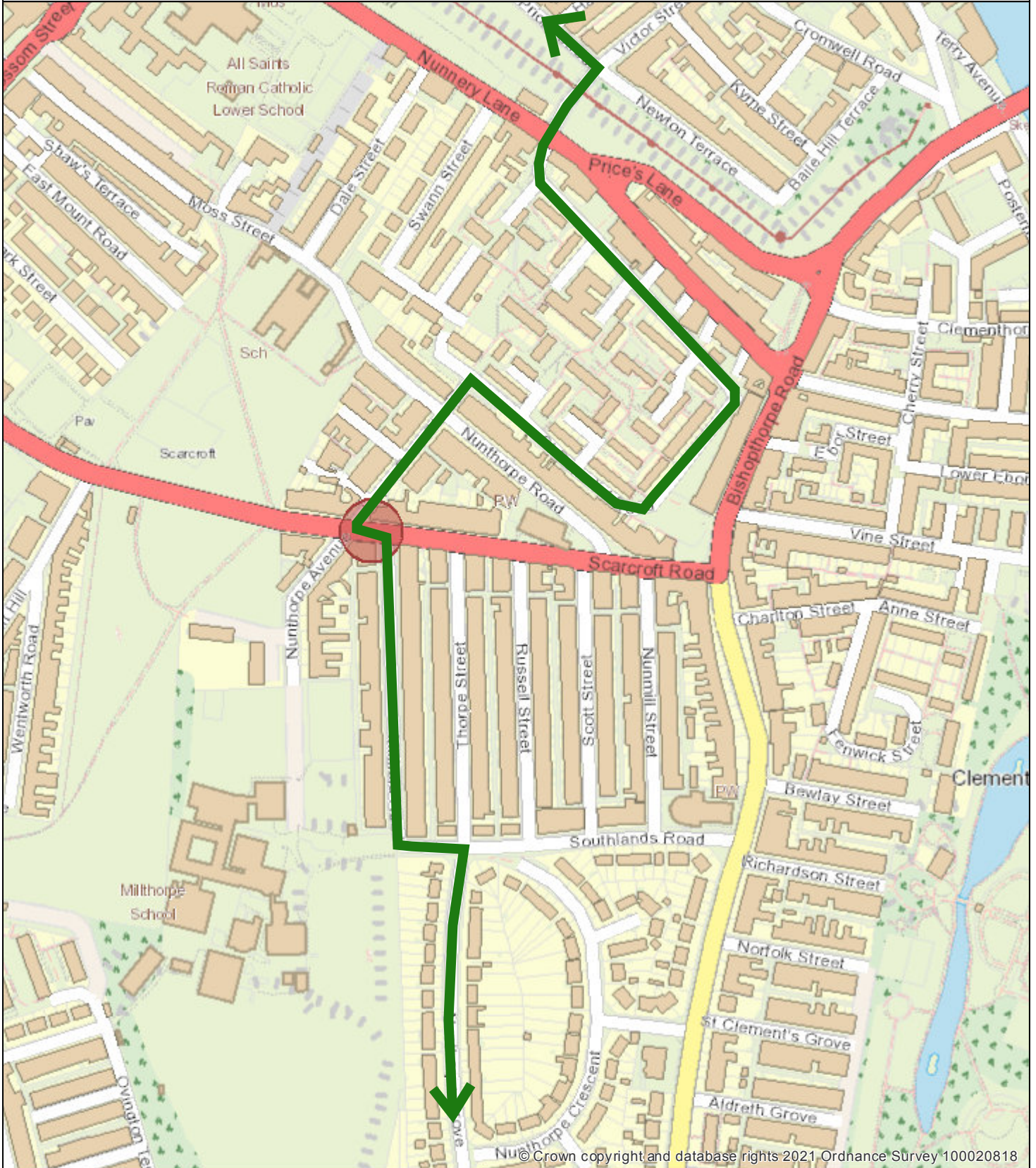
**Author:** City of York Council

**Scale:** 1:4,000



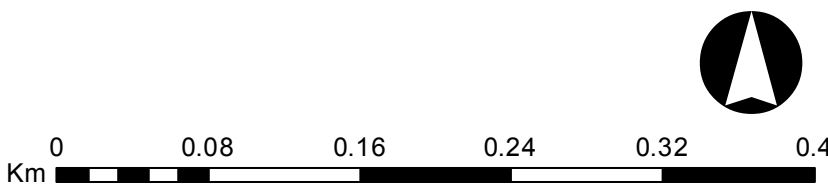
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# Annex B - Potential Enhancements



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**Date:** 28 Apr 2021  
**Author:** City of York Council  
**Scale:** 1:4,000



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## **Decision Session – Executive Member for Transport**

**11<sup>th</sup> May 2021**

Report of the Director of Environment, Transport and Planning

### **Receipt of a Petition for a Zebra Crossing at the Kent Street / Fawcett Street Junction**

#### **Summary**

1. The report acknowledges receipt of the petition and details how officers propose to take this request forward.

#### **Recommendations**

2. The Executive Member is asked to:
  - Acknowledge receipt of the petition and instruct officers to put the site through the assessment process when traffic conditions return to some form of normality.

Reason: To determine whether improved pedestrian crossing facilities are justifiable and the type of facility which would be the most appropriate.

#### **Background**

3. A petition was presented to Full Council on the 29<sup>th</sup> October 2020 by Cllr Andy D'Agorne in his role as the Fishergate Ward Member on behalf of the lead petitioner.
4. The e-petition, hosted on the Change.org website is worded as follows: We would like to petition the City of York Council for a zebra crossing on the junction of Fawcett Street and Kent Street. This is a busy school run for both Fishergate Primary School and St George's RC Primary School. We have witnessed traffic accidents, where children have narrowly avoided being hit by drivers who either indicated late, or not at all. Congestion on the pavement caused by children and parents with

pushchairs, scooters, bikes etc struggling to cross the road also makes this junction unsafe. A zebra crossing will help to calm the traffic at this junction and create a safer road for our community.

5. The e-petition had 371 signatories at the time it was presented to Full Council but now has 386 signatures (at 27<sup>th</sup> April 2021).
6. Prior to starting the e-petition, the lead petitioner had submitted a similar request to council officers for crossing improvements and the site had been added to the list of pedestrian crossing requests. The scheme requestor was informed that the site would need to be put through a formal assessment prior to any changes being made at the junction.
7. Unfortunately, due to the Covid-19 pandemic, council officers have not been able to undertake any crossing assessments over the past 12 months because both the traffic flows and pedestrian flows were not representative of “normal” conditions and therefore the results of any assessment could not be relied upon.
8. An analysis of average traffic flows on school days has been undertaken to determine if we are close to reaching pre-COVID traffic levels. At the closest automatic traffic counter site to the Kent Street / Fawcett Street junction, located approximately 120 metres away on the section of Fishergate between Fishergate Primary School and the Mecca Bingo site, the southbound traffic flows showed the following:
  - For the hour commencing at 8am, when most children would be escorted to schools, flows are approximately 81% of the value which would have been expected if the 2009 to 2019 trend had continued to 2021
  - For the hour commencing at 3pm, when most children would be heading home from school, flows are approximately 91% of the value which would have been expected if the 2009 to 2019 trend had continued to 2021
9. These flows are still considered to be too low to enable a proper assessment to be undertaken. Officers will continue to monitor the nearby traffic levels until they reach the level which would have been expected, based on the traffic trends between 2009 and 2019. Once that level has been reached the relevant surveys will be commissioned and the assessment undertaken.
10. The results of the assessment will determine the most appropriate improvements for the location. At that point the scheme will be considered for further feasibility work to determine where the most appropriate location would be and what measures could be physically accommodated. Any resulting proposals will be brought back to the

Executive Member for a decision to proceed to the implementation phase or not.

## **Consultation**

11. No consultation has taken place thus far as no formal crossing assessment has taken place. If the assessment does indicate that crossing improvements are appropriate then as part of the design process consultation with both internal and external stakeholders will take place.

## **Options**

12. There are two options available:
  - a) Acknowledge receipt of the petition and instruct officers to put the site through the assessment process when traffic conditions return to some form of normality
  - b) Acknowledge receipt of the petition but take no further action.

## **Analysis**

13. The advantage of the first option is that it will result in the site being assessed using the adopted methodology, the outcome of which will be a decision as to whether formal crossing facilities are appropriate, the type of improvement which is justified and where that would be located. The only disadvantage of this option is a cost to undertake the surveys, however, this will be covered by the pedestrian crossing budget.
14. The advantage of the second option is that there would be no further cost to the council. The disadvantages are the fact that we would not be undertaking any subsequent improvements to the crossing which will inevitably discourage residents who have expressed concerns about this junction from walking. This would go against the objectives of the Local Transport Plan and the Council Plan as discussed in more detail below.

## **Council Plan**

15. The proposals in this report contribute to the following outcomes in the 2019-23 Council Plan:
  - A greener and cleaner city – encouraging residents to walk rather than drive will reduce congestion and improve air quality,
  - Getting around sustainably – safety improvements will encourage walking,

- Good health and wellbeing – walking is a good form of exercise and will help improve health and wellbeing,
  - Safe communities and culture for all – making the crossing safer will benefit the local community,
  - A better start for children and young people – encouraging parents to walk their children to school will benefit the children’s physical and mental health,
  - An open and effective council – responding positively to the petition will demonstrate that the council listens to its residents and takes on board their concerns.
16. The Local Transport Plan has at its’ heart a hierarchy of transport users which puts pedestrians at the top. Pedestrian crossing improvements will help encourage people to walk. It will also contribute to the key themes:
- Provide quality alternatives – improvements will make walking an alternative for more journeys,
  - Improve strategic links – the junction acts as a barrier to some journeys currently so improvements will help link up residential areas with the nearby schools, York Barbican and other facilities,
  - Encourage behaviour change – safety improvements will encourage people to walk,
  - Tackle transport emissions – any shift from driving to walking will help reduce traffic and improve air quality,
  - Enhance public streets and spaces – crossing improvements are an enhancement to the street.

## Implications

- **Financial** – surveys and any subsequent infrastructure improvements will be funded from the council’s Transport Capital Programme.
- **Human Resources (HR)** – there are no HR implications.
- **Equalities** – Improvements to the current crossing facilities will make access easier for people with reduced mobility and parents escorting children to and from school.
- **Legal** – there are no legal implications other than any changes to Traffic Regulation Orders which may ensue following the crossing assessment.
- **Crime and Disorder**- there are no Crime & Disorder implications.
- **Information Technology (IT)** – there are no IT implications.
- **Property** – there are no Property implications
- **Other** – Staff resources will be required to analyse the survey data and undertake subsequent feasibility and design work. Any changes

to the Highway layout will also need to go through an Executive Member Decision Session for approval.

### **Risk Management**

17. The only risk associated with this report is a potential reputational risk to the council if Option B is selected. Option B is not the option recommended to the Executive Member.

### **Contact Details**

**Author:**

**Andy Vose**  
**Transport Policy Manager**  
**Transport**  
Tel No. 01904 51608

**Chief Officer Responsible for the report:**

**James Gilchrist**  
**Director of Environment, Transport and**  
**Planning**  
**Report**  **Date** 28.04.21  
**Approved**

**Specialist Implications Officer(s)** None

**Wards Affected:** Fishergate

**All**

**For further information please contact the author of the report**

**Background Papers:**

None

**Annexes**

None

**List of Abbreviations Used in this Report**

None

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**Decision Session – Executive Member for  
Transport****11 May 2021**

Report of the Director of Environment, Transport and Planning

**Consideration of results from the consultation on the potential implementation of Residents Priority Parking in Slingsby Grove, Royal Chase, Regency Mews, Kensington Court, 64-90A Tadcaster Road and St. Edwards Close.****Summary**

1. To report the results following a consultation undertaken in January 2021 for all residential and business properties, and the affected properties that have frontages/access onto the proposed area. Then determine what action is deemed appropriate (plan of consultation area included in Annex A).

**Recommendation**

2. (1) It is recommended that approval be given to take no further action towards the implementation of Residents Priority parking on Slingsby Grove, Royal Chase, Regency Mews, Kensington Court and 64-90A Tadcaster Road, and remove the consulted area from the Residents Parking waiting list.

Reason: 66% of the respondents from the above properties were against the proposed scheme.

- (2) It is recommended that approval be given to implement Residents Priority parking on St. Edwards Close with times of operation being 24 hours a day and 7 days a week.

Reason: 89% of respondents from St. Edwards Close were in favour of the proposed scheme and the preferred times of operation were 24/7.

## Background

3. (1) Following a survey undertaken by the residents of Slingsby Grove we received a petition to add Slingsby Grove to the waiting list for Residents Priority parking. The request was reported to the Executive Member for Transport on 7<sup>th</sup> February 2019.  
  
(2) Following a survey undertaken by the residents of St. Edwards Close we received a petition to add St. Edwards Close to the waiting list for Residents Priority parking. The request was reported to the Executive Member for Transport on 2<sup>nd</sup> June 2020.
4. The Executive Member gave approval to consult with residents when the areas reached the top of the waiting list. Due to the close proximity of the two requests it was decided to undertake both consultations at the same time.
5. In order to try and prevent any displacement of parking issues from Slingsby Grove to neighbouring streets the decision was taken to widen the proposed boundary of the scheme to include Royal Chase, Regency Mews and Kensington Court as they are in very close proximity to Slingsby Grove. The businesses and residential properties of 64-90A Tadcaster were also included in the consultation as any scheme implemented would have a direct affect upon their businesses and were sited within the petition of Slingsby Grove as being a contributing factor to the current parking issues.
6. The consultation documentation (Annex C) was hand delivered on 25<sup>th</sup> January 2021 requesting residents return their preferences on the questionnaire sheet in the freepost envelope or by email to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk) by 15<sup>th</sup> February.
7. A further letter was hand delivered to the business properties of 68-90 Tadcaster Road (Annex D) to provide information regarding business permits they would be permitted to purchase should the scheme be implemented, and costs of the permits. The letter also advised that if the proposed scheme was implemented there would be a recommendation to change the restrictions of the parking bay on the eastern side of Tadcaster Road, opposite the businesses, from being unrestricted parking to a maximum of 3 hours parking



with no return within 1 hour. The letter advised this would allow visitors to the businesses to park locally and provide them with enough time to access products and services.

### Consultation Results (for full details see Annex E)

8. In total 109 properties were consulted and asked to return their questionnaires. 73 properties returned their votes for or against the proposed scheme.

	TOTAL	Returned	% For	% Against
Slingsby Grove	<b>34</b>	24(71%)	42%	58%
Royal Chase	<b>14</b>	11(78%)	36%	64%
Kensington Court	<b>13</b>	12(92%)	50%	50%
Regency Mews	<b>16</b>	8(50%)	25%	75%
Tadcaster Road	<b>19</b>	9(47%)	0%	100%
Results	<b>96</b>	64(66%)	34%	66%

	TOTAL	Returned	% For	% Against
St. Edwards Close	<b>13</b>	9(69%)	89%	11%

### Preferred Times of Operation (for full details see Annex E)

9. Of the 64 respondents of Slingsby Grove, Royal Chase, Regency Mews, Kensington Court and 64-90A Tadcaster Road 12 respondents (19%) preferred 24/7, 28(44%) preferred Mon-Fri 9am to 5pm and a combined 24(37%) preferred 'other' times of operation or provided no preference on the returned questionnaires.
10. Of the 9 respondents of St. Edwards Close 7(78%) of respondents preferred 24/7, 1(11%) preferred Mon-Fri 9am to 5pm and 1(11%) preferred an 'other' time of operation as '10am to 11am/2pm to 3pm and all race days'.

### Residents Comments (see Annex E for full details)

11. The most common comments across all residents, who were for or against Residents Priority parking, suggested the problems on Slingsby Grove were being caused by customers of the businesses

of Tadcaster Road parking for short periods on the double yellow lines located at the junction of Slingsby Grove/Tadcaster Road, employees of the businesses of Tadcaster Road parking on Slingsby Grove leading to a reduction of on-street parking amenity and non-residents parking on Slingsby Grove in order to use the bus service between York and Leeds.

## Options

12. The available options are:

- A. Take no further action at this time towards the implementation of Residents Priority parking on Slingsby Grove, Royal Chase, Regency Mews, Kensington Court and 64-90A Tadcaster Road, and take forward the formal advertisement of the TRO process for St. Edwards Close only(recommended).

This option is recommended as from the votes we received 66% were registered against the proposed scheme for Slingsby Grove, Royal Chase, Regency Mews, Kensington Court and 64-90A Tadcaster Road and 89% of the votes registered from residents of St. Edwards Close were in favour of the scheme to be implemented on St. Edwards Close.

- B. Take no further action at this time towards the implementation of Residents Priority parking across the whole of the consulted area as 59% voted against the scheme(not recommended)

This option is not recommended as we received two separate petitions, at separate times, from residents of Slingsby Grove and St. Edwards Close with votes being in favour of implementing Residents Priority parking on St. Edwards Close.

- C. Take forward the formal advertisement of the TRO process for the whole of the consulted area(not recommended)

This option is not recommended as from the whole number of votes registered 59% were against the implementation of the scheme.

## Council Plan

13. The Council Plan has Eight Key Outcomes:

- Well-paid jobs and an inclusive economy
- A greener and cleaner city
- Getting around sustainably
- Good health and wellbeing
- Safe communities and culture for all
- Creating homes and world-class infrastructure
- A better start for children and young people
- An open and effective council

14. The recommended proposal contributes to the Council being open and effective as it responds to the request of the residents to solve the problems they are experiencing.

### **Implications**

15. The report has the following implications:

**Financial-** If the recommended option is not agreed then the following would apply: Residents parking schemes are self-financing once in operation. The £5k allocated within the core transport budget will be used to progress the proposed residents parking schemes.

**Human Resources-** If a scheme was implemented, enforcement would fall to the Civil Enforcement Officers necessitating an extra area onto their work load.

**Legal** – If the recommended option is not agreed then any proposals implemented would require amendments to the York Parking, Stopping and Waiting Traffic Regulation Order 2014. Road Traffic Regulation Act 1984 & the Local Authorities Traffic Orders (procedure) (England & Wales) Regulations 1996 apply.

**Crime and Disorder-** None

**Information Technology-** None

**Land-** None

**Other-** None

**Risk Management-** There is an acceptable level of risk with the recommended option.

## Contact Details

### **Authors:**

Geoff Holmes  
Traffic Projects Officer

Tel: 01904 551475

### **Chief Officer responsible for the report:**

James Gilchrist  
Director of Environment, Transport and  
Planning

**Approved date** 28.04.21

### Annexes:

Annex A: Plan of Consultation Area

Annex B: Cover Letter

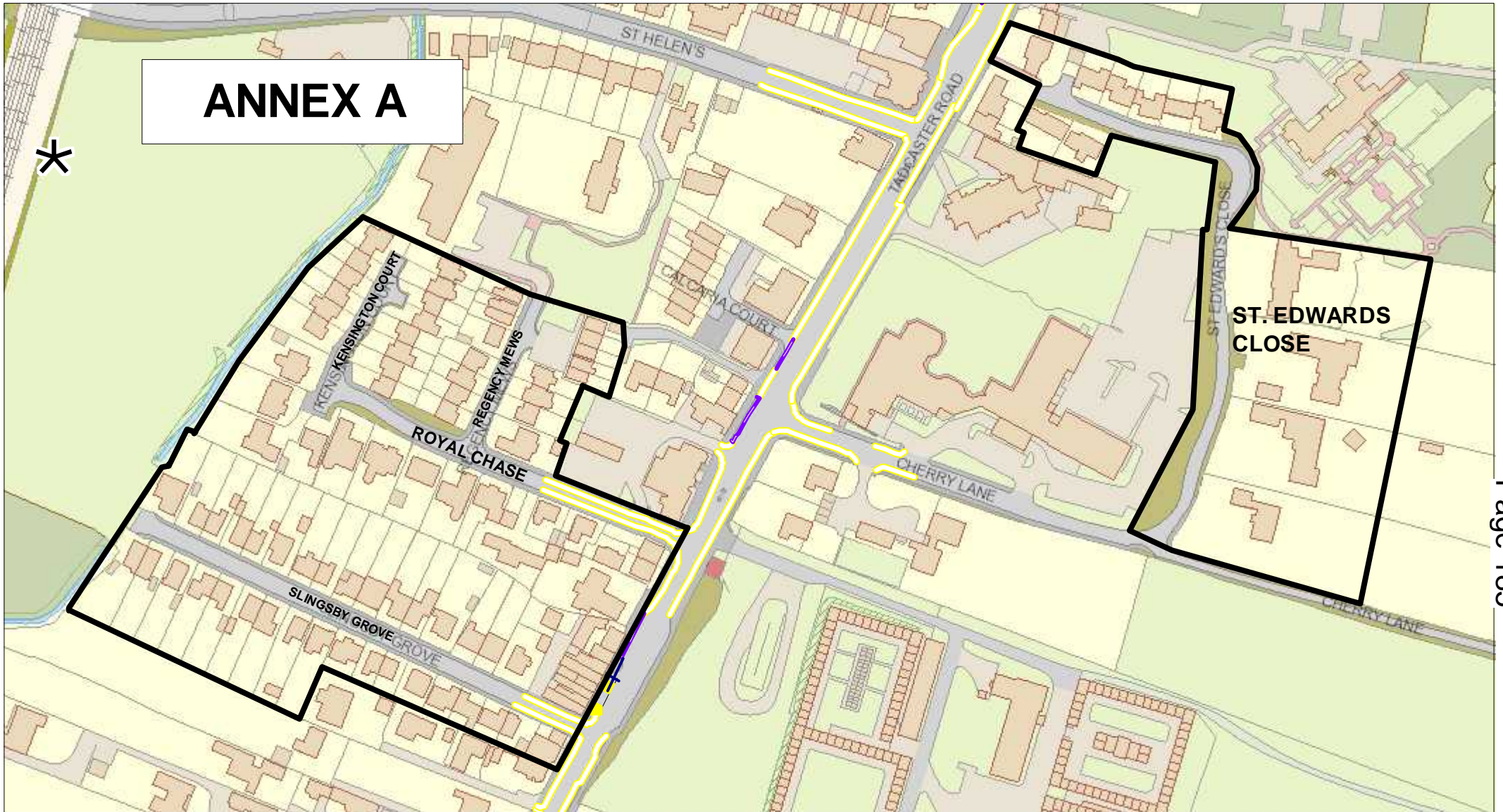
Annex C: Consultation Documents and Questionnaire

Annex D: Business Permits Clarification Letter

Annex E: Consultation Results

Annex F: Residents Comments

# ANNEX A



CONSULTATION AREA FOR  
PROPOSED RESIDENT'S PRIORITY PARKING  
SLINGSBY GROVE, ROYAL CHASE, REGENCY MEWS.  
KENSINGTON COURT, 64-90A TADCASTER ROAD  
AND ST. EDWARDS CLOSE.

SCALE	1 : 2100
DATE	MARCH 2021
DRAWING No.	
DRAWN BY	

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## Annex B



Directorate of Economy and  
Place

West Offices, Station Rise  
York  
YO1 6GA

Tel: 01904 551475  
Email: [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)

Date: 25<sup>th</sup> January 2021.

To the Residents:

Slingsby Grove, Royal Chase, Kensington  
Court, Regency Mews and No's. 64-88  
Tadcaster Road and St. Edwards Close.

Dear Residents,

### **Request for Residents' Priority Parking**

We are writing to you because we received a request from residents of Slingsby Grove and St. Edwards Close asking us to consider introducing a Residents' Priority Parking scheme (Respark). We received the two requests independently but as the two streets are in close proximity any proposed scheme would be implemented as one Respark zone.

The attached plan indicates the extent of the proposed new boundary. We are proposing to introduce a scheme which would operate on entry zone signage. This type of scheme proposed for your street does not require extensive signing and lining and would allow residents, when displaying the required permit, to park anywhere within the Respark zone so long as no obstruction to the highway is being caused. Entry/exit signs would be erected at the entrance to Slingsby Grove and Royal Chase and St. Edwards Close, then small ad hoc repeater signs can be placed on existing poles/lamp columns. There are private parking areas on Regency Mews. These are private car parking spaces and is an unadopted highway. These private areas would be excluded from the proposed residents parking scheme and as such would not require a Respark permit to park within them. The residents of Regency Mews that use the private parking spaces have been included in this consultation as they may still require permits to park within the zone and also have access/exit onto Regency Mews.

We have chosen to include Royal Chase, Kensington Court and Regency Mews in this consultation as we do not want to move any existing issues on Slingsby Grove or St. Edwards Close to neighbouring streets.

Corporate Director: Neil Ferris

[www.york.gov.uk](http://www.york.gov.uk)

Generally we require a 50% response rate from the consultation. From the returns we require a majority in favour to take this forward and initiate the legal consultation process (when formal objections can be made).

Consequently, it would be helpful if you would take the time to complete the attached questionnaire and return it in the pre-paid envelope provided before.....

### **Consultation documents**

The following information and documents are enclosed:

1. Plan of the property boundary for consultation.
2. How a Resident Parking Scheme Works using regulations introduced in 2012.  
We use this type of scheme for side roads/cul-de-sacs.
3. The current cost of permits (April 1<sup>st</sup> 2020 to 31<sup>st</sup> March 2021)
4. Questionnaire/Freepost Envelope (please return)

We can only accept one completed sheet from each household. **Please complete and return to us in the Freepost envelope provided by 15<sup>th</sup> February 2021.**

If you prefer you can email your response to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk) Please give the information we have asked for on the questionnaire, including your name and address.

You can add any comments you wish to make. For example, we would like to know if any of the following circumstances apply to you:

- You have special needs/circumstances that you believe would be disadvantaged by the introduction of a Respark scheme
- If you rent your property, please write the contact details of the owner (if known) or managing agent on your return. As residents in the area, you should still fill in the questionnaire and return it to us. We will contact the owner separately.

The results of the consultation will be reported to the Executive Member for Transport at a Public Decision Session. We will write to you again a few weeks before the meeting with further details.

Please contact me if you wish to discuss this further or require any clarification at this stage.

Yours faithfully

*G. Holmes*

Geoff Holmes  
Traffic Projects Officer



# Annex C

## Questionnaire Sheet

Residents' Priority Parking Scheme

Please indicate your preferences by ticking the appropriate box:



	YES	NO
Would you support a proposal to introduce a Resident Parking Scheme on your street?		

Please indicate your preferred time of operation, even if you are against the scheme:

24 hours, 7 days a week	
9am to 5pm, Monday to Friday	
Other: please state:	

Title: (Mr. Mrs. Miss Ms) -----Initial: -----

Surname: -----

Address: -----

-----

Postcode -----

*Please return in the freepost envelope provided by..... Your preferences are kept confidential. If you prefer you can email the information and comments to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk). Do not forget to let us know your address when emailing.*

**Please write any further Comments you wish to make overleaf** (or use a separate sheet)

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## RESIDENT'S PRIORITY PARKING AREA



## Annual charges for Household and Visitor Permits from APRIL 2020

HOUSEHOLD PERMIT	Annual Charge	Quarterly Charge
CARS IN DVLA VEHICLE BAND D – I AND VEHICLES REGISTERED PRE 2001	£99.95	£30.50
CARS 2.7Mtrs or LESS IN LENGTH LOW EMISSION VEHICLES DVLA BAND A to C	£49.98	£15.25
CARS IN DVLA VEHICLE BAND J – M AND VEHICLES MORE THAN 5M IN LENGTH	£139	£42
SECOND PERMIT	£192.50	£58.75
THIRD PERMIT	£380	£102
FOURTH PERMIT	£800	£205

**Household Authorisation Cards** entitle the holder to obtain Visitors Permits. The cards are issued automatically with a Household Permit but a householder is entitled to a Card without exercising an entitlement to a Household Permit.

Household Authorisation Card	when the Card is issued at the same time as a Household Permit	Nil
Discount Authorisation Card	See eligibility below*	Nil
Household Authorisation Card without permit	In all other circumstances	£3.20

\*Discount Authorisation cards are free of charge and visitor permits reduced to £1.50 a book if you are:

- over 60 years old
- a blue disabled badge holder
- receive the higher rate of the mobility component of the disability living allowance
- are registered as blind
- in receipt of income support
- in receipt of long-term incapacity benefit
- in receipt of Job Seeker's Allowance
- in receipt of Universal Credit (in some circumstances)

Discounts are available if you are claiming a level of Universal Credit that meets any of the following criteria:

- if you are not working, you (and your partners) total income is no more than your maximum Universal Credit award entitlement
- your award includes a child amount and, if you (or your partner) work, your monthly earnings are no more than £935
- you (or your partner) have limited capability for work and, if you (or your partner) work, your monthly earnings are no more than £935
- the award does not include a child amount, you (or your partner) do not have a limited capability for work and, if you (or your partner) work, your monthly earnings are no more than £435

You can provide a copy of your journal confirming the level of your entitlement to the Universal Credit award or a copy of your entitlement letter.

### Visitor Permits

A Visitor Permit entitles the holder to park a vehicle for the day of issue and up to 10am on the next day. Visitor Permits are available upon application to the Parking Services Office. The date of use is displayed on each individual Permit by your visitor before it is placed in the vehicle.

Visitor Permit	when the purchase is supported by a Household Authorisation Card	£6.25 (for 5)
	when the purchase is supported by a Discount Authorisation Card	£1.50 (for 5)

The Permits are supplied in books, each book containing 5 Permits. The maximum annual entitlement is 200 Permits per household.

### Property Permits (commonly known as Builder Permits)

A tradesman doing building or renovation work can obtain a permit to park on a daily basis or for three months.

Builders/Property Permit	Daily charge	£3.40
	Permit for 3 months	£125



## Annex C

### A Residents' Priority Parking Scheme: Revival Estate

In January 2012, the Department for Transport amended Road Traffic Regulations. The amended regulations permit us to reserve a road for permit holders during an indicated period (or 24 hours) where parking bays are not marked. These are suitable for cul-de-sacs or enclosed areas where the witnessed problems associated with inconsiderate parking are due to the level of non-resident parking.

Because of the changes, we can now offer residents a Residents' Priority Parking Scheme (Respark) where the resident has more control. You can park anywhere on street as long as you are not parked on any yellow lines, across a dropped kerb placed for the purpose of vehicle or pedestrian access/crossing or cause an obstruction.

Signs are mounted at the beginning of the restricted area to inform drivers that parking is reserved for permit holders. The scheme can operate full time, or on a part-time basis depending on resident preference. The timing on the shown sign is an example: – please indicate your preferred times of operation on the questionnaire sheet enclosed. Outside any specified times the street would be available for any vehicle to park. A Mon-Fri, 9am to 5pm scheme gives residents and their visitors more flexibility on an evening and weekend. A full time scheme is more beneficial if non-resident parking remains at significant levels during evenings and weekends.



Our Respark schemes cannot guarantee a space will be available. A scheme is introduced to give residents priority over available space within the boundary of the scheme. In areas of high density housing, pressure for space can still occur.

There would be no parking allowed for any non-permit holders whilst the scheme is in operation. Any visitors to your property would require a visitor

permit, even for a short duration (except for those activities that are listed below).

### **Exemptions within the Traffic Regulation Order**

A Resident Parking scheme is a parking restriction; it does not prevent access. Non residents can wait on street in order to undertake one of the following activities.

1. Loading and unloading, including passengers. For example, you would still be able to get goods delivered, move house, or a friend arrive to collect you or drop you off without the need to display a permit. Our Civil Enforcement Team wait for approximately 5 to 10 minutes to ensure no loading activity is occurring before issuing a penalty charge notice to a vehicle which does not display a valid permit.
2. Vehicles displaying a valid disabled permit (blue badge).
3. Vehicles used for medical requirements, or for weddings and funerals.
4. Vehicles which belong to emergency services, statutory bodies or vehicles being used for highway works.

If you are having work done on the house, your builder or other tradesman can use a visitor permit or purchase a “builders permit” from parking services.

### **Enforcement**

If a vehicle parks without a permit, the driver becomes liable for a Penalty Charge, issued by our Civil Enforcement Team.



## Annex D

Directorate of Economy and Place

West Offices, Station Rise  
York  
YO1 6GA

Tel: 01904 551475  
Email: [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)

Date: W/C 25/01/2021

Dear Business Owners,

Following the consultation pack you received on 22/01/21 I am now writing to you in order to clarify the type of permit you would be able to purchase as business owners. If a Residents Priority Parking scheme was implemented following the consultation, you would be permitted to purchase one Business Permit for your business to use. You would not be able to purchase any visitor permits.

### **Business parking permits**

Businesses in most Residents Priority Parking Zones (ResPark) can apply for a business permit. To qualify they must:

- Pay business rates directly to the council for a business within a ResPark Zone
- Have no off street parking at the property (this includes space that is being used for the purposes other than parking)
- Not be living at the business (if you do live at the premises, you may be entitled to a household permit) The permit can be used by any member of staff or visitor who has to use their vehicle for business purposes. Only one permit per property, and no 'visitor permits' are allowed.

### **Cost**

The initial cost of your permit depends on the type of vehicle and how long you want the permit for: 3, 6, 9 or 12 months

You may also be eligible for a discount if you have a short vehicle, one that has low emissions, is electric or LPG powered (see website for details [www.york.gov.uk/businessparking](http://www.york.gov.uk/businessparking))

- 12 months (full charge) £430.00
- 9 months (full charge) £322.50
- 6 months (full charge) £215.00
- 3 months (full charge) £107.50

Short vehicles and Low Emission permits are £215 per year, or £53.75 per quarter.

The existing parking bay opposite your properties on Tadcaster Road is currently unrestricted, allowing any vehicle to park there for as long as they require, including overnight. If the scheme is implemented we also propose to change the restriction of the bay to allow vehicles to park within the bay for a maximum of 3 hours and not to return within 1 hour of exiting the bay. This would allow visitors to your business to park locally and provide them with enough time to access your products and services.

If you have already provided your response and you now feel this clarification would change your vote, please email your response to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk) and indicate in the subject box 'change of vote'. Please also include your full business name and address.

Should you wish to discuss this with me I am available on: 01904 551475 or 07484 865191(best) between the hours of 10am to 8pm, Monday-Friday.

Yours sincerely

*G.Holmes*

Geoff Holmes

Traffic Projects Officer



# Annex E

	TOTAL	Returned	Yes	No	Full Time	Mon-Fri 9am to 5pm	Other	No Times Provided	% For	% Against
Slingsby Grove	<b>34</b>	24(71%)	10	14	6	11	2	5	42%	58%
Royal Chase	<b>14</b>	11(78%)	4	7	3	5	1	2	36%	64%
Kensington Court	<b>13</b>	12(92%)	6	6	0	8	2	2	50%	50%
Regency Mews	<b>16</b>	8(50%)	2	6	2	3	0	3	25%	75%
Tadcaster Road	<b>19</b>	9(47%)	0	9	1	1	2	5	0%	100%
St. Edwards Close	<b>13</b>	9(69%)	8	1	7	1	1	0	89%	11%
Results	<b>109</b>	73(67%)	30	43	19	29	8	17	41%	59%

	TOTAL	Returned	Yes	No	Full Time	Mon-Fri 9am to 5pm	Other	No Times Provided	% For	% Against
St. Edwards Close	<b>13</b>	9(69%)	8	1	7	1	1	0	89%	11%

	TOTAL	Returned	Yes	No	Full Time	Mon-Fri 9am to 5pm	Other	No Times Provided	% For	% Against
Slingsby Grove	<b>34</b>	24(71%)	10	14	6	11	2	5	42%	58%
Royal Chase	<b>14</b>	11(78%)	4	7	3	5	1	2	36%	64%
Kensington Court	<b>13</b>	12(92%)	6	6	0	8	2	2	50%	50%
Regency Mews	<b>16</b>	8(50%)	2	6	2	3	0	3	25%	75%
Tadcaster Road	<b>19</b>	9(47%)	0	9	1	1	2	5	0%	100%
Results	<b>96</b>	64(66%)	22	42	12	28	7	17	34%	66%

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**Decision Session – Executive Member for  
Transport****11 May 2021**

Report of the Director of Transport, Environment and Planning

**Consideration of results from the consultation with residents of 5-11  
Main Street, Fulford following a request for a Residents' Priority Parking  
Scheme****Summary**

1. To report the consultation results for 5-11 Main Street, Fulford and to determine what action is appropriate.

**Recommendation**

2. It is recommended that approval be given for Option two (paragraph 16)

**Option 2: (Recommended Option)**

- (a) Taking forward a proposal for resident priority parking on the length of carriageway adjacent to 5-11 Main Street for the use of these properties only. 7 day a week, 24 hour restriction with 60 minutes for non-permit holders
- (b) Additional lengths of no waiting at any time (double yellow lines) to protect entrances to properties and improve sight lines. (plan included as Annex E(2))

Reason: To provide residents priority for the limited carriageway space whilst trying to mitigate some of the concerns raised by St Oswald's Church.

Although this is a small length of carriageway and a zone of 5 properties the expansion of Fulford secondary School has created discussions about consulting about a larger zone over a wide area. This small zone can be annexed into a larger zone at a later date.

## Background

3. In October 2018 we received a request from the residents of 5 to 11 Main Street Fulford for a resident's priority parking zone outside their properties. A copy of the request is included as Annex A.
4. Officers initially were of the opinion that the size of area and number of properties involved is very much smaller than would normally be considered for a residents parking scheme and were unable to support the request.
5. Councillor Aspden and Councillor D'Agorne met with the petition leader and consequently requested officers to add the area to the waiting list. This area duly reached the top of the list and officers initiated the consultation procedure.
6. Because of the small number of properties who were potentially to be given priority use of the unrestricted carriageway, we consulted nearby properties to inform them of the consultation (including St Oswald's Church) requesting they let us know if they wanted to comment or raise concerns. Copies of the consultation documentation is included as Annex B (5-11 Fulford Road), Annex C (nearby properties) and Annex D (letter to St Oswald's Church).
7. There are no obstruction issues at this location to be addressed by a Resident Priority Parking scheme. If taken forward a scheme at this location is solely about providing a better parking amenity for a small number of residents, some of which do not have any off street parking amenity.  
Sight lines from St Aidan's Court and the Church car park can be compromised by parked cars and we have tried to address this within the recommended option.
8. This area can be subject to parking by commuters and it has been noted that during Covid 19 where many employees are working from home the situation for residents has eased.
9. Alternative unrestricted carriageway space nearby is available but additionally under pressure: e.g. St Oswald's Road, Heslington Lane and further south on Main Street closer to the business outlets.
10. Some residents at this location park on the verge by choice even when carriageway space is available. Residents will be asked to desist from

doing so if a scheme is taken forward and implemented.

### **Consultation Results**

11. From the 5 properties (No's 5, 7, 9, 9A and 11) we received 5 replies (100%). Of these 3 were in favour and 2 did not support introducing a resident parking scheme.

We consulted 8 nearby properties and received only two comments from residents, neither of which raised any objections or requested inclusion. One resident requested the entrance to St Aidan's Court be improved and clearly marked. If a scheme is approved it is intended that the entrance will be protected with double yellow lines of a wider width than the current H bar marking currently in place.

12. St Oswald's Church have raised concerns and their letter is included within the report as Annex F.

They accept that the existing use of this space is very limited, but have raised concerns about the visibility splays for vehicles exiting the church car park. Additionally, they have requested a 90 minute time period for non-permit holders.

### **Officers Comments to Church comments**

13. We do not condone the continual parking of vehicles on the grass verge at this location and would request vehicles use the carriageway if a scheme is implemented. There would be no benefit to using the verge; a permit would still be required adjacent to the parking bays, and yellow line restrictions would equally apply to the verge as the carriageway. Vehicles parked on the verge can block sight lines, especially for cycles using the shared path and prevent the driver's view behind the parked cars on the carriageway towards Broadway.

We have removed a parking area and included a yellow line extension as part of option two to give slightly better sight lines on exiting the car park, this will reduce the amount of parking availability for residents by one space which leaves 6 to 7 spaces for 5 properties. Two properties have indicated they regularly park 2 vehicles on street.

Any attendee at the Church who has a disabled blue badge will be able to park in a resident parking area for as long as required.

The church has asked for a 90 minute time limit for non-permit holders.

There are some other areas which has this restriction. Dalton Terrace has some bays with 90 minute time limit and others with 10 minutes or 60

minutes. Similarly R60 on Holgate Road has one bay with a 90 minute allowance. Neither of these areas have any close areas of non-restricted street parking nor have any other alternative parking. In this instance, there is a parking bay for 8-9 vehicles opposite the church restricted parking to 3 hours. We consider a 60 minute restriction for non-permit holders will remove commuter parking, be easier to enforce and encourage non permit holders to use the 3 hour bay in preference.

#### 14. **Times of Operation**

All three residents in support requested a 24 hour, 7 day a week restriction. 2 of the residents were in favour of a 30 minute time limit for non-permit holders and one favoured a 10 minute restriction. The church has requested a 90 minute time limit for non-permit holders. The residents who did not support introducing a scheme would both prefer a Mon-Fri restriction, 9am to 5pm with one hour time limit for non-permit holders during the times of operation.

#### **Options**

#### 15. **Option 1:**

- (a) Take forward a proposal for resident priority parking on the length of carriageway adjacent to 5-11 Main Street for the use of these properties only. 7 day a week, 24 hour restriction with 30 minutes for non-permit holders.
- (b) Additional no waiting at any time (double yellow lines) to protect entrances to properties. (plan included as Annex E(1))

Reason: To provide residents, without any parking amenity, priority for limited carriageway space over non-residents.

Although this is a small length of carriageway and a zone of 5 properties the expansion of Fulford secondary School has created discussions about consulting about a larger zone over a wide area. This small zone can be annexed into a larger zone at a later date.

It is not the recommended option because it does not mitigate any of the concerns raised by St Oswalds Church. When designing a scheme we try and take in the needs of the wider community, such as churches.

16. **Option 2: (Recommended Option)**

- (a) Taking forward a proposal for resident priority parking on the length of carriageway adjacent to 5-11 Main Street for the use of these properties only. 7 day a week, 24 hour restriction with 60 minutes for non-permit holders
- (b) Additional lengths of no waiting at any time (double yellow lines) to protect entrances to properties and improve sight lines. (plan included as Annex G)

Reason: To provide residents priority for the limited carriageway space whilst trying to mitigate some of the concerns raised by St Oswald's Church regarding sight lines on exiting car park.

Although this is a small length of carriageway and a zone of 5 properties the expansion of Fulford secondary School has created discussions about consulting about a larger zone over a wide area. This small zone can be annexed into a larger zone at a later date.

17. **Option 3: Take no further action at this time**

Reason: There is no traffic management reasons for introducing a resident priority parking at this location. There is no statutory duty on the Local Highway Authority (City of York Council) to provide on street parking for residents.

This is a small length of carriageway and would involve a zone of 5 properties which many would consider too small a zone to take forward.

Expansion of Fulford secondary school has created discussions about consulting with a wide area re the introduction of resident priority parking. If we do not introduce a scheme at this time, this area could be included within any future consultation programmes.

18. **Consultation**

The consultation documentation is reproduced as Annex B, C and D.

If a scheme is taken forward further consultation takes place as part of the legal process with all emergency services and haulier associations as well as residents, ward councillors and any other interested party.

At that time notices are placed on street and published in The Press.

## 19. Council Plan

The Council Plan has Eight Key Outcomes:

- Well-paid jobs and an inclusive economy
- A greener and cleaner city
- Getting around sustainably
- Good health and wellbeing
- Safe communities and culture for all
- Creating homes and world-class infrastructure
- A better start for children and young people
- An open and effective council

The recommended proposal contributes to the Council being open and effective as it responds to the request of the residents and the wider community to solve the problems they are experiencing.

## 20. Implications

This report has the following implications:

**Financial** –The cost of implementation will be covered by the budget allocation to the department for introducing new restrictions.

**Human Resources** – If implemented, enforcement will fall to the Civil Enforcement Officers necessitating an extra area onto their work load.

**Equalities** – None identified within the consultation process.

**Legal** – The proposals require amendments to the York Parking, Stopping and Waiting Traffic Regulation Order 2014: Road Traffic Regulation Act 1984 & the Local Authorities Traffic Orders (procedure) (England & Wales) Regulations 1996 apply

**Crime and Disorder** – None

**Information Technology** – None

**Land** – None

**Other** – None



**Risk Management** - There is an acceptable level of risk associated with the recommended option.

**Contact Details**

**Author:**

Sue Gill  
Traffic Project Officer  
Transport  
Tel: (01904) 551497

**Chief Officer Responsible for the report:**

James Gilchrist  
Director for Environment, Transport and  
Planning

**Date:** 23.04.21 Report Approved ✓

**Wards Affected: Fulford and Heslington**

**For further information please contact the author of the report.**

**Annexes:**

Annex A: Covering letter with request for action

Annex B: Consultation documentation delivered to petition area

Annex C: Consultation documentation delivered to nearby properties

Annex D: Consultation letter sent to St Oswald's Church

Annex E (1): Option One

Annex E (2): Option 2 (Recommended Option)

Annex F: Comments/concerns raised by St Oswald's Church

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I am writing on behalf of myself and my neighbours that live on the east side of Main Street in Fulford between No 5 and No 11.

As you are aware the layby on the west side of Main Street, which was being used as an unofficial park and ride parking area by a number of non-Fulford vehicles, has now had a 3 hour restriction placed on it. This has had the impact that vehicles that used to park there are now parking on the east side of Main Street in front of our properties and we have nowhere else to park. The lay-by now, for large parts of the day, remains empty. We also think that the current situation has been further exacerbated by the Respark zone that has been implemented in Maple Grove, Fulford forcing commuters further up Fulford Road and Main Street.

I have spoken with my neighbours and the ones signed below are all supportive of our side of Main Street (the east side) between the start of Main Street to St Oswald's Church becoming a resident's only Respark zone.

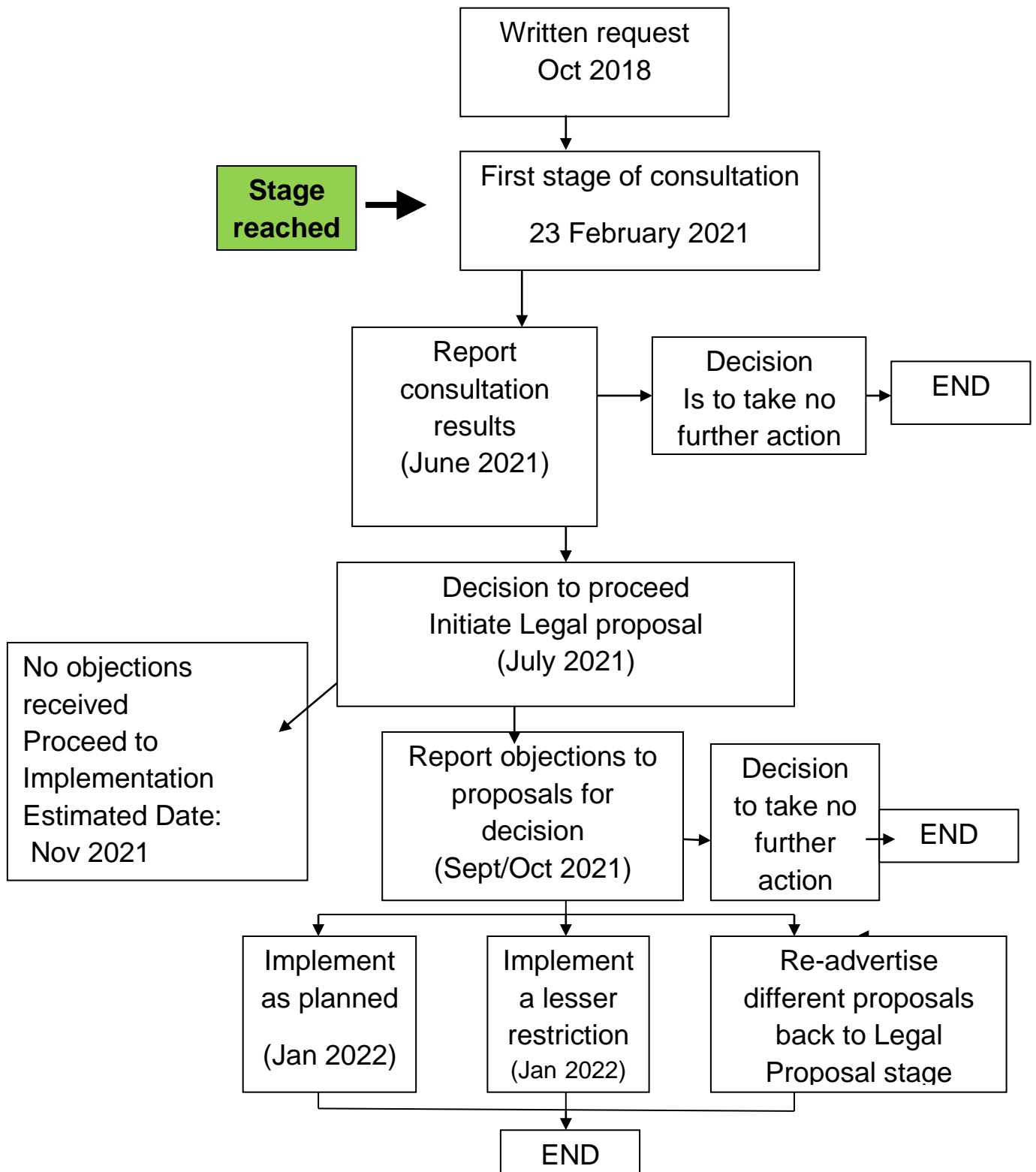
We need to educate out of town commuters to use the park and ride facilities and not to take up precious parking spaces for residents who have nowhere to park. We are fully aware that parking near our properties is a privilege and not a right however the council tax that we pay contributes to the operation of park and ride zones and commuters who, for whatever reason, want to come further into the city to park their vehicles, are causing frustration and concern for those of us who live here and do not have the luxury of drives and parking spaces within our properties due to their age and location.

As the parking restriction in the layby are now in force we request that our particular concerns are addressed as a matter of urgency because this situation is causing immense concern for all of us.

(the letter contained a list of properties affected as 5 Main Street, 7 Main Street, 9 Main Street, 9A Main Street and 11 Main Street) with 5 signatures in support representing all 5 properties affected)

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### Residents Parking Process Flow Chart for 5-11 Main Street, Fulford



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To the Residents:

1 Main Street, 13 Main Street  
St Aidans Court  
Fulford

Economy & Place

West Offices, Station Rise  
York  
YO1 6GA

Email:

[highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)

Date 23 February 2021

Dear Resident

### **Request for a Residents' Priority Parking Scheme (Respark)**

We are writing to you because we received a letter in October 2018 from the properties 5 to 11 Main Street, Fulford asking for the introduction of a Resident's Parking on the unrestricted section of carriageway outside their properties in order to prioritise available space for the properties who do not have the benefit of any private off-street parking amenity.

We would like to find out your views about this. For example:

- Would you want to be included in any Resident parking scheme taken forward in this area?
- Do you currently take advantage of this unrestricted area for household parking or your visitors? How many vehicles do you regularly park in this area?
- If a scheme was introduced and you were not eligible to purchase permits to use it, how would this impact on you?

Please let me have any comments you wish to make by Friday 23<sup>rd</sup> March by email to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)

We have enclosed a plan which clarifies the limited space available on the carriageway for a Resident Parking Scheme and the properties we have

consulted with. This plan is for consultation purposes only, it does not represent a scheme we are taking forward at this stage of the process.

There may be further questions you would like answered. Please email these to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk) and we will respond accordingly.

You should be aware that any comments you make may be included in a report which is published on our website. We try to remove wording that would identify the writer or property address but this is not always possible.

The results of the consultation will be included in a report to the Executive Member for a decision on the way forward. We will contact you again when we know the details and how you can join the meeting should you wish to do so.

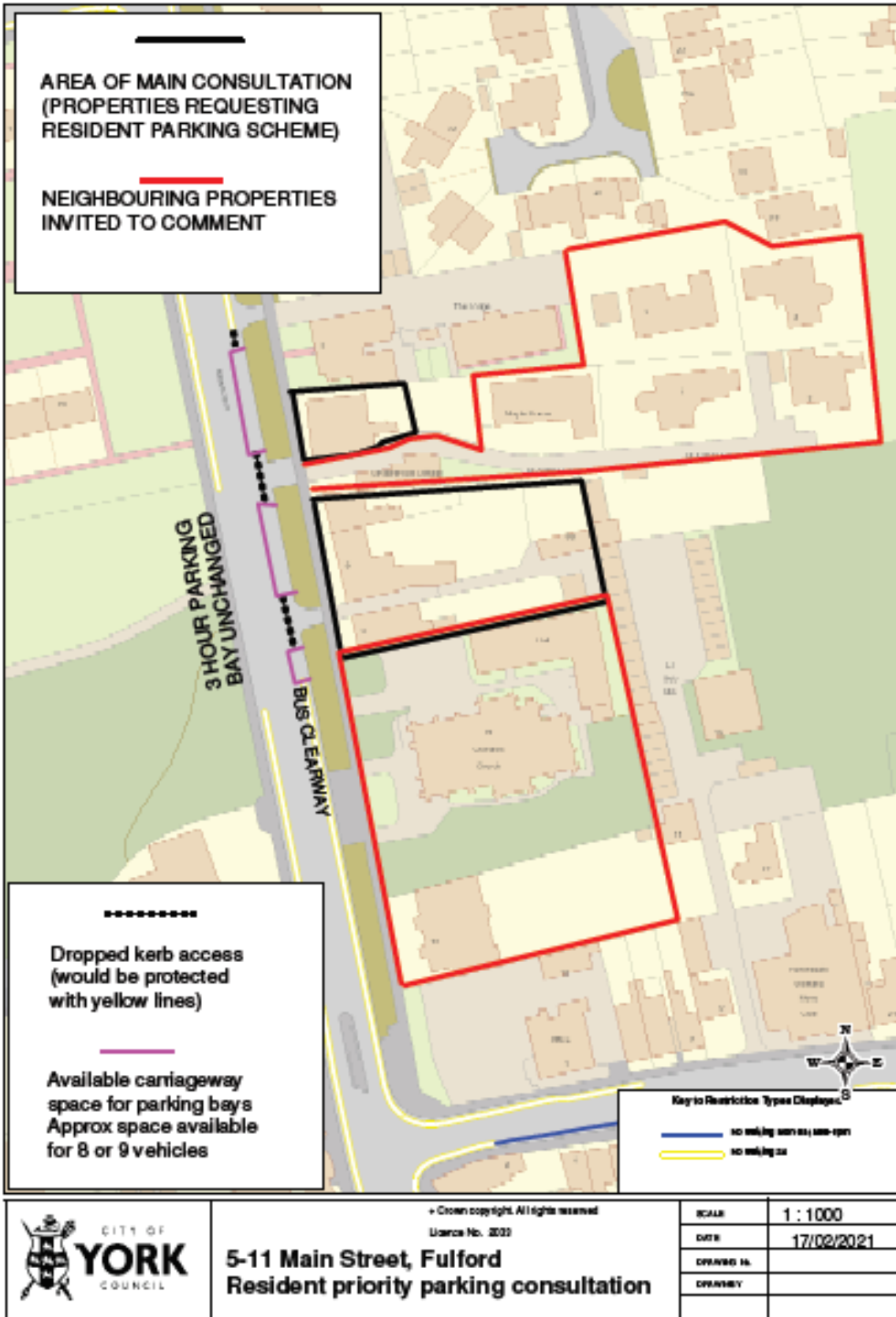
Yours faithfully

*S A Gill*

Sue Gill  
Traffic Technician  
Network Management (Highways)

Enc: Consultation Plan





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St Oswald's Church  
Main Street  
Fulford  
YO10 4HJ

Economy & Place

West Offices, Station Rise  
York  
YO1 6GA

Email:  
[highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)

Date 23 February 2021

(Letter and plan additionally emailed to the Vicar on 7<sup>th</sup> April)

Dear Sir or Madam

### **Request for a Residents' Priority Parking Scheme (Respark)**

We are writing to you because we received a letter in October 2018 from the properties 5 to 11 Main Street, Fulford asking for the introduction of a Resident's Parking on the unrestricted section of carriageway outside their properties in order to prioritise the space for the adjacent properties, most of which do not have the benefit of a private off-street parking amenity. We would like to find out your views about this. For example:

- If a scheme was introduced and the carriageway on the attached plan became unavailable for your congregation or visitors how would this impact on you?
- Do you have sufficient off street car parking amenity for the day to day activities in the Church Hall?
- We have enclosed a plan which clarifies the limited space available on the carriageway for a Resident Parking Scheme and the properties we have consulted with. This plan is for consultation purposes only, it does not represent a scheme we are taking forward at this stage of the process.
- There may be questions you would like answered. Please email these to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk) and we can then respond accordingly.

You should be aware that any comments you make may be included in a report which is published on our website. Please let me have any comments you wish to make by Friday 23<sup>rd</sup> March by email to [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)

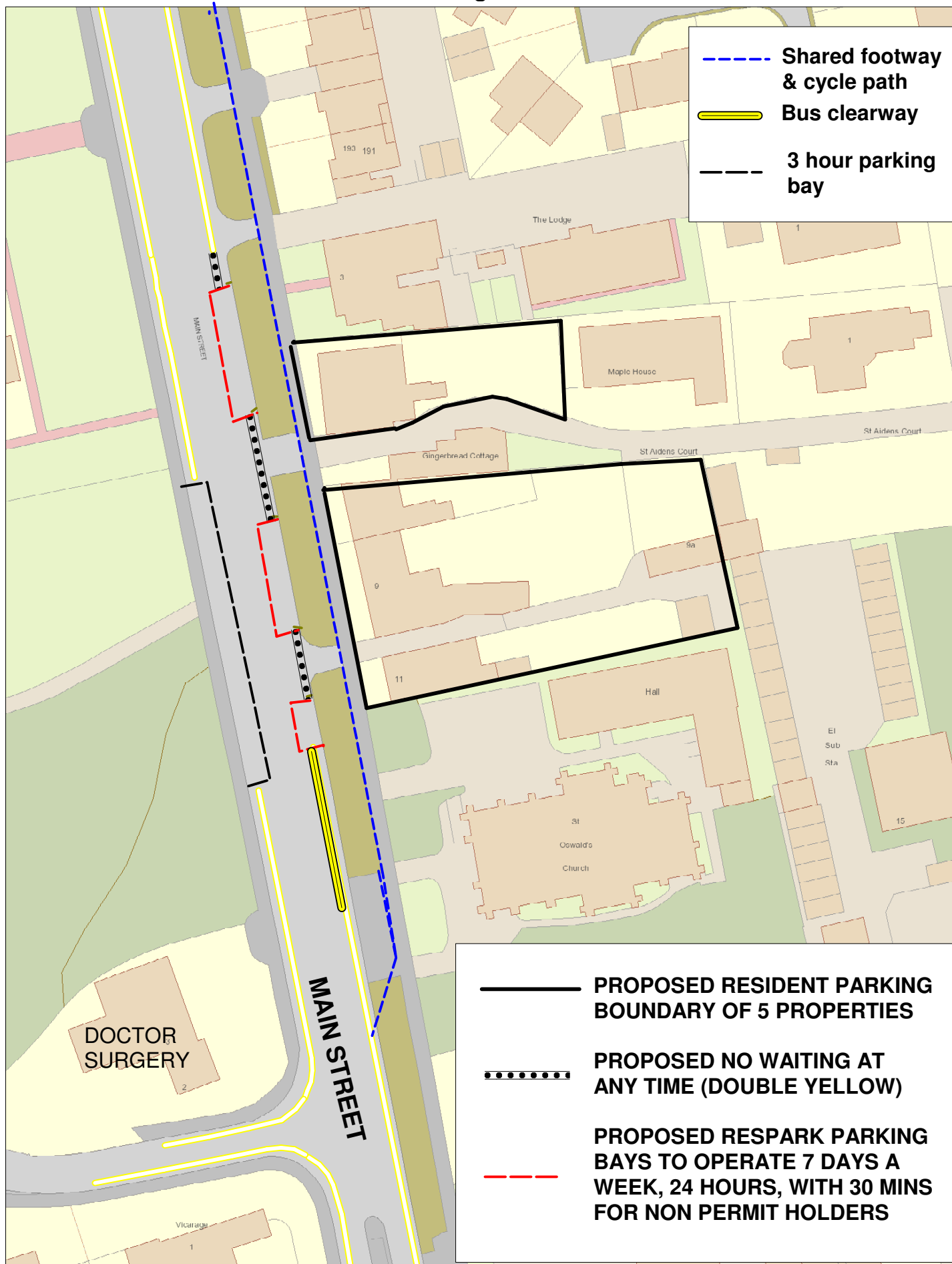
The results of the consultation will be included in a report to the Executive Member for a decision on the way forward. We will contact you again when we have more details about the date and time; including how to join the meeting should you wish.

Yours faithfully

*S A Gill*

Sue Gill  
Traffic Technician  
Network Management (Highways)

Enc: Consultation Plan



--- Shared footway & cycle path  
 Bus clearway  
 3 hour parking bay

PROPOSED RESIDENT PARKING BOUNDARY OF 5 PROPERTIES  
 PROPOSED NO WAITING AT ANY TIME (DOUBLE YELLOW)  
 PROPOSED RESPARK PARKING BAYS TO OPERATE 7 DAYS A WEEK, 24 HOURS, WITH 30 MINS FOR NON PERMIT HOLDERS

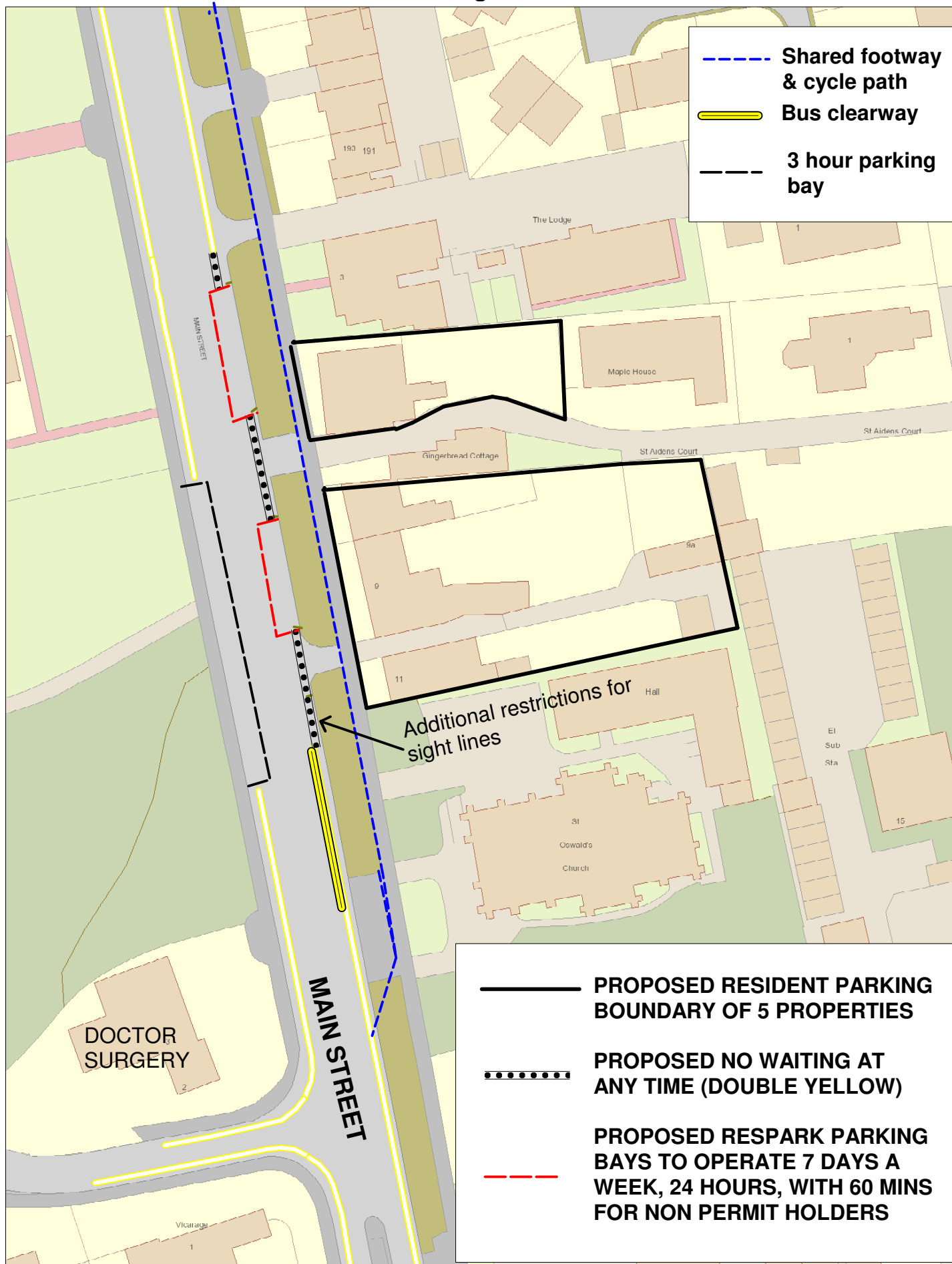





**ANNEX E(1)**  
**5 - 11 MAIN STREET, FULFORD**

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-  **PROPOSED RESIDENT PARKING BOUNDARY OF 5 PROPERTIES**
-  **PROPOSED NO WAITING AT ANY TIME (DOUBLE YELLOW)**
-  **PROPOSED RESPARK PARKING BAYS TO OPERATE 7 DAYS A WEEK, 24 HOURS, WITH 60 MINS FOR NON PERMIT HOLDERS**



**ANNEX E(2): RECOMMENDED OPTION  
5 - 11 MAIN STREET, FULFORD**

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## **st oswald's church**

*Main Street, Fulford, York YO10 4HJ*

### **Request for a Residents' Priority Parking Scheme (Respark)**

Thank you for your letter of 23<sup>rd</sup> February 2021, and recent email, providing the opportunity to comment on the request for Residents' Priority Parking outside properties 5 to 11 Main Street. Whilst I appreciate our neighbours' needs and have some sympathy for their request – personally having no objection in principle to some form of residents 'priority' parking – much would depend on the extent of restrictions likely to be placed on non-resident parking. I am assuming that your use of the term 'priority' merely implies preferential conditions for residents, either generally or at certain times of day, rather than a blanket 'residents only' parking scheme.

Whilst your plan suggests only a limited number of vehicle spaces (8 or 9) being available on the carriageway outside the four properties in question (Nos. 5, 7, 9 and 11 Main Street) my experience is that – most of the time – the spaces outside 5, 7 and 9 are usually occupied and we are most grateful to our neighbours at No 11 who habitually park their vehicles off road, on the grass verge, allowing drivers a less restricted view of the approaching southbound traffic on emerging from our Church car park than they would have should the vehicles be parked on the carriageway itself.

Consequently, although I don't think that visitors to our Church events benefit greatly from the use of parking facilities outside these properties, it would be beneficial for our users to be able to continue to park there for limited periods at certain times should spaces be available.

My greater concern is that of health and safety should the residents of No 11 be required to park on the carriageway; the confluence of the shared pavement/cycle lane and bus stop/clearway along the dropped kerb driveway (incidentally, not shown on your plan) provide sufficient hazard for users of our car park without additional vehicles on the carriageway abutting our exit and obscuring vital sight lines.

Our own car park facilities remain largely unchanged since my letter of 8<sup>th</sup> January 2018 (spaces for 9 vehicles and one disabled access spot) which are generally sufficient for our *regular*, daytime, weekday activities but not for weekends or week day evenings when events necessitate the use of overspill or on street parking.

Thankfully the current conditions on the parking bay opposite Church, outside Connaught Court, are helpful here and we also have an informal understanding with Townends (the Accountants at No 1) Heslington Lane who - with prior consent - graciously allow us use of their car park, outside office hours, on weekday evenings and at weekends.

The real pinch point occurs when we have major weekday events in daylight hours (Monday to Friday, between 9am and 6pm) when a Traveller or other large funeral, Civic event, Blood donor session or conference held by hirers of our hall cannot be accommodated within our environs and forces vehicles back onto Main Street, Fulford Road or some of the side streets in the vicinity.

Taking these points into consideration, I wonder if a scheme similar to that in operation around the Bootham area of York might be beneficial for all concerned where; **Parking** is permitted for **Permit holders** (Residents?) at all times or **90 minutes** for others with **no return within one hour**. Such flexibility might allow a handful of our visitors to use any spaces that may be available - on arrival during daylight hours on weekdays – without occupying the places for excessive lengths of time or unduly denying residents access.

These, however, are just *my* initial thoughts and observations; our Parochial Church Council (PCC) would welcome the opportunity to consider and comment further once you have formulated more specific proposals and we look forward to receiving further details in due course.

Many thanks for allowing me to offer these brief comments and apologies for the delay in my response.

I hope that you will be able to address and accommodate these points in your deliberations.

Yours faithfully,

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Churchwarden  
Fulford Parochial Church Council (St. Oswald) York.