

Notice of meeting of

Executive Members for City Strategy and Advisory Panel

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

Date: Monday, 8 September 2008

Time: 5.00 pm

Venue: The Guildhall, York

AGENDA

Notice to Members - Calling In:

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

10:00 am on Friday 5 September 2008, if an item is called in *before* a decision is taken, *or*

4:00 pm on Wednesday 10 September 2008, if an item is called in *after* a decision has been taken.

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

1. Declarations of Interest

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

2. Minutes (Pages 3 - 20)

To approve and sign the minutes of the last meeting of the Executive Members for City Strategy and Advisory Panel held on 14 July 2008.

3. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Panel's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Friday 5 September 2008 at 5.00 pm.

BUSINESS FOR THE EXECUTIVE LEADER

ITEMS FOR DECISION

4. Loan to Science City York (Pages 21 - 30)

This report asks the Executive Member to recommend that the Executive approve a loan of £50,000 from the Council to Science City York Company Limited by Guarantee to assist with its cash flow.

5. Chief Executive's Monitor 1 Finance and Performance Report 2008/09 (Pages 31 - 48)

This report combines performance and financial information for the Chief Executives Directorate for Monitor 1 2008-09. The Executive Member is asked to note the financial and performance position of the portfolio and to recommend the Executive to release a contingency sum to fund the additional cost of Members superannuation costs.

6. 2008/09 First Monitoring Report for Economic Development Service - Finance & Performance (Pages 49 - 62)

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

- National Performance Indicators
- Customer First targets (letter and telephone answering)
- Staff Management targets (sickness absence & appraisals completed)

The Executive Member is asked to approve the financial and performance position of the portfolio.

BUSINESS FOR THE EXECUTIVE MEMBER FOR CITY STRATEGY

ITEMS FOR DECISION

7. Manor School - Highway Improvements (including Beckfield Lane cycle scheme) (Pages 63 - 84)

This report summarises the outcome of consultation on a package of highway improvements aimed at providing safe and sustainable transport links to the new Manor School on Millfield Lane. Approval of a scheme for implementation is sought together with authorisation to advertise the related traffic regulation orders.

8. Coach Strategy Review (Pages 85 - 94)

This report provides a description and analysis of key findings arising from the York Coach Strategy Update (2008) and recommends that a detailed examination is made as to the feasibility of coaches using bus lanes in York.

9. York Cycling City (Pages 95 - 114)

This report advises Members of progress made in developing the York Cycling City project since the announcement of the successful bid in June 2008. Members are asked to note the content of the report and approve the proposals for moving the project forward.

10. Winter Maintenance Service 2008/09 (Pages 115 - 118)

This report advises Members of the outcome of a review of last seasons Winter Maintenance Service and seeks approval of Officers actions in renewing the winter maintenance forecast provision contract.

11. Results from the Street Lighting Trials (Pages 119 - 132)

This report examines the results of the street lighting trials, which took place earlier this year and examines how this could be progressed, in line with the recommendations of the Executive.

12. 2008/09 City Strategy Finance and Performance Monitor One (Pages 133 - 174)

This report presents two sets of data from the City Strategy Directorate:

- a. the latest projections for revenue expenditure and capital expenditure for City Strategy portfolio,
- b. Monitor 1 (2008/09) performance against target for a number of key indicators that are made up of:
 - i. National Performance Indicators and local indicators owned by City Strategy¹
 - ii. Customer First targets (letter answering)
 - iii. Staff Management Targets (sickness absence)

Members are requested to note the financial position of the directorate portfolio, agree to the release of a contingency sum and approve a one off virement.

13. 2008/09 City Strategy Capital Programme Monitor 1 report
(Pages 175 - 190)

This report sets out progress to date on schemes in the City Strategy Capital Programme for 2008/09 and asks the Executive Member to approve the amendments to the 2008/09 budget.

ITEMS FOR INFORMATION

14. A Comparison of Bus Fares in York with other Local Authorities (Pages 191 - 204)

This report advises Members of the comparative cost of bus travel, how local bus services in York compare to those in similar conurbations, how Park and Ride fares compare and how fares differ between bus companies operating in York.

15. Quality Bus Partnership Progress Report (Pages 205 - 210)

This report details decisions made by the Quality Bus Partnership (QBP) since its relaunch in August 2007 and is in response to a request made Cllr D'Agorne.

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

Democracy Officer

Name: Jill Pickering

Contact Details:

- Telephone - (01904) 552061
 - Email - jill.pickering@york.gov.uk
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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

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

Contact details are set out above.

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

Scrutiny Committees

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

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

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City of York Council

Committee Minutes

MEETING	EXECUTIVE MEMBERS FOR CITY STRATEGY AND ADVISORY PANEL
DATE	14 JULY 2008
PRESENT	COUNCILLORS GILLIES (CHAIR), D'AGORNE (VICE-CHAIR), CREGAN, HOLVEY (SUB FOR CLLR HYMAN), POTTER, RUNCIMAN (SUB FOR CLLR GALLOWAY) SCOTT AND WALLER (EXECUTIVE MEMBER)
APOLOGIES	COUNCILLORS STEVE GALLOWAY AND HYMAN

16. DECLARATIONS OF INTEREST

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda.

Councillor Potter declared a personal and prejudicial interest in agenda item 10 (Vibration Survey Results for North Moor Road, Huntington) as her mother had signed the petition.

Councillor Holvey declared a personal non-prejudicial interest in agenda item 14 (York – Harrogate – Leeds line Tram-train feasibility study) as an employee of Leeds City Council.

Councillor D'Agorne declared a personal non-prejudicial interest in agenda item 9 (Manor School – Highway Improvement) as a member of the Cycling Touring Club (CTC) and the York Cycle Campaign. A personal non-prejudicial interest in agenda item 12 (Petition seeking the addition of Chapel Alley, Fulford to the List of Streets Maintainable at the public expense) as his partner had signed the petition and he had been a member of the Parish Council when this item had been discussed. A personal non-prejudicial in agenda item 8 (Petition for 20mph speed limits on residential roads in Fishergate Ward) as Local Member.

Councillor Scott declared a personal non-prejudicial interest in agenda item 9 (Manor School – Highway Improvement) as a Manor School Governor and in agenda item 12 (Petition seeking the addition of Chapel Alley, Fulford to the List of Streets Maintainable at the public expense) as a former Chair and member of the Parish Council. He also declared a personal non-prejudicial interest in agenda item 6 (Response to Petition on Concessionary Travel Tokens) as he had signed the petition requesting an increase in the token allocation and in agenda item 8 (Petition for 20mph speed limits on residential roads in Fishergate Ward) as he was a local resident and lived near the roads mentioned in the report.

17. MINUTES

RESOLVED: That the minutes of the last meeting of the Panel held on 2 June 2008 be approved and signed by the Chair and the Executive Members as a correct record.

18. PUBLIC PARTICIPATION

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

Mr Urquhart spoke regarding agenda item 9 (Manor School – Highway Improvement). He confirmed that he lived at Field View one of two properties on Millfield Lane close to the school site. He stated that he had no objections to the school but to the associated traffic problems that it would generate. From the consultation he had ascertained that it was proposed to site a bus stop outside his property close to a dangerous busy junction used by hgv's. The raised walkway proposed would cause noise and vibration problems and the bus stop would cause access problems to his property. He commented that he did not feel that the bus stop was sited at the safest point on Millfield Lane as indicated by Officers.

Allan Hall spoke regarding agenda item 9 (Manor School – Highway Improvement). He confirmed that he lived on Boroughbridge Road and his objection related to safety issues with the siting of a cycle path adjacent to his property. He stated that the short stretch of cycle path proposed was not logical and that the path should be sited on the road not the path. He also referred to a lack of information from the Authority on the proposals.

Mr Hunter spoke regarding agenda item 9 (Manor School – Highway Improvement). He confirmed that he supported the previous speakers, he was a resident of Newlands Drive. He stated that he felt the increased traffic delay with the traffic lights would prevent residents accessing their properties and create a rat run to avoid them. He stated that residents and cyclists would encounter visibility problems with the cycle path being sited so close to properties.

Cllr Horton spoke regarding agenda item 9 (Manor School – Highway Improvement). He stated that there were six areas of concern, he agreed that this was a complicated scheme to which some minor amendments had been made. With reference to the cycle route on Beckfield Lane he stated that local residents had not been aware of the proposed amendments. He felt that a cycle lane adjacent to driveways was dangerous and should be removed from the scheme. In relation to the No 10 bus stop he supported amendment to the siting. He questioned the need for the cycle lane in Low Poppleton Lane, which he felt, was unnecessary. Finally he questioned what arrangements were in place in the event of a level crossing break down which would lead to properties and the school being hemmed in.

Judy Nicholson spoke regarding agenda item 12 (Petition seeking addition of Chapel Alley, Fulford to the Streets Maintainable at the public expense). She confirmed that Chapel Alley was a busy route used by many people

including children attending school. As the route was so busy she stated that it was important that the path was maintained.

Cllr Aspden spoke regarding agenda item 12 (Petition seeking addition of Chapel Alley, Fulford to the Streets Maintainable at the public expense). He confirmed that he supported the addition of the path to the list of streets maintainable at public expense. The addition of the path would ensure that it was cleaned and maintained he also stated that the path was to be resurfaced during the next financial year.

Anna Semlyen had to leave the meeting and Sonia Petty spoke on her behalf regarding agenda item 8 (Petition for 20mph speed limits in Fishergate Ward). She confirmed that residents supported the imposition of a 20mph speed limit and commented on the difference in the severity of crash injuries at lower speeds. If imposed objector's felt the reduced speed limit would cut congestion and pollution in the area. She stated that there had been a number of unreported minor accidents in the area and that children had to cross Fulford Road to reach the local play area.

Sonia Petty spoke regarding agenda item 8 (Petition for 20mph speed limits in Fishergate Ward). She commented that speed restrictions were not normally imposed until a major accident occurred. She referred to her young son who had been prevented from involvement in a serious accident ,involving a speeding car on Grange Street, by a taxi driver.

Dougie Skilbeck spoke regarding agenda item 10 (Vibration Survey Results for North Moor Road, Huntington). He felt that ground vibration was worse than airborne vibration for residents. He referred to the stress felt by residents following the constant vibrations which they also considered could cause damage to property. He urged the Panel not to ignore the distress and stress these problems were causing local residents and consider alternative measures.

Trudy Redhead spoke regarding agenda item 10 (Vibration Survey Results for North Moor Road, Huntington). She referred to the high vibration levels endured by residents in the vicinity of the speed cushions on North Moor Road. She indicated that residents felt that 3 hour monitoring periods were insufficient to access levels and that the constant vibration was taking a toll on family life. Residents were often awakened during the night with large vehicles clipping the edge of the cushions and she requested Members to examine alternative traffic calming measures.

It was reported that Jacqueline Anderson had registered to speak at the meeting regarding agenda item 13 (Six Monthly Review of Speeding Issues) in particular in relation to speeding issues in Layerthorpe on behalf of residents of Merchants Gate development and Hallfield Road but that she was unable to attend owing to illness.

Ashley Unwin spoke regarding agenda item 13 (Six Monthly Review of Speeding Issues). He confirmed that he had been a resident of Moorgate for 30 years and that this road was used as a rat run for vehicles to Hamilton Drive. He referred to the traffic island erected by the Authority at the Moorgate junction with Acomb Road, which had assisted in slowing

traffic at this point. Yellow lines had also been added at this junction but this had moved parked cars further down Moorgate. He stated that cars now parked outside his property, which caused visibility problems on his driveway, and that local residents felt this was now more dangerous as vehicles increased speed at this point.

19. CHIEF EXECUTIVE'S DIRECTORATE PLAN 2008 - 2011

Members received the Chief Executive's Directorate Service Plan for 2008/2011, which gave an overview of the department and the challenges that it faced. The Plan outlined a set of priorities for the Directorate together with key actions and performance indicators.

Officers reminded Members that a number of the key actions had not been met as these were part of the staff survey and were not carried out annually. In relation to health and safety and the key measures 'Total number of accidents reported/Number of RIDDOR accidents' marked as 'No target set' the target for 2008/09 would be maintained as '0'.

Members queried the "Risk Owners to be agreed" against the "Failure to implement Hungate 2010 project".

Advice of the Advisory Panel

That the Executive Leader be advised to approve the Chief Executive's Directorate Plan.¹

Decision of the Executive Leader

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

REASON: To provide strategic direction for the Directorate and for the use of service managers and teams. Also to provide a reference for improving performance management within the Directorate.

Action Required

1. To implement the Directorate Plan.

GR

20. CITY STRATEGY CAPITAL PROGRAMME 2008/09 - CONSOLIDATED REPORT

Consideration was given to a report which consolidated the 2008/09 City Strategy Capital Programme to include the carryover schemes that were not completed in 2007/08 including adjustments to schemes and blocks to reflect individual under spends and overspends within the programme.

Members were presented with a number of amendments to the capital programme for approval, which were required to ensure that the schemes were deliverable within funding constraints whilst enabling the objectives of the approved Local Transport Plan (LTP) to be met.

Officers reported that if the proposed changes were accepted, the total value of the City Strategy Capital Programme for 2008/09 would be £9,405k. The LTP over programming would increase from £604k to £966k, which Officers considered to be a reasonable level at this stage of the year.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to approve

- (i) The carryover schemes and adjustments set out in Annexes 1 and 2 of the report; ¹.
- (ii) The increase to the 2008/09 City Strategy capital budget subject to the approval of the Executive. ².

Decision of the Executive Member for City Strategy

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

REASON: To manage the Capital Programme efficiently.

Action Required

- 1. To implement the carryovers and adjustments as detailed in the report. JB
- 2. To refer the increase to the capital budget to the Executive. JB

21. RESPONSE TO PETITION ON CONCESSIONARY TRAVEL TOKENS

Members considered a report, which had been prepared in response to a petition submitted by Cllr Simpson-Laing in April 2008, which requested that the travel token allocation be returned to £40 for the 2008/9 financial year.

The report outlined the recent history of travel token distribution in York and compared the current City of York Council arrangements to the provision in other areas of England. It was also confirmed that a number of authorities had decided to stop issuing Transport Tokens altogether with the introduction of free concessionary bus travel from 2006

Officers pointed out that the main disadvantage of the tokens was that they were not directed towards those people who really needed them. They confirmed that a review of Community Transport was also to be undertaken in parallel with the study of travel concessions, which it was hoped to report back on in the autumn.

Certain Members expressed disappointment with the recommendation not to issue additional tokens for 2008/09 but supported the proposed study for future years. It was confirmed that many people were unable to access local transport and that this impacted on their day to day lives. Members

also felt that abuse of the scheme should be examined together with targeting the allocation to those in need.

Members then considered the following options:

Option A - A report to go before the Executive to consider the issuing of an additional £20 worth of tokens to all token holders and remind national bus pass holders that they are entitled to surrender their pass in exchange for tokens if they so wish. The tokens entitlement diminishes as the year progresses (by £5 per quarter based on a £20 maximum annual distribution).

Option B - Do not issue any additional tokens for 2008/09 and commission a strategic study for presentation to the Executive to consider qualification and cost criteria for 2009/10.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to adopt Option B, not to issue any additional tokens for 2008/09 and commission a strategic study for presentation to the Executive to consider qualification and cost criteria for 2009/10. ¹.

Decision of the Executive Member for City Strategy

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

REASON: This will ensure that Council reflects on the major changes that have occurred in the past year with the launch of the national bus pass.

Action Required

1. That the proposed study be commissioned for presentation to the Executive.

JB

22. DEIGHTON (MAIN STREET)/A19 (SELBY ROAD) JUNCTION - IMPROVEMENT OPTIONS

This report examined options for improving road safety at the Main Street Deighton / A19 junction and assessed the potential for a scheme to be funded from the Local Transport Plan Capital Programme. The report concluded that the cost of providing a pedestrian refuge and right turn lane was too high for the benefits it would provide and recommended that the scheme was not re-classified.

Officer's confirmed that the very low number of current bus users meant a pedestrian refuge scheme on it's own would offer low value for money and, in addition to this, the potential for a shift towards increased bus usage was limited due to Deighton's low population. Accident data over the last three years suggested that there were no issues with vehicles turning right into the village which meant that there appeared to be no immediate requirement for a right turn lane into Deighton.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- (i) Note the contents of the report;
- (ii) Agree not to include a scheme for junction improvements at Deighton in the capital programme for 2008/09 but to consider a scheme for all future programmes.¹

Decision of the Executive Member for City Strategy

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

REASON: That it would require displacement of other schemes from the capital programme that appear to offer greater value for money and the issue of whether a right-turn lane into the village will significantly improve safety at the junction, given that accident data suggests turning right out of the village is more likely to result in a collision.

Action Required

1. To reconsider this scheme when producing future programmes.

JB

23. PETITION FOR 20MPH SPEED LIMITS ON RESIDENTIAL ROADS IN FISHERGATE WARD

Consideration was given to a report that advised Members of the receipt of a petition for a 20mph speed limit to be introduced on seven roads in the Fishergate Ward on a similar basis to the scheme implemented in Portsmouth.

The report looked at the background to the Portsmouth scheme, casualties in York and the options for delivering a similar scheme in York. The report concluded that it would be possible to implement a 20mph speed limit scheme in Fishergate but such a scheme would be contrary to the current data led speed management policy which targeted resources at reducing casualties. The report recommended that a trial site should be identified for a 20mph speed limit area to identify whether such a scheme was appropriate and beneficial within York and that the current speed management plan continued to be implemented to target casualty reduction until such time as the outcome of the trial and the Portsmouth scheme were known.

Officers confirmed that two speed surveys had been carried out in 2003 in Grange Street and Rosedale Street and the results had shown that both roads average speed was 22mph. They stated that there were other areas of the city with greater problems and that the roads in the Fishergate Ward were closed streets mainly used by residents. It was also reported that the trials in Portsmouth had recently commenced and Officers were awaiting further information on the results, which would

be reported back in March 2009. It was felt that Portsmouth had used a blanket approach to educate residents and they were doubtful that this scheme could be transferred to York.

Members stated that a strategic approach was required and that a trial scheme needed to be able to be replicated elsewhere in the city.

Other Members stated that there was a need to provide a safe environment for residents and this was a local issue that needed addressing rather than waiting until March for the results of the Portsmouth scheme. They pointed out that this would not be the only trial scheme that there would be others on different types of roads in other areas of the city.

Consideration was then given to the following options:

Option one – The Council introduce a 20mph scheme addressing the roads that are the subject of the petition.

Option two – The Council introduce a 20mph limit on residential roads across the city on a similar basis to the Portsmouth city council model. This could be based on a review of the speed management plan map that was developed in 1997 to help develop a framework for implementing traffic measures on different road categories. The current categories are: traffic routes, where no vertical traffic calming measures are implemented; mixed routes, where targeted traffic measures could be introduced at specific locations and residential routes, where if it was appropriate vertical traffic calming measures could be introduced. A citywide scheme would ensure consistency of dealing with speed issues in residential areas and requests for speed reduction measures.

Option three – The Council continues to consider speed issues as part of its existing speed management plan process where priority is given as set out in the table below and reviews the policy when the outcomes of the Portsmouth scheme are made available. Under the current policy measures required for category 1 and 2 take priority for funding within the capital programme.

Category	Speed	Casualties	Priority	Treatment
1	High	High	Very High	Speed Management measures
2	Low	High	High	Casualty Reduction Measures
3	High	Low	Medium	Speed Management Measures
4	Low	Low	Low	None

Option Four – That officers identify a suitable location to conduct a 20mph speed limit trial to run in parallel with the Portsmouth scheme. This would enable to Council to identify how transferable any acknowledged benefits of the Portsmouth scheme would be to York.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- (i) Implement a 20mph zone on Grange Street, Grange Garth, Rosedale Street, Levisham Street, Hartoft Street, Farndale Street and Lastingham Terrace in Fishergate;¹.
- (ii) Request Officers to undertake the necessary work to trial this scheme and address the Portsmouth issues;¹.
- (ii) Continue to address speed management issues under the current policy.

Decision of the Executive Member for City Strategy

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

REASON: To ensure that speed issues are addressed through a data led process that targets LTP resources at casualty reduction but considers whether 20mph limits are appropriate and beneficial within York.

Action Required

1. That work be undertaken to trial this scheme in the streets listed.

JB

24. MANOR SCHOOL - HIGHWAY IMPROVEMENTS

Members considered a report which summarised the outcome of consultation on a package of highway improvements linked to the relocation of Manor School to a new site on Millfield Lane. Issues arising were discussed, and possible amendments to the proposals were considered. Approval of a final scheme layout was sought, along with authorisation to advertise some related traffic regulation orders.

Members were reminded that Manor School was set to open early next year and as part of the planning conditions to be implemented, prior to opening, several highway improvements were required to ensure the new school had safe and sustainable transport links. The planning conditions required

- 20mph School Safety Zone on Millfield Lane to enhance road safety around the new school frontage.
- Lowering bollard to facilitate bus and emergency vehicle access through the existing Low Poppleton Lane road closure.

- Widening the existing segregated pedestrian/cycle path along Millfield Lane.
- Widening the existing footway on the west side of Low Poppleton Lane to provide more space for pedestrians.
- Provision of improved crossing facilities on Boroughbridge Road and Beckfield Lane to serve the main pedestrian and cyclist movements at the junction.
- Widening the existing footway along Beckfield Lane, for a distance of at least 70m back from Boroughbridge Road, to provide an off-road segregated cycle path.

Officers circulated a map of the Beckfield Lane junction showing further amendments that had been made following consultation which included:

- Realigning the footpath to retain a greater quantity of verge;
- Extending the right hand turn lane and reducing road widening;
- Localised road widening to reduce land required on the opposite side of the road;
- Moving the traffic signals closer to Low Poppleton Lane;

Officers also reported receipt of additional representations received since the report had been prepared raising further objections to the scheme. Members requested clarification and expressed concern in relation to a number of points including:

- On /off road provision for cyclists;
- Siting of the bus stop on Millfield Lane;
- Vehicle/cycle conflict and safety adjacent to driveways;
- Cyclists heading north on Beckfield Lane needing to cross to access the off road cycle path;
- Wish to encourage as many children as possible to walk/cycle to school;
- What measures could be put in place to prevent Newlands Drive becoming a rat run;
- Problems on Millfield Lane arising from level crossing failure.

Consideration was given to the following options:

Option 1 - approve the highway improvement scheme as consulted on with no changes (i.e. as per the plans in Annexes C to G).

Option 2 - approve the highway improvement scheme as consulted on with the amendments set out in Annexes J and K, plus any further changes Members would like to see made.

Members also thanked Officers and expressed their appreciation for the work undertaken in connection with this scheme at a difficult junction but they felt that additional work was required to address some of the issues raised by residents and Members.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to defer consideration of the highway improvements and Road Traffic Regulation Orders associated with the planning approval for the new Manor School to

the Committees next meeting on 8 September 2008 to allow Officers to re-examine the proposals, in particular:

- the siting of the proposed bus stop;
- the siting of the cycle route along Low Poppleton Lane and Beckfield Lane.¹

Decision of the Executive Member for City Strategy

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

REASON: To respond to issues and concerns raised through consultation on the detailed scheme plans to deliver the required highway improvements as conditioned within the planning approval for the new Manor School.

Action Required

1. Officers to re-examine this scheme in light of comments made and report back to the next meeting.

JB

25. VIBRATION SURVEY RESULTS FOR NORTH MOOR ROAD (WITHIN HUNTINGTON PRIMARY SCHOOL SAFETY ZONE)

Members considered a report, which advised them, of the results of vibration monitoring surveys conducted inside residents' properties close to the speed cushions on North Moor Road, within the existing 20mph School Safety Zone. Members were asked to consider options on the way forward.

The 20mph School Safety Zone with traffic calming measures has been in place outside Huntington Primary School since 2002 and residents had first raised concern about vibration levels in the summer of 2004. Additional road markings and signs had been provided in early 2005 and no further complains had been received concerning vibration levels until September 2007. Residents had indicated that vibration levels were much worse and a petition had been presented to the EMAP. Officers had been instructed to undertake vibration monitoring surveys and this had been carried out at two properties closest to the speed cushions. It was reported that the surveys had shown that vibration dose value was very low at both properties.

Members questioned details of the vibration monitoring methods and the possible effects of moving the cushions or the speed table.

Officers explained that the monitoring equipment calculated vdv for a 3 hour period and that these results were then used to calculate results for a 16 hour period. they agreed that there was vibration but not an unacceptable level.

Member then considered the following options:

Option One – make no changes to the existing School Safety Zone;

Option Two – remove the School Safety Zone or make alterations to the traffic calming measures in an attempt to reduce the current traffic vibration levels.

Advice of the Advisory Panel

That Executive Member for City Strategy be advised to approve Option One, to make no changes to the existing School Safety Zone on North Moor Road, Huntington and authorise Officers to formally notify the residents of the decision taken. ¹.

Decision of the Executive Member for City Strategy

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

REASON: The levels of vibration recorded do not warrant making any changes to the existing layout. Making no changes to the existing School Safety Zone means that an effective form of traffic calming can be retained outside the primary school in order to maintain low vehicle speeds and control traffic speeds on the approach to the speed table crossing point, thereby maintaining a safer environment for school children and village residents.

Action Required

1. Officers to contact local residents to inform them of the decision taken.

JB

26. KNAPTON TRAFFIC AND ROAD SAFETY REVIEW

Consideration was given to a report, which advised Members of the outcome of a study into traffic and road safety issues in Knapton. The report concluded that there were no significant problems to be addressed, and recommended that no further action be taken.

Members were reminded that two petitions had been received from residents of Knapton, one requesting the closure of Main Street with its junction with the A1237 and the other objecting to this proposal. Following consultation it had been clear that many residents had concerns about traffic levels and speeds through the village. Members had requested Officers to prepare a technical appraisal to assess the scale of the problems and possible measures to tackle these. Halcrow had been commissioned to carry out the traffic study.

It was confirmed that the technical assessment carried out by Halcrow had found that there were no significant traffic or road safety issues in Knapton.

Consideration was given to the following options:

Option One - Do nothing (as recommended by Halcrow).

Option Two - To support some of the possible actions put forward in the Halcrow report, and seek the necessary funding for them to be taken forward.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to accept Option One to maintain the existing highway arrangement in Knapton as the best way forward.¹

Decision of the Executive Member for City Strategy

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

REASON: To respond to the findings of the technical assessment of traffic and road safety issues in Knapton, and to take account of feedback from the Ward and Parish Councillors.

Action Required

1. No changes to be made to existing highway arrangements at Knapton.

JB

27. PUBLIC RIGHTS OF WAY - PETITION SEEKING THE ADDITION OF CHAPEL ALLEY, FULFORD TO THE LIST OF STREETS MAINTAINABLE AT THE PUBLIC EXPENSE

Consideration was given to a report, which followed up a request made the Panel in January 2008 to identify the cost to the Council of adding Chapel Alley, Fulford to the List of Streets Maintainable at the public expense (LoS).

Officers updated that the figure included for the manufacture and installation of a cycle barrier was now £900 and not £2,600 as stated in paragraph 11 of the report.

Members were reminded that both the proposed options would have the same financial implications for the Councils, as the highway authority would ultimately become liable for the maintenance of the surface of Chapel Alley.

Consideration was given to the following:

Option A – Do not accept the presented costing of the scheme, but continue to progress the Definitive Map Modification Order application method, to add the path to the Definitive Map, as and when resources allow.

Option B – Accept the presented costing of the scheme and add the path to the List of Streets Maintainable at the public expense (LoS) with immediate effect.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to select Option B and authorise the addition of Chapel Alley to the List of Streets Maintainable at the public expense (LoS) with immediate effect.
1.

Decision of the Executive Member for City Strategy

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

REASON: In order that Chapel Alley may be maintained to a standard commensurate with its use and to ensure that the works are carried out on a needs and 'worst-first' basis.

Action Required

1. That Chapel Alley be added to the List of Streets Maintainable at the public expense with immediate effect. JB

28. SIX MONTHLY REVIEW OF SPEEDING ISSUES

This report advised Members of the locations where concerns about traffic speeds had been raised, and provided an update on progress towards assessing these against the agreed prioritisation framework.

Based on this assessment process, a number of priority sites had been identified and discussed, leading to the development of proposals for possible future speed management actions.

The report also gave an over view of the proposed Speed Strategy, which was being created in collaboration with the Safer York Partners together with a Community Speed Matrix Programme.

Officers updated that two emails had been received since the report had been published, one from a resident of Moorgate stating that the width of the road encouraged drivers to go over the 30mph speed limit and he requested that the road should be made a 20mph zone. The second was from a resident of Millfield Lane who referred to the long straight road to Poppleton, which was used by some drivers travelling at speeds in excess of 70mph. He suggested that light up warning signs would be a possible solution to this problem.

Members expressed their support for the work undertaken and for the partnership working with Safer York Partnership, the North Yorkshire Police and the North Yorkshire Fire and Rescue to tackle these issues.

Members considered the following proposals:

Proposal A - provides a continuation of the Speed Management Review System put in place in October 2006, and ensures that the greatest rate of return from funding streams is achieved.

Proposal B - ensures that, although not speed related the issues around junctions that the process has highlighted are progressed through the appropriate channels.

Proposal C - provides partnership working to work towards a speeding strategy that should include a proactive approach as well as the reactive approach that already exists through the Speed Management Review process. This should ensure ownership of the issues, across the board at all levels. It also gives a co-ordinated way forward for implementing any further education, publicity or enforcement, which should support the Speed Management Review Process.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- (i) Note the outcome of the junction/speeding issue assessments carried out by Officers, and give in principle support to an appropriate funding allocation being made within the 2008/09 and 2009/10 Transport Capital Programme for speed management proposals.¹
- (ii) Give support to the proposal to create a Speed Strategy to ensure speed issues are considered in a proactive as well as reactive and structured way;²
- (iii) Note the feasibility study being undertaken by the 95 Alive partnership and understand that should this recommend the implementation of speed cameras within York and North Yorkshire funding will have to be found for implementation and continuing running costs.³

Decision of the Executive Member for City Strategy

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

REASON: By implementing a robust programme of speed management measures to reduce excessive speeding, which targets the minority of drivers whose driving behaviour poses the greatest risk to others, overall safety can be improved and an increase in active transport use achieved.

Action Required

- 1. Note the in principle support for funding for speed management proposals. JB
- 2. Note support for creating a Speed Management Strategy. JB
- 3. Note that if recommendation received to implement speed cameras in York and North Yorkshire that funding will have to be found. JB

29. YORK - HARROGATE - LEEDS LINE TRAM-TRAIN FEASIBILITY UPDATE

Members received a report, which provided an update on work undertaken to assess the feasibility of proposals to introduce a tram-train service in the Leeds City Region. This was with particular reference to the operation of such a service on the York to Harrogate to Leeds line, including options considered for developing tram-train within the York area and its potential impacts. In addition it detailed the national trial of tram-train technology that had recently been announced.

It was reported that the next steps included:

- Obtaining the perspectives of key stakeholders;
- Consider the process for developing tram-train proposals for the Leeds City Region;
- Hold discussions with Northern Rail, Network Rail and DfT Rail to establish the extent to which Metro are involved in the trial;
- Lobby key industry player for the early introduction of tram-train in the Leeds City Region.

Members welcomed the report and its recommendations. They requested the addition of mention of the policy adopted at Council on 30 June 2008 in the advise. This had requested Officers to report back on proposals to provide a rail service between York Railway Station and Strensall and registered support in principle for the future use of light railway/tram train type systems in the City of York area.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to:

- (i) Note this report including, at Annex A, the brief history of endeavours to re-open local rail stations in the York area;
- (ii) Endorse the approach to the further development of tram-train schemes as set out in paragraphs 31 – 34, and
- (iii) Support the development of future light railway/tram train systems for the City of York, in line with the policy adopted at Council on 30 June 2008.¹

Decision of the Executive Member for City Strategy

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

REASON: This will ensure that the council remains fully aware of proposals for improving local rail services on certain lines within the Leeds City Region, utilising either existing or new rail technology, and enable the council to continue to pursue the reopening of stations in the York area.

Action Required

1. Note support given for the development of future light railway/tram train systems for the City of York.

JB

30. TOWARDS A HERITAGE STRATEGY FOR YORK

Consideration was given to a report, which recommended the production of a Heritage Strategy for York. It suggested:

- an overall aim for the Strategy
- a definition of Heritage in York
- a framework and timetable for the production of the strategy

As heritage was a cross-directorate subject the report was also to be considered by the Executive Member for Leisure and Culture.

Officers pointed out that the City Council had a strong well developed policy framework for the historic environment however the city lacked a Heritage Strategy document. Such a document would provide a strategic overview for the city's heritage. Officers also referred to the Councils appointment of a Heritage Champion and the steps that had been taken towards giving York the status of a UNESCO World Heritage site.

Members then considered the following options:

Option 1 - Do not adopt a Heritage Strategy;

Option 2 - Work with the heritage community through a series of workshops in order to produce recommendations, which, after a review process, can be incorporated into a consultation draft Heritage Strategy.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to approve the approach set out in Option 2 to produce a draft Heritage Strategy for the City.¹

Decision of the Executive Member for City Strategy

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

REASON: To involve all stakeholders in the production of a draft heritage strategy for the city.

Action Required

1. To produce a draft Heritage Strategy for the City on the lines outlined in the report.

JB

Cllr Waller, Executive Leader

Cllr S F Galloway, Executive Member for City Strategy

[The meeting started at 5.00 pm and finished at 7.20 pm].



Executive Member for City Strategy and Advisory Panel

8 September 2008

Report of the Director of City Strategy

LOAN TO SCIENCE CITY YORK

Summary

- 1 To seek approval for a loan of £50,000 to Science City York Company Limited by Guarantee (CLG) to assist with its cash flow whilst drawing down external funding.

Background

- 2 Science City York has been established as a company limited by guarantee; it is jointly owned by the City of York Council and the University of York. A Board of Directors has been established to take forward the Company, including the Director of City Strategy representing the City of York Council. The CLG is now effectively responsible for delivering contracts for business support from Yorkshire Forward. These currently last until the end of March 2009, although discussions are underway to extend these.
- 3 A cash flow forecast has been put together to support the financing of the company; this has involved close co-operation with finance officers within the City of York Council. As a result of preparing this, the company has now requested a loan of £50,000 from each of the two owners of the company. The purpose of the loan will be to ensure a firm financial position to the establishment of the company and to deal with in particular cash flow issues arising from the delays in payment of grant claims from Yorkshire Forward. The University of York has already agreed their loan to the company.
- 4 A facility agreement has been prepared by officers within the Council's Legal Services for the loan of £50,000 from the City of York Council. A copy of the agreement is appended to this report. In essence, this provides for a loan of £50,000 at an interest rate of 5.25% per annum.

Consultation

- 5 No specific consultation has been undertaken regarding the subject of this report. Members will be aware that the Future York Group report highlighted in its recommendations the importance of Science City York in contributing to the

prosperity of the City. Substantial consultation was undertaken by the Council following receipt of this report and this confirmed the role that Science City York can play in strengthening a knowledge based economy in York.

Options

- 6 The options are to either approve a loan to the CLG or not to do so. The loan will cover short term cash flow issues for the company caused by the delay in expenditure being covered by the receipt of external grant income. Officers have worked with the CLG to prepare their cash flow forecasts. The option of not approving a loan will create significant risk to the cash flow of the CLG at a time when it is seeking further external funding from European Regional Development Funds and Yorkshire Forward.

Corporate Priorities

- 7 Science City York is a central feature of the economic development strategy for the City, and as such directly contributes to the corporate priority to improve the economic prosperity of the City with a focus on minimising income differentials. It also impacts on corporate priorities relating to increasing people's skills and knowledge to improve future employment prospects and to reduce the environmental impact of council activities and encourage, empower and promote others to do the same.

Implications

Finance

- 8 The Council is able to make such a loan for policy reasons. The provision of the loan can be funded through existing economic development budgets. The financing of the loan proposal should be cost neutral to the Council provided the loan is re-paid in full. There is a risk of non-repayment, although this is likely to be minimal due to the Council's direct involvement in the company.

Legal

- 9 The attached facility agreement has been prepared by officers within Legal Services. Under Section 2 of the Local Government Act 2000, the Council has the power to undertake activities to promote the economic, social and environmental well-being of the District.

Human Resources, Equalities, Crime and Disorder, Information Technology and Property

- 10 There are no specific implications affecting these issues arising directly from this report.

Risk Management

- 11 There is a significant risk to the cash flow of the CLG if a loan is not approved by the Council to the Company. This could impact on the ability of the CLG to trade, with implications for the economic development strategy for the City, and could have a indirect consequence to the reputation of the Council.

Recommendations

- 12 That the Advisory Panel advise the Executive Member to recommend that the Executive approve a loan of £50,000 from the Council to the Science City York Company Limited by guarantee to assist with its cash flow.

Reason – To support the development of Science City York and the contribution it makes to the City and the Council’s strategic objectives. The loan will enable the establishment of Science City York as a company limited by guarantee to proceed on a firm financial basis and fulfil contractual requirements to Yorkshire Forward.

Contact Details

Author:
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Chief Officer Responsible for the report:
Bill Woolley
Director of City Strategy

Report Approved Date 18 August 2008

Specialist Implications Officer(s)
Financial – Patrick Looker
Legal – Brian Gray
Others – Report Author
Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex 1 Unsecured loan agreement

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DATED

2008



Facility AGREEMENT

Harrowells
SOLICITORS

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www.harrowells.co.uk

THIS AGREEMENT is made the _____ day of **2008**

BETWEEN:-

- (1) **The Council of the City of York** of the Guildhall York YO1 9QN (“the Council”)
- (2) **SCIENCE CITY YORK** of 20 George Hudson Street, York YO1 6WR, a company limited by guarantee whose company number is 06139121 (“the Company”).

WHEREAS

By virtue of various agreements (the Agreements) between Yorkshire Forward and the Council grant facilities were provided to the Council for the purpose as expressed within those Agreements and the funding from those grants was used for the promotion of the activities of the Company prior to its incorporation under the Companies Acts

The Council is still in receipt of Funding under the Agreements and will continue to meet its obligations under the same

In order to meet these obligations and afford the continued support to the Company the Council has offered to facilitate the remaining funding under those Agreements by a loan to the Company the sum of fifty thousand pounds (£50,000) (“the Loan”) which offer has been accepted by the Company.

IT IS HEREBY AGREED:-

1 REPAYMENT

1.1 The Company shall repay (or shall procure the repayment of) the Loan advanced under this Agreement together with interest as specified in clause 2 below such interest and the Loan being together the “Repayment Sum” upon not less than twelve calendar months written notice to the Council.

1.2 Upon receipt of the written notice, the Company shall pay (or shall procure the payment) of the Repayment Sum as soon as reasonably practicable and in any

event not later than twelve calendar months from the date of receipt of the written notice.

1.3 The Company shall not do anything that causes the Council to be in breach of its obligations under the Agreements

2 INTEREST

2.1 Interest shall accrue on the Loan at a rate of 5.25 per centum per annum and such interest shall be calculated on a daily basis compounded at monthly rests and shall be paid annually in arrears.

2.2 In the event that any balance of the Repayment Sum, remain unpaid at The expiry of the twelve month period the Council shall be entitled to demand that the Company pay (or shall procure payment) to the Council interest on such balance of the Repayment Sum for the time being outstanding to the Lender at the rate of four per centum per annum (4% p.a) above the base lending rate of the time being of HSBC Bank plc, such interest to be calculated on a daily basis and compounded at monthly rests and to be paid on demand.

2.3 A certificate signed by or on behalf of the Council stating the amount of the Repayment Sum then outstanding or any interest costs or penalty interest payable under this Agreement shall be conclusive evidence of the amounts payable (or outstanding as the case may be) except in the case of manifest error.

3 COSTS

The costs of the Council in respect of the preparation, negotiation and completion of this Agreement shall be paid by the Borrower upon completion of this Agreement.

4 ALIENATION

4.1 This Agreement and the benefit of it is entirely personal to the Company and the Company shall not without the Councils express written consent assign charge or otherwise part with the benefit hereof.

4.2 The Council may without restriction assign this Agreement.

4.3 The obligations on the parties in this Agreement shall be binding on the parties' respective successors in title and any permitted assigns.

5 NOTICES

5.1 Any notice to be given under this Agreement shall be in writing and shall be delivered to the Registered Office of the party specified in this Agreement.

5.2 Any notice sent by first class prepaid post shall be deemed served forty eight (48) hours after posting and any notice delivered personally shall be deemed served at the time of delivery.

6 GOVERNING LAW

This Agreement and any dispute hereunder shall be governed by English law and the parties hereby agree to submit to the exclusive jurisdiction of the courts of England and Wales.

7 DEED

This Agreement is executed by the parties as a deed and shall be deemed delivered only upon the exchange of executed original and counterpart(s).

IN WITNESS whereof the parties have executed this Agreement as their deed the day and year first hereinbefore written



**The Common Seal Of
the Council of the City of York
was herunto affixed in the presence of**

Authorised Signatory)

SIGNED as a **DEED** (but not delivered until)
the date hereof by Science City York)
acting by two directors or one director and)
the secretary)

_____ Director

_____ Director/Secretary

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Executive Members for City Strategy and Advisory Panel**8 September 2008**

Report of the Director of People and Improvement

CHIEF EXECUTIVE'S MONITOR 1 FINANCE & PERFORMANCE REPORT 2008/9**Summary**

1. This report combines performance and financial information for the Chief Executive's Directorate for Monitor 1 2008-9. The performance element covers key and Council Plan indicators and projects, and the financial aspect deals with performance against budget for the Chief Executive's Directorate.
2. This report is for information only and Members are asked to note the performance and financial position.

Background

3. This is the first monitoring report for 2008/09 combining financial and service performance to be brought to City Strategy EMAP. The statutory requirement to report Best Value Performance Indicators (BVPIs) has now been removed with the introduction of new National Performance Indicators.
4. Although BVPIs may now be reported locally to Directorate Management Teams and Executive Member Advisory Panels they have been superseded by a new indicator suite, National Performance Indicators (NPIs).
5. This new national indicator set for local authorities and local authority partnerships was made official on 1st April 2008. These indicators are part of the new local performance framework which is focussed on outcomes and delivery through better partnership working. The 198 Indicators will be the only means of measuring government agreed national priorities. Some will be delivered by local government alone, others in partnership with local partners such as health or police services.

Financial First Quarter Overview

6. The latest budget for Chief Executive's Directorate totals £4,873k.

7. Current projections show that the directorate will overspend by £105k which equates to 0.95% of the gross expenditure budget. The financial position is summarised by service plan below:

Service Plan Area	Approved Budget			Variation		
	Expenditure Budget £(000)	Income Budget £(000)	Net Budget £(000)	Projected Outturn £(000)	Under /Over £(000)	% of gross budget
Corporate & Democratic Core	1,611	0	1,611	1,611	0	0.0
Chief Executive	419	10	409	409	0	-0.0
Director of People & Improvement	178	0	178	178	0	-0.0
Human Resources	2,540	2,594	-54	86	+140	+4.9
Policy, Improvements and Equalities	635	565	70	9	-61	-9.6
Marketing & Communications	812	851	-39	13	+52	+6.4
Civic, Democratic & Legal	3,178	820	2,358	2,332	-26	-0.8
Total	9,373	4,840	4,533	4,638	+105	+1.1

8. A breakdown of variations, where forecast outturn is significantly different to the approved estimate can be seen in Annex 1. The key variances are itemised below
- Cost of unbudgeted Head of Human Resources (£+85k)
 - Consultancy costs supporting the Health and Safety function prior to the appointment of a new manager £67k
 - Projected surplus from the recruitment pool (£-90k)
 - Non forecast achievement from letting advertising on council boundary signs (£+20k)
 - Continued forecast shortfall from the Print Unit (£+50k).
 - Additional cost of Member Allowances following the decision to allow access to the superannuation scheme (£+20k)
 - Staffing savings resulting in vacancies within democracy and committee services (£-61k)
9. In total the identified overspends total £401k and mitigating savings of £296k have currently been identified.
10. Included in the overspend is a projected cost of £20k in allowing Members access to the superannuation scheme. A provision of £50k was identified in the budget to fund this however was placed into the contingency subject to determining how many members would join the scheme. To date 11 Members have joined the scheme which and at this level the cost to the council is £20k. It is recommended that a request is made to the Executive to provide a supplementary estimate of £20k to fund this pressure. On the assumption that this pressure is funded the projected overspend reduces to £85k. It should be noted at the comparable report in 2007/08 a budget overspend of £91k.

11. The Directorate Management Team have looked to consider how the budgeted overspend can be brought back into balance. All of the members of the Management Team have been tasked to bring forward proposals that will provide savings for the Directorate without impacting on key deliverables. The actions proposed include to review all vacancies to determine whether posts need to be filled, look to bring shortfall income forecasts in Marketing and Communications closer to budget. The Head of Marketing and Communications is optimistic that the possibility of additional work and a revised price structure at the print unit will lead to improved profitability.
12. It is considered that by taking the above action the forecast overspend should be reduced. The budget will continue to be monitored closely and the result of the management action will be reported back to the EMAP as part of the second monitoring report in December.
13. Members will be aware that the post of Head of Human Resources was approved on the basis that it would be funded from within the directorate. The restructure within the Performance Improvement Team allows for a virement to be actioned between those teams of £65k within a full year. Together with an increase in the assumed recruitment pool (£20k) this will remove the budgeted pressure. The Executive Leader is requested to approve the virement.

Corporate Performance Year End Overview

Corporate Health- Staff Sickness

14. The number of staff days to sickness across the Council for the first quarter have reduced in comparison with the same period last year:

	Apr-Jun 2007/8	Apr-Jun 2008/9
Average days lost per full time equivalent – all sickness	2.82	2.07
Average days lost per full time equivalent – stress	0.55	0.36

Corporate Health- Health and Safety

15. The number of accidents reported to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) regulations during April – June 2008 was 13. This is in comparison to 23 in the same quarter in 2007/8, but it is possible that over-reporting took place then as a result of staff training on the then new policy. However, it is also a welcome reduction from the 2006/7 total of 16.

Directorate Performance Overview

Customer First Indicators – Letters

16. The Customer First figures show that the Chief Executive directorate answered 1421 out of 1451 or 97.93% letters in the first quarter of 2008/09 within the Councils 10 days standard. This exceeds the corporate target of 95%.

Customer First Indicators – Telephone Calls

17. In Chief Executives Directorate 91.84% (or 14,211 out of 15,490) telephone calls were answered within 20 seconds in the first quarter of 2008/09. This is below the corporate target of 95% and the corporate average of 94.18%.

Customer First Indicators – Visitors seen and Stage 2 and 3 complaints

18. 749 customers visited the Chief Executive’s reception area during April – June 2008, and 100% of them were seen within 10 minutes. 436 of these visitors needed to be referred to another officer, and 100% of them were also seen within 10 minutes.
19. There have been no stage 1 or stage 2 complaints in the period under review.

Corporate health – Staff sickness

20. Chief Executive’s is the second best performing directorate in the Council regarding time lost to sickness absence and stress. Figures for the first quarter of the year are shown below with last year’s figures for comparison:

	April – June 2007/8	April – June 2008/9
Average days lost per full time equivalent – all sickness	1.32	1.76
Average days lost per full time equivalent – stress	0.02	0.01

21. This does show a slight increase in sickness absence from the same period last year. A very small number of absent staff can significantly impact upon the averages in a small Directorate. The situation is being monitored with a view to taking corrective action if this trend continues.

Service Plan Key Actions and Projects

Human Resources

Pay and Grading

22. Following the conclusion of negotiations with the trade unions, all staff were notified of the proposed new pay structure, and how it affects them, on 23rd April 2008. The national offices of all the trade unions have now approved the proposals to go to ballot. These proposals are the best that can be achieved by negotiation. All the unions recognise this but are responding differently. GMB and Unite trade unions are recommending that the proposals are also the best that can be achieved by negotiation. Within Unison, the national and regional offices recognise that the proposals are the best that can be achieved by negotiation. Nevertheless, the local York branch is recommending rejection. As a result there will be two separate ballots, one for the GMB and Unite and another for Unison. The Unions have announced a ballot result will be available by Monday 15th September. Subject to a positive ballot result, the council will implement the new pay structure by the Autumn. CMT has been kept up to date and Members will be consulted prior to implementation.
23. A number of implementation options, depending on the outcome of the trade union ballots, are being developed for the Council to consider along with the resource and financial implications of each option. These will be further discussed at CMT shortly and reported to members in due course.
24. Regarding existing equal pay liabilities, agreement in principle has now been reached with all three trade unions and independent solicitors on settlements for the outstanding equal pay claims. This has resulted in the tribunal which was scheduled for April being cancelled. Work is now being done to calculate the compensation for each individual and should be completed by the end of September 2008.
25. The Court of Appeal has recently given two important judgements in *Allen v GMB* and in the *Bainbridge & Surtees cases*, although the latter may be appealed to the House of Lords. As a result, Stefan Cross has now submitted 254 statutory grievances claiming equal value for Cleaners against those in receipt of the bonus buy out payments. The Council and the trade unions are taking legal advice regarding the consequences of these decisions and the further legal and financial risks, the most important of which may affect the approach we have taken to bonus removal. CMT and Members will be informed of the outcome of this advice as soon as possible.

Attendance Management

26. The new occupational health contract, delivered by York Hospitals NHS Foundation Trust, commenced in May 2008. Initial responses from

directorates are positive. Representatives from the Trust have been giving presentations to various groups of managers and HR staff on the services provided under the contract and additionally available. CMT have approved the report recommending further management training on attendance management and the promotion of health and well-being initiatives and this will be delivered shortly. Further progress has been made in programming the management information reports and will be made available in the near future. In quarter 2 it is planned that exploration of well-being initiatives with the York PCT will be undertaken, further training courses and refresher courses on managing absence for managers will be delivered, the absence management information reports will be completed and go live. All of these activities will positively impact on the Council's performance in this area.

Leadership and Management Standards and leadership priority

27. Work continues to:

- a) further embed the Standards by HR reviewing current management development activities and short courses to ensure they reflect the Standards, and to commission new programmes to cover any gaps. In place by October 08.
 - b) design induction for new managers in CYC based around the skills and knowledge required to uphold the Standards, delivered with the aid of e-learning. In place by December 08.
 - c) the senior manager group being encouraged to undertake the LAMS 360 (on-line assessment against the Standards) to identify their leadership and management development needs, to be then met by a). 18-24 months to complete for all 200 managers.
 - d) ensure 100% take up of PDRs recognising their role as a key leadership tool.
28. Also, a workshop will be developed and run in the short courses programme to improve objective setting following a quality audit of objectives in PDRs.
29. The forthcoming staff survey will ask a number of questions about perceptions of leadership and management which will be tracked and reviewed against previous responses to give a picture of the current leadership climate. HR is working with Bill Hodson, Leadership Champion, to follow-up on a number of focus groups run in the last 12 months to seek perceptions of leadership by both front-line staff and managers.

Health and Safety

30. On 1st June after full consultation the Statement of Commitment was signed by the Chief Executive, Trade unions and Directors and has been issued with the Health and Safety Policy and Organisation. To underpin those documents were Arrangements and Compliance notes (guidance) for 10 sets of safety topics. On 1st September another 12 topics will have had their two rounds of consultation and will become Council Health and Safety Arrangements and Compliance notes. The joint Health and safety Committee has met twice under the new arrangements and joint working arrangements are currently being rolled out into directorates.
31. A new Health and Safety Manager has been appointed and is due to commence work on 1 October 2008.

Delphi Replacement

32. The Delphi replacement project has been initiated and a high level output specification is being developed. A full project plan is in development and will be finalised by the end of quarter 2.

Marketing and Communications

33. The Marketing and Communications Team's ongoing work includes:
- Proactively and reactively working with national, regional and local news media
 - Being the council's corporate marketing service
 - Producing the publications *Your City, Streets Ahead* and an *A-Z of Council Services*
 - Leading corporate internal communications with the Council's staff through *News and Jobs* and *News in Depth*
 - Providing high quality research and consultation to ensure customers' needs and aspiration are understood

All of this work is on target. Over and above this the M & C Team has three critical success factors (CSFs) defined in their Service Plan:

- Write and implement external communications strategy incorporating the issue of reputation and reflecting the priorities and values of the Corporate Strategy.
- Write and implement a consultation strategy, which will ensure that the needs and requirements of the Council's customers are understood through effective research and consultation.
- Write and implement an internal communications strategy to ensure that staff understand their role in the 'golden thread' and the Council is able to communicate essential information effectively to staff.

The first two of these are to be incorporated into the Council's Engagement Strategy, being led by the Chief Executive with the Head of Marketing and Communications as part of the single Improvement Plan, due to be delivered in November 2008. The last CSF, the internal communications strategy, is being delayed while work on the Council's new Intranet continues. This is because the new Intranet will become a vital internal communications tool and fundamentally change the way we communicate with staff, therefore impacting on the strategy. This work is expected for 2009.

Civic, Democratic and Legal Services

34. The Legal team have once again received Lexcel accreditation after inspection by the Law Society.
35. The annual canvass to complete the electoral roll is currently being carried out. Electors can now register online for the first time. The new edition of the electoral roll will be published in December 2008
36. Work on establishing a framework for development and training for elected members is ongoing. Much of this has been incorporated within a new single improvement plan around the Council's approach to engagement with members, now being championed by Terry Collins.
37. The Head of Civic, Democratic & Legal Services submitted a report to Council in April 2008, seeking approval for a number of constitutional changes, such as adjustments to the size of the Executive; revisions to Standing Orders; expanding the terms of reference for the Urgency Committee to including 'staffing' matters, clarifying the role of working groups; designating appropriate Champions and expanding the role of Standards Committee. Those changes were agreed by Council and have now been implemented.
38. A project reviewing the existing Scrutiny structures is underway. Three workshops were held over the summer with Members to set out some potential options for Scrutiny in York in the future and gather Members' views on those options and on current Scrutiny structures in York. The information gathered from those sessions is being worked up into a formal report for consideration by CMT initially and then by Members through the decision making process. It is intended for that report to be considered by full Council in November, with a view to Council adopting a suitable scrutiny structure for York at that meeting.

Performance Improvement and Equalities

39. The second round of consultation on the government's Comprehensive Area Assessment (CAA) has now been published. A paper on what this means for the council in terms of the transition from CPA to CAA, is being considered by CMT on the 24th September. This will also identify the high-risk areas that we need to address now to ensure we receive a good score in the first CAA inspection in 2009.

40. Other ongoing work to respond to the Act are:
- Policy proofing key elements of the Corporate Strategy to take account of national policy and the emerging empowerment and cohesion agenda
 - Working with the Economic Development Unit to respond to the sub-national review
 - Taking forward work identified from the Empowerment White Paper 'Communities in Control – real power: real people', which aims to shift power and influence to citizens and communities, making local government more accountable
41. A series of strategic planning sessions have been held with CMT to examine how well our existing corporate strategy supports improvement for the 2008 Local Area Agreement. The Audit Commission identified the need to ensure our strategic and directorate plans, as well as the budget process, support high-level priority improvement at a community and city level. CMT have agreed to map our 10 existing corporate priorities under the 7 themes of the Sustainable Community Strategy.
42. A number of strategic planning workshops are now being developed to help flesh out further, areas of priority improvement where the council will need to play a lead role. These workshops will also consider other, more up-to-date strategic information under each theme, including relevant customer/resident feedback, existing and future policy changes and any performance data that might highlight areas of good or poor performance under each theme.
43. This strategic refresh process will run alongside the planning and budget process and a revised corporate strategy will be published in January 2009
44. Executive Members approved a single Improvement Plan (SIP) in June 2008, which will act as a central programme of 12 key workstreams and projects, which support priority improvement for organisational development and effectiveness across the Council.
45. Operational and reporting arrangements are now being set up to support the SIP and a Chief Officer has now been appointed to take a lead on each of the 12 projects. Progress on SIP has also been added to the corporate performance dashboard.
46. CMT have identified the completion of a programme of EIAs (Equality Impact Assessments) across the council as a priority to support the council's 2008/09 Use of Resources Assessment, which will start collecting and collating evidence in early 2009. PIET have been working closely with directorate equality officer representatives to help complete these EIAs by December 2008 and good progress is now being made in most directorates.

Consultation

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

Options & Analysis

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

Corporate Priorities

49. The principal function of this report is to provide details of the directorate's financial and service performance for the 2007/08 financial year. As such it contributes to the proper financial management of the authority.

Implications

Financial

50. The report provides details of the portfolio revenue outturn and therefore implications are contained within the report.

Other Implications

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

Risk Management

52. The report is primarily a look back at finance and service performance and therefore there are no significant risks in the content of the report. Paragraph 33 considers issues following on from the outturn position where overspends may recur into future years.

Recommendation

53. That the Advisory Panel advise the Executive Leader to
- a) note the financial and performance position of the portfolio.
 - b) recommend to the Executive to release a contingency sum of £20k to fund the additional cost of Members superannuation costs.
54. Reason – In accordance with budgetary and performance monitoring procedures

Contact Details

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Report Approved

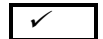


Date 28 August 2008

Specialist Implications Officers: None

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

All



For further information please contact the authors of the report

Background Papers:

None

Annexes:

Annex 1 Service Variations against budget

Annex 2 Corporate Performance Indicators

Annex 3 Chief Executive's Directorate Performance Indicators

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CHIEF EXECUTIVES DEPT.

	£'000s
<u>Human Resources</u>	
The cost of the post for the Head of HR which will be permanently filled from October 2008 plus the costs of the interim acting up cover.	(+ 85)
The in-year overspend within the Head of HR budget relates to the costs of recruitment, together with consultancy support for the review of People Management plus additional admin support.	(+ 36)
The HR LCCS team have appointed two temporary additional advisors this year in order to deliver additional support and an absence management initiative to the directorate.	(+ 50)
Grant monies from LCCS to fund additional HR support.	(-) 50
The post for the head of the Health & Safety team will be filled from the beginning of October. The recruitment costs together with a review of the service which has been undertaken, plus some additional consultancy support results in an overspend this year.	(+ 67)
Projected overspend within the Corporate / Business Development Team as a result of additional costs backfilling staff who are undertaking Pay and Grading responsibilities as well as delay in achieving team saving (now completed) and cost of maternity cover.	(+ 37)
Employee Services budget will have a minor overspend which relates to the residual charges for on-going Stress Counselling support which are outside the new contract.	(+ 3)
The current level of HR Operational expenditure indicates a minor overspend at the year end	(+ 2)
The Recruitment Pool anticipates an overachievement of income at the year end	(-) 90
Total Human Resources	(+) 140

<u>Policy Improvements & Equalities</u>	
Underspend relating to vacant posts pending the implementation of the proposed restructure is £75k	(-) 75
Costs of employing Graduate Management Trainee costs of £10k	(+ 10)
Minor overspend relating to the publication of Performance statistics £4k	(+ 4)
Total Performance, Improvements & Equalities	(-) 61

<u>Marketing & Communications</u>	
Potential staffing underspend in relation to vacant posts	(-) 35
Costs of temporary staff to cover maternity leave & vacancies	(+ 12)
Unbudgeted costs of producing the 'Place' survey	(+ 5)
Budget pressure of £20k arises because the saving re 'Sponsorship of signs' is not currently achievable	(+ 20)
The Print Unit are currently forecasting a shortfall of income of £50k at the year end	(+ 50)
Total Marketing & Communications	(+) 52

<u>Civic Legal & Democratic</u>	
<u>Legal services</u>	(+) 0
The overspend relates to the additional cost of a Childcare Solicitor and temporary staff to cover together with one-off relocation expenses plus staff advertising costs offset by a vacancies and unpaid summer leave.	
<u>Civic Support</u>	(+) 6
Additional staffing costs for temporary cover for the messenger service sickness absence and holiday cover plus the replacement of staff uniforms.	
<u>Democracy Support</u>	(-) 24
Staffing underspend due to vacancies within the section	
<u>Members Services</u>	(+) 14
Staffing underspend due to vacant post offset by the cost of temporary cover £9k Pressure of £20k re superannuation costs for Members electing to enter pension scheme offset by a reduction in National Insurance costs Minor overspends on IT equipment, Catering supplies and Couriers services +£3k	
<u>Committee Services</u>	(-) 22
Political Assts staffing budget underspend in year £3k but additional training costs of £1k Staffing underspend of £20k due to vacancies within the section	
Total Civic, Democratic & Legal	
	(-) 26

Total Chief Executive's Directorate	(+) 105
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CHIEF EXECUTIVE'S CORPORATE PERFORMANCE TABLES

Indicator	07/08 perf. for whole year	08/09 Target	08/09 perf. to date
BVPI 12: Number of staff days lost to sickness (and stress) across the Council (days/FTE)	9.54 days	11	2.07 days
Days lost to short term sickness across the Council (days/FTE)	4.71 days	N/A	1.12 days
Days lost to long term sickness across the Council (days/FTE)	4.83 days	N/A	0.95 days
CP13a - Number of days lost for stress related illness divided by all full time equivalent staff across the Council	1.64 days	2 days	0.45 days
COLI 58a - % of staff turnover (including retirements, resignations, dismissals and redundancies) across the Council	12.34%	11.5%	1.43%
CP11a - Number of RIDDOR accidents among Council staff across the Council	63		13
BVPI 2a - The level of Equality Standard for Local Government	Level 2	Level 3	Level 2
BVPI 2b - Duty to promote Race Equality (measured as the proportion of 19 questions to which the authority can answer yes)	74%	79%	74%
BVPI 11a - % of top 20% of earners who are women across the Council	43.7%	44%	57.7%
BVPI 11b - % of top 20% of earners who are from an ethnic minority across the Council	0%	3%	1.49%
BVPI 11c - % of top 20% of earners who	2.74%	3.5%	3.26%

have a disability (excluding those in maintained schools) across the Council			
BVPI 14 - % of employees retiring early (excluding ill-health retirements) as a % of the total work force	0.13%	0.45%	0%
BVPI 15 - % of employees retiring due to ill-health as a percentage of the total workforce across the Council	0.33%	0.2%	0.01%
BVPI 16a - % of local authority employees who declare that they meet the Disability Discrimination Act 1995 across the Council	2.24%	2.55%	1.95%
BVPI 17a - % of local authority employees from ethnic minorities across the Council	1.59%	1.5%	1.71%
NPI 1- % of people who believe people from different backgrounds get on well together in their local area	Not measured		Will be measured by Place Survey
NPI 2 - Participation - % of people who feel they belong in their neighbourhood	Not measured		Will be measured by Place Survey
NPI 3 - Civic participation in the local area	Not measured		Will be measured by Place Survey
NPI 4 - % of people who feel they can influence decisions in their locality	Not measured		Will be measured by Place survey
NPI 6 – Participation in volunteering	Not measured		Will be measured by Place Survey
NPI 22 - Perceptions of parents taking responsibility for the behaviour of their children in the area	Not measured		Will be measured by Place Survey
NPI 23 - Perceptions that people in the area treat one another with respect and dignity	Not measured		Will be measured by Place Survey
NPI 140 - Fair treatment by local services	Not measured		Will be measured by Place Survey

CHIEF EXECUTIVE'S DIRECTORATE PERFORMANCE TABLES APRIL – JUNE 2008

Indicator	07/08 perf. for whole year	08/09 Target	08/09 perf. to date
BVPI 12: Number of staff days lost to sickness (and stress) in Chief Executives (days/FTE)	7.82 days	7	1.76 days
Days lost to short term sickness in Chief Executives (days/FTE)	4.27 days	N/A	0.86 days
Days lost to long term sickness in Chief Executives (days/FTE)	3.55 days	N/A	0.89 days
CP13a - Number of days lost for stress related illness divided by all full time equivalent staff in Chief Executives	1.52 days	N/A	0.01 days
COLI 58a - % of staff turnover (including retirements, resignations, dismissals and redundancies) in Chief Executives	9.27%		4.38%
BVPI 17a - % of local authority employees from ethnic minorities in Chief Executives			6.88%
CP11a - Number of RIDDOR accidents among Council staff in Chief Executives	0		0
BVPI 8 - Invoices paid within 30 days across in Chief Executives	95.82%	95.0%	93.22%
CG2 - Telephone calls are answered within Customer First standards in Chief Executives	92.52%	95.0%	91.84%
CG3: Correspondence replied to within 10 days in Chief Executives	97.61%		97.93%
CG4 - % of all customers to reception seen within 10 minutes in Chief Executives	100%		100%
CG 5 - Visitors referred to the correct officer within a further 10 minutes in Chief Executives	100%		100%

C5: Percentage of stage 2 complaints solved within 10 working days in Chief Executives	N/A		N/A
CM 11 - Percentage of stage 3 complaints responded to and the problem solved within 10 working days in Chief Executives	N/A		N/A



Executive Members for City Strategy and Advisory Panel

8 September 2008

Report of the Director of City Strategy

2008/09 FIRST MONITORING REPORT ECONOMIC DEVELOPMENT SERVICE - FINANCE & PERFORMANCE

Summary

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

Background

2. This is the first monitoring report for 2008/09 combining financial and service performance information for the Economic Department to be brought to City Strategy EMAP.
3. 2007/08 was the last year when it was statutorily required to collect and report on Best Value Performance Indicators (BVPIs). Though a number of BVPIs are now reported locally to Directorate Management Teams and Executive Member Advisory Panels they have been superseded by a new indicator suite, National Performance Indicators (NPIs).
4. This new national indicator set for local authorities and local authority partnerships was made official on 1st April 2008. The indicators have been developed as part of the Comprehensive Spending Review 2007 so that they reflect the Government's priorities. The 198 Indicators will be the only means of measuring government agreed national priorities. Additionally the new indicators aim to strengthen the incentives for closer partnership working to deliver joined up outcomes. This is because they apply (where applicable and relevant) to other local partners such as the police and Primary Care Trusts.
5. For Economic Development there are 14 new National Performance Indicators. The majority of these are annual and therefore will not be reported on until the end of the financial year. In some instances the NPIs are completely new and

consequently there may not be any set targets because there is little or no historical information. However targets will be set for 2009/10 using 2008/09 performance as a baseline figure.

Finance Summary

6. The current approved budget is £2,345k, including £15k carried forward from 2007/08 and a further £20k to reduce the market income expectation. Current projections are that Economic Development will outturn at £2,368k, an overspend of £+23k. There are also a number of areas where members receive a regular update and these are set out below in paragraphs 7 to 15.

	£'000	%
<i>£+54k shortfall on Newgate market tolls continuing the underlying downward trend in market income across the country. This is offset by £-4k additional income from the electricity substation in the compactor yard and a likely additional £-10k saving through restructuring the markets cost base from October 2008.</i>	+40	+10
<i>£-7k savings in city centre from additional income from events</i>	-7	-23
<i>£-10k saving in Strategic Partnership Team due to staff vacancies</i>	-10	-3
Total Economic Development	+23	1.0

York Training Centre (YTC)

7. YTC continues to support the City's strategies for improving skills and reducing NEET (not in employment, education or training) figures for school-leavers. A new programme, E2V has recently started to support this. Progress is being made in offering apprenticeships within the City of York Council, which will be managed through York Training Centre. Partnership working continues to be a priority and YTC has recently been successful in a joint submission with Adult and Community Learning and Future Prospects for Learning and Skills Council and European Social Fund tendering opportunities. YTC managers are active in many partnership groups in the City looking at developing work-based and work-related learning, reducing disaffection, promoting an alternative vocational curriculum and generally working with schools to offer a full range of opportunities for young people.

8. At the end of the last financial year the York Training Centre reserves are £18k, following a surplus of £15k for the financial year (1% of turnover). This has been achieved through managing a 4% reduction in turnover, staff reductions of around 7%, plus significant reductions in accommodation and overheads as part of a general cost-cutting exercise.
9. The priority for 2008/09 is to achieve a balanced budget within the year and officers are reviewing the impact of the current contract situation on the level of turnover within the Training Centre. Updates will be brought to Members as the year progresses.

Future Prospects

10. Future Prospects provides the local community with an access point for exploring options for employment, career development, education and training. It is a partnership organisation between City of York Council and York College. It is funded by the partners and attracts small amounts of additional funding from appropriate sources. There has been no call for unbudgeted council resources during the year.

Science City

11. Progress continues to be made through Science City York Ltd to achieve the targets set out in funding contracts with Yorkshire Forward.
12. In April the Science City York team moved from George Hudson Street to new offices in the Science Park at Heslington.
13. The development of the Terry's Chocolate Works is still to be considered by the Planning Committee. Following this, it is proposed to re-commence discussions with both the developer and Yorkshire Forward regarding the construction of a Digital and Creative Technologies Centre on this site as part of the expansion of Science City York activities. This site was originally to be funded under the Northern Way Hub and Spoke Project with funding available until March 2008. Funding plans have now been reviewed and Yorkshire Forward will continue to fund this development through other sources. Science City York and Yorkshire Forward accepted an additional spoke project for the remaining £1.35m of Northern Ways funds which allowed the University to acquire 5 mass spectrometers.
14. In addition, Science City York are in the process of producing a detailed proposal for European Regional Development Fund (ERDF) funding for the next 3 years, having succeeded in getting through the initial stages. The new activities proposed will complement the existing business model across York and North Yorkshire under the Nurturing Project.

Markets (+£40k)

15. Members will be aware that over the last two financial years there has been a shortfall in income following reductions in stall take-up of £65k. The Executive agreed to a supplementary estimate of £20k to reduce the target in 2008/09 however a forecast of £54k deficit is still anticipated. The popularity of open markets is in significant decline nationally and, in spite of a range of new initiatives designed to increase trading, a loss continues to be made. Further initiatives are being considered. This shortfall has been partly offset by miscellaneous income (£-4k) and a restructure of the staffing arrangements for the markets which is to be effective from October 2008 (£-10k).

Performance Overview

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

Performance indicator	Q1 07/08	Q1 08/09	Target 08/09	Q1 08/09 Vs Q1 07/08	Performance vs target
VJ15a: York's unemployment rate below the regional rate	1.5% below	1.44% below	1.5% below	x	x
VJ 15b: York's unemployment rate below the national rate	1.2% below	1.05% below	1% below	x	✓
VJ15d: Balance of firms where turnover has grown rather than fallen	21.8%	11.4%	20%	x	x

18. VJ15a (York's unemployment rate below the regional rate) performed at 1.44% for Q1 2008/09 and has only slightly missed the set target of 1.5% and the 2007/08 quarter 1 figure of 1.5%. VJ15b (York's unemployment rate below the national rate) is on target but is slightly less than the equivalent period in 2007/08. Both indicators depend on the relative levels of unemployment between York and either the region or nationally. For Quarter 1 regional and national performance has been better than in previous month. The picture may alter as the economic slowdown progresses, when the resilience of jobs in a less buoyant economic climate will be tested. Recent announcements of job losses, particularly in the construction sector, are likely to mean that York has been more adversely affected by recent changing economic circumstances compared to national and regional averages. The Council has sought to respond quickly to this issue, with a series

of actions approved by the Executive in July as part of a report on the Thriving City.

19. VJ15d (balance of firms where turnover has grown rather than fallen) is currently performing at 11.4%, which is well below the target of 20% and 2007/08 quarter 1 performance of 21.8%. This indicator relates to the recent sales or turnover performance in York firms. This is part of a continuing trend as consumption by households and firms is under pressure.
20. Sickness absence for Economic Development is 1.37 days per FTE for the first 3 months of the year which is an improvement compared to the quarter 1 2007/08 figure of 2.79 days. This level of performance is also better than the corporate performance of 2.32 days and the corporate target for quarter 1 of 2.75 days.
21. For Economic Development 92.40% (representing 3,829 out of 4,144) telephone calls were answered within 20 seconds in Quarter 1. This is below the corporate target of 95%. Action is being taken through management team meetings to remind staff of the performance levels expected to be achieved.
22. Further details on performance data can be obtained from the City Strategy Performance Development officer.

Capital Programme

23. The Economic Development capital programme comprises of two schemes for 2008/09.

	Original 2008/09 Budget £000	Carry fwd from 2007/08 £000	Current 2008/09 Budget £000
Small Business Workshops (Amy Johnson Way)	0	58	58
Tourist Information Centre	100		100
Total	100	58	158

24. The York Eco Business Centre building handover by Helmsley Group to the Council took place on 18th August while the site at Amy Johnson Way has been now been purchased by the new building's owners and the agreement with the Council settled. The building is now leased by the Council on an 11 year lease and will be managed for the first two years by York, Selby and Malton Business Advice Centres Ltd trading as York Business Advice Centre. After this initial period the management of the centre and business management services must go out to competitive tender. The building is awaiting only its wind turbine for completion and this is expected to be installed next month. Fifteen small businesses have so far committed to moving in from early September - 25% of the building's capacity.

Conclusions

25. Economic Development is expected to overspend its budget of £2,345k by £+23k. Strenuous efforts will be made to monitor spend to bring this in line with the approved budget for the remainder of the financial year.
26. Performance on most key indicators shows a slowing economy and pressure on household and firm consumption. Levels of sickness absence have improved and are better than the corporate average.

Consultation

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

Options

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

Corporate Priorities

29. The principal function of this report is to provide a snapshot of the directorate's financial performance during the 2008/09 financial year. As such it contributes to the proper financial management of the authority.

Other Implications

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

Risk Management

31. Budget monitoring is a key element of the management processes by which the council mitigates its financial risks. This report provides members with a detailed position of the portfolio's performance to date in 2008/09.

Recommendations

32. That the Advisory Panel advise the Executive Member to approve the financial and performance position of the portfolio.

Reason – In accordance with budgetary and performance monitoring procedures.

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Report Approved **Date** 18th Aug 2008

Wards Affected: All

For further information please contact the author of the report

Background Documents:

2008/09 Budget Monitoring files held in City Strategy Finance
Performance Management Framework held by Business and Policy Development

Annexes

Annex 1 Economic Development Performance Indicators

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Economic Development

Customer based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
C1: Customer satisfaction response at Future Prospects.	98%	98%	98%	98%	Q1 08/09 98%	Stable Q1 07/08 98%	Twice Yearly		98%		97%	97%
											Current	✓
VJ3: % of residents using Future Prospects' services that obtain jobs or enter training	21.00%	25.50%	43.19%	30%	N/A	N/A	Twice Yearly				35%	40%
											Current	
VJ15a: York's unemployment rate below the regional rate	1.5% below	1.5% below	1.5% below	1.5% below	Q1 08/09 1.44% below	No Q1 07/08 1.5% below	Quarterly	1.44% below			1.5% below	1.5% below
											Current	✗
VJ 15b: York's unemployment rate below the national rate	1.25% below	1.2% below	1.1% below	1% below	Q1 08/09 1.05% below	No Q1 07/08 1.2% below	Quarterly	1.05% below			1% below	1% below
											Current	✓
VJ15d: balance of firms where turnover has grown rather than fallen	16.10%	17.10%	21.10%	20%	Q1 08/09 11.4%	No Q1 07/08 21.8%	Quarterly	11.4%			20%	20%
											Current	✗
VJ15c: (business confidence) balance of firms expecting turnover to rise in the future rather than fall	29.60%	26.00%	28.10%	20%	Q1 08/09 18.2%	No Q1 07/08 32.3%	Quarterly	18.2%			20%	20%
											Current	✗
C1b: Correspondence replied to within 10 days in Economic Development	100% (2/2)	100% (4/4)	N/A (0/0)	95%	Q1 08/09 100%	Not Comparable	Replied	0	0	1	95%	95%
							Received	0	0	1		

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
					(1/1)		Total	N/A	N/A	100%		
											Current	✓
Telephone calls are answered within customer first standards across Economic Development	88.36%	93.23% (18780/20143)	94.57% (22141/23412)	95%	Q1 08/09 92.40%	No Q1 07/08 95.37%	Answered	3829			95%	95%
							Received	4144				
							Quarterly	92.40%				
											Current	✘
NPI 166: Average earnings of employees in the area (ratio York:England)	New PI	New PI	New PI	0.98:1	N/A	N/A	Annual				0.99:1	1:1
											Current	
Process based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
P1: Compliance with contract requirements and audits	100%	100%	100%	100%	N/A	N/A	Annual				100%	100%
											Current	
Invoices paid within 30 days in EDP	New Indicator	New Indicator	94.64% (1289/1362)	95%	Q1 08/09 91.86% 158/172	No Q1 07/08 97.62%	Paid	49	49	60	95%	95%
							Received	51	55	66		
							Monthly	96.08%	89.09%	90.91%		
											Current	✘
Resource based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
Percentage of staff in EDU appraised in the last 12 months	75.61%	94.37%	92.22%	100%	N/A	N/A	Annual				100%	100%
											Current	
Number of staff days lost to sickness (and stress) across EDU (days/fulltime)	14.01 days	14.85 days	8.52 days	<8 days	Q1 08/09 1.37 days	Yes Q1 07/08 2.79 days	Quarterly	1.37 days			<8 days	<8 days

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
											Current	✓
Number of Days lost for stress related illness across Economic Development and Partnerships	-	8.04%	4.17% (0.36 days)	<2 days	Q1 08/09 0.13 days	Yes Q1 07/08 0.35 days	Quarterly	0.13 days (9.44% sick days taken)			<2 days	<2 days
											Current	✓
% of staff expressing satisfaction with their job (AD level)	60%	N/A	89%	89%	N/A	N/A	Annual (every 18 months)				N/A	80%
											Current	

Not on the service plan

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets		
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11	
VJ8c: The number of annual jobs created through First Stop York	9561 jobs	9, 970 jobs	10646	11,000	N/A	N/A	Annual				11000	11000	
											Current		
CCP3: Percentage of stall take ups in Newgate Market	65.33%	71.93%	68.34%	70.00%	70.00%	No Q1 07/08 72.63%	Monthly	68.86%	71.50%	70.00%	74.00%	75.00%	
											Current	✓	
NPI 6 Participation in regular volunteering	New PI	New PI	19.00%	20.00%	N/A	N/A	Annual				20.00%	23.00%	
	This indicator has to be officially reported on a bi-annual basis though CYC will collect it on an annula basis.										Current		
NPI 7: Environement for a thriving third sector	New PI	New PI	22.00%	23.40%	N/A	N/A	Annual				24.80%	26.10%	
	This indicator has to be officially reported on a bi-annual basis though CYC will collect it on an annula basis.										Current		
NPI 35: Building resilience to violent extremism	New PI	New PI	New PI	Reporting not yet known - currently under development and waiting fot further guidnace									

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
											Current	
NPI 116: Proportion of children in poverty	New PI	New PI	New PI	N/A	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 151: Overall employment rate	New PI	New PI	New PI	2008/09 will set the baseline	Q1 08/09 82.34%	Not comparable	Quarterly		82.34%		2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 152: Working age people on out of work benefits	New PI	New PI	7.40%	7.10%	N/A	N/A	Quarterly				6.80%	6.40%
											Current	
NPI 163: Working age population qualified to at least Level 2 or higher	New PI	New PI	73.30%	75.80%	N/A	N/A	Annual				78.30%	81.00%
											Current	
NPI 164: Working age population qualified to at least Level 3 or higher	New PI	New PI	53.90%	56.00%	N/A	N/A	Annual				58.00%	60.00%
											Current	
NPI 165: Working age population qualified to at least Level 4 or higher	New PI	New PI	33.80%	34.80%	N/A	N/A	Annual				35.80%	36.80%
											Current	
NPI 171: VAT registration rate	New PI	New PI	New PI	Set Autumn 08	N/A	N/A	Annual				Set Autumn 08	Set Autumn 08
											Current	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
NPI 172: VAT registered businesses in the area showing growth	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 174: Skills gaps in the current workforce reported by employers	New PI	New PI	New PI	N/A	N/A	N/A	Annual				2008/09 will set the baseline	N/A
	This indicator has to be officially reported on a bi-annual basis though CYC will collect it on an annual basis.										Current	
EDE 1.4: Maintain percentage difference between York and regional median and 25% percentile figures for residents pay in York (av. Gross weekly earnings).	New PI	New PI	71.9% (average 2002-2007)	72% (average 2006-2008)	N/A	N/A	Annual				72% (average 2007-2009)	72% (average 2008-20010)
											Current	
VJ7ai: Number of jobs created through Science City York	135	190	250	250	N/A	N/A	Annual				400	450
											Current	
C7: VJ7c: Number of science based start-ups/new businesses generated through Science City York	9	9	19	20	N/A	N/A	Annual				15	15
											Current	
VJ8a: increase average visitor length of stay by 1% annually.	7.5% (3.28 nights)	0.91% (3.31 nights)	19.34% increase (3.95 nights)	1% increase (3.99 nights)	N/A	N/A	Annual				1% increase	1% increase
											Current	
C8: VJ8b: visitor spend assessed through economic impact modelling	£311.8m	£332.9m	£363.6m	1% increase (£367.2m)	N/A	N/A	Annual				£343.7m	£360.9m
											Current	

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Meeting of Executive Members for City Strategy and Advisory Panel

8 September 2008

Report of the Director of City Strategy

MANOR SCHOOL - HIGHWAY IMPROVEMENTS (including Beckfield Lane cycle scheme)

Summary

1. This report summarises the outcome of consultation on a package of highway improvements aimed at providing safe and sustainable transport links to the new Manor School located on Millfield Lane. The package includes elements that the school is required to provide as planning conditions, plus other complementary proposals, which would be funded via the Council's Local Transport Plan. Issues arising through the consultation are discussed, and possible amendments to the proposals are considered. Options for providing cycle facilities along Beckfield Lane are also discussed. Approval of a scheme for implementation is sought, along with authorisation to advertise some related traffic regulation orders.

Background

2. On 5 March 2007 the Planning Committee gave permission for a new and larger Manor School to be constructed on a site off Millfield Lane, subject to a number of detailed conditions being met. These conditions include several highway improvements that are intended to provide the new school with safe and sustainable transport links. **Annex A** provides a plan giving a general overview of the highway improvement scheme, and the more specific requirements of the planning conditions are summarised below:-
 - A 20mph School Safety Zone on Millfield Lane to enhance road safety around the new school frontage.
 - Widening the existing segregated pedestrian/cycle path along Millfield Lane.

- A lowering bollard to facilitate bus and emergency vehicle access through the existing Low Poppleton Lane road closure.
 - Widening the existing footway on the west side of Low Poppleton lane to provide more space for pedestrians.
 - The provision of improved crossing facilities on Boroughbridge Road and Beckfield Lane to serve the main pedestrian and cyclist movements at the junction.
 - Widening the existing footway along Beckfield Lane, for a distance of at least 70m back from Boroughbridge Road, to provide an off-road segregated cycle path.
3. In taking this work forward, it was recognised that the proposal to allow buses and emergency vehicle access between Low Poppleton Lane and Millfield Lane was a key component of the whole scheme. Therefore more detailed feasibility work was carried out, which led to the conclusion that an automatic lowering bollard scheme could be designed to operate at the existing closure position. Following on from this, the necessary Traffic Regulation Order was advertised in September 2007 and a report on objections received was considered by this EMAP on 29 October 2007. A decision was made to implement the proposal as advertised.
4. Following resolution of the bollard scheme, further design work took place to develop a more comprehensive highway improvement scheme for the area, as shown on the revised overview plan provided as Annex B. This includes several enhancements above the basic planning conditions to help achieve increased benefits for pedestrians, cyclists and other road users in line with Local Transport Plan (LTP) objectives. The key additions to the original plan (Annex A) were: -
- Signalisation of the Boroughbridge Road / Beckfield Lane / Low Poppleton Lane junction to provide the enhanced crossings required under the planning conditions, and to facilitate the increased movement of buses in and out of Low Poppleton Lane (linked to the introduction of a lowering bollard at existing road closure point).
 - Providing an off-road segregated cycle path along Low Poppleton Lane, and around into Millfield Lane, to join up with the existing off-road facilities running along the southern side of Millfield Lane.
 - Extending the off-road segregated cycle path along Beckfield Lane beyond the minimum provision of 70m, to at least its junction with Newlands Drive (there is also an allocation within the 08/09 LTP capital programme for developing and implementing more extensive cycle facilities along Beckfield Lane).

- It was proposed to build the off-road segregated paths along Beckfield Lane and Millfield Lane with a 1.8m footway and a 2.0m cycleway. The proposed overall width of 3.8m is slightly wider than the 3.5m required under the planning conditions, as this extra space would make the facilities more comfortable and safer to use.
5. More detailed plans showing the enhanced scheme proposals are provided in the following annexes:-
- Annex C Millfield Lane - School Safety Zone, pedestrian/cycle facilities, speed limit alterations, and new bus stops.
- Annex D Low Poppleton Lane / Millfield Lane -bus access and pedestrian/cycle facilities.
- Annex E Low Poppleton Lane - pedestrian/cycle facilities
- Annex F Beckfield Lane / Boroughbridge Road - traffic signals.
- Annex G Beckfield Lane - pedestrian/cycle facilities.
6. Public consultation was carried out in May/June 2008 on the enhanced package of proposals. This involved a letter and plans being sent to around 185 households and businesses in the local area that would be most directly affected by the proposals. In addition, an exhibition of the proposals was held at the existing Manor School on the evening of 10 June 2008. Details were also sent to various other interested parties for comment, such as Ward Councillors, the emergency services, and road user groups.
7. The outcome of this consultation exercise formed the basis of a report to this EMAP on 14 July 2008. The report itself, plus representations made at the meeting and subsequent Member debate highlighted a number of concerns and issues about specific aspects of the overall scheme. In particular these focussed on the provision of cycle paths on Beckfield Lane and Low Poppleton Lane, the position of the proposed bus stop on the north side of Millfield Lane, and issues linked to the proposed new traffic signals on Boroughbridge Road. Therefore it was agreed to defer consideration of the scheme to allow officers to re-examine some of the specific proposals in light of the comments received.
8. Following the 14 July EMAP meeting officers have developed a number of scheme amendments for consideration, and where appropriate further local consultation has taken place. In light of this additional information, each element of the original scheme is discussed below, leading to recommendations on an amended package of measures for implementation.

Updated Proposals

Millfield Lane

Original Proposals

9. The original proposal (see Annex C) involved; creating a traffic calmed 20mph School Safety Zone, introducing 30mph speed limits either side of the 20 Zone, improving the existing shared use paths on the south side of Millfield Lane, and providing two new bus stops near the new school.

Initial Consultation Feedback

10. The main concerns raised by local residents, Councillors, and other consultees are summarised below :-
 - Possible adverse effects on local residents from increased noise and vibration linked to the proposed traffic calming measures (e.g. speed tables).
 - Additional measures are needed at the new school entrance to ensure motorist's enter/exit the site slowly and are aware of the off-road cycle path. Similar concerns were also raised about the access to Villa Court.
 - The proposed bus stop on the north side of Millfield Lane could be located in a better position to improve road safety and reduce the impact on nearby residents.

Discussion / Revised Proposals

11. Physical traffic calming measures are considered to be essential to ensure a slow speed and safe environment around the school frontage. Although the local resident's concerns over possible increased noise and vibration are understandable, this is thought very unlikely to be a problem in reality. Firstly, the two residential properties in question are both set back a long way from the road which will diminish the effects of any ground-borne vibrations. Secondly, it is proposed to construct the speed tables with 'S' shaped ramps, which include lower gradient sections for large vehicles to ride over and are a proven way of minimising traffic vibration and noise effects.
12. Suitable warning signs and road markings around the main school entrance, and the access to Villa Court, will be included in the detailed design to make sure that both cyclists and motorists are aware of each other.

13. The options for positioning a bus stop along the north side of Millfield Lane are very limited due to potential conflicts with the many accesses to commercial premises along this side of the road. At the feasibility stage, two main options were identified. One was to locate the bus stop directly opposite the main vehicular access to the school, and the other was to put it between the level crossing and the first side road junction. The first option presented problems in terms of the physical space available to fit in a standard bus lay-by, and Officers were also concerned that having the stop in this position could tempt pupils to take a direct route through the school car park, with all the increased road safety risk that would entail. The other location did not have these problems, and was therefore chosen as the preferred location to include in the scheme layout put forward for consultation.
14. In looking again at the position of this bus stop on north side of Millfield Lane, Officers re-examined all the possible locations where one could be fitted in. This confirmed the previous view that the only alternative location worth serious consideration is directly opposite the school entrance. This led to discussions with a representative of the school over the concern that pupils might use the car park area as a route to and from a bus stop in this position. The school representative thought that walking through the car park would not be very attractive because pupils will mainly be using an access located on the west side of the school building (the front access will just be for visitors to the school). Furthermore, it was confirmed that the school would be able to put a local rules in place to ensure that pupils do not do this. Given this re-assurance, officers felt it appropriate to look at this option in more detail, which led to the development of an alternative layout for the School Safety Zone as shown in Annex H. It is important to note that the lay-by would need to be about 2.0m shorter than the usual recommended length to enable it to be fitted into the space available. However, the approach speed of buses will be lower than usual because of the traffic calming measures, and this should reduce the space needed to manoeuvre into a kerbside position within the lay-by area.
15. It is important to point out that the plan shows revisions to the layout of the traffic calming features to ensure that the speed table crossing points are positioned where they will be attractive for users of the bus stop to use.

Further Consultation / Conclusions

16. The alternative School Safety Zone plan was distributed to local residents/businesses and Ward Councillors for comment. No responses were received up to the point of finalising this report. Any subsequent feedback will be presented at the EMAP meeting.
17. Officers' main concern over the alternative position for the bus stop and lay-by could be overcome by the school taking action to prohibit pupils from

using the car park as a route to and from the bus stop. The alternative position also has the advantage of there being slightly less motor traffic on Millfield Lane east of the first side road, which should make it a little easier and safer to cross the road near the bus stop. However, there is still a small concern that any pupils crossing between the bus stop and the eastern pedestrian access to the school will need to also cross two vehicular accesses to commercial premises. One of these serves several businesses and is quite busy. This access also has poor visibility as drivers leave the site, due to a high hedge, which would be a safety problem if pupils were walking in this area. Fortunately, the numbers going this way should be low because the main pupil access to the school will be on the west side of the school. Also, it is hoped that the visibility at the commercial accesses could be improved through negotiation with the business operators about removing a section of hedge and replacing it with a suitable fence.

18. Any late consultation feedback on the alternative layout will be presented as an update at the EMAP meeting, but given residents' concerns over the bus stop position initially proposed, the alternative scheme would appear to offer the best way forward.

Low Poppleton Lane

Original Proposals

19. The original plan (see Annex D) shows the provision an off-road segregated cycle path, which mainly runs along the east side of Low Poppleton Lane before switching to the west side near the Millfield Lane end. Crossing between the two sides of the road would be aided by a raised crossing point. The proposals also include widening of the existing footway over the remainder of the west side of Low Poppleton Lane to provide more space for pedestrians.

Initial Consultation Feedback

20. The main concerns raised by local residents, Councillors, and other consultees are summarised below: -
 - The crossing will be close to a business entrance, which has many vehicles going in and out during the day, which could pose a risk to pedestrians and cyclists.
 - Residents felt that there was no need to widen the footway on the residential side of Low Poppleton Lane, and expressed concern that the loss of grass verge could add to existing flooding problems.
 - The proposed off-road cycle facilities on the east side of Low Poppleton Lane are unnecessary, given the low levels of traffic experienced there.

Discussion / Revised Proposals

21. To address concern over the proximity of the raised crossing point to the business entrance a revised proposal has been developed (see Annex I). This puts the speed table a little further towards Boroughbridge Road, and provides more clear space for drivers associated with adjacent business to interact safely with the crossing point.
22. The proposed widening of the western footway seeks to provide an adequate facility for the increased pedestrian movements expected when the school relocates, and is a specific condition within the planning consent. It is unlikely that removal of a narrow strip of the verge would significantly increase drainage run-off, but steps will be taken to address the existing drainage issue in this area as part of the detailed design of the proposed footway widening.
23. The proposed cycle facilities on Low Poppleton Lane seek to provide a convenient and safe link between the off-road facilities on Millfield Lane and new crossing facilities proposed at the Boroughbridge Road junction. Therefore, although not specifically required as part of the planning approval for the school, officers feel that these facilities would help to minimising potential conflicts between cyclists and traffic and enhance the overall safe routes to school provision.
24. It is acknowledged that existing traffic levels in Low Poppleton Lane are very low, and will remain so even when a small number of buses begin to use this as a through route when the school opens. Perhaps of greater concern is the conflict cyclists could face from on-street parking and vehicles turning in the street if Low Poppleton Lane becomes a popular location for parents to drop off and pick up children by car. However, if this was to become a significant problem it could be addressed by consideration of additional parking restrictions.
25. If off road cycle facilities were not provided along the east side of Low Poppleton Lane, there would need to be alternative provision made for cyclists to facilitate access to and from the crossing facilities proposed at the new Boroughbridge Road traffic signals. The plan provided in Annex J shows how ramps could be provided to allow cyclists to get on and off the road in Low Poppleton Lane. These would be fairly straightforward to build, but there would be some concern over potential conflicts with motor vehicles where cyclists enter the carriageway.
26. Another consequence of not providing the proposed off-road facilities along the east side of Low Poppleton Lane is the likelihood that many cyclists will choose to cycle on the existing footway in preference to returning to the

road. It is thought that cyclists would find it even more attractive to stay on this footway if the proposed raised crossing point is retained. Hence it is recommended that this should be removed from the scheme if provision of the eastern off-road cycle path is not supported by Members.

Further Consultation / Conclusions

27. Information about the revision of the proposed speed table position (as shown in Annex I) was sent out to local residents, businesses and Ward Councillors. No responses were received up to the point of finalising this report. Any subsequent feedback will be presented at the EMAP meeting.
28. No additional consultation has been carried out on the option of not providing off-road cycle facilities on the east side of Low Poppleton Lane, or removing the associated raised crossing point from the scheme. However, the issues linked to this option have been examined in detail by Officers and are presented to Members above for consideration.
29. It is now very important that a decision is made on this so that the design of a preferred package of highway improvements can be finalised and taken forward for implementation before the school opens.

Boroughbridge Road/Low Poppleton Lane/Beckfield Lane

Original Proposals

30. Following a feasibility study, traffic signals were considered to be by far the best way of achieving enhanced crossing facilities for both pedestrians and cyclists at this junction. Traffic signals also provided the best option for facilitating the movement of buses in and out of Low Poppleton Lane (linked to the introduction of a lowering bollard at existing road closure point). Computer modelling based on peak hour traffic conditions showed that the traffic signals would require two-lane approaches on Boroughbridge Road to ensure that drivers waiting to turn right do not block and delay the main straight ahead flows. This requires the carriageway on Boroughbridge Road west of the junction to be widened, and the original proposed layout of the signalised junction is shown in Annex F.

Initial Consultation Feedback

31. The main concerns raised by local residents, Councillors, and other consultees are summarised below :-
 - A larger roundabout instead of traffic lights would be more beneficial to traffic flow.
 - Drivers may choose to “rat-run” through Newlands Drive to avoid delays at the traffic signals.

- Residents close to the junction on Boroughbridge Road will have increased difficulties accessing their properties due to queuing traffic forming in two lanes, and reduced visibility when exiting driveways due to the reduction in verge width.
- The existing out-bound bus stop on Boroughbridge Road just west of the junction needs to be re-located to the east of the junction to enable it to be used by Service 10 when it starts to run via Low Poppleton Lane.

Discussion / Revised Proposals

32. The option of a larger roundabout was considered as part of an initial feasibility assessment into possible ways of improving this junction. However, traffic signals were strongly preferred because they provide the opportunity for controlled crossing facilities to be introduced for both pedestrians and cyclists. A roundabout solution would only provide refuge islands to help people cross the road in two halves, but would not offer any priority over traffic.
33. Local concerns about drivers cutting through Newlands Drive to avoid the traffic signals are understandable, but this is though unlikely to develop into a significant problem. Under the existing mini-roundabout arrangement the junction currently experiences significant queuing at peak times, so any people who would find it attractive to cut through Newlands Drive are probably already doing so. However, before and after monitoring would be carried out and if a significant problem was identified then counter-measures could be considered. The options could include traffic calming or a point road closure.
34. As mentioned earlier, the high traffic demands on the junction make it essential that two stacking lanes are provided on Boroughbridge Road approaches to ensure that the straight ahead flows are not held up by a small number of right-turners. This will make access a little more difficult for adjacent residents, but it should be noted that they already experience queuing traffic in front of their homes at peak times, and it is a common difficulty for people living near busy junctions. In practice, drivers in queues will usually stay back or pull forward a little to allow other drivers to get in or out of adjacent driveways, and residents faced with such difficult traffic conditions at peak times often develop their own personal strategies for dealing with the situation. Therefore this is something that would be monitored after the scheme was implemented. If serious problems were being experienced then consideration could be given to measures such as "Keep Clear" markings. However, these markings do need to be employed with caution because they can affect the efficient discharge of a traffic queue through the junction when a green light appears. They also result in

longer queues which might present other problems further away from the junction.

35. In response to local residents' concerns over restricted visibility when exiting driveways on Boroughbridge Road west of the junction, an alternative layout for this part of the junction has been developed. The drawings in Annex K shows the original proposal for this arm of the junction, plus an amended layout which involves some widening on the south side of the road to reduce the amount need on the north side. This amended layout improves visibility for all the driveways on the north side of the road, whilst maintaining an adequate sight line for the single driveway located on the south side.
36. Options for re-locating the existing out-bound bus stop on Boroughbridge Road to a point east of the junction have been assessed. The preferred location is outside Nos. 223/221/219 (see the plan in Annex L). The verge area here is long enough for a bus to stop without blocking nearby driveways, and there is plenty of space available for locating a hard standing and footpath link to the stop. When a bus stops here it is likely to hold up the flow of outbound traffic for a short time, as happens at most other bus stops on Boroughbridge Road, but it will then be easier for the bus to move off again and access the right turn lane at the new traffic signals. Positioning the bus stop closer to the junction, where the road is wider and traffic could overtake the bus, was also considered. However, in this situation a bus driver would find it difficult to move across from the side of the road to access the right-turn lane.
37. The other major issue affecting the layout of the traffic signal junction is the way the final design will need to tie in with whatever cycle facilities are provided on Low Poppleton Lane and Beckfield Lane. At the moment both of these issues are unresolved, and it is recognised that Members have many issues to consider in deciding how to proceed. Given this situation, and bearing in mind the importance of having traffic signals in place before the school opens, a revised layout for junction has been developed (see Annex M). Importantly the revised layout provides the flexibility to provide combined pedestrian/cycle crossing facilities across all arms of the junction if necessary. The layout on the plan shows how it would work if there were no connecting off-road facilities along Low Poppleton Lane or Beckfield Lane. However, this design could easily be modified to fit in with whatever connecting cycle facilities are provided now or in the future.

Further Consultation / Conclusions

38. Plans showing the proposed revised layout of the Boroughbridge Road (west) arm of the junction were distributed to local residents and Ward Councillors for comment. No responses were received up to the point of

finalising this report. Any subsequent feedback will be presented at the EMAP meeting.

39. Information showing the proposed position of the out-bound bus stop on Boroughbridge Road was distributed to local residents, Ward Councillors, and the First bus company for comment. No responses were received up to the point of finalising this report. Any subsequent feedback will be presented at the EMAP meeting.
40. Plans showing how combined pedestrian/cycle crossing could be provided on all arms of the junction were distributed to local residents and Ward Councillors for comment. No responses were received up to the point of finalising this report. Any subsequent feedback will be presented at the EMAP meeting.

Beckfield Lane

Original Proposals

41. The original proposal (see Annex G) involved creating a segregated shared use path along the east side of the street between Boroughbridge Road and Newlands Drive. This would be achieved by widening the existing path from around 2.2m to 3.8m and then allocating 1.8m for footway and 2.0m for the cyclepath. Cyclists would be positioned on the carriageway side of the path.

Initial Consultation Feedback

42. The main concerns raised by local residents, Councillors, and other consultees are summarised below :-
 - There will be increased conflict with pedestrians, and facilities should be provided to encourage cyclists to use the road.
 - There will be potential dangers for cyclists from vehicles entering /exiting driveways.
 - There will be dangers for cyclists where the cycle path terminates at the Newlands Drive
 - Some cyclists will need to cross Beckfield Lane to access the off-road path if it is only provided on one side, so need to provide a path on both sides or at least a crossing facility at some convenient point.
 - The wider proposals for Beckfield Lane need to be developed before making a decision on this part, to make sure they all tie together.

Discussion / Revised Proposals

43. In developing the original proposal Officers had to consider many factors. These are outlined below:-

- On-road cycle lanes – The carriageway width along most of Beckfield Lane is only around 6.8m. Given that the recommended minimum width for an on-road cycle lane is 1.5m, and for roads carrying HGV and bus traffic we would look to provide traffic lanes of 3.0m for each direction of travel, the overall road width required would be 9.0m. This means that Beckfield Lane is significantly too narrow for cycle lanes to be considered. Widening the road by the necessary amount (ideally by 2.2m) would be extremely expensive (probably in excess of £500,000) and necessitate the loss of most of the existing trees along the street. Hence this is not thought to be a viable option for most of Beckfield Lane.
- Off-road cycleways – The provision of off-road cycle facilities on Beckfield Lane generally looks to be a feasible option because of the wide verge areas which exist on both sides of the road over most of its length. However, these would be very expensive to construct. Initial estimates indicate that it would cost in excess of £500,000 to provide paths on both side of the street over its full length. Furthermore, there are many localised restrictions on the available verge width cause by trees, street furniture, and previous highway alterations. Indeed part of the west side of the street, close to the Ostman Road junction, has no verge space available and insufficient footway width to enable an off-road cycleway to be created, which means that it would be impossible to provide a continuous facility on that side of the street. The potential for providing off-road cycleways is also complicated by the high number of side roads and private vehicle cross-overs which exist along both sides of Beckfield Lane. It is also thought likely that any proposals to create more extensive off-road facilities along Beckfield Lane will generate strong local opposition, similar to that arising from the Boroughbridge Road to Newlands Drive proposal.
- Notwithstanding the problems outlined above, it would clearly be more convenient for cyclists to have paths on both sides of the road wherever possible. However, this would effectively double the cost of providing a facility over a given length of the street, and therefore the cost/benefit ratio of doing so needs to be carefully looked at. Or put another way, for a fixed amount of money, there is a choice between having a facility on both side of the road for a certain distance, or having a facility extending perhaps twice as far along just one side of the street. In making this choice the potential use generated from either side of the street needs to be looked at, as well as the difficulty cyclist may have crossing the road to access a path on the other side.

Due to the larger residential areas which link into the east side of Beckfield Lane (see the plan in Annex N) it was considered that this should be the priority side for providing an off-road cycle facility. This option was also recommended by Sustrans who carried out a Safer Routes to School Study for Manor school a few years ago.

- In built-up areas, and especially where a cycle path is being introduced alongside an existing well-used footway alongside a road, most nationally accepted design guidance recommends the provision of segregation between pedestrians and cyclists. Unsegregated shared use is generally considered more appropriate for more lightly used paths situated away from the road-side, which are often in more rural situations with more of a leisure purpose. The main advantage of a segregated approach in a situation like Beckfield Lane is that potential conflict between pedestrians and cyclists can be kept to a minimum, and also by positioning the cycle side of the path towards the carriageway potential conflicts between fast moving cyclists and vehicles pulling out from driveways can be minimised.
44. The above considerations all contributed to the development of the proposal put forward for consultation (Annex G). Officers consider that a wider scheme for Beckfield Lane should certainly include this section of off-road path, even if a subsequent decision were taken to provide a similar facility on the other side of the road as well. Therefore it is felt that this proposal does stand up as a beneficial facility in the short term, which should fit in with whatever is decided for the rest of Beckfield Lane. If the proposed cycle facility between Boroughbridge Road and Newlands Drive is not approved for implementation, there would still be a need to consider the provision some short sections of off-road path to allow cyclists to leave and re-join the carriageway to take advantage of crossing facilities within the new traffic signals. The plan in Annex M shows how this would be achieved. However, officers do have particular concerns about the potential for conflicts where cyclists would be led back onto the carriageway soon after the junction. On busy roads this manoeuvre is usually done under the protection of a kerbed build-out leading to an on-road cycle lane, but the narrow width of Beckfield Lane would not facilitate this approach. Officers think that this problem gives strong justification for providing an off-road facility at least as far as Newlands Drive. This would provide cyclists with several opportunities to rejoin the carriageway, using one of the many vehicle crossovers, whenever a suitable gap in the traffic flow was spotted. Failing this, they would ultimately need to rejoin the carriageway at the Newlands Drive junction. However, this is a quiet side road where it should be relatively easy to move to the far side of the road and wait for a suitable opportunity to safely enter the traffic flow on Beckfield Lane.
45. There is currently £150,000 in the 08/09 capital programme for implementing a wider Beckfield Lane cycle scheme. As discussed above,

the costs involved in providing facilities over the full length of the street are very substantial and it would probably need to be tackled in discrete phases. Based on value for money in terms of potential usage and benefit gained, it is felt that the first priority should be to provide an off-road link on the east side of Beckfield Lane from Boroughbridge Road to either Almsford Road or Ostman Road. This would achieve an important link to the residential streets in the Danebury Drive area, where many Manor school pupils live (see Annex N). Many currently walk to the existing school site, but the demand for cycling is likely to increase significantly because of the extra distance to the new school site.

46. It is also relevant to note that a Zebra crossing proposal near the Almsford Road junction is currently being looked at as a possible safe routes to school measure for Carr Infant and Junior schools. If implemented, this could double up a crossing facility for cyclists progressing along the west side of Beckfield Lane to cross over and access the proposed off-road cycle facility on the east side of the street.

Further Consultation / Conclusions

47. No additional consultation has been carried out at this stage on options for providing more extensive cycle facilities on Beckfield Lane. However, the broad issues involved have been identified by Officers in this report. Given the difficult issues involved, Members are asked to provide a steer on way forward.
48. In the short term, Officers consider that there is a strong case for providing the proposed off-road cycle facility on the east side of the street, extending initially as far as the Newlands Drive junction. However, there would also be many advantages in extending this as far as either the Almsford Drive or Ostman Road junctions, depending on the outcome of further consultation.
49. If Members decided not to approve the introduction of off-road cycle facilities at this stage, preferring to see a wider scheme developed first, then it would be recommended that at least local provision is made close to the Boroughbridge Road junction to facilitate use of the signalised crossing facilities (as shown in Annex M).

Options

50. Following on from the development of amended proposals and further consultation, there are several key decisions for Members to make on options relating to discrete elements of the overall scheme. However, in a broad sense, there are two basic options for the way forward :-

- Option One is to approve the original highway improvement proposals, as consulted on, for implementation with no changes (i.e. as per the plans in Annexes C to G).
- Option Two is to approve a revised highway improvement scheme for implementation based on various changes Members would like to see made to the original proposals.

Analysis

51. Consultation on the original scheme proposals highlighted significant concerns and issues, and also generated many helpful comments. This has led to some additional proposals being developed. These changes have potential to address many of the issues raised and enhance the overall highway improvement scheme. Hence the option of approving all the original proposals (Option One) cannot be recommended as a way forward.
52. It is therefore recommended that Members follow Option Two by agreeing a revised scheme they wish to see taken forward for implementation. To ensure that the new school is served by safe and sustainable transport links when it opens in Spring 2009, it is essential that agreement on this matter be reached at this meeting. It is also important that the scheme to be implemented meets, as far as is reasonably possible, the basic requirements of the relevant planning approval conditions. To assist Members in making the necessary decisions, the key choices are summarised below, along with officer recommendations :-

- Millfield Lane (School Safety Zone) - The options are to choose the original scheme layout shown in Annex C, or the alternative layout shown in Annex H.

Officer recommendation – to approve the alternative layout shown in Annex H for implementation.

- Low Poppleton Lane (Cycle Facilities) – The options are to choose the original scheme layout shown in Annex E (with the revised raised crossing position shown in Annex I), or to opt for not providing any off-road cycle facilities along the east side of the street (except for the short sections close to the Boroughbridge Road junction as shown in Annex J).

Officer recommendation – to approve the scheme layout shown in Annex E, including the revision shown in Annex I, for implementation.

- Boroughbridge Road / Beckfield Lane/Low Poppleton Lane (traffic signal junction) – The options are to choose the original proposed layout as shown in Annex F (with or without the proposed amendment

to the Boroughbridge Road (west) arm as shown in Annex K), or approve the alternative layout shown in Annex M (which provides for combined cycle and pedestrian crossing facilities on all arms of the junction, and could be modified to tie in with whatever cycle facilities are approved for Low Poppleton Lane and Beckfield Lane).

Officer recommendation – to approve the revised layout shown in Annex M for implementation, with delegated authority for Officers to modify this as necessary to fit in with whatever connecting cycle facilities are approved.

- Beckfield Lane (Cycle Facilities) - The immediate options are to either approve implementation of the original proposal as shown in Annex G (an off-road cycle facility on the east side of the street between Boroughbridge Road and Newlands Drive), or just to provide off-road cycle links close to the Boroughbridge Road junction to facilitate access to and from signal controlled crossing facilities at the junction, as shown in Annex M.

Officer recommendation – to approve the proposals shown in Annex G for implementation.

Members are also being asked to give a steer at this meeting on the preferred way forward for developing a wider cycle scheme for Beckfield Lane, and in particular what the priorities should be for utilising the £150,000 budget allocation within the 2008/09 LTP capital programme.

Officer recommendation – to approve, in principle, a long term aim of introducing off-road cycle paths along either side of Beckfield Lane where practical, and agree to the development of detailed proposals for providing a path on the east side of the street extending as far south as Ostman Road as the priority for 2008/09.

- Boroughbridge Road (Outbound Bus Stop) - The options are to approve the proposed relocation of the bus stop as shown in Annex L, or to approve an alternative position for further consultation with local residents and the bus operator.

Officer recommendation – to approve the relocation of the bus stop as shown in Annex L

Corporate Priorities

53. The scheme will help towards achieving the council's priority of increasing the use of public and other environmentally friendly modes of transport. It

will also help with improving the health and lifestyles of many people by providing facilities to encourage walking and cycling.

Implications

54. This report has the following implications:

Financial

55. The scheme is being funded by a combination of sources. A substantial proportion of the scheme, being linked to planning conditions, will be paid for via the funding arrangement for the construction of the new school.
56. Within this, the planning conditions state that a specific contribution of £45,000 has to be made towards the provision of improved crossing facilities at the Beckfield Lane /Boroughbridge Road junction. The proposed signalisation of the junction is estimated to cost around £350,000, and will be primarily funded using Section 106 money linked to development of the former Donnelly's site, which was obtained by the Council for making transport improvements along Boroughbridge Road. The remaining funding will be provided by a contribution from the Local Transport Plan.
57. The off-road cycle facilities along Low Poppleton Lane, Beckfield Lane (beyond the 70m length covered by the planning conditions), and Millfield Lane (above the basic requirements of the planning conditions) will be funded from the 08/09 Local Transport Plan capital programme.

Human Resources

58. There are no human resources implications.

Equalities

59. The proposed measures will benefit vulnerable road users such as pedestrians and cyclists. In particular improved crossing facilities will benefit the young and the elderly as well as the mobility and visually impaired, whilst more reliable public transport services will benefit non-car owners who tend to be low-income families or the elderly.

Legal

60. The City of York Council, as highway authority for the area, has powers under the following Acts and associated Regulations to implement improvements to the highway and any associated measures:
- The Highways Act 1980

- The Road Traffic Regulation Act 1984
 - The Road Traffic Act 1988
61. New or amended Traffic Regulation Orders (TROs) will be required to cover some elements of the overall scheme. The main ones will cover:-
- Changes to the existing speed limits on Millfield Lane (including the proposed 30mph limit and 20mph Zone near the school – see Annexes C and H).
 - The introduction of new parking restrictions on Millfield Lane close to the new school (double yellow lines and enforceable “School Keep Clear” markings – see Annexes C and H)
 - The removal of some existing parking bays from Low Poppleton Lane to protect visibility at the new raised crossing point (see Annex I).
62. These would be advertised in accordance with the Road Traffic Regulation Act and, in accordance with the delegation scheme under the Council’s Constitution, any objections would be considered by the Director for City Strategy in consultation with the Executive Member for City Strategy.

Crime and Disorder

63. Where practical and appropriate the proposed improvements would include measures to enhance the safety of all road users, in particular vulnerable users such as pedestrians and cyclists, as well as minimising the risks of crime.

Information Technology

64. None.

Land & Property

65. All the proposed works would be within the adopted highway.

Risk Management

66. In compliance with the Council’s risk management strategy, the main risks linked to this report are discussed below:-

Strategic

67. The new school is programmed to open on 29 March 2009. There is a risk of not meeting this strategic objective if the conditions on the planning approval are not met. To avoid this possibility, it is considered essential

that decisions are made at this meeting that will enable a preferred highway improvement scheme to be implemented by February 2009.

Physical

- 68. The main physical risk to achieving implementation on time is thought to be the need to move or protect services in the ground, where the layout of the highway is being altered. Close liaison with the Utility companies is taking place to identify and programme any necessary works to fit the overall implementation timetable.

Financial

- 69. There is also a potential risk that the scheme costs may exceed current estimates. Again, the need to move or protect underground services poses the main area of financial uncertainty about the overall cost of the scheme.

Organisation/Reputation

- 70. Some local residents are known to be unhappy with aspects of the school re-location and associated highway improvements. However, consultation has taken place via the planning process and the more recent consultation on the detail of the highway proposals. Of greater significance would be the reputational issues the Council might face if the school could not open as planned because the required highway scheme was not implemented in time.
- 71. Measured in terms of impact and likelihood, the risk score for all these risks has been assessed at less than 16 (see table below). This means that at this point the risks need only to be monitored as they do not provide a real threat to the achievement of the objectives of this report.

Risk Category	Impact	Likelihood	Score
Strategic	High	Unlikely	10
Physical	High	Possible	15
Financial	High	Possible	15
Organisation/Reputation	High	Unlikely	10

Recommendations

- 72. That the Advisory Panel consider the various options and recommendations summarised in paragraph 52, and advise the Executive Member to:-

- (1) Approve the following as the preferred package of measures for implementation, subject to resolution of any Traffic Regulation Order issues and possible minor amendments required by further detailed design and the road safety audit process.
- *the alternative School Safety Zone layout on Millfield Lane shown in Annex H*
 - *the arrangements around the Millfield Lane /Low Poppleton Lane junction shown in Annex D*
 - *the scheme layout shown in Annex E, including the revision shown in Annex I*
 - *the revised layout of the Boroughbridge Road/ Low Poppleton Lane / Beckfield Lane junction shown in Annex M*
 - *the proposals for Beckfield Lane shown in Annex G*
 - *the relocation of the bus stop on Boroughbridge Road as shown in Annex L*

Reason: To provide safe and sustainable transport links to the new Manor School, deliver the required highway improvements as conditioned within the planning approval, and to respond to issues and concerns raised through consultation on the detailed scheme plans.

- (2) Authorise the advertisement of any Road Traffic Regulation Orders associated with the preferred highway improvement scheme and, subject to no objections being received, the Orders be made. Any unresolved objections to be referred to the Director of City Strategy to consider in consultation with the Executive Member for City Strategy.

Reason: To enable any necessary restrictions on parking, use of any section of carriageway or footway, and changes to speed limits to be introduced.

- (3) To approve, in principle, a long term aim of introducing off-road cycle paths along either side of Beckfield Lane where practical, and agree to the development of detailed proposals for providing a path on the east side of the street extending as far south as Ostman Road as the priority for 2008/09.

Reason: To provide officers with direction on how to progress the Beckfield Lane Cycle Route scheme, and make best use of the funding currently available to take this forward.

Contact Details

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Report Approved

Date 18 August 2008

Specialist Implications Officer(s)

Financial

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Wards Affected: Acomb and Rural West York

All

For further information please contact the author of the report.

Background Papers:

- “Proposed Manor Church of England School Site, Millfield Lane, Nether Poppleton, York” - report to the Planning Committee dated 5 March 2007.
- Minutes of the Planning Committee held on 5 March 2007 (which contains full details of the planning approval decision, including the specific highway related conditions).
- “Millfield Lane / Low Poppleton Lane Traffic Regulation Order Objections” - report to the meeting of the Executive Members for City Strategy and Advisory Panel held on 29 October 2007.
- “Manor School – Highway Improvements” - report to the meeting of the Executive Members for City Strategy and Advisory Panel held on 14 July 2008.

Annexes

(Annexes A to N are available on the Council website attached to this agenda item)

Annex A Original overview plan showing highway improvement scheme agreed at planning approval stage.

Annex B Revised overview plan showing the more detailed and comprehensive highway improvement scheme proposals.

- Annex C Millfield Lane - School Safety Zone, pedestrian/cycle facilities, speed limit alterations, and new bus stops.
- Annex D Low Poppleton Lane / Millfield Lane - bus access and pedestrian/cycle facilities.
- Annex E Low Poppleton Lane - pedestrian/cycle facilities
- Annex F Beckfield Lane / Boroughbridge Road - traffic signals.
- Annex G Beckfield Lane - pedestrian/cycle facilities.
- Annex H Alternative School Safety Zone Layout (including revised bus stop position).
- Annex I Proposed scheme amendments in Low Poppleton Lane.
- Annex J Proposals to facilitate cycle movements between the footway and carriageway in Low Poppleton Lane if continuous off-road cycle facilities are not provided.
- Annex K Boroughbridge Road (west) approach to new traffic signals - original and revised proposals.
- Annex L Proposed re-location of out-bound bus stop on Boroughbridge Road.
- Annex M Beckfield Lane / Boroughbridge Road traffic signals - revised layout providing the flexibility to provide combined pedestrian/cycle crossing facilities across all arms of the junction if necessary.
- Annex N Beckfield Lane cycle scheme – area plans

MJD/GE

14 August 2008

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MANOR SCHOOL.DOC



Meeting of Executive Members for City Strategy and Advisory Panel **8 September 2008**

Report of the Director of City Strategy

Coach Strategy Review

Summary

1. This report provides a description and analysis of key findings arising from the York Coach Strategy Update (2008). A copy of this has been placed in the member's library. The study was commissioned to update the information gathered in a previous report, York Coach Study (2003) in order to provide current information with regard to implementing the city's coach strategy. Two issues the report uncovered were that a central coach park was preferred by drivers and that coach facilities could be improved. Other findings are discussed in this report along with a recommendation to retain St George's Field as a coach park in the short to medium term. This has been recommended because of the convenience for passengers, concerns over some aspects of using external locations (such as Park and Ride sites) and driver's preference for a central site. The report also recommends a detailed examination as to the feasibility of coaches using bus lanes in York.

Background

2. The coach strategy encompassed within the second Local Transport Plan (LTP2) was largely derived from the York Coach Study (2003) report - completed by Steer Davies Gleave. The results of this were reported to EMAP on 3rd March 2004. The main issues arising from this work included:
 - Recommendation that coach-parking levels be maintained at current levels +/- 5 spaces.
 - St George's Field received positive comments as a coach park from the consultants, drivers and visitors
 - Recommendation that the current ban on coaches using bus lanes be overturned.
 - Visitors and Drivers felt that the walks into the City Centre were long.
3. A recent study was commissioned by City of York Council to update the 2003 study and to re-examine some of the key issues surrounding coach stabling (parking), rendezvous points, special events, and overarching mechanisms for coaches (use of bus lanes etc). Another factor prompting this was the finding from the 2007 York Visitors Survey that the amount of people visiting York by coach has risen from being 8% of total visitors to 10%. This 10%

approximates to 400,000 people per year so is an important market to cater for.

4. High volumes of coach operations are centred around special events, such as the St Nicholas Fayre and Ebor race meetings. Events associated with York races have not been comprehensively considered as part of the recent coach study because the vast majority of coaches are parked at the racecourse. The amount of coaches attempting to access the city centre is not drastically affected by these events.
5. There are 61 coach parking spaces in the City Centre. These are charged as shown in the following table.

Time	April - October	November - March
1hr	£5	£5
3hrs	£8	N/a
24hrs	£11	£8

6. In addition to the city centre coach parks at Union Terrace and Kent Street, spaces are offered at Monks Cross Park and Ride site and non-council owned facilities are located at the bus depot on Hospital Fields Road and the railway museum. Informal parking takes place on Knavesmire Road and this site is effectively offering a free coach parking area close to the city centre. The rendezvous points for coaches are currently located on Leeman Road (Railway Rendezvous), Foss Bank (Minster Rendezvous) and Kent Street (Castle Rendezvous).
7. York currently holds the 'Coach Tourism City of the Year' title (awarded by Coach Monthly magazine). It is however; the author's opinion that this is for the appeal of the city to the coach tourist demographic rather than for the quality of facilities offered by York to visiting coaches. Allowing coaches to use bus lanes should see York nominated for the Confederation of passenger transport (CPT) coach friendly city award. This will bring increased free publicity to York as the 'coach friendly cities' are marketed by the confederation. Examples of two other similar cities that offer good quality coach facilities are Chester and Rochester. Both of these provide coaches with a central parking area, complete with visitor centre and drivers rest room. It is likely that this type of facility would prove problematic to introduce in York unless the coach parking could be consolidated onto one site.
8. Information is offered to coach companies and drivers in the form of the York coach parking information leaflet (APPENDIX A). This is thought to be a valued source of information and will be updated and continued as necessary. The map is not currently displayed online or available for downloading so work will be progressed to look into this and to potentially have a 'coach section' on the City of York Council website to ensure the information is easily accessible and linked to the VisitYork website.

9. Coach movements in York can be generally categorised as shown below.

- Pick up and drop-off at a central coach park.
- Drop off at a central rendezvous point before parking for free out of town i.e. Park and Ride site (Monks Cross) or a lay-by.
- Drop off at a rendezvous point then park in a central coach park.

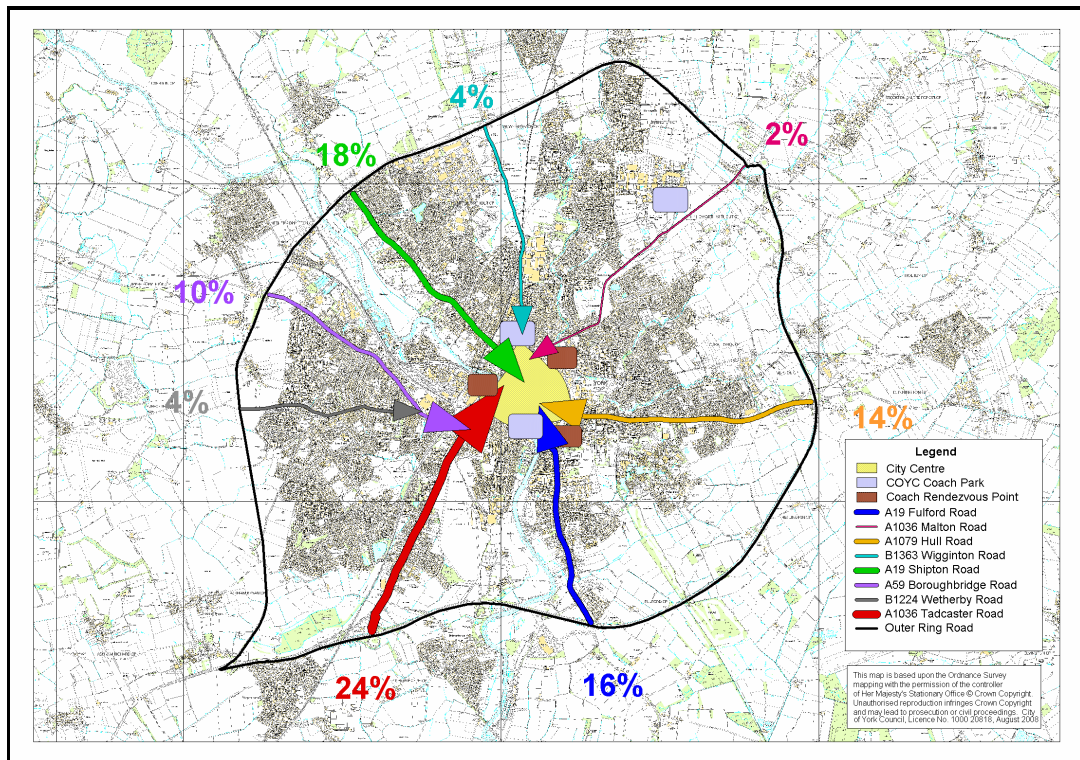
Offering these three options caters for varying driver and operator preferences and this contributes to making York an attractive option for coach companies when selecting their tours.

Consultation

10. Coach operators, coach drivers, City of York Council officers, and members were consulted as part of the study. Bus Operators were also questioned on their opinions regarding the use of bus lanes by coaches. The decision was taken not to include a visitor survey as a comprehensive analysis of visitor opinion took place in the York Coach Study (2003).

11. Coach drivers were consulted using a questionnaire. This was posted out in addition to several being handed out to drivers at the coach parks. The questionnaire was designed with the intention of following a driver's visit to York from approach to departure in order to gain an insight into all stages of coach movement during their stay in York. Figure One shows a map of how coaches access the city:

Figure One:



Other routes – 8%

The map shows that 40% of coaches use the main southern radials to access the city (Tadcaster Road and Fulford Road). It also shows that the Monks Cross Park and Ride site is located on a corridor unpopular with coaches, so this offers an explanation for its current poor levels of use despite having no charge.

12. Opinion on parking was fairly conclusive. When asked for their ideal coach park, 70% preferred a city centre site and 64% were happy with facilities at the location they were parked. Close to a third, however, were unhappy and this suggests that work needs to take place to improve facilities where possible. 57% suggested they would park at a Park and Ride site should it be the recommended option. This is of some concern as it implies that 43% would not and therefore suggests that there would be higher levels of informal parking. Just over half of respondents thought that the cost of coach parking was high in York.
13. Rendezvous points are of concern. Almost 70% of drivers asked stated that rendezvous points need to be improved. Work to improve these will be progressed by officers, with particular emphasis on improving information, such as signage and potentially relocating at least one of the Minster and Castle rendezvous points. These are both poorly used, and demand for the Castle rendezvous on Kent Street is likely to be limited now the coach park is out of service. The Minster rendezvous in particular offers a poor welcome to the city. Work is progressing to examine the feasibility of introducing a temporary rendezvous point on the Reynard's Garage site (17-21 Piccadilly) as recommended in the study and thought to be welcomed by many in the city (particularly traders). This should provide a suitable foil for St George's Field and will offer a central drop-off point for parties wishing to access the Jorvik Centre and other attractions in the near vicinity.
14. Coach operators were unanimous in their desire to allow coaches to use bus lanes and drivers also mentioned this as a key area for improvement. Local bus operators were mixed in their opinion, several companies felt that coaches should be allowed to use the bus lanes, however, the main operator, First York felt that the lanes should be used by buses only. York is in a small minority of cities that restrict coaches and this is also the key issue that is currently prohibiting York from gaining a 'coach friendly city' award from the CPT. There is no desire on behalf of the CPT to see local bus services disrupted, so extra work is required to see if any of the bus lanes can be opened up to coaches.

Options

- A** To retain St George's Field in the short to medium term as a coach-parking site so that use can be monitored in order to establish whether the site is a suitable long-term option.
- B** Use St George's Field as a temporary coach park with a view to relocating coach parking in the medium term, primarily to Park and Ride sites as these are the recommended option in the study.
- C** Progress work on examining the feasibility of allowing coaches to use bus lanes.

Analysis

Option A

15. This option follows CPT guidelines set out in CPT Briefing – CP9.1, Coach Parking Facilities (2006) which, whilst only being a desirable outline for coach parking is a useful guide to providing a quality facility that should satisfy the requirements of operators, drivers and visitors. Central coach parking is recommended so using St George's Field compliments these guidelines.
16. Coach parking at St George's Field already takes place during the St Nicholas Fayre, where it is used as an overflow park. It received favourable comments from drivers and passengers in the York Coach Study (2003), and driver consultation in the York Coach Strategy Review (2008) revealed a city centre site to be the preferred option for relocating Kent Street. It appears to be the most viable option, certainly in the timeframe available since the closure of Kent Street.
17. A central coach park allows for passengers to make their way back to the coach when they so wish, this is not the case when a coach is parked at an out-of-town site and is of concern particularly to older passengers. The studies both show that Union Terrace and Kent Street are used for dropping off as well as parking so this reduces the pressures upon rendezvous points. This is currently important as only the Railway Rendezvous has a notable level of use – therefore moving coach parking away from the City Centre would place an increased burden on this location which may well cause disruption to the highway on Station Road.
18. Monitoring the usage of St George's Field will allow for officers to analyse the demand placed on the site. As figure one shows, a substantial amount of coach traffic approaches from the south of the city and as St George's Field is closer to the City Centre and has a more attractive, traffic free walking route (beside the river) it is expected to be more popular than Kent Street.
19. Whilst, location-wise, St George's Field is in a prime position there are significant concerns over flooding. The car park has been briefly closed this year as a result of high water levels and this would present problems should it occur during a busy day for coach traffic. As many coach tours are booked well in advance the weather is not such an influential factor in deterring a visit so it is likely that most coaches would still travel in the event of inclement weather. Should St George's Field be closed coaches will have to be directed elsewhere, to Monks Cross coach park, Knavesmire Road and the other non-council owned facilities.
20. St George's Field has been used as a coach park for the St Nicholas Fayre in recent years. Advance bookings are taken for this site and Union Terrace at a cost (£23 + VAT last year) and as Kent Street was a free site during the festival; the city will be effectively 27 spaces down on previous years. Due to Kent Street parking being free there will be a requirement to direct coaches who haven't pre-booked that may arrive at this site to other areas where they are able to drop-off and pick up during the festival. For two weeks during March a fair is located on St George's Field. Coaches will again need to be

directed to other sites that are publicised in the coach route map and the changes and recommended replacement parking facilities be publicised.

21. Using St George's Field will enable the city to show it's commitment to the coach trade and it's demographic of passenger. 400,000 visitors a year demonstrate it is an important source of trade and central facilities to compliment York's position as one of the leading destinations in the UK should be a beneficial aid to tourism.
22. The capacity of St George's Field car park is 411 spaces and the coach park necessitates the removal of 135 of these leaving 270 plus 6 disabled spaces. Analysis of parking data suggests that over the three-month period from 12th May to 12th August the car park was only full on one day, the 26th May (Bank Holiday Monday). At the time of peak capacity at St George's Field there were 160 spaces available at four other council owned long-stay car parks so capacity is available at other city centre sites. Closely monitoring this site and other levels of nearby car parking will indicate whether a substantial evaluation of car parking in the local area needs to take place. In the timeframe allotted for moving Kent Street coach park there has not been sufficient time to assess this. There may also be greater demand placed on car parking closer to Christmas. It is not ideal to offer reduced car parking spaces in this area, however when the coach park is established and monitoring has taken place as to the effects this can be examined in greater depth.

Option B

23. Using Park and Ride sites for coach parking in the long-term has several implications, which prove problematic. There is a risk that some drivers may drop off a coach party onto a Park and Ride bus and allow them to travel in on that service. This is attributable to the eligibility of over 60's to travel on the service for free as part of the national concessionary fares scheme. The demographic of coach passengers suggests this is worthy of concern. A full coach (of 53 for example) would take up a substantial amount of the 77-person capacity of a Park and Ride rigid bus. This should be enforced to ensure it does not happen were this option to be selected.
24. In planning terms Park and Ride sites are designated as an 'appropriate' use of Greenfield land. Coach parking is not, however, so is not straightforward to implement. It should be noted that if very special circumstances exist permission can be granted but the decision would need to be referred to the Secretary of State. However it could be possible for coaches to arrive at the Park and Ride site as a drop off and coach parking location and the new Park and Ride sites could include coach parking facilities.
25. Using out of town sites for coach parking doubles the amount of trips for coaches within the city as, instead of driving to the coach park, setting down and remaining there; they are required to drive to a rendezvous point, set down then drive out to an out-of-town site before returning in once more to pick up the passengers. This system will result in increased pressure upon the rendezvous points and as a result enforcement of waiting restrictions would have to take place. There would also be a requirement to create extra capacity, which will probably involve relocating the two underused rendezvous

points. They would ideally have relatively equal demand in order to manage coaches effectively and this would naturally come at a cost.

Option C

26. Progressing an investigation into the feasibility of use of bus lanes by coaches will enable officers to establish whether there is potential for coaches to operate in all, or some of these lanes. Some implications of this include, capacity and the likely effect at busy times on scheduled service timetables and also the lack of coaches being equipped with traffic light priority transponders. The possible award for becoming a 'coach friendly city' is potentially quite lucrative and as York is competing for tourists with other cities across the country any extra addition to its 'armoury' should be helpful.

Corporate Objectives

27. Implementing schemes to encourage and accommodate coach travel contributes towards improving the economic prosperity of the city and also may encourage more people to travel to York by coach so could increase the use of more sustainable modes of transport. On a nationwide corporate level, having good quality, well-located coach facilities will enable York to strongly compete against other areas for trade from this tourism sector.

Implications

28. Financial

In terms of lost revenue from the car park; calculations based on a worst-case scenario (each car paying for one hour) suggests that during the period 12th May to 12th August the total loss would have been £3317. This is based upon the number of cars and time spent over the new 270-space limit using the VMS data. This is purely lost revenue from St George's field so does not factor in that some cars will relocate to other car parks. This loss over three summer months is relatively small and revenue would be retained should an average of three coaches per day park for over three hours at the site.

There are no other known implications

Risk Management

29. There are no known risks associated with this report.

Recommendations

30. That the Advisory Panel advise the Executive Member to:
 - 1) Approve Option A to allow coach parking to remain at St George's Field in the short to medium term

Reason: To allow for York to offer quality facilities suited best to the visitor demographic that will enable the city to strongly compete with other destinations for coach trade.

- 2) Approve Option C for Officers to investigate the feasibility of the use of bus lanes by coaches.

Reason: To enable officers to carry out a feasibility assessment of allowing coaches to use bus lanes.

Contact Details

Author:

Tom Horner
Transport Planner
Transport Planning Unit
(01904) 55 1366

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director of City Development and Transport

Report Approved



Date 18/08/08

Specialist Implications Officer(s)

Financial
Patrick Looker
Finance Manager
(01904) 551633

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

All *tick*

For further information please contact the author of the report

Background Papers:

York Coach Study (November 2003) *Steer Davies Gleave*

York Coach Strategy Review (July 2008) *Halcrow*

Local Transport Plan 2 Annex E, Coach Strategy (2006 – 11) *City of York Council*

Coach Parking Facilities, CPT Briefing – CP9.1 (March 2006) *CPT*

Annexes:

ANNEX A – York Coach Parking Information 2007/08

MAP KEY

- Union Terrace coach park
- Kent Street coach park
- Monks Cross Park & Ride coach park
- National Railway Museum coach park
- Racecourse coach park (race days only)
- Topline Travel Depot coach park
- Coach Rendezvous Point
- Permitted access routes to coach parks and rendezvous points
- Foss Islands Road, Roadside minibus parking only
- Tourist Information Centre

ROUTES TO COACH PARKS

P COACH PARKING

York City Centre (North) Follow

York City Centre (South) Follow

Look for road signs like this one on the main approach roads. The yellow symbols then appear on signs at each junction to guide drivers to the two coach parks.

COACH ACCESS ROUTES MAP



Access and parking for coaches and minibuses with 16 seats or over is not allowed inside the city walls. Please refer to the city map where this symbol clearly indicates roads which is not accessible.

Your vehicle

Note all applications must be in writing and cannot be dealt with by telephone.

York YO10 4BY
Events Office, York Police Station, Fulford Road, Persons Blue Badge)

(Including any supporting documentation ie: Disabled For this service, please apply in writing.

restricted areas.

difficulties, may be set down from the coach within the With prior permission from the Police, coach parties with special needs such as those with walking difficulties, may be set down from the coach within the and setting down passengers.

Coach drivers are recommended to use the Coach Parks or Rendezvous Points shown on the map for picking up Skeldergate Bridge. Coaches are not permitted to cross the Lendal or the Ouse bridges.

The only city centre river crossing available is Station Road from Rougier Street to York Railway Station. Coaches and minibuses with over 16 seats are not allowed inside the city walls, apart from the small section of the following:

To help you and your passengers, please note the following:

Due to its narrow streets coach access is restricted to areas clearly marked on the city centre map.

www.york.gov.uk/parking

The following website for the latest developments. on improving conditions for coach operators. Check out currently implementing a coach strategy which is working 4 million visitors arrive by coach. City of York Council is York welcomes coaches. Thousands of the city's annual

ACCESS INFORMATION

DEUTSCH

Zufahrtsbeschränkungen

York heißt jährlich zahlreiche Busreisende willkommen. Aufgrund der engen Straßen im Zentrum der Stadt, Kraftfahrzeuge und Busse sind innerhalb der Stadtmauern bzw. Auf der Lendal und Ouse Brücke nicht zugelassen.

Die Busfahrer sind verpflichtet, die im Stadtplan markierten Busparkplätze (Coach Parks) oder Treffpunkte (Rendezvous Points) zu benutzen. Von diesen Stellen aus geht es zu Fuß zu den Touristenattraktionen weiter.

Eine schriftliche Zufahrtsgenehmigung für den zufahrtsbeschränkten Stadtbereich ist zu beantragen bei:

Events Office, York Police Station, Fulford Road, York YO10 4BY, UK

ESPAÑOL

Información de acceso

York da la bienvenida a los numerosos visitantes que llegan a la ciudad en autocar. Debido a sus calles estrechas no idóneas para vehículos grandes, se aplican diversas restricciones de acceso. No se permiten los autocares dentro del perímetro de la Murallas de la ciudad, y los mismos tampoco pueden cruzar los puentes Lendal u Ouse. Los conductores de autocares deberán usar los Estacionamientos para Autocares (coach parks) o los lugares de reunión (Rendezvous points) indicados en este plano del centro de la ciudad. Los pasajeros deberán dirigirse andando desde estos puntos hasta los lugares de interés.

Para ingresar en las zonas restringidas, deberá obtenerse una autorización escrita previa de:

Events Office, York Police Station, Fulford Road, York YO10 4BY, UK

FRANÇAIS

Information concernant l'accès à York

York souhaite la bienvenue aux nombreux visiteurs qui arrivent par car. A cause de ses rues étroites qui ne sont pas adaptées aux véhicules lourds, des restrictions sont imposées en ce qui concerne l'accès au centre ville. De ce fait, l'accès y est interdit aux cars qui ne sont pas non plus autorisés à traverser les Ponts Lendal et Ouse. Les chauffeurs d'autocars doivent se garer sur les Parkings réservés aux autocars (Coach Parks) ou sur les aires Points de Rendez-vous (Rendezvous Points) indiqués sur le plan du centre-ville. Les passagers se rendent à pied vers les attractions touristiques à partir de ces aires de stationnement.

Pour avoir accès aux zones de stationnement limité, vous devez obtenir une autorisation écrite auprès de:

Events Office, York Police Station, Fulford Road, York YO10 4BY, UK

LOCAL ASSISTANCE:

Police Tel: 0845 6060 247
York Police Station, Fulford Road, York YO10 4BY

Hospital Tel: 01904 631313
York District Hospital, Wigginton Road

Breakdown & Recovery Services

Ebor Trucks Tel: 01904 708372
Out of office no: 07740 116765
Brocketts Industrial Estate, Acaster Airfield, Acaster Malbis

Inglebys Luxury Coaches Tel: 01904 637620
Fulford Road Industrial Estate, Fulford Road, York

B&C Motors Tel: 01759 303139
Halifax Way, The Airfield, Pocklington YO41 2NR

Chemical Toilets

Inglebys Luxury Coaches Tel: 01904 637620
Fulford Road Industrial Estate, Fulford Road, York

Shopmobility Tel: 01904 679222
Shopmobility Centre, Level 2, Piccadilly car park

City of York Council Services

The Parking Services described in this leaflet are provided by the City Strategy Department.

If you have a query please contact:

Coach parking enquiries and complaints
Plus additional copies of this leaflet Tel: 01904 551309

City Centre Manager Tel: 01904 552272

If you have any comments or queries, please write to:

City of York Council
Parking Services Manager
City Strategy Department
9 St Leonard's Place
York YO1 7ET

www.york.gov.uk

Please note prices and details are correct at the time of publication but are subject to revision. Please check by calling the **coach parks hotline 01904 551309** or logging on to www.york.gov.uk/parking

YORK

Coach Parking Information 2007/08



Produced with the assistance of





COACH RENDEZVOUS

For coaches not using the coach parks or delivering/collecting passengers as near as possible to a particular attraction, Rendezvous Points have been established around the edge of the restricted area. These offer safe, pleasant walking routes to and from major attractions and space for coaches and passengers to wait for up to **15 minutes only** without causing difficulties for other people. They are called **Minster, Castle and Railway Rendezvous** to reflect the main attractions nearby.



ROUTES FOR PEDESTRIANS

At coach parks and other important places within the city centre "Welcome to York" displays show a city centre plan with all the attractions clearly marked. The Minster, Castle and Railway areas are colour coded in yellow, red and blue respectively to help visitors. Colour coded signs on green posts guide people safely and conveniently around the city. Walking routes to and from the coach parks are clearly signed. Please make sure all passengers are fully aware of the location and name of their coach park. Visitors can also enjoy a traffic free city centre as vehicle access is restricted at peak periods during the day.



COACH PARKING

TARIFFS for Union Terrace & Kent Street

1 April to 31 October		
1 hour: £5.00	3 hours: £8.00	24 hours: £11.00
1 November to 31 March		
1 hour: £5.00	all day: £8.00	

You can **park and pay by phone** by calling **0870 428 3854** from a mobile phone. Location number for **Union Terrace** is **7750** and **Kent Street** **7751**.

Union Terrace Coach Park

Number of spaces: Coach 34 and Minibus 5
Open: 7 days a week. 0800 - 2300.
Charges: apply from 0800-2030. Correct coinage required. No change given. Automatic barrier in operation. You can park and pay by phone see tariffs. To exit after 2030 tokens can be purchased at a cost of £1.50. All vehicles must vacate the coach park by 2300.
Facilities: Public telephones. Toilet block (20p coin required). Exchange facility available for Euros. Fully staffed from 0800 - 2000. Electronic help point. CCTV.
Overnight parking: No overnight parking or running of engines. Fines will be issued if this is not adhered to.

For full details and latest prices log on to: www.york.gov.uk/parking/unionterrace.html

Kent Street Coach Park

Number of spaces: Coach 27
Open: 7 days a week 0800 - 1830. Except if a special event is taking place at the Barbican Centre.
Charges: you can park and pay by phone see tariffs.
Facilities: Public telephones and toilets. CCTV.
Overnight parking: is permitted, but coaches may not be removed before 0800 on weekdays and 0900 on Sundays.
PLEASE NOTE Subject to planning Kent Street coach park may be closing early 2007. Please contact the coach parks hotline for the latest details or log on to www.york.gov.uk/parking



Additional venues offering coach parking:

National Railway Museum Coach Park

NRM **NATIONAL RAILWAY MUSEUM**
Number of spaces: Coach 20
 Parking is available for pre-booked coaches. Free during the day if pre-booked or £10 without advance booking. Overnight parking is £10.
Contact: 01904 686263
Email: mia.cornthwaite@nmsi.ac.uk

Top Line Travel Depot Coach Park

Number of spaces: Coach 30
Charges: £6 for daytime only or £12 for 24 hours.
Open for access: Monday to Friday 0600-2100. Saturdays, Sundays and Bank Holidays 0800-2000 (summer) 0830-1800 (winter)
Facilities: Yard is floodlit securely fenced and locked at night.
Contact: 01904 655585 **Email:** topline@aol.com

Foss Islands Road

Roadside parking suitable for mini buses and motor caravans.

Knavesmire Road

Additional coach parking is available on Knavesmire Road. This is not available on race days or other special events held at the Racecourse. Remember to leave parking lights on if parking during the hours of darkness.

Monks Cross Park & Ride

Number of spaces: Coach 10 - Free of Charge

City of York Council Coach Parks Hotline

For further details and copies of coach parking map call **01904 551309** or visit www.york.gov.uk/parking

Parking during St Nicholas Fayre

St Nicholas Fayre is one of the UK's most popular Christmas markets and one of busiest weekends in the 6 week "Yuletide York" programme of Christmas shopping and events. Special arrangements are made for this event each November due to the high level of demand. Please contact us for details.

Contact: 01904 551309 **Email:** info@yuletideyork.com



For help and advice during your stay in York, call in at one of the Visitor Information Centres. Trained and friendly staff will help you to make the most of your visit by providing information on attractions, what's on, places to eat and booking accommodation both in York and throughout the country. Maps, postcards and guidebooks are also available.

De Grey Rooms **Tel: 01904 550099**
 Exhibition Square (Next to Theatre Royal)
York Railway Station **Tel: 01904 550099**
Email: info@visityork.org **Web:** www.visityork.org



For help organising your trip in advance why not use the Groups Desk. Take advantage of our local knowledge to get you the best accommodation deals and advice on itinerary planning. Plus great deals on 1, 2 or 3 day York Pass purchases.

York Groups Desk **Tel: 01904 554653**
 York Tourism Bureau,
 20 George Hudson Street, York YO1 6WR
Email: groups@york-tourism.co.uk
Web: www.groupvisityork.com, www.yorkpass.com



This leaflet has been produced with the assistance of the **Confederation of Passenger Transport**.

When hiring a coach look out for the CPT logo.

For information on the CPT call: 0207 2403131





Meeting of Executive Members for City Strategy and Advisory Panel 8 September 2008

Report of the Director of City Strategy

York Cycling City

Summary

1. To advise Members of progress in developing the York Cycling City project since the announcement of the successful bid in June 2008. The report highlights the key points of the bid, the proposed governance structure for delivering the project and sets out the next actions to be implemented in moving the project forward. Members will be asked to note the content of the report and approve the proposals for moving the project forward. In addition an update on progress towards the cycling target is included and actions to help meet it that have been put in place during the last two years.

Background

2. Cycling England announced in January 2008 that it had funding available to support the development of one cycling city and 10 cycling towns (York was considered as a town for the purposes of the bid on the basis of population size). Cycling England set out a list of criteria the bid was expected to address.
3. 74 bids were received by Cycling England and 17 local authorities were invited for interview. The interviews were held on 28th May in Birmingham from the BikeRescue Project and Ruth Kelly (MP) made the announcement of York's success on Thursday 19th June.

The successful bid

4. The bid that was submitted to and accepted by Cycling England contains a set of aims, objectives and targets, developed with input from cyclists, officers across the council and stakeholders; details are attached as Annex 1. The bid is based on partnership working with stakeholders to deliver these targets and is an essential element of the bid.
5. The bid was based on a set of criteria from Cycling England that requested details of ambitions, objectives, identified problems and how they could be overcome as well as successful initiatives that had already been introduced. The bid was supported by the involvement and partners and stakeholders. A significant amount of consultation was undertaken to understand how and where they could contribute to the development and delivery of the project. The

stakeholders have therefore signed up to the proposals within the bid and are fully supportive of the ambitions and aims contained within it.

6. The funding allocated to York amounts to £20 per head of population and totals £3.68million over the two and a half year period. The allocation is made on the basis of match funding by the Council and stakeholders which needs to be demonstrated to Cycling England and DfT over the life of the project. The guidance indicates that £4 per head should be spent in 2008/09, and £8 per head in the two subsequent financial years. This equates to £500,000 in year one and £1,590,000 in years two and three.
7. A detailed action plan was also submitted with the bid that sets out the proposals for delivering schemes and initiatives in each year, the breakdown between capital and revenue and from where it is proposed the contribution will come. The bid was accepted on the basis of the action plan, however Cycling England recognise that there will be some flexibility in the programme as schemes are delayed and others that fit the strategy are brought forward. A revised version of the action plan is attached as Annex 2 (the plan needs further revision in light of the recent documentation from the DfT setting out the allocation available for each year). It has been scaled back slightly (primarily the removal of the bridge into the York Central development, allocated funding £1.1m) in light of the reduction in the funding now available to CYC. The exact composition of the action plans is still to be finalised but it is not expected that there will be significant alterations to the action plan submitted as part of the bid.
8. The action plans are designed to meet the aims, objectives and targets set out in Annex 1. The targets in the cycling city bid have been set higher than those contained in the Local Transport Plan (LTP) due to the additional funding available. Progress toward the current LTP target is shown in Annex 3.

Moving the project forward

8. A governance structure has been proposed that will enable a number of individual projects to be delivered concurrently by the council and stakeholders, with the council maintaining overall control and responsibility for delivery and budgets. See Annex 4, attached
9. The officers, Members and stakeholders who will form the Strategy Group has not yet been determined but it is envisaged that the size of the group would not exceed 8-10 persons.
10. The Strategy Group will meet on a regular basis (it is envisage that the Group would meet six times per year, although this has still be finalised) and determine high-level issues of strategy, delivery and funding allocations. The Project Manager will act as the day-to-day contact for the Strategy Group and the Project Delivery Groups. When the Project Manager is not available the first point of contact will be Transport Planning Unit. It is proposed that the Project Delivery Groups will consist of a small number of stakeholders and officers (at least one Officer will be required for every group). These groups will focus on delivery and will report progress to the Strategy Group via the Project

Manager. It is proposed that capital projects the delivery group will consist primarily of council officers.

11. As well as reporting directly to Cycling England on the progress of the Cycling City project it is proposed to bring regular reports to EMAP.
12. A project worksheet/action plan has been developed for each element of the cycling town initiative which will set out responsible officers/stakeholders and responsibilities, key milestones and actions with target dates for completion, budget and funding for each year. It is proposed that financial responsibility will remain with the project manager and the delivery groups will submit requests for work orders through the project manager.
13. As part of the process of agreeing the strategy and action plan, Cycling England made a visit to York on Wednesday 20th August (evening) and Thursday 21st (all day) for discussions and site visits with officers, stakeholders and Members with a view to assisting in the refinement of the strategy and action plans and providing advice and guidance on key areas of the cycling city project.
14. The Council has received a formal grant offer from the DfT and will be required to enter into a 'management agreement' with Cycling England, which will set the basis of the working relationship between the two bodies. It is anticipated by Cycling England that most delivery activity will not commence until they have agreed the work programme but planning and marketing are legitimate activities to undertake before agreement.
15. As part of the management agreement with Cycling England the Council will set up a Cycling Forum. This will provide stakeholders with a direct means of communication with the Cycling City project manager and the Steering board. The exact composition of the Forum has yet to be confirmed but will be a partner and stakeholder group in which to raise issues, concerns and provide feedback on the project.
16. A stakeholder meeting will held at in early September with all the partners and stakeholders who have been involved in developing the bid to inform them of progress since the announcement of the successful bid and provide feedback from the Cycling England visit. It also explained the proposed governance structure and gauged level of commitment to membership of the delivery groups and who might want to participate.

Cycling England/DfT Funding

17. Funding from Cycling England will be claimed retrospectively on a quarterly basis. Cycling England has a fixed budget for each year that can be moved between cycling towns (if one under spends) but not between years. It will therefore be essential that York is in a position to bring forward schemes. The funding is to match Council, stakeholder or developer contributions. The project funding is available until March 2011 and spend against cycling schemes from April 2008 is eligible for inclusion as match funding against Cycling England.

Next actions

18. As part of the funding agreement between the Council, Cycling England and the DfT, the Council will produce a refined strategy, a detailed first year action plan and an outline action plan for years two and three that must be agreed by Cycling England. It is only after the strategy and the action plan have been signed off that the Council will be able to start claiming its funding allocation. Officers have indicated to Cycling England that the Strategy and Action Plan will be submitted by the end of September 2008. Projects can start to be implemented e.g. planning/scheduling, before then but funding cannot be claimed until these documents have been agreed.
19. The appointment of a Project Manger is a critical part of the project delivery. A job description has been written and is currently awaiting a grading assessment. When the grading and salary have been agreed the post will be advertised. The post will be funded through the Cycling England allocation. No other provision for additional staff resources was included in the bid.
20. As part of the development of the bid a substantial amount of consultation was undertaken with stakeholders and cycle groups that informed the type and nature of the individual elements of the accepted successful bid. However, what is less clear are the reasons people no longer, or have never cycled. A questionnaire is being developed which will be aimed at non-cyclists. This will help inform the strategy and the action plans in years two and three. It is likely that the questionnaire results will not be available for the year one action plan and there is a danger of not delivering any project elements if action is delayed until the results are collated. The detail of the questionnaire is still being finalised.
21. The bid included a cycling festival to be held in each of the three years. The date for the first festival was proposed to be 20th and 21st September, however due to existing commitments of key stakeholders and a delay in confirming a police presence it has been delayed. It is now proposed that the launch will take place early October when the Strategy and Action plan have been agreed by Cycling England. The festival will take place in spring (dates to be confirmed) to ensure that sufficient time and resources are allocated to the planning and delivery of the projects first large scale public event.
22. The Cycling England Team has indicated that, although not classified as a city for bid purposes and will not be referred to as a cycling city in any national promotion or publicity material, the Council has the option of referring to itself as a cycling city rather than a cycling town. It is currently proposed to brand York as a cycling city.

Consultation

21. A significant amount of consultation was undertaken as part of the development of the cycling town bid. We have consulted with both the general public and local stakeholders in York to identify the challenges, problems and consider what needs to be done to address them. 300 questionnaires were sent out through a variety of routes and 60 of these returned completed, a 20%

return rate. An open meeting for stakeholders in cycling was held on 11 March 2008, where 26 people attended, including representatives from Sustrans, CTC, local cycling clubs and the voluntary sector. This consultation identified the following recurring issues:

- General participation has dropped
 - Our extensive routes don't quite join up
 - 'Sustainable' bigger buses are seen as more dangerous
 - Cycle thefts reached record levels
 - Some early momentum for cycling has been lost
 - Danger spots on our narrow streets that critically affect the willingness of people to make their journey by bike
 - Parents, worried for the safety of their children, discourage them from cycling
 - Low levels of participation amongst those in economic or social disadvantage
 - Concern for physical activity, health and increasing obesity levels
22. Following notification of our successful application and an invite to interview, two further meetings with stakeholders were held on 12 and 15 May. This helped identify their skills, experience and if they could be involved in delivering the projects outlined in the bid to ensure we have the resources in place and are ready to deliver the cycling projects. Consultation with stakeholders will continue as the project progresses
23. It is proposed to undertake further consultation aimed at non cyclists and lapsed cyclist as to why they do not cycle with the intention of using the results to inform future action plans.

Corporate Priorities

24. The project, if successful, would contribute to the following Corporate Priorities:
- Reduce the environmental impact of council activities and encourage, empower and promote others to do the same. *There is considerable scope for encouraging a shift from car use to cycle use for people throughout the city.*
 - Increase the use of public and other environmentally friendly modes of transport. *The proposals will make cycling into the city centre more attractive for current and potential cyclists and have the potential to increase levels of cycling.*
 - Improve the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest. *The scheme will encourage more people to cycle with the added benefits of improved health. Cycling is also an ideal mode of transport for people on low-incomes whose health may be poorer.*
 - Improve our focus on the needs of customers and residents in designing and providing services. *These proposals would help cater for all types of cycles and cyclists as they focus on children and a number of hard to reach groups as well as providing general improvements in cycling facilities.*

- Improve the way the Council and its partners work together to deliver better services for the people who live in York. *The potential cycle park at the former Lendal Sub Station will be achieved by partnership working between the public and private sectors. The project delivery groups will provide the means for officers and stakeholders to work together.*
25. Local Transport Plan (LTP): The scheme would contribute to several of the aims of the recently submitted LTP, namely:
- To reduce the need to travel, especially by car, and encourage essential journeys to be undertaken by more sustainable modes;
 - To improve economic performance in a sustainable manner;
 - To reduce the levels of actual and perceived safety problems;
 - To enhance opportunities for all community members, including disadvantaged groups, to play an active part in society;
 - To improve the health of those who live or work in, or visit, York;
 - To reduce the impact of traffic and travel on the environment, including air quality, noise and the use of non-renewable resources.

Implications

26. This report has the following implications:
- **Financial** – The grant is to match fund contributions from the Council, developers and stakeholders. The grant cannot be carried forward into future years, any underspend would be reallocated to another cycling town project and will be lost to the York cycling city project.
 - **Human Resources (HR)** – An additional post for the Project Manager will be created within Transport Planning.
 - **Equalities** – The project will deliver a range of improvements to facilities and training that will provide residents and visitors to York with travel options to reach key services around the city.
 - **Crime and Disorder** – There are no implications at present
 - **Property** – There are no implications envisaged.
 - **Legal** – The grant from the DfT is made under Section 31 of the Local Government Act 2003 and the Council is required to enter into a funding arrangement with the DfT in order to be able to access the grant.
 - **Information Technology** – There are no implications.

Risk Management

27. In compliance with the Council's Risk Management Strategy the main risk that has been identified in this report could lead to the inability to meet the council's objectives (Strategic).

28. Measured in terms of impact and likelihood, the risk score for the recommendation is less than 16 and thus at this point the risks need only to be monitored, as they do not provide a real threat to the achievement of the objectives of this report.

Recommendations

29. That the Advisory Panel advise the Executive Member to:
- i. Note this report and the progress made to date on the cycling city project and the cycling target, and
 - ii. Endorse the next steps to the further development of the cycling city project as set out in paragraphs 18-22.

Reason: To enable progress to continue and ensure delivery of all the elements of the project.

Contact Details

Author:

Ruth Egan

Directorate of City Strategy
01904 551372

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director of City Strategy

Report Approved



Date

19 August 2008

Specialist Implications Officer(s)

Patrick Looker

Finance Manager, Resource & Business Management, City Strategy

Wards Affected: All

All Y

For further information please contact the author of the report

Background Papers:

Letter from DfT 29th July 2008 – Funding arrangements for the Cycling Cities and Towns project.

Annexes:

Annex 1 – Aims, Objectives and Targets

Annex 2 – Cycling Town Project Costings 2008/10

Annex 3 - Progress Towards Cycling Targets

Annex 4 – Cycling Town Implementation Structures

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AIMS, OBJECTIVES AND TARGETS

The seven aims set out below have been developed from the consultation process undertaken to gain support for the Cycling Demonstration Town bid.

They reflect the full range of the Council's and stakeholder's our ambition. They are set out as: aims, objectives and targets.

AIM 1. INCREASE TOTAL CYCLING ACTIVITY - More people cycling, more often

Objectives

- Increase the number of children/young people undertaking training to level 3 with a specific focus on engaging teenage girls (see below)
- Involve parents/ carers in training which gives them the confidence to support their young people in cycling
- Provide cycle parking for all schools - Monitor usage and increase provision where feasible
- Continue roll-out of our Safe Routes to School programme, prioritising routes that are common to several schools
- Increase Travel to Work schemes
- Work with the major developers/employers to exploit the identified 'major opportunities'
- Deliver a range of participation initiatives
- Increase delivery of Cycling England schemes

Main Targets

- Increase participation by 25% on existing cycling levels by 2010
- 100% increase in the total percentage of children cycling to school (7.4% to 14.8%)
- Implement partnerships by 2009 in the 'major opportunities' which maximise cycling impact
- Increase the number of companies with Travel to Work plans to 60% (300+employees)

AIM 2. INCREASE CYCLING AMONGST LOW PARTICIPANT GROUPS, PARTICULARLY:

- **Women and girls; People with disabilities; Over 45 year olds**
- **Economically /socially disadvantaged groups and individuals throughout the city**
- **Low participant areas starting with Westfield area of city (top 10% most deprived ward)**

Objectives

- Increase number of initiatives that attract women and girls e.g. build on existing initiatives such as: 'girls only' bike maintenance course; 'bike art'
- Increase the distribution of free/discounted bikes to those who are economically /socially disadvantaged
- Implement guided rides e.g. tandem bikes; escorted rides
- Build on the new initiatives at York High School e.g. curriculum 'mountain biking' at Dalby Forest and Diploma (school catchment covers Westfield and Acomb)

Main Targets

- Increase participation by 100% on existing cycling levels in these groups by 2011
- Increase cycle participation in Westfield by 100% by 2010

AIM 3. ADDRESS THE GAPS IN CONNECTIONS AND ROUTES – reduce severance

Objectives

- Link up cycle routes that don't connect
- Implement cycling routes across the city centre, through existing pedestrian areas
- Address identified 'pinch points' on routes where specific issues interrupt journeys
- Develop a new cycling and pedestrian bridge across the river that links the city centre and cultural quarter with the station and York Northwest
- Develop routes across the outer ring road
- Create physical and psychological links – Leisure & Pleasure routes/initiatives into cycling

Main Targets

- Cycle route across the pedestrian city centre implemented by end 2009
- Deliver positive outcomes on at least one pinch point per year from 2008
- Deliver 2 routes across the outer ring road by 2011
- New bridge by 2011
- 3 new Leisure/Pleasure programmes implemented by end 2009
- Cycle routes through and across the city will be more joined up with clear information linking them into wider national cycle network and Sustran

AIM 4. IMPROVING SAFETY AND SECURITY

Objectives

- Basic bike maintenance courses for all adult cyclists, with female only classes
- Develop secure city centre cycle park
- Increase the number of covered cycle parking areas
- Increase the number of cycle parking units around the city
- Obtain access to First's simulator (or similar) for FTR (double length articulated buses) and heavy goods vehicle drivers
- Review FTR routes for danger spots – 'bendy bus' incidents
- Review and implement new infrastructure at Blossom Street/ Micklegate
- Review the scope for advanced cycle signalling at dangerous junctions
- Implement innovative ground level lighting schemes across strays/ University route to test effectiveness
- Increase the availability of quality locks and lights – possibly 'free' promotional campaigns

Main Targets

- A fully functioning, secure, city centre bike park capable of undertaking daytime repairs operating by April 2009
- Reduce cycle theft by 25% by end 2008 (new target being established at present)
- Blossom Street/Micklegate junction scheme implemented by 2010
- Pilot lighting scheme to be implemented by end 2009
- Reduce cycle accidents

AIM 5. INCREASE BIKE AVAILABILITY

Objectives

- Implement Bike hire/ Velib type scheme at 3 locations in the city
- Recycle and refurbish bikes, avoiding waste stream and minimising CO² emissions arising from increased bike usage
- Develop 'load bikes' (Bike Rescue initiative)
- Recycle more tandems or other adapted bikes for use with people with disabilities/ develop new adapted bikes
- Encourage more employers to take up Cycle scheme (salary sacrifice)
- Implement school scheme in which schools buy bikes to give to disadvantaged children
- Increase the number of 'Build a bike' schemes
- Extend 'pool bikes' across the council – all departments

Targets

- 1,200 bikes per year diverted from waste stream
- Velib or similar hire scheme implemented by 2010

AIM 6. IMPROVE INFORMATION, MARKETING AND AWARENESS

Objectives

- Develop a new schematic map
- Increase information on sustainable transport options
- Re-launch the Personal Journey Planner
- Create a York cycling web site with links to other web sites
- Develop the learning from Smarter choices

Target

- Cyclists will have clearer information about cycle routes both in, around and across the city by end 2009
- New schematic map produced by end 2008 (see right)
- Existing Cycle map updated annually
- Personal Journey Planning widely available by mid 2009
- Cycling Demonstration Town Steering Group to meet at least 3 times each year (twice in '08)
- Cycling Forum to meet at least twice per year

AIM 7. TO LEARN, DEVELOP AND SHARE

Objectives

- Learn from other Cycling Demonstration towns and cities
- Review good practice and consider implementing wherever possible/relevant
- Actively participate in sharing learning from projects
- Monitor participation targets and other performance indicators in order to evaluate and disseminate quality learning
- Build on successful projects in York, such as TARGET (EU funded project)

Target

- By 2011, as part of our commitment to sharing Demonstration Town learning, we will have delivered at least 4 significant learning initiatives (i.e. written papers; participation at conferences etc)
- Review all existing Demonstration Town successes/problems by August 2008
- Meet all Cycling England monitoring and evaluation targets within agreed timescales

Annex 2

Table with columns: REF, PROJECTS - CAPITAL, EXPENDITURE (08/09, 09/10, 10/11, TOTAL), CYC, OTHER, FUNDING REQUESTED, TOTAL REQUEST, ADDITIONAL NOTIONAL INCOME CALCS, NOTIONAL INCOME COMMENT, AMENDMENT COMMENTS/ LOG OF ACTIONS, Allocated to which Impl group:

Table with columns: PROJECTS - REVENUE, Marketing & communications & meetings, Development/participation initiatives, Staff costs - direct 'real costs', Monitoring and evaluation, Other orgs income - cap or rev - related to cycling, Revenue sub-total

Basic Initial Risk score table with categories: Low, Medium, High

DIT grant offer 500,000 1,590,000 1,590,000 3,680,000 Total Match funding 6,460,350 includes capital & revenue plus notional and additional projects

Annual variance in current projected costings and grant offer 17,686 85,570 100,630 2,626 Above figures still under revision to match exp profile to DIT offer

Table with columns: ADDITIONAL PROJECTS - CAPITAL, EXPENDITURE, CYC, OTHER, FUNDING REQUESTED, TOTAL REQUEST, ADDITIONAL NOTIONAL INCOME CALCS, NOTIONAL INCOME COMMENT

Table with columns: ADDITIONAL PROJECTS - REVENUE, EXPENDITURE, CYC, OTHER, FUNDING REQUESTED, TOTAL REQUEST, ADDITIONAL NOTIONAL INCOME CALCS, NOTIONAL INCOME COMMENT

TOTAL OF ADDITIONAL CAPITAL & REVENUE 405,000 5,000 5,000 415,000 405,000 5,000 5,000 - - - 415,000 0

YEAR 1 - PROJECTS

REF	PROJECTS - CAPITAL	COMMENT	EXPENDITURE	CYC	OTHER	FUNDING REQUESTED	ADDITIONAL NOTIONAL INCOME	NOTIONAL INCOME COMMENT
			08/09	08/09	08/09	08/09		
	Secure city centre parking - incl Hub station							
1	Lendal Hub station - secure city centre bike park etc	PP consent Aug 08.	294,176	50,000	-	244,176	350,000	Value of transfd asset
2	Covered cycle parking 10 units plus install	Consultation	20,000	-	-	20,000	-	
	Bike availability							
5	Free bikes to schools 100 @ £80 x 3 yrs	Implementation	8,000	-	4,000	4,000	-	
6	Specially adapted bikes - people with disabilities	Implementation	2,000	-	500	1,500	-	
	Signage							
9	Cycling City signs	Design	5,000	-	-	5,000	-	
	Route improvements							
13	Lighting projects- pilots on off road routes	Feasibility	10,000	-	-	10,000	-	
14	Expansion of 20 mph schemes (Research and implementation of 10 new schemes)	Feasibility	10,000	-	-	10,000	-	
	The Circuit Upgrade							
19	Clifton Bridge plus links to existing routes either side	Implementation	400,000	400,000	-	-	-	
	Pinch Points							
23	Blossom Street	Feasibility	50,000	50,000	-	-	-	
24	Fishergate Gyrotory	Feasibility	50,000	50,000	-	-	-	
	Capital sub-total		849,176	550,000	4,500	294,676	350,000	-

PROJECTS - REVENUE		COMMENT	EXPENDITURE	CYC	OTHER	FUNDING REQUESTED	ADDITIONAL NOTIONAL INCOME	NOTIONAL INCOME COMMENT
			08/09	08/09	08/09	08/09		
	Marketing & communications & meetings							
a	Annual update & reprint of existing cycling map (30-50k print run) plus childrens map	Implementation/ design	5,900	900	1,350	3,650	-	
b	Creation and printing of new schematic map & annual update (10k print)	Design	2,900	-	-	2,900	-	
d	Demonstration town marketing- including launch	Implementation	20,000	-	-	20,000	-	
e	Other marketing initiatives- inc. campaigns, safety, security, mass rides	Implementation	5,000	-	-	5,000	-	
f	Steering Group (4x p.a. 6x 08) and Cycling Forum costs (2x p.a)	Consultation	2,000	-	-	2,000	3,000	Value of time
	Major promotional events							
i	Festival of cycling - 2 day new event in city centre	Implementation	20,000	-	5,000	15,000	-	
j	Promotional materials inc.free locks and lights at events (500)	Implementation	10,000	-	5,000	5,000	-	
	Development/participation initiatives							
k	Guided rides - over 45s, people with disabilities, females	Implementation	3,000	-	1,500	1,500	-	
l	Girls only bike maintenance courses	Design	2,000	-	500	1,500	-	
m	Bike Recycling project	Implementation	60,000	3,400	45,000	11,600	-	
n	Over 45s/ people with disabilities	Implementation	2,000	-	500	1,500	-	
o	Beauty and the Bike - girls initiative	Design	7,000	-	-	7,000	-	
p	Family learning initiative	Design	5,000	-	1,250	3,750	-	
q	Ward specific projects	Implementation	10,000	-	-	10,000	15,000	Partners time
r	Personal journey planner software & cycle planner service	Implementation	10,000	-	-	10,000	-	
	Training & School projects incl travel plans							
s	Training initiatives incl prog costs and staffing	Existing	93,000	68,000	25,000	-	-	
t	Training - 4 p-time coordinators	Implementation	17,760	-	-	17,760	-	
u	Training - 10 trainers	Implementation	15,000	-	3,750	11,250	-	
ak	Training for Trainers	Implementation	2,000	-	500	1,500	-	
v	Other school projects - extension of Ebor Bikum education scheme	Implementation	14,500	-	14,500	-	-	
w	Schools cycle clubs - 30 schools @1 hr/weekx 30wks@£10/hr	Consultation	4,500	-	-	4,500	-	
x	School travel plans- doubled activity from 09/10	Implementation	29,000	17,400	-	11,600	-	
al	Development of new/expanded Travel Plans	Implementation	2,000	-	-	2,000	-	
am	Business related initiatives - Get Cycling To Work	Implementation	5,000	-	1,500	3,500	-	
	Staff costs - direct 'real costs'							
y	Cycle rangers - doubled activity (part year spend 08/09)	Implementation	15,000	7,500	-	7,500	-	
z	CYC staff costs - all cycling related	Existing	67,000	67,000	-	-	-	
aa	Post to develop CDT implementation - Salary	Implementation	30,000	-	-	30,000	5,000	Accom & IT
ab	Travel Plan coordinators e.g Hospital & major employers- incl Cycle Scheme implem	Existing	50,000	-	50,000	-	-	
	Monitoring and evaluation							
ac	Cycling England Monitoring & Evaln reqs	Implementation	25,000	-	-	25,000	-	
	Other orgs income - cap or rev - related to cycling*							
ad	University - existing ring-fenced cycling budget	Existing	80,000	-	80,000	-	-	
ae	Hospital - existing cycling budget	Existing	15,000	-	15,000	-	-	
af	Safer York - anti theft group	Existing	20,000	-	20,000	-	60,000	From partners
ag	Route maintenance budgets- revenue	Implementation	12,000	4,000	-	8,000	-	
	NOTE: Sum of Staff / volunteers notional time							
ah	Staff time - other staff who involved in aspects - see note	Existing	-	-	-	-	20,000	
ai	Volunteers -excl Champions (see above)	Existing	-	-	-	-	-	
aj	Cycle wardens - volunteers addit to paid ones above	Existing	-	-	-	-	10,000	
	Revenue sub-total		661,560	168,200	270,350	223,010	113,000	

TOTAL CAPITAL & REVENUE	1,510,736	718,200	274,850	517,686	463,000
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ADDITIONAL PROJECTS - CAPITAL		EXPENDITURE	CYC	OTHER
		08/09	08/09	08/09
	Moor Lane railway bridge	150,000	150,000	-
	Hospital grounds - cycle works	100,000	100,000	-
	Beckfield Lane	150,000	150,000	-
	Additional Capital sub-total	400,000	400,000	-

ADDITIONAL PROJECTS - REVENUE		EXPENDITURE	CYC	OTHER
		08/09	08/09	08/09
	Pool Bikes - current expendit Bike purchase and maintenance	5000	5000	-
	Additional Revenue sub-total	5000	5000	0

Total Cost of all cap & rev projects	1,915,736
Total notional expenditure costs*	463,000
	2,378,736
CYC income	1,123,200
Other income	274,850
Total notional income*	463,000
Total match funding in year 1	1,861,050
Current Year 1 projected shortfall	517,686
CE grant	500,000
Variance	17,686

Approx £17k to be shifted into year 2/3 to meet grant profile or achieved from other sources

* figures balance out

Progress towards cycling target

A new set of targets were set as part of the preparation and delivery of the second Local Transport Plan (LTP2). Targets relate to city wide cycle usage split between the am peak, pm peak and over a 12 hours period (7am to 7pm)?

The target reported as part of the LTP is to achieve a three percent increase on the city wide cycle usage over in the am peak. The targets achieved to date are set out in the table below. The detail of progress and achievements will be included in the LTP2 mid-term report. A draft version of the report will be brought to EMAP in October 2008 prior to being submitted to the DfT in December 2008.

Indicator	2003/4 baseline	2006/7	2007/8	% change
City wide cycle usage am peak	1686	1713	1786	+6
City wide cycle usage pm peak	1520	1429	1293	-15
City wide cycle usage 12 hour period	10320	10690	10736	+4

*the 2007/8 figures are still to be verified as part of the LTP2 reporting process.

The decrease in the pm peak figures suggests that travel patterns may be changing with shops staying open longer, different working patterns emerging and more journeys being made outside of the peak. The figures and the reason for the change in figures will be given greater consideration as part of the LTP2 mid-term report process.

A number of schemes and initiatives have been implemented in the first two years of the LTP that have contributed to the progress made toward these cycling targets, some of these are highlighted below:

Capital schemes improving cycling facilities

- During 2006/7 and 2007/8 a total of £562,000 has been invested directly in improved cycle facilities. This does not take into account schemes which assist cyclists, e.g. safer routes to school, local safety schemes.
- Schemes that have been delivered include:
 - Heslington Lane (Phase 1), designed as part of a wider route which will eventually link Fulford Road and Hull Road. It provides a new route to link with the expanding university.
 - Hob Moor cycle link
 - School cycle parking at schools
 - Foss Islands path to James street

Cycle training

- The team is now fully staffed, trained and able to commit to Road Safety Training in schools.
- We have been awarded full accreditation to the new Bikeability scheme, which has replaced the old cycling proficiency / National Standard award.
- Delivery of training has changed so that level 1 and 2 cycle training and pedestrian training takes place at the same time. We also lend participating schools a DVD resource pack to use. This has more impact with the Road Safety training in schools.
- Level 3 training in schools will be offered to years 7 and 8 this school year, as we were unable to commit to them all last year due to reduced staffing levels. We have changed the way we promote this in schools to increase numbers. We are currently looking at ways to encourage more females to cycle to school.
- With input from the School Travel Planners we aim to have 100% participation of state schools in York next school year. Currently there are 2 schools with no training taking place but by offering basic cycle maintenance for parents, family road safety sessions and free bikes we are hoping they will partake
- Adult cycle training numbers have increased. This is mainly to females who find out about us through the council website. Playing an active role with Police Bike Tagging events has also created awareness. We are currently training National Trust staff too.
- To promote adult training we will be adopting the tagline " I'm off to meet my personal trainer" as the term "cycle lesson" puts potential adult clients off and opens them to colleague ridicule.
- The number of Instructor Training courses have increased. We now have 2 experienced cycle trainers to do this (replacing 2 who have left), while another is being trained. We have run 2 internal courses this year and we will have completed a further 2 or 3 courses which are open to anyone. The change in course fees (the monitoring fee is now invoiced as an extra cost) has made the difference between losing money and making money on the courses.
- We were unable to fully commit to monitoring duties for the instructor course earlier this year due to insufficient staffing resources. As a result it has become acceptable for another ITP (instructor trainer provider) to monitor a client. We will pay a small refund, but clients either monitor themselves or go elsewhere. For example to monitor 1 person in Derby our costs would be approx £130 to send a trainer to do this, but the refund will be £50 per person.

- We have created a cycling DVD with 3 other local authorities.

School travel planning

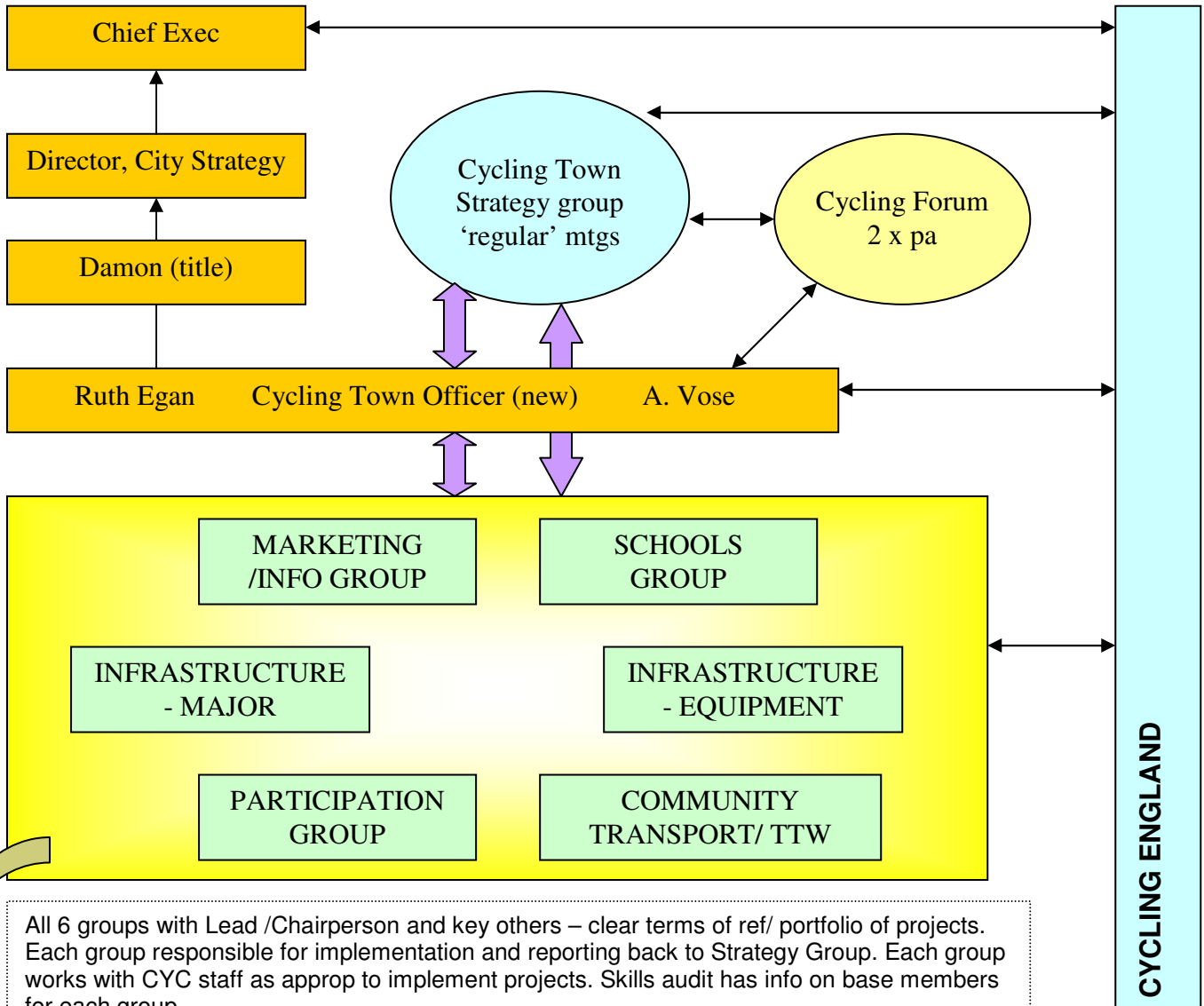
- The council currently employs two school travel planners on a job-share basis and both members of staff have been in post since January 2008. Prior to this there was a year with either no staff resources or part-time resources dedicated to school travel planning. Consequently the progress and impetus to increasing cycling to school has been considerably reduced.
- Since January 2008 officers have been working primarily with schools that do not have a travel plan and are currently progressing travel plans with 10 schools for anticipated submission by March 2009.
- Further work has also been carried out in support other schemes being undertaken such as improvements to parking outside schools, delivery of school safety zones and safer routes to school. Nine school safety zones are being progressed in the current year with an additional six school cycle parking schemes to be delivered.

Publicity

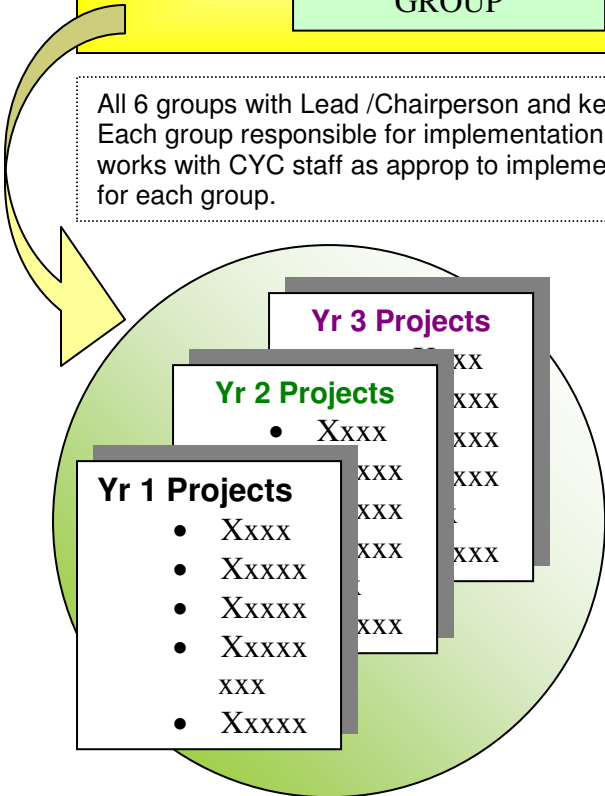
- The York cycle route map was updated and improved in 2007 with new routes and useful information relating to Bikeability and prevention of bike theft.
- New 'slap-wraps' were produced and distributed through schools and events. New strap lines are 'choose life in the fast lane' and 'reduce your carbon footprint'
- A 'cycletracks' event was held at the National Railway Museum (NRM) in 2007 as part of a sustainable travel promotion by the NRM.
- Promotion in schools of the Bikeability scheme

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CYCLING TOWN IMPLEMENTATION STRUCTURES
DRAFT LINE DIAGRAM, ST 260608



All 6 groups with Lead /Chairperson and key others – clear terms of ref/ portfolio of projects. Each group responsible for implementation and reporting back to Strategy Group. Each group works with CYC staff as approp to implement projects. Skills audit has info on base members for each group.



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Meeting of Executive Members for City Strategy and Advisory Panel 8 September 2008

Report of the Director of City Strategy

WINTER MAINTENANCE SERVICE 2008/09

Summary

1. This report advises Members of the outcome of a review of last seasons Winter Maintenance Service and seeks approval of officers actions in renewing the winter maintenance forecast provision contract.

Background

2. It is a statutory duty for Highway Authorities to ensure, so far as is reasonably practicable, the highway is safe for users during periods of frost, ice and snow.
3. The Council, as part of its highways maintenance policy, invests around half a million pounds each year treating a defined road and footway network to prevent the formation of frost and ice on the road and footways and to clear snow from both as necessary.
4. Last year was an average winter and there was no need to open the emergency control room. In fact we had very little snowfall and carried out 67 treatments on the road network (70 being the average) and 9 treatments of the footway network.
5. The Council treats around 48% of this road network, which compares very favourably with the national average which is around 40%. The actual gritting operations are carried out by Neighbourhood Services using Safecote, an environmentally friendly de-icing agent which has brought the Council good efficiency savings. There are 10 defined carriageway treatment routes around the City previously approved by Members and there are no plans to change these routes in the foreseeable future. The Council also treats the City Centre footways and shared carriageways, all footway routes from the main car parks into the city centre, the main pedestrian route from the railway station into the city centre, the Acomb and Haxby shopping precinct areas, and a number of steep gradient footways located around the city and identified following a wide scale consultation with Members. Again there are no proposals to change any of this defined network.
6. Members will recall last year as part of its drive for efficiency savings a number of self help salt bins were removed. These were bins funded by the City

Council directly out of the winter maintenance budget. These bins were rarely or never used for the proceeding three winter periods. A number of these bins were thought to still be needed by some members of the public and ward members, and they decided to fund these bins out of ward committee monies at a greatly reduced cost as the surplus bins we had removed and which were still serviceable were offered to these parties free of charge.

7. In line with Members requests it can be confirmed that all self help salt bins now have a badge placed on them which indicates the salt is free for public use.
8. Members will recall that five years ago the Council entered into a public/private consortium whereby the winter maintenance forecast information was provided by the National Met Office and Vaisala to both North Yorkshire County Council and the City of York Council. This brought about the savings to both local authorities as a result of economies of scale and sharing information from our weather stations.
9. This year the contract has been re-tendered for a further 5 years and at the time of writing a decision as to who the service provider for forecast information will be is not known. It is anticipated that this will be known by the end of August and will be reported to Members verbally at the meeting.

Option

10. The report offers no options for Member consideration.

Analysis

11. There are no options for Analysis.

Consultation

12. As there are no proposals in the report so no consultation was necessary.

Corporate Priorities

Maintenance of the public highway has a direct impact on one of the Council's corporate priorities for improvement, namely:

- Improvement of the actual and perceived condition and appearance of the city's streets, housing estates and publicly accessible spaces.

Implications

Financial

13. There are no additional financial implications

Human Resources (HR)

14. There are no human resources implications.

Equalities

15. There are no equalities implications.

Legal

16. Section 41(1A) of the 1980 Highways Act puts a duty on the highway authority to ensure so far as is reasonably practicable safe passage of the general public along the highway during periods of snow and ice.

Crime and Disorder

17. There are no crime and disorder implications.

Information Technology (IT)

18. There are no information technology implications.

Property

19. There are no property implications.

Other

20. There are no other implications.

Risk Management

21. In comparison the Risk Management Strategy, the main risks associated with this report are risks arising to persons and property (physical) these which could lead to financial loss (financial) and non compliance with legislation (legal and regulatory), as well as being unpopular leading to increased dissatisfaction with the Council (reputation).
22. Measured in terms of impact and likelihood, risk has been assessed at 10. As this is less than 16 it means that the risks need only be monitored as they do not provide a real threat to the achievement of the objectives of this report.

Recommendations

23. That the Advisory Panel advise the Executive Member to note the report and approve the action to seek renewal of the winter maintenance forecast contract as identified in paragraph 9.

Reason: To ensure the current winter maintenance policy is robust whilst ensuring the budget is expended in the most cost effective way based on the Council's assessed priorities.

Contact Details

Author:

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Highway Infrastructure

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director
(City Development & Transport)

Tel 01904 551444

Report Approved

Date 18 August 2008

Specialist Implications Officer(s)

There are no specialist implications

Wards Affected

All

For further information please contact the author of the report

Background Papers:

There are no relevant background papers.

Annexes

None.

29 July 2008

Emap city strategy/080908 Winter Maintenance Service 2008-2009



Meeting of Executive Members for City Strategy and Advisory Panel

8 September 2008

Report of the Director of City Strategy

STREET LIGHTING TRIALS

Summary

1. This report examines the results of the street lighting trials which took place earlier this year.
2. The results show that overall the vast majority of people taking part in the trials did not notice any perceived difference in the various levels of lighting. The report examines how this matter could be progressed, in line with the recommendations of the Executive.

Background

3. At the meeting of the Executive on 23 October 2007, Members approved the sustainable street lighting strategy. Part of the strategy, as stated in policy SSL4, is 'keeping energy use to a minimum'. Various measures were already in place to do this but there was an opportunity to see if alterations to lighting levels, resulting in energy savings, would influence customer perceptions about the ability to see properly and their feeling of well being and also whether these lighting alterations might lead to increases in criminal activity.
4. Members agreed to two lighting trials being carried out:
 - Museum Street – 5 lights were included in the section of the Museum Street trial; 1 was 50% below normal; 1 was 25% below normal and 3 were kept with their normal outputs
 - Rawcliffe Bar Park & Ride site – 8 lights in one of the car parks were included in the trial with 3 lights at 50% below normal, 3 lights 25% below normal and 2 lights at their normal output level
5. These trials began on 25 March 2008 and continued over a six-week period to 2 May 2008. They involved the use of new technology enabling the Council to remotely alter the level of light from the street lights. The aim of the trials was to help in assessing whether the cost and energy saving benefits associated with variations in lighting levels could be balanced against any concerns among residents over the impact of new lighting levels.

6. During the six week period, the Council undertook 100 on-street interviews with residents in Museum Street asking a series of questions about the 5 lights in the trial. A shorter self completion survey about the same lights was also available at the Central Library. A further trial was also in operation at the Rawcliffe Bar Park & Ride site at the same time and an interactive group interview with talkabout panellists was undertaken during an evening in April.
7. Information about the trials and the research being carried out was publicised in the local media. Overall, the following views were gathered:
 - 100 interviews with residents in Museum Street
 - 15 self completion questionnaires in the Central Library
 - 12 interviews at Rawcliffe Bar Park & Ride with talkabout panellists
8. The findings give an overview of public opinion, but further research would be needed if the new technology were to be rolled out on a wider scale basis across the city.

Trial Results

Museum Street

9. Having used the street before, interview respondents were asked whether they noticed a difference in the street lighting levels on Museum Street. Overall, 85% of respondents did not notice any differences, although 11% thought the lights looked different from usual: 6% thought they looked brighter and 5% thought they looked **dimmer**.
10. Only two of the fifteen respondents who filled out the self-completion survey noticed a difference in the street lights.

Rawcliffe Bar

11. Twelve talkabout panellists were invited to comment on the street lights at Rawcliffe Bar Park & Ride during an evening in April. The lamps at Rawcliffe Bar Park & Ride were all burning at different levels and some were burning at their usual 100% strength.
12. Overall, ten of the twelve talkabout respondents thought the lights at Rawcliffe Bar had different lighting levels from one another.
13. Although some panellists correctly identified some lamps as being brighter or dimmer, none of them were successful in identifying the lighting levels of all the lamps.
14. All twelve panellists thought being able to set lighting levels at different settings is a good idea: seven think it is a very good idea and five respondents think it is a fairly good idea.
15. More detailed results from both trials are shown in Annex 1.

Crime Analysis

16. Crime analysis reports for both trial areas were set up with the Safer York Partnership, prior to the start of the trials. The reports received are for the period 30 June 2007 to 30 July 2008 and therefore give a 12 month view of the different types of crime and the time when these crimes have taken place.

Museum Street

17. Over the 12 month period a total of 13 crimes were reported: 10 thefts: 2 burglaries and 1 other serious offence. The more detailed breakdown is shown in the table below.

Description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Burglary in a dwelling									1		1		2
Other notifiable offence	1												1
Other theft of unauthorised taking									1	1			2
Shoplifting	1	2	1	1	2						1		8
Grand Total	2	2	1	1	2				2	1	2		13

18. A more detailed analysis of crimes within the exact time period of the lighting trial and the hours of darkness shows that the crimes listed in March and May were not within the trial period and that the crime in April occurred during daylight hours at 14.39. No crimes were, therefore, reported during the hours of darkness during the trial period.

Rawcliffe Bar

19. Over the same 12 month period the Rawcliffe Bar trial site had a total of 5 crimes reported, as shown in the table.

Description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Criminal damage other											1		1
Other theft or unauthorised taking					1								1
Theft from vehicle							1						1
Threat of conspiracy to murder			1										1
Vehicle interference								1					1
Grand Total													5

20. Further investigation shows that one offence took place on the last day of the trial and this appears to be a case of graffiti. This incident is typical of the average low level of crime for this location. The trial did not, therefore, result in any identifiable increase in crime.

Consultation

21. Customer views on the street lighting levels of brightness were obtained as part of the two street lighting trials.

Options

22. This report contains outcomes from the two street lighting trials and does not have any options as such.

Analysis

23. The results from the trials indicate that customers have no significant perception of the changes in lighting introduced via the trials and that there was no increase in crime as a result of them.
24. The trials were only carried out on a small scale and these results cannot simply be extended to the larger scale situation but the positive outcome suggests that there is scope to consider some further use of variable lighting levels in line with the Executive recommendations in the sustainable street lighting strategy of 23 October 2007. These recommendations require officers to consult with Ward Councillors and community groups on the options for modernising the street lighting systems in the City and bring forward costed proposals for establishing an optimised system which both reduces the environmental impact, and running costs of the lighting, and improves public perceptions of safety standards.
25. The report to the Executive states that the costs of new technology to introduce variable lighting levels is expensive and this situation has not changed in the last year. What is affecting the financial viability is the current high cost of energy. New arrangements for the supply of energy, via YPO, will be established in October 2008, so the actual level of the increase in cost is not known and given the volatility of the energy market it is very difficult to predict. Increases in costs, above the level anticipated in February 2008, when the budget for street lighting energy was put together, are expected.
26. Based on the encouraging results from the trials it is proposed that officers investigate the possibility of suitable schemes. These will operate over a whole life period at no increase in costs, using less energy and with an improved environmental impact, whilst at the same time ensuring that public perceptions of safety standards are increased through the use of better quality lighting than is currently in place. Any potentially suitable schemes will be brought to Members for consideration.
27. Various lessons were learnt from the trials:
 - Fitting new electronic control gear into existing lights can cause problems and it is best to renew the lantern at the same time.
 - Of the two systems on the market, a GPRS based approach is a more straightforward "plug and play" unit to install and has less physical parts.

- The monitoring system required to operate the necessary level of control offers extra functionality and has the potential to make further carbon savings, be it from removing the need to scout for faults or from a "virtual metering" capacity.
- Generally the public that commented were supportive of energy saving.
- That the commonly held perception amongst the lighting industry that members of the public would not notice a difference between a dimmed light and a normal light is correct.
- Potential savings of 40% energy from a 50% dimming or 20% energy saving from a 25% dimming are potentially possible in the right location without effecting the public perception of lighting and that these energy savings will be more effective at higher wattages, such as 250 watts.

Corporate Priorities

28. Maintenance of the City's highway assets has a direct impact on one of the corporate priorities for improvement, namely:
- improvement of the actual and perceived condition and appearance of the city's streets, housing estates and publicly accessible spaces

Implications

Financial

29. The costs associated with the street lighting trials were allocated to budgets in 2007/08 and no costs are anticipated in 2008/09. The total cost for both trials was £5480.

Human Resources (HR)

30. There are no HR implications identified in this report.

Equalities

31. If any further work is carried out to alter lighting levels then the impact on customers will have to be carefully assessed on a site by site basis to ensure that the work carried out will benefit everyone in the community, including those who are blind or partially sighted. There are no equalities implications with this report.

Legal

32. The Council has a responsibility to carry out maintenance of its street lighting asset.

Crime and Disorder

33. There are no crime and disorder issues.

Information Technology (IT)

34. There are no IT implications.

Property

- 35. There are no property implications.

Other

- 36. There are no other implications.

Risk Management

- 37. In compliance with the Council's risk management strategy the main risks that have been identified and measured in terms of impact and likelihood the risk score have been assessed at less than 16. This means that at this point the risks need only to be monitored, as they do not provide a real threat to the achievement of the objectives of this report.

Recommendation

- 38. That the Advisory Panel advise the Executive Member to approve further reports in support of specific variable lighting schemes that meet the criteria set out by the Executive.

Reason: To deliver the appropriate levels of lighting to support communities using the least amount of energy.

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Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director
(City Development & Transport)

Report Approved



Date 18 August 2008

Specialist Implications Officer(s)

There are no specialist officer implications.

Wards Affected:

All

For further information please contact the author of the report.

Background Papers:

Executive on 23 October 2007 – Sustainable Street Lighting Strategy

Annex

Annex 1 - Street Lighting Trail Survey

PT/GE8 August 2008

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Annex 1

STREET LIGHTING TRIAL SURVEY

Background

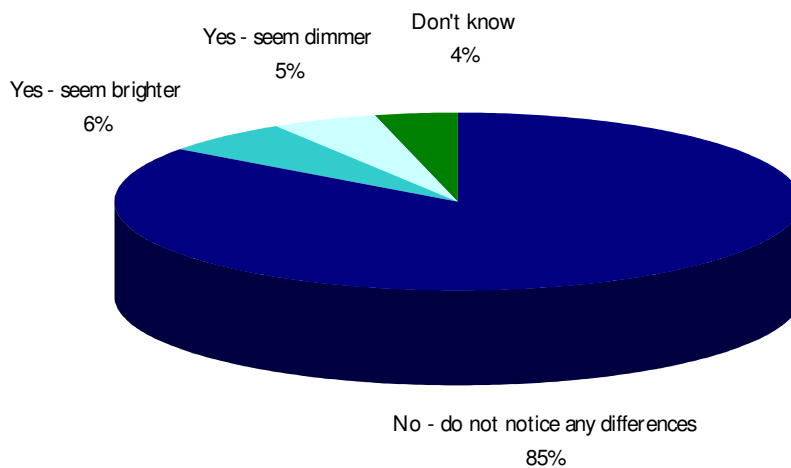
1. Beginning on 25 March 2008, the council undertook a six week street lighting trial. The trial involved the use of new technology enabling the council to remotely alter the level of street lights. The aim of the trial was to assess whether the cost and energy saving benefits of the system outweighed any concerns among residents over the impact of new lighting levels.
2. During the six week period, the council undertook 100 on-street interviews with residents in Museum Street. Five lights were involved in the trial and respondents were asked a series of questions about them. A shorter self completion survey about the same lights was also available at the Central Library. The trial was also in operation at Rawcliffe Bar Park & Ride and an interactive group interview with talkabout panellists was undertaken during an evening in April.
3. The trial and the research was publicised in the local media. Overall, the following views were gathered:
 - 100 interviews with residents in Museum Street
 - 15 self completion questionnaire in the Central Library
 - 12 interviews at Rawcliffe Bar Park & Ride with talkabout panellists
4. The findings give an overview of public opinion, but further research would be needed if the new technology were to be rolled out across the city.
5. All charts use percentaged data. Where responses do not total 100% this is due to computer rounding or multi-coded responses.

Section 1 – Museum Street Trial (on-street interviews and self completion surveys)

6. The Museum Street trial, from its junction with St. Leonard's Place to its junction with Lendal, included a total of 5 street lights. The street lights were altered in terms of light output as follows:
 - Lamp No.1 – normal output
 - Lamp No.2 – normal output

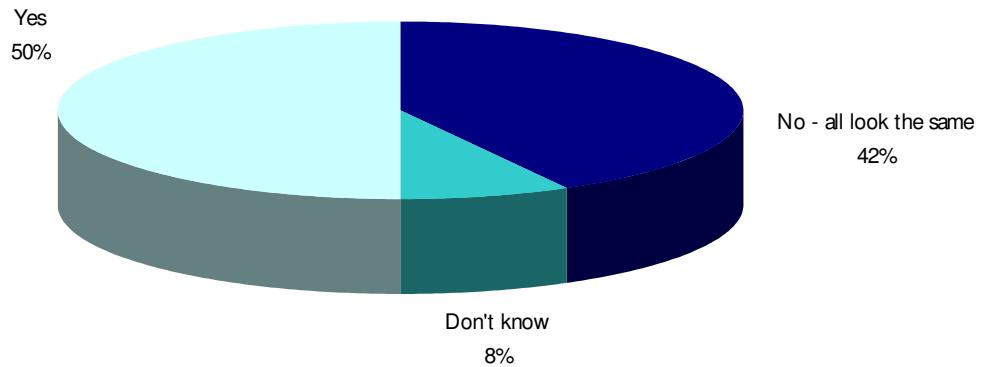
- Lamp No.3 – 25% less output
 - Lamp No.4 – normal output
 - Lamp No.5 – 50% less output
7. Having used the street before, interview respondents were asked whether they noticed a difference in the street lighting levels on Museum Street. Overall, 85% of respondents did not notice any differences, although 11% thought they looked different from usual: 6% thought they looked brighter and 5% thought they looked dimmer (Figure 1).
8. Only two of the fifteen respondents who filled out the self completion survey noticed a difference in the street lights.

Figure 1 How far interview respondents noticed differences in the street lights



Base: 100 interview respondents

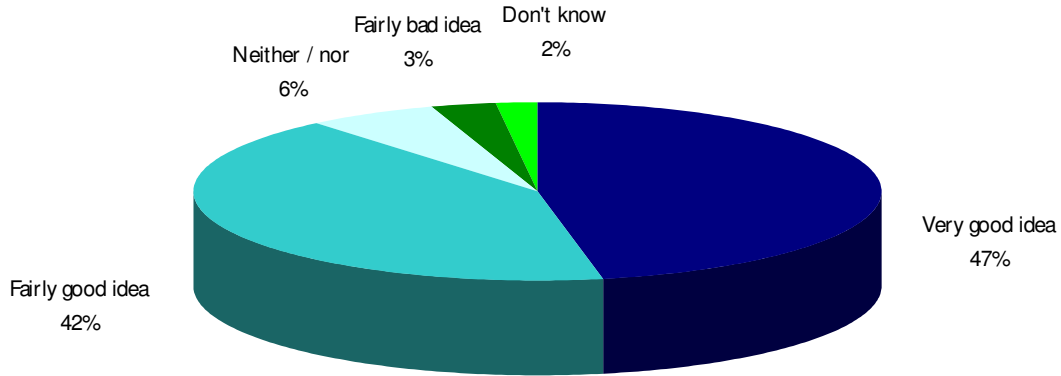
9. 50% of interview respondents who noticed a difference in the street lighting levels on Museum Street thought they all looked different strengths, whereas 42% though they all looked the same (Figure 2).

Figure 2 Do the street lights look different from one another?

Base: 100 interview respondents

10. There was no consensus among interview respondents (N=28) as to which some lamps looked different from others. Over half of those who thought the lamps were different than “usual” thought lamp 1 looked brighter (54%), 57% thought lamp 2 was brighter, 64% thought lamp 3, 65% thought lamp 4 and 4% thought lamp 5. In reality, none of the respondents were correct as none of the lamps were burning at a brighter level than “usual”.
11. When asked if any of the lamps were too bright or dim, 12% of interview respondents agreed they were. Four respondents thought lamps from 1, 2, 3 and 4 were too bright, whereas two respondents thought lamps 1, 2 and 4 were too dim.
12. Overall, 89% of interview respondents think it is a good idea to be able to set lighting levels to different settings: 47% think it is a very good idea and 42% think it is a fairly good idea. Only 3% think it is a bad idea (Figure 3).

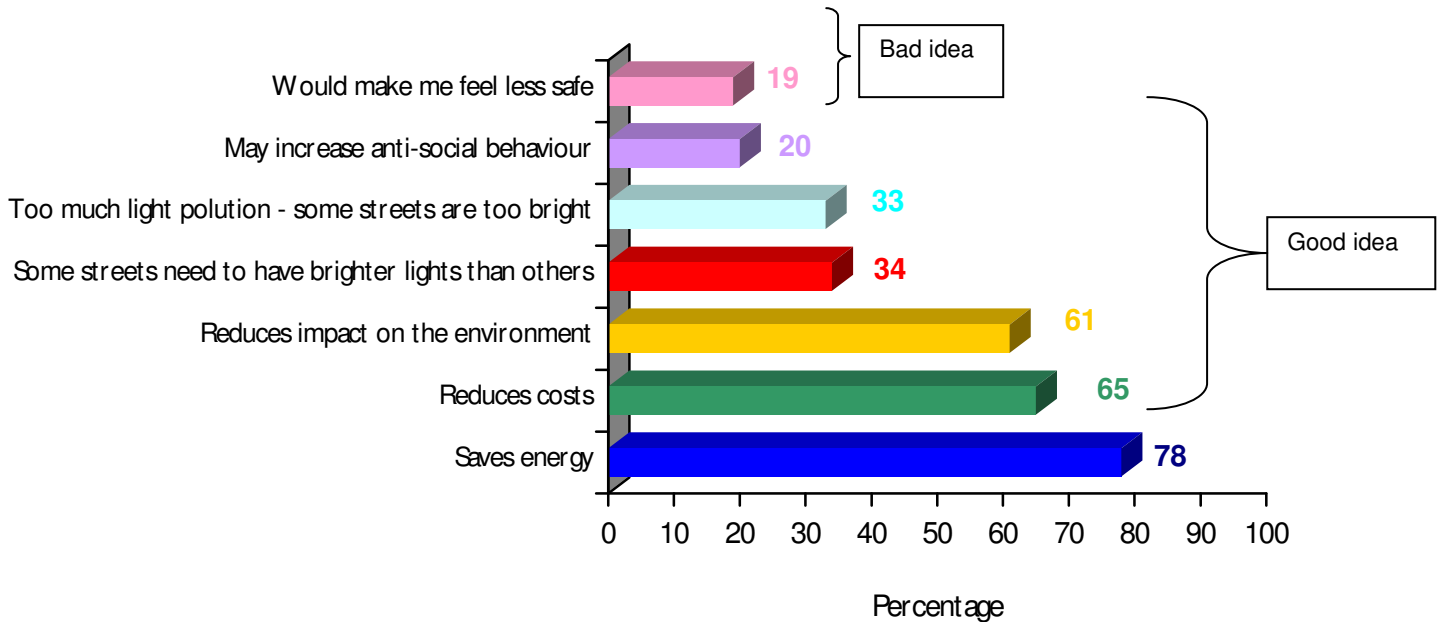
Figure 3 Opinion of setting lighting levels at different settings



Base: 100 interview respondents

13. Interview respondents who think altering lighting levels is a good idea think the new technology would help to save energy (78%), reduce costs (65%), reduce the impact upon the environment (61%), enable some street to have brighter lights than other (34%) and help to reduce light pollution in streets that are too bright already (33%).
14. Respondents who think the proposal is a bad idea are concerned about a potential increase in anti-social behaviour (20%) and feeling unsafe (19%) (Figure 4).
15. Thirteen of the fifteen respondents who filled out a self completion survey agree that altering street lighting levels is a good idea. Half of them feel this way as it saves energy.

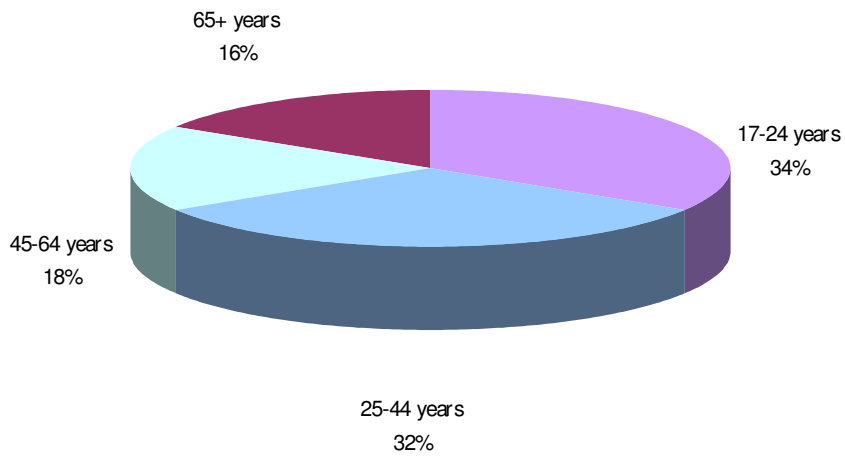
Figure 4 Why setting lighting levels to different levels is a good / bad idea



Base: 92 interview respondents

16. On the days of the research interviews, two fifths of respondents (43%) were walking along Museum Street to get to a pub, café, restaurant or cinema and a fifth (22%) were walking home from / to work. Eight per cent were waiting to catch a bus, 6% had been shopping and 5% were visiting the library. Others interview respondents were walking along Museum Street on the way to meet friends.
17. The interviews successfully gathered a range of respondents' views, including a third (34%) from younger ages groups (17-24 year olds) (Figure 5).

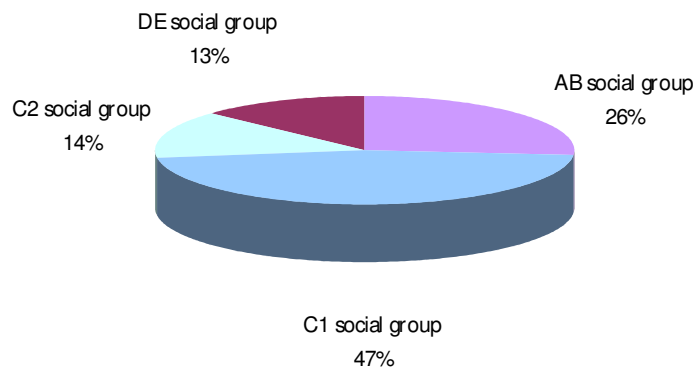
Figure 5 Age of respondents



Base: 100 interview respondents

18. Respondents came from a cross section of social groups, with 27% from the lower social groups, including 'blue collar workers', 'semi' skilled and 'unskilled' manual workers and those on the lowest levels of subsistence, including people on state pensions and state benefits (Figure 6).

Figure 6 SEG of respondents



Base: 100 interview respondents

Section 2 – Rawcliffe Bar Park & Ride – interactive group interviews

19. Twelve talkabout panellists were invited to comment on the street lights at Rawcliffe Bar Park & Ride during an evening in April. A total of 8 lights were included in the trial and they were altered in terms of light output as follows:

- 2 lamps (lamps 1 & 5) were operating as normal
- 3 lamps (lamps 2, 3 & 4) were operating with 25% less light output
- 3 lamps (lamps 6, 7 & 8) were operating with 50% less light output

Do the street lights look different from one another?

20. Overall, ten of the twelve talkabout respondents thought the lights at Rawcliffe Bar have different lighting levels from one another. There was no agreement among respondents over which ones looked brighter: two panellists thought lamp 1, three panellists thought lamp 2 looked brighter, one panellist thought lamp 4, three panellists thought lamp 5 and three panellists thought lamp 7 looked brighter. The respondents who highlighted lamps 1 and 5 as burning at brighter levels than the other lamps were correct.

21. Five of the twelve panellists were correct in thinking lamp 3 looked dimmer, as it was burning at 25% less than its usual burning level. However, no respondents recognised lamp 6 was running lower at 50% less than its usual burning capacity, and only one panellist correctly identified lamp 7 as burning at a lower level. Only two respondents correctly identifies lamp 8 as burning at a lower level.

Are the street lights too bright or too dim?

22. Seven out of twelve panellists were happy with the lighting levels of the lights, whereas five thought they were too bright or dim. Two panellists thought lamp 5 was too bright and lamps 1, 2, 4 and 8 were considered too bright by one person each.

23. Lamps 1, 4, 5 and 7 were considered too dim by one person each.

24. Overall, the lamps at Rawcliffe Bar Park & Ride were all burning at different levels and some were burning at their usual 100% strength. Although some panellists correctly identified some lamps as being brighter or dimmer, none of them were successful in identifying the lighting levels of **all** the lamps.

Opinion of setting lighting levels at different settings

25. All twelve panellists thought being able to set lighting levels at different settings is a good idea: seven think it is a very good idea and five respondents think it is a fairly good idea. The reasons for this are: it saves energy (11 panellists), it reduces costs (10 panellists), there is too much light pollution in some streets (10 panellists), it will reduce the impact on the environment (eight panellists) and car parks need to have brighter lights than other areas (5 panellists).

However, some respondents did comment that reduced lighting levels may increase anti-social behaviour (seven people) or would make them feel less safe (five panellists).

26. When asked if they would like to make any further comments, three panellists said that fewer streets lights are needed at the site and three panellists said that lighting levels need to fit the purpose of the area they are located in.

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Executive Members for City Strategy and Advisory Panel

8 September 2008

Report of the Director of City Strategy

2008/09 CITY STRATEGY FINANCE & PERFORMANCE MONITOR ONE REPORT

Summary

1. This report presents two sets of data from the City Strategy directorate
 - a. the latest projections for revenue expenditure and capital expenditure for City Strategy portfolio,
 - b. Monitor 1 (2008/09) performance against target for a number of key indicators that are made up of:
 - i. National Performance Indicators and local indicators owned by City Strategy¹
 - ii. Customer First targets (letter answering)
 - iii. Staff Management Targets (sickness absence)

Background

2. This is the first monitoring report for 2008/09 combining financial and service performance information to be brought to City Strategy EMAP.
3. 2007/08 was the last year when it was statutory to collect and report on Best Value Performance Indicators (BVPIs). Though BVPIs are now reported locally to Directorate Management Teams and Executive Member Advisory Panels they have been superseded by a new indicator suite, National Performance Indicators (NPIs).
4. This new national indicator set for local authorities and local authority partnerships was made official on 1st April 2008. The indicators have been developed as part of the Comprehensive Spending Review 2007 so that they reflect the Government's priorities. The 198 Indicators will be the only means of measuring government agreed national priorities. Additionally the new indicators aim to strengthen the incentives for closer partnership working to deliver joined up outcomes. This is because they apply (where applicable

¹ Unless otherwise specified City Strategy excludes Economic Development as this service area is reported separately.

and relevant) to other local partners such as the police, Primary Care Trusts and Job Centre.

5. For City Strategy there are 23 National Performance Indicators. The majority of these are annual and therefore will not be reported on until the end of the financial year. In some instances the NPIs are completely new and consequently there may not be any set targets because there is little or no historical information. However targets will be set for 2009/10 using 2008/09 performance as a baseline figure.

Management Summary

Financial Overview

6. The budget for the City Strategy portfolio was set at £16,983k. Since then members have approved the carry forward of £31k budgets from 2007/08, which has resulted in a current budget of £17,014k. These budget adjustments are shown in Annex 1.
7. Current projections are that the City Strategy directorate will overspend by £+228k which represents 0.6% of the gross expenditure.
8. The financial position for each service area is dealt with separately in the following sections. The overall position can be summarised as follows:

	Expend Budget £000	Income Budget £000	Net Budget £000	Projected Outturn £000	Var'n £000	% of gross exp
City Development & Transport	28,079	13,310	14,769	14,872	+103	+0.4
Planning	3,833	2,602	1,231	1,362	+131	+3.5
Resource & Business Manag't	4,617	3,603	1,014	1,008	-6	-0.1
City Strategy	36,529	19,515	17,014	17,212	+228	+0.6

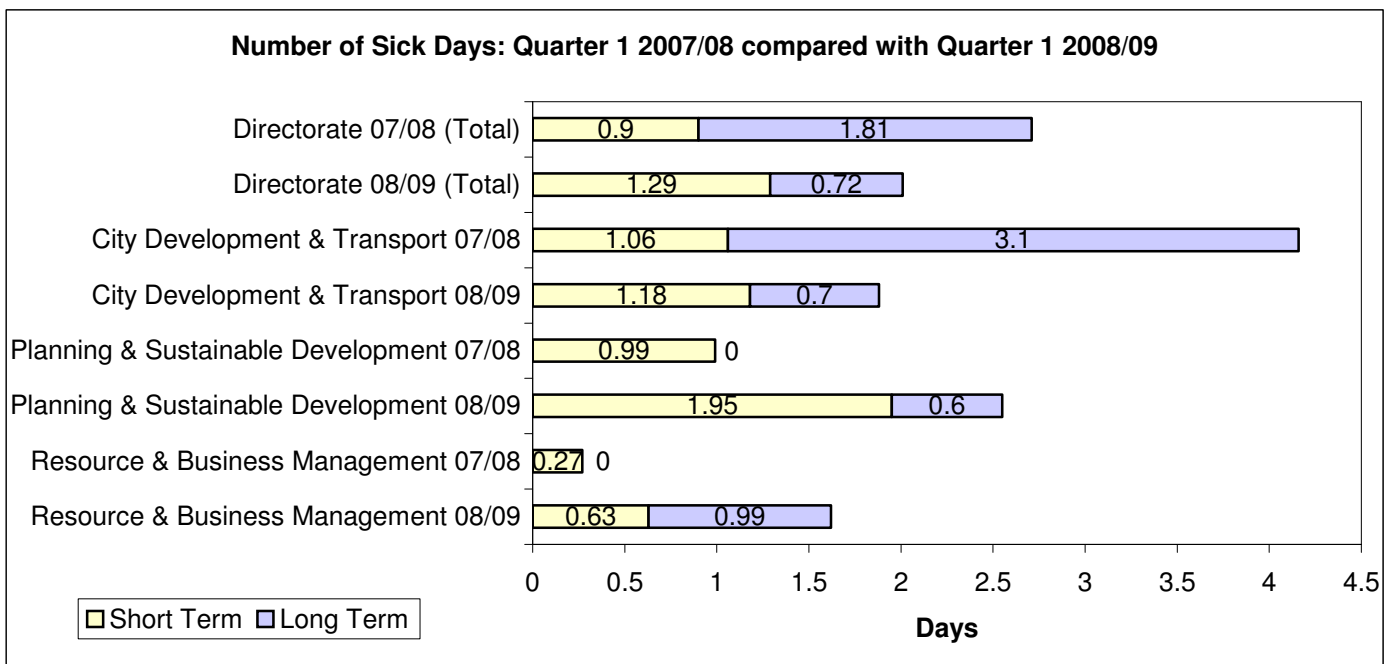
Note: '+' indicates an increase in expenditure or shortfall in income
 '-' indicates a reduction in expenditure or increase in income

9. The overall projected position shows a £+228k overspend. Details of the major variances are shown in the sections below whilst overall budget summary is shown in detail in Annex 1 and further details of the variations are shown in Annex 2.

Performance Overview

10. Some consistent and noteworthy performance includes:
 - BVPI 157a: Percentage of major planning applications determined within 13 weeks

- all enquiries at reception are dealt with within 10 minutes, and this has consistently been the case since 2002/03
 - BVPI 106 the percentage of new homes built on previously developed land
11. Regular monitor reports, reminders and coverage at Directorate Management Team meetings are supporting staff and increasing the knowledge of and awareness in meeting these targets. The Customer First statistics are as follows:
- The Customer First figures show that City Strategy answered 90.25% (representing 278 out of 307) of letters between 1 April 2008 and 30 June 2008 within the Councils 10 days standard.
 - For the City Strategy 95.36% (representing 40,709 out of 42,688) telephone calls were answered within 20 seconds in quarter 1 despite there being an increase of 9,428 calls compared to quarter 1 2007/08. This meets the corporate target of 95% and is above the corporate average of 94.18%.
12. Sickness for City Strategy is currently at 2.01 days per FTE for the first three months of the year². Performance is better than the corporate target of 2.75 days for quarter 1 and the average corporate sickness figure of 2.32 days. Additionally sickness performance has improved compared to the 2.81 days per FTE achieved in the comparative time period in 2007/08. Sickness is monitored regularly and stricter protocols and manager guidance have been put in place. Long term and short term sickness has been broken down for quarter 1 2008/09 and is illustrated in a graph below.



² For information: The total sickness figure for City Strategy if Economic Development were included is 1.79 days.

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

City Development & Transport

Financial Overview

14. The current projection shows an overspend within the City Development and Transport Service Plan of £+103k, or +0.4% of the gross expenditure budget. A detailed analysis of the revenue budget variances is shown in Annex 1. The key reasons for the overspend are:

- Staff vacancies within the service area £-108k.
- Shortfall in car parking income of £+156k
- Shortfall of income from Penalty Charge Notices £+220k
- Underspends on parking operational budgets £-33k
- Projected underspend on concessionary fares / bus tokens £-180k
- Shortfall of Park & Ride licence fee income £+48k

Car Parking

15. The table below shows detail of income from Car Parking to 31st July 2008 compared to the budget and the position to the same date in 2007/08.

	Income to 31 st July 2007 £'000	Income to 31 st July 2008 £'000	2008/09 Forecast £'000	2008/09 Budget £'000	Variance to budget £'000	%
Short Stay	692	632	1,979	2,079	+100	4.8
Standard Stay	1,178	1,010	3,123	3,205	+82	2.3
On Street	164	157	467	441	-26	-5.9
Respark/ Season Tickets	193	158	682	682	0	0
Total	2,229	1,957	6,251	6,407	+156	+2.4

16. The table shows that there is a projected shortfall of £156k for the year from car park income. Members will note that the shortfall is due to reduced demand at short stay and standard stay car parks. The majority of car parks are showing lower than anticipated income of between 4% and 25% although this has been offset from income at Haymarket that was assumed to close early in the financial year. It is difficult to categorically state the reasons for

variations in car park income however increases in costs of goods such as food and fuel and the “credit crunch” is impacting on the country’s economy which will reduce levels of discretionary spending which will impact on car parking.

17. There is a forecast shortfall of income from Penalty Charge notices (PCN’s) totalling £220k compared to the budget of £762k. This is a continuation of shortfalls in the previous two years of £155k in 2007/08 and £113k in 2006/07. This downturn can be attributed to a number of factors – reduction in the parking enforcement team as part of the 2006/07 budget, a national reduction in illegal parking due to the knowledge that parking is enforced, a greater emphasis on on-street enforcement rather than car park enforcement which is more time consuming and leads to fewer PCN’s being issued, and reduction in the issue of PCN’s for trivial offences. Overall the level of PCN’s issued has reduced from 28,500 in 2005/06 to an anticipated 16,700 in 2008/09.

Concessionary Fares

18. Members will be aware that the national bus pass was introduced from 1st April 2008 which allows bus pass holders from across the country free bus travel across England. The cost of the free travel is reimbursed by the local authority where the journey begins. In the 2008/09 budget additional resources were made available to the City Strategy to fund both the shortfall of budget from previous years as well as additional resources from the government to fund the move to a national scheme.
19. Data for the first quarter of the year from the main bus operator (which accounts for approximately 75% of the councils costs) indicates that there will be approximately 3.9million trips undertaken compared to the 4.1million trips that was assumed as part of the budget process. This is compared to 3.1million trips in 2007/08. The financial impact of these trips results in a projected saving of £150k. It is important to note that as this is the first year of the national scheme there is no truly comparative historic data.
20. The table below shows the numbers of claimants within the York area, which shows a reduction in the number tokens claimants, offset by the increase in bus pass claimants.

	2006/07	2007/08	2008/09	Difference
Token Claimant	15,900	13,000	7,800	-5,200
Bus Pass Claimant	24,000	27,000	33,200	6,200
Total Claimant	39,900	40,000	41,000	1,000

21. There have been 1,500 less people claiming tokens than was assumed resulting in a saving of £30k on the token budget.

Bus Services

22. A report was presented to Executive 29th July 2008 recommending changes to subsidised bus services following an increase in the tender prices above the current budget level. The Executive agreed to a number of extensions to current services that need to be negotiated. Officers are in the process of implementing the recommendations. The projections in this report assume it will be possible to implement within the £40k agreed (to be funded from reserves) however a request for funding will be made at Monitor 2 when the costs of any new contracts will be known.

Performance Overview

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

PI Description	Q1 2007/08	Target 2008/09	Q1 2008/09	2007/08 vs. 2008/09	Actual vs. Target
BVPI 106: The percentage of new homes built on previously developed land	100%	65%	95.83%	✘	✓
BVPI 215a: The average time taken to repair a street lighting fault in calendar days where the response time is under the control of the local authority.	1.78 days	5 days	0.69 days	✓	✓
LTP9a(i):Park and Ride total passengers	751,732	3.14m	781,319	✓	✘

25. BVPI 106 (% of new homes built on previously developed land) the performance of 95.83% for the first quarter of 2008/09 exceeds the government set target (65%) due to the large number of homes built on brown field sites. Despite such a good performance if it is compared to quarter 1 2007/08 the percentage of new homes built on previously developed land has fallen slightly which may reflect the consent that has been given for development on several Greenfield sites. It is anticipated that this indicator may not achieve the same levels as in previous years.
26. BVPI 215a (The average time taken to repair a street lighting fault in calendar days where the response time is under the control of the local authority) has performed significantly better than both the target of 5 days and the quarter 1 07/08 figure. The new systems implemented in both night repairing and night scouting has resulted in fast response times. That coupled with routine maintenance has seen a very good result.

27. LTP9a(i) (Park and Ride total passengers) just falls short of the 2008/09 set target with performance of 781,319 passengers in quarter 1. However performance has improved compared to 2007/08 when in quarter 1 there were 751,732 park and ride passengers. This is an increase of 29,587 passengers over the three month period. The increase can be attributed to the introduction of the English National Concessionary Fares Scheme which entitles pass holders to travel free on all bus services in England.
28. The Customer First figures show that City Development and Transport answered 91.45% (representing 246 out of 269) of letters between 1 April 2008 and 30 June 2008 within the council's 10 days standard. This does not meet the corporate target of 95%.
29. Sickness absence for City Development & Transport is at 1.88 days per FTE for the first 3 months of the year. This level of performance is better than the corporate quarter 1 average of 2.32 days and the corporate target of 2.75 days for quarter 1.
30. For City Development and Transport 95.93% (representing 18,948 out of 19,752) telephone calls were answered within 20 seconds in quarter 1. This is above the corporate target of 95% and the corporate average of 94.18%.

Planning and Sustainable Development

Financial Overview

31. Current projections are that there will be an overspend within the Planning and Sustainable Development service plan area of £+131k, or +3.4% of the gross expenditure budget. A detailed analysis of the revenue budget variances is shown in Annex 1. The key reasons for the underspend are:
 - £+200k shortfall in building control income.
 - £+210k shortfall in land charges income.
 - £-100k surplus on development control fees
 - £-132k additional grant funding from Housing & Planning Delivery Grant.
 - Savings from staffing vacancies across the sections £-72k

Land Charges and Building Control Income

32. The current slump in the housing market is resulting in a sharp decline in income. The housing market is the lead indicator in the construction industry. Falls in house sales, and the impact that has on interest rates, slow down the whole construction industry. This results in a combination of i) new houses are not being built, ii) extensions are not being built due to rises in interest payments and iii) people increasingly carrying out home improvements instead of moving or extending.

33. This has resulted in a reduced number of applications, however the income value of those applications falls substantially. Current projections are that income will be £200k below the £732k annual budget.
34. Most indicators point to worsening conditions in the market. Data from Britain's biggest mortgage lender shows house prices have fallen by more than 10 per cent in the last year, a bigger fall than seen at any time during the housing market crash of the early 1990s. The construction market is cyclical and will return to boom conditions. However this may be several years away. The level of income will be closely monitored as the year progresses.
35. The impact on Land Charges has been even greater due to the dramatic slowdown in the housing market. Current projections are that income will be £272k for the year £210k below the budget of £482k. For information the average income levels collected over the last three years was c.£575k per annum.
36. It should be noted that vacancies are being held in both land charges and building control included in the forecast staffing underspend of £72k.

Housing & Planning Delivery Grant

37. The Housing & Planning Delivery grant (H&PDG) was introduced by the Government in 2008/09 as a replacement for the Planning Delivery Grant. (PDG). However whilst PDG focussed on improvements in planning performance as the main driver for allocating the grant the H&PDG is more focussed on rewarding Local Authorities who are able to deliver increases in housing supply. The allocation for City of York Council for 2008/09 was announced in mid July and totalled £415k split £277k revenue grant and £138k capital grant. This compared to an assumed revenue budget provision of £145k.
38. The allocation for York is much better under the new system as the national allocation of £100m shows York received 0.415% of the total value compared to 0.21% under the old system.
39. The additional £132k is proposed to be used to offset shortfalls in land charges and building control income highlighted above.

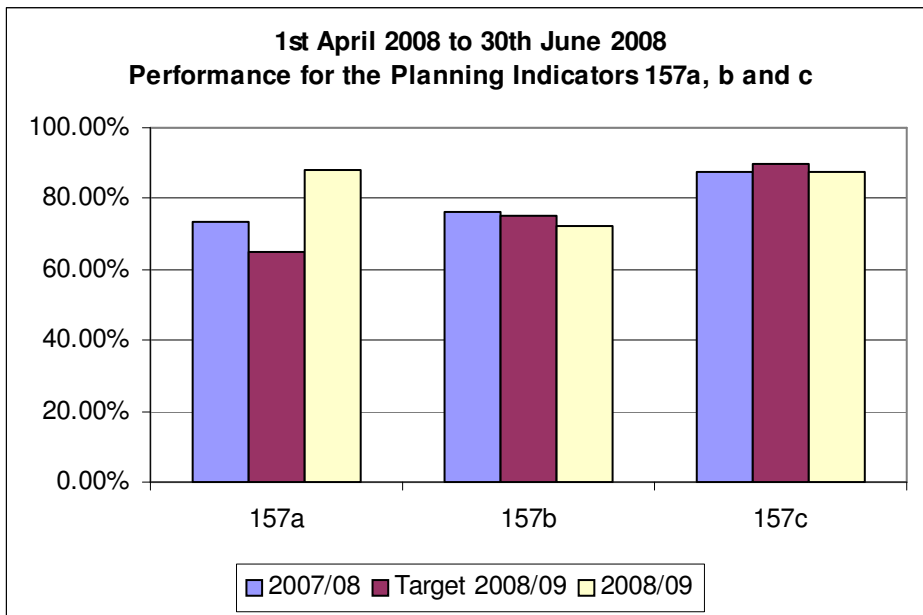
Performance Overview

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

PI Description	Q1 07/08	Target 2008/09	Q1 2008/09	07/08 vs 08/09	Actual vs. Target
BVPI 157a % of major planning applications determined within 13 weeks	77.78%	70%	88.24%	✓	✓

BVPI 157b % of minor planning applications determined within 8 weeks	77.5%	75%	72.13%	x	x
BVPI 157c % of other planning applications determined within 8 weeks	88.72%	92%	87.60%	x	x

41. The quarter 1 2008/09 performance figure for BVPI 157a (major applications) of 88.24% represents 15 out of 17 applications being determined within 13 weeks. This significantly better than the set target of 70% and the 2007/08 quarter 1 outturn of 77.78%.
42. The quarter 1 2008/09 performance figure for BVPI 157b (minor applications) of 72.13% is just below the set target of 75% and represents 88 out of 122 applications that were determined within 8 weeks. The 2008/09 performance does not better than the 2007/08 quarter 1 performance of 77.5%.
43. BV157c (other applications) has achieved a 2008/09 quarter 1 figure of 87.60% which is just below the target of 92%. This represents 451 out of 511 applications determined within 8 weeks. This indicator is also performing below the 2007/08 quarter 1 performance of 88.72%.
44. Two experienced DC officers staff are on maternity leave, and 3 others have left the Authority in the last year. Difficulties in recruiting and temporarily replacing experienced DC officers has led to significant pressure on remaining staff in trying to maintain application performance in categories b and c. The submission of detailed applications for large scale major sites has exacerbated this problem since the remaining experienced officer are spending a large proportion of time on single applications, to the detriment of performance with Minor and Other applications. The number of changes to the planning regime e.g. new validation requirements, new categories of applications, new fees, changes to the General Permitted Development Order have meant time has to be taken to learn and adapt. Inquiry dates for four medium sized appeals generating significant amounts of additional work in the months prior to the Inquiries have fallen closely together over the summer period, further demanding officer and support staff time. However, performance still currently remains above the national performance indicators.
45. Unaddressed the decline in category b and c performance would continue as (despite the economic downturn) the submission of larger schemes tying up key officers continues. However Agency staff have now been recruited to support the staffing levels at this time, funded through the larger fees being received from the major applications
46. The performance of these three indicators is represented graphically in the chart below:



47. The Customer First figures show that Planning and Sustainable Development answered 87.1% (representing 27 out of 31) of letters between 1 April 2008 and 30 June 2008 within the Councils 10 days standard. This is below the corporate target of 95%.
48. Sickness absence for Planning and Sustainable Development is at 2.55 days per FTE for the first 3 months of the year. This level of performance is better than the corporate target of 2.75 days for quarter 1.
49. For Planning and Sustainable Development 94.77% (representing 17,040 out of 17,980) telephone calls were answered within 20 seconds in Quarter 1. This is just below the corporate target of 95% but above the corporate average of 94.18%.

Resource and Business Management

Financial Overview

50. Current projections are that Resource and Business Management will underspend by £6k in 2008/09. This underspend assumes that the saving from not replacing the Assistant Director (Resource and Business Management) of £85k is used to support the corporate restructure saving target.
51. The main variations are listed below:
- The contribution required as part of the joint waste project with North Yorkshire is significantly higher than budget due to the complex financial and legal issues involved at this key stage of the procurement. The additional costs for the year are anticipated to be £200k above the budget. This is offset by a saving of £30k from underspends on employee costs of staff directly employed on the project.

- Additional assumed dividend from Yorwaste of £155k will offset the overspend above.
- Saving to the directorate following the early repayment of the Venture Fund Loan to fund the DEDS restructure which was paid off as part of 2007/08 year end. The in year saving is £59k.

52. It is recommended that the Executive agree to the one-off virement of £155k between the waste procurement and Yorwaste income budget

Performance Overview

53. The performance indicators on the service plan for Resource and Business Management are attached as Annex 5. This service plan holds the cross cutting performance information for the directorate of City Strategy; for example, indicators relating to Health and Safety, Human Resources, Customer First and Finance. These figures have been provided without in depth analysis for information (as in previous City Strategy EMAP reports).
54. Sickness absence for Resource and Business Management is at 1.62 days per FTE for the first 3 months of the year. This level of performance is better than the corporate target of 2.75 days for quarter 1.
55. For Resource and Business Management 93.20% (representing 3,331 out of 3,574) telephone calls were answered within 20 seconds in Quarter 1. This is slightly below the corporate target of 95%.

Portfolio Capital Programme

56. The City Strategy capital programme is comprised of over 200 individual schemes and has a budget of £8,439k. The budget is funded from a number of sources including the Local Transport Plan, Government Grants, Developer contributions and CYC capital resources as detailed below.

	Total £000s
LTP element	5,116
Government Grant	825
Developer and other contribs	743
CYC resources	<u>1,755</u>
Total	<u>8,439</u>

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

	<u>Original Budget £000s</u>	<u>Proposed Budget £000s</u>
Access York Major Scheme	420	420
Outer Ring Rd / James St Link Rd	200	200
Multi-modal schemes	950	750

Air Quality, Congestion /Traffic Mgt	270	300
Park and Ride	300	300
Public Transport Schemes	805	830
Walking Schemes	371	371
Cycling Schemes	840	869
Development Linked Schemes	153	153
Safety Schemes	242	242
School Schemes	229	229
Residual Schemes	100	100
LTP Structural Maintenance	2,735	2,735
CYC Structural Maintenance	1,620	1,620
City Walls	145	145
Oulston Reservoir Valve	25	25
Total	9,405	9,289
Over-programming	-966	-850
	8,439	8,439

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

Conclusions

Financial Overview

59. The provisional outturn position for the portfolio shows an overspend of £+228k for the financial year. This is made up of key identified overspends totalling £+1,117k offset by identified savings totalling £-889k.
60. The primary reason for the level of the projected overspend is due to the impact of the economic slowdown on the directorate's income budgets. Projected shortfalls in building control, land charges and Parking income total £566k which can all be partly attributed to economic factors outside the control of the directorate. The other major pressure within the directorate is the shortfall of income from Penalty Charge Notices which is a continuation of a trend for three years.
61. The directorate identified the downturn of penalty charge notices as a pressure within the contingency when the budget was set. The level identified in the contingency was £180k compared to the projected shortfall of £220k. It is recommended that the Executive Member request that the Executive approve the release of the contingency to support the City Strategy budget. If that is approved a forecast budget deficit will remain totalling £48k.
62. The General Contingency for 2007/08 was set at £800k. Potential areas that might require funding during the year were identified as part of the budget process, and totaled over £2m, which included £750k for costs connected with Highways PFI bid. To date £34k has been released leaving £766k available. It is too early to know yet how many of the identified areas of financial pressure will be brought before Members for funding. The key pressures identified where there may be a need for additional funding

included within the £2m, are: downturn in parking penalty charge notice income, concessionary fares and children's social care costs. This issue was included in the £1.989m identified as possible recurring pressures in the budget. Any release from the contingency will obviously reduce sums available for distribution during the remainder of the year. The balance available, if this application of £180k is approved, will be £586k.

63. There were further areas that the directorate had identified possible requests from the contingency – additional flooding costs (£60k), Dial & Ride service (£46k), warping expenditure (£15k) and Concessionary Fares £200k. Based on the forecasts in this report there is no requirement to bid for any of these items. However in the case of dealing with flooding emergencies and warping these costs are predominantly incurred in the second half of the year.
64. It should be noted that a number of the more high risk budget areas above which the directorate has little control over such as parking income, land charges income, building control income and concessionary fares are based on three to four months of actual data. They will need to be monitored very closely to ensure that if variations change remedial action in other areas of the budget can be recommended in future monitoring reports.

Performance Overview

65. Directorate customer first targets are generally not being achieved. Planning performance has fallen slightly however performance on other key indicators has improved and is meeting targets.

Consultation

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

Options

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

Corporate Priorities

68. The principal function of this report is to provide a snapshot of the directorate's financial performance during the 2008/09 financial year. As such it contributes to the proper financial management of the authority.

Financial Implications

69. The financial implications of the report are included in the financial overview section of the conclusions (paragraphs 58-63).

Other Implications

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

Risk Management

- 71. Budget monitoring is a key element of the management processes by which the council mitigates its financial risks. This report provides members with a detailed position of the portfolio’s performance to date in 2008/09.

Recommendation

- 72. That the Advisory Panel advise the Executive Member to
 - a) note the financial and performance position of the portfolio.
 - b) recommend to the Executive to release a contingency sum of £180k to support pressure on the Penalty Charge Notices budget.
 - c) Approve the one-off virement of £155k between Waste procurement budget and Yorwaste dividend income.

Reason – In accordance with budgetary and performance monitoring procedures

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Report Approved **Date** 18/08/08

Specialist Implications Officer(s) *List information for all*
Implication ie Financial *Implication ie Legal*
Name *Name*
Title *Title*
Tel No. *Tel No.*

Wards Affected:

All

<input checked="" type="checkbox"/>

For further information please contact the author of the report

Background Documents:

2008/09 Budget Monitoring files held in City Strategy Finance
Performance Management Framework held by Business and Policy Development

Annexes

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

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**City Strategy Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
<u>CITY DEVELOPMENT & TRANSPORT</u>						
Employees	5,826.3	1,810.5	5,718.3		(-) 108.0	Staffing savings anticipated within Network Management (£-60k) and Parking Services (£-71k), offset by additional staff costs in Transport Planning (£+15k) and Highway Infrastructure (£+8k)
Premises	1,134.4	350.9	1,101.4		(-) 33.0	Savings in car park mtce & operational expenditure (£-33k)
Transport	133.9	17.2	133.9			
Supplies & Services	2,604.2	1,055.6	2,604.2			
Highway Maintenance	4,732.7	569.7	4,732.7			
Drainage	613.7	323.5	613.7			
Concessionary Fares	4,350.8	1,398.6	4,170.8		(-) 180.0	Savings in usage of over 60's bus passes (£-150k) and uptake in tokens (£-30k)
Support Service Recharges	2,782.1	52.2	2,782.1			
Capital Financing	5,900.4	0.0	5,900.4			
Gross Expenditure	28,078.5	5,578.2	27,757.5		(-) 321.0	
Less Income						
Fees & Charges	8,016.5	2,506.6	7,592.5		(-) 424.0	Shortfalls in parking fines (£-220k), parking income (£-156k) and park a licence fee income (£-48k)
Grants	2,144.0	528.9	2,144.0			
Recharges to Other Accounts	3,149.6	85.5	3,149.6			
Total Income	13,310.1	3,121.0	12,886.1		(-) 424.0	
Net Expenditure	14,768.4	2,457.2	14,871.4		(+) 103.0	

**City Strategy Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
<u>PLANNING & SUSTAINABLE DEVELOPMENT</u>						
Employees	2,178.8	687.9	2,106.8		(-) 72.0	Staffing savings resulting from a vacancies in Design & Conservation, Building Control & Land Charges
Premises	47.9	17.1	47.9			
Transport	40.4	14.4	40.4			
Supplies & Services	311.9	93.5	336.9		(+) 25.0	Central historic core conservation report
Support Service Recharges	1,247.5	0.0	1,247.5			
Capital Financing Charges	6.3	0.0	6.3			
Gross Expenditure	3,832.8	812.9	3,785.8		(-) 47.0	
<i>Less Income</i>						
<i>Fees and Charges</i>	<i>2,255.6</i>	<i>575.6</i>	<i>2,077.6</i>		<i>(-) 178.0</i>	<i>Shortfall on income in building control (£-200k) and land charges (£-210k) offset by additional planning income (£+100k) and housing and planning delivery grant (£+132k).</i>
<i>Recharges to Other Accounts</i>	<i>346.0</i>	<i>33.5</i>	<i>346.0</i>			
<i>Total Income</i>	<i>2,601.6</i>	<i>609.1</i>	<i>2,423.6</i>		<i>(-) 178.0</i>	
Net Expenditure	1,231.2	203.8	1,362.2		(+) 131.0	

**City Strategy Portfolio
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
RESOURCE & BUSINESS MANAGEMENT						
Employees	1,366.2	384.9	1,374.2		(+) 8.0	Cost of supporting apprentices across the directorate (£+48k) offset by staff savings within the Support and Waste Strategy teams (£-40k)
Premises	0.1	0.0	0.1			
Transport	25.7	0.2	25.7			
Supplies & Services	413.6	54.1	585.6	(+) 31.0	(+) 141.0	Contribution to joint waste project (£+200k) and reduced Venture Fund repayment (£-59k)
Support Service Recharges						
Central Support Services	2,004.9	0.0	2,004.9			
Other Support Recharges	611.4	0.0	611.4			
Unallocated budgets	164.5	0.0	164.5			Allocation for increments set aside awaiting job evaluation implementation
Gross Expenditure	4,586.4	439.2	4,766.4	(+) 31.0	(+) 149.0	
<i>Less Income</i>						
Support Service Recharges	3,166.8	0.1	3,166.8			
Other Recharges	85.6	25.4	85.6			
Yorwaste Dividend	340.4	0.0	495.4		(+) 155.0	Anticipated Yorwaste dividend
Fees & Charges	10.2	1.7	10.2			
Total Income	3,603.0	27.2	3,758.0		(+) 155.0	
Net Expenditure	983.4	412.0	1,008.4	(+) 31.0	(-) 6.0	
Portfolio Total	16,983.0	3,073.0	17,242.0	31.0	228.0	

Breakdown of Budget Adjustments

Budgets carried forward

31.0

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Major Service Variations Identified Against Budget

	Variance £'000	%
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City Development and Transport**Staffing Variances**

Staffing savings achieved within Network Management (£-60k) and Parking Services (£-71k) offset by additional costs of £+15k in Transport Planning and £+8k in Highway Infrastructure.

	(-) 108	1.8
--	---------	-----

Concessionary Fares

Reduced demand for tokens as residents opt for the free bus pass

	(-) 30	-15.0
--	--------	-------

Data for the first quarter shows that the number of concessionary journeys being undertaken is broadly in line with the original estimate. There is a projected underspend however as additional budget was set aside following the reduction in tokens being offered from £40 to £20 on the assumption this would increase the bus pass liability.

	(-) 150	-3.6
--	---------	------

Bus Services

At the Executive on 29th July 2008 members decided to defer the award of new contracts pending the outcome of a full review of subsidised bus services. Current contracts will need to be extended and a provisional estimate of the additional cost for the year is £40k. It is assumed that this will be funded from reserves with an update being brought to Members for Monitor 2.

	(+) 40	8.0
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	(-) 40	
--	--------	--

Park & Ride Income

The 2008/09 budget originally assumed the new Park & Ride contract would be in operation but a delays in the delivery of new buses means that the contract will commence on 1st February 2009. This has resulted in a budget shortfall of £+48k.

	(+) 48	13.0
--	--------	------

Car Parking Income

There is a shortfall of £+45k on income from Car Parking to the end of July 2008. If this trend were to continue that would result in a shortfall of £+156k to the end of the financial year.

	(+) 156	2.4
--	---------	-----

Short Stay Parking	£+100k
Standard Stay Parking	£+82k
On Street Parking	£-26k
Season Tickets	£+10k
Respark Permits	£-10k

There is no one reason for the shortfall however the economic downturn, increased cost of fuel as well as impact of national concessionary bus pass are likely to contributory factors.

Car Parking Enforcement and Operational Expenditure

There is a projected shortfall of £+220k on income from parking fines due partly to staff absences and also due to a national trend for motorists ensuring they do not incur a fine.

	(+) 220	29.0
--	---------	------

This is offset by savings in car park maintenance (£-16k), vehicle removal (£-11k) and other operational budgets (£-6k)

	(-) 33	9.0
--	--------	-----

City Development & Transport Total

	(+) 103	-0.3
--	---------	------

Major Service Variations Identified Against Budget	Variance £'000	%
Planning and Sustainable Development		
Staffing		
Savings arising from the vacant head of development, conservation & sustainability (£-35k) savings from vacancies within building control (£-11k) and land charges staff (£-26k).	(-) 72	-3.3
Requirement for the Local Development Framework to undertake a Central Historic Core Conservation Appraisal.	(+) 25	
Development Control Income		
Current forecasts show a projected additional income from Development Control for the year of £100k.	(-) 100	-11.0
Planning Delivery Grant		
The provisional allocation for 2008/09 is £277k revenue against a budget of £145k. There is a further £138k that is set aside for capital expenditure.	(-) 132	-90.0
Building Control Income		
There is expected to be a shortfall of £200k due to the downturn in the property market	(+) 200	27.0
Land Charges Income		
Current projected income from Land Charges is anticipated to be £+210k below budget following a further slowdown in the market.	(+) 210	44.0
Planning and Sustainable Development Total	(+) 131	
Resources & Business Management		
Savings from the deletion of the post of Assistant Director (Resources and Business Mgt) £-85k are assumed to be support the £200k corporate saving.		
Anticipated savings from staff vacancies across the service area	(-) 10	-0.1
The directorate has recruited 6 apprentices starting in September to assist a number of sections. The intention is for them to rotate on a regular basis to gain broader experience. Salary costs are being funded from staff vacancies across the directorate	(+) 48	
Early repayment of Venture Fund re DEEDS restructure has led to a saving of £59k for the Directorate.	(-) 59	
York's contribution to the joint waste project with N Yorkshire is expected to be £+200k higher than budget. This is offset by £30k staff saving due to maternity leave	(+) 170	57.0
Anticipated additional Yorwaste dividend for 2008/09	(-) 155	-46.0
Resources & Business Management Total	(-) 6	-0.1
City Strategy Total	(+) 228	

City Development and Transport

Customer based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
% of Telephone calls are answered within customer first standards across CDT	New PI	94.26% (67392/ 71498)	95.11% (73950/ 77752)	95%	Q1 08/09 95.93%	No Q1 07/08 96%	<20sec	18948			95%	95%
							Received	19752				
							Annual	95.93%				
										Current	✓	
Correspondance replied to within 10 days across City Development and Transport	98% (1439/1473)	96.05% (1193/ 1242)	97.22% (979/ 1007)	95%	Q1 08/09 91.45% (246/ 269)	No Q1 07/08 98.77%	replied	104	91	51	95%	95%
							received	108	100	61		
							Monthly	96%	91%	84%		
										Current	✘	
G13 % of pre-works letters received 1 week or more prior to commencement	96%	92.96% (66/71)	92.21% (71/77)	95%	Q1 08/09 90%	No Q1 07/08 100%	Received	9			95%	95%
							Total	10				
							Quarterly	90%				
										Current	✘	
BVPI 104: % of respondents satisfied with local bus services	74.00%	71.00%	68.00%	72.00%	N/A	N/A	Annual				74%	76%
										Current		
VH37 - The percentage of people satisfied with the condition of roads and pavements in York	56.00%	51.00%	49.00%	50.00%	N/A	N/A	Annual				50%	50%
										Current		

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
PS1 - % of all correspondence responded to within 10 working days (parking)	95%	85.13%	89.07% (4949/ 5556)	95%	Q1 08/09 95.69% (844/ 882)	Yes Q1 07/08 94.33%	Respond	348	226	270	95%	95%
							Total	353	243	286		
							%	98.58%	93.00%	94.41%		
										Current	✓	
P2: (G14) The number of highways inspections completed within 4 working days	95%	98.18% (3503/ 3568)	99.34% (2996/ 3016)	98%	Q1 08/09 98.10%	No Q1 07/08 99.25%	Complete	673			98%	98.0%
							Total	686				
							Quarterly	98.10%				
										Current	✓	
Process based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
NPI 177: Local bus passenger journeys originating in the authority area	15.1m	16.7m	14.9 m	15.4m	N/A	N/A	Annual				15.9m	16.5m
								Replaces BVPI 102				
COLI 33% of streetlamps not working as planned	New PI	0.90%	0.84%	1.20%	Q1 08/09 0.97%	No Q1 07/08 0.91%	Quarterly	0.97%			1.15%	1.10%
										Current	✓	
G16 - Percentage of serious highway repairs carried out within 3 days of the issue of instructions to Neighbourhood Services	88%	92%	88.7% (728/ 821)	90%	Q1 08/09 95.18%	Yes Q1 07/08 94.47%	Number complete	217			92%	92.0%
							Total Number	228				
							Quarterly	95.18%				
										Current	✓	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
Invoices paid within 30 days in CDT	New PI	New PI	94.69% 1535/1621	95%	Q1 08/09 86.90% (431/ 469)	No Q1 07/08 96.7%	Paid	159	131	141	95%	95%
							Received	169	157	170		
							Monthly	94.08%	83.44%	82.94%		
										Current	*	
NPI 47: People killed or seriously injured in road traffic accidents	New PI	New PI	New PI	113	N/A	N/A	Annual				87	81
	This indicators replaces BVPI 99ai but has a different definition										Current	
Resource based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
COLI 1 - Cost per passenger journey on all subsidised bus services	£0.53	£0.60	£1.20	£1.20	N/A	N/A	Annual				£1.25	£1.30
											Current	
HS01 (ex-BVPI95) - Cost of maintaining a streetlight	£65.28	£52.89	£55.56	£56.00	N/A	N/A	Annual				£51.50	51.00
											Current	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
Percentage of staff in CDT appraised in the last 12 months	76.20%	82.82%	83.33%	100%	N/A	N/A	Annual				100%	100%
											Current	
S2: Number of staff days lost to sickness (and stress) across CDT (days/fulltime)	13.06 days	12.44 days	11.13 days	<8 days	Q1 08/09 1.88 days	Yes Q1 07/08 4.16 days	Quarterly		1.88 days		<8 days	<8 days
											Current	✓
Number of Days lost for stress related illness across City Development and Transport	-	6.71%	1.81 days (16.05%)	<2 days	Q1 08/09 0.32 days	Yes Q1 07/08 0.74 days	Quarterly		0.32 days (17.16% of sick days taken)		<2 days	<2days
											Current	✓
S4: Overall staff satisfaction rating of staff from staff survey	66%	N/A	58%	75%	N/A	N/A	Every 18 months				N/A	75%
											Current	
Not on the Service Plan												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
BVPI 100 - Number of days of temporary traffic controls or road closures on traffic sensitive roads caused by roadworks per kilometre of traffic sensitive road	0 days	0 days	0 days	0 days	N/A	N/A	Annual				0 days	0 days
											Current	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
BVPI 103: % of respondents satisfied with local provision of public transport information	59.00%	54%	53%	55%	N/A	N/A	Annual				56%	57%
											Current	
BVPI 106 - The percentage of new homes built on previously developed land	96.39%	94.63% (828/ 875)	94.80% (528/557)	65.00%	Q1 08/09 95.83%	No Q1 07/08 100%	No: of b.field	46			65.00%	65.00%
							Total No.	48				
							Percent	95.83%				
											Current	✓
BVPI 187 - Condition of footways. The percentage of footpaths needing further investigation	11.3%	15.0%	12.0%	12.0%	N/A	N/A	Annual				12.0%	12.0%
											Current	
BVPI215a: The average time taken to repair a street lighting fault in calendar days where the response time is under the control of the local authority	1.06 days	2.13 days	5.9 days	5 days	Q1 08/09 0.69 days	Yes Q1 07/08 1.78 days	Monthly	0.41 days	0.19 days	0.09 days	4.75 days	4.5 days
											Current	✓
BVPI215b: The average time taken to repair a street lighting fault, where the response time is under the control of a DNO	18.9 days	19.14 days	8.19 days	8 days	Q1 08/09 5.17 days	Yes Q1 07/08 7.12 days	Monthly	3.78	8.4	3.33	7.5 days	7 days
											Current	✓

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets		
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11	
NPI 168: Principal roads where maintenance should be considered	6%	7.0%	4.0%	4.0%	N/A	N/A	Annual				4.0%	4.0%	
	Replaces BVPI 233										Current		
NPI 169: Non-principal roads where maintenance should be considered	10%	9.0%	10.0%	10.0%	N/A	N/A	Annual				10.0%	10.0%	
	Replaces BVPI 224a										Current		
NM1 % of applications processed within 10 days of receipt	97.00%	94.6% (1728/ 1825)	90%	95.00%	Q1 08/09 92%	Yes 07/08 90%	Monthly	88%	95.0%	93.0%	95%	95%	
											Current	*	
G11 - Percentage of carriageway in grade 3 (poor) condition	19%	17%	15.80%	15%	N/A	N/A	Annual				18%	18.0%	
											Current		
G12 - Percentage of the footway in Grade 3 (poor) condition	8%	7%	7.50%	7%	N/A	N/A	Annual				7%	7.0%	
											Current		
G15 - Percentage of highway emergency work carried out within 24 hours of the issue of instructions to Neighbourhood Services	96%	97%	97.91% (800/ 817)	97%	Q1 08/09 98.25%	Yes 07/08 97.94%	Number complete	224	97%	97.0%			
							Total Number	228					
							Quarterly	98.25%					
											Current	✓	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
G17 - Percentage of non-urgent / serious highway repairs carried out within 20 days of the issue of instructions to Neighbourhood Services	90%	92%	85.95% (3249/ 3780)	90%	Q1 08/09 81%	No Q1 07/08 90.80%	Number complete	515			92%	92.0%
							Total Number	633				
							Quarterly	81.36%				
										Current	✘	
LTP 9a(i) - Park & Ride usage - total passengers	2,684,156	3.14 m	3.1m	3.14m	Q1 08/09 781,319	Yes (07/08 751,732)	Monthly	261,184	243,871	276,264	3.37m	3.43m
										Current	✘	
NPI 36: Protection against terror attack	New PI	New PI	New PI	N/A	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
										Current		
NPI 37: Awareness of civil protection arrangements in the local area	New PI	New PI	New PI	N/A	N/A	N/A	Bi-annual				2008/09 will set the baseline	N/A
										Current		
NPI 48: Children killed or seriously injured in road traffic accidents	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
	This indicators replaces BVPI 99bi but has a different definition									Current		

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
NPI 154: Net additional homes provided	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 159: Supply of ready to develop housing sites	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 167: Congestion - average journey time per mile during the morning peak	New PI	New PI	3 min 48 sec	<4 min 0 sec	N/A	N/A	Annual				<4 min 0 sec	<4 min 0 sec
											Current	
NPI 170: Previously developed land that has been vacant or derelict for more than 5 years.	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 175: Access to services and facilities by public transport, walking and cycling	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 176: Working age people with access to employment by public transport (and other specified modes)	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
NPI 178: Bus services running on time	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 189: Flood and Coastal erosion risk management	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	

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Customer based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
BV111: Percentage of applicants satisfied with the Planning Service	Not Collected	81%	85% (343/404)	84%	N/A	N/A	Annual				86%	88%
											Current	
BV205: Percentage score against Quality of Service Checklist (development control)	94%	94%	94%	94%	N/A	N/A	Annual				100%	100%
											Current	
BV204: The percentage of appeals allowed against the authority's decision to refuse planning applications	28%	27%	29%	25%	N/A	N/A	Annual				25%	23%
											Current	
% of Telephone calls are answered within customer first standards	New PI	94.12% (53458/56797)	95.63% (62563/65424)	95%	Q1 08/09 94.77%	No Q1 07/08 95.41%	Calls <20sec	17040			95%	95%
							Calls received	17980				
							Annual	94.77%				
											Current	x
Correspondance replied to within 10 days across Planning and Sustainable Development	81% (409/503)	84.88% (275/324)	92.30% (96/104)	95%	Q1 08/09 87.1% (27/31)	No Q1 07/08 89.19%	letters replied <10	11	9	7	95%	95%
							letters received	11	10	10		
							Monthly	100%	90%	70%		
											Current	x

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
Percentage of applicants satisfied with Building Control services	97%	95%	100%	100%	N/A	N/A	Annual				100%	100%
											Current	
Process based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
P1: NPI 157a: Percentage of major planning applications determined within 13 weeks.	64.29%	84.31% (43/51)	73.44% (47/64)	70%	Q1 08/09 88.24% (15/17)	Yes Q1 07/08 77.78%	Requests	4	5	6	75%	75%
							Processed	4	7	6		
							Monthly	100.00%	71.43%	100.00%		
	Was BVPI 109a										Current	✓
P2: NPI 157b: Percentage of minor planning applications determined within 8 weeks.	67.32%	73.00% (384/ 526)	76.03% (444/ 584)	75%	Q1 08/09 72.13% (88/122)	No Q1 77.78%	Requests	38	31	19	77%	79%
							Processed	49	47	26		
							Monthly	77.55%	65.96%	73.08%		
	Was BVPI 109b										Current	✘
P3: NPI 157c: Percentage of other planning applications determined within 8 weeks.	84.94%	88.12% (1535/ 1742)	87.67% (1500/ 1711)	92%	Q1 08/09 87.60% (325/371)	No Q1 07/08 88.72%	Requests	130	114	81	94%	95%
							Processed	139	131	101		
							Monthly	93.53%	87.02%	80.20%		
	Was BVPI 109c										Current	✘
P4: DC1: Percentage of planning decisions delegated to officers	88.00%	90%	89.14% (2102/ 2358)	90%	Q1 08/09 88.26% (451/511)	Yes Q1 07/08 87.46%	Delegated	174	159	118	90%	90%
							Apps	193	185	133		
							Total	90.16%	85.95%	88.72%		
											Current	✘

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
COLI89a: Percentage of standard searches returned within 7 working days.	New PI	100%* (3236/ 3237)	100% (2403/ 2403)	100%	Q1 08/09 100% (325 /325)	Stable Q1 07/08 100%	Total complete	142	105	78	100%	100%
							Total Searches	142	105	78		
							Monthly	100.00%	100.00%	100.00%		
										Current	✓	
COLI89b Percentage of non-standard searches returned within 10 working days.	New PI	100% (534/ 534)	100% (476/ 476)	100%	Q1 08/09 100% (103/ 103)	Stable Q1 07/08 100%	Total complete	38	24	41	100%	100%
							Total Searches	38	24	41		
							Monthly	100%	100%	100%		
										Current	✓	
BC4: Building Control decision advised within the statutory time limit	97.67%	92.75%	91.33%	95%	Q1 08/09 92%	No Q1 07/08 95.63%	Monthly	88%	93%	95%	97.00%	99%
										Current	✘	

Resource based improvement

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
Invoices paid within 30 days in PSD	New PI	New PI	91.75% (267/ 291)	95%	Q1 08/09 88.57% (62/70)	No Q1 07/08 96.61%	Paid	19	26	17	95%	95%
							Received	20	30	20		
							Monthly	95.00%	86.67%	85.00%		
New PI										Current	✘	
Percentage of staff in Planning and sustainable development appraised in the last 12 months	52.80%	27.27%	77.27%	100%	N/A	N/A	Annual				100%	100%
										Current		

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
S2: Number of staff days lost to sickness (and stress) across Planning (days/fulltime)	9.19 days	13.36 days	7.57 days	<8 days	Q1 08/09 2.55 days	No Q1 07/08 0.99 days	Quarterly	2.55 days			<8 days	<8 days
											Current	*
Number of Days lost for stress related illness across Planning and Sustainable Development	0.41	0.95%	0.99 days (13.29%)	<2 days	Q1 08/09 0.70 days	No Q1 07/08 0 days	Quarterly	0.70 days (27.47% of sick days taken)			<2 days	<2 days
											Current	*
% of staff expressing satisfaction with their job (AD Level)	66%	N/A	71%	71%	N/A	N/A	Annual (every 18 months)				N/A	75%
											Current	

Not on the Service Plan

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
BVPI 219b - % of conservation areas with an up to date character appraisal	2.94%	1.00%	2.00%	2.00%	N/A	N/A	Annual				4.00%	2.00%
	Replaces BVIP 219b										Current	
NPI 185: CO2 Reduction from Local Authority Operations	New PI	New PI	1.00%	4.00%	N/A	N/A	Annual				2.00%	2.00%
											Current	
NPI 186: Per Capita CO2 emissions in the LA area	New PI	New PI	7.30%	-4.00%	N/A	N/A	Annual				-8.00%	-12.00%
											Current	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
NPI 188: Adapting to climate change	New PI	New PI	Level 0	Level 1	N/A	N/A	Annual				Level 1	Level 2
											Current	
NPI 194: Level of air quality - reduction in Nox and primary PM10 emissions through local authority's estate and operations	New PI	New PI	New PI	2008/09 will set the baseline	N/A	N/A	Annual				2008/09 will set the baseline	2008/09 will set the baseline
											Current	
NPI 197: Improved bio-diversity - active management of local sites	New PI	New PI	28% (to be revised Oct 08)	35.00%	N/A	N/A	Annual				45.00%	65.00%
											Current	

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Resource and Business Management

Customer based improvement												
PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
C1a: Correspondence replied to within 10 days across the directorate	95% (3393/3570)	93.25% (1548/1660)	96.75% (1075/1111)	95%	Q1 08/09 90.58% (279/308)	No Q1 07/08 96.95%	Replied	116	104	59	95%	95%
							Received	121	115	72		
							Total	96%	90%	82%		
										Current	✘	
C1b: Correspondence replied to within 10 days in RBM	New PI	87.5% (7/8)	100% (2/2)	95%	Q1 08/09 N/A	Not Comparib le	Replied	0	0	0	95%	95%
							Received	0	0	0		
							Total	N/A	N/A	N/A		
										Current		
C2: The number of customers to reception seen within 5 minutes	100%	100%	07/08 100%	100%	Q1 08/09 100%	Stable Q1 07/08 100%	Seen	8102			100%	100%
							Total	8102				
							%	100%				
										Current	✓	
C3a: Telephone calls are answered within Customer First standards across the directorate	92.51%	93.98% (154747/164666)	94.90% 176082/185537	95%	Q1 08/09 95.10%	No Q1 07/08 95.92%	Answered	44538			95%	95%
							Received	46832				
							Quarterly	95.10%				
										Current	✓	
C3b: Telephone calls are answered within Customer First standards across RBM	95.90%	94.5% (11007/11646)	93.87% 12828/13666	95%	Q1 08/09 93.20%	No Q1 07/08 94.92%	Answered	3331			95%	95%
							Received	3574				
							Quarterly	93.20%				
										Current	✘	
C5: Percentage of stage 2 complaints solved within 10 working days across the directorate	57.14% (3/5)	75% (6/8)	100% 1/1	95%	Q1 08/09 N/A	Not Comparib le	Requests	0	0	0	95%	95%
							On time	0	0	0		
							%	N/A	N/A	N/A		

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
											Current	
CM 11 - Percentage of stage 3 complaints responded to and the problem solved within 10 working days across the directorate	50% (3/6)	16% (1/6)	75% (3/4)	95%	Q1 08/09 N/A	Not Comparible	Requests	0	0	0	95%	95%
							On time	0	0	0		
							%	N/A	N/A	N/A		
											Current	

Process based improvement

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
P1: Invoices paid within 30 days across the directorate	93.07% (6850/ 7360)	93.57% (4892/ 5228)	94.53% (3717/ 3932)	95%	Q1 08/09 89.19% (825/ 925)	No Q1 07/08 97.39%	Paid	276	264	285	95%	95%
							Received	296	304	325		
							Monthly	93.24%	86.84%	87.69%		
											Current	*
Invoices paid within 30 days in RBM	New PI	New PI	91.26% (1316/ 1442)	95%	Q1 08/09 90.35% (103/ 114)	No Q1 07/08 99.31%	Paid	27	31	45	95%	95%
							Received	32	35	47		
							Monthly	84.38%	88.57%	95.74%		
											Current	*
P3: Reports to HSE under RIDDOR per annum	6	5	0	5	N/A	N/A	Annual				4	3
											Current	

Resource based improvement

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
F3: Cost of recruitment per post successfully filled	£1,358	£1,591.02	£934.97	Not target based	N/A	N/A	Annual				Not target based	Not target based
											Current	N/A

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
S1: BVPI 12: Number of staff days lost to sickness (and stress) across directorate (days/FTE)	11.54 days	12.27 days	8.98 days	<8 days	Q1 08/09 1.79 days	Yes Q1 07/08 2.71 days	Quarterly	1.79 days			<8 days	<8 days
											Current	✓
S2: Number of staff days lost to sickness (and stress) across RBM	4.02 days	3.97 days	7.65 days	<8 days	Q1 08/09 1.62 days	No Q1 07/08 0.27 days	Quarterly	1.62 days			<8 days	<8 days
											Current	✘
S3: CP 13a - Number of Days lost for stress related illness	10.96%	5.77%	16.54% (1.49 days)	<2 days	Q1 08/09 0.30 days	Yes Q1 07/08 0.32 days	Quarterly	0.30 days (16.89% of sick days taken)			<2 days	<2 days
											Current	✓
S4: CP 13b - Number of Days lost for stress related illness across RBM	New PI	0.00%	64.83% (4.22 days)	2 days	Q1 08/09 0 days	Yes Q1 07/08 0.14 days	Quarterly	0 days (0% of sick days taken)			2 days	2 days
											Current	✓
S9a: % staff in City Strategy appraised in the last 12 months	72%	73.82%	85.47%	100%	N/A	N/A	Annual				100%	100%
											Current	
S9b: % staff in RBM appraised in the last 12 months	92%	77.50%	92.50%	100%	N/A	N/A	Annual				100%	100%
											Current	

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets	
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11
S10a: Overall staff satisfaction rating for City Strategy in staff survey	73%	N/A	61%	80%	N/A	N/A	18 months				N/A	80%
											Current	
S10b: Overall staff satisfaction rating for RBM in staff survey	80%	N/A	89%	80%	N/A	N/A	18 months				N/A	80%
											Current	

Not on the Service Plan

PI code and description	Previous Outturns			2008/09			Frequency	Q1			Future Targets		
	05/06	06/07	07/08	Target	Actual	Improve		A	M	J	09/10	10/11	
FIN 12 - Final accounts service outturns produced by set date	100%	100%	100.00%	100%	N/A	N/A	Annual				100%	100%	
											Current		
C16: (CG 5) the percentage of visitors referred to the correct officer within a further 10 minutes	100.00%	100.00%	100.00%	100.00%	Q1 08/09 100%	Stable Q1 07/08 100%	Seen	1223	100.00%	100.00%	100%	100.00%	100.00
							Total	1223					
							%	100%					
											Current	✓	



Meeting of Executive Members for City Strategy 8 September 2008 and Advisory Panel

Report of the Director of City Strategy

CITY STRATEGY CAPITAL PROGRAMME 2008/09 – MONITOR 1 REPORT

Summary

1. The purpose of this report is to set out progress to date on schemes in the City Strategy Capital Programme for 2008/09. It reports on budget spend to the end of July 2008, which is four months into the capital programme year. It also gives an update on any scheme works that have occurred since the end of July to give a more accurate picture of progress, and any adjustments that need to be made. The report asks the Executive Member for City Strategy to approve the amendments to the 2008/09 budget as set out below.

Background

2. The City Strategy Capital Programme for 2008/09 was agreed by the Executive Member in March 2008. The programme was finalised on 14 July 2008 when the Executive Member was presented with the consolidated Capital Programme for 2008/09, which included all work that had been carried over from 2007/08.
3. The current approved budget for the City Strategy Capital Programme for 2008/09 is **£8,439k**. This represents the budget available to spend and is therefore net of the overprogramming built into the Local Transport Plan (LTP) element of the programme. The overprogramming seeks to address the problem of schemes being delayed due to unforeseen circumstances arising.
4. The current approved City Strategy Capital Programme for 2008/09 has a value of **£9,405k**, which includes **£966k** of overprogramming.

City Strategy Capital Programme

5. The City Strategy Capital Programme is funded from the Local Transport Plan settlement, City of York capital resources, other government funding sources, and the private sector (including through section 106 agreements). The list of schemes set out below considers those with an element of LTP funding first, followed by those funded entirely from other sources. The funding figures shown are those for 2008/09 only, and do not necessarily represent the full cost of the scheme.

6. The key changes included in this report are summarised in Annex 1, and the current and proposed budgets for each scheme are shown in Annex 2.
7. The spend plus commitments for schemes within the City Strategy Capital Programme to the end of July was £644k, which represents 8% spend on the total budget allocation (i.e. the programme minus overprogramming). This is a lower level than spend at this time in 2007/08 (£1,962k), which is due to last year's programme having several large schemes where construction had started early in the year (particularly the Moor Lane Roundabout and the A166/Murton Lane Junction schemes). This figure includes costs incurred by CYC staff working on LTP schemes.
8. Each spending block is considered to give a more detailed picture of progress to date and to identify any slippage, savings and additional costs in the programme. Schemes are reported only where there are changes required to the programme or budget; other schemes are currently progressing as programmed and reported in the 2008/09 Budget Report. The full list of schemes is included in Annex 2.
9. Each main block within the LTP element of the programme has a budget figure allocated, which indicates the level of funding available, and a programme figure, which shows the value of all the schemes being progressed. The level of overprogramming varies between blocks depending on the level of deliverability risk. As in previous years, the level of overprogramming will be amended through the year as the certainty of delivery becomes evident. Most schemes identified for implementation should be constructed in 2008/09 (dependent on design progress and availability of funds). Schemes identified as 'Study' schemes will be developed to detailed design stage in 2008/09, and implemented during the year if funding becomes available due to slippage of other schemes.
10. The funding allocations for the final two years of the second LTP period (2009/10 and 2010/11) were confirmed by Government Office in November last year, at the same time as the 2008/09 funding allocation. Note: A bid has been submitted for additional funding for the maintenance of the de-trunked roads in 2009/10 and 2010/11.

	2008/09	2009/10	2010/11
	£000s	£000s	£000s
Integrated Transport	3,737	3,374	2,986
Road Safety Grant	44	43	42
Structural Maintenance	1,379	1,482	1,605
De-Trunked Roads Maintenance	781		
Total	5,941	4,899	4,633

11. Funding will also be available from developer contributions for specific schemes however, in principle, funding for general integrated transport measures is anticipated to reduce over the next three years. The situation will be further exacerbated by the need to provide match funding for a number of large schemes, which will reduce the funding available for smaller localised

integrated transport schemes. Over the next few years match funding will be required for the following large schemes:

- LTP contribution to the Minster Piazza scheme: £250k (2009/10 & 2010/11)
- The council's contribution to the costs of the Access York Park & Ride scheme: Up to £3,600k (2008/09 – 2011/12)
- Council capital funding for the Cycle City schemes: £2,150k (2008/09 – 2010/11)

12. Approximately £1,225k is also due to be 'paid back' to the structural maintenance element of the programme to accommodate the construction of Moor Lane Roundabout and other schemes in 2007/08. The projected funding requirement is shown in the following table.

	2008/09	2009/10	2010/11	Total
	£000s	£000s	£000s	£000s
Minster Piazza		125	125	250
Access York Phase 1	350	1,186	1,402	2,938
Cycling City	500	850	800	2,150
Structural Maintenance	575	325	325	1,225
Total Allocated Schemes	1,175	2,486	2,652	6,313
Integrated Transport Budget (excluding s106)	3,781	3,417	3,028	10,226
Budget available for other Integrated Transport Schemes	2,356	931	376	3,663

13. Members approved (March 2008 EMAP) the implementation of approximately £3,000k of schemes along Fulford Road, which further reduces the funding available for other schemes across the city. Due to the projected spend profile and availability of funds it is not anticipated that the proposed package of measures along Fulford Road could be completed before 2011/12.
14. Although all of the allocated schemes contribute to the aims of the second Local Transport Plan, and the council is benefiting from considerable additional outside funding in the case of the Access York scheme and the Cycle City status, the demands on the LTP budget means that there will be a reduced amount of funding available for other specific transport blocks such as Safety & Speed Management, Safe Routes to School and Walking. It should be noted that the measures to be introduced for the Access York and Cycling City projects will also improve the safety of road users and provide enhanced pedestrian facilities. It is anticipated that the funding shortfall could be alleviated in future years by the possible sale of the existing Askham Bar Park & Ride site, with the receipt used to provide some of the Access York local contribution releasing funds for other transport schemes.

Schemes Within the Local Transport Plan

ACCESS YORK MAJOR SCHEME BID

Budget: £320k (£300k LTP, £20k s106)

Programme (including overprogramming): £420k

Spend to 31 July 2008: £11.8k

15. No changes are proposed to the allocations included in the Access York Major Scheme Bid block at this stage in the year. A report was taken to the Executive on 29 July setting out the outline proposals for the three new Park & Ride sites. Approval was granted for the management structure and proposed extent of consultation for the sites. Further reports on the progress of the scheme will be presented to Members prior to the submission of the Major Scheme Bid and Planning Applications as required.
16. A review of the Outer Ring Road study previously approved by Members in July 2005 has been undertaken to enable a bid to the Regional Transport Board for the enhancement of the road to be prepared. It is anticipated that a report will be submitted to the Executive in September identifying options for progressing the scheme in advance of submitting a bid for the approved option to the Regional Transport Board in October. The Regional Assembly notified Local Authorities on 14 August that bids for schemes to be included in the Regional Funding Allocation up to 2018/19 need to be submitted by 10 October.

OUTER RING ROAD AND JAMES ST LINK ROAD

Budget: £200k (£100k LTP, £100k s106)

Programme (including overprogramming): £200k

Spend to 31 July 2008: £15.8k

17. No changes are proposed to the schemes included in the Outer Ring Road and James St Link Road block at this stage in the year. The Highways Agency have now agreed to fund the proposed upgrades to the Hopgrove Roundabout, subject to the necessary statutory approvals being obtained, with work expected to start later in the year. The extent of the financial support to the scheme from the Council, up to a ceiling of £500k (previously approved by Members) funded from developer contributions, is under negotiation and will be confirmed in the Monitor 2 report in December.

MULTI-MODAL SCHEMES

Budget: £700k

Programme (including overprogramming): £950k

Spend to 31 July 2008: £21.1k

18. Blossom Street Multi-Modal Scheme - £250k. Due to the amount of time required for the development of schemes on Blossom Street to improve access and safety for all road users, it is proposed to reduce the allocation for this scheme to £50k for feasibility work and detailed design only in 2008/09. A report will be taken to EMAP later in the year to report the outcome of the feasibility study and initial consultation carried out.

AIR QUALITY, CONGESTION & TRAFFIC MANAGEMENT

Budget: £220k (£135k LTP, £85k s106)

Programme (including overprogramming): £270k

Spend to 31 July 2008: £22.5k

19. Coach Strategy and Implementation - £150k. It is proposed to increase the allocation for this scheme to £180k (including £85k s106 funding), due to the higher costs of the improvements to St George's Field Car Park to allow coach parking at the site. A separate report on the outcome of the Coach Study is being reported to this EMAP, which includes further details of this scheme.

PARK & RIDE

Budget: 200k (£140k LTP, £60k s106)

Programme (including overprogramming): £300k

Spend to 31 July 2008: £34.8k

20. No changes are proposed to the schemes included in the Park & Ride block at this stage of the year. The planning application for the Designer Outlet office has been approved, and the building should be completed by the end of 2008.

PUBLIC TRANSPORT IMPROVEMENTS

Budget: £580k (£335k LTP, £245k s106)

Programme (including overprogramming): £805k

Spend to 31 July 2008: £104.9k

21. Haxby Station – New Scheme. An Exceptional Scheme Bid for Haxby Station was submitted to the Department for Transport (DfT) in 2005 as part of the council's Provisional Second Local Transport Plan. The council was later advised by DfT that the final decision on the bid would be taken following full scheme 'sign-off' by Network Rail. The council has continued to work with Network Rail to develop the scheme, and it is proposed to allocate £35k of match funding for a 'Fastrack' evaluation of the scheme to be carried out by Network Rail, CYC, and TransPennine Express. An update on progress of the scheme confirming the funding requirement will be submitted to the Regional Transport Board on 10 October.

WALKING

Budget: £315k (£270k LTP, £45k s106)

Programme (including overprogramming): £371k

Spend to 31 July 2008: £11.8k

22. No changes are proposed to the schemes included in the Walking block at this stage of the year. Work on the Lendal Bridge Route scheme is expected to start in late September, which will increase the space available for pedestrians, and reduce vehicle overrun at this junction by moving the kerb line. This scheme was delayed in 2007/08 due to issues with utility equipment in the area, which have now been resolved.

CYCLING

Budget: £711k

Programme (including overprogramming): £840k

Spend to 31 July 2008: £33.2k

23. Following a successful bid to Cycling England earlier in the year, York has now been selected as one of the eleven new 'Cycle Towns' in England. A separate report on the Cycle Town proposals will be considered at this meeting. It is anticipated that £500k of additional funding for Revenue and Capital projects will be available in 2008/09 from this source.
24. Hob Moor Subway – New Scheme. The proposed improvements to the subway leading from Little Hob Moor to Hob Moor started on site in August, and were to be funded from the Cycle Minor Schemes budget. However, due to the increased cost of the work, it is proposed to include it as a separate scheme in the programme with a budget of £29k. The scheme includes the installation of drainage and lighting, new chicanes to reduce cycle speeds at the Tadcaster Road end, and application of an anti-graffiti treatment. The drainage element of the scheme is being funded from the Structural Maintenance budget.

DEVELOPMENT-LINKED SCHEMES

Budget: £153k (all s106)

Programme (including overprogramming): £153k

Spend to 31 July 2008: £1.5k

25. No changes are proposed to the schemes included in the Development-Linked Schemes block at this stage of the year. The implementation of the Barbican to St George's Field Walking Route scheme is being deferred until the outcome of the Fishergate/Paragon St/Piccadilly improvements study is confirmed.

SAFETY SCHEMES

Budget: £215k (£171k LTP, £44k Grant funding)

Programme (including overprogramming): £242k

Spend to 31 July 2008: £5.4k

26. No changes are proposed to the schemes included in the Safety Schemes block at this stage of the year. It is proposed to use the Reactive Danger Reduction budget to fund the new 20mph zone in Fishergate, which was approved at the July EMAP following the receipt of a petition from residents.

SAFE ROUTES TO SCHOOL

Budget: £200k

Programme (including overprogramming): £229k

Spend to 31 July 2008: £8.4k

27. No changes are proposed to the schemes included in the Safe Routes block at this stage of the year.

COSTS OF PREVIOUS YEARS SCHEMES

Budget: £100k

Spend to 31 July 2008: £85.8k

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

Structural Maintenance

CARRIAGEWAY SCHEMES

Budget: £2,391k (£1,988k LTP, £35k s106, £368k CYC funding)

Spend to 31 July 2008: £191.3k

29. Nunnery Lane - £98k. It is proposed to increase the allocation for this scheme to £186k, due to the need for additional deep patching work, and the additional cost of traffic management for the scheme.
30. Haxby Road (New Earswick) – £98k. It is proposed to defer this scheme until the redevelopment of Joseph Rowntree School is finished, due to the impact of construction traffic. The redevelopment is due to be completed in February 2010.
31. Tranby Avenue – New Scheme. It is proposed to allocate £10k for reconstruction work required on Tranby Avenue, due to the recent failure of some sections of the road.

FOOTWAY SCHEMES

Budget: £1,124k (£167k LTP, £957k CYC funding)

Spend to 31 July 2008: £19.7k

32. No changes are proposed to the schemes included in the Footway Maintenance block at this stage of the year.

LIGHTING

Budget: £80k

Spend to 31 July 2008: £49.7k

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

BRIDGES

Budget: £650k (£500k LTP, £150k CYC funding)

Spend to 31 July 2008: £11k

34. No changes are proposed to the schemes included in the Bridges block at this stage of the year. The parapet strengthening work on Clifton Bridge started on site 11 August, and is expected to take 14 weeks to complete.

DRAINAGE

Budget: £110k (all CYC funding)

Spend to 31 July 2008: £8.4k

35. No changes are proposed to the schemes included in the Drainage Works block at this stage of the year.

CITY WALLS

Budget: £145k (all CYC funding)

Spend to 31 July 2008: £6.9k

36. No changes are proposed to the schemes included in the City Walls block at this stage of the year.

OULSTON RESERVOIR

Budget: £25k (all CYC funding)

Spend to 31 July 2008: £0k

37. No changes are proposed to the schemes included in the Oulston Reservoir block at this stage of the year.

Consultation

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

Options

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

Analysis

40. Most of the schemes in the capital programme are on schedule to achieve their programme of works and spend by the end of the financial year. The spend achieved to date is much lower than this time last year, which is mainly due to the absence of larger schemes where construction work started early in the year, such as Moor Lane Roundabout and the A166/Murton Lane junction, in the 2007/08 programme. The proposed minor budget variances are summarised in Annex 1.

Corporate Priorities

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

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

Implications

42. The Financial Implications of the report are identified in a separate section below.
- **Financial** – See below
 - **Human Resources (HR)** – There are no HR implications
 - **Equalities** – There are no equalities implications
 - **Legal** – There are no legal implications
 - **Crime and Disorder** – There are no crime and disorder implications
 - **Information Technology (IT)** – There are no IT implications
 - **Property** – There are no property implications
 - **Other** – There are no other implications

Financial Implications

43. The LTP allocation for 2008/09 was confirmed by the Government Office for Yorkshire and the Humber in November 2007. The City Strategy Capital Programme budget was agreed by Budget Council as part of the overall CYC Capital Programme on 21 February 2008. The programme was amended to include carryovers from the 2007/08 Capital Programme in the City Strategy Capital Programme agreed at the July EMAP, and is funded as follows:

	£000s
LTP Settlement	5,116
De-Trunked Road Capital Grant	781
Road Safety Grant	44
Developer Contributions	743
CYC Resources	1,755
Total	8,439

44. If the proposed changes are accepted, the total value of the City Strategy Capital Programme for 2008/09 would be **£9,299k** including overprogramming. The overprogramming would reduce from £966k to **£860k** (compared to £659k at this stage in 2007/08). There are no changes proposed to the budget, which remains at £8,439k.

Risk Management

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

Recommendations

46. That the Advisory Panel advise the Executive Member for City Strategy to:

- i) Approve the adjustments to budgets set out in Annexes 1 and 2;
- ii) Note the pressures on the Capital Programme budget in future years identified in paragraphs 10-14.

Reason: To manage the Capital Programme effectively

Contact Details

Author:
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Chief Officer Responsible for the report:
Bill Woolley
Director of City Strategy

Report Approved tick Date *Insert Date*

Damon Copperthwaite
Assistant Director City Development &
Transport

Report Approved Date *18 August 2008*

Specialist Implications Officer(s) N/A

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

All

For further information please contact the author of the report

Background Papers

Proposed 2008/09 City Strategy Capital Programme – 17 March 2008
2007/08 City Strategy Capital Programme: Outturn Report – 2 June 2008
City Strategy Capital Programme 2008/09 – Consolidated Report

Annexes

Annex 1: Summary of Proposed Changes
Annex 2: Current and Proposed Budgets for 2008/09 Capital Programme

Recommended variations to LTP Programme (changes to overprogramming only)

Scheme	Change	Budget Change
		£1,000's
Blossom St Multi-Modal Scheme	Feasibility & design only in 2008/09	-200
Coach Strategy	Additional cost of St George's Field works	30
Haxby Station	Match funding to Network Rail to progress scheme	35
Hob Moor Subway	New scheme - improvements to subway	29
Nunnery Lane	Increased scope of scheme	88
Haxby Road (New Earswick)	Deferred until Joseph Rowntree School redevelopment is completed	-98
Tranby Avenue	New scheme - reconstruction of failed section	10
TOTAL		-106

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Scheme Ref	08/09 City Strategy Capital Programme	08/09 Consolidated Budget (Total)	08/09 Consolidated Budget (LTP)	Proposed 08/09 M1 Prog (Total)	Proposed 08/09 M1 Prog (LTP)	Total Spend inc Comms to 31/07/08	Scheme Type	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
Access York Major Scheme Bid								
AY01/08	Park & Ride Bid	400.00	400.00	400.00	400.00	10.42	Study	
	Askham Bar Expansion					1.43	Study	
	A59					0.00	Study	
	Wigginton Road					0.00	Study	
AY02/08	ORR Improvements Bid	20.00	0.00	20.00	0.00	0.00	Study	
Major Scheme Bid Programme Total		420.00	400.00	420.00	400.00	11.84		
Overprogramming		100.00	100.00	100.00	100.00			
Budget		320.00	300.00	320.00	300.00			
Outer Ring Road & James St Link Road								
OR01/06	Moor Lane Roundabout	100.00	100.00	100.00	100.00	18.02	Scheme	
OR01/05	Hopgrove Roundabout	0.00	0.00	0.00	0.00	1.34	Scheme	
JS01/07	James St. Link Road (Phase 1 & 2)	100.00	0.00	100.00	0.00	-3.56	Study/ Scheme	
Outer Ring Road & James St Link Road Programme Total		200.00	100.00	200.00	100.00	15.80		
Overprogramming		0.00	0.00	0.00	0.00			
Budget		200.00	100.00	200.00	100.00			
Multi-Modal Schemes								
PT04/06	Fulford Road Multi-Modal Scheme (Phase 1)	650.00	650.00	650.00	650.00	20.97	Schemes	
PT07/06	Blossom St Multi-Modal Scheme	250.00	250.00	50.00	50.00	0.06	Scheme	Allocation reduced - feasibility and design only in 08/09
MM01/08	Fishergate/Paragon St/Piccadilly Improvements	50.00	50.00	50.00	50.00	0.03	Study	
Multi-Modal Schemes Total		950.00	950.00	750.00	750.00	21.06		
Overprogramming		250.00	250.00	144.00	144.00			
Budget		700.00	700.00	606.00	606.00			
Air Quality, Congestion & Traffic Management								
TM01/08	Urban Traffic Management and Control (UTMC)	100.00	100.00	100.00	100.00	14.65	Scheme	
TM02/08	Air Quality Action Plan	20.00	20.00	20.00	20.00	1.06	Scheme	
TM08/07	Coach Strategy and Implementation	150.00	65.00	180.00	95.00	6.76	Scheme	Budget increased - higher cost of St George's Field car park
Air Quality, Congestion & Traffic Management Total		270.00	185.00	300.00	215.00	22.47		
Overprogramming		50.00	50.00	50.00	50.00			
Budget		220.00	135.00	250.00	165.00			
Park & Ride								
PR01/07	Designer Outlet P&R Office	150.00	90.00	150.00	90.00	1.60	Scheme	
PR02/07	P&R City Centre Bus Stop Upgrades	75.00	75.00	75.00	75.00	20.56	Scheme	
PR03/07	P&R Site Upgrades for re-launch of service	75.00	75.00	75.00	75.00	12.63	Scheme	
Park & Ride Total		300.00	240.00	300.00	240.00	34.79		
Overprogramming		100.00	100.00	100.00	100.00			
Budget		200.00	140.00	200.00	140.00			
Public Transport Improvements								
PT01/08	Bus Location and Information Sub-System (BLISS)	100.00	100.00	100.00	100.00	36.85	Scheme	
PT05/06	Overground Bus Service	50.00	50.00	50.00	50.00	2.79	Study	
PT11/07	A59/Beckfield Lane Junction Improvements	495.00	250.00	495.00	250.00	1.24	Scheme	
PT02/08	Bus Stop & Shelter Programme	150.00	150.00	150.00	150.00	63.86	Scheme	
	(including Minor Bus Stop Improvements)	0.00	0.00	0.00	0.00	0.17	Scheme	
PT15/07	Poppleton Station Car Park Works	10.00	10.00	10.00	10.00	0.00	Scheme	
PT03/08	Haxby Station	0.00	0.00	35.00	35.00	0.00	Study	New scheme - contribution to Network Rail to develop scheme
Public Transport Improvements Total		805.00	560.00	840.00	595.00	104.92		
Overprogramming		225.00	225.00	225.00	225.00			
Budget		580.00	335.00	615.00	370.00			
Walking								
PE01/08	Minster Piazza	1.00	1.00	1.00	1.00	0.01	Scheme	
PE02/04a	Lendal Bridge Route	100.00	100.00	100.00	100.00	1.83	Scheme	
PE05/06	Haxby Village Pedestrian Audit	50.00	50.00	50.00	50.00	-5.00	Scheme	
PE06/06	Footstreets Review & Potential Expansion	50.00	50.00	50.00	50.00	0.00	Study/ Scheme	
PE02/08	Minor Pedestrian Schemes Budget	25.00	25.00	25.00	25.00	7.45	Schemes	
PE03/08	Dropped Crossing Budget	30.00	30.00	30.00	30.00	0.35	Scheme	
PE04/08	Walmgate Bar Improvements	85.00	40.00	85.00	40.00	2.88	Scheme	
PE05/08	Pedestrian Scheme Development	25.00	25.00	25.00	25.00	0.00	Study	
Carryover Schemes								
PE04/06	Green Lane Rawcliffe Footway	5.00	5.00	5.00	5.00	4.27	07/08 Costs	
Walking Total		371.00	326.00	371.00	326.00	11.78		
Overprogramming		56.00	56.00	56.00	56.00			
Budget		315.00	270.00	315.00	270.00			

Scheme Ref	08/09 City Strategy Capital Programme	08/09 Consolidated Budget (Total)	08/09 Consolidated Budget (LTP)	Proposed 08/09 M1 Prog (Total)	Proposed 08/09 M1 Prog (LTP)	Total Spend inc Comms to 31/07/08	Scheme Type	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
Cycling								
CY01/07	Links to Cycle Route through hospital grounds	100.00	100.00	100.00	100.00	4.64	Scheme	
CY01/08	Secure Cycle Parking/Lendal Sub-Station	50.00	50.00	50.00	50.00	2.85	Scheme	
CY10/04	Clifton Bridge Approaches (Water End to Clifton Green)	300.00	300.00	300.00	300.00	10.98	Scheme	
CY07/07	Moor Lane Railway Bridge - Approaches	150.00	150.00	150.00	150.00	4.60	Scheme	
CY02/08	Beckfield Lane Cycle Route	150.00	150.00	150.00	150.00	0.26	Scheme	
CY03/08	NCN Route 65: Rawcliffe Ings Resurfacing	25.00	25.00	25.00	25.00	0.00	Scheme	
CY04/08	Heslington Lane Cycle Route Phase 2	10.00	10.00	10.00	10.00	0.99	Study	
CY05/08	Cycle Minor Schemes	25.00	25.00	25.00	25.00	4.37	Schemes	
CY06/08	Cycling Scheme Development	30.00	30.00	30.00	30.00	1.88	Studies	
New	Hob Moor Subway Improvements	0.00	0.00	29.00	29.00	2.66	Scheme	New allocation - was previously included in Cycle Minor Schemes

Cycling Total	840.00	840.00	869.00	869.00	33.24
Overprogramming	129.00	129.00	129.00	129.00	
Budget	711.00	711.00	740.00	740.00	

Development Linked Schemes								
PE06/04	Barbican to St Georges Field route (210)	123.00	0.00	123.00	0.00	1.48	Scheme	
DR06/05	Monkgate Roundabout	20.00	0.00	20.00	0.00	0.00	Study	
DL01/08	Approaches to Hungate Bridge	10.00	0.00	10.00	0.00	0.00	Study	

Development Linked Schemes Total	153.00	0.00	153.00	0.00	1.48
Overprogramming	0.00	0.00	0.00	0.00	
Budget	153.00	0.00	153.00	0.00	

Safety Schemes								
LS09/07	Clifton Moorgate/Water Lane LSS	25.00	5.00	25.00	5.00	0.03	Schemes	
LS08/07	Boroughbridge Road/Poppleton Road/Water End LSS	3.00	3.00	3.00	3.00	0.00	Schemes	
LS07/07	Peckitt St/Tower St/Clifford St LSS	10.00	0.00	10.00	0.00	0.75	Schemes	
LS06/07	Moor Lane/Tadcaster Road Roundabout LSS	7.50	3.50	7.50	3.50	0.19	Schemes	
LS01/08	Pavement/Parliament St/Piccadilly/Coppergate Junction LSS	10.00	0.00	10.00	0.00	0.00	Schemes	
LS02/08	2008/09 LSS Scheme Development	34.50	34.50	34.50	34.50	0.00	Schemes	
LS03/08	2009/10 Programme Development	10.00	10.00	10.00	10.00	0.00	Schemes	

Safety & Speed Management

SM01/08	Chaloner's Road Woodthorpe	8.00	8.00	8.00	8.00	0.10	Schemes	
SM02/08	Gale Lane Acomb	1.00	1.00	1.00	1.00	0.02	Schemes	
SM03/08	Wiginton Road (Crichton Ave to level crossing)	6.00	6.00	6.00	6.00	0.45	Schemes	
SM04/08	Bad Bargain Lane, Heworth	6.00	6.00	6.00	6.00	0.16	Schemes	
SM05/08	Carr Lane Acomb	3.00	3.00	3.00	3.00	0.07	Schemes	
SM06/08	Greengales Lane Wheelrake	5.00	5.00	5.00	5.00	0.03	Schemes	
SM07/08	Hodgson Lane, Upper Poppleton	11.00	11.00	11.00	11.00	0.00	Schemes	
SM08/08	Towthorpe Road Haxby	14.00	14.00	14.00	14.00	0.10	Schemes	
SM09/08	York Road Naburn (north end of village)	5.00	5.00	5.00	5.00	0.04	Schemes	
SM10/08	Burton Stone Lane (Clifton end)	6.00	6.00	6.00	6.00	0.00	Schemes	

Danger Reduction

DR01/08	Clifton Moor/Tesco Roundabout	30.00	30.00	30.00	30.00	1.36	Schemes	
DR02/08	Reactive Danger Reduction	33.00	33.00	33.00	33.00	1.55	Schemes	

Carryover Schemes

VS19/04	Rufforth Speed Management	4.00	4.00	4.00	4.00	0.36	07/08 Costs	
SM01/05	A1079 Grimston Bar to Kexby Speed Management	10.00	10.00	10.00	10.00	0.24	Scheme	

Safety Schemes Total	242.00	198.00	242.00	198.00	5.43
Overprogramming	27.00	27.00	27.00	27.00	
Budget	215.00	171.00	215.00	171.00	

Safe Routes to School								
SR01/08	All Saints SRS	12.00	12.00	12.00	12.00	0.00	Scheme	
SR02/08	Bishopthorpe Infants SRS	18.00	18.00	18.00	18.00	0.07	Scheme	
SR01/07	Carr Infants & Juniors SRS	22.00	22.00	22.00	22.00	0.00	Scheme	
SR02/07	Clifton Green Primary SRS	13.00	13.00	13.00	13.00	0.08	Scheme	
SR19/05	Clifton Without Primary SRS	25.00	25.00	25.00	25.00	0.22	Scheme	
SR20/05	Dringhouses Primary SRS	18.00	18.00	18.00	18.00	0.11	Scheme	
SR17/07	Fishergate/ St George's Primary SRS	2.00	2.00	2.00	2.00	0.01	Scheme	
SR03/08	Huntington Primary SRS	2.00	2.00	2.00	2.00	3.34	Study	
SR05/07	Park Grove Primary SRS	12.00	12.00	12.00	12.00	0.00	Scheme	
SR04/08	Wiginton Primary SRS	45.00	45.00	45.00	45.00	1.54	Scheme	
SR05/08	Woodthorpe Primary SRS	3.00	3.00	3.00	3.00	0.00	Study	
SR06/08	Headlands Primary SRS	2.00	2.00	2.00	2.00	0.00	Study	
N/A	Safety Audit Works	5.00	5.00	5.00	5.00	0.00	Scheme	

School Cycle Parking

SR11/07	St Lawrence's Primary	10.00	10.00	10.00	10.00	3.04	Scheme	
SR07/08	Clifton Green Primary	8.00	8.00	8.00	8.00	0.00	Scheme	
SR08/08	Naburn Primary	4.00	4.00	4.00	4.00	0.00	Scheme	
SR09/08	New Earswick Primary	8.00	8.00	8.00	8.00	0.00	Scheme	
SR10/08	Tang Hall Primary	8.00	8.00	8.00	8.00	0.00	Scheme	
SR11/08	Woodthorpe Primary	12.00	12.00	12.00	12.00	0.00	Scheme	

Safe Routes to School Total	229.00	229.00	229.00	229.00	8.41
Overprogramming	29.00	29.00	29.00	29.00	
Budget	200.00	200.00	200.00	200.00	

Costs of Previous Years Schemes

Scheme Ref	08/09 City Strategy Capital Programme	08/09 Consolidated Budget (Total)	08/09 Consolidated Budget (LTP)	Proposed 08/09 M1 Prog (Total)	Proposed 08/09 M1 Prog (LTP)	Total Spend inc Comms to 31/07/08	Scheme Type	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
n/a	Costs of Previous Years Schemes	100.00	100.00	100.00	100.00	85.76	-	
Costs of Previous Years Schemes Total		100.00	100.00	100.00	100.00	85.76		
Total Integrated Transport Programme		4,880.00	4,128.00	4,774.00	4,022.00	356.96		
Total Integrated Transport Overprogramming		966.00	966.00	860.00	860.00			
Total Integrated Transport Budget		3,914.00	3,162.00	3,914.00	3,162.00			
Structural Maintenance								
Street Lighting								
LI01/08	Street Lighting	80.00	80.00	80.00	80.00	49.69	Schemes	
Street Lighting Total		80.00	80.00	80.00	80.00	49.69		
Bridges Structural Maintenance								
BR01/08	Bridges Structural Maintenance	100.00	0.00	100.00	0.00	3.64	Schemes	
BR01/07	Clifton Bridge Parapet Strengthening	500.00	500.00	500.00	500.00	7.19	Scheme	
BR02/07	St Helens Road Bridge	50.00	0.00	50.00	0.00	0.21	Study	
Bridges Structural Maintenance Total		650.00	500.00	650.00	500.00	11.03		
De-Trunked Network								
DT01/08	A19 (south) (St Nicholas Ave/ A64 for 850m)	179.00	179.00	179.00	179.00	1.16	Scheme	
DT02/08	A1079 (York Road to café layby)	122.00	122.00	122.00	122.00	0.70	Scheme	
DT03/08	A1237 (Wigginton Road to Clifton Moor)	232.00	232.00	232.00	232.00	4.60	Scheme	
DT04/08	A1237 (Wigginton Road to Haxby Road)	248.00	248.00	248.00	248.00	1.18	Scheme	
Carryover Schemes								
DT02/07	A1237 Northern Bypass (Monks Cross Roundabout)	60.00	0.00	60.00	0.00	49.34	Scheme	
De-Trunked Network Total		841.00	781.00	841.00	781.00	56.97		
Principal Roads								
YY02/06	Bishopthorpe Road (part)	76.50	76.50	76.50	76.50	0.03	Scheme	
RR02/06	Boroughbridge Rd/Carr Lane	50.00	50.00	50.00	50.00	0.02	Scheme	
PL01/08	Nunnery Lane	98.00	98.00	186.00	186.00	8.80	Scheme	Budget increased - increased scope of scheme and additional traffic management requirements
Carryover Schemes								
PL03/07	Harrogate Road (part)	57.00	0.00	57.00	0.00	0.00	Scheme	
Principal Roads Total		281.50	224.50	369.50	312.50	9.39		
Non-Principal Roads								
NL01/08	Haxby Road (part) New Earswick	98.00	98.00	0.00	0.00	1.89	Scheme	Removed budget - scheme deferred due to Joseph Rowntree School redevelopment
RR01/06	Carr Lane (part)	23.00	23.00	23.00	23.00	0.00	Scheme	
NL02/08	Huntington Road (part)	79.00	79.00	79.00	79.00	1.32	Scheme	
NL03/08	Church Lane Wheldrake	83.00	83.00	83.00	83.00	0.18	Scheme	
NL04/08	Heslington Road (part)	52.00	52.00	52.00	52.00	0.00	Scheme	
NL05/08	Osbalwick Lane	36.00	36.00	36.00	36.00	0.26	Scheme	
NL06/08	Haxby Road (part) Clifton	57.00	57.00	57.00	57.00	0.80	Scheme	
NL07/08	Main St Wheldrake	80.00	80.00	80.00	80.00	0.31	Scheme	
NL08/08	Elvington Lane (part)	66.00	66.00	66.00	66.00	0.20	Scheme	
NL09/08	Heslington Lane (part)	64.50	64.50	64.50	64.50	0.21	Scheme	
Non-Principal Roads Total		638.50	638.50	540.50	540.50	5.16		
Local Roads								
YY01/07	Alcuin Avenue (part)	67.00	67.00	67.00	67.00	0.00	Scheme	
RR03/07	Halifax Way	7.00	7.00	7.00	7.00	0.00	Scheme	
LR01/08	Maple Avenue	34.00	34.00	34.00	34.00	0.09	Scheme	
LR02/08	Grantham Drive	67.00	67.00	67.00	67.00	0.09	Scheme	
LR03/08	Bootham Crescent (part)	7.50	7.50	7.50	7.50	0.13	Scheme	
LR04/08	Airfield Road	37.00	37.00	37.00	37.00	0.10	Scheme	
LR05/08	Church St Dunnington	42.00	42.00	42.00	42.00	0.09	Scheme	
LR06/08	Beech Avenue	30.00	30.00	30.00	30.00	0.07	Scheme	
Local Roads Total		291.50	291.50	291.50	291.50	0.56		

Scheme Ref	08/09 City Strategy Capital Programme	08/09 Consolidated Budget (Total)	08/09 Consolidated Budget (LTP)	Proposed 08/09 M1 Prog (Total)	Proposed 08/09 M1 Prog (LTP)	Total Spend inc Comms to 31/07/08	Scheme Type	Monitor 1 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
Minor Urban Surfacing								
YY01/08	Old Moor Lane (part)	4.50	4.50	4.50	4.50	0.08	Scheme	
YY02/08	Gaitres Road (part)	8.50	8.50	8.50	8.50	0.09	Scheme	
YY03/08	Sixth Avenue (part)	20.00	20.00	20.00	20.00	0.10	Scheme	
YY04/08	Brecksfield (part)	19.00	19.00	19.00	19.00	0.10	Scheme	
Carryover Schemes								
RR09/06	Manor Lane (part)	69.00	0.00	69.00	0.00	0.24	Scheme	
Minor Urban Surfacing Total		121.00	52.00	121.00	52.00	0.60		
Footways								
FR01/08	Howe Hill Close	59.00	59.00	59.00	59.00	0.00	Scheme	
FR02/08	Baile Hill Terrace	22.00	22.00	22.00	22.00	0.00	Scheme	
FR03/08	Wood Street	27.00	27.00	27.00	27.00	0.00	Scheme	
FR04/08	Heworth Village	23.00	23.00	23.00	23.00	0.00	Scheme	
FR05/08	Copmanthorpe PROW no.2	36.00	36.00	36.00	36.00	0.00	Scheme	
FR06/08	Queen Anne's Road (part)	7.90	0.00	7.90	0.00	0.00	Scheme	
FR07/08	Wains Road (part)	180.00	0.00	180.00	0.00	0.00	Scheme	
FR08/08	Jute Road	160.00	0.00	160.00	0.00	0.00	Scheme	
FR09/08	Cranbrook Road	100.00	0.00	100.00	0.00	0.00	Scheme	
FR10/08	Rowntree Avenue	110.00	0.00	110.00	0.00	0.00	Scheme	
FR11/08	Dane Avenue	53.00	0.00	53.00	0.00	0.00	Scheme	
FR12/08	New Lane (part)	33.00	0.00	33.00	0.00	0.00	Scheme	
FR13/08	Haxby Road (part)	18.50	0.00	18.50	0.00	0.00	Scheme	
FR14/08	Yearsley Crescent	45.50	0.00	45.50	0.00	0.00	Scheme	
FR15/08	Eastern Terrace	25.50	0.00	25.50	0.00	15.26	Scheme	
FR16/08	Malton Avenue	34.60	0.00	34.60	0.00	0.00	Scheme	
FR23/06	Leake Street	13.00	0.00	13.00	0.00	0.00	Scheme	
FR17/08	Forest Grove	38.50	0.00	38.50	0.00	4.42	Scheme	
FR18/08	Westfield Close	20.00	0.00	20.00	0.00	0.00	Scheme	
FR19/08	Finsbury Avenue	27.50	0.00	27.50	0.00	0.00	Scheme	
FR20/08	Lamel Street	24.60	0.00	24.60	0.00	0.00	Scheme	
FR21/08	Sandcroft Road	48.30	0.00	48.30	0.00	0.00	Scheme	
FR22/08	Sandcroft Close	16.90	0.00	16.90	0.00	0.00	Scheme	
Footways Total		1,123.80	167.00	1,123.80	167.00	19.68		
CYC Carriageway								
RR01/08	Bramham Avenue	36.00	0.00	36.00	0.00	43.29	Scheme	
RR02/08	Skeldergate	100.00	0.00	100.00	0.00	10.03	Scheme	
RR03/08	Osbaldwick Village (part)	17.50	0.00	17.50	0.00	0.12	Scheme	
Carryover Schemes								
RR04/07	Hamilton Drive East/ Hamilton Drive	64.00	0.00	64.00	0.00	64.01	Scheme	
RR16/06	Tranby Avenue	0.00	0.00	10.00	10.00	0.00	Scheme	Budget added - reconstruction of failed areas required
CYC Carriageway Total		217.50	0.00	227.50	10.00	118.57		
Drainage Works								
DW01/08	Various Locations	89.70	0.00	89.70	0.00	8.29	Schemes	
Carryover Schemes								
DR02/07	Selby Road	20.00	0.00	20.00	0.00	0.11	Scheme	
Drainage Total		109.70	0.00	109.70	0.00	8.40		
Total Structural Maintenance Programme		4,354.50	2,734.50	4,354.50	2,734.50	280.04		
Overprogramming		0.00	0.00	0.00	0.00			
Total Structural Maintenance Budget		4,354.50	2,734.50	4,354.50	2,734.50			
City Walls								
CW01/08	City Walls Repair	85.00	0.00	85.00	0.00	0.00	Scheme	
CW02/08	City Walls Railings	60.00	0.00	60.00	0.00	6.88	Scheme	
City Walls Total		145.00	0.00	145.00	0.00	6.88		
Oulston Reservoir								
WA01/08	Oulston Reservoir Valve Repair	25.00	0.00	25.00	0.00	0.00	Scheme	
Oulston Reservoir Total		25.00	0.00	25.00	0.00	0.00		
Total City Strategy Programme		9,404.50	6,862.50	9,298.50	6,756.50	643.89		
Total Overprogramming		966.00	966.00	860.00	860.00			
Total City Strategy Budget		8,438.50	5,896.50	8,438.50	5,896.50			



Meeting of Executive Members for City Strategy and Advisory Panel 8 September 2008

Report of the Director of City Strategy

A COMPARISON OF BUS FARES IN YORK AND WITH OTHER LOCAL AUTHORITIES

Summary

1. This report has been written to advise Members of the comparative cost of bus travel in response to a request made for this information at the Executive Members for City Strategy and Advisory Panel meeting of 16 July 2007.
2. The report does not provide Members with any 'options' and is for information only. Three specific areas are explored:
 - How local bus service fares in York compare to those in other, broadly similar conurbations.
 - How Park & Ride fares in York compare to those in other local authorities.
 - How fares differ between the bus companies operating in (and into) York.
3. Members' attention is drawn to the Local Transport Bill currently being consulted on. Local authorities currently have little control over fares levels on commercial bus services. The Bill will enable councils, with the agreement of bus operators, to engage in more formal quality partnership arrangements than are currently permissible and may allow a greater remit for councils to control fares. Any fares control measures must be considered against the commercial requirements of operators and would be likely to require Council subsidy.

Background

4. Bus fares tend to rise year-on-year in line with increasing operational costs. The year to December 2007 saw costs rise for operators in Northern England by an average of 6.4%¹. In response, many bus operators increased their fares several times during this period.
5. Bus passengers in York have not been disproportionately affected by the

¹ Figures taken from Confederation for Passenger Transport website.

fares increases but have seen some increases in the past year. The table below outlines some of the fare amendments:

Operator	Date of amendment	Which service	Changes
First York	September 05	Park & Ride	Return fare increased from £1.80 to £2.00
	January 06	City network (not P&R)	Single fares changed –10p to +40p. Return fares changed by 20p to 30p.
	January 07	City network (not P&R)	Adult fares increased 10-20p. Child Single reduced 50p. Return fare increased 30p.
	August 07	Park & Ride	Weekly/monthly smartcard fares increased
	January 08	City network (not P&R)	Fares review – some fares increased, others decreased
	August 08	Park & Ride	All fares increased. Return fare increased from £2.00 to £2.30
E. Yorkshire Motor Services	October 06	All services	Fares increased (details not analysed)
	November 07	All services	Fares increased (details not analysed)
	March 08	All services	Season ticket prices increased
	May 08	All services	Fares increased by 5-20p on all single journeys and pro-rata on return journeys
Veolia York	September 07	All services	Fares increased – Single fares £1 to £1.10, £1.50 to £1.60 and £2.00 to £2.20.
Reliance	September 06	All services	Fares increased (details not analysed)
	March 08	All services	Fares increased by 10-20p on all single journeys and pro-rata on return journeys

How local bus service fares compare to those in other local authorities

6. **ANNEX 1** shows a range of comparative day and season ticket prices for other historic towns with Park & Ride services. First York's ticket prices are largely in line with other operations across the country with broadly similar bus networks.
7. York has a high proportion of commercial bus services. **ANNEX 2** outlines the split between commercial and local authority supported services in various areas of the country. This table demonstrates that the York taxpayer is paying less than in many other local authority areas for its bus services, achieving the same levels of commerciality as Newcastle.
8. In conclusion, officers work closely with the bus operators under the auspices of the Quality Bus Partnership to better understand the issues faced by operators. Increases to fares are necessary at intervals as the cost of labour, fuel and sundries rise but officers are working to persuade operators that fares are kept in proportion with these costs. Bus companies are aware of the "elasticity" effects of fare changes and strive hard to minimise or avoid increases as far as possible.

How Park and Ride fares compare to other local authorities

9. **ANNEX 3** displays a cross-section of comparative park and ride fares with other areas of the United Kingdom. The table also shows the number of park and ride sites in each area, the hours of operation and whether or not the services are supported by the local authority.
10. Highlights of the study are as follows:
 - The York return fare, at £2.30, is largely comparable with most other park and ride services.
 - Many other areas surveyed have recently had, or are considering fares increases.
 - York is one of the few local authorities to have an unsupported park and ride service.
 - Of those areas studied, only York receives a licence fee for its park and ride services from the operator.
11. York offers a good level of park and ride service with fare levels comparable to most other areas of the country. The City is viewed as having a good reputation by many local authorities across the country.

How fares differ between the bus companies operating in (and into) York

12. The following companies operate more than occasional buses in the York area:

First York	Transdev York ²	Coastliner	Arriva
East Yorkshire Motor Services	Reliance	Stephensons	York Pullman

13. First York are, by some margin, the dominant operator in York and have a relatively comprehensible zonal fare structure with only three single fares. They also offer the 'First Day, Week, 4week and Annual' season tickets which offer unlimited travel on First buses in York and are a considerable discount on the single/return fares. Most other operators serving York do not operate such a fares structure and set fares on a route by route basis with a series of different fares existing, dependent on the length of journey.
14. Transdev York offer a virtually identical range of products to First York. It is difficult to compare longer journey operator fares on a like-for-like basis, as there are very few corridors on which direct competition exists. Where competition does occur, operators largely charge a similar fare and where competition does not occur, fares are often considerably higher.
15. **ANNEX 4** highlights a sample of the fares available from locations around York and demonstrates that fares from the same points are often similar between operators. There is no obvious trend, however and to comply with the Competition Act, 1998, operators are not allowed to agree (and fix) fares with each other.
16. As discussed in point 8 above, bus companies are aware of the elasticity effects of fare changes and strive hard to minimise or avoid increases as far as possible. The Council is only able to directly influence fares on contracted bus services. Any attempt to impose artificially low fares on the part of the Council would result in a proportionate increase in tender prices which would potentially undermine the future of some services.
17. Fares in York are not excessive when compared to other areas of the country and outside the PTE zones, the York fares structure is comparable to most other towns and cities. The main difference between York and most other towns and cities is that we have a comparatively modern bus fleet and this can only help to encourage modal shift towards bus transport.

Corporate Priorities

18. Council involvement in the provision of bus services contributes towards the following Council's Corporate Aims as set out in the Council Plan. In particular, it contributes towards the "Sustainable City" and "Inclusive City" strategic objectives in the Community Strategy and Corporate Aim 1.3 to "make getting around York, easier, more reliable, and less damaging to the environment".

² Transdev purchased 'Topline Travel' and 'Veolia York' to form 'Transdev York' in 2008.

19. Council involvement also contributes towards achievement of the objectives embodied in the Council's Second Local Transport Plan; to reduce congestion, improve safety, improve air quality, improve accessibility, and improve other aspects of quality of life. The extent of the involvement possible is however governed by legislative restrictions and the willingness of bus service operating companies to co-operate with the Council in partnership working.

Implications

20. None

Risk Management

21. The risks associated with the recommendation of this report are assessed at a net level below 16.

Recommendations

That the Advisory Panel advise the Executive Member to:

21. Continue to support officers in their work with bus operators to further improve the quality and retain the existing fares on bus services in York.

Reason:

Authors:	Chief Officer Responsible for the report:			
Andrew Bradley Principal Transport Planner (Operations) City Strategy 01904 551404	Damon Copperthwaite Assistant Director (City Development and Transport)			
	Report Approved	<input type="checkbox"/>	<input checked="" type="checkbox"/>	18/08/08
	Ruth Egan Head of Transport Planning			
	Report Approved	<input type="checkbox"/>	Date	
Specialist Implications Officer(s) <i>List information for all</i> <i>Implication:</i> Financial <i>Name</i> Patrick Looker <i>Title</i> Finance Manager, City Strategy <i>Tel No.</i> 01904 551633				
Wards Affected: List wards or tick box to indicate all				All <input checked="" type="checkbox"/>
For further information please contact the author of the report				

Background Papers

Second Local Transport Plan 2006 –11

Annexes

Annex 1 Comparison of local service bus fares with other local authorities

Annex 2 Percentage of supported/commercial bus services

Annex 3 Comparison of park and ride fares with other local authorities

Annex 4 Comparison of bus fares in York

Annex 1

Table of farestage bus fares in York and Other Cities

City	Operator	Type of ticket		
		Day	Week	Month
York	First	£3.50	£14.00	£47.00
Bath	First	£4.00 (Peak) £3.70 (Off pk)	£14.20	£52.40
Bristol	First	£4.00	£19.00	£68.00
Cambridge	Stagecoach	£3.00	£10.00	£38.00
Chester	First	£4.20 (Peak) £3.70 (Off pk)	£11.60	
Durham	Arriva Go North East	£5.50 £3.50	£14.00	
Edinburgh	First	£2.50	£12.00	£36.00
	Lothian	£2.50	£13.00	£37.00
Exeter	Stagecoach	£4.50		
Leicester	First Arriva	£2.60 £3.00	£10.00 £12.00	
Norwich	First	£4.00	£14.00	
Oxford	Stagecoach Go Ahead	£3.30 £3.30	£12.00 £16.00	
Reading	Reading Buses Arriva	£3.00 £4.40	£15.75	

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Percentage of supported bus service**Annex 2**

Authority	Commercial	Supported	Basis
Wiltshire	50	50	Mileage
Cornwall	60	40	Mileage
Highlands	67	33	Mileage
Hampshire	70	30	Mileage
West Yorkshire	80	20	Mileage
Durham	83	17	Mileage
Milton Keynes	83	17	Mileage
Nexus (Newcastle)	89	11	Mileage
York	89	11	Mileage
Brighton	97	3	Mileage
Wiltshire	71	29	Patronage
North Yorkshire*	74	26	Patronage
Hampshire	80	20	Patronage
Milton Keynes	90	10	Patronage
Kent	90	10	Patronage
Nottingham	94	6	Patronage
Durham	95	5	Patronage
Nexus (Newcastle)	95	5	Patronage
York	95	5	Patronage

Figures taken from Local Government Officer responses to an Association of Transport Co-ordinating Officers (ATCO) enquiry (July 2008)

** Figure taken from the NYCC second Local Transport Plan, 2006*

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Table of P&R Fares in York and Other Cities

City	Operator	Type of ticket			Hrs of operation	Days of operation	No. of sites	Supported financially by the LA?
		Day return	Week	Month				
York	First	£2.30	£9.20	£34.50	0700-1945	7 day	5	No
Bath pre May 08	First	£2.20			0615 - 2030	7 day	3	Yes
Bath post May 08	First	£2.50						
Bristol	First	£3.00 (Peak) £2.50 (Off pk)			0615 - 1900	Mon-Sat	3	Yes
Cambridge	Stagecoach	£2.20	£9.00	£34.00	0700-2000	3 Mon - Sat 2 7 day	5	No
Chester now	First	£1.70			0700-1900	7 day	4	Yes
Chester proposed	First	£2.50						
Durham	NCP & Scarlett Band	£1.70			0700-1900	Mon - Sat	3	Yes - Significant
Edinburgh	Lothian	£2.20	£13.00	£37.00	0600-2330	7 day	4	No
Exeter pre Autumn 08	Stagecoach	£1.70	£7.00		0600-1900	Mon - Sat	3	2/3 services are supported
Exeter post Autumn 08	Stagecoach	£1.80 - 1.90						
Leicester	Veolia	£2.60 (Peak)			0700-1900	Mon - Sat	1 (2 in Autumn 09)	Yes
Norwich	First/Connect bus/Norfolk County Services	£3.30 (charge per vehicle)	£16.50	£49.50		Mon - Sat	6	A proportion of services are operated commercially
Oxford	Go Ahead	£2.50 (Peak) £2.20 (Off pk)	£10.00	£40.00	0600 - 2330	7 day	5	Yes
Reading	First/Reading Buses	£2.60 - 3.10			0700 - 2100	Mon - Sat	3	Yes

Annex 3

Notes
£2.05 using stored value card
10 journey carnet = £13.00
20 journey carnet = £24.00
Buses are operated commercially, The Council maintain the sites
6 return carnet = £8.50
6 return carnet = £12.50
20 return carnet = £30.00
Standard bus fares apply
12 return carnet = £9.00
10 return carnet = £23.00
12 journey carnet = £17.40

Annex 4

Comparative journeys in York

Journey	Operator	Cost of a return fare
Escrick to York	Arriva	£4.10
Wheldrake to York	First	£3.50
Stockton-on-Forest to York	Coastliner	£3.00
Stamford Bridge to York	First	£3.50
Dunnington to York	EYMS	£2.65
Dunnington to York	First	£2.90
Skelton to York	Reliance	£2.60
Skelton to York	First	£2.90
Poppleton to York	Transdev	£3.00
Poppleton to York	First	£2.90

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Meeting of Executive Members for City Strategy and Advisory Panel

8th September 2008

Report of the Director of City Strategy

Quality Bus Partnership Progress Report

Summary

1. This report has been requested by Councillor D'Agorne for details on decisions made by the Quality Bus Partnership (QBP) since its re-launch in August 2007. The partnership in this period has undergone something of a transformation with the creation of 'working groups' operating alongside the main QBP. These are tasked with examining specific issues (such as BLISS and marketing) designed to improve the quality of bus services in York. This report will detail the actions and decisions taken by the partnership and, as the report is intended to be a descriptive update, no options will be offered.

Background

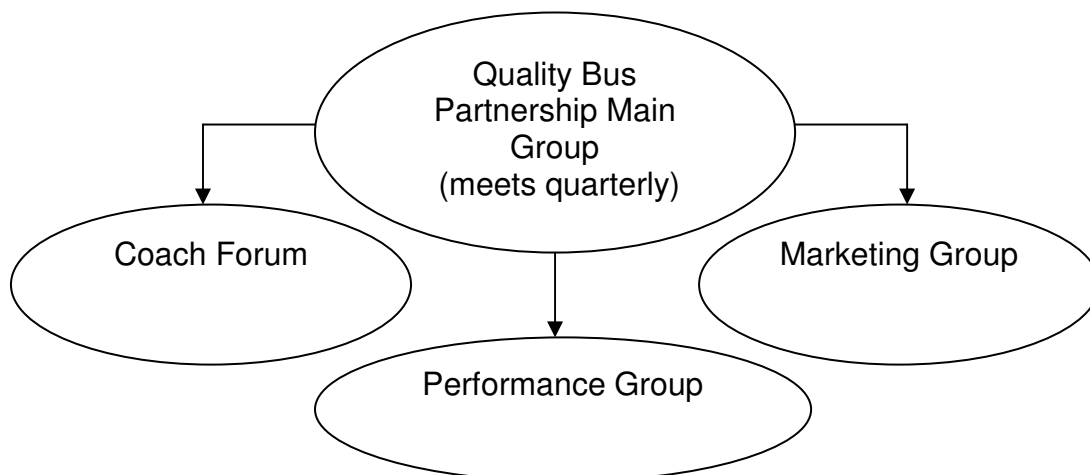
2. The QBP was re-launched in August 2007 to officially recognise the new chair, John Carr (ex West Yorkshire PTE director), to provide increased publicity for the group and to provide new stimulus to take the partnership forward. City of York Council provides administrative support to the partnership, which consists of the following companies, organisations and people.

City of York Council Officers	First York
North Yorkshire Police	Arriva
Confederation of Passenger Transport (Yorkshire Region)	Yorkshire Coastliner/Blazefield
Bus Users UK	East Yorkshire Motor Services (EYMS)
Executive Member for City Strategy	Topline Travel
Shadow Executive Member for City Strategy	Reliance Motor Services

York Pullman are also invited but have not yet signed the partnership terms of reference.

3. These companies and organisations provide a reasonably comprehensive coverage of the city's bus network, only a few smaller companies do not attend. The structure of the partnership is shown in the diagram below.

Figure One:



The three 'sub groups' meet on a more ad-hoc basis as they are designed to work towards completion of specific tasks.

Update

Main Group

4. The main QBP group is attended by senior representatives from the organisations / operators listed in paragraph 2. Progress up to April this year has been slightly inhibited by not having a Principal Transport Planner (operations), traditionally the lead City of York Council officer for the QBP. This has now been addressed by the appointment of an officer in this post so increased impetus should result in forthcoming months.
5. The list below shows some items the QBP has to offer and subjects that have been discussed along with a brief synopsis of the outcomes.
 - a. **Integrated Ticketing** – Has been discussed but largely inconclusive in terms of actions. The decision has been taken to wait for the integrating ticketing report before progressing this issue. It is expected that the QBP will occupy a leading role in the development of this project.
 - b. **Communication** – The QBP offers a forum where the sharing of information and examples of good practice can take place. Much of the work done in the past year across the main group and sub-groups has been to improve communication between City of York Council and the operators. This leads to improved relations, increased cooperation and allows the council officers and operators to make decisions with knowledge of forthcoming operational changes / City of York Council schemes respectively.
 - c. **York Northwest** – The bus operators will play a key role in providing the public transport for the development. A workshop is planned for January 2009 when sufficient information should be available to begin involving bus operators in the scheme.

- d. **Advising Groups on Public Transport** – The QBP has been involved in providing views with regard to bus operations to the recent Traffic Congestion Ad Hoc Scrutiny Committee and the Without Walls Partnership.
- e. **Disability Awareness** - A presentation given to the group by a City of York Council officer highlighted some issues affecting disabled people on public transport. The presenting officer has since been provided with; bus operator contact numbers, guidance on what information is required in order to act on any incidents disabled people may encounter and good practice examples of inclusive public transport from elsewhere.

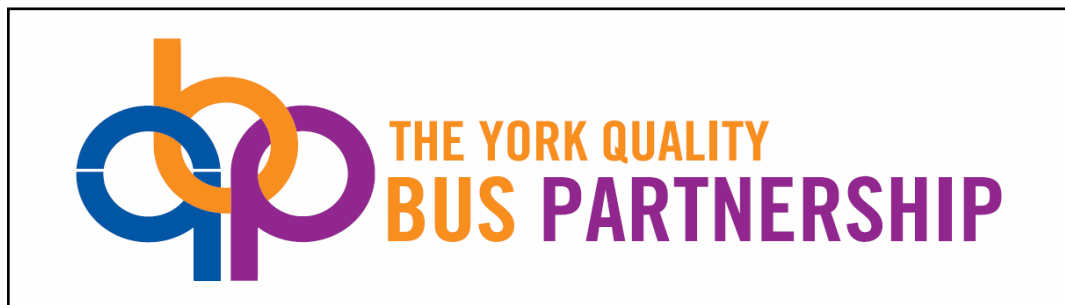
Performance Group

- 6. The performance group has made significant progress in dealing with the real-time information system in York. Bus operators who have vehicles that are real-time enabled have attended meetings along with the main supplier of the equipment (ACIS), representatives of METRO and various council officers. There are many issues associated with achieving complete accuracy with the real-time information in the city, from antennae being dislodged from vehicles by vegetation to ensuring the data is entered into the system correctly. A key component of achieving success with this project is the enthusiasm of the group members. There has been a strong desire amongst all partners to get the system working to a satisfactory level and this has resulted in improvements to real time information in York.
- 7. The issues surrounding real-time information are technical and this is not the appropriate paper for it's detailed discussion, however, some actions taken include:
 - a. Communication has greatly improved between partners, knowledge has been shared and problems with the real time information system were identified in a workshop, which took place in February 2008. This enabled each group with a concern in the system to identify areas of their responsibility.
 - b. The bus stop datasets have been updated and intensively worked on to ensure that the correct information is relayed to the correct stop. It is vital for the information screens (PIP's) at the bus stops to show the correct data in order to increase public confidence in the system.
 - c. Work is progressing to ensure as many services as possible are equipped with real – time information technology so that the majority of passengers have access to the information and operators have access to bus priority measures such as traffic light priority.
- 8. The group has also discussed traffic hotspots with a view to recommending areas where significant improvement could be made for bus operations. This has been established as an issue that requires input from all operators, so will be examined initially in a workshop with the aim of providing a list to City of York Council officers of 'hotspots' where achievable action is most urgently required.

Marketing Group

9. The marketing group is attended by representatives from the City of York Council and marketing professionals from some of the larger operators involved in the partnership – namely, First York, Blazefield and EYMS. The group (in association with the main partnership) was involved in ensuring the bus route map contained accurate data and will be examining ways to improve information at stops for bus passengers. The marketing group is also looking at ways how the partnership can publicise itself and the quality bus partnership logo will be placed in buses operating in the city in the near future. Figure two shows the new logo adopted in conjunction with the relaunch.

Figure Two:



Coach Forum

10. The coach forum has not met regularly however; it was consulted for the recent coach study update, commissioned by Transport Planning Unit and completed by Halcrow.

Consultation

11. No consultation has taken place as this report is for information only

Options

12. There are no options for members to consider.

Analysis

13. This report is intended for information and as such, no analysis of the QBP's constitution and development was requested so this section will not be elaborated upon.

Corporate Objectives

14. The QBP is most directly linked to the corporate priority stated below;
“Increase the use of public and other environmentally friendly modes of transport”

The QBP will endeavour to contribute towards this priority through its future work programmes.

Implications

15. There are no known implications associated with this report

Risk Management

16. There are no known risks associated with this report

Recommendations

17. That the Advisory Panel advise the Executive Member to note the contents of the report

Reason: In order to be informed on the progress of the Quality Bus Partnership in the past year.

Contact Details

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Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director of City Development and
Transport

Report Approved

Date 18-08-08

Specialist Implications Officer(s)

None

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

All

For further information please contact the author of the report

Background Papers:

None

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