



Service Plan 2007/08 (Stage 1)

Service Plan for: City Development and Transport

Directorate: City Strategy

Service Plan Holder: Damon Copperthwaite

Workplans:

City Development
Transport Planning
Network Management
Engineering Consultancy
Highway Infrastructure
Emergency Planning
Capital Programme

Director: Bill Woolley

EMAP : City Strategy – Ann Reid

1. Service description & objectives

Service Description

City Development and Transport functions are both strategic and operational and are carried out in six teams identified as:-

City Development	Network Management	Engineering Consultancy
Transport Planning	Highways Infrastructure	Emergency Planning
Supported by the Capital Programme Manager		

Each of the teams develop strategies and policies. These strategies and policies are delivered both in-house and by the use of external consultants and contractors. These services include:-

Strategic:-

- Contribute to the development of the corporate strategy and sustainable community strategy
- Development and implementation of strategic documents such as the Local Development Framework and the Local Transport Plan
- Promote the use of alternatives to the private car including public and other environmentally friendly modes of transport
- Development of the Council's Emergency planning function
- Engaging in the regional agenda particularly in relation to land use planning, emergency planning and transport
- Provide the strategic and policy framework for decision making and investment which help shape the economic, social and environmental fabric of the city
- Secure the funding which enables the Council to fulfil its strategic investment role, predominantly in transport
- Secure the funding and guide the expenditure required to maintain Council assets such as highways
- Develop and implement the relevant strategic objectives and policies for the effective management of the highway network
- Secure the availability of public transport services not provided commercially

By their nature these activities are part of a continuous process of development, implementation, monitoring and reviews.

Operational:-

- Design and procurement of schemes and services relating to all aspect of the group
- Maintenance of transport related assets
- Improving Safety
- Enforcement and Control

In some areas it is the same staff who carry out both strategic and operational services. As with the strategic activities some address particular sections of the Community or are delivered to certain areas of the City, their impact is, in many cases, city wide.

City Development

The team is responsible for the Local Development Framework (LDF) which sets the spatial vision and strategic policies for the development of York. They also work at a regional level on the Regional Spatial Strategy (RSS). These documents and plans will form the policy

framework for decision making on development in the city. The team also prepare area action plans for major parts of the city such as the city centre and the western corridor including York Central and British Sugar. City Development also produce the development planning briefs to guide the form of development on major sites, which it then project manages, working with the developer, to ensure they are developed in accordance with the appropriate policies. It carries out research, monitoring and information functions to support these activities and provides demographic and socio economic statistics for the Council. It has no operational functions.

Transport Planning

The team collaborates with City Development on input to the RSS and LDF; its principal focus is developing and ensuring delivery of the Councils transport strategy and policies and reflecting them in expenditure programmes which are included in the Local Transport Plan and its reports back to central government. The team collects and monitors all the data relevant to the LTP, including safety, and manages the communication strategy for transport issues. It also carries out and comments on Traffic Modelling of the existing and anticipated future traffic growth in the City.

The team procures services to deliver the strategy, either through direct contracts with public transport suppliers or through upgrading of the transport infrastructure around the City. It also undertakes bus contract monitoring and administers the concessionary fare pass and token schemes. Schools and businesses are assisted with their travel plans and events and campaigns are run to promote sustainable travel. The team plays a major role in road safety including provision of a variety of educational and practical training for all sections of the community.

Network Management

The team acts as, manages and is responsible for many of the Highway Authority functions. This includes the management of highway users and exercises the Council's obligations under the Traffic Management Act. The team manages computerised traffic control (UTMC) and bus priority and information (BLISS) systems. It is also responsible for public rights of way and advising on highway matters in relation to planning applications. The team develops city parking strategy and management.

The team maintains public rights of way, traffic signals and CCTV equipment. It is also responsible for parking enforcement and licensing of pavement cafes, the adoptions and the alley gating programme.

Engineering Consultancy

The team develops strategies and policies in relation to the city's bridges, land drainage and city wide structures including the city walls. They work closely with City Development to prepare the Strategic Flood Risk Assessment as part of the LDF.

The team carries out the detailed design of highway improvement, public transport, city walls and drainage schemes, then procures and manages the contracts for their implementation. They also carry out the safety audits required to ensure that schemes meet the necessary standards. The team has a lead responsibility for management of a range of water courses and the response to flood emergencies.

Highway Infrastructure

The team acts as part of the Highway Authority developing strategies and policies in relation to the maintenance of carriageways, footways, street lighting and associated features. It has overall responsibility for all highway maintenance budgets.

The team carries out safety, reactive and development inspections as well as those in relation to New Roads and Streetworks Act. They also carry out and / or organize the surveys to assist in development of maintenance programmes and development of the asset management plan. They provide a service for third party insurance claims, managing, monitoring and supporting the defence of these claims. The delivery of the service is provided by a number of external

contractors responsible for delivering programmes of highway maintenance works.

Emergency Planning

The emergency planning team ensures that the Council can respond effectively in the event of a major incident or business disruption. The Emergency Planning Unit prepares and maintains the Council's Emergency Handbook and other emergency plans working closely with our stakeholders through national, regional and sub regional as well as on an individual basis to ensure compliance with statutory requirements and best practice.

The Emergency Planning unit ensures the council has appropriate systems and procedures in place to secure business continuity and comply with statutory requirements and best practice.

Capital Programme Manager

Working closely with the other teams, particularly Engineering Consultancy and TPU to develop coherent and affordable capital programmes and ensuring that schemes are brought forward in at the right time for implementation. Undertaking special projects on behalf of the group.

The impact of these services are on the City's 180,000 residents, as well as all the visitors, who are among the 12 million pa. bus passengers, and who also utilize the City's 754 kms of road, 1150 km of footways and 230km of public rights of way. Approx 180 highway and other schemes are implemented each year, 50% of the road network is gritted when adverse weather conditions are expected, and at any one time 20-25 development sites will be being progressed. In an average year detailed advice is given on 150 of the most significant planning applications, 300 requests for development advice are handled, and 2500 other queries and requests are dealt with.

Also in an average year around 100 schemes are designed, 1200 road openings (excavations) are dealt with, 26,000 penalty charge notices are issued in connection with 9000 parking spaces.

Service Objectives (Statements of Intent not in priority order)

- Implementation of improvement statement IS2.
- Contribute to other improvement statements within the corporate strategy.
- Contribute to the development of a City Strategy and monitoring of the LAA outcome framework.
- Contribute to the regional transport agenda.
- Implement the local transport plan.
- Provide a framework for the future transport needs of the City.
- Make travel into and around York easier and safer.
- Encourage the use of sustainable modes of transport.
- Maximise the funding available from government and developers to improve the highway and public transport networks.
- Secure the provision of socially needed transport.
- Monitor the effect and ensure the efficient administration of concessionary fares
- Improve road safety.
- Improve the condition of the highway asset (including footpaths and other rights of way) in such a way as to minimise future maintenance.
- Improve the standards of maintenance for the off highway cycle and pedestrian networks.
- Maintain the highway asset in a safe condition.
- Manage contracts to ensure design objectives are achieved within budget.
- Manage the highway network so as to minimise congestion and delays to public

transport.

- Ensure the effective enforcement of regulations and standards relating to parking and work in the highway.
- Contribute to the objectives of the Safer York Partnership.
- Progress the statutory Local Development Framework for the city in accordance with an agreed Local Development Scheme.
- To provide a development planning service for key development sites in the City including sites in the Councils ownership.
- Provide a framework for future land use needs of the City.
- Provide supplementary planning guidance on key development sites and policy topics.
- Help to deliver quality affordable housing in the city through our planning policies.
- Contribute to the development of the Regional Spatial Strategy.
- Provide a research & information service to City Development and others as required.
- Progress major development opportunity for York in partnership with other key agencies.

2. Significant drivers for change and improvement

Driver	Affect on service delivery
Regional Spatial Strategy	Sets policy context for LDF. Staff intensive to secure proper input into regional agenda.
Local Development Framework	Key priority to deliver to GoYH timescales within the resources available.
Major Developments	Significant increase in number of major sites puts strain on limited staffing resources.
Implementation of the Local Transport Plan	Identification of traffic and transport plan to meet the strategies so that programmes can be developed will be difficult to achieve given current resource availability. Programmes also need to deliver on the targets within the LTP.
Corporate Strategy - IS2: Improvement Statement	Gives focus and direction to a priority within the corporate strategy and will divert resources away from other others.
Corporate Strategy – All improvement statements particularly IS5 – Affordable Housing	Supporting other improvement statements within the corporate strategy will divert resources away from core activities.
Regional Transport Agenda	High - staff diverted away from local issues and delivery of programmes. Possibility of funding from regional sources.
Traffic Management Act	Risk are high of government intervention that will need to be delivered with the time scales and resources available.
Review of Parking	If there is an under recovery of income then there is a high risk that other services that are reliant upon it will need to be reduced.
Business Continuity	Completion of Business Continuity Plans throughout the Council will need to be intensively resourced.
Procurement of a PFI provider for highway maintenance	If the council is successful with the expression of interest there will be a need to secure the resources necessary to deliver the procurement project and will place additional requirements on

	staff to support the development of an outline business case.
Implementation of the Civil Contingencies Act	Working at a local and regional level the support necessary to implement the introduction will place demands upon the current staff resources.
Reducing Capital Programme	Our ability to deliver on target both locally and nationally. Significant staffing issues to manage in the consultancy.
Contribution to City Strategy and LAA	Significant links and joined up working needed with LDF to deliver spatial elements of the strategy.

3. Priority improvement for 2007/08 & beyond

Performance improvement	Reason why improvement is required
IS2: Increase the use of public and environmentally friendly modes of transport	This is one of the improvement statements in the corporate strategy that is the responsibility of this group. It will assist in delivering the local transport plan by helping to address congestion, accessibility, air quality, enhancing the local economy, road safety,
All improvement statements	To contribute to the success of all improvements statements in the corporate strategy.
Local Area Agreement	Delivery of the Community Plan as measured by the outcomes framework
G15 Emergency highway repairs carried out within 24 hours	Contractor failed in 1st quarter 06/07 to achieve the target, 2 nd quarter on target.
G16 Serious highway repairs carried out within 3 days	Contractor failed in 1st quarter 06/07 to achieve the target, 2 nd quarter on target.

Other comments to note

There are a number of changes expected to the scope of the service provided by the group in 2007/8 that would result in changes to its structure including reductions in the capital programme and the potentially the transfer of some services from Highway Infrastructure to Neighbourhood Services.

4. New or changed actions for 2007/08 and beyond

Action	Service plan outcome	New? / Change?	Links to note	Comments
Corporate Strategy IS2: Increase the use of public and other environmentally friendly modes of transport	Delivery of the corporate strategy. Achieve a reduction in traffic congestion, improvements in air quality, increase accessibility, support the local economy, reduction in accidents, improve community health.	New corporate improvement priority.	This project is linked to the outcomes in the LAA and the Collaborative Transport Study.	This project is closely linked to the outcomes in the Local Transport Plan and creation of an integrated sustainable transport system.
Corporate Strategy – All improvement statements particularly IS5 – Affordable Housing	Delivery of the corporate strategy.	New corporate improvement priority.		
Local Area Agreement, principally the Economy and Environment Block	Outcomes framework linked particularly to integrated transport and major development sites.	Additional focus and targets placed upon the service to deliver.	To corporate strategy and improvement priorities.	Work n the development of he LAA has been ongoing for several months and we will take a lead on EDE5.
Possible procurement of highway maintenance services as a PFI project	Improvement of the highway maintenance service and increase in funding levels tom meet the needs of the asset and customer expectations.	This is an ongoing project to deliver up better services.	Links to the corporate strategy and the delivery of improvements that support the transport systems in the city.	This is dependant upon DfT approving the Expression of Interest submitted in September 2006.
Procurement and delivery of Park and Ride bus services and facilities including improvements to delivery and services.	Reduce the number of private vehicles entering the city thereby reducing congestion. Provide viable alternatives to the car for visitors, commuters and shoppers to the City Centre.	Tendering of the bus operations and introduction of planned improvements.	To IS2.	The bus service current contract is due to end in August 2007. There are a number of improvements and changes we are seeking not just to the bus service but also to facilities and services being offered.
Introduction of improvements to the parking service	Increase service efficiency and potentially income	Ongoing action – now into fourth of four phases	Minimisation of Council tax increase	This phase is concerned with organisation and management
Engagement in the Regional Transport Agenda	To have engagement in the regional agenda so that we may influence and steer the outcomes.	Development of the City region Transport Vision and development of delivery plans.	Influence on a local level with the local transport plan.	This area has potential for securing additional funding to support transport systems both regionally and locally.

