



Notice of meeting of

Executive

To:	Councillors Waller (Chair), Ayre, Steve Galloway, Moore, Morley, Reid and Runciman
Date:	Tuesday, 22 September 2009
Time:	2.00 pm
Venue:	The Guildhall

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 Monday 21 September 2009, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 24 September 2009, 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 interest they may have in the business on this agenda.

2. Minutes (Pages 3 - 18)

To approve and sign the minutes of the last meeting of the Executive, held on 8 September 2009, and the minutes of the meetings of the Executive (Calling In) held on 14 July 2009 and 15 September 2009.

[Note: The above minutes were published with this agenda on 17/9/09]

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 Executive's remit can do so. The deadline for registering is **5:00 pm on Monday, 21 September 2009.**

4. Executive Forward Plan (Pages 19 - 22)

To receive details of those items that are listed on the Forward Plan for the next two Executive meetings.

5. The Barbican Auditorium (Pages 23 - 32)

This report is the fourth in a series which aims to establish the next steps in a strategy designed to bring the Barbican Auditorium back into public use.

6. Future of the Hungate Employment Site (Pages 33 - 48)

This report considers the future development options for the Hungate Employment Site and recommends actions to promote the development and/ or disposal of the site.

7. Administrative Accommodation Project Financial Update (Pages 49 - 60)

This report considers the accounting implications of the abortive costs associated with the administrative accommodation project. It also examines the overall funding position and the creation of a separate item within the Capital Programme to reflect the transfer of the land assembly costs relating to the original scheme from the administrative accommodation budget.

8. Cycling City Programme - Progress Report 2 (Pages 61 - 104)

This is the second report to update Members on the progress of the Cycling City Programme, it provides an update on the programme over the last 6 months and highlights a number of successes.

9. Introduction of a 'Taxicard' for disabled York residents (Pages 105 - 112)

This report follows the recommendation made by Members at the Executive Meeting of 20 January 2009 to explore the possibility of introducing an electronic, stored value, taxicard to replace the national transport tokens currently being issued to entitled, disabled residents.

10. Results of the Place Survey (Pages 113 - 128)

To inform Members of the outcomes of the first Place Survey and to ask for views on options for next year.

11. First Performance and Financial Monitor for 2009/10 (Pages 129 - 150)

This report provides details of the headline performance issues from the first performance monitor of 2009/10 covering the period from 1 April to 30 June 2009 covering finance, performance, key projects and priorities.

12. Urgent Business

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

Democracy Officer:

Name: Fiona Young

Contact details:

- Telephone – (01904) 551027
- E-mail – fiona.young@york.gov.uk

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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If you would, you will need to:

- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

A leaflet on public participation is available on the Council's website or from Democratic Services by telephoning York (01904) 551088

Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

Access Arrangements

We will make every effort to make the meeting accessible to you. The meeting will usually be held in a wheelchair accessible venue with an induction hearing loop. We can provide the agenda or reports in large print, electronically (computer disk or by email), in Braille or on audio tape. Some formats will take longer than others so please give as much notice as possible (at least 48 hours for Braille or audio tape).

If you have any further access requirements such as parking close-by or a sign language interpreter then please let us know. Contact the Democracy Officer whose name and contact details are given on the order of business for the meeting.

Every effort will also be made to make information available in another language, either by providing translated information or an interpreter providing sufficient advance notice is given. Telephone York (01904) 551550 for this service.

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Holding the Executive to Account

The majority of councillors are not appointed to the Executive (40 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Decision Session) 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

Who Gets Agenda and Reports for our Meetings?

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
- Relevant Council Officers get copies of relevant agenda and reports for the committees which they report to;
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City of York Council

Committee Minutes

MEETING

EXECUTIVE

DATE

8 SEPTEMBER 2009

PRESENT

COUNCILLORS WALLER (CHAIR), AYRE,
STEVE GALLOWAY, MOORE, MORLEY, REID AND
RUNCIMAN

PART A - MATTERS DEALT WITH UNDER DELEGATED POWERS**57. 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. No interests were declared.

58. MINUTES

RESOLVED: That the minutes of the Executive meeting held on 21 July 2009 be approved and signed by the Chair as a correct record.

59. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

60. EXECUTIVE FORWARD PLAN

Members received and noted details of those items that were currently listed on the Forward Plan for the next two Executive meetings.

RESOLVED: The Executive agreed to defer the following two items until the 17 November 2009 at the request of the Executive Member for Corporate Services:

- Debt Policy
- Contract Procedure Rules

REASON: To enable a consultation with the Council's efficiency partners on the documents.

61. MINUTES OF WORKING GROUPS

[See also under Part B Minutes]

Members considered a report which presented the draft minutes of the meetings of the Social Inclusion Working Group and the Young People's Working Group held on 2 July 2009 and 22 July 2009 respectively. These were attached as Annexes A and B to the report.

Members were asked to decide whether they wished to respond to any of the advice offered by the Groups. In particular, they were asked to consider the recommendations of the Young People's Working Group contained in Minute 4 of Annex B, namely that the Young People's Champion be appointed to the Group as a non-voting, co-opted member and that the Group's membership be increased to include the Interim and Deputy members of the Youth Parliament as non-voting, co-opted members.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That the Executive accepts the suggestion that the Young Peoples Champion be appointed to the young people's Working Group as a non-voting co-opted Member.

REASON To fulfil the requirements of the Council's Constitution in relation to the role of Working Groups.

62. FINAL REPORT OF THE PLANNING ENFORCEMENT AD HOC SCRUTINY COMMITTEE

Members considered a report which presented the conclusions of the Planning Enforcement Ad Hoc Scrutiny Committee following their review of the Council's approach to planning enforcement and court action.

The final report of the Scrutiny Committee was attached as Annex 1. Their nine recommendations were summarised in paragraph 7 of the covering report, paragraph 10 of which provided details of some additional financial implications highlighted by the Assistant Director of Resources (Finance). Should Members wish to endorse these additional implications, they would be added as an addendum to the final report.

The Chair of the Planning Enforcement Ad Hoc Scrutiny Committee asked for his thanks to Officers for all they're hard work during the review, to be recorded.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That the Executive agrees that the recommendations arising from the Planning Enforcement Ad Hoc Scrutiny be dealt with as follows:¹

Scrutiny Recommendation	Executive Decision
1. That the Head of Development Control:	
(i) Prioritises new cases/complaints	Agreed
(ii) Shortens the response time to letters sent in relation to breaches of planning regulations, where there is discretion to do so.	Agreed
(iii) Introduces a weekly list detailing new planning enforcement cases, split by Ward.	Agreed
2. That, once trigger points are reached and payment has not been received, Section 106 Agreements are promptly passed to Legal for action.	Agreed
3. That Section 106 Agreements, including the schedule of obligations, be placed on the planning portal under the planning applications to which they relate	Agreed
4. (i) That the expenditure of Section 106 monies be made entirely in accordance with the Councils Financial Regulations	Agreed
(ii) That a regular report be presented to the relevant Planning Committees detailing where Section 106 monies have been spent by the receiving Directorates.	Agreed
5. That Planning Enforcement Officers be issued with:	
(i) Necessary mobile communications technology (eg;laptop, mobile phone, PDA, laser rule) subject to the outcome of the pilot scheme to be undertaken by Building Control and to funding being available.	Agreed
(ii) A First Response Kit and any appropriate training to use this.	Agreed
6. That Planning Enforcement Officers be issued with high visibility jackets marked with 'CYC Planning Enforcement Officer' and these should be worn at appropriate times.	Agreed
7. That the Head of Development Control make planning staff available to help with planning enforcement when possible	Agreed
8. That the results of the Development Control Internal review be fully communicated to all departmental staff.	Agreed
9. That a copy of the final report of the Planning Enforcement Ad Hoc Scrutiny Committee be circulated to all Members involved with Planning Committees	Agreed

REASON: To enable the introduction of appropriate measures in response to the Scrutiny Committee's findings and recommendations.

Action Required

1. Officers to implement recommendations of Scrutiny review as agreed by Executive. SS

63. CAR PARKING IN YORK

Members considered a report which provided options for changes to car parking in York and sought guidance on these and any further options for development.

The report had been produced in response to issues raised at a meeting of the Retail Forum and a request made by Members at the Executive (Calling In) meeting on 14 July 2009. Details of the request, as set out in the minutes of that meeting, were reproduced in paragraph 4 of the report. Details of current capacity and usage levels of the City's car park were provided in paragraphs 5 and 6. It was noted that usage levels had fallen by about 3% in the current year and an under-recovery of income was predicted.

Potential options for changes to car parking, to address the concerns raised at the Retail Forum and help encourage more shoppers to York, were outlined in paragraphs 13 to 21. They included: promotional activity to highlight the benefits and availability of York's car parks, provision of discounted car parking in city centre car parks during the mid-day period, by means of a 'Half Price Tuesday' offer for mobile 'phone users or conversion of the Kent Street Coach Park into a shoppers' car park, and a trial introduction of new ticket machines, with increased functionality, at one of the less popular car parks. Clearly, approval of any of these options would have cost implications for the Council and would increase the under-recovery of income. Consultation with political groups had resulted in one response, from Cllr D'Agorne, whose comments were attached as Annex 1 to the report. Officers' response to those comments were set out in paragraph 22.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That the Executive agrees to:

- (i) The payment by mobile phone promotion as described in paragraph 18.(i) of the officer report.¹
- (ii) The purchase and installation of machines in the Piccadilly multi-storey car park with a view to introducing off peak reductions in charges, and payment by debit card later in the year. The new

equipment to be funded from the Local Transport Plan budget.²

(iii) Officers to give consideration to the re-designation of The Esplanade as a short stay car park as a way of offsetting the ongoing costs of (ii) above.³

(iv) Charge any reduction in income resulting from 1 and 2 above, on the remaining Local Government Business Growth Incentive economic development fund monies.⁴

(v) No action to be taken at present to convert the Kent Street coach park into a temporary car park, but that the matter be kept under review should it be necessary to identify overspill parking arrangements for particularly busy times of the year.

REASON: To progress support for the retail sector of the city centre at a time of economic downturn.

Action Required

- | | |
|---|----|
| 1. Make arrangements to implement payment by mobile phone. | SS |
| 2. Make arrangements to purchase/implement ticket machines. | SS |
| 3. Officers to consider re-designation of Esplanade. | SS |
| 4. Charge LABGI accordingly | SS |

64. CARBON AND ENERGY MANAGEMENT PROGRAMME - UPDATE

Members considered a report which provided an update on the Carbon Management programme and current Energy initiatives, following the previous update to Executive in March 2009.

The report focused upon the receipt of Display Energy Certificates (DECs) for Council buildings, progress on the agreed programme and new projects identified across directorates. In particular, it was reported that:

- DECs were now displayed in 82% of the Council's major buildings, comparing favourably with national compliance rates of around 60%
- Completed projects had contributed a saving of 477 tonnes of carbon and the Yearsley Pool refurbishment had saving 230 tonnes
- Ongoing projects, including York High, Oaklands and Joseph Rowntree schools, had the potential to save around 3,100 tonnes per year
- New projects from ICT would generate savings of around 256 tonnes

- The appointment of a Data Analyst and a Sustainability Projects Officer, plus planned investment in smart metering, would contribute to improved information and progress with these important initiatives
- An action plan for behavioural change within the Council had been produced. This included a new staff awareness campaign, 'Save Us'.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That the progress to date of the Carbon management Programme be noted.

REASON: To be fully aware of the coordinated approach City of York Council is taking in order to manage carbon emissions from council activities.

65. LOCALITY HOME CARE CONTRACTS

Members considered a report which sought approval to extend three of the Council's four Locality Home Care contracts by an additional year, to December 2010.

All four contracts were due to expire in December 2009, but with a variation option to extend for a further year. If the contracts were re-tendered, the timetable for the procurement process would extend beyond the existing expiry dates, meaning that interim extensions would need to be agreed. To avoid this, and to allow time for the More for York team to be fully involved in the procurement process, it was recommended that three of the contracts be extended. The fourth contract, by mutual agreement with the provider Carewatch, would not be extended.

Members considered the following options:

Option 1 – re-tender the contracts, in line with the original plan, with new services starting in early 2010, having agreed interim contract extensions.

Option 2 – utilise the variation option, as recommended, to extend the contracts with Goldsborough, Riccall Carers and York Helpers for a further year.

Whichever option was chosen, alternative care provision would need to be put in place for customers of Carewatch. Plans were being developed for this.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That Option 2 be approved.¹

REASON: To reduce the risks identified and to allow for better planning to ensure services are commissioned that better meet customers needs and which can offer more choice and control to customers.

Action Required

1. Extend three locality contracts and care provision to be put in place for Carewatch customers. SB

66. TREASURY MANAGEMENT MONITOR 1

Members considered a report which provided an update on the Treasury Management performance for the period 1 April 2009 to 31 July 2009, as compared against the budget presented to Council on 21 February 2009.

The report highlighted the economic environment during the first quarter of the current financial year and reviewed performance in relation to short term investments, long term borrowing, the Venture Fund and the Treasury Management Budget, against this background.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That the Executive:

- (i) Notes the performance of the Treasury Management Activity.
- (ii) Notes the projected overspend of £529k

REASON: To ensure the continued performance of the Council's Treasury Management function.

67. CAPITAL PROGRAMME MONITOR 1

[See also under Part B Minutes]

Members considered a report which presented the likely out-turn position of the 2009/10 Capital Programme, based upon the spend profile and information to June 2009, and sought approval for changes to the programme and slippage of funding where required.

At this stage, an out-turn of £67.034m was predicted, representing a net decrease of £1.940m on the current approved budget of £68.974. The variances leading to this decrease were outlined in paragraph 5 (Table 2). By the end of June, £11.797 (17.1%) of the approved budget had been spent. Details of the revised position in respect of each department in the Council were set out in paragraphs 9 to 32 of the report and in Annex A. Details of adjustments to the Administrative Accommodation scheme were set out in paragraphs 33-34. Approval was sought to slip a total of £5.759m into the 2010/11 financial year.

Having noted the comments of the Shadow Executive on this item, it was

RESOLVED: That the 2009/10 revised budget of 68.974m as set out in Table 2 in the officers report be noted

REASON: To enable the effective management and monitoring of the Council's Capital Programme.

PART B - MATTERS REFERRED TO COUNCIL

68. MINUTES OF WORKING GROUPS

[See also under Part A Minutes]

Members considered a report which presented the draft minutes of the meetings of the Social Inclusion Working Group and the Young People's Working Group held on 2 July 2009 and 22 July 2009 respectively. These were attached as Annexes A and B to the report.

Members were asked to decide whether they wished to respond to any of the advice offered by the Groups. In particular, they were asked to consider the recommendations of the Young People's Working Group contained in Minute 4 of Annex B, namely that the Young People's Champion be appointed to the Group as a non-voting, co-opted member and that the Group's membership be increased to include the Interim and Deputy members of the Youth Parliament as non-voting, co-opted members.

Having noted the comments of the Shadow Executive on this item, it was

RECOMMENDED: That Council approve an increase in the membership of the Young People's Working Group to include the Interim Member of the Youth Parliament (MYP) and the Deputy Interim Member of the Youth Parliament as non-voting co-opted members.

REASON: To ensure that young people are properly represented on the Group.

69. CAPITAL PROGRAMME MONITOR 1

[See also under Part A Minutes]

Members considered a report which presented the likely out-turn position of the 2009/10 Capital Programme, based upon the spend profile and information to June 2009, and sought approval for changes to the programme and slippage of funding where required.

At this stage, an out-turn of £67.034m was predicted, representing a net decrease of £1.940m on the current approved budget of £68.974. The

variances leading to this decrease were outlined in paragraph 5 (Table 2). By the end of June, £11.797 (17.1%) of the approved budget had been spent. Details of the revised position in respect of each department in the Council were set out in paragraphs 9 to 32 of the report and in Annex A. Details of adjustments to the Administrative Accommodation scheme were set out in paragraphs 33-34. Approval was sought to slip a total of £5.759m into the 2010/11 financial year.

Having noted the comments of the Shadow Executive on this item, it was

RECOMMENDED: That the net adjustments of £3.819m in 2009/10 and £3.333m in 2010/11, which are set out on a scheme by scheme basis in Annex A to the Officer's report, be approved.

REASON: To enable the effective management and monitoring of the Council's Capital Programme.

A Waller, Chair

[The meeting started at 2.00 pm and finished at 2.25 pm].

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MEETING	EXECUTIVE (CALLING IN)
DATE	14 JULY 2009
PRESENT	COUNCILLORS WALLER (CHAIR), AYRE, STEVE GALLOWAY, MOORE, MORLEY, REID AND RUNCIMAN

1. 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. No interests were declared.

2. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

3. CALLED-IN ITEM: EFFECTIVE ORGANISATION PROGRAMME - EFFICIENCY REVIEW

Members re-considered the decisions they had taken at the Executive meeting on 7 July 2009 regarding the programme of work arising from the review undertaken by the Council's efficiency partners, Northgate Kendrick Ash (NKA).

The Executive decisions on this item had been called in by Cllrs Scott, Gunnell and Simpson-Laing and subsequently considered by the Scrutiny Management Committee (SMC) (Calling In) at a meeting on 13 July. The SMC (Calling In) had resolved:

"That, in respect of decision (iv), Option B be approved and the decision be referred back to the Executive for reconsideration, with a recommendation that it be amended to read as follows:

'That the governance arrangements for the Programme be approved, including the management of efficiency arrangements and the development of detailed proposals for years 3 and 3 by the Executive Board.'"

In reconsidering their original decision in the light of the advice offered by the SMC (Calling In), Members noted that it had always been their intention that decisions in relation to the Programme would come to the Executive or the relevant Executive Member for approval. They then

RESOLVED: That Resolution (iv) of Minute 33 of the Executive meeting held on 7 July 2009 be amended to read as follows:

“That the governance arrangements for the Programme be approved and that the management arrangements for the efficiency programme, and the development of detailed proposals for years 2 and 3, be subject to approval by the Executive.”

REASON: In accordance with the calling-in procedure and the advice offered by the Scrutiny Management Committee (Calling In).

4. CALLED-IN ITEM: THE ANNUAL RISK MANAGEMENT REPORT 2009

Members re-considered the decisions they had taken at the Executive meeting on 7 July 2009 regarding the Annual Risk Management Report 2009.

The Executive decisions on this item had been called in by Cllrs Scott, Gunnell and Simpson-Laing and subsequently considered by the Scrutiny Management Committee (SMC) (Calling In) at a meeting on 13 July. The SMC (Calling In) had resolved:

“That Option B be approved and the decisions be referred back to the Executive for reconsideration, with a recommendation that they, or the Executive Member for City Strategy, take a decision on whether to reduce car parking charges, particularly for residents of the City of York.”

In reconsidering their original decisions in the light of the advice offered by the SMC (Calling In), Members commented that policy on car parking charges would not normally be raised via a risk management report. However, the Executive Leader and Executive Member for City Strategy had already discussed this matter with City traders and had agreed to bring forward proposals in respect of car parking charges in September. It was therefore

RESOLVED: That Minute 34 of the Executive meeting held on 7 July 2009 be amended to include the following additional resolution:

“That Officers be requested to report to the next Executive meeting (that is, the meeting on 8 September 2009) on the options available to:

- a) Ensure that the budgeted income from car parking is achieved in the current financial year*
- b) Market more effectively the car parking opportunities that are available in the City centre for shoppers and in particular, following consultation with City Centre traders, to consider what reductions in charges might be made on “slack” trading days (e.g. discounts for mobile phone payers after 10:00am).*
- c) Replace existing pay and display machines at some under-used car parks to allow for variable charging levels to be introduced (for example, to enable charges to be reduced during off peak periods).*

d) *Address any other refinements to parking charges which may be suggested, before the end of July, by any of the political Groups on the Council.*

The Officer report to explore fully the implications for the Council, both in financial terms and in terms of the likely impact of any changes on the City's transport network.

REASON: In accordance with the calling-in procedure and the advice offered by the Scrutiny Management Committee (Calling In).

A Waller, Chair

[The meeting started at 2.00 pm and finished at 2.10 pm].

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MEETING	EXECUTIVE (CALLING IN)
DATE	15 SEPTEMBER 2009
PRESENT	COUNCILLORS WALLER (CHAIR), AYRE, STEVE GALLOWAY, REID AND RUNCIMAN
APOLOGIES	COUNCILLORS MOORE AND MORLEY

5. 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. No interests were declared.

6. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

7. CALLED-IN ITEM: WESTMINSTER ROAD PETITIONS

Members re-considered the decisions taken by the Executive Member for City Strategy at a Decision Session on 1 September 2009 in relation to two petitions received regarding the change in traffic conditions due to works carried out on Water End earlier in the year.

The Executive Member's decisions on this item had been called in by Cllrs Douglas, King and Scott and subsequently considered by the Scrutiny Management Committee (SMC) (Calling In) at a meeting on 14 September. The SMC (Calling In) had resolved:

"That Option B be approved and the Executive Member's decisions be referred back to the Executive (Calling In) for reconsideration, with a recommendation that they be amended to:

(a) Include a further sub-paragraph c) under resolution (i) to read as follows:

'Approval of Option H and consultation to be carried out with residents, with the aim of reporting the results to the Executive Member on 1 December, or at the same time as the results of the further surveys.'

(b) Replace the words 'Options G and H' in resolution (ii) with the words 'Option G'."

The Executive Member confirmed that he was content to accept the proposed revisions, which would make no practical difference to the handling of this matter.

Having reconsidered the decisions in the light of the advice offered by the SMC (Calling In), it was

RESOLVED: That the recommendations of the SMC (Calling In) be accepted and that the original decisions be revised to read as follows:

“That the Executive Member agrees:

(i) To approve the course of action detailed in Options A and B in the report, which will allow:

- a) Further surveys to be undertaken, now that the road humps on Westminster Road have been replaced, and the results reported to a future Decision Session meeting;*
- b) The introduction of a 20 mph speed limit to be progressed and a review of the School Travel Plan to be undertaken;*
- c) Approval of Option H and consultation to be carried out with residents, with the aim of reporting the results to the Executive Member on 1 December, or at the same time as the results of the further surveys.*

(ii) That Option G in the report be given further consideration as part of the reporting of the above.

(iii) That the options of introducing build outs or chicanes as a method of controlling both traffic speed and volumes also be evaluated.”

REASON: In accordance with the calling-in procedure and the advice offered by the Scrutiny Management Committee (Calling In).

A Waller, Chair

[The meeting started at 2.00 pm and finished at 2.05 pm].

EXECUTIVE FORWARD PLAN

Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 6 October 2009		
Title & Description	Author	Portfolio Holder
<p>Lendal Bridge Cycle Hub Station</p> <p><i>Purpose of report: The report sets out progress made since the Executive meeting on 12th June 2007.</i></p> <p><i>Members are asked to: Consider the building cost tenders against the available budgets, and funding options presented, in order to decide whether the scheme should finally proceed.</i></p>	David Baren	Executive Leader
<p>Review of Financial Regulations</p> <p><i>Purpose of report: To present the revised Financial Regulations to Members for approval.</i></p> <p><i>Members are asked to: Approve the revised Financial Regulations at the next the full council.</i></p>	David Walker	Executive Member for Corporate Services
<p>Review of the Council's Reserves</p> <p>Purpose of report: To present to Members a comprehensive review of both earmarked and general reserves held by the Council, including the purpose for which they were established.</p> <p>Members are asked to: Reconfirm their holding and purpose.</p>	Janet Lornie	Executive Member for Corporate Services
<p>HR/Payroll System Replacement for Delphi</p> <p><i>Purpose of report: As part of the HR Transformation Project, the report provides an update on the procurement of a HR/Payroll IT System replacement. The report updates Members on the business case for a new system, the whole life costs against budget and a proposed implementation timetable.</i></p>	Angela Wilkinson	Executive Member for Corporate Services

Members are asked to: Approve the recommendation by the procurement evaluation team for a preferred system supplier.

Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 20 October 2009

More for York – Progress Report

Purpose of report: To present to Members a review of progress made on the More for York Efficiency Programme, particularly detailed business cases on some of the 10 work streams, with decisions on some of the proposed actions to be taken.

Members are asked to: Approve the actions that are proposed in the report

Tracey Carter

Executive Member for Corporate Services

Table 3: Items slipped on the Forward Plan with the agreement of the Group Leaders

Title & Description	Author	Portfolio Holder	Original Date	Revised Date	Reason for Slippage
<p>Lendal Bridge Cycle Hub Station</p> <p><i>Purpose of report: The report sets out progress made since the Executive meeting on 12th June 2007.</i></p> <p><i>Members are asked to: Consider the building cost tenders against the available budgets, and funding options presented, in order to decide whether the scheme should finally proceed.</i></p>	David Baren	Executive Leader	22 September 2009	6 October 2009	For further work to consider how the project can be delivered within budget

<p>HR/Payroll System Replacement for Delphi</p> <p><i>Purpose of report: As part of the HR Transformation Project, the report provides an update on the procurement of a HR/Payroll IT System replacement. The report updates Members on the business case for a new system, the whole life costs against budget and a proposed implementation timetable.</i></p> <p><i>Members are asked to: Approve the recommendation by the procurement evaluation team for a preferred system supplier.</i></p>	<p>Angela Wilkinson</p>	<p>Executive Member for Corporate Services</p>	<p>22 September 2009</p>	<p>6 October 2009</p>	<p>For clarification to be sought in relation to the Financial Regulations and the Most Economical Advantageous Tender (MEAT) rules</p>
<p>Assembly Rooms, Blake Street</p> <p><i>Purpose of report: Two organisations within the York authority area will benefit from additional funding to continue restoration of Holgate Windmill and Holy Trinity Church, Goodramgate as a result of the recommended proposals. If Members approve the recommendation in the report then steps can be initiated reasonably quickly</i></p>	<p>John Urwin</p>	<p>Executive Leader</p>	<p>22 September 2009</p>	<p>--</p>	<p>Ascertained that the constitution allows this matter to be approved by a chief officer, acting with delegated authority.</p>

to formalise the proposal and the funding be made available to be utilised by the two organisations.

*Members are asked to:
Approve the
recommendations.*

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Executive

22 September 2009

Report of the Director of Learning Culture and Children's Services

The Barbican Auditorium**Summary**

1. This report is the fourth in a series which aims to establish the next steps in a strategy designed to bring the Barbican Auditorium back into public use.

Background

2. Previous reports have presented key information about the physical condition of the facility and about the potential market for its re-use. First, a detailed and thorough condition survey by the LHL Group report has identified an immediate cost of £818k to bring the Auditorium back into a usable condition, with an additional £1.097m required over the next 5 years. This represents the cost of only the minimum works required to operate the building in line with statutory requirements and makes no provision for the additional investment that would be essential if a commercially viable business were to be established at the Barbican.
3. Market analysis by Drivers Jonas has identified a clear demand for theatre / entertainment space within York together with interest in the Barbican from a number of key operators. Drivers Jonas also identified interest in the Barbican Auditorium from local and national organisations for a conference facility. As such it would provide conference / exhibition space alongside a 4* hotel to be sited on the land to the east. Whilst entertainment and conference operations are not fully compatible, a conference centre would nonetheless be expected to be able to attract and run some entertainment events.
4. Drivers Jonas recommended that the options be developed with the parties who have expressed an interest, in order to test that interest further and to establish both the likely financial basis on which any agreement could be entered into and appropriate mechanisms for the Council to demonstrate best consideration.
5. In response to this analysis the Executive, at its meeting on 28 April, agreed the following key points for the way forward:
 - a) **The Council's aspirations for the Barbican Auditorium** - The Auditorium should provide:
 - The major conference and/or entertainment facilities for the city.

- High quality facilities for the residents of York and for visitors acting as a focus for important city events and a focus for civic pride.
- Opportunities for community involvement and activities.
- An operation that does not require long-term revenue subsidy from the Council.

The Council would not specify particular activities or events at this stage in order not to stifle the potential to generate creative ideas and opportunities through open dialogue.

- b) **A further three months for structured discussions with interested parties** - Drivers Jonas to be retained to work with officers in this, as well as continuing to make contact with potential future users and examining options for involving a trust. A further report would then to be brought back on the available options.
- c) **An open approach to capital investment** - The aim of the market exercise should be to attract private capital investment to the Centre. However, should an attractive proposal be made which involved a strong business case for Council capital investment in the building then this could be considered.
- d) **Ensuring the Council obtains best consideration** – Specialist advice to be taken on all aspects of procurement, whilst structured discussions with interested parties are taking place, to assist officers in drawing up a formal procurement strategy.

6. Members also agreed the following immediate actions:

- a) £90k of essential works to be carried out, as a first stage of the total work required to re-open the building, in order to protect the integrity of the asset and prevent further deterioration.
- b) Officers to support to the community users who previously used the Barbican auditorium site: the York Carol Concert and the Festival of Remembrance, in seeking alternative arrangements

Project Update

7. Drivers Jonas, Pan Leisure and David Pratley Associates have undertaken structured discussions with the parties identified at the time of the last report. One of the parties has withdrawn leaving four principal parties each of whom retain an interest. The key issues arising from these four strands are as follows:

Theatre Operator 1:

- 8. Discussion with a major national theatre operator has suggested the potential for a management contract to operate the Barbican with the following key features:
 - The contractor to take full responsibility for operating the site under a contract with a term of around 20 years

- The programme would be wide-ranging and include music, comedy, dance, opera, and potentially drama
- The Council would need to make the initial capital investment to re-open the building – around £800k
- The contractor would invest in improving the facilities, e.g. in bars, restaurant, conversion of the former sports hall, potentially into a performance space
- A significant management fee would be required in the initial years. Whilst this is likely to reduce over time a level of fee would be required throughout the life of the contract

Theatre Operator 2:

9. Discussion with a second major national theatre / music operator has suggested interest in operating the Barbican primarily as a music venue with the potential for secondary conference uses. Key features of this would be:
- A freehold transfer of the site. The Council would have no subsequent control of the facility though covenants on the sale could protect its continued use as an auditorium
 - The facility would be operated as a receiving house for theatre, musicals, and comedy and as a concert venue
 - The Council may need to make the initial capital investment to re-open the building though this would subsequently be repaid over time
 - The contractor would invest in improving the facilities, potentially adding ancillary music facilities and performance space
 - A strategic review of provision in the city would be required: The operator would not wish to operate in direct competition with other existing venues in the city

A Conference Operator:

10. A major national conference operator would be interested in entering into a management agreement with the Council. Broadly, the basis on which the Company would wish to pursue its interest is:
- A 10 -15 year contract
 - A conferencing facility using most areas of the building
 - The Council would need to make the initial capital investment to re-open the building – around £800k
 - The contractor would invest capital in the kitchen, catering and front of house areas
 - Ongoing maintenance liability would remain with the Council (i.e. £1.097m over the next 5 years, the cost over the remaining 5-10 years to be determined)
 - Variation clauses within the contract would protect the contractor in relation, for example, to decreased footfall or issues related to the building outside of their control.

Development Interest in the whole Barbican Site:

11. Since the last meeting of the Executive a developer who is negotiating to buy the residential and hotel site from its two current owners, has expressed interest in acquiring the Barbican Auditorium and the Kent Street site from the Council in order to bring forward a comprehensive scheme. Discussion with the interested party suggests that if the Council were to sell the Barbican Auditorium and the Kent Street site to a developer who was able to acquire the other two sites the key implications would be:
- A potentially comprehensive and coherent development of the whole site
 - A requirement to relax the Council's existing covenants and building restrictions on the housing site in order to allow the developer to bring forward an alternative scheme from that which currently has planning permission
 - The Barbican Auditorium to become a conference centre / entertainment venue with most of the existing structure being absorbed into a hotel development (though the identity of the proposed venue operator is not known to the Council)
 - A 4 star hotel being constructed (the developer has confirmed that they have an operator working with them on the scheme though the identity is not known to the Council)
 - Difficulty satisfying procurement and best consideration requirements by selling the Auditorium and Kent Street site to a nominated developer without competition

Initial Conclusions:

12. These 4 expressions of interest are positive and it is recommended that they be pursued. However, none can be accepted immediately because:
- No single expression of interest is sufficiently attractive to be pursued exclusively at this stage; each has merits and demerits
 - None can be assessed accurately at present as we hold differing information for each, which is to be expected given the uneven nature of the process of soliciting expressions of interest
 - More than one of the four suggests a potential requirement on the Council to contribute capital / revenue financing and to be involved in some level of specification of the activities that will be undertaken in the facility. To entertain this possibility implies the need for a procurement exercise which would require the Council to advertise the opportunity in the Official Journal of the European Union (see below)
 - Some of the proposals involve service contracts which would also potentially require to be formally procured.
 - There is a need to put clear timescales around the exercise. It would be unwise to enter into exclusive discussions, for example, with a developer which could drag on without a clear end date

- There remain a number of interested parties, in and around York, who continue to express an interest in acquiring the Barbican Centre for a range of uses and these should have the opportunity to formalise their interest

Options

13. It is recommended that the Council now undertakes formal marketing in respect of the Barbican Auditorium in order to continue to pursue, through the market, the agreed aspirations set out in paragraph 5a) above. This will oblige offers to buy and/or to operate the Barbican Auditorium to come forward on a (more) standard basis, so that they can be assessed against the Council's criteria for the re-use of the site. It will also have the advantage of transparency and open up the possibility of other developer or operator interest. The existing interested parties will be encouraged to take part in this competitive process (they would not ordinarily expect to enter into an exclusive relationship with a local authority, without first having to participate in a competitive process).
14. The principal options open to the Council in respect of market testing are:
 - a) To undertake a 'standard' marketing campaign in order to sell the Barbican Auditorium, not attaching any conditions on its operation or use, and seeking only the best consideration sum for the property
 - b) To undertake a market testing exercise in line with European Union procurement regulations. This approach would facilitate both straight-forward offers to buy the Barbican Auditorium as well as offers which might entail Council involvement in some form of partnership, e.g. one which might involve some Council funding.

Analysis

15. It is recommended that option b) from Paragraph 14 above, is followed, undertaking a market testing exercise in line with European Union procurement regulations. This approach will allow bids to come forward to buy the site as well as allowing bids that propose some Council involvement e.g. in controlling or specifying activities. For this reason it will allow the Council the potential for more control over the eventual outcome for the Auditorium and is therefore more likely to enable the Council to pursue the aspirations for the Auditorium set out in paragraph 5 above. Under option a) on the other hand it will not be possible to impose any conditions or control beyond covenants that could be used, for example, to protect the continued existence of the building. Option b) will also enable the Council to identify and select the "most economically advantageous tender" rather than selecting merely on price.
16. The mechanism involved would be the "competitive dialogue procedure" as this is appropriate in the award of complex contracts where there is a need to discuss all aspects of the proposed contract with bidders in order to identify and define solutions to meet the contracting authority's needs and requirements in a way that is not allowed under open procedures. The process will involve the following stages:
 - Publication of a contract notice setting out the authority's needs and requirements and award criteria based on them

- A pre-qualification process which will assess the track record and experience of bidders to ensure that only those competent and sufficiently financially robust to carry through their proposals are invited to participate
- An invitation to dialogue in order to identify and define solutions to meet the Council's requirements through discussion with the Council giving equal opportunity to each of the bidders
- Potentially elimination of some of the outline proposals on the basis of the award criteria set out in the contract notice
- Submission of formal tenders by the remaining participants on the basis of the solutions presented and discussed during the dialogue
- Tenders evaluated against the award criteria in order to identify the "most economically advantageous tender"
- Post tender clarification where required
- Award of tender

This process represents a rational next step after the "structured dialogue" that has taken place and will provide a structured and user-friendly process for those who have previously expressed an interest, together with any new parties, to present their proposals.

17. It is recommended that the detailed award criteria to be used in the contract notice and for assessment of bids be based on the following objectives:

- High quality facilities for the use of residents of York and for visitors (for example conference, entertainment, leisure uses), acting as a focus for important city events and a focus for civic pride
- A major entertainment programme for the City: Bids will score best on this criterion that meet the Council's aspirations for an extensive and wide-ranging programme of music, comedy, dance and entertainment of a quality likely to draw a sub-regional and regional audience. The minimum standard will be a programme that contains at least some elements of the above. Proposals for entertainment of a primarily adult nature or for gambling will be rejected.
- Opportunities for community involvement and activities
- Financial impact on the Council:
 - An operation that does not require long-term revenue subsidy from the Council
 - Maximises capital receipt and minimises the requirement for capital injection on the part of the Council to refurbish the building or improve the facilities
- Coherence of the proposals with the overall masterplan for the area and contribution to the overall quality of the development

A relative weighting must be given to the criteria. Members' views on this are requested.

18. In marketing the Barbican Auditorium the Council has the opportunity to re-market the Kent Street coach park site. It is proposed to advertise the opportunity to acquire the Auditorium with or without the Kent Street site. The marketing / development of the Kent Street site would provide another opportunity to provide all the facilities identified as needed but lacking in the city centre (e.g. good quality hotel, an entertainment centre and conference facilities for 500+) as the timetable for the development of the 4* hotel site adjacent to the Auditorium, in private ownership, is not certain.
19. As the site has a planning permission for a 2/3* hotel and other developers have expressed interest in acquiring the site in its own right, it is proposed that the Council put a reserve price on the Kent Street site of £1m. In undertaking the financial assessment, bids including Kent Street will be adjusted by this figure for the purpose of comparing them to bids not including Kent Street. If, ultimately, none of the bidders is interested in Kent Street then it will be marketed separately.
20. As noted in paragraph 11 above, a particular developer's interest in the Barbican will hinge upon that developer's ability to acquire the hotel site. This developer also appears to have ambitions to acquire the whole of the Barbican site and go forward for a new planning permission. The whole area including Barbican Road and Kent Street has the potential to be enhanced by improved urban design. A co-ordinated approach would add greater benefits than piecemeal development in isolation could offer and help to create better links with not only Walmgate, but Parliament Street and Piccadilly. The Council, together with the promoters, could maximise the possibilities this presents including the opportunity of looking at parking for the whole site. It would also allow us to address key transport issues in this area. In order to provide a context in which consideration can be given to this issue a Planning Statement has been produced for this site by a range of officers across the Council (available in the members' library). Whilst this Planning Statement is not a statutory requirement it will be a 'material consideration' and will provide a basis for discussions and meetings with developers. It is proposed that it is used as the basis for judging coherence as referred to in the last criterion in paragraph 17 above. In this respect proposals for the Barbican Auditorium from all bidders will be judged according to the quality of their contribution to the site as a whole.

Next Steps

21. The indicative timetable will be:
 - Publication of contract notice Sept – October 2009
 - Invite prequalified bidders to submit solutions November 2009
 - Dialogue Dec – January 2010
 - Reduction of the outline proposals February 2010
 - Submission of final tender March 2010
 - Tenders evaluated March 2010
 - Contract award decision April 2010

The Remedial Works

22. The remedial work necessary to preserve the building, as approved in the April report, started at the end of July. There are many specialist contractors needed so their work will need to be co-ordinated and phased to avoid interference with each other. The work is to include essential electrical testing and remedial works, fire alarm repairs, boiler and plant service and repairs, water risk management, sealing off the pool corridor access, gutter cleaning, boarding up doors to the terraces, repairs to the paving on the terraces and front apron. It is anticipated that the work will be completed towards the end of September. Once these items are complete there will be a need to continue some routine inspection and service work

Relocation of Community User Groups

23. Officers have worked with the organisers of the Festival of Remembrance and the York Carol Concert to ensure that they have satisfactory arrangements for their events:
- York Carol Concert is relocating to the University Central Hall. In response to a request from officers the University have kindly offered the Carol Concert a substantial discount on their booking. The Council has also offered a £1k grant ensuring that the event will be viable
 - The Festival of Remembrance will be held at the Theatre Royal. Officers have worked with the Theatre Royal to ensure that the special requirements of the festival can be accommodated. The Council has agreed to underwrite the Theatre's abnormal costs up to a limit of £1k to ensure that the festival only has to pay a standard fee

Community Trusts

24. In response to members' request officers have given consideration for the potential of a community trust to play a role in the Barbican Auditorium. This is not considered practicable at this stage because:
- Successful trusts generally emerge from existing organisations / business. None exists in this case
 - Running an auditorium on commercial lines with minimum subsidy requirement is not a natural focus for a charitable organisation
 - A new trust would have no capacity to raise the essential capital for investment
 - The liability of a trust to pay VAT on expenditure would effectively mean that capital investment would need to remain with the Council

None of the foregoing would prevent any existing trust bidding in the proposed exercise.

Consultation

25. There has been considerable dialogue with interested parties but given the stage of the analysis no formal consultation. Drivers Jonas has been highly active and has spoken to many interested local parties. These conversations have strongly influenced the conclusions they have reached.

26. As reported at the 3 March Executive meeting consultation as part of the City Centre Area Action Plan found the types of facilities that respondents felt are currently lacking included: venues to hold bigger events, music venues, a good performance venue, children's entertainment: consultation feedback which can be positively responded to if the recommendations from Drivers Jonas are progressed.

Corporate Priorities

27. The Council's new Corporate Strategy describes the desire to "inspire residents and visitors to free their creative talents and make York the most active city in the country. We will achieve this by providing high quality sporting and cultural activities for all". Within the new strategy we commit to developing an "achievable plan for the Barbican Auditorium" to contribute to this priority.

Implications

Financial:

28. The Executive has already agreed an allocation of £120k from contingency in 2009/10 to fund the costs of the review process and the essential remedial works. It is still expected that all project costs can be contained within this sum.
29. The grants to the Carol Concert and the Festival of Remembrance will also be funded from the existing Barbican Centre budget.
30. Some of the initial expressions of interest suggest a requirement for the council to contribute capital and/or on-going revenue funding. There is no provision to fund either of these costs within the council's current capital or revenue budgets.
31. **Legal:** Legal implications are as set out in the report.
32. **Property:** Property implications are as contained in the report.
33. **Risk Management:** Risks in related to this important project are handled through good governance arrangements A Project Group representing key senior officers of the authority with specific legal, technical and financial support is now established and meeting on a weekly basis, chaired by the Director of Learning, Culture and Children's Services. The group through its chair reports to the Chief Executive and the wider senior leadership team of the council.
34. There are no Human Resources, Crime and Disorder, or Information Technology implications.

Recommendations

35. Members are asked to:
- Agree to a formal marketing of the Barbican Auditorium as set out in paragraph 0
 - Agree to the inclusion of the freehold of the Kent Street Coach Park site on the basis set out in paragraphs 18 and 19

- Give their views on the relative weighting of the criteria set out in paragraph 17
- Delegate to the Director of Learning Culture and Children's services the authority to establish the final criteria and weighting to be used in assessing bids and final tenders based on the contents of paragraph 16

Reason: To enable future plans for the Barbican Auditorium to be developed and progressed

Contact Details

Authors:

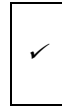
Pete Dwyer
Director of Learning, Culture and
Children's Services
(01904) 554420

Charlie Croft
Assistant Director (Lifelong
Learning & Culture)
(01904) 553371

Chief Officers responsible for the report:

Pete Dwyer
Director of Learning, Culture and Children's
Services
(01904) 554420

Report Approved



Date

8 September 09

Specialist Implications:

Neil Hindhaugh
Head of Property Services
(01904) 553312

Bill Woolley
Director of City Strategy
(01904) 551330

Wendy Taylor
City Development Officer
(01904) 551474

Richard Hartle
Head of Finance LCCS
(01904) 554225

Brian Gray
Legal Services
(01904) 551042

Wards Affected: All

For further information please contact the authors of the report

Background Papers: *Barbican Auditorium* - Reports to the Executive 20 January, 3 March and 28 April 2009.



Executive

22 September 2009

Report of the Assistant Director (Property Services)

Future of the Hungate Employment Site**Summary**

- 1 This report considers the future development options for the Hungate Employment Site through:
 - Defining the extent of the site under consideration
 - An outline of the site's current status within and as part of the Hungate regeneration scheme.
 - Its' link to the ongoing project to provide a new Headquarters for Council business.
 - Identification and consideration of council service needs within the city centre, now and in the future.
 - Identification and consideration of partner and central government needs within the city centre, now and in the future.
 - Identification of the potential options for development or disposal of this site
 - Recommended actions to promote the development and/or disposal of the Hungate Employment Site

Background

- 2 As part of the Hungate redevelopment master plan, a significant part of this site had been identified for employment use. On that basis the site was considered as part of an option analysis for the location of a new purpose built Council Headquarters. Following that analysis the council's Executive, November 2005, approved the selection of this site for that purpose. The site of the existing Peasholme Hostel was added to the development proposal at that time.
- 3 The planning application for the proposed Council Headquarters at Hungate was withdrawn in July 2008 and the scheme aborted.
- 4 The Hungate Employment Site incorporates the following component parts:
 - a. The former Ambulance Station
 - b. The Haymarket car park
 - c. The former Peasholme Hostel
- 5 The site is bounded by

- a. Stonebow/Peasholme Green
 - b. The Black Swan public house
 - c. DEFRA
 - d. The NEDL substation
 - e. Black Horse Lane, and
 - f. Dundas Street
- 6 The site is wholly in the ownership of the City of York Council (note there is a newly built substation in CYC land and that is to be leased to NEDL)

Information

Current status within and as part of the Hungate regeneration scheme.

- 7 The defined area of the master plan has outline planning permission for development and includes that area earmarked for employment use. The planning approval is for c. 10,000m² of accommodation.
- 8 The attached Annex 1 is a draft marketing brief for York and particularly the Hungate site.
- 9 The former Peasholme Hostel site does not have planning permission for development.
- 10 There is no defined short-term use for either the ambulance station or the former Peasholme Hostel.
- 11 For consideration within this report the site of the former Peasholme Hostel and the site defined within the master plan for employment use are referred to as the 'Employment Site' and will form the basis of any future development proposal.
- 12 On that basis it is important that enabling works (site clearance and archaeological investigation), planned in advance of the failed HQ proposals, continue to ensure the site is prepared and in a state of readiness for any future development scheme. Should this exercise identify a development solution for the medium to long-term, officers will examine the potential for a short-term use of the site and bring such proposals back to this Executive.
- 13 The wider Hungate area is identified as a potential mixed use site in the City of York Local Plan and, in recognition of the exceptional qualities and development opportunities, a development brief was produced in 2005. The City of York Employment Land Review (2009) supports the location of B1(a) office use and the site is considered ideal for a high quality office development of landmark status due to its location within the historic city centre and adjacent to the River Foss. The Council is currently preparing the Local Development Framework (LDF) for York. The Hungate area is recognised as a major development opportunity within the spatial strategy and is identified on the key diagram. Specific sites within the area will be identified in the Allocations document.

- 14 In design terms the development of the site should follow the framework established by the approved John Thompson masterplan. Although this does not include the Hostel site the underlying principles can easily be extended to encompass The Stone Bow frontage. The block plan indicates that the site is split into 2 distinct elements separated by a route (ped / cycle) through the site forming a key component of the overall site masterplan which sees St Saviours Place extending south east through the site to a bridge over the Foss linking to Navigation Road. The main block arranged around a courtyard has clear articulation of the corners - the linear block creating the new street frontage extends south east from the rear of the listed Black Swan Inn to link with the blocks now nearing completion. The sequence of emerging views of the Minster along this route will be an important consideration..
- 15 As part of the overall regeneration and development of Hungate the developer, Hungate (York) Regeneration Ltd. are obligated to undertake the following works to the benefit of the 'Employment Site':
- a. To demolish the former Ambulance Station
 - b. To undertake agreed archaeological investigations
 - c. To provide a cleared and levelled site ready for development
 - d. To provide utility services and drainage connection points to the site in readiness for development
- 16 As part of the development of a new Headquarters for the Council, a budgetary contribution has been made for the demolition of the former Peasholme Hostel and the agreed archaeological investigation of both the Haymarket car park and the Peasholme Hostel site to provide a cleared site ready for development.

Link to the ongoing project to provide a new Headquarters for Council business.

- 17 Following the decision to withdraw the planning application for the new Headquarters at Hungate the council has pursued an alternative method of procurement that draws upon the market and the availability of sites that meet the council's requirements within the city centre. The Headquarters project has always relied upon the disposal of existing office accommodation assets to support the funding of a new office. The cost of moving to an alternative site not in the council's ownership will have to be met in part by realising the value of the Hungate 'Employment Site'. Therefore, any options for the redevelopment of the 'employment site' would need to incorporate that 'realisation' in its' business case.

Council service needs within the city centre, now and in the future.

- 18 The Corporate Landlord has, in accordance with best practice, interrogated service asset management plans and consulted with service areas to determine the extent of need within the city centre now, and as far as it is possible to see, in the future. The Corporate Asset Management Group (CAMG) has considered identified needs and they can be summarised as follows:

a. Housing Services

- a) A 20 bed young person's centre and Foyet
- b) A family centre (20 – 25 x 2 bed affordable apartments)

b. Cultural Services

- a) A Central Explore including a world class civic archive and family history centre.

- 19 Housing Services needs, whilst benefiting from a city centre location, are expected to be provided from a preferred site in the council's ownership at Ordinance Lane, Fulford. Such facilities do not fit into the 'employment use' category of development. This will not be pursued for the Hungate site.
- 20 Cultural Services needs could be served well by this site though preference would be given to a site with established footfall in an area between Castle Piccadilly and Exhibition Square. Once the Hungate development has been completed and footfall established this location may be very appropriate. The floor area required to meet this need may be a lot less than the c. 10,000 m² potential development area and therefore, may be part of a composite development. Further consideration would also be needed to establish the extent to which this use would contribute to 'employment use'. Funding this proposal may be very challenging, particularly within the development timescale for this site, and therefore this option may be ranked below the alternatives.

Partner organisation needs within the city centre, now and in the future.

- 21 The CAMG has extended its' membership to include established partners to the council including Police, Fire and the Primary Care Trust. Identified needs can be summarised as follows:

a. North Yorkshire Police

- a) A potential 'front of house' reception/ one stop shop.
- b) A smaller information facility to provide general advice and leaflets
- c) An office base for Safer Neighbourhood Team(s)
- d) A base for response staff

b. Primary Care Trust (PCT)

- a) To develop a Primary Care Centre in York to reprovide the NHS services presently located in Monkgate Health Centre.
- b) A Headquarters for office accommodation

- 22 The Police service needs are not significant on their own but would support and benefit from being part of a collaborative development of the site. The service recognises the excellent strategic location and the fact that they can gain speedy access to the city centre, Layerthorpe, Tang Hall, The Groves, Walmgate and out towards the District Hospital. It has registered its interest in the development of the site and the opportunity to work in partnership with the council and other potential partners like the PCT.
- 23 The PCT also recognise the strategic location of this site and have expressed an interest in working with the council and partners. This would respond to the PCT's recently adopted Estates Strategy and could be delivered as part of a collaborative development.

Central Government needs with potential for relocation to York

- 24 The government is currently looking to relocate a number of services from high-cost venues in London and the south-east. As a number of leases are up for renewal, this is an ideal time to consider which services/departments might be attracted to York. Preliminary indications are that the government is keen to establish hubs of activity which could then provide critical mass in terms of access, economies of scale, career development, etc.
- 25 Because of the existing substantial adjoining DEFRA presence, it is considered that central government uses which could "add value" to this should be particularly targeted. In terms of creating an attractive inward investment package, the nearby presence of FERA (Food and Environment Research Agency) at Sand Hutton and the developing bioscience reputation of the city through the University of York add further weight to an argument that York would be an ideal location for related government services. A number of office based uses could be included on the Hungate site, which could perhaps be supplemented by the locally generated employment uses mentioned in this report. Ground floor presence would be essential but, again, this could be shared with others.
- 26 A meeting between the Leader/Acting Chief Executive/other group leaders/the MP and Minister for State (Yorkshire and the Humber) Rosie Winterton took place on the 25th August at York's Mansion House. The case for Hungate was made and the government now has the details required to make an informed decision as to Hungate's (and York's) suitability as a top quality relocation venue. The Council has been encouraged to engage and seek support from UKTI (United Kingdom Trade and Investment). The situation will be closely monitored and appropriate actions will be taken as the process evolves and government intentions are more precisely formulated.

Potential options for development or disposal of this site

- 27 Option 1 – To offer the site for sale and report back with any significant offers that are made.
- 28 Option 2 – Continue to work with identified partners to establish a collaborative development solution for the site and encourage complimentary interest from the wider market.

Analysis of Options

- 29 Option 1 – Current market conditions would suggest that this is not the most appropriate time to actively market this site. However, it may be useful to make the site available and report back to members, any interest and significant offers made.
- 30 Option 2 – The report has clearly highlighted the opportunities that exist to develop this site for a collaborative, primarily office-based, use. Work has already begun to encourage the relocation of central government services to York and particularly this site. A collaborative development of this nature is in keeping with the master-plan for the regeneration of the Hungate area of York. Further work can be progressed with identified partners and at the same time actively engage with the market place for further interest.

Actions to promote the development and/or disposal of the Hungate Employment Site

- 31 To continue to promote and discuss with identified partners the proposals for a collaborative development solution and to establish the viability of each component, with particular reference to:
 - a. Central Government Office relocation
 - b. Primary Care Trust
 - c. North Yorkshire Police
- 32 To review all council service needs including those cultural services needs identified above, particularly with regard to the impact and outcomes emanating from the efficiency programme
- 33 To ensure that the site is cleared, archaeology investigated, prepared and in a state of readiness for future development
- 34 To acknowledge that the viability of any future development option should take account of the costs incurred to date, £3.54m, in making the site ready for development.
- 35 To investigate short term uses for the cleared site in the event that future development proposals are planned for the medium to long-term.
- 36 To make the site available, to monitor market conditions and report back to the Executive any significant interest or offers for the site.

Corporate Priorities

- 37 The considerations and proposals contained in this report would support the following themes:
 - a. Thriving City
 - b. Sustainable City

c. City of Culture

Implications

Finance:

- 38 The Hungate “Employment site” which is a cleared site ready for development was originally made vacant as part of the development of a new Headquarters for the Council. Therefore, as described in paragraph 17 of the report the costs incurred to make good the site ready for development need to be funded by realising the value of all or part of the Hungate ‘Employment Site’.
- 39 The costs incurred to make good the site ready for development stand at £3.54m.
- 40 If the Council finds an alternative use for the Hungate site and it is not sold, then the alternative scheme must give consideration to either the sale of an alternative asset to fund the existing costs associated with the clearing of the Hungate site or find an alternative source of funding.
- 41 **Human Resources (HR):** None
- 42 **Legal:** None
- 43 **Crime and Disorder:** None
- 44 **Information Technology (IT):** None
- 45 **Property:** The property implications are contained in the report.

Recommendation

- 46 Members are asked to approve option 2 as their preferred option and support the actions outlined in the report
- a. To continue to promote and discuss with identified partners the proposals for a collaborative development solution and to establish the viability of each component, with particular reference to:
 - a) Central Government Office relocation
 - b) Primary Care Trust
 - c) North Yorkshire Police
 - b. To review all council service needs including those cultural services needs identified above, particularly with regard to the impact and outcomes emanating from the efficiency programme
 - c. To ensure that the site is cleared, archaeology investigated, prepared and in a state of readiness for future development
 - d. To acknowledge that the viability of any future development option should take account of the costs incurred to date, £3.54m, in making the site ready for development.

- e. To investigate short term uses for the cleared site in the event that future development proposals are planned for the medium to long-term.

47 And, in parallel with this work, to make the site available, to monitor market conditions and report back to the Executive any significant interest or offers for the site.

Reason: To ensure that all options are considered to maximise the value and development opportunities for this important site in the centre of York.

Contact Details

Authors:

Neil Hindhaugh
Assistant Director: Property
Services
Tel: (01904) 553312

Chief Officer Responsible for the report:

Bill Woolley
Director of City Strategy
Tel: (01904) 551330

Report Approved Date 26 Aug 2009

Specialist Implications Officer(s)

Bryn Jones, Head of Economic Development; (01904) 554418

David Warburton, Head of Design Conservation and Sustainable Development;
(01904) 551312

Derek Gauld, Principal City Development Officer; (01904) 551470

Charlie Croft, Assistant Director: Lifelong Learning and Culture; (01904) 553371

Louise Branford-White, Technical Finance Manager; (01904) 551187

Steve Waddington, Assistant Director: Housing Services; (01904) 554016

Wards Affected: Guildhall

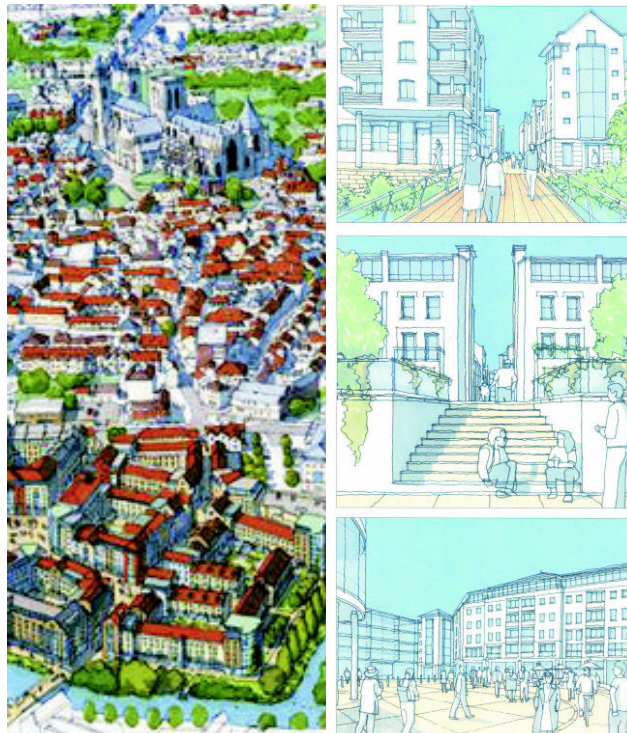
For further information please contact the author of the report

Background Papers: None

Annexes

Annex 1 – Hungate Marketing Pack

Hungate York



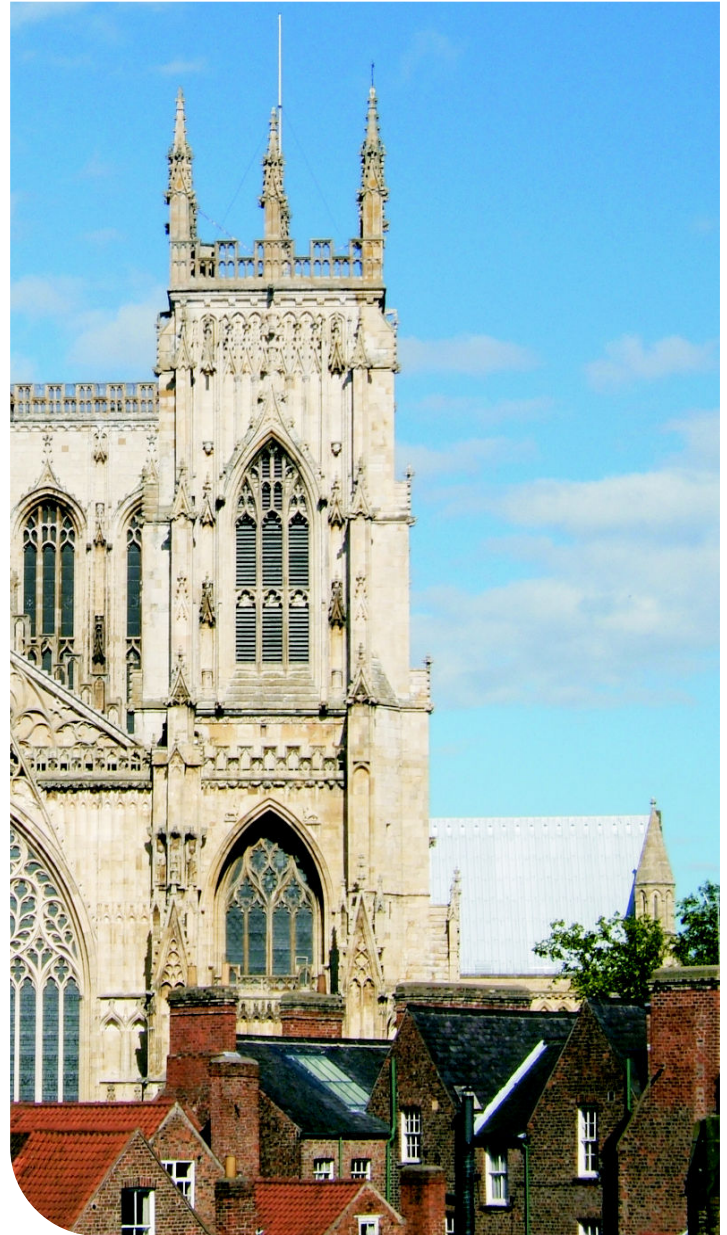
**Unique development
opportunity in the historic
heart of York**

Tuesday 25th August 2009

York: a fantastic place to live and work

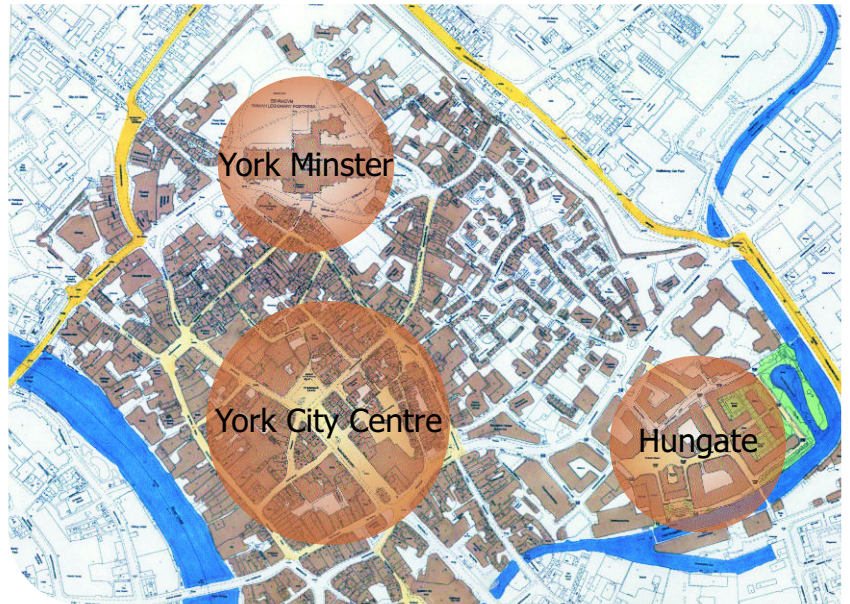
York is a **vibrant city** combining rich historical background with the best aspects of modern day living. The spectacular site of York Minster, towering over York's historic streets, attracts **thousands of visitors each year**. The centre is awash with excellent bars, cafes and restaurants, which create a **lively atmosphere**. The coming together of a wealth of history with a cosmopolitan life give York a character which is entirely its own and is a **great place to live and work**.

York has many opportunities for businesses choosing to relocate to the city, one of the best, available now, is the **Hungate site**. The following section outlines the context and details of this unique and sought after site.



Hungate: at the heart of historic York

The Hungate site has been earmarked as a **major regeneration scheme** with the largest remaining development opportunity within the **City Walls**. This provides a unique opportunity for a major new **mixed use** scheme with high quality offices, residential, retail, leisure and community uses within a framework of city squares and green spaces.



Hungate in context

The **vision** for the redevelopment of the site is:

“to create an exciting and attractive new riverside office, leisure and residential quarter of the highest quality which adds to the vitality and viability of the city centre, is safe and secure, and which promotes sustainable development by providing a mix of uses, with priority given to pedestrians, people with mobility problems, cyclists and public transport.”



The Grade II* listed Black Swan Inn



The wider Hungate development site

Context

The site's close proximity to the adjacent **Historic Core Conservation Area**, the Grade II* listed Black Swann Inn and the **River Foss** provides a unique opportunity to create a modern high quality, **sustainable development** within historic and attractive surroundings.

Hungate is identified as a potential Mixed Use site in the City of York Draft Local Plan (incorporating the fourth set of changes)¹. Given the significant opportunities for the site, it was identified as an action area in the Local Plan and a Development Brief was produced in 2005.

The Development Brief recognises the exceptional qualities and potential for Hungate to become a complementary and distinctive area of the City. Its location close to the city centre means that the site is within **easy walking distance from the retail centre of York** and is seen as a **gateway to the east side of the city**.

The City of York Employment Land Review (2009) supports the location of B1(a) office development on the

Hungate site. The site is suitable for **high quality office development of landmark status** in terms of its location within the historic city centre of York adjacent to the River Foss.

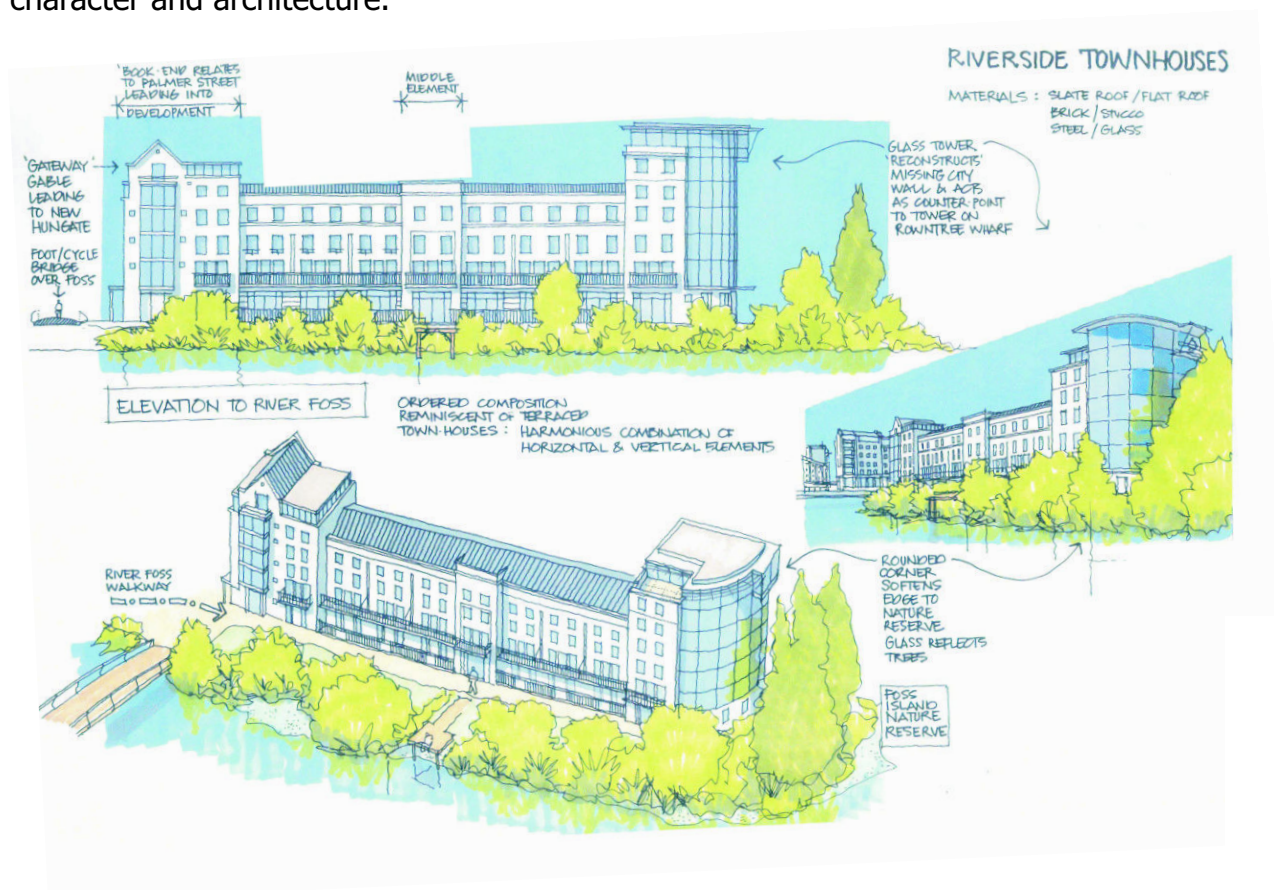
1. The draft Local Plan (incorporating the 4th set of changes) was approved in April 2005 for development control purposes and contains the current planning policy for York. This will remain the case until it is superseded by elements of the Local Development Framework.



Pictorial representation of Hungate scheme

Following in depth consultation and masterplanning which highlighted the site opportunities, an outline planning permission was approved for the regeneration of the area in 2002 (excluding the site of the Peasholme Hostel). The outline consent is currently being implemented, with the development of Phase 1 which comprises **163 residential units including car parking, open space and landscaping.**

Additional phases within this scheme will include some **B1(a) office although the majority of development at ground floor level will be A1/A3 retail.** As part of the approved scheme, the Design Code and Statement recognise the surrounding character and architecture.



The Council is currently preparing the **Local Development Framework** for York. The Hungate area features in the emerging documents and is recognised as a major development opportunity within the spatial strategy and is identified on the key diagram. This highlights the importance of the site in terms of delivering future development in York. .

Site Details

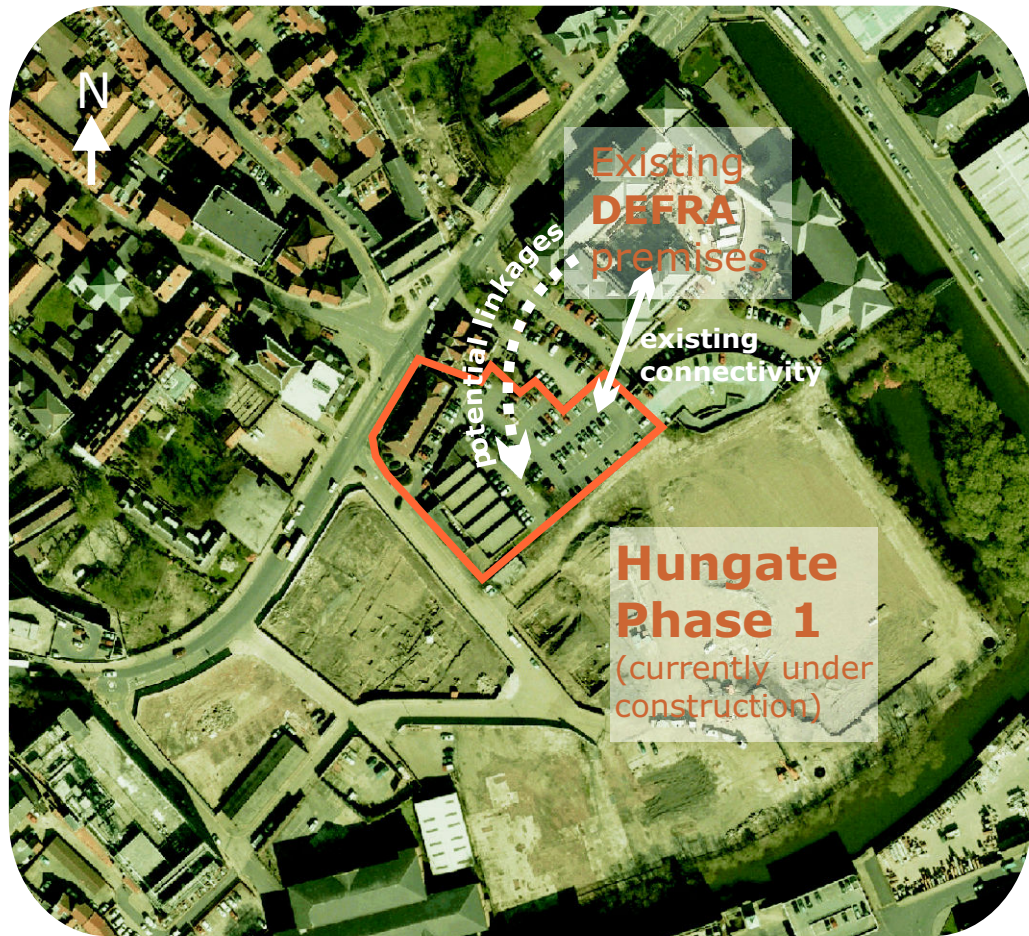
The Hungate site occupies an area of approximately **0.48 hectares (1.19 acres)** with a frontage to The Stonebow and Dundas Street. The aerial photograph below shows the available site in the context of the wider city.



Services: Mains electricity gas water and drainage are connected to the property, however interested parties should satisfy themselves on all aspects of the service provision.

Tenure: The property is freehold and vacant possession will be given on completion.

Survey Reports: An Archaeological Evaluation Report is available



The map above shows the proximity of the existing DEFRA offices in relation to the Hungate site. This demonstrates the existing connectivity between the two sites and the potential opportunities that could be explored.

Summary

York: Vibrant, lively city combining rich historical background with the best aspects of modern day living.

Hungate: a major regeneration scheme

Location

- City Centre - within the City Walls
- Attractive riverside location
- Adjacent to Historic Core Conservation Area and Grade II* Listed Building
- Easy walking distance from retail centre of York
- Gateway site for the east of the City

Opportunities

- Major mixed use scheme
- Recognised in the Local Development Framework as a key development opportunity
- Suitable for high quality office development of landmark status
- Potential to link site with existing DEFRA offices
- Adjacent site being developed as Phase 1 of the 2002 planning permission – 163 residential units, A1/A3 at ground floor level
- 0.48 hectares (1.19 acres) available



For further information contact:

Roger Ranson
Assistant Director: Economic Development
(01904) 551614
roger.ranson@york.gov.uk

City of York Council
9 St Leonards Place
York
YO1 7ET



Executive
Report of the Director of Resources

22 September 2009

Administrative Accommodation Project Financial Update

Summary

1. The purpose of the report is to consider:-
 - The accounting implications of the abortive costs incurred on the administrative accommodation project, following the decision not to develop the site at Hungate
 - The overall funding position of the administrative accommodation project
 - The creation of a separate item within the Capital Programme to reflect the transfer of the land assembly costs relating to the original Hungate scheme from the £43.804m Administrative Accommodation Budget.

Background

Introduction

2. The case for a new Council headquarters, which is one of the Council's corporate imperatives, remains as compelling as ever. The project makes a significant contribution towards the Council's corporate strategy particularly in the areas of an effective organisation and an inclusive and sustainable city. The accommodation project is integral to the Council's 'More for York' transformation programme and is still on track to achieve a wide range of benefits.
3. It aims to deliver accommodation that is affordable and sustainable, responsive to new environmental legislation, in tune with the climate change agenda that meets the sustainability aspirations of the Council. It will be customer focused through the provision of a customer centre. It will be effective and efficient in its design, construction, subsequent operation and cost in use, incorporating appropriate systems and robust materials and finishes that are easy to manage and maintain. The building will be of a sufficient quality to be flexible and adaptable to respond to the changing needs of the council and stand the test of time. It will be capable of supporting the efficient utilisation of space, new ways of working and the implementation of the Council's Organisational effectiveness Programme.
4. In addition, there are a number of other positive spin offs from the project which include a £1m enhancement of the Council's social services facilities, including a new hydrotherapy pool at Oakland's swimming pool. Premises which are, being retained, will

have over £500k invested in them, and there is the new homeless hostel to replace the facility at Peasholme Green. The St Leonard's complex will also be regenerated with the buildings being converted from offices to a mix of uses that complement the city.

5. The project continues to be affordable and make sound business sense. The project would continue to be viable even if it did not return any revenue savings over the next 30 years because of the costs associated with remaining in our current buildings, the improved asset base and non financial improvements to the way that we work.
6. The body of the report gives a financial update of the following areas in relation to the Administrative accommodation project:-
 - Accounting Implications of abortive costs incurred
 - Current funding position of the Administrative Accommodation Project
 - Removal of the Land Assembly costs from the existing Administrative Accommodation Project.

Accounting Implications of Abortive Costs

7. On 9 September 2008 the decision was made that the original administrative accommodation project to be located at Hungate would no longer progress and consideration was then given to new development options. The new development options focus on the use of external developers to create the new office accommodation building and this is now the preferred method of delivery which is being procured through the EU competitive dialogue procurement process.
8. The procurement exercise is currently progressing and on 23 March 2009 the Council announced publicly that the new administrative accommodation project would be delivered by one of two developers and would involve the refurbishment and extension of existing buildings rather than a total construction from new as had been the proposal at Hungate.
9. Due to the "refurbishment" option as oppose to a "new build" option being pursued in the 2008/09 financial year, this has necessitated, under accounting regulations, that the Authority identify all those costs which are not relevant (also known as abortive costs) to the "new" scheme under development. Costs identified to be abortive are required to be written off as revenue costs and can no longer be funded through receipts or borrowing as intended in the original capital scheme.
10. It is necessary to understand that the administrative accommodation project is expenditure of a capital nature rather than of a revenue nature. The difference between capital expenditure and revenue expenditure is that capital expenditure results in an asset which adds value to a Councils asset base and derives a benefit to the Council for a period of greater than one year. Revenue expenditure can be summarised as the day-to-day costs incurred in running an organisation.
11. The abortive costs, can no longer be treated as capital expenditure, and therefore have to be written off as a revenue cost through the Income & Expenditure Account. Since they are deemed to be revenue costs, they cannot be funded by capital resources and have therefore been funded from a revenue source – the Venture Fund Reserve. This

treatment has been applied to all the abortive costs identified to the end of the 2008/09 financial year.

12. The approved budget of £43.804m remains the same and includes the abortive costs, however the funding position has changed. Originally the project was to be funded by capital receipts and borrowing alone, with the early year revenue deficit being funded from the Venture Fund reserve. However due to the abortive costs being of a revenue nature, the Venture Fund reserve has also been used to fund £1.092m of the £43.804m budget. This is detailed later in the report at paragraphs 17 to 35.
13. The expenditure incurred on the administrative accommodation project since 2005 has been reviewed in accordance with accounting regulations to accurately identify those costs which are directly attributable to bringing the asset into working condition for its intended use, and those which are not (abortive costs).
14. For the purpose of analysing the costs incurred, the expenditure is broken down into 7 discrete areas - Land Assembly, Hungate Design & Construction, Property Exit Strategy, Facilities Management, ICT, User/Change Management and the Project Management team. When reviewing costs in the context of accounting regulations, it has been deemed that the expenditure incurred on 5 of the discrete areas relate to costs which are still directly attributable to bringing the administrative accommodation building into being.
15. The areas of expenditure where abortive costs have occurred are in design & construction and also in the project management team. To identify the expenditure deemed under accounting regulation to be abortive, all documentation in the form of invoices, orders, internal memo's etc have been examined by relevant personnel involved in the project.
16. The actual costs identified to be abortive since 2005 totals £1.092m. It should be noted that the following assumptions have been made in ascertaining which costs are deemed to be abortive:-
 - a. the abortive costs focus on the external costs associated with the construction and design work stream
 - b. the invoices for the actual external works have been analysed to identify the construction and design costs which are abortive
 - c. the internal recharges in the construction and design work stream that have been deemed to be abortive are based on the percentage of the external abortive costs in each given year.
 - d. the abortive costs in the project management work stream, which are all internal recharges, have been based on the percentage of abortive costs identified in each year for the construction and design work stream.
17. The abortive cost of £1.092m is broken down over the financial years 2005/06, 2006/07, 2007/08 and 2008/09 in table 1 below. The design and construction of the original Hungate scheme would have become more detailed as the project progressed and the table below reflects the increase in abortive costs each year. In the year 08/09 the costs decrease as a result of the original project at Hungate no longer proceeding.

Area of Expenditure	2005/06	2006/07	2007/08	Prior Year Adj	2008/09	Total
	Expenditure	Expenditure	Expenditure	Total Expenditure	Expenditure	Expenditure
	£000	£000	£000	£000	£000	£000
Project Management	17	1	13	31	6	37
Hungate Construction	0	2	539	541	514	1,055
Total	17	3	552	572	520	1,092

Table 1 - breakdown of abortive costs

18. In the Statement of Accounts for 2008/09, £520k costs for 2008/09 have been charged to the Income & Expenditure Account and funded through the Venture Fund. The £520k costs are written out through the Statement of Movement in the General Fund balance and charged to the Venture Fund. This process is outlined in further detail within the Statement of Accounts as part of the note to the Core Statements on Exceptional Items
19. Costs of £572k relating to expenditure incurred prior to 2008/09, have also been funded by the Venture Fund. Within the Statement of Accounts, this is presented as a Prior Year Adjustment and is explained as part of the note to the Core Statements on Restated Comparative Figures for 2007/08. Further technical accounting adjustments have been made to remove these costs from the Council's Balance Sheet.
20. The Pre-Audit Statement of Accounts were approved by Audit & Governance Committee on 29 June 2009. The Audit Commission will review the Statement of Accounts including the treatment of costs relating to the Administrative Accommodation Project and report their findings back to the Audit & Governance Committee by 30th September 2009.

Funding Position of the Administrative Accommodation project

21. The Administrative Accommodation project is of a capital nature and can therefore be funded from capital resources in the form of capital receipts and prudential borrowing. In addition, there is an option for the costs to be funded from reserves or revenue contributions.
22. Table 2 below shows the headline funding position of the resources used to support the Administrative Accommodation project reported to the Executive on 17 June 2008 compared with the current proposed funding position.

Funding Position	14-Jun-08	08-Sep-09
	£m	£m
Capital Receipts	15.066	13.679
Borrowing	28.738	29.033
Venture Fund Reserve		1.092
Total Funding	43.804	43.804
Venture Fund revenue reserve to fund Early Years Deficit	2.094	1.692
Total Capital & Revenue Funding	45.898	45.496
Decrease		-0.402

Table 2 – Headline Funding Position

23. The Administrative Accommodation project remains at £43.804m, however the funding position has changed due to the abortive costs, £1.092m, being funded by the Venture Fund revenue reserve in accordance with accounting regulations and the change in the capital receipts position. Previously, in the Executive report 17 June 2008, £2.094m was available from the Venture Fund revenue reserve to the Administrative Accommodation project to fund the early years revenue deficit. The abortive costs of £1.092m have been funded from the Venture Fund revenue reserve and there is therefore an increased call of £0.690m on the Venture Fund reserve to £2.784m to support the overall Administrative Accommodation project.
24. The additional use of £0.690m Venture Fund revenue reserve, results in a fall in the overall level of capital funding for the administrative accommodation project of £1.092m. An indirect saving of £0.402m, as seen in Table 2 above – a comparison between £45.898m and £45.496m. This saving is as a result of the change in the timings and changes in the sources of funding used. Part of the Venture Fund revenue reserve, £1.092m, has been used in 08/09 and therefore even though capital receipts have fallen in future years so has the requirement for the need to borrow. The reduction in borrowing and the use of the Venture Fund revenue reserve in 08/09 reduces the early years revenue deficit and therefore overall cost to the Council.
25. It should be noted that the borrowing and capital receipts position will oscillate over time in accordance with market / environmental conditions and therefore the funding requirement – the need to borrow in relation to the amount of capital receipts received – will continue to fluctuate.
26. The following paragraphs explain in more detail the reasons for the changes in the funding requirement, the profile of capital receipts and Venture Fund revenue reserve, the changes in the affordability indicators – NPV Savings and Early years deficit and the borrowing requirement.
27. The funding position of the Administrative Accommodation project was last reported in detail to Executive on 17 June 2008. Table 3 below shows the change in use of resources over the last 14 months and the reasons for those changes.

Date		Capital Receipts	Borrowing	Venture Fund Reserve	Total Funding
		£m	£m	£m	£m
17-Jun-08	Funding Position at Executive 17 June 08	15.066	28.738		43.804
9-Sep-08	Position same as June 2008	15.066	28.738		43.804
14-Apr-09	Fall in originally estimated capital receipts of £1.22m but increase of £1m from contribution of sale of Hungate Land Borrowing fluctuates in line with a fixed budget of 43.8m and the position of capital receipts	14.944	28.860		43.804
8-Sep-09	Fall in originally estimated capital receipts of £265k and fall of £1m from estimated contribution of sale of Hungate Land	13.679	29.033	1.092	43.804

Borrowing fluctuates in line with a fixed budget of 43.8m and the position of capital receipts				
Venture Fund revenue reserve contribution to finance abortive costs				

Table 3 –Change in the funding of the Administrative Accommodation Project

28. The Administrative Accommodation project is mainly funded from borrowing and capital receipts, with additional funding being used from the Venture Fund reserve in relation to abortive costs. Capital receipts available to fund the project are anticipated to result from the sale of the properties which will be surplus to requirement as a result of rationalisation when the new administrative accommodation development is completed. These forecast receipts are therefore earmarked specifically to the funding of the scheme.
29. Capital receipts are currently estimated at £13.679m with the remainder of the overall capital funding coming from prudential borrowing £29.033m and the Venture Fund revenue reserve of £1.092m. This has changed from the original assumption as detailed in table 3 above. The capital receipts realised will fluctuate with regards to when the sale of surplus properties occur and the value of them on the market at a given time. As a result, and in order for the overall funding of the scheme to remain in balance, the levels of prudential borrowing will fluctuate accordingly. Table 4 below shows the current forecast capital receipts profile:

	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12	2012/13	Total
	£m	£m	£m	£m	£m	£m	£m	£m
TOTAL	7.027	0	0.780	1.180	2.280	0.750	1.662	13.679

Table 4 – capital receipts profile

30. The finance costs of the prudential borrowing are calculated over 60 years and are to be funded from budgets previously allocated to the rental and running costs of accommodation buildings that will no longer be required after the move into the new office accommodation building scheduled at the end of 2012. The existing rental and running costs budgets will not become available until after 2012 and therefore the finance costs resulting from prudential borrowing, the early years revenue deficit, will initially be funded from the Venture Fund revenue reserve, until such time as ongoing revenue budgets become available.
31. In addition to the Venture Fund reserve supporting the finance costs for prudential borrowing, the early years deficit, the reserve has also been used to finance the abortive costs at £1.092 in 08/09. The use of the Venture Fund reserve has always been available to the Administrative Accommodation project to fund the early years revenue deficit and due to the abortive costs being of a revenue nature and not capital, it is also being utilised to fund the abortive costs. Table 5 below shows the current forecast of the venture fund reserve to fund the Administrative Accommodation project. If the capital receipts are not realised as expected, there maybe an additional call on the Venture Fund to finance additional prudential borrowing prior to this date.

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	Total
	£m	£m	£m	£m	£m	£m	£m
Early Years deficit			0.034	0.524	1.109	0.025	1.692
Abortive costs	1.092						1.092
Total	1.092		0.034	0.524	1.109	0.025	2.784

Table 5 – Venture Fund reserve profile

32. There are currently sufficient funds forecast for the Venture Fund reserve to support the early years revenue deficit and the abortive costs, which total £2.784m. When future savings are made on the administrative accommodation project from lower rental and maintenance cost being required, it will be possible to replenish the Venture Fund reserve.
33. In accordance with the finance model the repayment to the Venture Fund reserve of the principal amount only will commence in 2013/14 and complete in 2018/19. Interest will not be repaid to the Venture fund reserve on the principal sum used. It is important to note that the current budgets for rental and maintenance of present accommodation buildings must be redirected for the purpose of the Administrative Accommodation project early years revenue deficit, otherwise the project is not sustainable.
34. The early years revenue deficit figure, along with the NPV of savings figure for the project, were reported to the Executive on 17 June 2008 as being the affordability indicators of the £43.8m Administrative Accommodation project. The NPV of Savings was £4.768m and the early years revenue deficit £2.094m. Table 6 below shows the movement in the NPV savings and early years deficit over the last 14 months.

Date		NPV of Savings £m	Early Years Deficit £m
17-Jun-08	NPV Saving & Early Years Deficit approved at Executive 17 June 2009	4.768	2.094
9-Sep-08	Position same as June 2008	4.768	2.094
14-Apr-09	4 main assumptions have been revised: 1. Repairs and maintenance costs have been included in the original base case model to comply with DDA and to maintain fabric for Health & Safety matters, 2. Current values for revenue costs, R&M, disposals and dilapidations have been updated in the model, 3. Valuation of buildings that are owned at year 30 have been inflated by 2.5% per annum in conjunction with Property Services, 4. Capital receipt values and timings have been changed in accordance with forecast.	5.842	1.970
8-Sep-09	2 main assumptions have been revised: 1. Capital receipt values and timings have been changed in accordance with forecast, 2 The Venture Fund reserve has been used to fund the Abortive costs	5.141	1.692

Table 6 – Change in the NPV of Savings and Early years deficit

35. Table 6 shows that the NPV saving currently stands at £5.141m and the early years revenue deficit stands at £1.692m. The early years revenue deficit will be funded from the Venture Fund revenue reserve, along with the abortive costs of £1.092m.
36. The capital budget of £43.8m, for monitoring purposes, will continue to include the £1.092m of abortive costs, even though they are of a revenue nature. The Council has

made the statement that all costs relating to the administration accommodation project will remain at £43.8m. To continue to include the abortive costs within the capital budget of £43.8m and monitor against this, is more straight-forward, rather than complicate matters in terms of accounting treatment of revenue and capital costs.

37. Finally, the Council will be able to borrow the required funds for the project on the basis of the Local Government Act 2003 Statutory Instrument 3146 – the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 – and also amendments to that Act brought about by the Local Government Act 2007 No. 573 and the Local Government Act 2008 No. 414, along with the CIPFA Prudential Code. The Prudential Code for Capital Finance in Local Authorities (the Code) has been developed as a professional code of practice to support local authorities in taking capital investment decisions.
38. The Local Government Act 2003 and the Code guidance are there to ensure that the Capital Investment Plans of Local authorities are affordable, prudent and sustainable. Borrowing is taken in accordance with the Council's capital financing requirement which is the Authorities overall need to borrow for the whole capital programme. In accordance with the Treasury Management Borrowing Strategy borrowing is undertaken when interest rates are most favourable, but ensuring that risk is spread so that borrowing does not occur at one point in time or for the same length of time. Borrowing can therefore occur in advance of need or be delayed (if there are sufficient cash resources available in the Council). It should be noted that under these regulations it is not possible to borrow for individual projects on a separate basis. The whole of the capital programme is considered together and the interest rate attributable to all projects is the consolidated rate of interest.
39. The majority of the Council's borrowing is taken from the Public Works Loans Board (PWLB), which is part of the Government's Debt Management Officer. Borrowing can occur at any time in accordance with the prudential code and the Local Government Act 2003 (and amendments). In the current market environment, even though the Bank of England base rate is at 0.5%, current borrowing rates are continually fluctuating around 4.5% out to 50 years and this is the level which finance costs have been calculated at from the commencement of this project.

Removal of the Land Assembly Costs from the Administrative Accommodation budget of £43.804m

40. The update report on the Council Headquarters that went to Executive on 21 July 2009 stated in the financial comments at paragraph 32 that, "The budget for the accommodation project is £43.804m as reported to Executive in June 2008. This includes the construction budget of £32m and incorporates the expenditure that has been incurred to date. All costs associated with the assemble of the land at the Hungate site will be recovered from the sale of the site"
41. The following paragraphs explain:
 - a. the need to remove the original Land Assembly costs from the Administrative Accommodation project (when the project was to be sighted at Hungate) to a capital scheme in their own right,
 - a. how these costs will be funded
 - b. that the overall Administration Accommodation budget will remain at £43.804m

42. The Administrative Accommodation budget is broken down into 7 discrete areas - Land Assembly, Hungate Design & Construction, Property Exit Strategy, Facilities Management, ICT, User/Change Management and the project management team. The £43.804m capital budget is distributed between these discrete areas and the Land Assembly budget stands at £3.54m. The costs charged to the Land Assembly budget relate specifically to the clearing of the Hungate site. The Hungate site was the original proposed location for the Administration Accommodation building but the Hungate site is no longer required as part of the project.
43. The current Administrative Accommodation solution - where the Council is undergoing a procurement process - has identified 2 new potential sites to relocate the Administrative Accommodation building. Therefore the costs associated with the clearing of the Hungate site do not contribute to the Administration Accommodation project.
44. The Land Assembly costs which contribute to the development and relocation of the homeless hostel to Peasholme and to the overall clearing of the Hungate site will create a viable asset i.e. development land at Hungate.
45. It is therefore proposed to remove the Land Assembly costs, at £3.54m, from the overall Administration Accommodation project and include it in the capital programme as a scheme in its own right. These costs will be funded from the capital receipt that would be received from the sale of the Hungate site. The budget for the Administrative Accommodation project remains at £43.804 million.
46. It should be noted that if the Council finds an alternative use for the Hungate site and it is not sold, then the alternative scheme must give consideration to the sale of an alternative asset to either fund the existing costs associated with the clearing of the Hungate site or find an alternative source of funding.

Options for: Removal of the Land Assembly Costs budget from the Administrative Accommodation budget of £43.804m

47. There are two options:
 - a. To remove the land assembly costs of £3.54m from the budget of £43.804m (as they no longer form part of the Administrative Accommodation project) into a separate capital programme scheme
 - b. Not to remove the land assembly costs
48. If the land assembly costs are removed from the project then there are 3 funding options:
 - a. Fund the land assembly costs from the sale of the Hungate site in the current market environment, receive a lower capital receipt than expected and fund the difference from long term prudential borrowing
 - b. Fund the land assembly costs from the sale of the Hungate site when the property market recovers, receive the expected estimated capital receipt of £3.54m and cover the short term shortfall in the interim by prudential borrowing.
 - c. Use the Hungate site for a future Council development and fund the land assembly costs from alternative identified funding.

49. The most viable option is to remove the land assembly costs from the administrative accommodation project, as the costs associated with the clearing of the Hungate site no longer contribute to the Administration Accommodation project, and therefore include them as a separate scheme within the capital programme. The funding will be delivered from the sale of the Hungate site at the most opportune time, option (b) paragraph 44.

Corporate Priorities

50. The Administrative Accommodation project makes a significant contribution towards the Councils corporate strategy particularly in the areas of an effective organisation and an inclusive and sustainable city. The Administrative Accommodation project is approved as part of the capital programme. The capital programme is decided through a formal process, using a Capital Resource Allocation Model (CRAM). CRAM is a tool used for allocating the Council's scarce capital resources to schemes that meet corporate priorities. The CRAM evaluates scheme submissions to the capital programme against key corporate objectives and national government priorities.

Implications

51. **Financial Implications** - The financial implications are considered in the main body of the report.
52. **Human Resources Implications** - There are no HR implications as a result of this report
53. **Equalities Implications** - There are no equalities implications as a result of this report
54. **Legal Implications** - There are no legal implications as a result of this report
55. **Crime and Disorder** - There are no crime and disorder implications as a result of this report
56. **Information Technology** - There are no information technology implications as a result of this report
57. **Property** - The property implications of this paper are included in the main body of the report.

Risk Management

58. The risks associated with this project are detailed in the Corporate Risk Register, of which the top 10 risks were reported to the Administrative Accommodation Project Board on 24 April 2009.

Recommendations

59. **Accounting Implications of Abortive Costs**
That the Executive notes the abortive costs of £1.092m included in the overall budget of £43.804m have been written off directly to the Income and Expenditure Account and funded from reserves as part of the preparation of the 2008/09 Statement of Accounts. These costs will however remain within the budget allocation of £43.804 m
60. **Funding Position of the Administrative Accommodation project**
That the Executive notes:

- a. the overall funding position of the administrative accommodation project which is estimated to use a combination of capital receipts, reserves and borrowing as the sources of funding used to support the £43.8m budget.
 - b. the overall funding position will continue to fluctuate in relation to timing and value of capital receipts and impact borrowing accordingly. The Administrative Accommodation project remains viable in accordance with the affordability indicators, with the NPV savings remaining positive and the Venture Fund revenue reserve being sufficient to cover the early years revenue deficit and the abortive costs paid to date, paragraphs 25 to 27.
61. That the Executive recommends to Council the increased use of the Venture Fund revenue reserve of £0.69m, to £2.784m, to support the early years revenue deficit, whilst noting that in the future the Administrative Accommodation project will replenish the Venture Fund revenue reserve with the amount used, paragraphs 17-20 and 27-30 refer.
62. Reason: to enable the effective management and monitoring of the Council's capital programme to ensure the continuation of a balanced capital programme as required by the Local Government Act 2003.
63. **Removal of the Land Assembly Costs budget from the Administrative Accommodation budget of £43.8m**
That the Executive recommends to Council the removal of the land assembly costs of £3.54m, which creates a viable asset – the development land at Hungate, from the Administrative Accommodation project of £43.804m, into a separate capital programme scheme, option (a) paragraph 43. The funding will be realised from the sale of the Hungate site at the most opportune time, option (b) paragraph 44.
64. Reason: to enable the effective management and monitoring of the Council's capital programme and to ensure the continuation of a balanced capital programme as required by the Local Government Act 2003.

Contact Details

Author:
Louise Branford-White
Technical Finance Manager
Corporate Finance
01904 551187.

Chief Officer Responsible for the report:
Ian Floyd
Director of Resources

Report Approved **Date** 10 September 2009

Specialist Implications Officer(s)	<i>List information for all</i>
<i>Implication ie Financial</i>	<i>Implication ie Legal</i>
Name	Name
Title	Title
Tel No.	Tel No.

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

Hungate Ad-hoc Scrutiny Review Committee – 10th March 2009

Administrative Accommodation Review – Executive 17 June 2008

Council Headquarters – Update Report - Executive 21st July 2009

Pre-Audit Statement of Accounts 2008



Executive**22 September 2009**

Report of the Director of City Strategy

CYCLING CITY PROGRAMME - PROGRESS REPORT 2**Summary**

1. This is the second report to update Members on the progress of the Cycling City Programme, which provides Members with an update of the various works of the programme over the last 6 months and highlights a number of successes so far.

Background

2. The previous report highlighted the significant amount of work undertaken leading up to the end of the last financial year which resulted in York being the only city to submit and claim all the funding allocated to it, spending a total of £535K. Main schemes completed included the Clifton Bridge Scheme and a number of margin works from the capital programme and various others from the programme's revenue side as previously reported. This has created a good start for the programme, which has received very positive feedback from Cycling England (CE) and is something the project will strive to maintain.

Strategy

3. Following the citywide consultation to better understand the barriers preventing residents cycling we have identified key concerns and priorities as well as the locations perceived as most dangerous for cyclists. The results have been used to steer and prioritise the programme, and been communicated to both stakeholders and the public. See annex B for a summary of the survey results, which was distributed to all residents in the spring.
4. To summarise the strategy and the programme, the aim is to encourage more people to cycle. The programme has been focused and prioritised accordingly: -
 - 1) Revenue, this includes marketing, events, communications, and work to encourage an uptake in cycling including two main areas, schools and places of work.

- 2) Improvements to existing cycling infrastructure, such as signs and margin works.
- 3) New cycling infrastructure, for example the Clifton Bridge and Beckfield Lane schemes.
5. The target audience for this programme are new and lapsed cyclists, meaning those who haven't cycled for a number of years. This may be for reasons of lack of confidence or lack of awareness of the benefits of cycling, or because they don't know there is a cycle track near their home.
6. Whilst it is not possible to predict with any certainty the outcomes of the programme, a benefits index, cost-benefit database and design standards have been developed for the Council, which will be presented at Decision session for City Strategy in October. This will give Members and officers a greater degree of certainty regarding any cycle capital scheme identifying more clearly the cost and benefits of it. Due to the layout of the city, such as its narrow streets, there was a need to develop our own standards as well as take on board those from CE and DfT to make sure we have consistent standards across York for Cycle infrastructure. This will agree and give consistent design standards guidance to reflect a York standard along with a cost benefits index to show we are getting good value for money). The document includes what can be done for the narrow roads in York such as Lendal Bridge and Gillygate. This will be made public once agreed at Member level and provided to all departments and contractors, including consultants to ensure consistency across York for its cycle infrastructure.
7. The project to install the ACC's (Automatic Cycle Counters) is due to be completed by the end of September following this data can then begin to be studied. As time progresses more experience will be gained, identifying which measures are the most effective. As is usual practice a news release will be sent out announcing the installation of the ACCs and their purpose. See annex D for a location map of all the ACCs in York. Anecdotally, observations by staff and the public suggest increased levels of cycling in York. However when the ACCs (Automatic Cycle Counters) are in place we will be able to accurately record the levels of cycling. It is worth noting that the Council has received a number of communications and observations mentioning the noticeable increases in cycling already (see Annex F also about a local Evening Press reporter turning to cycling).

Update on the programme

Programme structure and updates

8. Since the start of this period the governance structures have been agreed and set in place with the formation of the Steering Group, which is chaired by Councillor Steve Galloway and is made up of key Council officers in City Strategy and stakeholders from the programme itself.
9. All stakeholder project groups have been meeting on a regular basis since the start of this financial year, which due to the intensity of work to be

delivered last year had been slow to start. Terms of reference for each YCIT (York Cycling Implementation Team) formally known as Project Implementation Groups or 'PIGs' have been rewritten to better explain the role of these groups as key consultees and deliverers of some of the works within the programme.

10. The first full Stakeholder meeting with a majority attendance met in June, focusing on the key aim of the programme: 'How do you encourage more people to cycle?' This received positive feedback and captured a number of useful points to help further steer the programme.
11. In order to encourage a higher uptake in cycling, revenue works will be a main focus of the programme as well as improving existing cycle infrastructure and new cycle infrastructure. A communications strategy has been developed that will ensure the lessons of previous schemes have been learned and communications to the public and our stakeholders are now more effective and proactive. In addition it will also help to communicate that the programme is addressing residents' concerns and helping to break down the two main barriers identified whether it be lack of awareness (such as 'where is my nearest cycle path?' or 'how do I get training?' etc) or confidence. Using and acting upon the results from the citywide consultation (as summarised in annex B) and providing solutions to the issues raised, this should help encourage the main target audience to start cycling. Both through communicating the benefits and inviting them to give cycling a try an increase in cycling is predicted. This will be further helped through the revenue works including the delivery of events, guided rides, courses and other tools such as the new leisure maps.

Revenue

12. Referring to the previous progress report and the work programme (see annex A) there have been a number of successes worth noting over the last few months.

Events

13. Biking Viking event in April was very successful setting the event projects off to a good start. This saw 70 school children from 4 schools in York dressed as Vikings riding into the town centre for a Viking show and various competitions. The public and media attention was very good, which included both local radio and press and regional television news. This helped deliver a number of messages including showing parents that it is safe for kids to cycle and that they enjoy it and encouraging the uptake of cycling generally. This event formed a good test to see how the media and public would react to the programme, its events, and what it is trying to achieve.
14. Bike Week and the various events from this programme again proved successful, which included: -
 - Save My Bike day - an all-day event where selected schools were invited to pre-book their children, who had already undergone the

cycle training, to bring their bikes in and learn how to do basic maintenance. This proved a successful outreach to kids, parents and passers-by, helped by a stunt bike show from the world champion of mountain bike stunts with approximate attendees well into the low hundreds.

- Weekday events included a series of well attended training sessions and guided rides, locating the Council Mobile Exhibition Unit in the City Centre as well as the CTC (Cyclists Touring Club) Cycle Show, saw well over 1000 people visit the Cycling City team gaining useful feedback on cycling in York and the distribution of 900 cycle maps. 90% of comments were positive about cycling and helped inform what would help most residents to get back on their cycles.
 - A week long competition in the Evening Press was run where 5 'win a bike day' competitions proved positive. This was supported by Nestle and Cycle Heaven. This was followed up by a story and photograph of the winners collecting their bikes.
15. The development and successful delivery of York's first Festival of Cycling attracted in the region of 10,000 visitors over the two day event (15-16th August) in Rowntree Park with almost 300 positive written comments about the event and programme, which included excellent media coverage (see annex J for an example). Due to the size of this event it was outsourced to a local cycle firm called Get Cycling.
 16. A high proportion of the visitors to the festival, fell into the programme's target audience and importantly included York residents consisting of a broad range of groups including families, older people and disabled. This mix added to the event's success. Feedback received from visitors to the Festival identified their cycling behaviour, and any issues or barriers they may have with cycling in York. Overall the comments about the event were very positive and a significant number would like to see it continue. There were also a range of comments positively expressing the inclusivity of the event (bikes for all), and thanking the programme for giving them the opportunity to try the various cycles and some saying as a result of the Festival they will be taking up cycling.
 17. The programme has been involved in the Tour of Britain event (12th September). This has contributed to further raising the profile of cycling within York and nationally also showing the rest of the country and world that York is a cycling city as well as demonstrating the many benefits that cycling can bring.
 18. The last main event, is the programme's involvement in the Council led York Car Free Day, which is on the 22nd September. This has achieved successful buy-in from a approximately 30 businesses around York willing to sign up to the event and pledge to work with their employees to leave their car at home and travel by alternative means. A website for people to pledge to leave the car at home has been developed and is up and running (www.york.gov.uk/carfree). Local media and especially the Evening Press

have developed their own campaign in support of this and have pledged to reduce their car usage for the day. Dependant on the analysis showing a reduction in cars on that day, decisions will be made whether we take forward the full EU initiative this event is based on called 'In Town Without My Car Day.'

Marketing and Communications

19. Completion and acceptance of the marketing and communications strategy, by CE and Blue Rubicon as well as being agreed by the Steering Group. See annex G for a copy of the strategy. This will ensure a proactive, consistent and positive approach to marketing the programme.
20. The completion and distribution of the new York cycle map, with many new features compared with the old version, is a marked improvement to the previous map, and is available on the website (www.york.gov.uk/cycling). It includes concentric circles to give the reader an idea of how long it takes to get from any point to the City Centre. Other key changes are highlighted below. Further details are included in Annex K.
 - It's more user friendly – both the city centre maps and main maps are now on one side so it's easier to follow routes through the city centre.
 - It includes new routes - details of all the latest cycle route network improvements that have been delivered over the last year through the programme such as Beckfield Lane, Moor Lane Bridge, Fulford Road (part supported by the programme) and Clifton Bridge schemes.
 - New journey time information
 - To help with journey planning and in a bid to get more people to choose cycling
21. A range of new leisure cycling maps has been launched. The maps have been adapted from original ride notes and maps drawn up by Sustrans ranger Olwyn Fonseca, in consultation with the First Friday cycling group and Sustrans Ranger Lynne Clark. Cyclist Monica Nelson has kindly donated watercolour illustrations for the front covers of the maps. The maps show short to reasonable length hand drawn maps of various routes some of which take in a refreshment point such as a pub or café. Trials of these have been met with a lot of enthusiasm by the public and visitors.
22. Currently four of the leisure maps out of a series of ten are available (see below) and are designed to encourage occasional cyclists and lapsed cyclists to get back on their bike again and explore the delights of cycling, and York's green spaces. They are suitable for cyclists of most ages and abilities but are particularly aimed at families with children and older age groups who would like to keep active. The routes are mostly off road so ideal for building up cycling confidence and help deliver other benefits

including awareness of routes, health and creating family and visitor activities.

- Ride No. 1 - From Millennium Bridge to the old swing bridge at Naburn via the Sun and the Planets sculptures
 - Ride No. 2 - From Millennium Bridge to Heslington Common via the University
 - Ride No. 3 - From Clifton Bridge to Skelton Nursery via Clifton Ings and Rawcliffe Meadows.
 - Ride No. 4 - From Millennium Bridge to Askham Bog Nature Reserve.
23. Website procurement is underway to seek a development and maintenance service for a new cycling website to be standalone and more user friendly than the current one. Stakeholder help has been much appreciated in the development of tendering briefs.
24. There have been many news releases going out from the programme to highlight and promote various works and messages, averaging almost 1 per week, helping to address any previous communications issues around lack of information and promote positive messages.
25. Completion and delivery on the latest promotional item, which is Cycling City York hi-vis vests have proved very popular. These have a targeted distribution mainly through businesses the programme is involved with at the moment. Graham Titchener has advised that these are available to all and if members wish to pick one of these up including a Cycling City pin to make contact with him to help promote the programme and its message further.

Schools Group

26. This part of the programme is mainly based on existing training in schools but includes the following to help with increasing training in schools and after school activities.
27. The programme now has a Bike It officer (Jim Cole) and a marketing budget for him through additional monies granted by DfT to fund the officer for the duration of this programme. A MoU (Memorandum of Understanding) between the Council/Cycling City and Sustrans (who will manage Jim) has been agreed, laying out key targets and complimenting on-going works to expand the reach into schools and families. Jim comes with years of experience and has done some very successful work in Doncaster seeing an increase in cycling.
28. Work will also be starting shortly with the arrival of a new coordinator funded by CTC and CE. Patrick Carr will be based in Darlington from where he will also be covering York, supporting existing and creating new after-school activities. Approximately 50% of his time will be spent in York. Additional funding from CE that comes with him to deliver a complete package of cycle

training and activities to children and families. His work will compliment other works that stakeholders are doing including the Clifton Cycling Club guided rides and events for families.

29. Following some reallocation of revenue funding to create free places on the Bikeability training courses to address low attendance, it has been noted that a sizable increase has been seen by trainers in parents enrolling their children (no figures are available yet). This will carry on for the duration of the programme but consideration may have to be given to the continuation of this for future years. These funds have come from the removal of the capital works of bike availability that was agreed by Members.

Participation initiatives

30. As listed in annex A, there are a number of initiatives lead by Paul Ramskill in the Learning Culture and Children's Services (LC&CS) Sport and Active Leisure Team. Constraints on both budget and staff capacity within this team have increased over the last 6 months due to loss of grant funded posts. Members will wish to note that this is likely to impact on the number of initiatives that can be delivered.
31. To help in this area Andy Roe, a Community Facilitator from CYC Housing and Adult Social Services, is working with Paul Ramskill to take forward opportunities for people with disabilities to cycle, providing a complete package for them from bike availability to guided rides. This is a resource intensive piece of work so we will only be able to target a small population of York's disabled but this is a good start to hopefully something that will develop long after the life of this programme. The programmed events, such as disabled cycling courses and maintenance courses are already fully booked.
32. The ward specific schemes brief has been developed and sent to Ward committees inviting bids for these schemes, where ward money will be match-funded by Cycling City. These schemes will be a two-month series of events (15th August – 15th October 2009) including bike tryout sessions, production of accessible cycling booklet, training and guided rides for all. All with the aim to stimulate the uptake in cycling at a more localised level.
33. The Beauty and the Bike or equivalent courses (female only courses designed to help females to cycle again) will be continuing within the next couple of months delayed due to resources and procuring of the service. This will help the programme deal with a sizeable imbalance between male and female cycling levels seen both locally and nationally.
34. There has been a growing demand for cycle maintenance courses, and as a result 4 more courses have been developed to try and meet this demand. Demand has outweighed supply and a waiting list has been created. Further courses will be developed as and when resources are available.

Work place initiatives

35. In a short period of time there has been much positive engagement from businesses around York, helped further by the York Car Free day contacts that have been made. Key examples of this have been positive engagement with three main employers in the city, Nestle, York Hospital and Portakabin who we have been working actively with to encourage more of their employees to take up cycling. To help businesses to do this an initiative called the C50C (Cycle 50% Challenge, a course designed to recruit new and lapsed cyclists to cycle again through a series of measures to 'handhold' them onto the bike) has been used in Nestle where the baseline of 15 people cycling to work has been increased to over 35. C50C has also been implemented in the York hospital. For Nestle UK the programme's work included an internal launch event jointly led by Cycling City and Nestle, which saw a few hundred staff coming in over their lunchtime period helped by the presence of Victoria Pendleton (Olympic gold medallist), who supported this work.
36. The next focus from the workplace project area will be towards Aviva, CCP, St John University, using the C50C and further work with the Science Park with the resources available to help these work and education places increase their cycling levels.
37. Initiatives within workplaces are particularly important to encourage more people to cycle, as it only requires one or two points of contact to reach hundreds or thousands of people. Actively working with the big employers will allow the programme to show them and their employees the many benefits of cycling to work using the various tools we have to offer. With Portakabin reporting about 20-25% of its workforce cycling already, the oversubscription of C50C within Nestle UK and now Nestle PTC (its research arm) we are seeing significant numbers taking up cycling based on early reports from these work places.
38. We will also be engaging with the various business forums and groups to promote and push forward these messages and modal step change with the big businesses and educational centres in York. The Business Forum, Chamber of Commerce and York Professionals will be approached shortly.

Public and other initiatives

39. As this is a community programme provision has been made within the revenue budget for a small amount of money to be available for initiatives or ideas from the public or elsewhere to help achieve the programme's aim. One such initiative is a member of the public and an ardent York City football fan (Simon Hood) who has approached us asking for funding for his initiative to cycle to all home and away games for this season. He has also gained support from Radio York, the Evening Press and Setanta Sports who will be promoting and reporting on his trek and the Cycling City York Programme.

40. Simon has agreed to put the Cycling City logo on his website, to mention the work we are doing in his interviews, and to wear/display appropriate marketing materials, including the hi-vis vest and polo shirt.

Infrastructure

41. The completion of the Clifton Bridge scheme where we have new cycling facilities from Salisbury Road to Clifton Green. Response to the scheme has been mixed with both negative and positive feedback including a few stories of residents who haven't cycled for a while (or even not at all), but who have seen these improvements, and been encouraged to start cycling again.
42. Beckfield Lane to Manor School scheme is complete and there has been a media launch of this involving photos of school children, to promote the works, the benefits of the scheme and cycling overall.
43. Crichton Avenue is in the final design stage (making up a significant part of the orbital route), which currently has proposed a majority of on-road cycle lanes and provide mostly off road lanes over the railway bridge towards Wigginton Road. A report will be going to the Decision Session for City Strategy in October.
44. Regarding Railway Station Access, there has been an initial meeting with National Express which led to a main consultation meeting on the 7th July along with Police, Network Rail engineers and managers, Council engineers and Cycling City to look at access from Holgate into the station car park. Scarborough Bridge and extensions of cycling parking at the station itself are also being discussed. This is being considered favourably, by Network Rail and National Express, Police and Holgate residents' association following initial contact made with them.
45. Design work and some preliminary works have been completed for Fulford Road and main works are scheduled to start in November this year.
46. The Cycle Audit – is taking place, (there are over 140km of cycle ways in York) and a works programme will be developed to address what is missing or needs repairing on our network. Special care will be taken refreshing the cycle lanes and reviewing the amount of cycling signage. This has been tied into all the feedback we have received over this year from residents.
47. Boundary signs – designs have been developed that will be put on all the “Welcome to the City of York” boundary signs on routes into the city to highlight to residents and visitors that York is a Cycling City with a safety and awareness message included.
48. Improvements on Moor Lane Bridge during the bridge replacement works have been delivered, creating both on and off road cycle facilities. This also gives further benefits to students and staff cycling to York College from the Moor Lane Area.

49. The following schemes have been transferred for delivery later in this year subject to Members approval:
- Lendal Hub Station (a secure cycle parking facility located in the decommissioned electricity sub-station adjacent to Lendal Bridge) is one of the key schemes included in the strategy, originally planned to be delivered in 2008/09. A separate report on the delivery of the Hub Station is on the agenda for a decision to be taken forward following the tendering exercise by the Bike Rescue Project and their architects.
 - Covered cycle parking in the city centre - a report will be written to seek Members approval for the trialling of cycle shelters in certain locations following advice given by the Design and Conservation team. This will also be tied into the City Centre Area Action Plan and the footstreets review.
 - Trialling of low level solar-powered LED lighting on a section between Nestle and New Earswick off-road cycleway across Bootham Stray. Due to an existing planning condition relating to lighting on this path, planning permission has been sought. If approval is granted this scheme will be progressed this financial year.

Visits

50. Recent visits made to officers and stakeholders include Hilary Benn (SofS DEFRA) who came to look at the Bike Rescue Project. The MP for York Hugh Bailey made an approach to find out more about the programme, and to give his full support for the work, which included a visit to the Cycle show to learn more about the programme.
51. John Grimshaw (Special Advisor to CE) paid a 2-day visit to address key officers in engineering and planning to review current cycle works and give his thoughts and advice to officers. He also toured some of the cycle network and his thoughts on what York is doing are reflected in his letter, which is enclosed at annex E. In which he praises the works delivered and mentions that York is very close to being compared with other European cities as we address the imbalance of cycling and other modes.
52. Ian Maxwell programme manager for the Scottish Government on Sustainable Transport also visiting the Cycling City Programme to learn more about cycling and any lessons learned. This included officers from various Scottish authorities that are looking to develop similar initiatives.
53. It should also be noted that following the second CE meeting for the Cycling Towns/Cities officers have agreed a working partnership to be formed between York and Cambridge cycling programmes. Both cities consider they have a lot to learn from each other and have various projects in place that don't really compare with the other towns/cities. CE has welcomed and fully supported this working relationship.

Consultation Process

54. Cycle infrastructure scheme proposals follow a consultation process with local councillors and residents in the locality of the individual schemes following standard practice. As part of this process consultation with stakeholders and partners is ongoing throughout the delivery of the programme both on individual schemes and revenue initiatives. A key part of this is to seek feedback from the relevant YCIT group, which will make sure their views and recommendations are carried forward as a consultee.
55. Further consultation with residents to understand the detail of the survey responses is being undertaken. This will be incorporated into the programme through the Cycling England monitoring and evaluation exercise (see paragraph 60).

Evaluation and Monitoring

56. It is important to evaluate and monitor the effects of the projects included in the work programme. CYC and CE will monitor the schemes and the overall programme through the monitoring arrangements both with Sustrans and the additional service from Faber Maunsell (AECOM) and partners (funded by CE). This will consist of telephone surveys, on-site interviews and use of diaries to monitor interviewees travel behaviour. The installation of the ACCs and the data retrieved from them will be tied into an intervention diary to recording possible reasons for any fluctuation in numbers, such as weather, events, new infrastructure and so forth.

Corporate Objectives

57. The programme contributes 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 as there is towards other more sustainable means.*
 - 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 population of York, in particular among groups whose levels of health are the poorest. This initiative is led by the PCT. *The scheme will encourage more people to cycle with the added benefit of improved health. Cycling is also an ideal mode of transport for people on low incomes whose health may also 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 residents of York. *The cycle park at the former Lendal Sub Station will be achieved by partnership working between the public and private sectors. The project delivery groups provide a means for officers and stakeholders to work together. Additionally, we have developed some guided rides and training with the NHS Children's Occupational Therapy Service (see annex H regarding feedback) and sought and agreed PCT's help in using their resources to encourage more people to cycle via their health initiatives*
58. Local Transport Plan (LTP): The programme has already contributed to several of the aims of the LTP, namely:
- To reduce the need to travel, especially by car, and to encourage essential journeys by more sustainable modes;
 - To improve economic performance in a sustainable manner;
 - To reduce the level 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, 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.
59. Consultations are also continuing between Cycling City and the Local Development Framework team regarding its development. This includes influencing current planning regulations to take account of cycle infrastructure in new developments making sure that developers strictly follow the information given to them using the Police Architect's advice on do's and don'ts. Mike Slater and Jonathan Carr have taken this forward.

Implications

60. **Financial** – The CE grant has to be match funded by contributions from the Council, developers and stakeholders. The grant cannot be carried forward beyond the life of this programme, any underspend would be reallocated to another cycling town programme and will be lost from the Cycling City York programme. Indicative allocation profiles for the remainder of the programme are indicated in annex A. It has been agreed with CE to adjust the split between revenue and capital grant funding, where possible within the same overall funding envelope, to increase the availability of revenue funding for marketing/cycling promotion works.
61. **Human Resources (HR)** -- The additional posts for the Transport Planner, acting as deputy (Richard Holland) along with an Events and Marketing Officer (as mentioned) have been created and funded within the Cycling City programme.
62. **Equalities** – The programme will deliver a range of improvements to facilities and training. These will provide residents and visitors to York with

travel options to reach key services around the city through infrastructure improvements and marketing materials. Enquires into a previous approach from the local credit union is being followed through following an offer to help with the provision of cycles reducing social exclusion by improving accessibility of cycles to those who can't afford them.

63. **Legal** – The grant from the DfT is made under Section 31 of the Local Government Act 2003 and the Council has entered into a funding arrangement with the DfT in order to be able to access the grant.
64. **Property** – The conversion of the Lendal Hub Station, which is owned by the authority, will enhance the usefulness of the building and increase the overall value of the property portfolio. The hub station project is being managed by the Council's property team. Members will wish to note however, that whilst the building remains the property of the council this is a Bike Rescue project and not the Council's, and is reflected in the Bike Rescue business plan.
65. **Crime and Disorder** – The provision of better cycle parking, Together with the secure manned Hub station facility should reduce the level of cycle theft in York. The ongoing partnership working we have with the Safer York Partnership has seen a sharp reduction over the 2 + years of about 50% in cycle thefts. Whilst not complacent this is a remarkable achievement. The Safer York Partnership (which we are a Member of) has installed signs on all city centre cycle parking stands to better inform the public how to lock up their cycle. It is hoped this will better inform cyclists and deter thieves.

Risk Management

66. The main risks associated with the programme are connected with non-delivery of future levels of cycling (strategic). This is a high profile programme both locally and nationally and it is aimed at not only increasing the size of the dedicated cycle network, but also altering the imbalance of road space in favour of cyclists at a number of locations. Failure to achieve targets will mean that CE may be guarded in future about further investment, and the funding body behind CE, the DfT, could lose confidence in the ability of the authority to deliver the objectives and targets.
67. As well as the summary comments below the programme along with the road safety unit, is also communicating the messages to all road users to share the road and consider cyclists, as seen on some of the VMS (Variable Message Signs) on the Outer Ring Road. Backed up by the recent national study by CTC and reported in national media, York is now officially the safest city to cycle (See annex C).
68. The risk of this programme failing is growing increasingly less likely, and measured in terms of impact and likelihood, the risk score for the recommendation remains less than 16. At this point, therefore, the risks need only to be monitored, as they do not provide a real threat to the achievement of the objectives of this programme.

Recommendations

69. The Executive is asked to:

- a. Note the progress made on the Cycling City York programme and continue supporting the programme aims and achievements
- b. Receive a further update report in March 2010 at the end of the second year.

Reason: To ensure the programme stays on track and delivers the measures necessary to increase levels of cycling, and, ensure that funding is allocated to schemes most likely to deliver the programme's aim and further strengthen our case for future years funding and all the benefits this brings. Including the reduction in congestion, air pollution and having a healthy population.

Contact Details

Author:

Graham Titchener
Programme Manager Cycling
City York
City Strategy
01904 551495

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director, City Strategy

Report Approved Date

Specialist Implications Officer(s)

Financial

Patrick Looker
Finance Manager, City Strategy
01904 551633

Wards Affected: all

All

For further information please contact the author of the report

Background Papers:

Annexes

Annex A	Capital and revenue work programme
Annex B	Cycling City summary of survey results
Annex C	Press release on York being the safest place to cycle
Annex D	Map of the location on the ATC's
Annex E	Letter from John Grimshaw special advisor to CE
Annex F	Evening Press Article on the political reporter's move to cycling
Annex G	Cycling City media, marketing and communications strategy
Annex H	NHS Children's Occupational Services – feedback on cycle sessions
Annex I	Supportive letter from a member of the public for Clifton Bridge Scheme
Annex J	Evening Press article on the success of the Festival of Cycling event
Annex K	York Cycle Route Map – further inclusions

Scheme Ref	09/10 Cycling City Programme	09/10 Budget (Total)	09/10 Budget (Cycling City)	09/10 Budget (Other Funding)	Cycling City Revenue Funding	Other Revenue Funding	Scheme Type	Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		

Multi-Modal Schemes

PT04/06	Fulford Road Multi-Modal Scheme	950.00	210.00	740.00			Scheme	Programme of improvements along corridor, including improved cycle facilities
PT07/06	Blossom Street Multi-Modal Scheme	100.00	40.00	60.00			Scheme	Programme of works to be developed for delivery in 2010/11, including improvements to cycle facilities
MM01/08	Fishergate Gyrotary Multi-Modal Scheme	175.00	50.00	125.00			Scheme	Programme of works to be developed for delivery in 2010/11, including improvements to cycle facilities

Multi-Modal Schemes Programme Total	1,225.00	300.00	925.00
Overprogramming	405.00	0.00	405.00
Budget	820.00	300.00	520.00

Cycling

CY01/09	Lendal Hub Station	270.00	135.00	135.00			Scheme	New secure cycle parking facility
CC01/09	Clifton Green to Crichton Avenue (Orbital Route)	10.00	10.00	0.00			Study	Development of scheme for implementation in 2010/11
CC02/09	Hob Moor to Water End (Orbital Route)	10.00	10.00	0.00			Study	Development of scheme for implementation in 2010/11
CC03/09	James St to Heslington Road (Orbital Route)	10.00	10.00	0.00			Study	Development of scheme for implementation in 2010/11
CC04/09	Scarborough Bridge Upgrade	10.00	10.00	0.00			Study	Development of scheme for implementation in future years
CC05/09	Inner Ring Road (Crossings & Route)	10.00	10.00	0.00			Study	Development of schemes for implementation in 2010/11
CC06/09	Citywide Barriers to Cycling	10.00	10.00	0.00			Study	Development of schemes for implementation in 2010/11
CC05/08	Lighting Projects - pilots on off-road routes	40.00	40.00	0.00			Scheme	Installation of lighting on the Bootham Stray cycle path
CC07/09	Route Branding/ Signing	35.00	35.00	0.00			Scheme	Audit of existing cycle route signage, and installation of new signs where required
CC04/08	Cycle City Signs	5.00	5.00	0.00			Scheme	Installation of 'Cycle City' signs on boundary signs
CC08/09	Employment Sites Cycle Parking	36.00	36.00	0.00			Scheme	Contributions to employers for cycle parking
CC01/08	Covered Cycle Parking	20.00	20.00	0.00			Scheme	To be installed at various city centre locations
CY02/09	Crichton Avenue	575.00	285.00	290.00			Scheme	New cycle facilities from Kingsway North to Wigginton Road
CC10/09	Cycle Margin and Track Maintenance	54.00	54.00	0.00			Scheme	Maintenance work
CY07/09	Beckfield Lane Phase 2	285.00	150.00	135.00			Scheme	New cycle facilities from Ostman Road to Wetherby Road
CY01/07	Wigginton Road (Hospital)	100.00	0.00	100.00			Scheme	Implementation of cycle facilities along Wigginton Road
CY03/09	Bootham Crossing	75.00	0.00	75.00			Scheme	Implementation of new crossing at southern end of route through hospital grounds
CY04/09	Access to Station	10.00	0.00	10.00			Study	Development of scheme for implementation in future years
CY05/09	Cycle Minor Schemes	25.00	0.00	25.00			Scheme	Minor improvements to cycle facilities across the city
CY06/09	Cycling Scheme Development	20.00	0.00	20.00			Study	Feasibility work on schemes to be implemented in future years
Carryover Schemes								
CY10/04	Clifton Bridge Approaches (Water End to Clifton Green)	55.00	0.00	55.00			Scheme	Completion costs of 08/09 scheme
CY02/08	Beckfield Lane Cycle Route (Phase 1)	71.00	0.00	71.00			Scheme	Completion costs of 08/09 scheme

Cycling Programme Total	1,736.00	820.00	916.00
Overprogramming	454.00	0.00	454.00
Budget	1,282.00	820.00	462.00

Revenue Schemes

	Cycling Maps & Schematic Map & Annual Update				12.00			Developed and distributed. Looking at wider distribution now and possible development of a schematic map
	Website				10.00			Procurement to be started
	Merchandise (vests, banners, slap wraps etc)				10.00			On-going
	Cycling City information leaflets & safety leaflets				24.00			On-going
	Promotional materials inc.free locks and lights at events (500)				6.00			On-going
	Other marketing initiatives- inc. campaigns, safety, security, mass rides				10.00			On-going
	Promotion of cycle training in schools				7.00			On-going
	Bike Week				6.00			Successfully completed
	Festival of Cycling				28.00			Successfully completed
	York Car Free Day				0.00			On-track
	Tour of Britain				0.00	2.00		On-track - fundign from City Strategy

Scheme Ref	09/10 Cycling City Programme	09/10 Budget (Total)	09/10 Budget (Cycling City)	09/10 Budget (Other Funding)	Cycling City Revenue Funding	Other Revenue Funding	Scheme Type	Comments	
		£1000s	£1000s	£1000s	£1000s	£1000s			
	Guided rides - over 45s, people with disabilities, females				3.00			On-going, previously we have produced posters and advertised these rides on the CYC website. We are developing in conjunction with ride leaders a programme of guided rides for Sept - Dec 2009.	
	Girls and women only bike maintenance courses				5.00			On-going, develop the Wheel Women Courses to deliver a number of opportunities this year.	
	Over 45s/ people with disabilities				15.00			We have asked 3 organisations to tender for the accessible cycle scheme. We have incorporated accessible cycles in the Cycling Festival as a build up to a 2 Day event planned for 6th and 7th Sept 2009. We have also supported a young people with disability cycling course in partnership with York Hospitals Trust Child Development Team.	
	Beauty and the Bike - girls initiative				16.00			We have asked 3 organisations to tender to deliver the initiative. With delivery planned for September 2009 onwards.	
	Family learning initiative				10.00			Working with CYC Adult Community Education we have planned basic and advanced Bike Maintenance Course and have developed the training to include practical delivery. Also purchasing Bike Stands and Tools to equip all participants.	
	Ward specific projects				15.00			A draft programme of the principle has been developed and an Initial approach has been made through Neighbourhood Managers to Ward Councillors.	
	Fit as a Fiddle Cycling Initiative					7.50		We plan to bid for external funds to mirror the successful courses of March, April, May and June 2009. This programme will run throughout Oct and Nov 2009 if funding is gained.	
	Training - 4 p-time coordinators				35.52			Lack of evidence to progress at this time	
	Training - 10 trainers				22.50	7.50		Recruiting for	
	Training for Trainers				3.00	1.00		Developing	
	Other school projects - extension of Ebor Bikum education scheme				0.00	14.50		?	
	Schools cycle clubs - 30 schools @1 hr/weekx 30wks@£10/hr				11.00			On-going but also awaiting start of Bike Club coordinator Patrick Carr	
	School travel plans- doubled activity from 09/10				23.20	34.80		On-going but funds may be used elsewhere for more effective revenue work	
	Development of new /expanded Travel Plans				10.00			To be considered	
	Business related initiatives - Get Cycling to Work				19.00	6.00		On-going with success at Nestle & Hospital through the C50C campaign. The University will be participating in the C50C in September. Potential for CCP and the Science Park to participate in 2010	
	Covering costs of Bikability training				8.00			on-going and proving very successful	
	Personal journey planner software & cycle planner service				0.00			trailing later this year	
	Monitoring				80.00			Final installtion of all ACC's and data checking almost complete	
Total Revenue Schemes					389.22	73.30			

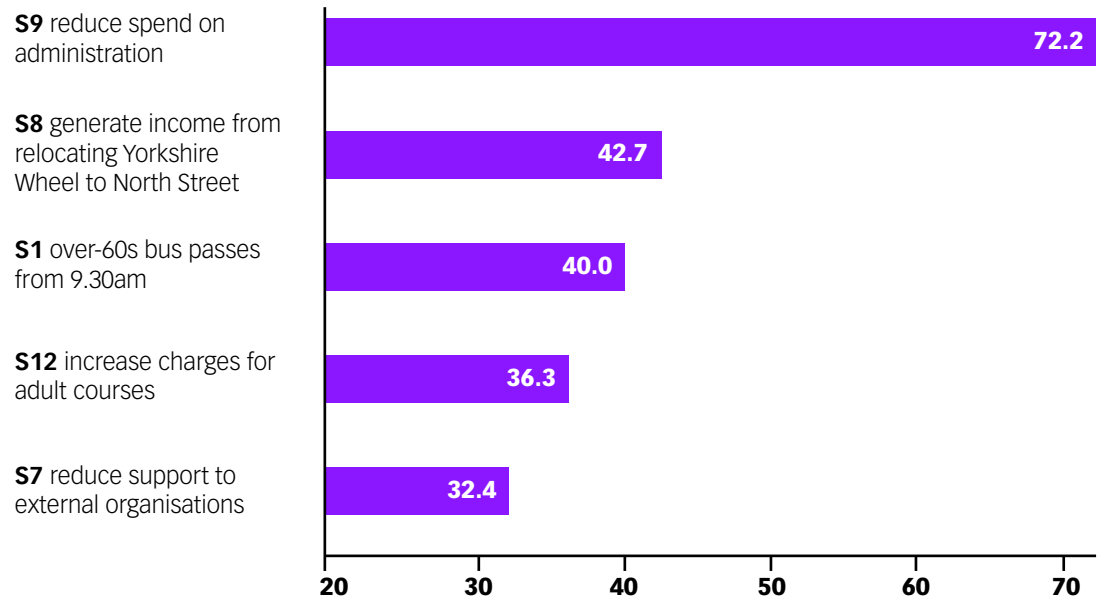
Budget Special

2008 RESULTS

Thank you to those of you who chose to have your say in our annual Budget Consultation. In terms of patterns of priorities, the maintenance of basic infrastructure such as roads, parks and open spaces was a priority. There was also widespread support for measures to help the more vulnerable residents in our city. See the article in *Your City* for more details of the council's budget for 2009/10.

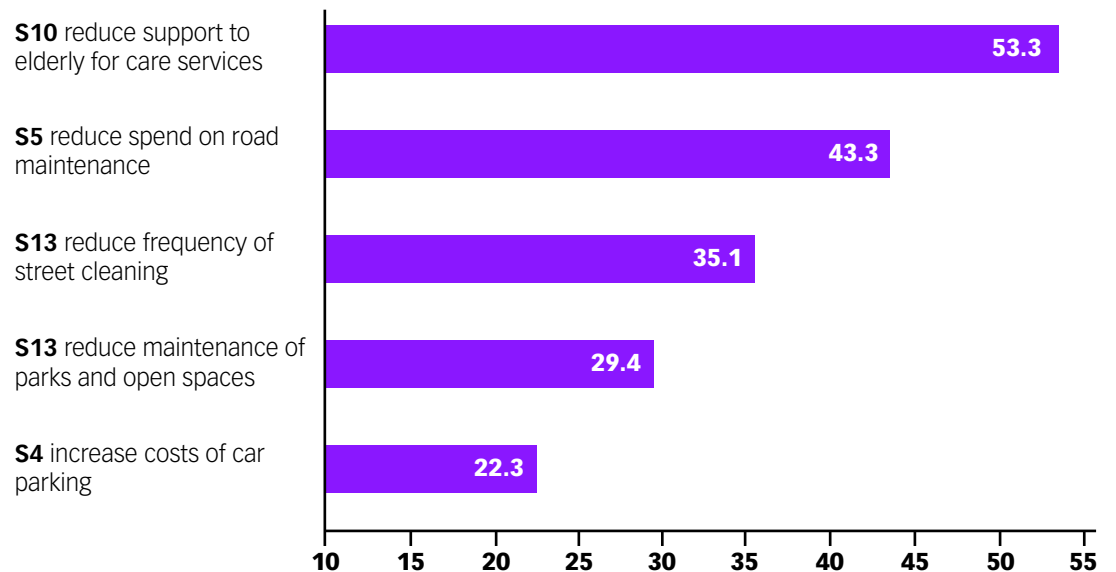
For savings, S9 (administration costs) is a top priority, with almost three-quarters of respondents choosing it in their top three options; around a third chose S8 (Yorkshire Wheel), S1 (over-60s bus passes), S12 (course fees) and S7 (support of external organisations).

% nominating area as a top three priority for making savings



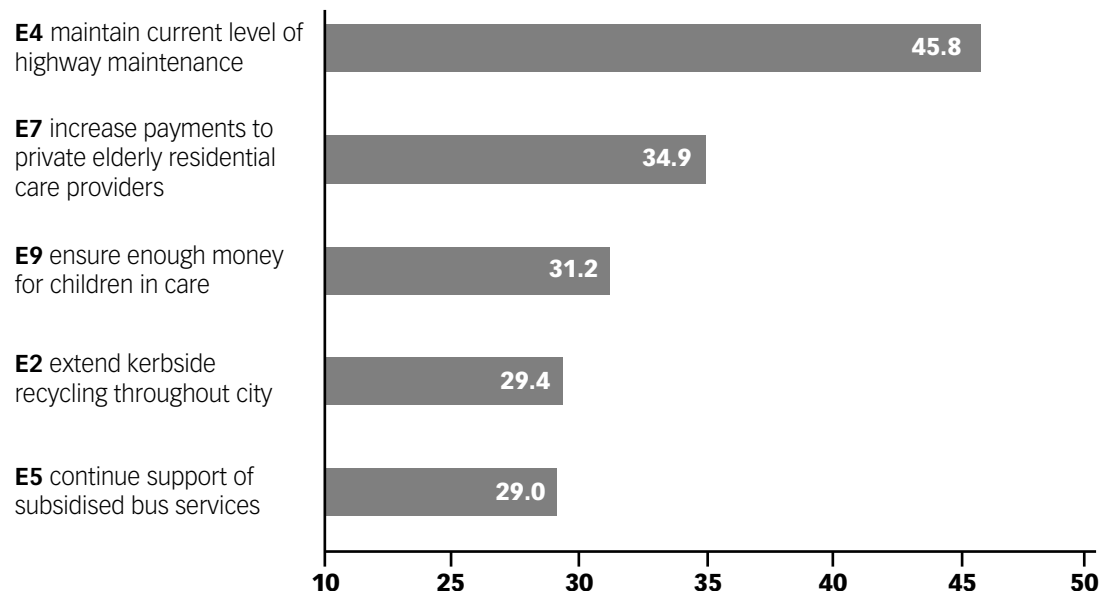
When asked to prioritise those areas to NOT make savings, over half chose S10 (care services for elderly) in their top three, with the next three areas relating to maintenance of infrastructure – S6 (roads), S3 (street cleaning) and S13 (parks and open spaces). Around a fifth chose S4 (car parking).

% nominating area as a top three priority for NOT making savings



In terms of spend, E4 (highway and footpath maintenance) is a top priority, with almost half of respondents choosing it in their top three options; around a third chose E7 (providers of residential care to elderly), E9 (children in care), E2 (kerbside recycling) and E5 (subsidised bus services).

% nominating area as a top three priority for increasing spend



The Budget Consultation took place in November/December 2008, with a closing date of 17 December. Questionnaires were distributed by hand and post to all York households, with a further option to complete online. 7,748 questionnaires were completed, a response rate of about 9 per cent. This is almost 20 per cent up on the 2008 response of around 6,500. Data-processing was carried out by an independent research agency; the report was compiled by Marketing and Communications, City of York Council.

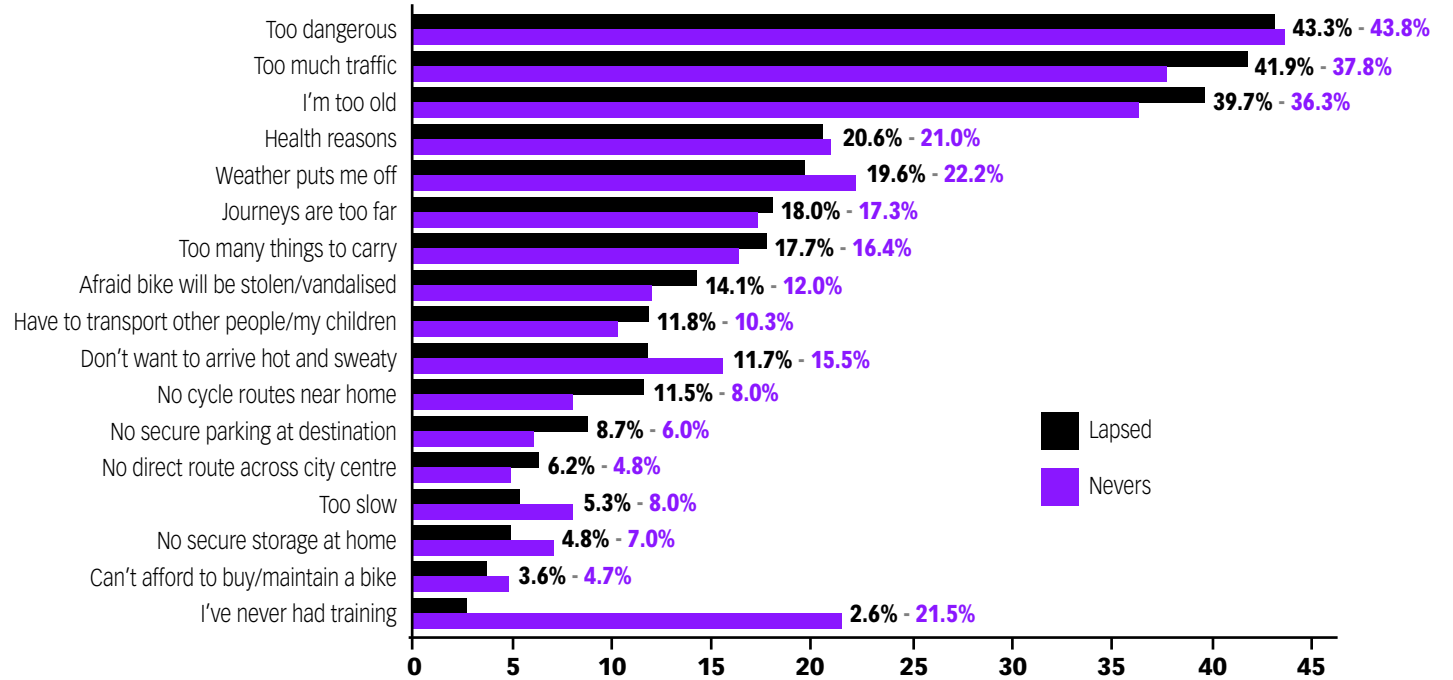




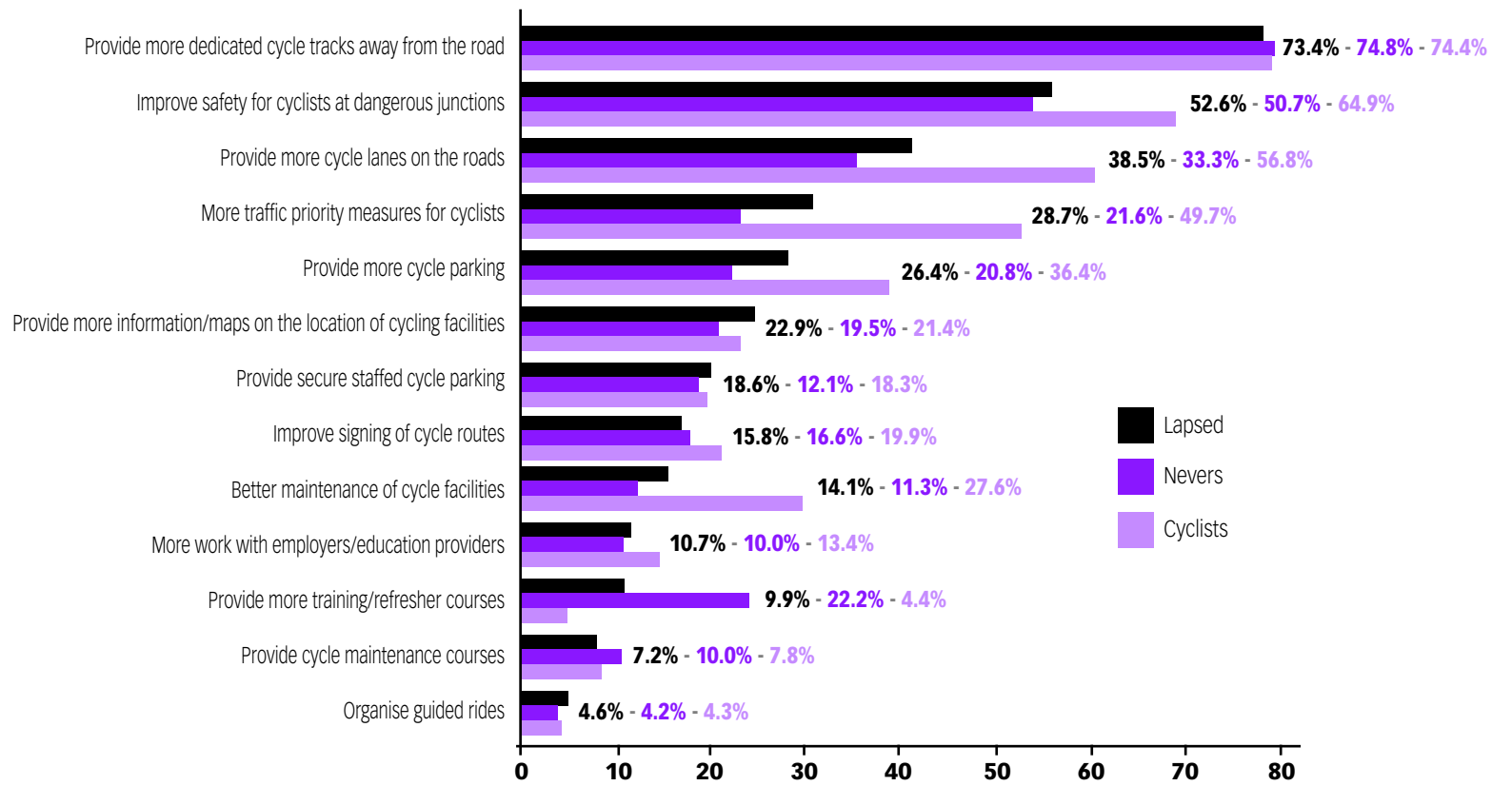
Cycling City Survey - Results

Thank you to those of you who chose to have your say in our Cycling City Survey. It was great to get so many responses, not only from cyclists but also from non-cyclists – both lapsed cyclists and people who have never cycled ('nevers'). See the article in *Your City* for the latest news of Cycling City York.

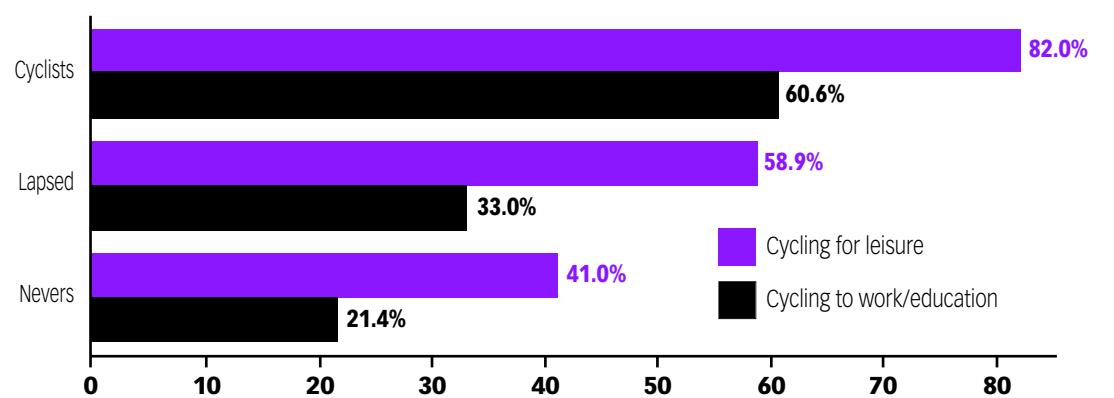
We asked non-cyclists why they don't cycle. The main reasons are the same for both lapsed and nevers - cycling is regarded as too dangerous, or they feel they're not well enough or young enough. Additionally, nevers claim that a lack of training is a barrier.



We asked you all what would improve cycling for you or encourage you to cycle more. For cyclists, priority improvements are provision and maintenance of infrastructure. The pattern of priorities for non-cyclists is similar overall, though nevers are also interested in training courses.



We asked you whether, if we made the changes you suggested, you would consider cycling to work/education site or for leisure. Amongst cyclists, of those who don't already cycle for leisure, over four-fifths said they would; amongst lapsed, over three-fifths said they would; and amongst nevers, two fifths. The figures for considering cycling to work/education site were lower at three-fifths, a third and a fifth respectively.



We asked you to identify locations which need cycle parking facilities, those that are dangerous for cyclists and locations where you would like on-road lanes or off-road tracks. The table shows the top six results for cyclists.

Ranking	Locations			
	Parking	Dangerous	On-road lanes	Off-road tracks
1	City Centre	Blossom Street	Blossom Street	Wigginton Road
2	Parliament Street	Gillygate	Holgate Road (2=)	Ring Road
3	Railway Station	Railway Station	Hull Road (2=)	Tadcaster Road
4	York Minster	Ring Road	Fulford Road (2=)	Haxby Road
5	Stonebow	Lendal Bridge	Wigginton Road (5=)	Fulford Road
6	Micklegate	Fishergate	Haxby Road (5=)	Clifton Moor

The Cycling City Consultation took place in November/December 2008, with closing a date of 17 December. Questionnaires were distributed by hand and post to all York households, with a further option to complete online. 9,290 questionnaires were completed, a response rate of just over 10 per cent of households. Data-processing was carried out by an independent research agency; the report was compiled by Marketing and Communications, City of York Council.





Be part of it!

News release

Issued Friday 15 May 2009

York is a safe city for cyclists

Cycling City York has welcomed the news that a national survey has rated York as one of the safest places to cycle in the UK.

The findings are reassuring for those who regularly cycle in York and it is hoped that they will also help to encourage those who have not cycled for some time to get back in the saddle.

Research carried out by the Cyclists' Touring Club (CTC), the UK's national cyclists' organisation, found a direct correlation between higher levels of cycling and lower accident rates. This suggests that, the more bike-friendly the town or city, the safer it is for cyclists.

As a city where one in eight people cycle to work - the highest level in the UK - York has the lowest number of cyclists badly injured in accidents each year, at just 0.1 per cent. At the other end of the scale, in Calderdale in West Yorkshire fewer than one in 120 people commute to work by bicycle and those who do are 15 times more likely to be injured than those cycling in York.

Accident statistics from other European countries with high cycling rates support the theory that there is safety in numbers for cyclists.

Cycling City York's programme manager, Graham Titchener, said: "We know from research that we have conducted here in York that a perception that cycling is dangerous is a barrier that deters people from getting on their bikes. The news that York has been independently recognised as a safe and friendly city for cyclists is a real boost to our efforts to increase the number of people cycling.

"It's interesting to note that the cities with the highest levels of cycling had the lowest number of cyclists injured each year. The findings show that, the more people cycle, the more aware of cyclists other road users become, but it's also due to the fact that we have much better infrastructure and facilities for cyclists than many other cities. This is something that we're keen to develop further and more than 9,000 residents responded to a recent survey telling us what improvements they would like to see in the future. We are currently investing in an extensive programme of work aimed at filling in missing links in the cycle route network and ensuring that cyclists in York are generally well catered for."

"The main message from this research is extremely reassuring for those who want to give cycling a try, and there is plenty of training available locally to boost people's confidence if they haven't cycled for a while or are nervous about cycling in traffic."

To see the findings of the CTC survey in full visit -

www.ctc.org.uk/resources/Campaigns/CTC_Safety_in_Numbers.pdf

For more information on Cycling City York, visit www.york.gov.uk/cycling

(ENDS)






Notes to editors:

- Cycling City York is a community-led partnership project that will see £3.68 million in government funding used to improve and develop facilities for cyclists, and get more people cycling, over the next two and a half years. Partners include City of York Council, North Yorkshire and York Primary Care Trust, major employers, education establishments, cycle campaign groups and cycle retailer
- York is one of 12 locations in the UK to have been awarded Cycling Town or City status in 2008 and fought off competition from 74 other local authorities to win government funding. York joins the existing six Cycling 'demonstration towns', which also include Darlington and Derby.
- Collision figures released by the Department for Transport, Local Government and the Regions however show that a cycling death in Britain occurs less than once every 18 million cycling miles. A serious injury occurs less than once every 900,000 cycling miles. Doctors and government health experts have concluded that the benefits of cycling outweigh the risk of injury.

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Legend

- 1. Woodlea Ave to Danebury Drive
- 2. Beckfield Lane
- 3. A1237 Bridge
- 4. Rawcliffe Bar
- 5. Manor Lane to Hurricane Way
- 6. Oakdale Road North
- 7. Oakdale Road South
- 8. Water Lane to Tribune Way
- 9. Wigginton Road Slip Road
- 10. Crichton Avenue
- 11. Wigginton Road Nestle
- 12. Huntington Road
- 13. Malton Road
- 14. Heworth Green
- 15. James Street / Hallfield Road
- 16. Morrisons
- 17. Lawrence Street
- 18. Windmill Lane to Science Park
- 19. Retreat Lane
- 20. Cemetery Road
- 21. Millenium Bridge
- 22. Terry Avenue
- 23. Skeldergate Bridge
- 24. Scarcroft Lane
- 25. Blossom Street
- 26. Ouse Bridge
- 27. Lendal Bridge
- 28. Scarbrough Bridge
- 29. Almery Terrace
- 30. Clarence Street
- 31. Clifton Bridge
- 32. Naburn Bridge

-  Automatic Cycle Counter Site
-  Inner Corndon Survey Sit
-  Fixed Cycle Counter
-  Road Traffic Reduction Survey Site
-  Bridge and Boundary Site
-  Automatic Traffic Counter
-  Automatic Traffic Counter with Cycle Route
-  Cycle Route

Cycling City Automatic Cycle Counters

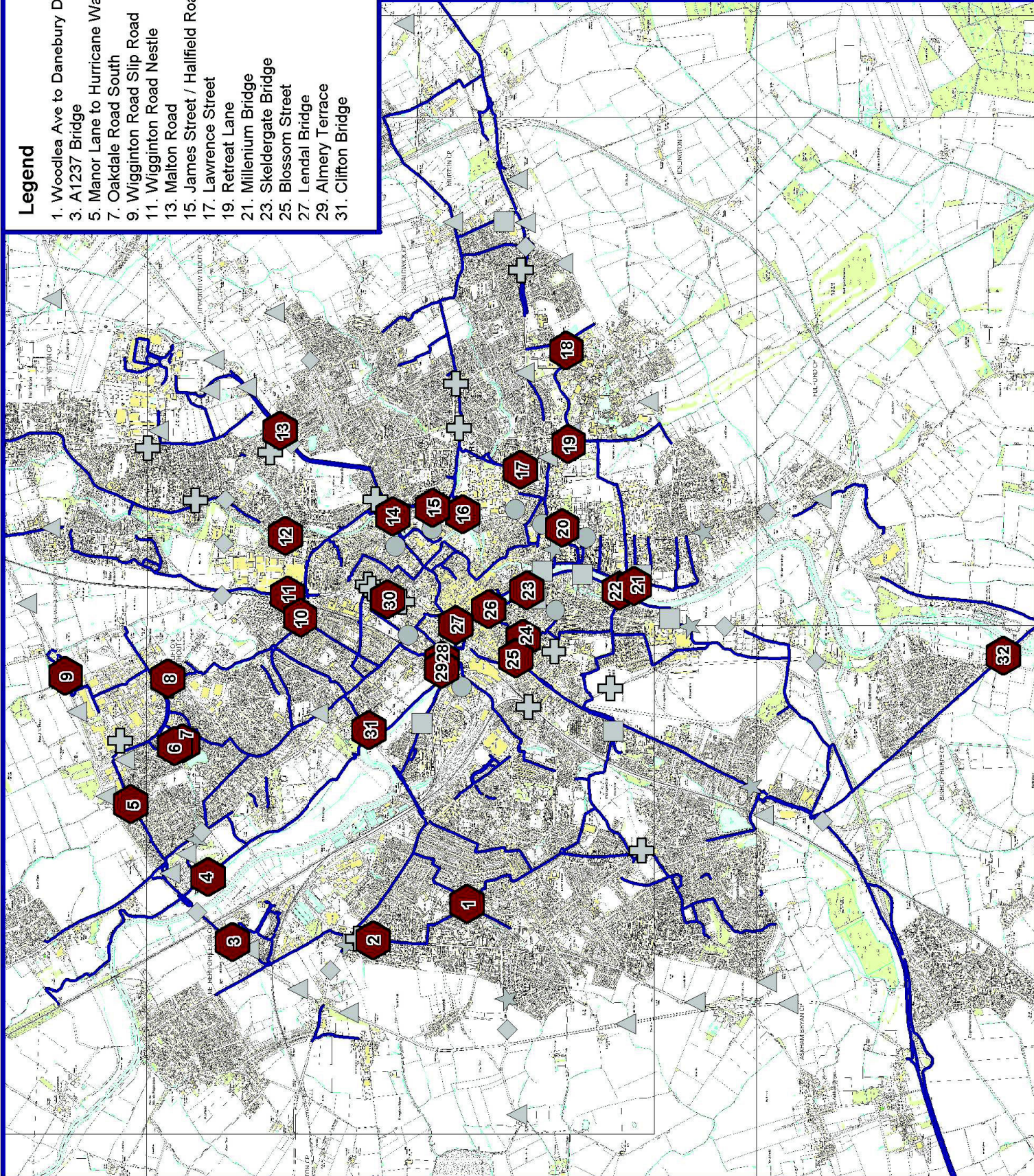


Not Scaled



Produced by Tom Horner

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Note on visit to York Cycling City 18th/ 19th May 2009

The central purpose of this visit was a technical workshop with engineers and others. Graham Titchener arranged a very good turn out of 19; 9 of whom cycled most days, 5 most weeks and 5 occasionally. I had been to look at the Beckfield Lane, Millfield Lane and Clifton Bridge work beforehand in order that we had current photos to discuss. The next day Graham, Tim (Pheby) and John (Clifton site only) revisited some of these sites and discussed issues.

Beckfield Lane I thought that the work here was excellent with a smooth and even running surface. Only the continuity at 4 side roads was poor and we felt if give-way markings were added to each junction for motorists – i.e. all parties to give way and then to decide to proceed on eye contact, and if the road surface was marked green with cycle and pedestrian logos facing the oncoming traffic then this would give a satisfactory solution to the issue of continuity without the need to modify any of the completed works.

Boroughbridge Road Crossing We discussed the drawbacks of the nearside indicators, especially in the context of a crowd of pupils emerging from the nearby school. We all felt far side heads would be much preferred. At the very least there needs to be a second indicator mounted above head height on the nearside pole (this is permitted by the DfT!).

Millfield Lane There are 3 breaks in continuity along this school route, including one for dustbins! Graham explained that the markings were yet to be added for the raised crossing of Millfield Lane. Overall this is a very good route which will be a Cycling City exemplar once the 7 side road crossings are given continuity treatment.

Manor School It is unfortunate that the new parking is around the back whilst cars clearly have priority around the front. Graham, if you do offer them a bike shelter I suggest only for the front where there is ample room.

Boroughbridge Road Given the Beckfield Lane and Millfield Lane works, refreshing and completing the cycle lanes as far as Water End should be something of a priority.

Clifton Bridge Works I thought these to have been well executed. It was a difficult assignment which works well. I particularly liked the priority arrangement of the route across the Youth Hostel & Homestead entrances, as well as removing a traffic lane for cyclists at the Water End junction. Only the crossing to Salisbury Road seemed less than satisfactory. I am afraid I could not understand it at all without explanations. And it was not helped by the signal heads being invisible from ones approach. John is hoping to restore a direct crossing and I hope that the signals team can sign up to Cycling City's aspirations.

Crombie Avenue, Wilberforce Home Zone short cut to Crichton Avenue. We all thought this a useful option which might enable you to complete this whole section of the orbital within this years budget. The link from Clifton Green has yet to be designed

ANNEX E

although it was thought possible that the fallout from opposition to the existing cycle lane might result in a straight over crossing via the Green! At the northern end we felt it best to stay on the south side of the road, shift the 3 lighting columns to the north side, replant the 3 avenue trees, put a priority crossing over the cul-de-sac entrance and possibly use a zebra (cyclists dismount) to cross Burton Stone Lake. I suggest you remove most or all of the railings on the bridge approach and plant low shrubs to guard the side slope. Not only would this be more attractive but it would give the path users a little more effective space. By staying on the south side you can connect directly with the Foss Islands Greenway.

York Hospital I thought the revised route potentially a real improvement on the original back of the hospital options. Because this was a feature in the original presentation to Cycling England could you please send me a revised drawing when this is available? Although we did not discuss it if you are planning to go down the east side of Wigginton Road, then perhaps you could use the Foss Island bridge to make the first crossing. This would need some revision to the ramps in the vicinity of the road so as to give a smooth crossing.

Bootham to Scarborough Bridge I suggest a small bridge over the Margate/ Bootham Terrace link path and then an earthworks ramp in the corner of the car park (Note that it is always more economical to construct ramps from available materials, and you can generally achieve a more attractive flowing form too).

Scarborough Bridge We discussed a low cost pragmatic solution in order to leave the way clear for a future developer bridge. My solution (!) would be as follows:

- i. Relocate the “Abby” car park into the public area, or build a link path on the edge of the railway embankment behind it.
- ii. Ramp up to footbridge level by **adding** a wedge of material to the side of the railway embankment all to achieve a 1:20 gradient suitable for wheelchairs.
- iii. Cut out about 1m² of the wing wall – a triangle, and install a short level bridge span to link the ramp with the bridge. This will be slightly curved so as to move the path away from the pilaster. (Graham, I could sketch this out of you wanted and could send me a large scale plan).
- iv. Make a new flight of steps to link the north side walk with the earthfill ramp, i.e. the public would walk through the floodgate and then step up to the path I think.
- v. Share the existing walkway over the river without making any changes.
- vi. Another the short bridge span at the station end although here you might want to slightly camber the bridge so as to match the clearance through the existing subway. Again curve the bridge away from the line. As the existing steps will be closed off the current bottleneck would be eased.
- vii. Again ramp down to the Post Office path with a wedge of fill material. 2 or 3 trees will need to be replanted. Steps again will be required for pedestrians.

ANNEX E

York Station Access I hope you can bring forward the existing drawings, although again you could ramp up from the post Office Walk's highest point with an earthwork ramp. This should be considered as a separate project to the Scarborough bridge works although both rely on Network Rail's land and both are equally longstanding!

Lancaster and York Ride I met the Vice Chancellor after John Whitelegg's lecture when we discussed cycling at York University etc. amongst other things they were both supportive of a Lancaster and York ride this September, which I offered to arrange as it would fit into Bridlington C2C route. If you think this is a useful addition to your calendar of events, and a useful way of drawing in the University could you please suggest a preferred day and I will write to the two universities to seek their support and commitment.

Overall I thought that York has made a really good start to the Cycling City programme and I know that all the Cycling England team looks forward to coming to events and supporting you on details wherever we can.

John Grimshaw, CBE
Special Adviser to Cycling England

c.c. Tim Pheby, Tricia Allen, Adrian Lord

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I'm in with the in crowd

10:30am Friday 26th June 2009

By [Gavin Aitchison](#) »

I DON'T like cyclists. Cycling is fine in principle. I just don't like "cyclists" as a collective.

They are a nuisance to motorists. They creep up in silly places at junctions, fail to signal before turning, and invariably run red lights.

As a pedestrian, they're just as bad, treating pavements as an extension of the road.

And then there's that smug cyclist attitude. The elitism that comes from knowing they're quicker than the pedestrians, fitter than the motorists and more eco-friendly than anything imaginable. Cyclists – yes, every single one of them – have a sanctimonious 'better than thou' mentality, viewing any car driver as a close accomplice of Satan himself.

Cyclists also nod at each other. It's bizarre. Two people with no connection, other than that they both happen to be using a fairly basic mechanical invention, will nod as they pass one another, as if they are the best of friends. Perhaps it's a mating signal; there can surely be no other explanation.

And then there's the absurd clothing. The lycra shorts and tops, the ungainly helmets and those ridiculous trouser clips. Why, why, why?

The whole thing is preposterous.

Or at least, it was. Until last Friday. When, to my own complete shock, I became a bloody cyclist.

It all happened rather suddenly. I was visiting my parents in Edinburgh when they said they had a spare bike in the shed if I wanted it.

Well now. I could do with getting a bit fitter, and it would be useful to be able to get across town a bit quicker now and again.

And York is now an official Cycling City, after all. I've written countless stories about how City of York Council is investing in cycling facilities, to make it easier, safer and generally more appealing.

So, despite having ridden a bike only once in the past nine years, I said yes, stuck it on the train, and brought it home with me.

And suddenly, like Saul on the cycle-path to Damascus, I was converted.

I dug out the toolkit and adjusted the handlebars and brakes. I bought replacement batteries for the little speedometer. And then I set off. Down Fulford Road, across Millennium Bridge, across Knavesmire and down towards Selby.

My word, it was fantastic. I'd completely forgotten how enjoyable cycling is. Before I knew it, I'd done ten miles. Followed by another 17 on Saturday, and another eight on Sunday, and I was loving every minute of it.

And, I don't mind saying, feeling a little smug. Why, I was quicker than the pedestrians and getting fitter than the motorists. And it was unimaginably good for the environment, of course.

Not that it was all plain sailing. There were a few hairy moments when inconsiderate and incompetent motorists clearly weren't paying attention at junctions.

And my attire wasn't exactly apt. My woollen jumper acted much like a Venus fly-trap, so I may have to buy some specialist clothing if I carry this on. And my trousers nearly got caught in the chain a few times, so perhaps I should get some of those clever little clips too.

But aside from that, I'm converted. I'll tell you what – if you see me out and about, why not give me a nod? It seems the done thing among us cyclists.

SOME Government body or other has said schools should ditch that age-old spelling rule: i before e, except after c. Quite right I say.

It says a lot about our species and our weird society that this heinous rule has held such weight for so long when it's clearly neither useful nor accurate.

It really is the height of idiocy that it has ruled as sovereign in so many classrooms without sufficient justification. My neighbours and I all agree that trying to apply such foreign logic and scientific rules to spelling simply pulls a veil over pupils' eyes. It's time for a seismic shift.

So well done to the conscientious civil servant who seized the initiative on this one. I wonder if their name was Sheila? Or maybe Keith?

ANNEX G



Be part of it!

A media, marketing and communications strategy for Cycling City York

Aims and objectives

To raise awareness and understanding of Cycling City York at a local, regional and national level by communicating carefully timed and meaningful key messages to relevant audiences. At a local level, this means making residents aware of the activities and improvements taking place as part of Cycling City York in a bid to encourage more people to take up cycling. At a regional and national level, it is about ensuring that York receives wider recognition for its role as a Cycling City and cementing its reputation as a leader in its field for the way that it champions cycling.

Target audiences

Local audiences

Local residents of all ages are the main target audience of this campaign. However, there is a need to ensure that media and communications activity is targeted at a number of specific age and gender groups, including school children and their parents; teenage girls; women; older people; major employers and their employees; and people with disabilities. This reflects Cycling City York's key aims and project targets of encouraging cycling among schoolchildren and those travelling to and from work or college, as well as so called 'hard to reach' groups of people who are less likely to cycle. It is also important to ensure that key messages reach, and are relevant to, different user types within these overarching target groups, including those who already cycle (either frequently or occasionally); those who never cycle; and those who used to cycle but don't any more (lapsed cyclists). With regard to those who no longer cycle or never cycle, the media and communications activity must challenge and break down the perceived barriers that prevent them from doing so. Those who occasionally cycle are a primary focus of any media and communications activity as it should

be easier to encourage them to try cycling for other types of journeys. Their participation will also help to inspire and encourage those who have never cycled before or not done so for some time.

Media outlets and methods of communication that can be used to target key messages at local residents include:

- *The (York) Press*
- *Local Link*
- *The (York) Star*
- Minster FM
- Radio York
- *The Yorkshire Post*
- City of York Council website
- *Your City*
- *News in Depth*
- Websites of partner organisations
- Cycling City York website (when operational)

Regional, national and specialist audiences

Target audiences at a regional and national level include cycling enthusiasts, campaign groups with an interest in cycling and sustainable transport, key decision-makers, and professionals within local government and the transport and leisure industries. Blue Rubicon, Cycling England's national media and communications partner, has asked to be alerted to any stories of national media significance.

Media outlets and methods of communication that can be used to target key messages at regional, national and specialist audiences include:

- Local government titles, including *Local Government Chronicle* and *Municipal Journal*
- Cycling magazines, including *Cycling Weekly*, *Cycle* and *British Cycling Magazine*
- *Local Transport Today*
- Sustrans website and newsletter
- *TourismNet* (Yorkshire Tourist Board website)
- Visit York website and publications
- National newspapers (whenever strong enough news angles can be identified)
- Regional lifestyle titles, such as *Yorkshire Life*, *Yorkshire Living* and *The Journal*
- Regional TV, including *Calendar* and *Look North*
- National radio news programmes (whenever strong enough news angles can be identified)
- Blue Rubicon (Cycling England's media manager)

Key messages for Cycling City York's target audiences

Whilst some of the key messages below are for generic use and, to some extent, interchangeable, others are aimed specifically at the individual age and gender groups identified above. For example, the message that it is '*cool to cycle*' is more relevant to schoolchildren and teenage girls, whilst the message that York is '*a safe and welcoming city for cyclists*' with '*great facilities for cyclists*' have been included with older people, women and people with disabilities in mind. See the accompanying **key messages matrix** for further guidance on how the messages should be used.

Messages specific to York:

- York is a city that champions cycling.
- York is a safe and welcoming city for cyclists.
- Everyone can be part of Cycling City York.
- York has great facilities for cyclists.
- York is investing in new and improved facilities and activities for cyclists.
- Cycling City York is creating more opportunities for people to cycle/try cycling.
- Cycling City York is listening to residents to identify what will get more people cycling.
- York is making getting from A to B easier for cyclists.
- York is giving greater priority to the needs of cyclists.
- York's roads are for everyone.
- You can get around York quickly and easily by bicycle.

Generic messages about cycling:

- Cycling is a great way of getting out and making friends.
- It's quicker and easier to cycle to and from work, school or college.
- Cycling is a cheaper transport option.
- Cycling can save you money.
- Cycling can give you a great sense of freedom.
- There are plenty of places where you can cycle off-road.
- It's cool to cycle.
- Cycling is healthy.
- Cycling is good for the environment.
- Cycling helps to ease congestion.
- Cycling is for people of all ages and abilities.
- Cycling can be fun, as well as practical.
- You're never too old (or young) to learn to cycle.

Delivery

Media and communications activity

The accompanying **media activity plan** highlights opportunities to generate media coverage during the coming months. This document will evolve over time, and can be added to and/or amended as new opportunities present themselves.

By issuing news releases and photo/filming opportunity notices to highlight the activities listed in the planner, we will be able to communicate key messages to our target audiences and raise greater awareness of Cycling City York. Although this type of activity is an important element of any media and communications campaign, there is a need to support it with follow-up work with key journalists to identify and secure more in-depth features in target media. National media activities, including those delivered by Cycling England, also provide opportunities to generate additional coverage at a local level.

From time to time, there will also be a need to carry out reactive (rather than proactive) media and communications activity to challenge or clarify any misleading or inaccurate comments made in new stories in the media and also letters submitted by members of the public. Such issues tend to arise as part of any major media and communications campaign, but some of Cycling City York's key messages, particularly those relating to infrastructure work, are potentially controversial and politically sensitive. This means that care must be taken to ensure that the concerns of motorists opposed to the idea of carrying out improvements for cyclists don't overshadow the positive work being carried out by Cycling City York.

Where negative or inaccurate comments appear in the media, there is a need to provide clarification on, and justification for, Cycling City York's activities as quickly as possible. The best approach is to be open and transparent about Cycling City York's aims and fully explain the reasons for its actions. This also means 'drip-feeding' key messages to the media over a period of time to raise awareness and understanding of what Cycling City York is trying to achieve. The support of City of York Council members is essential to the success of this campaign, given that Cycling City York's objectives reflect the wider aims of the council's transport policy and provide a mechanism through which many of its longer-term aims can be achieved or delivered ahead of schedule.

In practical terms this means responding to negative letters and comments about Cycling City York, but also encouraging partner organisations and political figures within the city to do the same. City of York Council's 'Cycling Champion', when appointed, should play a key role, acting as a figurehead or ambassador for cycling in York and also lending his/her support to the media and communications activity.

There is also the option of producing a series of regular newsletters/project updates that would be delivered directly to households across York to raise awareness of Cycling City York and inform residents about the progress of key

infrastructure projects. An initial newsletter was produced in May 2009 and it is hoped that similar updates can be provided at regular intervals.

It is also important to ensure that key messages about Cycling City York are included within any cycling-related publications and materials produced by City of York Council and its partners.

Marketing tools

In addition to the media and communications activity outlined above, and in the accompanying media activity planner, there are a number of additional marketing tools that can be used to communicate key messages to the target audiences detailed above. These include:

- Face-to-face promotional work at high profile events in York, such as Bike Week and the annual Festival of Cycling.
- Face-to-face promotional work at smaller, more targeted events, such as local road shows, ward committee meetings and events staged by individual employers.
- Paid for advertising in some of the publications included in the list of media outlets.
- Direct marketing campaigns aimed at specific target audiences, or to communicate a specific event or infrastructure development. Examples include the distribution of mail shots to households; bus, cinema and radio advertising; and the use of banners on lampposts across the city or in key workplaces.

Media and communications protocol

Key spokespeople for Cycling City York are programme manager Graham Titchener and marketing group leader Linda Capel. Therefore, all interview requests and enquiries will be referred to them in the first instance. City of York Council's Cycling Champion and Executive Member for City Strategy also have roles to play in terms of 'fronting' the media activity and supporting/reinforcing the key messages of Cycling City York. In keeping with the programmes' partnership approach, key figures within the partner organisations that make up Cycling City York will also be required to act as media spokespeople from time to time, where appropriate.

All news releases will be issued via City of York Council's press office, but will carry the 'Cycling City York – Be part of it!' branding to differentiate them from the standard council news releases. It is envisaged that the press office will also be the first port of call for press enquiries so that it has a comprehensive record of all responses issued, although these will inevitably be referred on to the individual officers named above.

Branding

New branding has been developed to reflect Cycling City York's unique identity and also to build upon the values of the existing Choose Cycling brand. The Cycling City York branding consists of a distinctive purple logo (available in portrait or landscape format) with an accompanying (optional) strapline. The branding has been created in a way that ensures that it is adaptable for a wide range of uses. Guidelines for its use are currently being drawn up and any enquiries about this should be directed to Linda Capel in the first instance.

(ENDS)

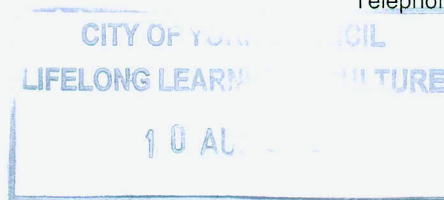
This media and communications strategy has been devised and produced by *Lucy Oates Media Services*.

York Hospitals 

NHS Foundation Trust

Children's Occupational Therapy Service
Child Development Team
York Hospital
Wigginton Road
York YO31 8HE

Telephone: 01904 726595



Paul Ramskill
City of York Council
Sport and Active Leisure
18 Back Swinegate
Swinegate Court
YORK YO1 8ZD

7 August 2009

Dear Paul

Thanks very much to you and the Cycling City team for your support for our cycling skills course for children with balance and co-ordination difficulties. The course was a great success, and the New Earswick and District Bowling Club was a brilliant venue that really contributed to the success of the course. It provided a big, safe, comfortable and friendly place for the children to work on their skills and Andy Webster, the manager, the staff and club members were all so welcoming. Thank you for paying for the accommodation on the Monday.

All the children worked hard and made excellent progress. At the start of the course, we had just one child who could pedal for short distances independently, 6 who couldn't pedal independently at all without stabilisers, and one who hadn't yet learnt to pedal his bike, with or without stabilisers.

At the end of the four-session course we had 4 children who could pedal independently, riding around corners and in and out of cones, using brakes without prompting and showing increasing awareness of other people, effectively at Level 1 cycling proficiency.

We also had 2 children who could pedal independently along straight routes, needing a little support when turning corners, and making good progress with use of brakes and their awareness of others.

One child (who only attended for two days) learnt to pedal (without stabilisers) with a just little support from one person instead of a lot of support from two. And

one child had learnt to pedal his bike, to steer and to apply his brakes confidently and appropriately whilst using stabilisers on his bike.

I think everyone would agree that was pretty significant progress! The children's and the parents' faces said it all really! They were beaming from ear to ear!

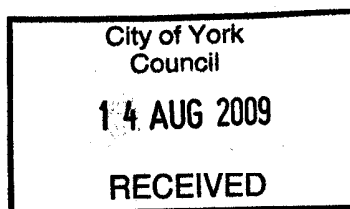
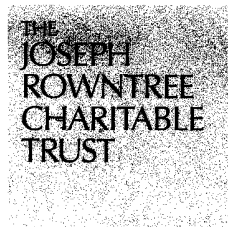
Thanks again,

Best wishes,



Madeleine Kay
Senior Paediatric Occupational Therapist

The Garden House T: +44 (0)1904 627810
Water End F: +44 (0)1904 651990
York YO30 6WQ E: enquiries@jrct.org.uk
United Kingdom www.jrct.org.uk



Walking & Cycling Officer
Transport Planning Unit
9 St Leonard's Place
York YO1 7ET

13th August 2009

Dear Madam/Sir,

I want to thank York Council for the work that has been done on Water End, creating safe cycle lanes. I travel to work here daily, from Leeds, usually by train/bicycle and sometimes by car. The improvements have really helped my journey by bike – and apart from a couple of times while the work was being done, haven't slowed down the driving time, when I do have to use the car.

With good wishes.

Yours faithfully,

A handwritten signature in cursive script that reads 'Juliet Prager'.

Juliet Prager
Deputy Trust Secretary

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- ANNEX J

 **York's first Festival Of Cycling held in Rowntree Park hailed a success (From York Press)**

York's first Festival Of Cycling held in Rowntree Park hailed a success

10:13am Monday 17th August 2009



[Comments \(\)](#) [Have your say »](#)

[By Richard Harris »](#)

TWO-wheeled fun was the order of the weekend with the York's first Festival Of Cycling.

Held in Rowntree Park by Cycling City York and York-based community interest company Get Cycling, the festival was the perfect opportunity for young and old, rich or poor and short or tall to get on their bikes and have a go at cycling.

The festival had three themed areas which gave people the chance to have a go on bikes they may not have known even existed. Among them was the seven-seater CircleCycle, while there was also the chance to have a go on the pedal-powered, four-rider Scalextric racing game.

Various cycle routes were mapped out with organisers leading various rides which set off from the park throughout the weekend.

Graham Titchener, programme manager for Cycling City York, said a wide range of activities for all the family had been organised for the weekend and that events like this were about trying to encourage people to use their bikes regularly – either for pleasure or as a means of commuting to and from work, school or college.

He said: "Cycling is fun, safe and a cheap, healthy and environmentally-friendly way to get from A to B."

Other highlights of the weekend included a BMX competition in the skate-park area where local riders showed off their moves in an attempt to win a variety of prizes donated by local businesses.

There was also an information zone where people could ask the experts about any cycling-related query.

Cycling City York is now considering whether to make the event an annual celebration.

Related links

- [Wheels turn for York bike festival at Rowntree Park this weekend](#)
- [Festival of Cycling to be held in York's Rowntree Park](#)

ANNEX K

Further points of what has been added to the new York Cycle Route Map include:-

- handy information about how long (or how quick!) it takes to cycle is also featured for the first time.
- A distance/cycling time scale is provided to illustrate riding at both a brisk commuter pace (approx 10mph+) or at a more leisurely pace (6mph) as are concentric circles showing approximate journey times to/from the city centre.
- At a glance you can see that it only takes around 18 minutes to get from the outer ring road to the city centre!
- Improved cartography plus bridleways included for the first time
- Map markings have been simplified and colours much improved so it's easier to see where the cycle routes are (one colour variation used for all routes), and what infrastructure is there,
- you can choose what type of route is best i.e. which are on or off road routes or which are advisory routes.
- Bridleways that are accessible to cyclists are also included for the first time, with a caution that surfaces may be uneven.
- Making it easier for residents and visitors to cycle to key destinations by adding some places of interest on the map. Include business parks, key employment sites, leisure centres, retail parks, major supermarkets, primary and secondary schools, colleges and universities, hospitals/crematorium and key tourist attractions etc.
- Additional content included in this edition to put across key messages about cycling and the programme - including new content about cycling for leisure. All content and images have also been revamped to appeal to the target audiences such as women, over 45s, families and children.

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Executive22nd September 2009

Report of the Director of City Strategy

Introduction of a 'Taxicard' for disabled York residents**Summary**

1. This report follows the recommendation made by Members at the Executive meeting of 20 January 2009 to explore the possibility of introducing an electronic, stored value, taxi-card to replace the national transport tokens currently being issued to entitled, disabled, residents.
2. The report outlines the costs and implications of introducing a taxi-card and looks for the support of Members for the next steps.

Background

3. The English National Concessionary Travel Scheme (ENCTS) was introduced in April 2008 offering all over 60s and registered disabled free-fare, off-peak, bus travel anywhere in England. The provision of this benefit is a statutory requirement placed upon all local authorities. Prior to 2008 the Council operated a local concessionary travel scheme offering half price (and latterly free) local bus journeys to pass holders.
4. The cost to the Council of funding bus pass concessions has increased in stages, from around £600,000 in 2003/4 (the last year of half-fare local travel) to an estimated £4.5 million in 2009/10.
5. Government funding is intended to meet the costs of providing the statutory minimum concession. Any enhancements, using discretionary powers, must be funded by councils themselves. Our current scheme includes the following enhancements.
 - Free weekday travel between 0900 and 0930 and after 2300 hours available to any National Concessionary pass holder
 - Free all day travel wholly within York for York residents qualifying on grounds of blindness
 - Free travel for necessary companions of persons with disability
6. The Council also offers a further discretionary alternative to the bus pass for disabled residents (of any age) in the form of national transport tokens which are accepted by a number of taxi operators.

7. The popularity of tokens has declined in recent years as a result of the increasingly generous bus travel concessions for older and disabled people. Token take-up decreased significantly in 2008/09 due to the Council halving the amount of tokens offered (to £20), coincident with the introduction of a free national bus pass.
8. For 2009/10 the amount of tokens offered was increased to £50 but was only made available for disabled people. The value of tokens issued over the past seven years is shown in the table below.

	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Tokens	£510k	£1,099k	£831k	£624k	£519k	£158k	£122k (year to date)
Tokens Value	£24.00	£50.00	£40.00	£40.00	£40.00	£20.00	£50.00(*)

(*) Only issued to the eligible disabled

9. The current system allows the eligible disabled, aged under 60, to purchase an additional £50 worth of tokens for the cost of £25 (a total of £100 worth of tokens). This additional sum is offered in the interests of aiding this age demographic in their travel to work.
10. The main weakness of the current system is that once the tokens are distributed, the Council has no way of monitoring how (or indeed, if) they are used and cannot ensure that the tokens are not exchanged fraudulently.
11. Alternatives in the form of a 'taxi card' exist in the market place and are used by other local authorities (e.g. Newcastle, Milton Keynes, Chiltern, etc). These schemes have relatively low capital and running costs and provide reliable data on usage. In addition, at the end of a given period (eg monthly, quarterly or annually), cards can be re-set to ensure the Council spending no more than is used on journeys made during this period, ensuring that there is better financial control.

Options

12. The provision of an alternative concession to the ENCTS (the bus pass) is a discretionary decision for the Council to make. Three options are therefore presented for the consideration of Members.

Option 1 – Replace the provision of national transport tokens for the eligible disabled with a stored value taxi-card and permit officers to conduct a tendering exercise to deliver the product which will deliver the best value and which will be fit-for-purpose.

Option 2 – Withdraw the provision of an alternative concession to the bus pass.

Option 3 – Retain the existing arrangement for the distribution of national transport tokens.

Analysis

Option 1

13. Officers have held informal meetings with the two principal suppliers of a 'taxi card' product in the United Kingdom to understand the functionality that might be delivered and the timescales required
14. The following table provides an initial indication of the work which would be required to launch a 'taxi card' scheme:

Task	Timescale
Procure taxi card provider	6 – 9 months
Licence taxi firm(s) for operation of the taxi card scheme (including installation of readers)	6 – 9 months (concurrent to the procurement of the taxi car provider)
Publicise and promote the new scheme	3 months and ongoing

15. The taxi card scheme requires that all of the eligible individuals who want to use this facility are provided with a stored value smartcard which has a certain financial value loaded onto it (eg £50). The sum of money would be valid for a defined period (eg quarter of a year, half a year or a full financial year) to pay for all or a proportion of a taxi journey.
16. To use their taxi card, the cardholder would only be able to use companies equipped with card readers (which deduct value from the user's card when trips are made). Officers recommend that a tendering exercise be conducted to select a small number of operators with a variety of (and sufficient numbers of) vehicles to be fitted with the taxi card readers. As these operators would have 'exclusive rights' to the equipment, this would potentially make the scheme more attractive to them although the sums of money involved are still very low.
17. The Council would pay the taxi card supplier to operate the re-imbusement to taxi companies and for maintenance of the system hardware. This fee would be a proportion of the revenue invested into the system (estimated to be 5 – 10% per annum) but different companies have different reimbursement methodology to be determined through the procurement process.
18. The taxi companies would then recoup the money from the taxi card supplier on a regular basis (monthly or quarterly).
19. The capital cost of introduction of a taxi card scheme is estimated to be in the region of £25,000 on the assumption that 100 taxis are fitted with smartcard readers. This could be funded through an allocation from Local Transport Plan funding.

20. The ongoing revenue cost is estimated to be £100,000 per annum, based on the current number of tokens claimants (2000) multiplied by the amount currently received by each claimant (£50).
21. The Council Procurement team has advised that it would be unlikely that a new taxi card scheme could be introduced in April 2010/11 due to the timescales outlined in paragraph 14. To this end, it is proposed that a reduced number of tokens is issued for the first quarter of the next financial year, to be made available from the Council's finance centre, pending introduction of the card as soon as possible (and no later than September 2010).

Option 2

22. Many local authorities provide no discretionary alternative to ENCTS (the bus pass). A number of current national transport token claimants may choose to take a bus pass instead. The move to restrict token distribution to those with qualifying disabilities in 2009/10 means that the numbers making this transition are likely to be relatively low.
23. The saving to be made through the withdrawal of a discretionary concession is likely to be £150,000 (estimated full year expenditure for 2009/10 inclusive of token distribution events).
24. For both options one and two, our remaining stock of tokens would be re-sold to National Transport Tokens.

Option 3

25. Tokens could continue to be provided at a continuing annual cost of £150,000. The two-year contract for the purchase of transport tokens has now expired. A procurement exercise would therefore have to be carried out to ensure best value. If there is a short term need to procure a small number of tokens to enable transition to a taxi card product, a financial waiver will be sought.

Consultation

26. Officers have consulted with the Taxi Licensing team to identify any issues which may need to be resolved before launching the scheme outlined in option 1. Whilst generally satisfied that the introduction of such a product would not do anything to de-stabilise the York taxi business, concerns were expressed that officers may find it difficult to identify one specific company who would be able to sufficiently meet the needs of the taxi card. A majority of York's taxi companies do not have fleets of significant size to accommodate a number of simultaneous demands for disabled transport. Licensing Team representatives believed that the services of more than one operator may be required and this will be fully considered in the procurement process.

27. Officers met with representatives from the hackney cab and private hire industries on 8th September to understand any concerns they might have about either discontinuation of the transport token scheme or introduction of a taxi card. The meeting generated the following outcomes:

- Private hire operators were broadly supportive of the taxicard and understood the argument for replacing tokens.
- Hackney operators collect a relatively small volume of tokens at present, so a full-scale equipping of their vehicles with card readers would be unlikely to prove cost effective.
- However, around 35 hackney carriages are fully-wheelchair accessible. Equipping some of these vehicles would add to the pool of accessible vehicles within the taxicard scheme. Drivers' telephone numbers would have to be published individually as they do not have a common base in the same way as private hire operators.

Operators made the following suggestions:

- Operators would be more inclined to participate if the council set up one or more locations where drivers could download their stored value cards for immediate reimbursement. This could potentially be any vehicle-accessible council site such as Hazel Court or Park & Ride site offices. The additional equipment cost would be £300 per site (not including staff costs).
- Card readers with a rechargeable battery (instead of taking power from the cigarette lighter) would be useful to reduce clutter for some drivers who already have a number of in-car electronic devices.

28. Representatives from Northgate Kendric Ash, currently working on the Efficiency Review for the Council have also been approached to understand if the taxi card may be expanded to serve a wider purpose (eg library cards, etc). Officers have been advised that whilst there are no plans for this to happen at present, the card could be used for other purposes in the future if it proves successful.

29. Two suppliers of taxi cards to the UK market have attended informal meetings with officers to provide a better understanding of the functionality of the product.

30. Current taxi card customers have also been contacted for their opinions on the products. This consultation included an in depth discussion with a representative from NEXUS (Tyne & Wear PTE). Almost all of the customers spoke positively about the concept and product.

31. The Procurement team has been consulted for advice on options one and three (see paragraphs 21 and 25).

Corporate Objectives

32. Council involvement in the provision of an alternative to the bus pass contributes towards the “Sustainable City” and “Inclusive City” strategic objectives in the Community Strategy.
33. 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

34. **Financial –**

The total budget for provision of concessionary travel is £4,700k. This budget funds the cost of concessionary fare reimbursements as well as provision of tokens to disabled groups.

Option 1

The introduction of a taxi card scheme would be lower than the current cost of providing travel tokens as it would eliminate the requirement for a token distribution event which, in 2009/10 cost £21,500. Unfortunately it is not possible to accurately determine the reduction in cost resulting from the introduction of the scheme. Taxi card providers estimate, however, that approximately 15% of the sum issued to card holders will not be used. This would be offset by a potential 5-10% management fee resulting in 5 – 10% of the initial budgeted allowance being returned to Council funds (equating to £2.50 to £5.00 for every participant in the scheme).

Both of the taxi card suppliers consulted have stated that they would want to agree a minimum three year contract. This would include agreement being given by Council on the level of concession to be offered for a three year period in advance of the cards being issued.

The Capital cost in year 1 would be broadly similar to the cost of the current tokens distribution and could be accommodated within the Capital programme with Member approval.

Option 2

The withdrawal of a discretionary concession would reduce Council expenditure in this area by £150,000. It is assumed that this saving would not be realisable as the users would transfer to other concessionary benefits.

Option 3

This option would result in a continuing annual cost of £150,000.

35. **Human Resources (HR)** – The cessation of the annual national transport tokens distribution will end the need to employ a number of casual staff to manage the Guildhall and door to door events. There would also be a reduced burden on the Council Finance Centre who would no longer be required to distribute tokens throughout the year.
36. **Equalities** – Whilst only some of the taxi operators in York accept national transport tokens, the operator is free to decide whether they do or do not wish to participate in the scheme. The introduction of a taxi card scheme would limit the taxi choice open to cardholders to specific companies who are issued with the taxi card readers.
37. **Legal** – None
38. **Property** – If either option 1 or option 2 is selected, the remaining transport tokens will be sold back to National Transport Tokens. If option 1 is selected, the taxi card readers will be issued to taxi companies but will remain the property of the Council.
39. **Crime and Disorder** – The introduction of a taxi card scheme greatly reduces the opportunity for fraud currently possible through misuse of national transport tokens.
40. **Information Technology** – The management of the taxi card scheme will be managed by the third party provider.

Risk Management

41. 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

42. The Executive is asked to
 - a. Note the contents of this report.
 - b. Support option 1 – To replace the provision of national transport tokens for the eligible disabled with a stored value taxi-card.

Reason: To deliver an alternative concession to ENCTS for those who cannot, for reasons of disability, use the bus which will deliver the best value and which will be fit-for-purpose.

Contact Details

Author:

Andrew Bradley
Principal Transport Planner
(Operations)
City Strategy
01904 551404

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director, City Strategy

Report Approved **Date**

Michael Slater
Assistant Director, City Strategy

Report Approved **Date** 08.09.2009

Specialist Implications Officer(s)

Financial

Patrick Looker
Finance Manager, City Strategy
01904 551633

Wards Affected: all

All

For further information please contact the author of the report

Background Papers:

None



Executive**22 September 2009**

Report of the Chief Executive

Results of the Place Survey**Purpose of Report**

1. To inform members of the outcomes of the first Place Survey and to ask for members views on options for next year.

Background

2. In 2008/09 the Place Survey replaced the annual Residents Opinions Survey (which was asked every three years as the statutory BVPI General Survey) and the statutory planning survey, library survey and benefits survey, which are required every three years at present (although asked more frequently).
3. Under the government's new Comprehensive Area Assessment (CAA) framework, 18 'resident perception based' national performance indicators were introduced to gather local views on what it is like to live and work in a local authority area. These indicators are measured through the Place Survey, which takes place every two years. The survey also asks 14 satisfaction measures.
4. The Place Survey differs from its predecessor in two important ways:
 - it asks residents their views on their local area, the result of the combined efforts of all local services and partnerships, rather than solely on their local authority.
 - It focuses more on outcomes, rather than processes. In practical terms, this means that the questionnaire asks higher-level questions with less detail on individual services.

Methodology

5. All local authorities were required to achieve a confidence interval of more than +/- 3 percentage points at the 95% confidence level to calculate the national indicators collected in the Place Survey. Authorities were also to aim to receive a minimum of 1,100 completed Place Survey questionnaires.
6. A postal survey was sent to a random sample of 3,145 residents during September 2008. Two reminders were sent to those who did not respond in October and November before the survey closed in December 2008. From this sample a total of 1,251 questionnaires were completed, a response rate of 40%. A sample of this size is accurate to +/- 2.8% at a 95% confidence interval.

National Performance Indicator and Satisfaction indicator results

7. Overall York has some very good results for both the NPIs and satisfaction indicators. Annex A shows results for the 18 National Performance Indicator (NPIs) results, five of which are also Local Area Agreement (LAA) indicators (NPIs 1, 4, 6, 17, 139) and the 14 satisfaction indicators, which cover the traditional results for satisfaction (such as with cleanliness, waste recycling, sports and leisure facilities, bus services, libraries, etc). Two of these also ask about value for money (VFM) and how involved our local citizens feel.
8. In summary, York is performing well when compared to 55 similar authorities, with 13 of the 18 (73%) NPIs performing above average (including all four LAA Place Survey targets).
9. Ten of the 18 (56%) NPIs are performing in the top quartile (including two LAA targets). These include those who feel they can influence local decision making (31.7%), satisfaction with local area (87.4%), and being treated with respect and consideration by local public services (78.3%).
10. This further includes perceptions of crime such as anti-social behaviour (11.3%), drunk and rowdy behaviour (18.4%), and drug use and drug dealing (17.6%) in their local area. None of the NPIs are in the bottom quartile.
11. In addition to our quartile position, York has some positive ranking positions. The most noticeable are that (out of 352 councils), York is ranked:
 - second for 'citizen involvement' (18.8%).
 - twelfth for 'citizens aged 65 and over who are satisfied with both home and neighbourhood' (91.9%).
 - 19th for 'keeping public land clear of litter and refuse' (67.4%).
 - 30th for citizens who think that 'drunk and rowdy behaviour is a problem in their local area' (18.4%).
12. In addition to the positive result for keeping public land clear of litter and refuse there are also some good results for other service areas. Of the 11 service areas five were in the top quartile of 55 unitary authorities (land clear of litter and refuse, local bus services, museums/galleries, theatres etc, and parks and open spaces). Three areas are within the second quartile, including doorstep recycling, local tip/HWRC, and transport information. Value for money (32.4%) and overall satisfaction with the council (43.8%) are also ranked within the second quartile against 55 Unitary authorities.

Breakdown of results – equalities analysis

13. The corporate equalities team have conducted analysis for the 18 NPIs and the 14 satisfaction indicators by the six equalities strands. Annex B shows the full results from this analysis.
14. The main differences highlighted in the analysis within the equalities groups are age, ethnicity, religion and to a lesser extent sexual orientation. The most significant

differences were within age, with 12 of the 18 NPIs showing a significance difference for age (mainly lower results for younger residents aged 18-34 years).

15. Results for ethnicity and religion need to be treated with caution. In total 64 people indicated that they were Black and Minority Ethnic (BME) and 48 indicated that they had 'other' religion. However, not all respondents filled in the equality profiling questions, and not all of those who replied to profiling questions answered all the questions. The sample numbers are smaller still for some specific questions, but nevertheless are worth considering.
16. Overall, 18-34 year olds, BME respondents, and those with no religion and/or belief were less likely to agree that:
 - their local area is a place where people from different backgrounds get on well together (NI1)
 - they belong to their immediate neighbourhood (NI2)
 - older people in their local area get the help and support they need to continue to live at home for as long as they want to (NI139).
17. There is little difference within the equalities groups for respondents agreeing that they can influence decisions in their local area. This is with the exception of age, in which younger residents were less likely to agree (20% of 18-34 year olds compared to 51% of 75 years and over).
18. In terms of residents' satisfaction with their local area as a place to live, there are positive results for gender, disability, religion and sexual orientation. However 18-34 year olds and BME respondents were less likely to be satisfied, with 80% of 18-34 year olds compared to 95% of 75 year olds and over. 70% of BME residents are satisfied compared to 88% of White British residents.
19. In terms of residents thinking there is a problem with people not treating each other with respect and consideration in their local area, and agreement that they have been treated with respect and consideration by their local public services in the last year, younger residents were less likely to agree, when compared to older residents.
20. For the satisfaction indicators it is again age in which there is most difference in satisfaction, with significant differences for 12 out of the 14 indicators. Within those, satisfaction with doorstep recycling and local tips/HWRC is prominent for the difference in satisfaction results amongst equality groups. Younger residents (18-34 years old), BME respondents, those whose religion and/or belief was 'other', and whose sexual orientation was 'other', were less satisfied with both the council providing doorstep recycling and local tip/HWRC.
21. Positive results from the equalities analysis show that although overall satisfaction was disappointing for the council providing sport/leisure facilities (35.9%), there was very little difference in satisfaction within the equalities groups.
22. There is little difference within the equalities groups for satisfaction with the way the council runs things, with the exception of age. Some 36% of those aged 35-54 years old were satisfied, compared to 62% of 75 years and over.

Options for next year

23. The Place Survey fell into 2008/09 and there is a budget available of £8k this financial year.
24. The Place Survey needs to be conducted every other year, an increase on the statutory obligation which previously was every three years through the General Survey. To combat consultation fatigue the DCLG recommends reducing the overall number and frequency of consultations saying the Place Survey should replace the Best Value User Satisfaction Survey and also the Planning, Benefits and Library surveys.
25. Regardless of the statutory requirements, the council has in the past conducted the Residents' Opinion Survey (resop) annually.
26. As mentioned in paragraph 15 above, we are sometimes using very small sample sizes when conducting lower level analysis. There is an option to (for instance) double the sample size and send out twice as many questionnaires. However, simply doubling the sample size would still not give us large enough numbers for statistically reliable analysis for some groups, based on the existing return rate. This would also nearly double the cost of the survey, which is unbudgeted.
27. There are four options for next year outlined below.

Option 1 – Ask the 'Place Survey' every year.

28. This would be the least change option, as it would effectively just replace resop with the Place Survey. It would continue to give us trend information on the questions that remain from the resop (about 70%) and in many respects be the simplest to administer. This would also not address the DCLG concerns about consultation fatigue.

Option 2 - Run Place Survey every other year, with other more specific research in the 'fallow' year, such as focus groups on one or two topics and a limited quantitative survey.

29. It is in the nature of quantitative data (such as the Place Survey) that there is little analysis that can be done past the trend information and benchmarking. The underlying reasons behind the percentages can only be surmised. Running the Place Survey every other year will allow for the budget in the fallow year to be spent on getting into the thinking behind the previous year's Place Survey. This would give the council much stronger ways of understanding the public perception of our services.
30. Focus groups would need to be run by an external company, as we do not have the resources in-house to do this work. This would cost around £1k per group with a requirement of around eight focus groups of 8-12 people, a cost of £8k – the budget for the year. There would therefore be no additional cost in the second year.
31. This option would allow us to focus on specific issues that have been raised by the Place Survey, such as the attitudes of young people, older people and BME groups. It would also allow us to focus the NPIs that are in the bottom quartile.

Option 3 - Run the Place Survey every year with other more specific research such as focus groups on one or two topics later in the same year.

- 32. Essentially this combines options one and two. It would allow the benefits of both – year-on-year data for trend analysis and the opportunity to understand more the issues that concern people most through more in-depth research.
- 33. This would cost around £18k - £10k for the place survey and the £8k for the focus groups, a shortfall of £10k on the existing budgets.

Option 4 - Do not conduct any surveys in the 2009/10 financial year, saving the budget.

- 34. This option would leave the council with no formal way of gauging customer attitudes or understanding existing Place Survey data.

Implications

Financial

- 35. The financial implications of the options are included above.

Human Resources (HR)

- 36. There are no direct HR implications.

Equalities

- 37. The equalities data from the Place Survey has been to the Equalities Leadership Group and will be discussed by the Social Inclusion Working Group.

Sustainability issues

- 38. Although parts of the survey refer to sustainability, there are no direct sustainability issues in this paper.

Legal

- 39. There are no legal issues

Crime and Disorder

- 40. Although parts of the survey refer to crime and disorder there are no direct crime and disorder issues

Information Technology (IT)

- 41. There are no information technology issues

Property

- 42. There are no property issues.

Other

43. There are no other issues.

Risk Management

44. There are some risks associated with possible consultation fatigue or alternatively the council not getting adequate feedback from customers.

Consultation and engagement

45. The council’s Corporate Management Team has been consulted in the preparation of this paper.

Recommendations

46. Members are asked to note the contents of the Place Survey and the analysis included in the annexes.

47. Marketing & Communications recommend that in the fallow year of 2009/10, the Place Survey budget is spent on getting into the thinking behind the 2008/09 results rather than conducting a full survey. This would be a cost-neutral option.

48. Members views on increasing the sample size for the next Place Survey are sought.

Reason: To ensure time is set aside to gauge customers attitudes to public services and combat consultation fatigue.

Contact Details

Author:	Chief Officer Responsible for the report:			
Matt Beer Head of Marketing and Communications Tel: x1071	Bill Woolley Acting Chief Executive			
	Report Approved	✓	Date	<i>9 September 2009</i>

Specialist Implications Officers:
Equalities – Evie Chandler and Gemma Jackson

For further information please contact the author of the report

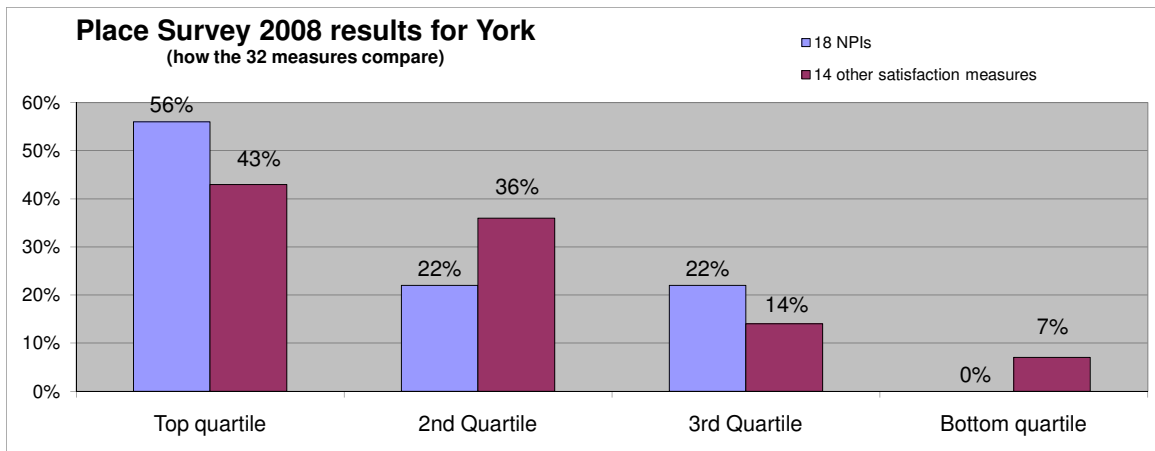
Annexes

- Annex A: Analysis of 18 NPIs and 14 other satisfaction measures (A3 spreadsheet)
- Annex B: Place Survey results by six equality strands (powerpoint slides)

Place Survey Analysis

18 NPIs	NI 1: % who agree that their local area is a place where people from different backgrounds get on well together	NI 2: % who feel they belong to their immediate neighbourhood	NI 3: % who have been involved in decisions that affect the local area in the past 12 months	NI 4: % who agree that they can influence decisions in their local area	NI 5: % who are satisfied with their local area as a place to live	NI 6: % who have given unpaid help at least once per month over the last 12 months	NI 17: % who think that anti-social behaviour is a problem in their local area	NI 21: % who agree that the police and other local public services are successfully dealing with anti-social behaviour and crime in their local area	NI 22: % who agree that in their local area parents take enough responsibility for the behaviour of their children	NI 23: % who think there is a problem with people not treating each other with respect and consideration in their local area	NI 27: % who agree that the police and other local public services seek people's views about anti-social behaviour and crime in their local area	NI 37: % who feel informed about what to do in the event of a large-scale emergency	NI 41: % who think that drunk and rowdy behaviour is a problem in their local area	NI 42: % who think that drug use or drug dealing is a problem in their local area	NI 119: % who say their health is good or very good	NI 138: % people aged 65 and over who are satisfied with both home and neighbourhood	NI 139: % who think that older people in their local area get the help and support they need to continue to live at home for as long as they want to	NI 140: % who would say that they have been treated with respect and consideration by their local public services in the last year
York's result	79.4	55.1	12.7	31.7	87.4	23	11.3	29.2	29.2	23.1	29.2	15.1	18.4	17.6	78.7	91.9	30	78.3
York's 'Unitary' rank position (out of 55)	18	33	33	7	4	27	3	5	25	6	3	28	3	3	17	3	34	5
Projected quartile	2	3	3	1	1	2	1	1	2	1	1	3	1	1	2	1	3	1

14 other satisfaction measures	Satisfaction with keeping public land clear of litter and refuse	Satisfaction with refuse collection	Satisfaction with doorstep recycling	Satisfaction with local tips/hold waste recycling centres	Satisfaction with local transport information	Satisfaction with local bus services	Satisfaction with sport/leisure facilities	Satisfaction with libraries	Satisfaction with museums/galleries	Satisfaction with theatres/concert/halls	Satisfaction with parks and open spaces	Value for Money...	Overall satisfaction council.	More involved in decision making
York's result	67.4	78.8	74.0	74.2	47.6	58.8	35.9	68.0	71.8	67.9	74.0	32.4	43.8	18.8
York's 'Unitary' rank position (out of 55)	1	29	25	23	23	12	52	36	1	5	12	18	23	1
Projected quartile	1	3	2	2	2	1	4	3	1	1	1	2	2	1






Place Survey Results 2008


Profiled in the six Equality Strands

Report author:
 Gemma Jackson
 Corporate Equality and Inclusion Team
 gemma.jackson@york.gov.uk


Background & Methodology

- The Place Survey is a biennial statutory survey that was first introduced in 2008/09. The Place Survey replaces the annual Best Value User Satisfaction Survey (Residents Opinion Survey).
- A random (probability) sampling technique was used to select potential respondents from the Post Office small users address file (PAF). There are approximately 89,000 households in York.
- Fieldwork for the Place Survey took place between September - December 2008. Self-completion questionnaires were posted to the head of 3,145 households.
- Two phases of reminders were sent to recipients who had not already responded to the survey. The purpose of this was to ensure that the target number of 1,100 responses was achieved and that a better response rate was received from under-represented groups in the community.
- A total of 1,251 questionnaires were returned, providing an approximate overall return rate of 40%.



Background & Methodology

- The data-processing was conducted by Snap Surveys Ltd.
- The Place Survey results have been weighted using local demographic information to help generate estimates which are more representative of the York population.
- 18 'resident perception based' National Performance Indicators (NPIs) are measured through the Place Survey. The survey also reports on 14 satisfaction measures.
- A maximum confidence interval of +/- 3 percentage points at the 95% confidence level was required to calculate the NPI results.
- The following report details the corporate level results from the Place Survey broken down into the six equality strands (gender, age, disability, ethnicity, sexual orientation, religion and/or belief). The report is centred around the analysis of the 18 National Performance Indicators and the 14 satisfaction measures.




Background & Methodology

- In consultation with the Directorate Equality Leads (DEL), it was agreed that a traffic light system would be applied to the results to highlight areas where further investigation/action was required.

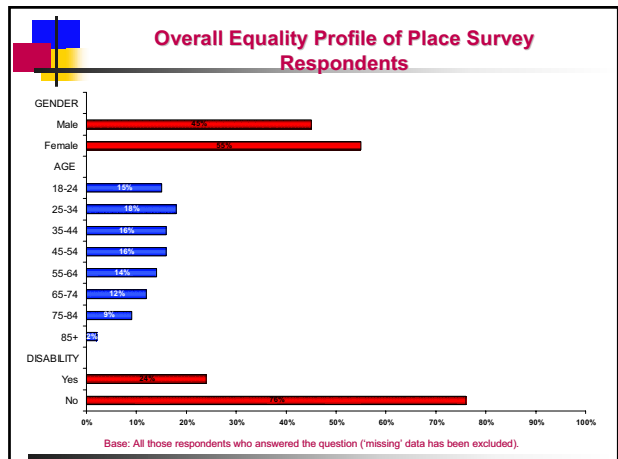
RED – Where the % difference between and within Strands exceeds 10%. Action Needed
AMBER – Possible Action Needed
Green – No Action Needed

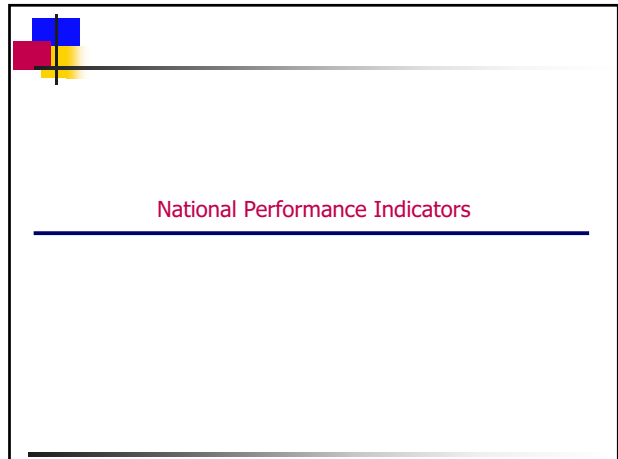
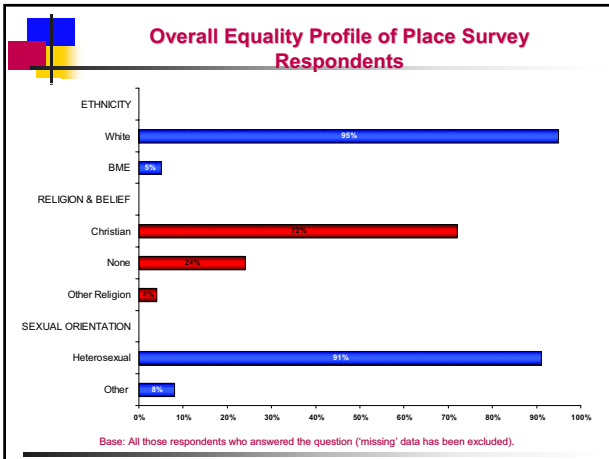
- 'Other' religion and/or belief includes any religion and/or belief that is not Christianity and those respondents who 'preferred not to say'.
- 'Other' sexual orientation includes gay, lesbian, bisexual and those respondents who 'preferred not to say'.



Main Limitations/Caveats

- Representativeness of the sample and statistical validity:
 - > questionnaire sent to head of household
 - > non-response/missing data' not included in analysis
 - > small sample size for certain sub-groups (i.e. black and minority ethnic groups (BME), gay, lesbian and bisexual respondents, etc.)
 - > can results be generalised to wider population?
- Weighted data:
 - > distortion of overall sample and results
- New survey:
 - > wording and interpretation of questions
 - > unable to conduct trend data analysis





NI 1: % who agree that their local area is a place where people from different backgrounds get on well together. (Question 18)

18-34 year olds and BME respondents disagree the most that their local area is a place where people from different backgrounds get on well together.

Amber	Gender	Male	82%	Red	Ethnicity	White	80%
		Female	77%			BME	64%
Red	Age	18-34	71%	Red	Religion and/or Belief	Christian	80%
		35-54	81%			None	75%
		55-74	83%			Other	90%
		75+	92%			Amber	Sexual Orientation
Disability	Yes	80%	Other	84%			
Green	Disability	No	79%	Overall Result: 79.4% Projected National Quartile: Quartile 2			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

NI 2: % who feel they belong to their immediate neighbourhood. (Question 5)

18-34 year olds and BME respondents feel they belong to their immediate neighbourhood the least.

Amber	Gender	Male	52%	Red	Ethnicity	White	57%
		Female	58%			BME	21%
Red	Age	18-34	35%	Red	Religion and/or Belief	Christian	61%
		35-54	57%			None	40%
		55-74	68%			Other	48%
		75+	83%			Red	Sexual Orientation
Disability	Yes	60%	Other	44%			
Amber	Disability	No	53%	Overall Result: 55.1% Projected National Quartile: Quartile 4			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

NI 3: % who have been involved in decisions that affect the local area in the past 12 months. (Questions 16a-g)

18-34 year olds and BME respondents are the least involved in decisions that affect their local area.

Green	Gender	Male	13%	Amber	Ethnicity	White	13%
		Female	12%			BME	6%
Amber	Age	18-34	7%	Green	Religion and/or Belief	Christian	13%
		35-54	16%			None	13%
		55-74	15%			Other	13%
		75+	12%			Green	Sexual Orientation
Disability	Yes	15%	Other	15%			
Green	Disability	No	12%	Overall Result: 12.7% Projected National Quartile: Quartile 3			

Base: All those respondents who answered the question ('missing' data has been excluded).

NI 4: % who agree that they can influence decisions in their local area. (Question 13)

18-34 year olds and respondents who have no religion and/or belief disagree the most that they can influence decisions in their local area.

Green	Gender	Male	33%	Green	Ethnicity	White	31%
		Female	30%			BME	36%
Red	Age	18-34	20%	Amber	Religion and/or Belief	Christian	34%
		35-54	34%			None	25%
		55-74	39%			Other	27%
		75+	51%			Green	Sexual Orientation
Disability	Yes	35%	Other	32%			
Green	Disability	No	30%	Overall Result: 31.7% Projected National Quartile: Quartile 1			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

NI 5: % who are satisfied with their local area as a place to live. (Question 3)

18-34 year olds and BME respondents are less satisfied with their local area as a place to live.

Green	Gender	Male	87%	Red	Ethnicity	White	88%
		Female	87%			BME	70%
Red	Age	18-34	80%	Green	Religion and/or Belief	Christian	89%
		35-54	89%			None	84%
		55-74	92%			Other	87%
		75+	95%				
Green	Disability	Yes	86%	Green	Sexual Orientation	Heterosexual	87%
		No	87%			Other	88%

Overall Result: 87.4%
Projected National Quartile: Quartile 1

Base: All those respondents who answered the question ('missing' data has been excluded).

NI 6: % who have given unpaid help at least once per month over the last 12 months. (Question 15)

18-34 year olds and BME respondents have given the lowest amount of unpaid help per month over the last 12 months.

Green	Gender	Male	21%	Red	Ethnicity	White	23%
		Female	24%			BME	12%
Red	Age	18-34	16%	Red	Religion and/or Belief	Christian	22%
		35-54	28%			None	23%
		55-74	26%			Other	37%
		75+	21%				
Green	Disability	Yes	26%	Green	Sexual Orientation	Heterosexual	23%
		No	22%			Other	24%

Overall Result: 23.0%
Projected National Quartile: Quartile 3

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

NI 17: % who think that anti-social behaviour is a problem in their local area. (Question 24a-g)

BME respondents think that anti-social behaviour is a greater problem in their local area than their counterparts.

Green	Gender	Male	13%	Amber	Ethnicity	White	11%
		Female	10%			BME	18%
Amber	Age	18-34	12%	Green	Religion and/or Belief	Christian	12%
		35-54	13%			None	10%
		55-74	12%			Other	15%
		75+	4%				
Green	Disability	Yes	12%	Green	Sexual Orientation	Heterosexual	11%
		No	12%			Other	16%

Overall Result: 11.3%
Projected National Quartile: Quartile 1

Base: All those respondents who answered the question ('no opinion' responses & 'missing' data have been excluded).

NI 21: % who agree that the police and other local public services are successfully dealing with anti-social behaviour and crime in their local area. (Question 26)

Respondents whose religion and/or belief is 'other' and respondents whose sexual orientation is 'other' disagree the most that the police and other local public services are successfully dealing with anti-social behaviour and crime in their local area.

Green	Gender	Male	29%	Green	Ethnicity	White	29%
		Female	29%			BME	33%
Red	Age	18-34	25%	Red	Religion and/or Belief	Christian	32%
		35-54	30%			None	25%
		55-74	33%			Other	15%
		75+	38%				
Amber	Disability	Yes	34%	Amber	Sexual Orientation	Heterosexual	30%
		No	28%			Other	19%

Overall Result: 29.2%
Projected National Quartile: Quartile 1

Base: All those respondents who answered the question ('missing' data has been excluded).

NI 22: % who agree that in their local area parents take enough responsibility for the behaviour of their children. (Question 17)

18-34 year olds and respondents who have no religion and/or belief disagree the most that in their local area parents take enough responsibility for the behaviour of their children.

Green	Gender	Male	28%	Red	Ethnicity	White	29%
		Female	31%			BME	39%
Red	Age	18-34	23%	Red	Religion and/or Belief	Christian	31%
		35-54	34%			None	23%
		55-74	29%			Other	37%
		75+	39%				
Green	Disability	Yes	29%	Green	Sexual Orientation	Heterosexual	30%
		No	29%			Other	26%

Overall Result: 29.2%
Projected National Quartile: Quartile 3

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

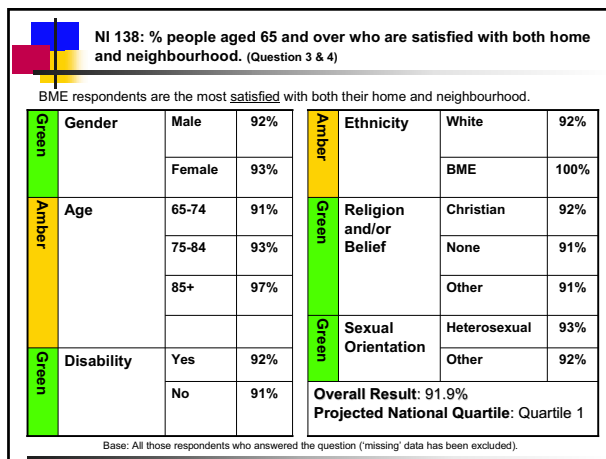
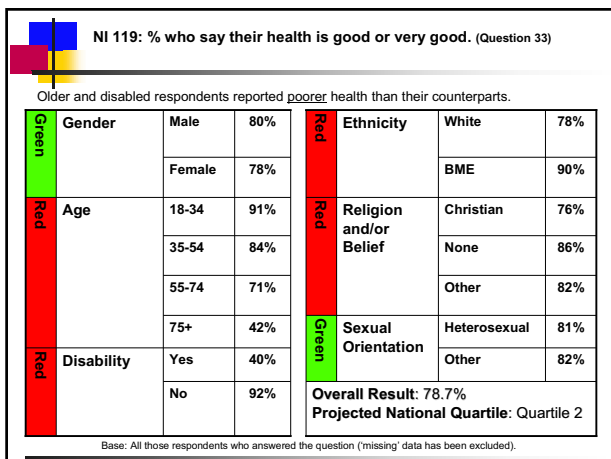
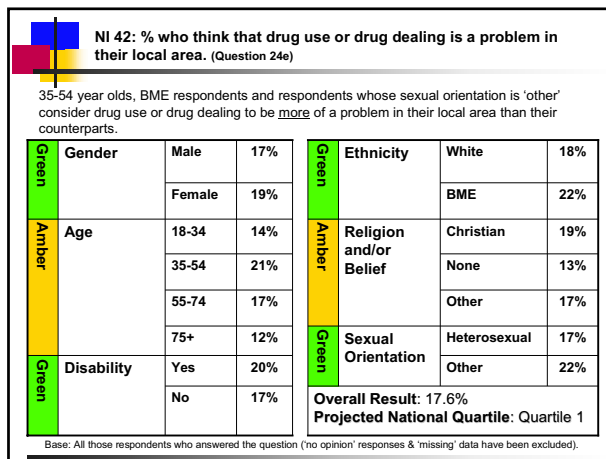
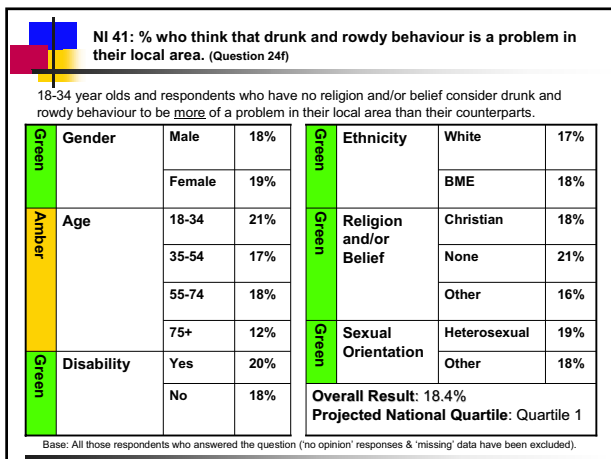
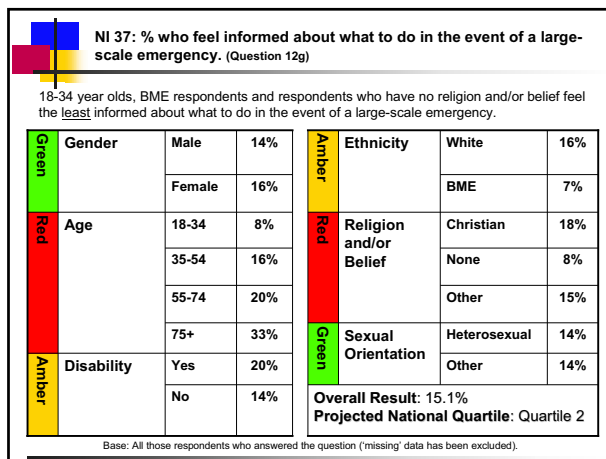
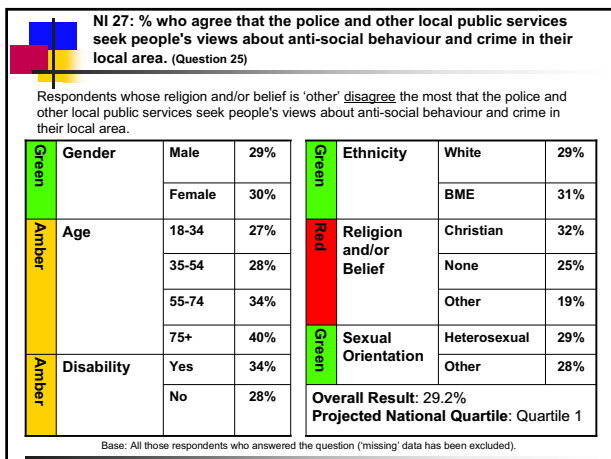
NI 23: % who think there is a problem with people not treating each other with respect and consideration in their local area. (Question 19)

18-34 year olds and BME respondents believe that people not treating each other with respect and consideration in their local area is a bigger problem than their counterparts.

Green	Gender	Male	26%	Amber	Ethnicity	White	23%
		Female	21%			BME	32%
Red	Age	18-34	29%	Red	Religion and/or Belief	Christian	22%
		35-54	22%			None	26%
		55-74	20%			Other	14%
		75+	13%				
Green	Disability	Yes	25%	Green	Sexual Orientation	Heterosexual	23%
		No	23%			Other	25%

Overall Result: 23.1%
Projected National Quartile: Quartile 1

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).



NI 139: % who think that older people in their local area get the help and support they need to continue to live at home for as long as they want to. (Question 21)

Respondents whose religion and/or belief is 'other' and respondents whose sexual orientation is 'other' are less convinced that older people in their local area get the help and support they need to continue to live at home for as long as they want to.

Green	Gender	Male	31%	Amber	Ethnicity	White	30%
		Female	29%			BME	38%
Red	Age	18-34	26%	Red	Religion and/or Belief	Christian	35%
		35-54	24%			None	20%
		55-74	34%			Other	11%
		75+	53%				
Green	Disability	Yes	32%	Red	Sexual Orientation	Heterosexual	31%
		No	29%			Other	18%
Overall Result: 30.0% Projected National Quartile: Quartile 3							

Base: All those respondents who answered the question ('missing' data has been excluded).

NI 140: % who would say that they have been treated with respect and consideration by their local public services in the last year. (Question 20)

BME respondents and respondents whose religion and/or belief is 'other' disagree the most that they have been treated with respect and consideration by their local public services in the last year.

Green	Gender	Male	78%	Green	Ethnicity	White	79%
		Female	79%			BME	72%
Red	Age	18-34	78%	Red	Religion and/or Belief	Christian	76%
		35-54	77%			None	87%
		55-74	80%			Other	74%
		75+	90%				
Green	Disability	Yes	81%	Green	Sexual Orientation	Heterosexual	79%
		No	77%			Other	78%
Overall Result: 78.3% Projected National Quartile: Quartile 1							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Satisfaction Indicators

Q8a: % who are satisfied with City of York Council keeping land clear of litter and refuse.

35-54 year olds and respondents whose religion and/or belief is 'other' are the least satisfied with the council keeping land clear of litter and refuse.

Amber	Gender	Male	61%	Green	Ethnicity	White	68%
		Female	72%			BME	68%
Red	Age	18-34	72%	Amber	Religion and/or Belief	Christian	68%
		35-54	60%			None	67%
		55-74	67%			Other	59%
		75+	75%				
Green	Disability	Yes	65%	Green	Sexual Orientation	Heterosexual	67%
		No	68%			Other	63%
Overall Result: 67.4% Projected National Quartile: Quartile 1							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8b: % who are satisfied with City of York Council providing/supporting refuse collection services.

BME respondents and respondents whose sexual orientation is 'other' are the least satisfied with the council providing/supporting refuse collection services.

Green	Gender	Male	76%	Red	Ethnicity	White	80%
		Female	81%			BME	57%
Red	Age	18-34	75%	Green	Religion and/or Belief	Christian	78%
		35-54	73%			None	80%
		55-74	84%			Other	78%
		75+	96%				
Green	Disability	Yes	82%	Amber	Sexual Orientation	Heterosexual	79%
		No	78%			Other	70%
Overall Result: 78.8% Projected National Quartile: Quartile 2							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8c: % who are satisfied with City of York Council providing/supporting doorstep recycling.

Respondents whose religion and/or belief is 'other' and respondents whose sexual orientation is 'other' are the least satisfied with the council providing/supporting doorstep recycling.

Amber	Gender	Male	70%	Red	Ethnicity	White	75%
		Female	77%			BME	63%
Red	Age	18-34	61%	Red	Religion and/or Belief	Christian	78%
		35-54	74%			None	64%
		55-74	83%			Other	60%
		75+	91%				
Green	Disability	Yes	74%	Red	Sexual Orientation	Heterosexual	74%
		No	73%			Other	59%
Overall Result: 74.0% Projected National Quartile: Quartile 2							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8d: % who are satisfied with City of York Council providing/supporting local tips/household waste recycling centres.

BME respondents and respondents whose religion and/or belief is 'other' are the least satisfied with the council providing/supporting local tips/household waste recycling centres.

Green	Gender	Male	72%	Red	Ethnicity	White	76%
		Female	75%			BME	43%
Red	Age	18-34	69%	Red	Religion and/or Belief	Christian	76%
		35-54	71%			None	71%
		55-74	78%			Other	62%
		75+	83%			Red	Sexual Orientation
Disability	Yes	70%	Other	65%			
Green		No	75%	Overall Result: 74.2% Projected National Quartile: Quartile 2			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8e: % who are satisfied with City of York Council providing/supporting local transport information.

35-54 year olds and respondents who have no religion and/or belief are the least satisfied with the council providing/supporting local transport information.

Amber	Gender	Male	44%	Green	Ethnicity	White	48%
		Female	50%			BME	46%
Red	Age	18-34	48%	Red	Religion and/or Belief	Christian	50%
		35-54	42%			None	40%
		55-74	49%			Other	54%
		75+	66%			Green	Sexual Orientation
Disability	Yes	50%	Other	43%			
Green		No	46%	Overall Result: 47.6% Projected National Quartile: Quartile 2			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8f: % who are satisfied with City of York Council providing/supporting local bus services.

BME respondents and respondents who have no religion and/or belief are the least satisfied with the council providing/supporting local bus services.

Green	Gender	Male	59%	Amber	Ethnicity	White	59%
		Female	57%			BME	50%
Red	Age	18-34	53%	Red	Religion and/or Belief	Christian	62%
		35-54	52%			None	49%
		55-74	67%			Other	68%
		75+	77%			Amber	Sexual Orientation
Disability	Yes	66%	Other	64%			
Red		No	56%	Overall Result: 58.8% Projected National Quartile: Quartile 2			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8g: % who are satisfied with City of York Council providing/supporting sport/leisure facilities.

Respondents whose religion and/or belief is 'other' and respondents whose sexual orientation is 'other' are the least satisfied with the council providing/supporting sport/leisure facilities.

Green	Gender	Male	35%	Green	Ethnicity	White	36%
		Female	37%			BME	34%
Amber	Age	18-34	32%	Amber	Religion and/or Belief	Christian	37%
		35-54	36%			None	33%
		55-74	39%			Other	31%
		75+	41%			Green	Sexual Orientation
Disability	Yes	40%	Other	31%			
Amber		No	34%	Overall Result: 35.9% Projected National Quartile: Quartile 4			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8h: % who are satisfied with City of York Council providing/supporting libraries.

18-54 year olds and respondents whose sexual orientation is 'other' are the least satisfied with the council providing/supporting libraries.

Green	Gender	Male	65%	Green	Ethnicity	White	68%
		Female	70%			BME	65%
Red	Age	18-34	63%	Amber	Religion and/or Belief	Christian	68%
		35-54	64%			None	67%
		55-74	74%			Other	67%
		75+	79%			Red	Sexual Orientation
Disability	Yes	72%	Other	58%			
Amber		No	66%	Overall Result: 68.0% Projected National Quartile: Quartile 3			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8i: % who are satisfied with City of York Council providing/supporting museums/galleries.

35-54 year olds and BME respondents are the least satisfied with the council providing/supporting museums/galleries.

Amber	Gender	Male	66%	Red	Ethnicity	White	73%
		Female	76%			BME	58%
Red	Age	18-34	76%	Red	Religion and/or Belief	Christian	71%
		35-54	64%			None	76%
		55-74	72%			Other	66%
		75+	74%			Green	Sexual Orientation
Disability	Yes	73%	Other	70%			
Green		No	71%	Overall Result: 71.8% Projected National Quartile: Quartile 1			

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8: % who are satisfied with City of York Council providing/supporting theatres/concert halls.

Male respondents and BME respondents are the least satisfied with the council providing/supporting theatres/concert halls.

Red	Gender	Male	59%	Red	Ethnicity	White	68%
		Female	74%			BME	52%
Red	Age	18-34	75%	Amber	Religion and/or Belief	Christian	66%
		35-54	61%			None	73%
		55-74	63%			Other	74%
		75+	72%				
Amber	Disability	Yes	62%	Green	Sexual Orientation	Heterosexual	68%
		No	69%			Other	73%
Overall Result: 67.9% Projected National Quartile: Quartile 1							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q8k: % who are satisfied with City of York Council providing/supporting parks and open spaces.

35-54 year olds, male respondents and respondents whose religion and/or belief is 'other' are the least satisfied with the council providing/supporting parks and open spaces.

Red	Gender	Male	68%	Green	Ethnicity	White	74%
		Female	79%			BME	79%
Amber	Age	18-34	76%	Amber	Religion and/or Belief	Christian	73%
		35-54	70%			None	79%
		55-74	75%			Other	70%
		75+	79%				
Green	Disability	Yes	71%	Green	Sexual Orientation	Heterosexual	75%
		No	75%			Other	74%
Overall Result: 74.0% Projected National Quartile: Quartile 1							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q10: % who agree that City of York Council provides value for money.

35-54 year olds and respondents whose sexual orientation is 'other' disagree the most that the council provides value for money.

Green	Gender	Male	31%	Green	Ethnicity	White	33%
		Female	34%			BME	37%
Red	Age	18-34	36%	Green	Religion and/or Belief	Christian	32%
		35-54	28%			None	34%
		55-74	34%			Other	36%
		75+	45%				
Green	Disability	Yes	35%	Red	Sexual Orientation	Heterosexual	34%
		No	32%			Other	23%
Overall Result: 32.4% Projected National Quartile: Quartile 3							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q11: % who are satisfied with the way City of York Council runs things.

35-54 year olds and respondents whose sexual orientation is 'other' are less satisfied with the way the council runs things.

Green	Gender	Male	43%	Green	Ethnicity	White	44%
		Female	44%			BME	48%
Red	Age	18-34	45%	Amber	Religion and/or Belief	Christian	45%
		35-54	36%			None	44%
		55-74	46%			Other	39%
		75+	62%				
Green	Disability	Yes	45%	Amber	Sexual Orientation	Heterosexual	44%
		No	43%			Other	35%
Overall Result: 43.8% Projected National Quartile: Quartile 3							

Base: All those respondents who answered the question ('don't know' responses & 'missing' data have been excluded).

Q14: % who would like to be more involved in decisions that affect their local area.

35-54 year olds and male respondents would like to be more involved in decisions that affect their local area.

Amber	Gender	Male	22%	Red	Ethnicity	White	18%
		Female	14%			BME	8%
Red	Age	18-34	19%	Green	Religion and/or Belief	Christian	18%
		35-54	24%			None	18%
		55-74	14%			Other	21%
		75+	5%				
Green	Disability	Yes	15%	Green	Sexual Orientation	Heterosexual	19%
		No	19%			Other	16%
Overall Result: 18.8% Projected National Quartile: Quartile 1							

Base: All those respondents who answered the question ('missing' data has been excluded).

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Executive

22 September 2009

Report of the Director of Resources

First Performance and Financial Monitor for 2009/10

Purpose

- 1 This report provides details of the headline performance issues from the first performance monitor of 2009/10 covering the period from 1st April to 30th June 2009, with further up-to-date data where possible. Three areas of performance are covered in this report:
 1. *Finance* – which covers service and corporate budgets.
 2. *Performance* – which examines how well the council is performing across a wide range of performance indicators, at both corporate and directorate level.
 3. *Key projects and priorities* – providing an update on progress against the council's corporate priorities and the key projects that support their improvement.

Summary

- The forecasted overspend on departmental activity is £2.1m with a further £0.6m on central budgets, offset by the assumption that there will be no further releases from the contingency fund resulting in a net projection overspend of £2.3m, with this position only possible following the identification of in year savings totalling £1.8m.
- Should this level of spend continue, the potential call on revenue reserves would take the Council below its minimum acceptable reserves threshold and will have implications on next year's Council Tax levels both to contain the expenditure and also to re-build the reserve levels.
- Whilst significant actions have already been taken within individual directorates to reduce costs, it is recognised that further action will be necessary to bring expenditure in line with the budget.
- National Performance Indicators (NPIs) – 54% of NPIs (with data available) are improving, with 56% on track to hit their 09/10 target. 60% of the LAA indicators (with data available) are improving and 64% are on track to hit their 09/10 target. Areas of poor performance will be reviewed and benchmarked for improvement, action will be taken where appropriate. Any areas of poor performance which relate to corporate or community priorities may also be reviewed by scrutiny, the council's 5 themed committees.
- Corporate Strategy – 6 of the 54 milestone actions have now been completed and a over three quarters are on track to hit their agreed deadline. Slippage has been reported for 9 of the actions. Action is being taken to ensure these items are addressed within the year.

Finance - Overview

- 2 The General Fund budget for 2009/10 is £117,705k, with utilisation of balances and reserves reducing the call on Council Tax to £113,565k. The current projection is that there will be a gross overspend of £4,457k, with corrective in year action taken by Directorates reducing this to a net overspend figure of £2,340k.

General Fund

- 3 The following table summarises current approved budgets and forecasts for areas falling under the remit of the Executive. It shows that service areas are currently projecting a net overspend of £2,142k, with central budgets and the contingency an overspend of £198k, combining overall for a total net overspend on the General Fund of £2,340k.

Variance 2008/09 £000		Currently Approved Budget			Projected Out-turn £000	Variance Out-turn to Net Budget £000
		Gross Exp. £000	Income £000	Net Budget £000		
	<u>Service Area</u>					
+759	Children & Young People's Services	74,608	(44,868)	29,740	31,045	+1,305
-28	Leisure and Culture	13,158	(4,248)	8,910	8,981	+71
-2	Economic Development	5,990	(3,273)	2,717	2,717	-
+277	City Strategy	23,578	(18,214)	5,364	5,527	+163
+77	Property	9,379	(9,035)	344	639	+295
-244	Neighbourhood Services	68,159	(37,462)	30,697	31,017	+320
-27	Chief Executive's Department	3,200	(983)	2,217	2,248	+31
-634	Resources	70,368	(63,959)	6,409	6,177	-232
-19	Housing General Fund	11,305	(9,898)	1,407	1,407	-
+33	Adult Social Services	62,155	(23,478)	38,677	39,266	+589
-	Credit Crunch Budget Not Allocated	400	-	400	-	-400
+192	Total of Service Areas	342,300	(215,418)	126,882	129,024	+2,142
	<u>Centrally Held Budgets</u>					
-	Notional Interest	(15,029)	-	(15,029)	(15,029)	-
-	Contribution from Cap Fin Acct	-	(7,946)	(7,946)	(7,946)	-
-363	Other Central Budgets	4,882	-	4,882	4,910	+28
-1,099	Treasury Management	11,178	(2,621)	8,557	9,086	+529
-208	General Contingency	359	-	359	-	-359
-1,478	General Fund Total	343,690	(225,985)	117,705	120,045	+2,340

- 4 The reasons for the projected overspend are summarised in the table overleaf. One key reason is the current economic climate with a number of service areas experiencing significant shortfalls in income. These total £978k in service areas and include major reductions in expected parking income and planning fees. The budget for 2009/10 included £400k against this eventuality and this is included in the main table above. In addition the movement on Treasury Management activity, from producing an underspend in 2008/09 to an overspend projection is largely due to reduced interest rates and market uncertainty.

<u>Type of Pressure</u>	Total (£000's)	
Economic Climate:		
Interest Rates/Market Uncertainty	529	
Planning Fees	500	
Parking Income	200	
Building Control	125	
Yorwaste Dividend Shortfall	130	
Other Net Income Shortfalls	23	1,507
Increased Children's Social Care Demand:		
Looked After Children	950	950
Increased Adult Social Care Demand:		
Elderly People	419	
Physical Disabilities	405	
Learning Disabilities	384	
Mental Health	83	1,291
Standard/On-going Budget Pressures	709	709
		<u>4,457</u>

- 5 Whilst the economic climate may be seen as a one off occurrence, other reasons for the current overspend represent serious on-going budget pressures and future budget rounds will require services to identify actions that will fully address them. In particular, the increased demand for social care across the city contributes £2,241k towards the projected overspend. In children's social care, the number of Looked After Children has increased by 28% since March 2008 which has resulted in a significant increase in associated costs, which have in part been mitigated by the Council's investment in foster care, and thereby reducing the proportion of children in more expensive residential placements. Likewise in adult social care, demand for community care packages has increased by 25% and care placements by 22% which again has seen a marked increase in associated costs. These issues as well as other on going budget pressures are outlined in more depth by service portfolio later in this report.
- 6 There are further potential future cost pressures that are not included in the projected figures, most significantly those associated with the implications of equal pay and in particular the cost of appeals following the recent implementation of the pay and grading review. The figures included in the table assume that the cost of appeals can be met by a lower pay award settlement than included in the budget. If the combined cost of the pay award and appeals is higher than the budget available then there will be a further pressure on the Council's budget. Preliminary indicative costings are that the costs can be contained in 2009/10, but that there will be additional cost pressures in future years.
- 7 In light of these increased spending pressures, Departmental Management Teams have been working hard to identify in-year savings to mitigate the Council's overall overspend position. As a result, departments have found £1,758k of projected in year savings, which, together with the removal of the remaining contingency budget, reduces the overall overspend from £4,457k to the reported position of £2,340k. A table summarising the broad areas of the savings is shown below.

<u>Type of Saving</u>	Total (£000's)
Staffing/Vacancy Freezes	471
Cash Limiting Budgets	421
Reorganisation of Service Provision	866
	<u>1,758</u>

- 8 As well as these savings, Departmental Management Teams are continuing to review opportunities to bring the projected overspend back in line with the budget. This will include delaying expenditure where possible, further opportunities for the control of staffing costs (e.g. vacancies) and other options to improve the overall efficiency of services. This will be regularly monitored by Corporate Management Team (CMT), and in discussion with Executive Members, with a view to reaching a balanced budget position. Looking ahead to 2010/11, it is important that some of the ongoing budgetary pressures are addressed as part of the financial strategy. As a result, this is likely to result in the requirement for further savings, and thereby highlighting the need for the fundamental transformation of services across the Council, through the More4York programme.

Children & Young People's Services

- 9 Children & Young People's Services is currently forecasting a net overspend of £1,639k, reduced to £1,305k following corrective action, which is made up of several significant cost pressures across the service. There are numerous overspends across the statutory children's social care budgets totalling a net £1,012k (9.1% of the total CSC budget). The vast majority of this is due to the continuing increase in the Looked After Children (LAC) population, up from 166 at March 2008 to 199 at March 2009 and 213 at 30 June 2009, an increase of 28% with no accompanying increase in the budget. The directorate has managed to contain the financial increase at a much lower level than the percentage increase in LAC by, in part, continuing the expansion of the local fostering programme and thereby reducing the proportion of LAC placed in more expensive out of city placements.
- 10 Home to School Transport budgets are projecting an overspend of £411k due to increased SEN taxi costs, more LAC (as above) and more appeals granted by Members.
- 11 There are unbudgeted net additional costs, estimated at £322k in 2009/10, across all LCCS services following the implementation of the new pay and grading system for APT&C staff. This is almost entirely due to a significant number of staff now being entitled to additional allowance payments for contracted shift, evening and weekend working which were all contained within basic pay under the previous pay system.
- 12 Other projected overspends elsewhere across the directorate include shortfalls in fee income in Adult Education (£90k) and the Music Service (£75k), and Youth Service activity that has continued to be undertaken even though the external funding supporting it has now ceased (£39k). This is offset by an underspend of £340k due to the staffing structures supporting the new Integrated Children's Centres not yet being fully recruited to.
- 13 The department has taken action to reduce its overspend position by finding in-year savings of £334k, including gaining approval from the Schools Forum to fund extra SEN transport costs from the Schools Budget (£100k), staffing savings (£81k), reprioritisation of grant funding (£54k) and targeted increases in income from traded services (£28k).

Leisure and Culture

- 14 There is currently a net £180k overspend projected in Leisure and Culture which has been reduced to £71k following the identification of in-year savings. The Library Service is currently experiencing an expected £80k shortfall in income. Sport & Active Leisure are predicting an £85k overspend linked in part to shortfalls in income at Edmund Wilson Swimming Pool and increased energy costs (not usage) at Yearsley Swimming

Pool. This is offset by in year savings of £109k including vacancy management measures (£54k) and reduced repairs and maintenance work in the city's parks and open spaces (£28k).

Economic Development

- 15 Current forecasts are that Economic Development will out-turn on budget. This is following a fundamental review of markets and city centre area budgets which has resulted in a lower, more achievable income target for Newgate Market, with higher income budgets elsewhere.

City Strategy

- 16 The current projection is that City Strategy (excluding Property Services) will have a gross overspend of £413k reduced to £163k after corrective action has taken place. The overspend is mainly due to a number of services experiencing income shortfalls linked to the economic downturn. City Development and Transport is forecasting a shortfall in Parking income of £200k and the additional cost of £112k in issuing concessionary fares tokens. This is offset by a forecasted in-year reduction in concessionary fares costs of £125k resulting from the Concessionary Fare Partnership seeking to reduce the Council's rate used to reimburse bus operators.

- 17 In Planning, there are significant projected shortfalls in income linked to a reduction in fees received from major planning applications (£500k) and building control fees (£125k). However a potential additional receipt of the Housing & Planning Delivery Grant of £440k is expected to offset this.

- 18 There is a further shortfall in income due to a lower than budgeted anticipated dividend from Yorwaste (£130k) due to reduced tonnages.

- 19 The department have identified actions to reduce its overspend by £250k comprising vacancy management measures (£100k) and cash limiting budgets and deferring project expenditure across the department (£150k).

Property

- 20 Property Services is projecting an overspend of £295k which is mainly due to an assumed loss in the Commercial portfolio linked to not receiving wayleave income at Harewood Whin (£170k) and costs associated with maintaining surplus assets such as the Manor and Lowfields schools (£50k).

Neighbourhood Services

- 21 The latest projection for Neighbourhood Services is a net overspend of £320k, after identification of in-year savings of £200k. Of this, Waste Services is projecting an overspend of £375k comprising Landfill Tax costs (£200k), a shortfall in Commercial Waste income linked to the current economic climate (£100k) and the funding of additional security at Towthorpe Household Waste Recycling Centre (£75k). Other areas contributing to the overspend include costs associated to losing the Elvington Airfield noise abatement case (£68k) and reduced income from parking penalty charge notices (£46k). This is offset by a projected £200k in year saving linked to extending transport leases.

Chief Executive's Department

- 22 The residual Chief Executive's department is forecasting an overspend of £31k. This is primarily attributable to a £38k shortfall in income from the Print Unit and the sponsorship of boundary signs.

Resources

- 23 Resources are projecting that they are on track for a small net underspend of £32k, but are taking further action to alleviate the corporate overspend position by offering in year vacancy management savings of £100k and £100k of other savings, resulting in the net reported underspend of £232k.
- 24 Further opportunities, including the potential for delaying some IT projects, are being considered with a view to increasing the overall underspend in the directorate.

Housing General Fund

- 25 Based on current estimates, it is expected that the Housing General Fund service will out-turn on budget. An overspend of £61k on repairs and utility costs at travellers sites is offset against an underspend at Howe Hill Hostel linked to higher occupancy rates (£38k) and other minor variations (£23k).

Adult Social Services

- 26 After identifying £665k of in-year savings to address cost pressures in the year it is currently projected that Adult Social Services will overspend by £589k. Contributing to this overspend is an increase in the number of customers supported at home (£622k), an increased Direct Payment take up (£586k) and increases in the number of Mental Health residential and nursing placements (£83k). This is offset by underspends at Elderly Persons' Homes, due in part to overachievement of income (£278k), and corrective in year action by the directorate of £665k designed to reduce the gross overspend position. This is comprised of the redirection of grants (£389k), reduction in training expenditure (£150k) and vacancy management controls (£126k).
- 27 The long term commissioning strategy which was reported to Members in 2008 predicted increases in demand for adult social care services at about 10% per year based on changing demographics. The actual growth has been slightly higher with a 25% increase in community care packages and a 22% increase in care placements over the past 2 years. It is for this reason that commissioning more community based services that promote and support independence and optimise people's ability to look after themselves is such a priority for work with NHS colleagues. The More For York programme is also focussing on service delivery within adult social care and in particular the arrangements for home care, re-ablement and residential care. However, there will need to be more work done before proposals for changes can be brought forward and there is unlikely to be any change to demand within the remainder of 09/10.

Centrally Held Budgets

- 28 These are budgets where the reporting responsibility has been reserved to the Executive and any activity against them is deemed part of this report. Current activity is projected to overspend by £557k.
- 29 Treasury Management activity is currently expected to produce a deficit of £529k. This is due to two key factors; firstly, interest rates payable on long term borrowings are higher than anticipated due to uncertainty in the prospect for growth causing investors to switch between equities and gilts resulting in high and fluctuating rates and the

projected drawing down of new debt being brought forward to allow borrowing to be taken earlier in anticipation of rising rates toward the latter part of the year (£150k), and secondly, the decrease in interest receivable is due to the continued fall in market interest rates available for investment with the 1-year rate starting the year at 2.15% and continuing to fall to 1.43% in the first 4 months. In addition there are lower cash balances than originally anticipated coupled with lower interest rates which have meant a significant reduction in interest earned projections (£379k).

- 30 The remaining £28k overspend is attributable to increased costs of providing staff with Park and Ride passes.

Contingency

- 31 The General Contingency for 2009/10 was set at £600k. Areas that may potentially require funding from this were identified during the budget process and these totalled £944k, including Landfill Tax (£400k) and shortfalls in parking income (£150k).
- 32 To date, £241k has been released to cover expenditure in areas that were not identified during the budget process; £120k towards Barbican development options and £121k to provide additional support to Burnholme Community College.
- 33 Given the current financial situation, it is recommended that no further allocations from the £359k balance on the Contingency are accepted. The projected overspend for the year, as set out in the table in paragraph 3, assumes that this budget will not be spent, resulting in a saving to offset overspends elsewhere.

Non General Fund

- 34 In the Dedicated School Grant (DSG) area there is a projected overspend of £696k against a budget of £87,865k. Due to the nature of the DSG, any underspend must be carried forward and added to the following year's funding with overspends either being funded from the general fund or reducing the following year's funding allocation. Following the convention used in 2008/09, the £696k overspend would be used to reduce the funding allocation granted for 2010/11.
- 35 The budgeted HRA balance is £8,149k. The current projection is that there will be a £415k overspend which will reduce this balance to £7,734k. The main reason for the variation is linked to repairs and maintenance activity.

Reserves

- 36 The table on the next page shows a summary of the Council's revenue reserves. It is currently projected that the balance of these reserves will be £6,593k at 31 March 2010 before any adjustment is made for net variations in the current year. The 2009/10 budget process recommended a minimum threshold for revenue reserves of £5,521k.

2009/10
£000

General Fund Reserve

Balance at 1 April	(10,012)
Less: Already Committed To Annual Budget	3,511
Already Committed To Annual Budget (LABGI Grant)	186
Carry Forward Underspend from Previous Years	472
Revised General Fund Reserve	(5,843)
Add: <u>Other Adjustments</u>	
NDR Rebates	(50)
Transfer funds from insurance reserve	(400)
Transfer funds from trading activities	(300)
	(750)

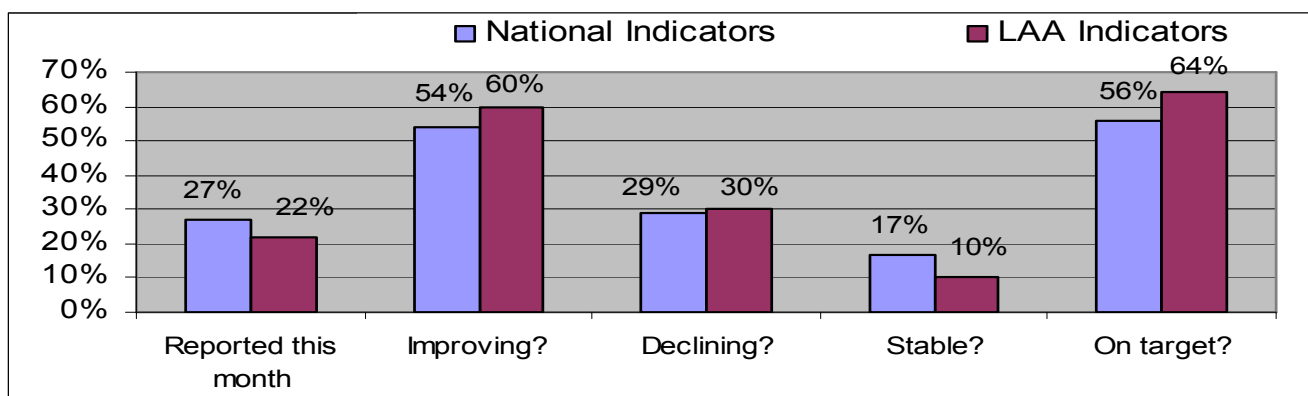
Expected General Fund Reserve as at 31 March 2010**(6,593)**

- 37 It should be noted that any overspend will reduce the overall level of reserves, and should the current level of spend continue it will take the Council below the recommended minimum threshold for revenue reserves which will have implications on next year's Council Tax levels both to contain the expenditure and also to re-build the reserve levels. Therefore corrective action in the form of further savings must be taken to avoid the threshold being breached as well as avoiding the requirement for further savings in 2010/11.

Performance indicators

- 38 Overall just over a quarter of the national performance indicators have data available at this point in the year. Of those 54% are improving compared to last year and 56% are on track to hit their 2009/10 target. Only 22% of the LAA indicators have 2009/10 data available at this stage in the year with just over half of those showing improvement.

	Reported this month	Improving	Declining	Stable	On target
National Indicators (NPIs)	58 of 214	28 of 52	15 of 52	9 of 52	29 of 52
LAA indicators (sub-set of NPIs above)	11 of 50	6 of 10	3 of 10	1 of 10	7 of 11



39 The following paragraphs provide members with details of indicators where performance is deemed to be an exception (e.g. good improvement or possible areas of concern). In particular, indicators that support priority improvement (e.g. LAA or corporate strategy targets) have been included.

Transport & road safety

40 *NPI 47 (people killed or seriously injured in road traffic accidents):* performance for April to June 2009 currently stands at 10. This is significantly better than the 30 incidents that occurred for the same time period in 2008. A range of successful initiatives have been introduced over the past year such as the 'Made you Look' campaign, which was launched in 2008. A 'Safer Business Driving Conference' was also co-coordinated by the Council in June 09 for fleet managers in the York area and an event for older drivers is planned for October 09 as the days start getting shorter. This is an LAA indicator and if the trend continues York will easily achieve the 2009/10 target.

41 *Park & ride:* There has been a slight decline for Q1 of 2009/10 to 691,081 compared to 695,612 for the same period in 2008/09, see the table below.

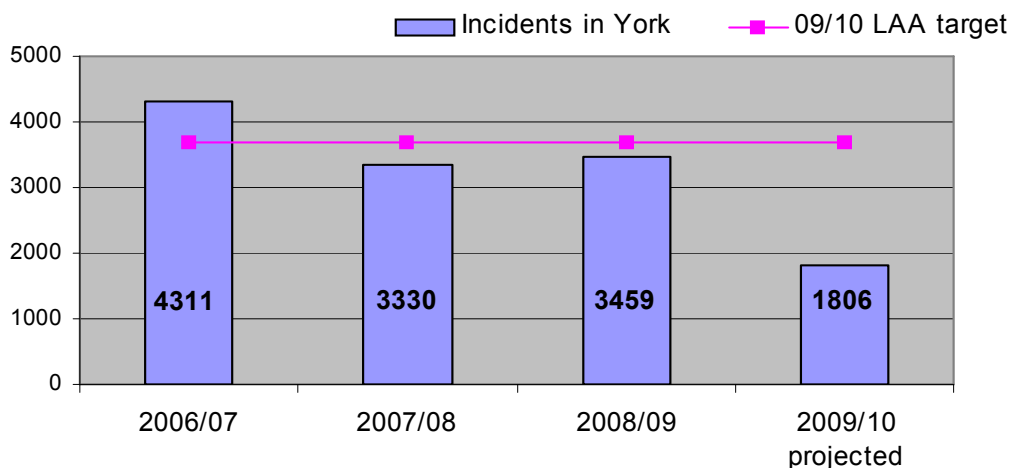
Park and Ride Passengers

Q1 08/09	Q2 08/09	Q3 08/09	Q4 08/09	Q1 09/10
695,612	779,471	825,263	682,275	691,081

Community Safety

42 *NPI16: Serious acquisitive crime rate.* 2008/09 saw a 4% rise with serious acquisitive crimes in York (3459), although the 4th quarter of last year did report much lower incidents than the previous 3 quarters. This trend has continued during 2009/10 with just 602 crimes recorded between April and July. NPI16 is made up of a number of crime types and several of the sub category crime areas are experiencing significant reductions in incidents. If the current trend continues, the forecast is to reach around 1800 by the end of the year, which would equate to a 48% reduction on 2008/09 and would achieve the 2010/11 LAA target by a significant margin.

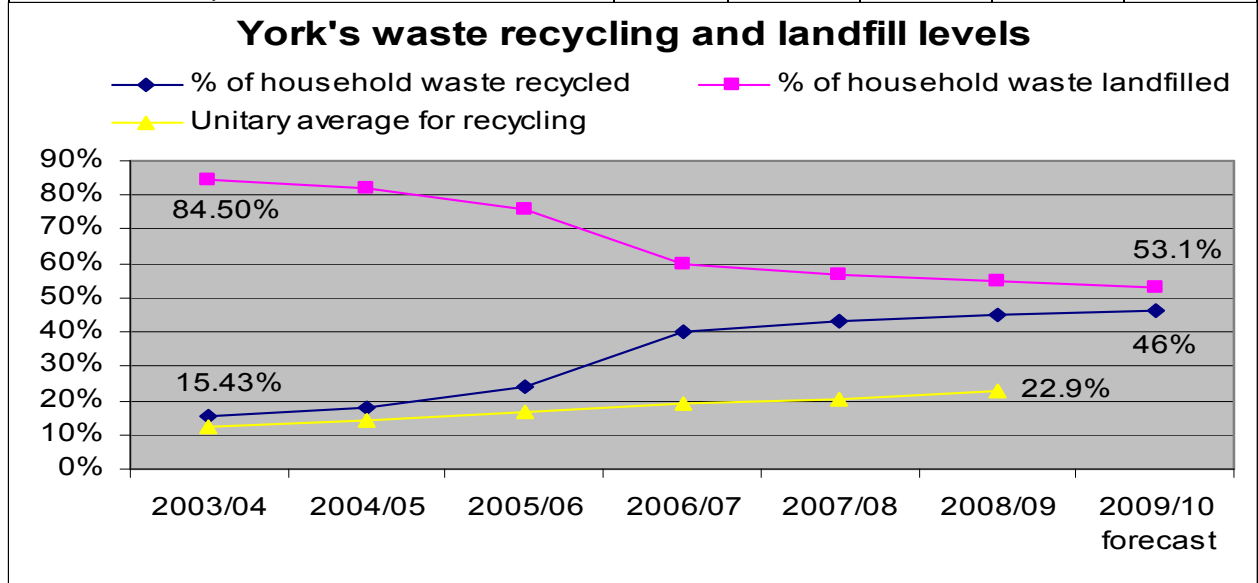
Serious aquisitive crime levels in York



Waste & recycling

- 43 *NPIs 191 to 193: Waste collection & management.* Recycling levels continue to improve on the already top quartile performance that has been achieved over the past 4 years. This has had the corresponding knock-on effect with the proportion of waste landfilled, which is now approaching 53% (see table below).

	08/09 Result	09/10 Forecast	09/10 Target	Improving ?	On target ?
NPI 191: Residual household waste per head	629kg	597kg	617kg	Yes	Yes
NPI 192: Household waste recycled/composted	45.1%	46.0%	47.9%	Yes	No
NPI 193: Municipal waste landfilled	55.1%	53.1%	52.6%	Yes	No



- 44 However, current landfill projections suggest that we may fall 0.5% short of the 2009/10 target of 52.62%. Residual waste collected per household is forecast to reduce further (597kgs), which would come in well under the very challenging 2009/10 target. This very encouraging given that it is an LAA target.

Street environment

- 45 *NPI195a-d: Street environment and cleanliness.* These four NPIs measure the proportion of areas around York that suffer from unacceptable levels of litter, detritus, graffiti and fly-posting. They are measured by a survey three times a year with the aim being to get a generally representative picture of the level of street environmental quality across the city. In 2008/09 performance on all four indicators declined slightly. The first survey of 2009/10 was carried out during June 2009 and the result for is encouraging for litter, graffiti and fly-posting, but suggests that detritus levels are getting worse compared to the levels recorded last June. Neighbourhood Services are undertaking a number of initiatives, including developing educational material for schools in relation to impact of littering and treating recreation areas as hot-spots during the summer in order to clear away litter related to 'drinking parties'. It is hoped that these will result in an improvement for this year's second survey, which will be carried out in October.

NI195 – Street Cleanliness

	Litter	Detritus	Graffiti	Fly-posting
2007/08	7.6%	8.9%	2.3%	0.3%
2008/09	8.9%	11.0%	4.7%	1.1%
2009/10 (after 1 st survey)	4.5%	13.3%	2.6%	0.0%
2009/10 target	7.5%	9.0%	4.0%	1.0%

Previous Survey results	June 07	Oct 07	Feb 08	June 08	Oct 08	Mar 09	June 09
Litter Fail rate	2.3%	8.5%	12.0%	10.3%	4.6%	11.8%	4.5%
Detritus Fail rate	4.1%	4.1%	18.4%	8.4%	10.6%	14.0%	13.3%
Graffiti Fail rate	1.1%	3.0%	2.9%	7.9%	4.0%	2.2%	2.6%
Fly-posting Fail rate	0.3%	0.3%	0.3%	2.6%	0%	0.8%	0%

Adult Care

- 46 *NPIs 132 & 133 – timeliness of social care assessments and packages.* Both these indicators cover areas that need to show improvement to address performance issues highlighted in the last Adult Social Care inspection. Progress based on the first quarter of 09/10 is mixed:
- Timeliness of assessments: Performance has improved from 67% to 77%, which matches the 2009/10 target. This has been achieved despite an increase of volume intake (25 referrals in April rising to 40 in June). This could impact on the ability to keep performance at the current levels, but if this were maintained, it would move York up from the bottom to the 3rd quartile, based on unitary authority comparative data.
 - Timeliness of care packages: Performance has dropped in the first period of this year (currently 83% compared 90.3% in 2008/09). This falls short of the 90% target set for 2009/10 and if no further improvement is made this year, this will move York from 3rd quartile to low in the bottom quartile of unitary authorities. HASS have investigated reasons for the drop in performance and action is being taken to address the process and reporting issues identified.
- 47 *NPI 141 – Independent living:* The number of people achieving independent living in York has increased to 72.6% (from 69.9% in 2008/09 and just 52% in 2007/08). If this trend continues, the 2009/10 LAA target of 70% should be achieved or exceeded.

Children & Education

- 48 *NPI 59 & 66: Children Looked After.* The % of assessments of children's social care carried out within 7 working days of their referral has dropped for April to June 2009 (65% from 71% in 2008/09), but with the implementation of lead practitioner schemes, the latest interim unvalidated figures shown an improvement to 75.8%. The % of looked after children cases reviewed within government timescales has improved to 97.8% (from 92.4% in 08/09). This moves York from the 3rd to top quartile.
- 49 *NPIs 73 & 76: Literacy & numeracy (KS2).* The % of pupils achieving Level 4 or above in **both** English & Maths at KS2 has shown a decline since last year although all results are still inline with or above national average. Provisional figures for 2009/10 show the combined level to be at 74% compared to 77% in 08/09. Looking at the subjects separately; in English, 81% of pupils achieved Level 4 or above (1% above the national average) and in Maths the figure was 80% (1% above the national average). The reduction has had a knock-on effect with the number of schools not achieving the floor target of 55% for Level 4+ in both English & Maths at KS2, which is now estimated to be 6 schools (above the 2009/10 target of 4). Further analysis is currently being carried out to look at why these schools have not hit the required floor target.

50 *NPI 75: GCSEs. The % of York children achieving 5 or more A*-Cs has increased significantly, although these are still provisional at this stage:*

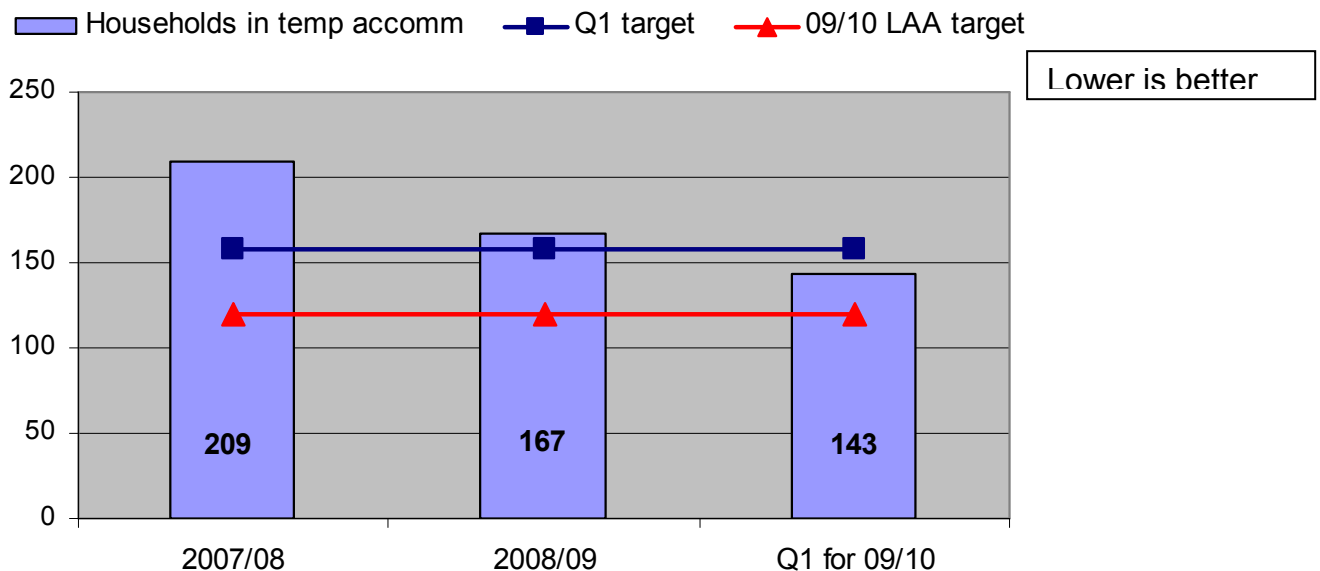
- 73.4% achieving 5+ GCSEs - up 5% from 68.5% achieved in 2008.
- 60% achieving 5+ GCSEs (including English & maths) - up 6.2% from 53.8% achieved in 2008).

Economy

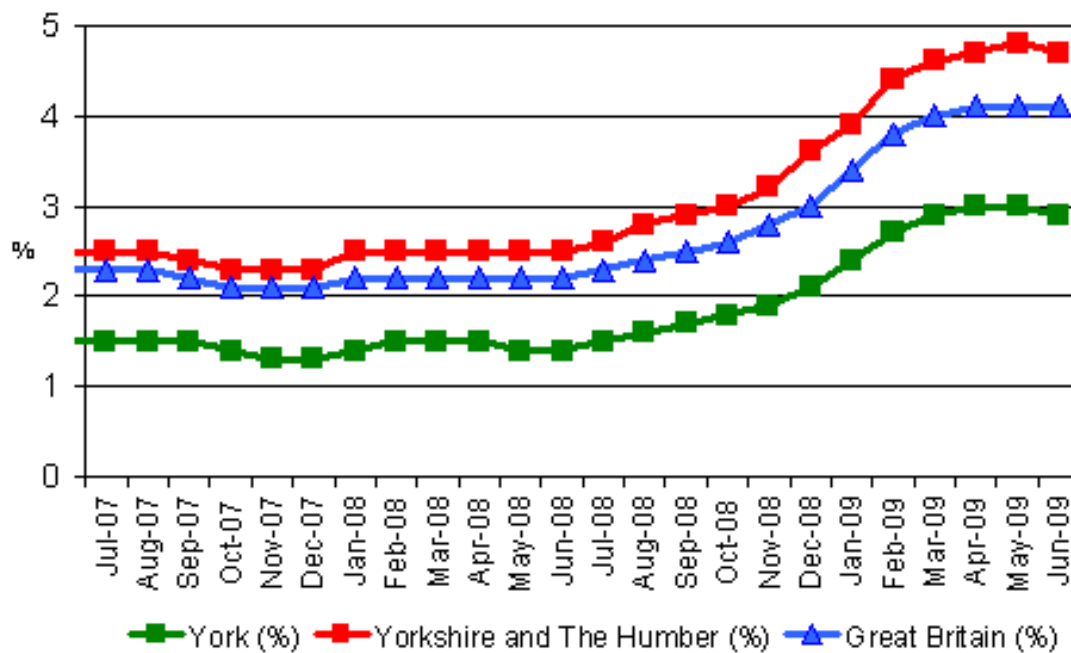
51 *NPI 117: % of 16-18 year olds who are not in education, employment or training (NEET). The NEET target is unlikely to be achieved this year, interim figures for 2009/10 are at 5.1%, a sizeable increase on the 4.2% reported in 2008/09 and well in excess of the 3.5% LAA target. This is due to an increase of approximately 70 young people becoming NEET compared to June 2008 with pre level provision now up to capacity along with a lower number of employment and training vacancies being available due to the current economic situation. In addition, most of the young people who are NEET are qualified below level 2 and approx 60 have learning difficulties.*

52 *NPI 155: Affordable Housing. 13 affordable houses were delivered in Q1 of this year, which is well down on the level delivered last year (155 for 2008/09). The current economic climate has had a major impact on the council's performance and the LAA targets of 280 and 350 for 2010-12 will be reviewed in the next LAA refresh.*

53 *NPI 156: Homelessness. The number of households living in temporary accommodation has declined significantly so far this year and is now below the Q1 target (see graph below). The improvement result from changes to the council's letting and registration policy, supported by a significant increase in prevention work. This is particularly encouraging in the current economic climate and HASS expect to exceed the 2009/10 LAA target of 120 if this trend continues.*



54 *VJ 15a & VJ 15B Unemployment: The unemployment rate for York can be estimated from those actively seeking work and ready to start through data released as a 12 month rolling average linked to how far York is under the regional and national rate.*

% of people claiming job seekers allowance in York

- 55 York's unemployment rate is currently 1.6% below the regional and 1.09% below the national average. Despite the economic climate, the gap has widened from the same period last year. Unemployment is also linked to the job seekers allowance claimant count in York, which has recorded a fall in June 09, following a continual increase throughout the economic downturn. However the claimant count is still double the amount it was for the same period last year, 2.9% in June 2009 compared to 1.4% in June 08 (see graph above).

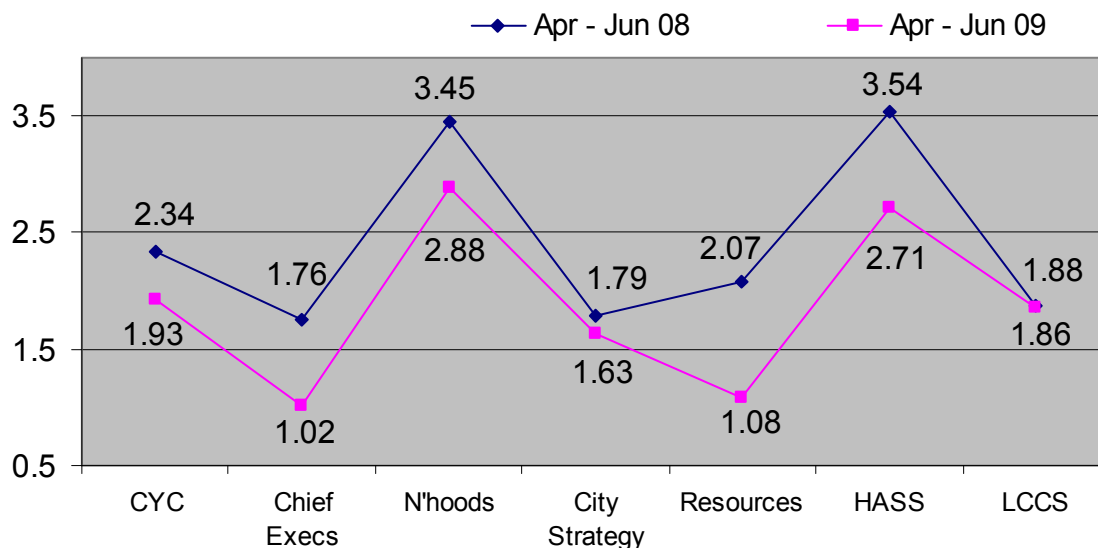
Corporate Health

Corporate health performance area	Latest 2009/10	Improving since last year?
Average days sickness per FTE	1.93 days	Yes (2.34 by June last year)
H&S: Major injuries to employees	2	Yes (3 by July last year)
H&S: Minor injuries to employees	11	Yes (16 by July last year)
H&S: Injuries to non-employees	10	No (8 by July last year)
Phone calls answered within 20 secs	94%	Yes (91% last year)
Letters dealt with within 10 days	96%	Yes (94% last year)
Stage 2 complaints dealt with in 10 days	87%	No (100% last year)

- 56 Staff attendance levels continue to show good improvement with the average sickness days per FTE currently standing at 1.93 days compared to 2.34 days for the same period last year (see graph on next page). Sickness levels in HASS, Resources and Chief Executive's have improved significantly, particularly in Resources, which reported a 50% drop so far this year. If this reduced trend in sickness absence continues over the next 10 months, projected performance indicates that the council could achieve 7.7 days per FTE, which would exceed the 2009/10 target of 8.6 days and place York close to the top quartile. However, the predicted high levels of absenteeism due to flu over the autumn and winter months could undermine any forecasts based on Q1 of 2009/10.

57 Health and Safety reported accidents show mixed results for April to June, with decreases in 'major' and 'minor incidents, and an increase in public' incidents, compared to the same period last year. Both major incidents occurred in Neighbourhood Services and LCCS (1 each), and the majority of public incidents were reported in schools. So far, the predicted increase in H&S incidents has failed to materialise in Q1. The forecast increase was due to more robust incident reporting arrangements being introduced.

Staff sickness - comparing this year with last



Progress on priorities & key projects

58 The summary table below shows progress on the 54 milestone actions and 52 commitment target indicators set out in the 2009/12 corporate strategy. 11% of the milestone actions have now been completed and a further 72% are on track to hit their agreed deadline. Only 8 of the 52 commitment targets are reportable for this monitor, but nearly all are showing improvement on their 2008/09 baseline.

	Milestone actions				Commitment targets				
	Number	Completed	On track	Not on track	Number	Reported	Improving	Not improving	On target
Thriving City	6	0 (0%)	6 (100%)	0 (0%)	8	0	0	0	0
Sustainable City	10	1 (10%)	7 (70%)	2 (20%)	15	3	3	0	2
City of Culture	5	1 (20%)	3 (60%)	1 (20%)	2	0	0	0	0
Healthy City	5	0 (0%)	3 (60%)	2 (40%)	4	0	0	0	0
Inclusive City	10	0 (0%)	10 (100%)	0 (0%)	9	2	2	0	2
Learning City	5	1 (20%)	2 (40%)	2 (40%)	6	1	0	1	0
Safer City	8	0 (0%)	7 (88%)	1 (12%)	4	2	2	0	2
Effective Organisation	5	3 (60%)	2 (40%)	0 (0%)	4	0	0	0	0
Total	54	6 (11%)	40 (74%)	8 (15%)	52	8 (15%)	7 (88%)	1 (12%)	6 (75%)

59 The following 6 milestone actions have now been completed:

City of Culture milestone

- *Carry out a market analysis and get a decision on interim use of the Barbican Auditorium by June 2009:* The market analysis has now been carried out and a report was taken to the Executive on 28th April 2009. These proposals were approved and they agreed that the project could move onto stage 2 of the process. Work is ongoing and the Executive will receive a report in September 2009 on the outcome of stage 2.

Learning City milestone

- *Completion of a pilot in 14 schools involving YorOK brokers which targets early intervention to those children identified as vulnerable by March 2010:* The pilot has now been completed and evaluated.

Sustainable City milestone

- *Complete the Groves recycling pilot by Sept 2009:* The Groves recycling project is now complete and the results of the trial have been published. These results have also been a helpful in deciding the methods to be used for the wider city roll out.

Effective Organisation milestones

- *Commit to the introduction of quality city-wide magazine:* On 23rd June the Executive agreed to the production of a new council publication to improve direct communication with residents. The report acknowledged the correlation between overall satisfaction with the council and satisfaction with information provided by the authority. As a follow-up, the Executive have asked Marketing and Communications to enter into a contract for distribution and begin production of the new publication which will be delivered six times a year.
- *Incorporate actions in response to the 2009 staff survey into the refreshed SIP:* A paper on the results of the 6th staff survey was considered alongside a report on the refreshed Single Improvement Plan (SIP) at the Executive on the 26th May. The response to the staff survey has now been addressed in the workstreams for the refreshed 2009/10 Improvement Plan.
- *Implement an Engagement Strategy to help communicate, consult and involve York residents about changes and improvements the council makes:* York's Community Engagement Strategy 'Listening, Informing and Working Together' was published in June and is now available on the council's website. The strategy sets out a consistent approach for consultation across the city's partnership agencies and provides practical guidance for officers via an engagement toolkit.

60 The following 8 milestone actions are reporting **slippage**:

Sustainable City milestones

- *Complete an easy@york review of waste, neighbourhood pride and street environment services by Summer 09:* This will be slightly delayed as the easy@york programme has been widened and is now part of the 'More for York' programme.
- *Introduce new technological devices to improve the identification and removal of street litter by Sept 09.* The mobile devices, and other technological solutions, were an integral part of the Easy @ York Phase 2 project: Again, as above, the deadline for this action will be slightly delayed as the easy@york programme has been widened to ensure it is done as part of the 'More for York' programme.

City of Culture milestone

- *Develop and hold a Young Peoples Festival by Dec 2009, involving 90% of cultural agencies.* Due to the LAA bid being unsuccessful the original deadline will now not be met. However pleased to report that the events will be run in the summer of 2010.

Healthy City milestone

- *Launch a campaign by Sept 2009 to encourage an additional 1,600 adults to participate in regular weekly physical activities (5x30mins):* Work has been ongoing with this project, but the procurement process to use the secured LAA Development Fund is taking longer than expected, means that the September target date is now not possible. The next opportunity to launch the campaign is January 2009, which could be seen as a more desirable time given that people start New Year resolutions to get fit and/or lose weight.
- *Complete a corporate review of the response needed to meet the needs and aspirations of the increasing population of older people by Mar 2010:* Start of work has been delayed and scoping work on the process for undertaking the review will be completed by September. A revised deadline will be set after that.

Learning City milestones

- *Build a new children's centre at Knavesmire Primary School by January 2010:* Planning has been approved for the 9th Children's Centre and is well under way but currently running behind schedule. Completion of the project by December 2009 is now unlikely but a revised deadline of April 2010 is achievable.
- *Respond positively to the economic downturn by reducing the number of NEETS by targeted interventions with 16-18 year olds and the provision of wider range of qualifications for all by Mar 2010:* Although slippage has been reported, work is ongoing with partners to address the mismatch between the learning needs of young people in the not in employment, education or training (NEET) group and current post-16 learning provision. Some progress has been made in relation to diploma provision, increased provision for LDD learners (learning difficulties & disabilities) and pre-employment/learning readiness programmes.

Safer City milestone

- *Capable Guardians to commission at least 50 restorative justice and young people's service interventions by March 2010 with children at risk of becoming first time offenders:* The Youth Offending Team Restorative Justice Development Officer has taken retirement, which has led to slippage in promoting and supporting the schemes/provision. The employer (NYPolice) is about to interview for a successor.

Progress on the corporate improvement plan

- 61 94% (28 out of 30) of the corporate improvement plan actions are on track to be delivered to their agreed deadlines. Slippage has occurred on two actions to develop a Member Development Policy and agree an annual programme for delivery, but efforts are being made to ensure these are still delivered within the year. If the original deadline of 30 September is not met, it is still anticipated that the milestones will be met shortly afterwards.

Options

- 62 The Director of Resources has certain statutory powers to ensure the Council's financial management is conducted properly. At present the current strategy is to seek for each Director to take appropriate corrective action in their own areas, with a view to

minimising expenditure. Significant progress has been made, but clearly further is still required. As a result there remain very significant risks in terms of the Council's current financial position, which if these are not able to be progressed to a satisfactory conclusion very soon, may require the Director to enforce a series of measures that he considers essential to ensure the Council's financial position is maintained. This position will be constantly reviewed, and members advised accordingly.

- 63 It must be clearly stated, that the Council can only spend what it can afford, and whilst certain actions may have service implications, the consequences of a major overspending are very significant, particularly in light of the Council's reserves position, and therefore corrective action must be taken. CMT, in discussion with Executive Members are continuing to look at further opportunities to bring this projection down. In the longer term, some of the major financial pressures, in particular social care, may require increased budget provision, which will clearly require compensating savings elsewhere within the Council.
- 64 Annex 1 outlines figures provided by LCCS showing the increase in looked after children between 2006/07 and 2010/11. Annex 2 provides context behind the figures reported by HASS. In other areas of the Council, further mitigation to reach a balanced budget position will continue.

Analysis

- 65 All the analysis of service performance, progress on key actions and the financial position of the council is included in the body of the report.

Consultation

- 66 A number of performance management meetings and forums have taken place at DMTs and CMT to review performance and delivery. These have helped to inform this report.

Corporate priorities

- 67 The information and issues included in this report is designed to demonstrate progress on achieving the priorities set out in the council's corporate strategy (2009-12). It also provides evidence of the co-operation between CMT and the Executive in working together to drive forward prioritised improvement and address performance, delivery or financial issues of corporate concern.

Implications

- 68 The implications are:
- Financial - the financial implications are dealt with in the body of the report.
 - Human Resources - there are no specific human resource implications to this report, but it does contain important information on staff management and welfare.
 - Equalities - there are no equality implications to this report
 - Legal - there are no legal implications to this report
 - Crime and Disorder - there are no specific crime and disorder implications to this report, but it does provide the Executive with crucial performance information to inform future resource allocation.
 - Information Technology - there are no information technology implications to this report

- Property - there are no property implications to this report
- Other - there are no other implications to this report

Risk Management

- 69 The budget setting process always entails a degree of risk as managers attempt to assess known and uncertain future events. As with any budget the key to mitigating risk is prompt monitoring of income and expenditure and appropriate management control. As such regular updated figures and revised corrective actions will be monitored via Directorate Management Teams, Corporate Management Team and the monitor reports during the year.

Recommendations

- 70 Members are asked to:

- a. Note the performance issues identified in this report.

Reason: So that corrective action on these performance issues can be taken by members and directorates.

- b. Note the finance issues identified in this report, in particular:

- The significant pressures arising due to the economic recession and social care costs.
- The work already undertaken within directorates to reduce the potential overspending.
- The need for further work to bring expenditure in line with the budget.
- The longer term need for growth in some budgets, which will require compensating efficiencies and service transformation across the Council.

Reason: So that corrective action can be taken to bring the Council's expenditure within budget.

Authors:		Chief Officer Responsible for the report:		
Peter Lowe & Nigel Batey Performance & Business Assurance Team.		Ian Floyd, Director of Resources		
Janet Lornie & Andrew Crookham Corporate Finance		Report Approved	✓	Date 10 September 2009
Specialist Implications Officer(s) - None				
Wards Affected: None				All <input type="checkbox"/> tick <input type="checkbox"/>
Annexes Annex 1 – LCCS Looked After Children Figures Annex 2 – HASS Context				
For further information please contact the author of the report				

Annex 1**Children Looked After Costs & Numbers 2006/07 to 2010/11****2006/07**

Types of Placements	Number	%	Budget	Actual	Actual Per Child
Fostering (York)	100				
Children's Home	6				
Placed for Adoption	9				
Placed with Parents	21				
Other	5				
Total LAC (York)	141	90%	1,200,490	2,165,476	15,358
Residential School	5	3%	369,340	327,051	65,410
Fostering (IFA)	11	7%	402,950	506,188	46,017
Total	157		1,972,780	2,998,715	19,100

2007/08

Types of Placements	Number	%	Budget	Actual	Actual Per Child
Fostering (York)	113				
Children's Home	7				
Placed for Adoption	5				
Placed with Parents	22				
Other	2				
Total LAC	149	89%	2,342,450	2,406,679	16,152
Residential School	7	4%	334,860	371,006	53,001
Fostering (IFA)	12	7%	405,820	568,057	47,338
Total	168		3,083,130	3,345,742	19,915

2008/09

Types of Placements	Number	%	Budget	Actual	Actual Per Child
Fostering (York)	153				
Children's Home	4				
Placed for Adoption	5				
Placed with Parents	17				
Other	1				
Total LAC	180	90%	2,556,310	2,883,601	16,020
Residential School	10	5%	358,400	490,010	49,001
Fostering (IFA)	9	5%	553,310	460,071	51,119
Total	199		3,468,020	3,833,682	19,265

2009/10 Estimate

Types of Placements	Number	%	Budget	Outturn	Outturn Per Child
Fostering (York)	171				
Children's Home	4				
Placed for Adoption	5				
Placed with Parents	20				
Other	0				
Total LAC	200	89%	2,523,714	3,229,458	16,147
Residential School	10	4%	395,250	520,847	52,085
Fostering (IFA)	14	6%	567,140	691,000	49,357
Total	224		3,486,104	4,441,305	19,827

2010/11 Estimate

Types of Placements	Number	%	Budget	Outturn	Outturn Per Child
Fostering (York)	175				
Children's Home	4				
Placed for Adoption	5				
Placed with Parents	20				
Other	0				
Total LAC	204	87%	2,574,200	3,294,000	16,147
Residential School	10	4%	403,155	521,000	52,100
Fostering (IFA)	20	9%	578,480	987,000	49,350
Total	234		3,555,835	4,802,000	20,521

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Annex 2**Housing & Adult Social Services Context**

The main areas causing the overspend on Adult Social Services are;

- An increase in the expected number of Mental Health residential and nursing placements – this was an area where the budget was reduced for 09/10 based on previous years' activity
- A continued increase in the volume and complexity of community based support for Learning Disabilities
- A continued increase in the number of Older People needing community based supports
- An agreed budget saving to deliver additional customer income of £180k has not yet been implemented due to the need to complete a full Equalities Impact Assessment (EIA) and lack of sufficient resources to complete all the work needed.

The increase in demand from older and disabled people was anticipated and the York Long Term Commissioning Strategy reported to members in October 2007 projected that by 2020 there would be an increase of 31% in the over 65 population, and within this number, an increase in the over 85s of 60%. People over 85 are more likely to need support from health and social care services. The strategy also went on to project the likely impact on service demands and costs.

The table below shows the numbers of people accessing services in 2007, the projections that were made at the time about the increased capacity that was likely to be required by 2010 set alongside the current number of packages in place. This shows that increases are happening broadly in line with the forecast although at a higher rate with a 25% increase in community care packages and a 22% increase in care home placements over the past 2 years.

	Baseline snapshots (as at 17/7/07)	2010 forecast of capacity needed	Actual packages (as at 31/7/09)
Community Based	2635	3104	3322
Residential & Nursing	653	761	797

It is for this reason that the major reviews of direct services were agreed by members and these are being brought within the broader More for York programme. However, within this context of increasing demand it will be very difficult to produce a balanced outturn position in 09/10 in advance of the completion of the major reviews.

As part of the budget setting process for 09/10 savings were offered in a number of areas that did not affect service delivery. They included:

- in increase in the existing vacancy factor by 1% saving £85k.
- a 1% efficiency against premises, supplies & services budgets and a minor base budget exercise that had been undertaken to drive out further efficiencies saving £200k.
- Further savings identified corporately in administration, use of external consultants, energy budgets, transport, and improved staff attendance totalling £167k.