

**Notice of a public meeting of  
Decision Session - Cabinet Member for Transport, Planning &  
Sustainability**

**To:** Councillor Merrett (Cabinet Member)  
**Date:** Thursday, 13 March 2014  
**Time:** 5.00 pm  
**Venue:** The King John Room (GO59) - West Offices

**AGENDA**

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**Notice to Members – Calling In**

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

**4:00 pm on Monday 17<sup>th</sup> March 2014**, if an item is called in.

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

Written representations in respect of items on this agenda should be submitted to Democratic Services by 5.00pm on Tuesday 11<sup>th</sup> March 2014.

**1. Declarations of Interest**

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

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

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

- 2. Minutes** (Pages 1 - 4)  
To approve and sign the minutes of the meeting held on 16<sup>th</sup> January 2014.

**3. Public Participation - Decision Session**

At this point in the meeting, members of the public who have registered their wish to speak at the meeting can do so. The deadline for registering is **5:00pm on Wednesday 12<sup>th</sup> March 2014.**

Members of the public may speak on:

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

**Filming or Recording Meetings**

Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at [http://www.york.gov.uk/downloads/download/3130/protocol\\_for\\_webcasting\\_filming\\_and\\_recording\\_of\\_council\\_meetings](http://www.york.gov.uk/downloads/download/3130/protocol_for_webcasting_filming_and_recording_of_council_meetings)

- 4. A64 - Memorandum of Understanding** (Pages 5 - 20)  
This report informs the Cabinet Member of the proposed Memorandum of Understanding to establish a framework for effective co-operation to enable the development of a long term programme of improvements for the A64 East of York. The Cabinet Member is recommended to sign, on behalf of the Council, the Memorandum of Understanding on the A64.

## **5. University Road Cycle Route & Crossing (Pages 21 - 36) Improvement Scheme**

This report outlines proposals to create crossing improvements and bus stop relocation on University Road in the vicinity of Market Square, which incorporates a 20mph Zone with speed cushions and speed table crossing points. The report will seek in-principle approval to implement the proposals, authorisation to consult on a preferred option layout, and to advertise a 20mph Speed Limit Order for the proposed 20mph Zone. The report will also outline a longer term plan to create an off-road shared use pedestrian/cycle route alongside University Road between Green Dykes Lane and Innovation Way, and how this is affected by the proposed pedestrian crossing improvement scheme.

## **6. Urgent Business**

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

### Democracy Officer:

Name: Laura Bootland

Contact Details:

- Telephone – (01904) 552062
- Email – [laura.bootland@york.gov.uk](mailto:laura.bootland@york.gov.uk)

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

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

Contact details are set out above.

**This information can be provided in your own language.**


**我們也用您們的語言提供這個信息 (Cantonese)**

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

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

**Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)**

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

** (01904) 551550**

City of York Council

Committee Minutes

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Meeting	Decision Session - Cabinet Member for Transport, Planning & Sustainability
Date	16 January 2014
Present	Councillor Merrett (Cabinet Member)

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**33. Declarations of Interest**

At this point in the meeting, the Cabinet Member is asked to declare any personal, prejudicial or pecuniary interests, in the business on the agenda. The Cabinet Member confirmed he had none, other than those included on the Register of Interests.

**34. Minutes**

Resolved: That the minutes of the last decision session held on 14<sup>th</sup> November 2013 be approved and signed by the Cabinet Member as a correct record.

**35. Public Participation - Decision Session**

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

**36. City of York Council, North Yorkshire County Council and North York Moors National Park Minerals and Waste Joint Plan.**

The Cabinet Member considered a report which advised of the current position with the progress on the Minerals and Waste Joint Plan for North Yorkshire, York and North York Moors. The report had been to the Local Plan Working Group for comments and now approval was being sought from the Cabinet Member for the Issues and Options consultations documents for the purposes of public consultation.

The Cabinet Member had the following additional comments following the addition of the Local Plan Working Groups comments to the document:

- Pages 102 of Annex A – add the words ‘to encourage and promote’.
- Pages 103-106 – explain the limitations resulting from Government guidance and legislative constraints in relation to types of exploration techniques for shale gas and other fossil fuels and the associated processing including waste water. Details to be provided on the Councils website.
- Page 123 – the proposed 3<sup>rd</sup> Option as recommended by the Local Plan Working Group, the changes refer to option 2 also.
- Page 153 - Waste and Waste Hierarchy– flag up that opportunities should be taken where possible to group activities on existing sites.

The Cabinet Member thanked Officers for their work on the document.

Resolved:                    That the Cabinet Member:

- ii. Noted the current position of the Minerals and Waste Joint Plan.
- ii. Approved the officers new schedule, which incorporated the two schedules circulated at the Local Plan Working Group meeting and the amendments agreed by the working group, along with some further minor amendments (new schedule attached to these minutes).
- iii. Approved the necessary and associated documents for the purposes of public consultation; and
- iv. Agreed to make any appropriate incidental changes arising from point (ii) above or minor changes.

Reason: So that the Plan can progress to public consultation.

**37. Resident Parking Petition from Residents of Sails Drive Estate.**

The Cabinet Member considered a report which presented a petition received from residents of the Sails Drive area requesting residents parking.

Officers outlined the report and advised that the area was included within the surveys undertaken as part of the University of York's expansion programme and any action should be considered within these parameters.

The survey results provided to Officers in January 2014 had indicated there had not been a suitable increase in university related vehicles to warrant taking any action. In addition, alternative parking arrangements for contractors working on the Science Park had now been made. It was identified that contractors had been using the Sails Drive estate if the Science Park was full.

The Cabinet Member commented that he was happy to agree option A on the understanding that the situation would be reviewed if any further requests are made for residents parking.

Resolved: That the Cabinet Member:

Agreed Option A on the basis that if any further requests for residents parking are made then the situation will be reviewed.

Reason: There does not appear to be a substantial problem with parking in the area and as the area is highly residential it is likely that many of the vehicles noted in the area are associated with nearby premises or with the short-term work undertaken by contractors. The surveys have determined that an insufficient number of vehicles are related to University of York, and

so this situation will not be resolved with the introduction of a Residents Parking scheme. Furthermore, as the surveys have not revealed a problem, City of York Council should not encourage action to be taken.

**38. Clarence Street Bus Lane.**

The Cabinet Member considered a report which outlined the progress made with the Better Bus Area Fund scheme to improve bus journey times on Clarence Street, and proposed a scheme to take forward to consultation with local residents, businesses and other stakeholders in February/March.

The Cabinet Member asked Officers to look into the possibility of improving the lane width to 4 metres as far as possible and within budget.

Resolved: That the Cabinet Member approved Option 2 subject to further changes to the long term improvement line and Officers seeking to improve lane width within budget.

Reason: To progress the Clarence Street scheme.

Cllr D Merrett, Cabinet Member

[The meeting started at 5.00 pm and finished at 5.20 pm].





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**Decision Session – Cabinet Member for  
Transport, Planning & Sustainability  
(in Public)**

**13 March 2014**

Report of the Director of City and Environmental Strategy

**Draft Memorandum of Understanding for A64 Trunk Road  
York - Scarborough Improvement Strategy**

**Summary**

1. To inform the Cabinet Member of the proposed Memorandum of Understanding (MoU) to establish a framework for effective co-operation to enable the development of a long term programme of improvements for the A64 East of York.
2. The Cabinet Member is recommended to sign, on behalf of the Council, the Memorandum of Understanding on the A64.

**Background**

3. Members will be aware there has been a number of studies into the A64, the most recent being the Corridor Connectivity Study in 2011. Since that Study was produced there has been no improvement work or scheme design work carried out. This is mainly due to a lack of funding being available either for construction or design work.
4. On 2 May 2012, the Highways Agency (HA) wrote to the York Sub-area Joint Infrastructure Working Forum (which later became a constituted North Yorkshire and York Spatial Planning and Transport Board task/finish group) proposing a Memorandum of Understanding (MoU) between the Highways Agency (HA) and the local authorities having a development impact on the A64. This MoU was proposed as a means of reducing the impact of development and developing a package of measures to mitigate it.

5. The HA's proposal was presented to the Spatial Planning and Transport Board (SP & T Board) on 2 August 2012. The Board resolved to agree the MoU in principle, subject to further consideration, adding that Officers are to liaise with the HA and advise the Board accordingly.
6. On 6 August 2012, City of York Council, as secretariat to the SP & T Board, wrote to the HA stating that
  - The Board agrees in principle to explore the MoU approach proposed as a way of demonstrating cooperation and constructive engagement to address cross-boundary issues in compliance with the Duty to Cooperate requirements.
  - Neither the board nor its constituent authorities are in a position to commit to any obligations in relation to implementing measures to mitigate the impacts of development on the A64
  - The Board considers there is merit in pursuing this approach and would like to express a willingness to actively engage with the HA to explore how a MoU or other approach could help identify, reduce and mitigate the impacts of development on the A64.
7. On 4 November 2013, an 'Up to £50m+' bid for 'Targeted A64 Improvements' was submitted, on behalf of City of York Council (CoYC), North Yorkshire County Council (NYCC), Ryedale District Council (RDC) and Scarborough Borough Council (SBC), who are jointly promoting this project in partnership with the HA, to the York North Yorkshire and East Riding Local Enterprise Partnership for inclusion in its Strategic Economic Plan (SEP).
8. The Targeted A64 Improvements project was submitted as the first significant stage of a potentially on-going longer-term programme of interventions essential to deliver improvements to the "A64 York to Scarborough" under the draft SEP's Priority 5, Core Activity (a) "Improving east west road and rail links". The Project also contributes towards Priority 5 "A well connected economy", specifically Core Activity (c) "Maintaining our current transport network" and contributes towards delivery of many growth-related priorities and activities as outlined in the SEP and which rely on improved A64 east west connectivity.

9. The bid also stated that the 'Delivery Body' for this project will be CoYC, NYCC, RDC and SBC in association with the HA.
10. The North Yorkshire and East Riding Local Enterprise Partnership SEP, Draft Version was submitted to Government on 19 December 2013. The accompanying York, North Yorkshire and East Riding Local Growth Deal Implementation Plan includes, in the £112.5m Strategic Transport Programme within the Pan-LEP Investment Programmes, the A64 Trunk Road as an Indicative Proposal for Improving east – west road and rail connections.
11. Opportunities for funding this may arise through the Growth Fund, Department of Transport Pinch Point Funding and the Highways Agency Route Based Strategies. Therefore, it is considered that a co-ordinated joint approach across authorities and agencies provides the best opportunity to secure funding for improvements and that the signing of the Memorandum by all parties shows a commitment to the upgrading of the A64.

#### The Memorandum of Understanding (MoU)

12. The Memorandum of Understanding is contained at Annex A and summarised below:
  - Parties to the MoU are:
    - City of York Council
    - North Yorkshire County Council
    - Ryedale District Council
    - Scarborough Borough Council
    - Highways Agency
    - York, North Yorkshire and East Riding Local Enterprise Partnership
    - North Yorkshire Local transport Body
  - The purpose of the MoU is to establish a framework for effective co-operation to enable the development of a long term programme of improvements for the A64 East of York, based on an understanding of individual partners' aspirations and objectives and areas of mutual interest.
  - The MoU does not and is not intended to create any legal relationship between the Partners. All matters described in the

Memorandum are subject to appropriate corporate and regulatory authorisation and, where appropriate, formal agreement.

- Nothing in the MoU shall affect the statutory or regulatory duties or responsibilities of any Party and its existence does not preclude the taking of independent actions by the respective local authorities or the HA where any party considers it is appropriate to do so.
  - Although the Partners agree in good faith to deliver against the agreed work areas subject to their other duties and the corporate framework within which they operate (including exploring opportunities for joint funding and other resources), the MoU does not commit any Party to the allocation of funds or other resources.
13. The MoU also acknowledges that the A64 extends westward beyond York, providing a vital connection with the A1, M1 and Leeds, thus forming part of the strategic road network within the Leeds City Region (LCR). Therefore, the MoU states that the partners within it will liaise with the LCR LEP to identify and implement, where possible, improvements to the A64 trunk road that will bring mutual benefits to both LEPs and their constituent organisations.
14. The Director of Service Delivery at Scarborough Borough Council has submitted a report to SBC's 11 February 2014 Cabinet recommending that SBC agrees to sign the MoU.

### **Consultation**

15. City of York Council worked in partnership with officers from the partner organisations to prepare the Draft MoU.

### **Options**

16. The following options are available for the Cabinet Member to consider:

Option 1 – Note the content of the Draft MoU and sign it on behalf of the Council,

Option 2 – Note the content of the Draft MoU and, subject to a number of changes in response to discussion at this

session, to clarify the MoU, sign it on behalf of the Council

Option 3 – Reject the Draft MoU

### **Analysis**

17. The North Yorkshire and East Riding Local Enterprise Partnership SEP, Draft Version, as submitted to Government on 19 December 2013 is the starting point for relatively short period of 'dialogue' with Government. The Full SEP (and the SEPs for other areas, including the Leeds City Region) is due to be submitted to Government in March 2014.
18. The MoU is intended to establish a framework for effective co-operation to enable the development of a long term programme of improvements for the A64 East of York. Therefore, it is considered that Option 1 is the best option is to ensure that a MoU signed by representatives of all parties is in place to support the submission of the Full SEP to Government by the March 2014 deadline.
19. Option 2 will require the agreement of all other parties in the MoU to any changes to it, in response to discussion at this decision session. and may delay the signing of the MoU until after the submission deadline for the Full SEP. However, discussions with officers at the authorities that have already 'signed-up' to the MoU have indicated that minor changes or clarifications in the MoU would not require reconsideration of the MoU by their respective authorities.
20. Failure to sign the Memorandum of Understanding (Option 3) may weaken any future bids for funding to make improvements along the A64 which may in turn constrain economic growth and have road safety implications

### **Council Plan**

21. The potential benefits for the priorities in the Council Plan are:
  - Get York Moving
    - It will provide a step-change in rail capacity, freeing up local and regional rail.
    - It will provide faster journey times

- Create jobs and grow the economy
  - It will act as the catalyst for major regeneration and business opportunities.
  - It will provide the opportunity for York to be a major hub for HS2 and a gateway to a wider area
- Protect the environment
  - It will lead to increased use of sustainable transport options and, thereby, reduce CO2 emissions.

### **Implications**

22. This report has the following implications (at present):

- **Financial** - there are no financial implications as the MoU does not commit any Party to the allocation of funds or other resources.
- **Human Resources (HR)** - there are no HR implications as the MoU does not commit any Party to the allocation of funds or other resources.
- **Equalities** - there are no equalities implications
- **Legal** – On the basis that Paragraph 8.1 confirms that the Memorandum of Understanding does not supersede the authority's obligations to deal with Freedom of Information requests in accordance with legislation, the council is able to accept paragraph 8.3 therein.
- **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

### **Risk Management**

23. No significant risks are associated with the recommendations in this report have been identified (Risk Assessment score = 3).

## Recommendations

24. That the Cabinet Member is recommended to approve Option 2- Note the content of the Draft MoU and, subject to a number of changes in response to discussion at this session, to clarify the MoU, sign it on behalf of the Council

Reason:

25. To ensure that any points of clarification are included in the Memorandum of Understanding for A64 Trunk Road York - Scarborough Improvement Strategy, signed by representatives of all parties, to be in place to support the submission of the Full SEP to Government by the March 2014 deadline.

## Contact Details

### Author:

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Planning and  
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### Chief Officer Responsible for the report:

Mike Slater  
Assistant Director for Strategic  
Planning & Transport  
Tel No: 01904 551300

**Report**  **Date** 28/02/14  
**Approved**

Darren Richardson  
Director of City and Environmental  
Services

**Report**  **Date** 05/03/14  
**Approved**

### Specialist Implications Officer(s)

**Wards Affected:**

**All**

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

### Background Papers:

None

**Annexes**

Annex A – Draft Memorandum of Understanding for A64 Trunk Road  
York - Scarborough Improvement Strategy



**Draft Memorandum of Understanding for A64 Trunk Road  
York - Scarborough Improvement Strategy**

**Annex A**

**Draft Memorandum of Understanding for A64 Trunk Road  
York - Scarborough Improvement Strategy**

## **Draft Memorandum of Understanding for A64 Trunk Road York - Scarborough Improvement Strategy**

### **1. Parties**

**Highways Agency**

**City of York Council**

**North Yorkshire County Council**

**Ryedale District Council**

**Scarborough Borough Council**

**York, North Yorkshire and East Riding Local Enterprise Partnership**

**North Yorkshire Local Transport Body**

- 1.1. **The Highways Agency (HA)** is an Executive Agency of the Department for Transport (DfT), and is responsible for operating, maintaining and improving England's strategic road network (SRN), including the A64 trunk road. The strategic road network is a nationally significant asset and its safe and effective operation facilitates economic growth. The HA has a major role in delivering the Government's policy for investment in the English road network as set out in the command paper 'Action for roads: a network for the 21st century' and is actively developing future investment strategies for the SRN through a series of route based strategies.
- 1.2. **City of York Council (CoYC)** is a Unitary Authority. It is the Planning Authority and the Highway Authority for its respective geographical areas. Although it has authority over local road networks, it does not have any authority over the operation and maintenance of and improvements to the A64 trunk road. As the Planning and Highway authority it has responsibility for consideration of development proposals that have consequences for travel on the local transport network and managing the impacts on the network.
- 1.3. **North Yorkshire County Council (NYCC)** is an 'Upper Tier' local authority which covers, geographically, the 'Lower Tier' local authorities of Craven District Council, Hambleton District Council, Harrogate Borough Council, Richmondshire District Council, Ryedale District Council, Scarborough Borough Council and Selby District Council. It is the Highway Authority for its geographic area, but is not the Planning Authority (other than for minerals and waste development and certain other county matters). Like CoYC, it has authority over its local road network, but does not have any authority over the operation and maintenance of and improvements to the A64 trunk road.
- 1.4. **Ryedale District Council and Scarborough Borough Council** are 'Lower Tier' local authorities. They are the planning authorities, but are not

## **Draft Memorandum of Understanding for A64 Trunk Road York - Scarborough Improvement Strategy**

the highway authorities for their respective areas. The highway authorities for local roads and the SRN, respectively, are NYCC and the HA.

- 1.5. **The York, North Yorkshire and East Riding Local Enterprise Partnership (LEP)** is a business-led partnership with the public sector to help businesses in York, North Yorkshire and the East Riding improve and grow. LEPs are intended to grow the economy and create good quality local jobs. This includes ensuring that businesses are well connected to their customers, markets and workforce and that transport, mobile and broadband networks do not act as a barrier to growth but instead enable thriving, prosperous places where businesses are able to grow. The York, North Yorkshire and East Riding LEP identified improving east-west connections, including the A64 trunk road, as a strategic infrastructure priority for the whole LEP area. Improvement of the A64 trunk road is highlighted as a priority in the LEPs draft Growth Deal Implementation Plan, which was submitted to Government in December 2013 and will be finalised in March 2014.
- 1.6. **The North Yorkshire Local Transport Body (LTB)** is a partnership of transport providers and local authorities that is responsible for the management of major transport schemes delivered using devolved funding from the Department for Transport. The LEP has also agreed that the LTB will take the lead role on transport issues and schemes that are included in the SEP.

## **2. Purpose**

- 2.1. The purpose of this Memorandum is to establish a framework for effective co-operation to enable the development and implementation of a long term programme of improvements for the A64 trunk road between York and Scarborough. The improvements will support growth focussed on York, Malton and Scarborough, whilst addressing safety concerns and taking account of sustainability and environmental issues. The programme of improvements will be based on an understanding of individual partners' aspirations and objectives and areas of mutual interest.

## **3. Background**

- 3.1. All local authorities through which this section of the A64 trunk road passes have for many years had a desire to see it upgraded to improve access to / from the eastern areas of North Yorkshire and the Yorkshire coast as well as to improve road safety. It has long been recognised that the relatively low standard of this section of the A64 trunk road is a significant constraint on the economies of the eastern areas of North Yorkshire and the local authorities have previously co-operated to help build the case for improvement. This is reflected in the LEP identifying the

## **Draft Memorandum of Understanding for A64 Trunk Road York - Scarborough Improvement Strategy**

improvement of east-west connections, in particular the A64 trunk road between York and the Yorkshire coast, as a strategic priority for the area in the Strategic Economic Plan.

- 3.2. In late 2012 the Government announced the Local Growth Fund which is aimed at funding initiatives to help enable local economic growth. As part of the York, North Yorkshire and East Riding LEP's Strategic Economic Plan the above, partners co-operated in preparing details of a bid for c£50m of funding to provide targeted improvements to the A64 between York and Scarborough.
- 3.3. The A64 trunk road is part of the strategic road network and the Highways Agency is therefore responsible for its operation, maintenance and improvement. As such the Local Enterprise Partnership, the local authorities, the Local Transport Board and the Highways Agency are co-operating on the development of these proposals. In particular, the other partners continue to work with the Highway Agency on the development and implementation of the route based strategy covering the A64. The local authority partners and LTB will work with the LEP and the Highways Agency to combine use of Local Growth Fund and investment identified through the route based strategy to optimum effect to deliver an agreed programme of improvements to this section of the A64 trunk road.
- 3.4. The A64 also extends westward beyond York, providing a vital connection with the A1, M1 and Leeds, and, therefore, forms part of the strategic road network within the Leeds City Region (LCR). The partners within this MoU will liaise with the LCR LEP to identify and implement, where possible, improvements to the A64 trunk road that will bring mutual benefits to both LEPs and their constituent organisations.

### **4. Status**

- 4.1. This Memorandum relates to co-operation on the development of schemes and proposals for the improvement of the A64 trunk road between York and Scarborough. The strong focus will be on that specific section of the A64 trunk road between the Hopgrove roundabout north east of York and the Musham Bank roundabout south west of Scarborough. However, in order to meet the growth needs of York and fulfil the LEP Growth Plan, the co-signees to this Memorandum will seek to facilitate upgrading of adjacent sections of the A1237 and A1079, which link with the A64 to the east of York. All reference to the A64 trunk road in this MoU relate solely to the section described above.
- 4.2. It is however recognised that there is other co-operative working between the authorities and the Highways Agency being undertaken especially

## **Draft Memorandum of Understanding for A64 Trunk Road York - Scarborough Improvement Strategy**

under the duty to co-operate in the development of local planning proposals. Work carried out in the context of this MoU will have due regards to all other joint working on matters relating to the A64 trunk road.

- 4.3. This Memorandum does not and is not intended to create any legal relationship between the Partners. All matters described in this Memorandum are subject to appropriate corporate and regulatory authorisation and, where appropriate, formal agreement.
- 4.4. Nothing in this Memorandum shall affect the statutory or regulatory duties or responsibilities of any Party and its existence does not preclude the taking of independent actions by the respective local authorities or the HA where any party considers it is appropriate to do so.
- 4.5. Although the Partners agree in good faith to deliver against the agreed work areas subject to their other duties and the corporate framework within which they operate (including exploring opportunities for joint funding and other resources), this Memorandum does not commit any Party to the allocation of funds or other resources.

### **5. Aims**

- 5.1. The shared aims of the Parties agreeing to this MoU are:
  - To develop and implement proposals for improvements to the A64 trunk road to support economic growth focussed on York, Malton and Scarborough, whilst addressing safety issues.
  - To develop short to medium term (to 2021) improvement plans on the A64 trunk road to an appropriate level for inclusion in bids for any funding opportunities including, but not limited to, the Local Growth Fund, the Highways Agency's route based strategies and future road improvement funding opportunities.
  - Subject to the availability of appropriate funding, to co-operate on the details of design and delivery of improvement schemes on the A64 trunk road.
  - To identify and develop (including scheme design work) longer term improvements (post 2021) to the A64 trunk road including for village bypasses east of Malton
  - To co-ordinate potential improvements and the different funding opportunities available to the LEP, the local authorities, the LTB and the Highways Agency.

## **Draft Memorandum of Understanding for A64 Trunk Road York - Scarborough Improvement Strategy**

- To support local authority partners and the LEP in presenting a single 'local authority and LEP' voice in lobbying Government with regards to the strategic importance of the A64 trunk road and the need for improvements in the context of regional economic growth.

### **6. Objectives**

6.1. This Memorandum of Understanding is intended to:

- To promote closer working relationships between the LEP, the local authorities, the LTB and the Highways Agency on matters relating to the A64 trunk road.
- To encourage more effective communication between the Partners with regards to the improvement of the A64 trunk road.
- Develop an agreed, prioritised programme of schemes that can form the basis for current and future bids for funding to Government.
- Provide the basis for potential future joint working on the design and delivery of improvement schemes.
- Wherever possible, agree a joint position, including communications, regarding the need for improvements to the A64 trunk road and the process of promoting and developing improvement schemes.
- Provide input into the Highways Agency route based strategies and other consultations to deliver co-ordinated and optimised local benefits from the strategy and funding allocated to the LEP through the Local Growth Fund.
- To co-ordinate bids for funding opportunities available to the LEP, the Local Authorities, the LTB and the Highways Agency in order to optimise delivery of improvements to the A64 trunk road and ensure that best Value for Money is achieved.

### **7. Deliverables**

7.1. The partnership aims (subject to funding constraints) to deliver the following:

- A prioritised list of the schemes for inclusion in the c£50m bid (through the SEP) to Local Growth Fund (deliverable by 2021) and for potential inclusion in future funding bids available to both the LEP, the local authorities and the Highways Agency (deliverable by 2021).
- An appropriate level of advanced justification, development and designs on the schemes included in the lists above to allow the submission of funding bids at short (12 week) notice.

## **Draft Memorandum of Understanding for A64 Trunk Road York - Scarborough Improvement Strategy**

- Identification and advanced design on potential future improvement schemes (deliverable post 2021) with a view to being able to submit future funding bids.
- Agreement of a long-term vision for improvement of the A64 between York and Scarborough to support growth, address safety issues and enhance the accessibility of the Yorkshire coast.

### **8. Statutory obligations and confidentiality provisions**

- 8.1. This MoU does not supersede, eradicate or alter the need of any Party to meet their statutory obligations; nor should it be implied that the Parties are obligated to agree on the outcomes or deliverables identified above.
- 8.2. Subject to any statutory and regulatory requirements any Party may request that commercially confidential information provided in connection with this Memorandum should not be disclosed. Any information regarded by any party as commercially confidential may be provided separately, so as not to inhibit the disclosure of other information.
- 8.3. If the HA or any local authority (as a public authority) receives a request, under the Freedom of Information Act 2000, for information relating to activities undertaken under this Memorandum, it shall inform the other Parties of the request as soon as possible and discuss as to the potential application for any exemption. For the purposes of section 43(2) of the Act, the Parties acknowledge and agree that the disclosure of any commercially sensitive information relating to the activities undertaken under this Memorandum is likely to prejudice the commercial interests of the Parties.

### **9. Joint review**

- 9.1. The MoU shall be reviewed annually to ensure that it is fulfilling its purpose and to make any revisions that may be agreed as necessary to ensure such is the case. Any party may withdraw from this MoU by giving one month's written notice, so long as reasoned justification is provided.

### **10. Signatories**

The signatories to this MoU on behalf of the Highways Agency, the LEP, the LTB and the constituent core local authorities:

For Highways Agency

For City of York Council

.....  
Person

.....  
Person

Post

Post

Date.....

Date.....

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**Draft Memorandum of Understanding for A64 Trunk Road  
York - Scarborough Improvement Strategy**

For North Yorkshire County  
Council

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Person

Post

Date.....

For Ryedale District Council

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Person

Post

Date.....

For Scarborough Borough Council

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Person

Post

Date.....

For York, North Yorkshire and  
East Riding Local Economic  
Partnership

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Person

Post

Date.....

For North Yorkshire Local  
Transport Body

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Person

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Date.....

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Glossary of Abbreviations

CoYC City of York Council

HA Highways Agency

LEP Local Enterprise Partnership

LCR Leeds City Region

MoU Memorandum of Understanding

NYCC North Yorkshire County Council

RDC Ryedale District Council

SBC Scarborough Borough Council

SEP Strategic Economic Partnership

SP&T Board Spatial Planning and Transport Board

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**Decision Session – Cabinet Member for  
Transport, Planning and Sustainability**

**13 March 2014**

**University Road Pedestrian Crossing Improvement Scheme  
Proposals**

**Summary**

1. This report outlines proposals to create crossing improvements and bus stop relocation on University Road in the vicinity of Market Square, which incorporates a 20mph Zone with speed cushions and speed table crossing points. This work is to be co-ordinated with work to be carried out by the University of York to provide alternative and additional pedestrian facilities to access Morrell Library. However, the University work is dependent on the Council providing a commitment to undertake the crossing improvements and bus stop relocation works.
2. The report will seek in-principle approval to implement the proposals, authorisation to consult on a preferred option layout, and to advertise a 20mph Speed Limit Order for the proposed 20mph Zone.
3. The report will also outline a longer term plan to create an off-road shared use pedestrian/cycle route alongside University Road between Green Dykes Lane and Innovation Way, and how this is affected by the proposed pedestrian crossing improvement scheme.

**Background**

4. The main purpose of the current scheme is to improve the safety of pedestrians, in particular University students. At the moment, many students cross University Road in the vicinity of the footbridge and in recent years (36 months from July 2010 to June 2013) there were four injury collisions involving pedestrians at this location.
5. Around the latter part of 2010, the University made the Council aware of their concerns about a number of accidents involving students crossing University Road. The existing crossing movements are mainly between the Market Square area of the campus and the Morrell Library steps, but a high proportion is also made to and from the eastbound bus stop (on the library side of the road). Having surveyed bus patronage, these two bus stops (which are positioned almost directly opposite each other), are the most frequently used in the whole of York. The bus frequency runs at one every 3 to 4 minutes.
6. The presence of the steps to the library on the north eastern embankment has almost certainly contributed to the incidence of collisions as they have

introduced a desire line for pedestrians between Market Square, the bus stops and the library, thereby encouraging many pedestrians to cross at a location where visibility is poor to the south east, in particular caused by the footbridge piers and a lack of natural light under the bridge.

7. Initially, the University commissioned Aecom to design a Zebra crossing to replace the current uncontrolled crossing (via a refuge island) between Market Square and the library steps. However, Council Officers had some serious reservations about this proposal, given the many other crossing movements likely to take place away from the Zebra, and crucially, that the current crossing point is in a poor position due to sight lines being obstructed. This is mainly as a result of the pedestrian overbridge piers, but also the Market Square side bus shelter and in particular, when buses actually stop for passengers to board and alight.
8. It has been a long-standing aspiration for the Council to establish a cycle route along the northern verge on University Road to expand the cycle network in this area. However, this would potentially introduce conflicts between pedestrians and cyclists at this busy location, particularly near the bottom of the existing steps and the eastbound bus stop.
9. Hence, it was agreed in principle with the University that the best way of improving pedestrian safety, whilst also facilitating the future provision of a cycle route, would be to remove the exiting steps up the embankment. To compensate for the loss of these steps, it was agreed in principle that the University would provide additional measures to encourage use of the existing footbridge to the library, and the Council would concentrate its efforts on improving safety on the highway by slowing traffic speeds and looking at the positioning of the bus stops to encourage crossing in safe locations.
10. The University has already agreed to contribute approximately £150k towards the project for implementing the off-highway works, i.e. the removal of the existing library steps; providing new steps; and the construction of a retaining structure which may be required to extend the width of the highway. However, their funding must be spent before their financial year end, which is 31 July 2014.
11. The Council currently has an allocation for the cycle route of £175k, although a recent estimate predicts that the scheme is more likely to cost in the region of £230k. In addition, there are currently problems in determining the pedestrian/cycle link to the Field Lane scheme leading to the University's East Campus, which still needs to be resolved. This puts some doubt upon the justification to provide a pedestrian/cycle route along University Road, because without firm plans to provide a link, the University Road route would cease at the junction with Innovation Way. Hence, it is thought sensible to use part of the cycle route budget now to facilitate the proposed crossing improvements (estimated to cost in the region of £60k to £70k) and to enter into further negotiations with the University about the future provision and funding of a comprehensive cycle route scheme for the area.

12. On this basis, the Council's Legal Services team have drafted a 'Heads of Terms' document, which will serve to identify the scope of the work needing to be undertaken by both parties, and is intended to identify the respective commitments between the Council and the University. This agreement needs to be signed by both parties, so an early confirmation of the Council's commitment to undertake the highway works is required to expedite signing of the agreement.
13. Both schemes (i.e. the Council's crossing improvement scheme and the University's off-highway measures) should ideally be constructed simultaneously, and need to be programmed for construction before the end of July 2014.

## Proposals

14. The current scheme proposals to improve pedestrian safety near the library on University Road are shown in **Annex A**, with the associated signing details given in **Annex B**. These have been developed through discussions with the University and the Police. The proposals for the Crossing Improvement scheme include:
  - relocation of the eastbound bus stop to a position closer to the Morrell Way junction,
  - retention of the westbound bus stop in its current position,
  - the introduction of a 20mph speed limit with associated traffic calming (speed tables and speed cushions),
  - provision of new traffic islands, and
  - works to be undertaken by the University to remove the existing steps to the library and provide new stepped accesses.
15. The key features are discussed below:
16. The 20mph Zone is to extend from a point west of Vanburgh Way to a point east of Harewood Way, and is required to keep vehicular speeds through the immediate area to an acceptable, safer limit. The start of the zone is to be indicated by gateway features and signs, and traffic calming within the zone will comprise 3 pairs of cushions and two raised table crossings. The speed tables will be strategically positioned to encourage easier and safer access for pedestrians and cyclists to the bus stops, facilities at Market Square and the library. Signing will be provided to direct cyclists and pedestrians to the target locations. New islands will be provided at the cushion locations.
17. Consideration was given to relocating the bus stops further east away from the footbridge location. A safety appraisal concluded that these options created unacceptably unsafe layouts for reasons such as they would introduce the potential for unsafe vehicle manoeuvres overtaking stationary buses at traffic calming measures or near junctions, or encouraged unsafe crossing of the road at the locations of the speed cushion measures.
18. The preferred proposal retains the westbound bus stop in its current position but relocates the eastbound stop to a position just west of Morrell Way. This enables a speed table to be strategically positioned between the bus stops

and encourages pedestrian crossing at the desired location, as well as removing the potential for unsafe vehicular manoeuvres.

19. A second speed table is provided to the west of the existing loading layby and will encourage cyclists and pedestrians travelling eastbound to safely access the footbridge to access the library or Market Square. The tables also provide safe crossing facilities for users of the bus stops. Additional measures such as guard railing and fencing will be provided to guide pedestrians and cyclists to the desired routes to the facilities.
20. The University have agreed to fund crucial elements of work off-highway to support the implementation of the proposed highway works. These measures comprise:
  - the removal of the existing library steps to remove the current pedestrian desire route to the library,
  - introduction of new steps to the south side of the existing spiral ramp, encouraging use of the footbridge to access the library,
  - introduction of new steps on Morrell Way to provide alternative access to the library from the eastbound bus stop and from University Road,
  - provision of deterrent planting to discourage use of the embankment as a desire route to the library, and to encourage use of the proposed access routes, and
  - the provision of additional cycle parking near the Market Square access.

### **Consultation**

21. Approval is immediately sought to consult on the proposals for the crossing improvement scheme (as shown in **Annexes A and B**). The consultees will include the University's Student Union and Heslington Parish Council.

### **Option Choices**

22. The following options are available for the Cabinet Member to consider:

**Option 1** – give in-principle approval to implement the scheme proposals as shown in **Annexes A and B**, and give authorisation to conduct an external consultation exercise on the proposals in conjunction with the advertisement of the 20mph Speed Limit Order.

**Option 2** – approve the scheme proposals as outlined in Option1 above, subject to any further changes that the Cabinet Member considers necessary.

**Option 3** – reject the scheme proposals as outlined above.



## Analysis

23. **Option 1** is considered to address the current concerns regarding pedestrian safety and is compatible with the future provision of a cycle route through the area. In relation to **Option 2**, no changes are considered necessary by Officers, prior to public consultation.
24. **Option 3** would fail to address the current concerns, or facilitate the future provision of a cycle route through the area. Therefore, Officers recommend that Option 1 should be approved.

## Council Plan

25. The proposed measures will facilitate a useful addition to the City's cycle network and provide much needed safety improvements at a busy location within the University.
26. Progressing the scheme would meet the following Council Corporate Priorities:
- 1) Getting York Moving, by developing York's cycling and pedestrian network, and
  - 2) Protecting the Environment, by improving the quality and safety of York's streets and public spaces
27. The report has the following implications:
28. **Human Resources** – None.
29. **Legal** – The City of York Council, as Highway Authority for the area, has powers under the Highways Act 1980 and associated Road Traffic Regulations Act 1984 to implement the measures proposed. A 'Heads of Terms' agreement (see **Annex D**) is to be finalised and signed by both the Council and the University, to demonstrate a commitment to the delivery of their respective elements of the scheme proposals and to define the scope of the works to be undertaken by both parties. This is intended to ensure that these separate elements are not implemented in isolation, thereby potentially rendering them ineffective. In addition, a legal agreement between the council and the current landowner (University of York) may be required to dedicate some small areas of land required for highway purposes under a Deed of Dedication.
30. **Financial** – It is proposed to fund the Crossing Improvement Scheme from the road safety block in the Capital Programme. The scheme will be funded from the £40k slippage of LTP funds from the 13/14 speed management allocation and a proposed £30k 14/15 speed management allocation. This commitment will enable the implementation of the Crossing Improvement Scheme in association with the work by the University to provide additional access via steps to the Morrell Library. Availability of a further allocation for the University Road Cycle Route scheme will be considered as part of the overall 14/15 Capital Programme to be presented to the Cabinet Member in April.
31. **Crime and Disorder** – None.

32. **Information Technology** – None.
33. **Property** – As mentioned above in the Legal section, a legal agreement between the council and the current landowner (University of York) may be required to dedicate some small areas of land required for highway purposes under a Deed of Dedication.

### Recommendations

34. The Cabinet Member is recommended to:
- (i) give in-principle approval for the scheme proposals as shown in **Annexes A and B**;
  - (ii) give approval to enter into a ‘Heads of Terms’ agreement between the City of York and the University of York, as shown in **Annex D**;
  - (iii) give authorisation to conduct an external consultation exercise on the scheme proposals as shown in **Annex A and B**, including the advertisement of the 20mph Speed Limit Order.

### Contact Details:

#### Authors

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#### Chief Officer Responsible for the report

Frances Adams  
Acting Assistant Director for Transport,  
Planning and Sustainability

Report Approved  Date

#### Specialist Implications Officer(s)

There are no specialist officer implications.

**Wards Affected: Heslington**

All

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

#### Background Papers:

None.

#### Annexes:

- Annex A - Plan showing “Crossing Improvement Proposals”.
- Annex B - Plan showing “Signing Schedule”.
- Annex C - Plan showing “Proposed Pedestrian/Cycle Route”.
- Annex D - Document showing draft “Heads of Terms” agreement.



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Schema Ref. University Road Safety Scheme	
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Material Class RAZ	(12899-1:2007) Area 0.15sqm



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Schema Ref. University Road Safety Scheme	
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Border	WHITE
Material Class RAZ	(12899-1:2007) Area 0.16sqm



Schema Ref. University Road Safety Scheme	
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Material Class RAZ	(12899-1:2007) Area 0.14sqm



Schema Ref. University Road Safety Scheme	
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Material Class RAZ	(12899-1:2007) Area 0.08sqm



Schema Ref. University Road Safety Scheme	
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Material Class RAZ	(12899-1:2007) Area 0.08sqm



Schema Ref. University Road Safety Scheme	
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Schema Ref. University Road Safety Scheme	
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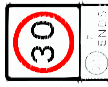


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Notes:  
 1. Signs 1, 4, 7, 8, 9A, 10, 12, 12A, 12B, 12C, 13, 13A, 13B, 13C, 14, 14A, 15 & 15A required for Improved Crossing Scheme  
 2. Signs 2, 2A, 3, 5, 5A, 6 & 11 required for Cycle Route Scheme



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Material Class RAZ	(12899-1:2007) Area 0.31sqm



Schema Ref. University Road Safety Scheme	
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Material Class RAZ	(12899-1:2007) Area 0.15sqm

Sign Reference	S14
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Material	Class RAZ (12899-1:2007)
Mount Height	2300
* Area reduced for rounded corners.	



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Schema Ref. University Road Safety Scheme	
Sign Ref. S17	k=height 100.0
Letter colour	BLACK
Background	WHITE
Border	BLACK
Material Class RAZ	(12899-1:2007) Area 0.51sqm



Schema Ref. University Road Safety Scheme	
Sign Ref. S18	k=height 100.0
Letter colour	BLACK
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Material Class RAZ	(12899-1:2007) Area 0.47sqm



Schema Ref. University Road Safety Scheme	
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Letter colour	BLACK
Background	WHITE
Border	BLACK
Material Class RAZ	(12899-1:2007) Area 0.51sqm



Schema Ref. University Road Safety Scheme	
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Border	BLACK
Material Class RAZ	(12899-1:2007) Area 0.15sqm

Sign Reference	S14A
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Width	679mm
Area *	0.24 sqm
Material	Class RAZ (12899-1:2007)
Mount Height	2300
* Area reduced for rounded corners.	



Schema Ref. University Road Safety Scheme	
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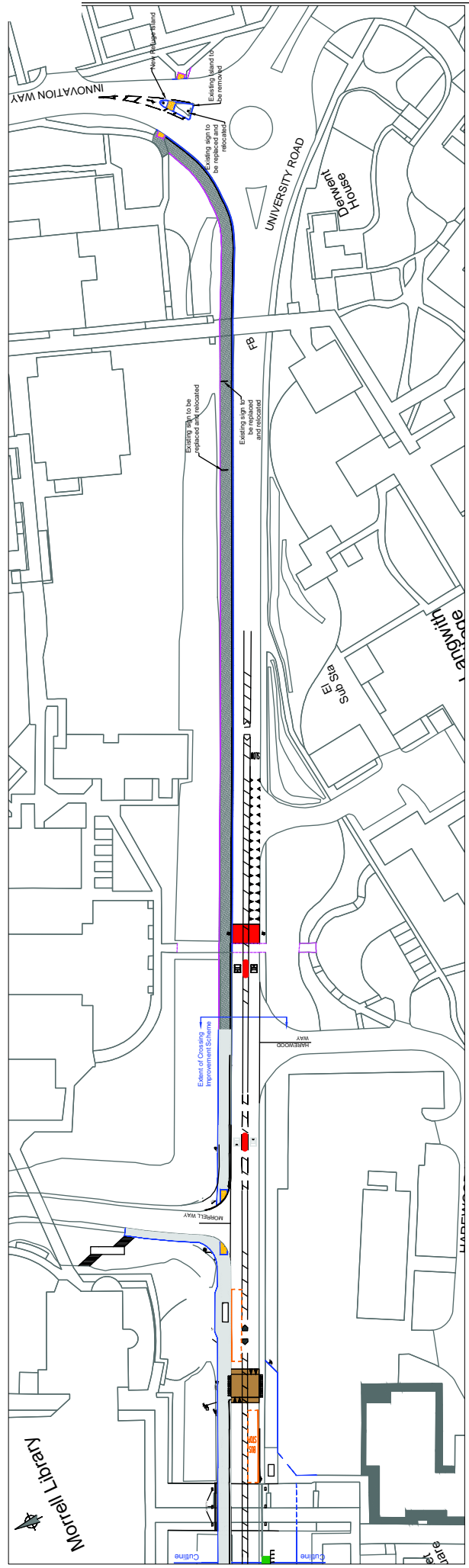
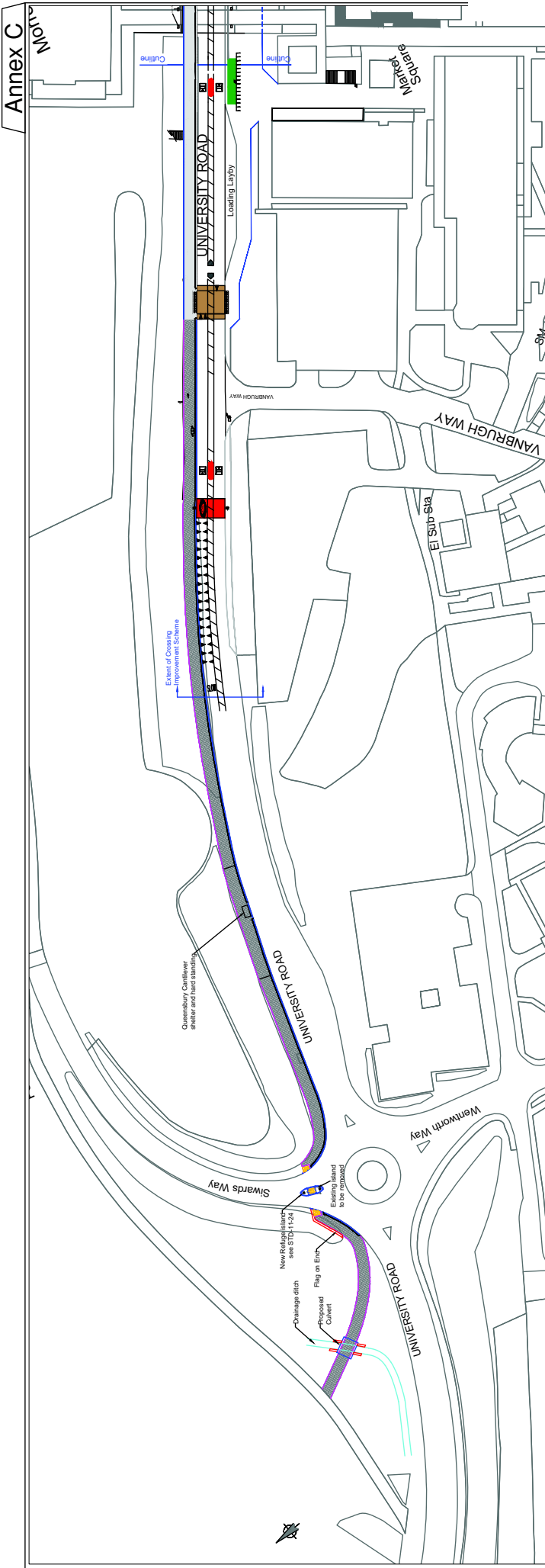
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Border	BLACK
Material Class RAZ	(12899-1:2007) Area 0.51sqm

University Road (Library Bus Stops) Safety Improvements Sign Schedule

DRAWN BY	INITIAL	REV	DATE
JRP			
CHECKED BY			
N.T.S			
SCALE			
DATE			Mar 2014

MADE UPON THE ORIGINAL SURVEY MAPS WITH THE OFFICE OF THE CHIEF CONTRACT MANAGER & THE CHIEF OF THE HIGHWAY DESIGN & CONSTRUCTION CITY OF YORK COUNCIL, Scheme No. 100 2014

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		<p>UNIVERSITY ROAD PEDESTRIAN / CYCLE ROUTE SCHEME Overall Plan</p>		<p>TP/12012060/100/008A</p>	
<p>DATE</p>	<p>05/03/14</p>	<p>AMENDMENTS</p>		<p>Right turn and hatching added to Innovation Way</p>	
<p>REV</p>	<p>A</p>	<p>INITIAL</p>		<p>JRP N.T.S NOV 2012</p>	
<p>DRAWN BY</p>	<p>JRP</p>	<p>CHECKED BY</p>		<p>N.T.S</p>	
<p>SCALE</p>	<p>N.T.S</p>	<p>DATE</p>		<p>NOV 2012</p>	

UNIVERSITY ROAD PEDESTRIAN / CYCLE ROUTE SCHEME  
Overall Plan

TP/12012060/100/008A

DATE

05/03/14

AMENDMENTS

Right turn and hatching added to Innovation Way

REV

A

INITIAL

JRP  
N.T.S  
NOV 2012

DRAWN BY

JRP

CHECKED BY

N.T.S



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(DRAFT)

[DATE]

Dear

**University Road**

This letter sets out the principal terms and conditions on and subject to which the University of York (**the University**) is willing to enter into these terms with the Council of the City of York (**The Council**) subject to the agreement and signing by the parties of a detailed legally binding agreement (**Formal Agreement**).

This letter is not exhaustive and is not intended to be legally binding between the University and the Council except where specifically stated.

**1. COMMERCIAL TERMS**

**THE UNIVERSITY AND THE COUNCIL OF THE CITY OF YORK SHALL JOINTLY DELIVER THE SCHEME SHOWN IN DWG TP/12012060/100/004A. IN GENERAL TERMS, THE UNIVERSITY WILL BE RESPONSIBLE FOR PROVIDING ALL THE OFF-HIGHWAY MEASURES, AND THE COUNCIL WILL BE RESPONSIBLE FOR DELIVERING THE ON-HIGHWAY COMPONENTS OF THE SCHEME.**

**MORE SPECIFICALLY, BY 30<sup>TH</sup> SEPTEMBER 2014 THE UNIVERSITY SHALL:**

**INSTALL STEPS LEADING FROM MARKET SQUARE AREA TO LINK WITH EXISTING PEDESTRIAN OVERBRIDGE.**

**INSTALL STEPS LEADING FROM MORRELL WAY TO THE MORRELL LIBRARY.**

**REMOVE EXISTING STEPS UP TO THE MORRELL LIBRARY FROM THE UNIVERSITY ROAD.**

**INSTALL DETERRENT PLANTING AND BOUNDARY FENCING ON THE EXISTING EMBANKMENT BETWEEN UNIVERSITY ROAD AND THE MORRELL LIBRARY (IN THE VICINITY OF THE EXISTING STEPS TO THE LIBRARY)**

**IN ADDITION, BY 30<sup>TH</sup> SEPTEMBER 2014 THE COUNCIL OF THE CITY OF YORK SHALL:**

**PROVIDE CROSSING IMPROVEMENT MEASURES ON UNIVERSITY ROAD FOR THE SAFETY OF UNIVERSITY STUDENTS, COMPRISING:**

- **THE INTRODUCTION OF A 20MPH SPEED LIMIT WITH ASSOCIATED TRAFFIC CALMING (SPEED TABLES AND SPEED CUSHIONS)**
- **PROVISION OF NEW TRAFFIC ISLANDS, AND**
- **RELOCATION OF THE EASTBOUND BUS STOP TO A POSITION CLOSER TO THE MORRELL WAY JUNCTION**

**2. TIME LIMITS**

2.1 The parties agree to negotiate in good faith with a view to executing the Formal Agreement on or before [DATE].

2.2 Either party may at any time by notice to the other, in writing but not by email, terminate negotiations for the works and entry into the Formal Agreement, without having to give any reasons for doing so or incurring any liability to any other party. Such termination shall not affect the continuance in force of paragraph 3 to paragraph 5 inclusive.

**3. CONFIDENTIALITY**

3.1 This paragraph is legally binding.

3.2 Each party undertakes that it shall not for a period of five years after the date of this letter disclose to any person any confidential information concerning the business, affairs, customers, clients or suppliers of the other party, except as permitted by paragraph 3.3.

3.3 Each party may disclose the other party's confidential information:

- (a) to its employees, officers, representatives or advisers who need to know such information for the purposes of the evaluation of the works and the negotiation of the Formal Agreement. Each party shall ensure that its employees, officers, representatives or advisers to whom it discloses the other party's confidential information comply with this paragraph 3; and
- (b) as may be required by law, a court of competent jurisdiction or any governmental or regulatory authority..

3.4 No party shall use the other party's confidential information for any purpose other than the evaluation of the works and the negotiation of the Formal Agreement.

**4. COSTS**

4.1 This paragraph is legally binding.

Each party shall pay its own costs incurred in connection with the proposed project, whether or not it proceeds (including without limitation the preparation and negotiation of this letter, the Formal Agreement and any documents contemplated by it).

**5. GOVERNING LAW AND JURISDICTION**

5.1 This paragraph is legally binding.

5.2 This letter, and the negotiations between the parties in connection with the proposed Project and all disputes or claims arising out of or in connection with them or their

subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.

5.3 The parties irrevocably agree that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this letter or its subject matter or formation (including non-contractual disputes or claims).

5.4 No one other than a party to this letter shall have any right to enforce any of its terms.

.....

Signed by                      for and on behalf of The University

We confirm our agreement to the above.

.....

Signed by                      for and on behalf of the Council of the City of York