Notice of a public meeting of
Economy & Place Policy & Scrutiny Committee

To: Councillors S Barnes (Chair), Daubeney (Vice-Chair), Baker, Douglas, Hook, Pearson and K Taylor

Date: Tuesday, 10 December 2019

Time: 5.30 pm

Venue: The Thornton Room - Ground Floor, West Offices (G039)

A G E N D A

1. Declarations of Interest

At this point, Members are asked to declare:

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

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

2. Minutes (Pages 1 - 8)

To approve and sign the minutes of the Economy & Place Policy & Scrutiny Committee meeting held on 13 November 2019.

3. Public Participation

It is at this point in the meeting that members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Monday 9 December 2019.** Members of the public can speak on agenda items or matters within the remit of the Committee. To register to speak please contact the Democracy Officer for the meeting, on the details at the foot of the agenda.

Filming, Recording or Webcasting Meetings

Please note this meeting may be filmed and webcast, or

recorded, and that includes any registered public speakers, who have given their permission. The broadcast can be viewed at http://www.york.gov.uk/webcasts or, if recorded, this will be uploaded onto the Council's website following the meeting. Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (contact details are at the foot of this agenda) in advance of the meeting. The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at http://www.york.gov.uk/download/downloads/id/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

4. **Overview report from Highways Team** (Pages 9 - 56)
To consider a report on the Council's performance on highway maintenance.

5. **Update of implementation of recommendations from York Residents' Priority parking Scheme Scrutiny Review** (Pages 57 - 78)
This report provides Members with their first update on the implementation of the approved recommendations arising from the scrutiny review into York's Residents' Priority Parking Scheme.

6. **Apprenticeship and Skills Scoping Report** (Pages 79 - 84)
This report provides a suggested scope for the Committee's scrutiny of apprenticeships and skills in York and if a review is agreed to consider a remit and methodology for completing the review work.

7. **Work Plan 2019-20** (Pages 85 - 88)
To consider the Committee's Work Plan for the remainder of the 2019-20 municipal year.

8. **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) 552030
- 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 and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 **(Cantonese)**

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

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

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

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

☎ **(01904) 551550**

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City of York Council	Committee Minutes
Meeting	Economy & Place Policy & Scrutiny Committee
Date	13 November 2019
Present	Councillors S Barnes (Chair), Baker, Douglas, Hook, Pearson and K Taylor
Apologies	Councillor Daubeney

28. Declarations of Interest

Members were asked to declare, at this point in the meeting, any personal interests not included on the Register of Interests or any prejudicial or discloseable pecuniary interest that they might have in respect of the business on the agenda. Cllr Pearson declared a personal interest in agenda item 4 [Round table discussions around in-work poverty, gender pay gap and low-pay industries] as he was a friend of the TUC representative. There were no further declarations of interest.

29. Minutes

Resolved: That the minutes of the Economy and Place Policy and Scrutiny Committee meetings held on 10 September 2019 and 16 October 2019 be approved as a correct record and then signed by the Chair.

30. Public Participation

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

31. Round table discussions around in-work poverty, gender pay gap and low-pay industries

Members considered a report that informed them of the current situation in the city in relation to in-work poverty, the gender pay gap and low-paid industries. The following professionals had been invited to the meeting to participate in discussions and to inform Members on those issues they wished to take forward in their work plan for the year:

- The Emeritus Professor of Social Policy at the University of York (UoY)

- The Head of Policy and Partnerships at Joseph Rowntree Foundation (JRF)
- The Policy & Campaigns Officer Yorkshire and the Humber TUC
- A representative from the retail sector in York

The Chair welcomed all to the meeting and introductions were made. He explained that the committee was working closely with other scrutiny committees on different aspects of poverty in the city.

Discussion took place regarding in work poverty in York. The Emeritus Professor of Social Policy at the University of York noted the risks of in work poverty and attributed the causes of it to a number of issues. These included changes in the labour market, low wages, short hours, in work benefit cuts, the impact of government austerity and the non-take up of benefits. The representative from the retail sector in York supported this, adding that in work poverty affected parents as they had additional costs such as childcare.

The Chair noted that housing costs were higher in York and he asked whether this was unique to York. The Emeritus Professor of Social Policy at the University of York noted that it was not unique to York and was an important factor as most private rents were not covered by housing benefit. The representative from the retail sector in York noted that at her place of work a job applicant had requested 50-60 hours per week to be able to cover their housing costs. The Policy & Campaigns Officer Yorkshire and the Humber TUC noted that the concept of affordable housing was ambiguous, noting that in York there was not enough social housing and there was also the impact of local authorities not enforcing affordable housing which resulted in a lack of supply of affordable housing.

The Emeritus Professor of Social Policy at the University of York was asked and explained that his evaluation was based on the voluntary wage. The Head of Policy and Partnerships at Joseph Rowntree Foundation (JRF) noted that there were city and local area differences in the living wage which were impacted by housing costs, income (wage plus benefits), low pay and people getting stuck on low pay, the number of hours and constraints on working hours (childcare and transport) and the local economy. She explained that the Living Wage Foundation had developed a new scheme on working hours which called for decent notice periods for shifts and a minimum of 16 hours a week. The Policy & Campaigns Officer Yorkshire and the Humber TUC concurred with this and noted the precarity in the workplace for the numbers of 16-30 year olds working in the hospitality, retail and caring sector which were growing sectors in which employees may not have their rights enforced or know that their rights exist.

A Member asked whether working hours and shifts were being looked at governmental level. The Policy & Campaigns Officer Yorkshire and the Humber TUC noted that at some companies shift managers were given little training. The representative from the retail sector in York noted that zero hours contracts were not used at her place of work and they also issued fixed contracts, for example a two week working hours rota. She noted that the stability of working hours was important and there had been a number of retail jobs lost, and seemed to be transferring over to warehousing jobs. She added that there was a pressure to make a profit and in her organisation there had been a 12% decrease in the number of staffing hours.

The Head of Policy and Partnerships at Joseph Rowntree Foundation (JRF) noted the importance of considering one sided flexibility in the workplace and she asked how employers could be supported to create more good quality jobs. She explained that the Local Industrial Strategy needed to support growth and highlighted the Greater Manchester Good Employment Charter as an example of this. She noted that there was a role for councils to convene good job standards. The representative from the retail sector in York noted that there were opportunities for employers to be good role models.

The City of York Council (CYC) Assistant Director for Regeneration, Economic Growth and Asset Management explained that the living wage was important for the council and there was salary compression at lower grades. She noted that the council had tried to look at the living wage in its supply chain. She advised that there was consultation on the economic strategy that would feed into the Local Industrial Strategy (LIS) and there was an emphasis on including growth which would involve the setting up of a 'people's panel' that would looks at items such as the Greater Manchester Good Employment Charter. The CYC Head of Economic Growth outlined the York Economic Strategy and noted that there was growth in the low paid work areas such as hospitality. He noted that a report on this had been presented to the Executive Member for Economy and Strategic Planning at his Decision Session. He noted the challenges around in work poverty and added that the people's panel workshops would be held at Easter for which it would be ensured that people could feed into that process.

The Policy & Campaigns Officer Yorkshire and the Humber TUC urged the consideration of dialogue with employers and Trade Unions noting that the TUC was working with Liverpool City Region on a Fair Employment Charter. He noted that local authorities could look at

procurement and employers around the living wage and could not use suppliers that use zero hours contracts.

Discussion took place on Brexit. The representative from the retail sector in York noted that employees talked about Brexit every day and The Policy & Campaigns Officer Yorkshire and the Humber TUC noted that a no deal Brexit would adversely affect workers' rights, including seasonal workers and migrant workers. When asked about good examples of industrial growth strategies, the Head of Policy and Partnerships at Joseph Rowntree Foundation (JRF) noted that there could be further discussion about it. The CYC Assistant Director for Regeneration, Economic Growth and Asset Management noted the need to be mindful of how procurement could affect Small and Medium Enterprises (SMEs). In response to a further question on procurement she explained that the Council used a combined procurement portal with other local authorities. The Head of Economic Growth explained that the Economic Growth Team had been working with SMEs. He advised that the rules on procurement were complicated and that there were limitations as a result of this.

The representative from the retail sector in York noted that the Council could offer help to employees on CV writing and the Emeritus Professor of Social Policy at the University of York supported the review of discretionary benefits following the suggestion by a Member. The Chair referred to the local assistance scheme and the Emeritus Professor of Social Policy at the University of York noted that this was not utilised by local authorities. The Policy & Campaigns Officer Yorkshire and the Humber TUC noted that there could be work done on procurement, especially in social care. He added that in relation to housing, there was a need to recognise that people had complicated needs and he suggested that the rules around substance misuse and housing entitlement needed to be examined.

Discussion took place regarding underemployment. The Policy & Campaigns Officer Yorkshire and the Humber TUC noted that the ONS produced data on underemployment, the Emeritus Professor of Social Policy at the University of York noted that the University of York did a survey on the living wage which produced statistics on employment and the Head of Policy and Partnerships at Joseph Rowntree Foundation (JRF) noted that it had led a market survey on underemployment.

Following the Head of Economic Growth giving an outline of the statistics concerning the gender pay gap in York, Members noted that women were predominantly in part time work in York in the retail, hospitality and social care sectors. It was noted that there needed to be a more flexible approach to the hours offered. The representative from the retail sector in York suggested that during recruitment, applicants could be offered jobs with

part time or full time options. The Assistant Director for Regeneration, Economic Growth and Asset Management noted the challenges around high level jobs for women with caring responsibilities. Discussion took place regarding paternity pay.

The Head of Policy and Partnerships at Joseph Rowntree Foundation (JRF) suggested that consideration needed to be given to job design. This was supported by The Policy & Campaigns Officer Yorkshire and the Humber TUC, who added that for some people there was no choice about the number of hours they needed to work because of the cost of living. Members noted that good policies could be promoted by a good jobs charter and they discussed the four day working week. A number of suggestions were made regarding possible areas for the Committee to examine:

- The LIS as a tool for growth
- Use of the Liverpool and Manchester Good Employment Charters
- The CYC People's Panel
- Social care procurement
- Job share – advertising jobs as part time or full time
- Training and development/strategy
- Living hours employer
- Transport – consideration of bus franchising (with the possibility of the committee making recommendations on the Strategic Travel Plan following the adoption of the Local Plan)
- Stopping the preclusion of substance misuse in housing

Resolved: That having considered the information provided in the report and at the meeting, the above suggestions would be discussed as areas for development when the work plan was considered.

Reason: In order for the Committee to have a balanced and effective work plan.

32. Update of implementation of recommendations from Economic Health of York City Centre Scrutiny Review

Members considered a report which gave the first update on the implementation of the approved recommendations arising from the scrutiny review into the Economic Health of York City Centre. Annex 1 included the detailed itemised update of the implementation of the review recommendations.

The Assistant Director for Regeneration, Economic Growth and Asset Management advised Members that the engagement activity on MyCityCentre had been delayed until the New Year because of purdah.

Following an update on the implementation of the recommendations, the Assistant Director for Regeneration, Economic Growth and Asset Management and Head of Economic Growth noted that:

- The council would be commissioning an external partner undertake engagement on MyCityCentre and as part of this, the external partners would visit different groups.
- A workshop could be arranged for the committee on the MyCityCentre project
- External engagement could be done the website and through different approaches
- A range of social media strategies would be used to promote the MyCityCentre project.
- The Guildhall project was in progress.
- The reasons for the unsuccessful bid to the Heritage High Streets fund were noted.

Following the update it was:

Resolved: That;

i. The content of the report be noted.
ii. There be a further update on the implementation of the recommendations in 6 months' time.

Reason: To raise awareness of those recommendations which are still to be fully implemented.

33. Work Plan 2019-20

Members considered the work plan and work plan requests from the Customer and Corporate Services Scrutiny Management Committee. After discussion it was agreed that the work plan be updated to include the following items for consideration at future meetings:

<u>Tuesday 10 December 2019</u>

1. Overview report from Highways Team
2. 2nd Quarter Finance and Performance Monitoring Report.
3. Apprenticeship and Skills Scoping Report
4. Update of implementation of recommendations from York Residents' Priority parking Scheme Scrutiny Review (slipped from November).

5. Work Plan 2019-20

Wednesday 15 January 2019

1. Scoping report on in-work poverty including the Jobs Charters in Manchester and Liverpool and living hours commitment
2. Overview report on Economy and Place Directorate sickness and workloads (to include staff survey data, absenteeism rates and complaints data & representatives from Unison and the GMB Trade Unions to be invited to the meeting)
3. Work Plan 2019-20

Wednesday 12 February 2020

1. Update report on Planning Enforcement
2. Update report on Guildhall Project
3. Work Plan 2019-20

Resolved: That the above items for the Committee's work plan for the 2019/20 municipal year be considered at the next meeting.

Reason: To keep the Committee's work plan updated.

Cllr S Barnes, Chair
[The meeting started at 5.30 pm and finished at 8.20 pm].

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Economy and Place Policy and Scrutiny Committee **10 December 2019**

Report of the Head of Highways

Highways Scrutiny Update

Summary

1. Funding for highway maintenance comes from central government funding and decisions made by full council in terms of the allocated budget. This report puts the maintenance and performance into context. The current back log of maintenance is approximately one hundred and twelve million based on the current condition and cost of repairs.

Background

2. Every year the Council carries out a detailed video condition survey of all the carriageways and footways within its geographical area. Each carriageway and footway is graded in blocks of 1 to 5 with 5 being very poor. Then a combination of areas of 4 and 5 (grades) are then analysed and ranked taking into account their condition, safety, location, usage, accidents, hierarchy, affordability, and a number of other influences, including other identified potential works on the same streets.
The ranking is required to prioritize maintenance works within budgets set by the Council. Final details as to extents and exact works requirements are further analysed and programmed based on engineering decisions and further site inspections.

3. In addition to the annual condition assessment and repair and renewal process we carry out frequent safety and reactive inspections. Reactive inspections are carried out following the report of defects.

4. Roads are categorised as grade 1 to grade 5.

Grade 1 - Free from defects

Grade 2 - Signs of surface wear

Grade 3 - Mid life

Grade 4 - functionally impaired

Grade 5 - structurally impaired

5. Annex 1, 2, 3, 4 and 5 show the direction of travel from 2016 to 2019 for each of the grades.

6. Pothole repair is just part of good asset management. From 1st April 2019 until 26th November 2019, the council has completed 16,646.3 m² of pothole repairs, this equates to 520 m² per week, this is 29.71 m² per day, per gang. This can be compared with the same period in 2018 when the council completed 7,586.4 m² of pothole repairs, this equates to 237 m² per week, with training etc. that was 18.9 m² per gang, per day.

7. Investment in the highway network needs to be both reactive and proactive in accordance with good asset management. Following the decision by Executive see Annex 6 and 7 which frame the councils approach to highway maintenance. Future Asset Inspection Programme, 15 March 2018. And Highway Infrastructure Asset Management Plan 24 March 2019 have been approved to categorise the highways in terms of maintenance. Work has commenced and will report next year.

8. The table below shows the current investment since 2015/16 to 2019/20

	Basic	Highway Structural Maintenance		
	Maintenance (Revenue)	CYC (Capital)	Govt Fund (Capital)	TOTAL
Budget Year	£'000	£'000	£'000	£'000
Budget 2019/20	559	5,350	2,201	8,110
Budget 2018/19	559	1,850	3,482	5,891
Budget 2017/18	559	1,850	2,372	4,781
Budget 2016/17	529	800	2,081	3,410
Budget 2015/16	529	1,300	2,270	4,099

9. The Council uses two frameworks for its contractors who complement the Councils own workforce. The council uses the North Yorkshire County Council Surfacing Framework Contract and the Yorkshire Alliance. Annex 8 is an example of the quality criteria used in the assessment of contractors to be placed on the framework.

10. Our current in house team is made up of 22 employees and 3 highway apprentices focusing on repairing highways and footway surfacing.

11. The Council is represented on a number of National groups supported by Department for Transport (DfT) groups who review investment and

innovation. York has been part of one of these projects to collect improved data on road condition using advanced camera technology.

12. In addition we are currently using polymer modified materials which are this improved binding compared with traditional pure bitumen improves the durability of the surface.

13. The Council also uses glasgrid, which is a layer of matting in road repair which adds additional strength to the road. GlasGrid pavement reinforcement geogrids are a high strength self-adhesive reinforcement grid designed to control reflective cracking in asphalt concrete overlays on roads

14. Micro Asphalt is applied to the road surface to prevent major road reconstruction. Micro Asphalt is a specialist mix of surface treatment consisting of aggregates and bitumen emulsions.

15. We have piloted the use of tech screed which is similar to micro asphalt but is a hot liquid surface treatment, this has an improved bond to the existing road and does not require excavations.

16. Some of the other trials that are taking part as part of the DfT innovations which City of York Council are keen to see the outcomes of are:

a. Ulitpave and Ultilow which are a low carbon footprint tarmac products.

b. A range of different materials such as plastic road and kerbs are being piloted in some places, the concern is micro plastics that may be released in the environment.

c. Graphite is being added to the bitumen to increase the strength of the road.

17. Where the road surface construction is different, the long term impacts on road life etc need to be monitored and proven as well as understanding the long term impacts e.g. disposal of materials.

18. In additional a number of innovations are emerging which have yet to be proven. For example solar roads are being trailed in Paris to generate electricity for street lighting. Micro generation of electricity for street lighting is also being explored using wind power. Some trials of induction charging for electric vehicles built into the road is also being explored.

19. Key to achieving the best from our resources is to ensure our own workforce have the information require and the autonomy to make decisions out on site. We are investing in technology to improve and aid their productivity in repairing the highway.

20. The focus of the service is to develop the Highways Asset Management Plan (HAMP/ TAMP) and updating the Winter Service Plan to meet the Authorities aspirations, these renewed plans will structure the way the City of York Council manages the council network, structures and assets within the public highway.

21. To complement the reactive highway repairs the council needs to develop a more structured coordination of the resurfacing schemes which includes an agreed three year programme. The structuring of these works would include coordinating all utilities works prior to surfacing works being carried out. The aim of this approach would ensure the surface remains resilient to defects.

Contact Details

Author:
Bill Manby
Head of Highways & Fleet
Tel: (01904) 553233

Chief Officer Responsible for the report:
James Gilchrist
Assistant Director Transport, Highways and Environment

Report Approved ✓ **Date** 2/11/2019

Wards Affected: **All** ✓

For further information please contact the author of the report

Annexes:

- Annex 1 Direction of travel 2016 – 2019 Grade 1
- Annex 2 Direction of travel 2016 – 2019 Grade 2
- Annex 3 Direction of travel 2016 – 2019 Grade 3
- Annex 4 Direction of travel 2016 – 2019 Grade 4
- Annex 5 Direction of travel 2016 – 2019 Grade 5
- Annex 6 Report 15 March 2018 Future Asset Inspection Programme
- Annex 7 Report 24 October 2019 Highway Infrastructure Asset Management Plan
- Annex 8 Framework Quality Questions

To achieve best results, please export the content of this report in PDF format.

Report Name: Direction of Travel

Date report run: 02-Dec-2019
Notes: This report shows the direction of travel for road and footway conditions between the selected years.
Help & Guidance: If you would like help using this report please contact the BI Hub at business.intelligence@york.gov.uk.

Direction of travel between 2016 and 2019 Carriageways

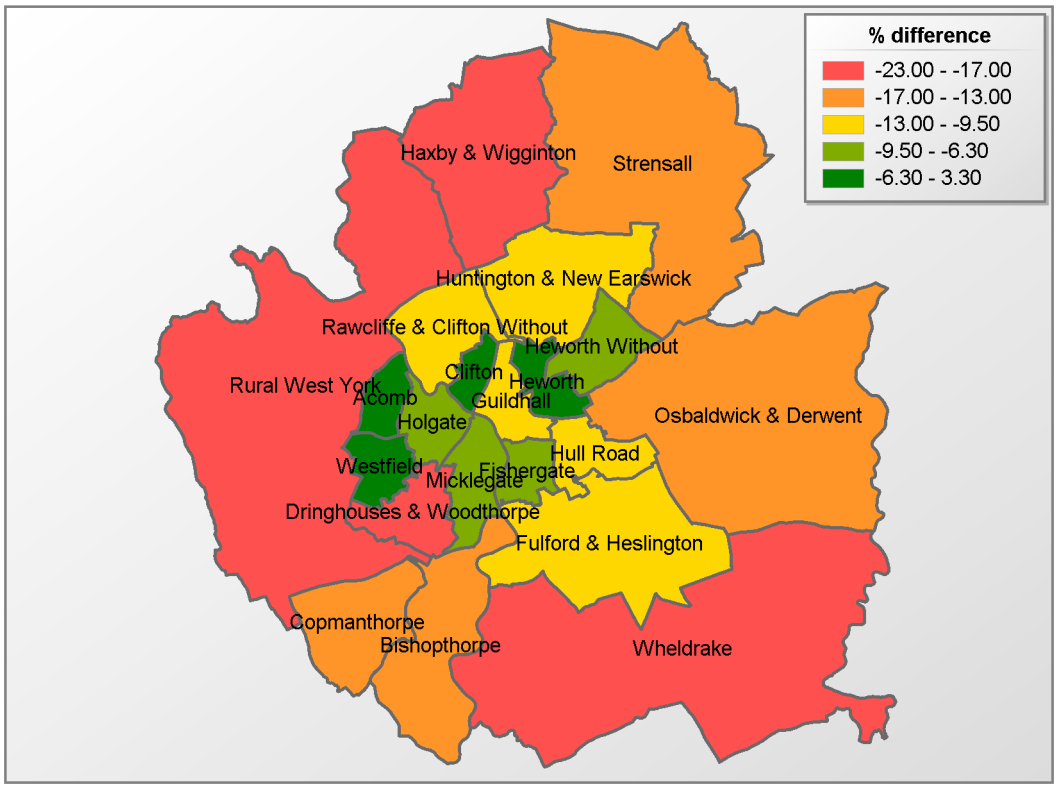
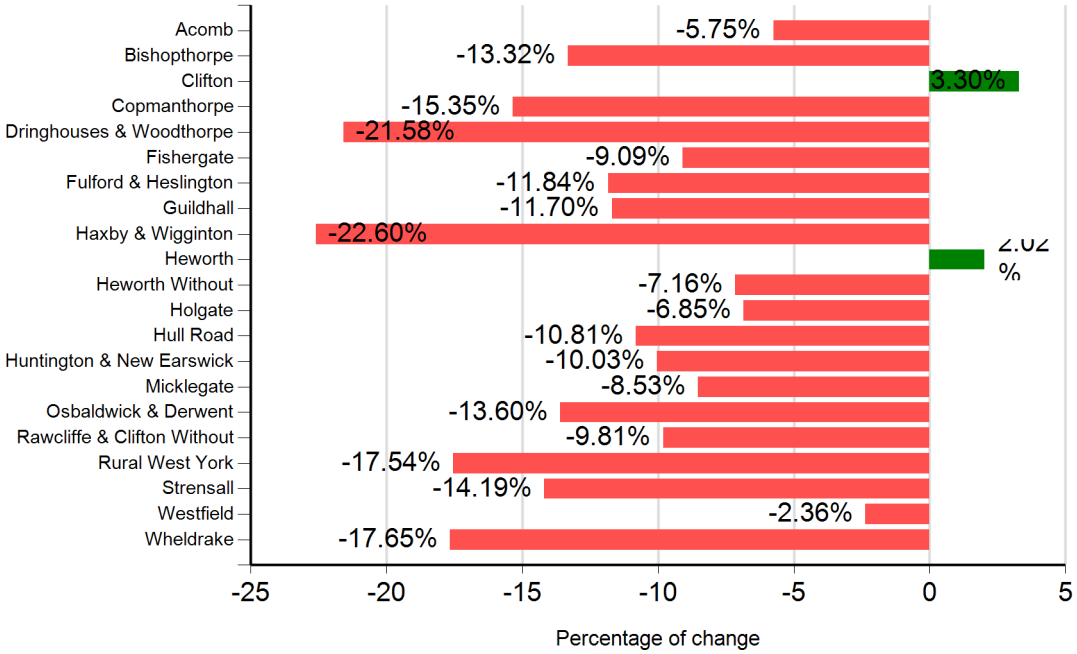


Chart of rate of change between 2016 and 2019 Carriageways



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Direction of travel between 2016 and 2019 Carriageways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 1 Free From Defects	26.86%	21.11%	-5.75%
Bishopthorpe	Grade 1 Free From Defects	41.86%	28.54%	-13.32%
Clifton	Grade 1 Free From Defects	18.00%	21.30%	3.30%
Copmanthorpe	Grade 1 Free From Defects	46.52%	31.17%	-15.35%
Dringhouses & Woodthorpe	Grade 1 Free From Defects	45.33%	23.75%	-21.58%
Fishergate	Grade 1 Free From Defects	20.75%	11.66%	-9.09%
Fulford & Heslington	Grade 1 Free From Defects	56.30%	44.46%	-11.84%
Guildhall	Grade 1 Free From Defects	34.73%	23.03%	-11.70%
Haxby & Wigginton	Grade 1 Free From Defects	40.73%	18.13%	-22.60%
Heworth	Grade 1 Free From Defects	21.94%	23.96%	2.02%
Heworth Without	Grade 1 Free From Defects	19.76%	12.60%	-7.16%
Holgate	Grade 1 Free From Defects	26.37%	19.52%	-6.85%
Hull Road	Grade 1 Free From Defects	37.82%	27.01%	-10.81%
Huntington & New Earswick	Grade 1 Free From Defects	37.85%	27.82%	-10.03%
Micklegate	Grade 1 Free From Defects	28.72%	20.19%	-8.53%
Osbaldwick & Derwent	Grade 1 Free From Defects	42.62%	29.02%	-13.60%
Rawcliffe & Clifton Without	Grade 1 Free From Defects	42.00%	32.19%	-9.81%
Rural West York	Grade 1 Free From Defects	42.63%	25.09%	-17.54%
Strensall	Grade 1 Free From Defects	40.89%	26.70%	-14.19%
Westfield	Grade 1 Free From Defects	30.31%	27.95%	-2.36%
Wheldrake	Grade 1 Free From Defects	39.55%	21.90%	-17.65%

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Direction of travel between 2016 and 2019 Footways

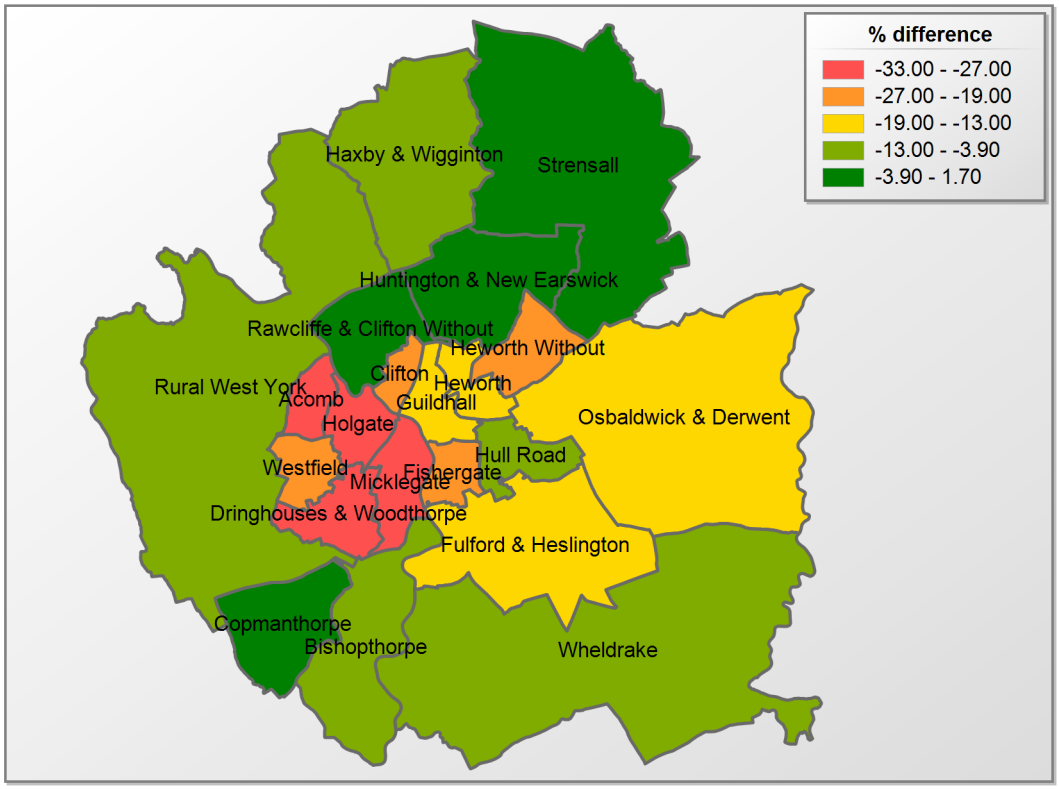

Chart of rate of change between 2016 and 2019 Footways

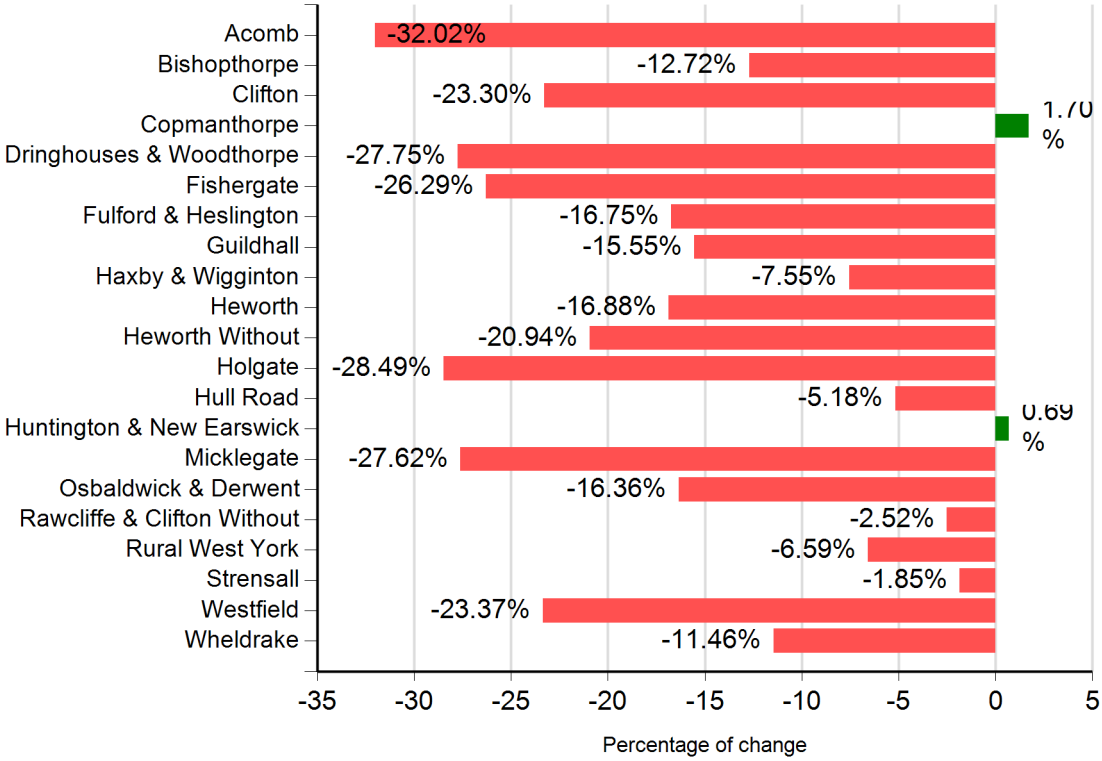

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Chart of rate of change between 2016 and 2019 Footways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 1 Free from Defects	47.38%	15.36%	-32.02%
Bishopthorpe	Grade 1 Free from Defects	41.64%	28.92%	-12.72%
Clifton	Grade 1 Free from Defects	36.83%	13.53%	-23.30%
Copmanthorpe	Grade 1 Free from Defects	36.45%	38.15%	1.70%
Dringhouses & Woodthorpe	Grade 1 Free from Defects	42.90%	15.15%	-27.75%
Fishergate	Grade 1 Free from Defects	44.18%	17.89%	-26.29%
Fulford & Heslington	Grade 1 Free from Defects	41.93%	25.18%	-16.75%
Guildhall	Grade 1 Free from Defects	39.65%	24.10%	-15.55%
Haxby & Wigginton	Grade 1 Free from Defects	23.72%	16.17%	-7.55%
Heworth	Grade 1 Free from Defects	32.69%	15.81%	-16.88%
Heworth Without	Grade 1 Free from Defects	34.98%	14.04%	-20.94%
Holgate	Grade 1 Free from Defects	43.41%	14.92%	-28.49%
Hull Road	Grade 1 Free from Defects	34.79%	29.61%	-5.18%
Huntington & New Earswick	Grade 1 Free from Defects	19.15%	19.84%	0.69%
Micklegate	Grade 1 Free from Defects	49.11%	21.49%	-27.62%
Osbaldwick & Derwent	Grade 1 Free from Defects	42.85%	26.49%	-16.36%
Rawcliffe & Clifton Without	Grade 1 Free from Defects	21.37%	18.85%	-2.52%
Rural West York	Grade 1 Free from Defects	43.65%	37.06%	-6.59%
Strensall	Grade 1 Free from Defects	43.73%	41.88%	-1.85%
Westfield	Grade 1 Free from Defects	38.79%	15.42%	-23.37%
Wheldrake	Grade 1 Free from Defects	47.31%	35.85%	-11.46%

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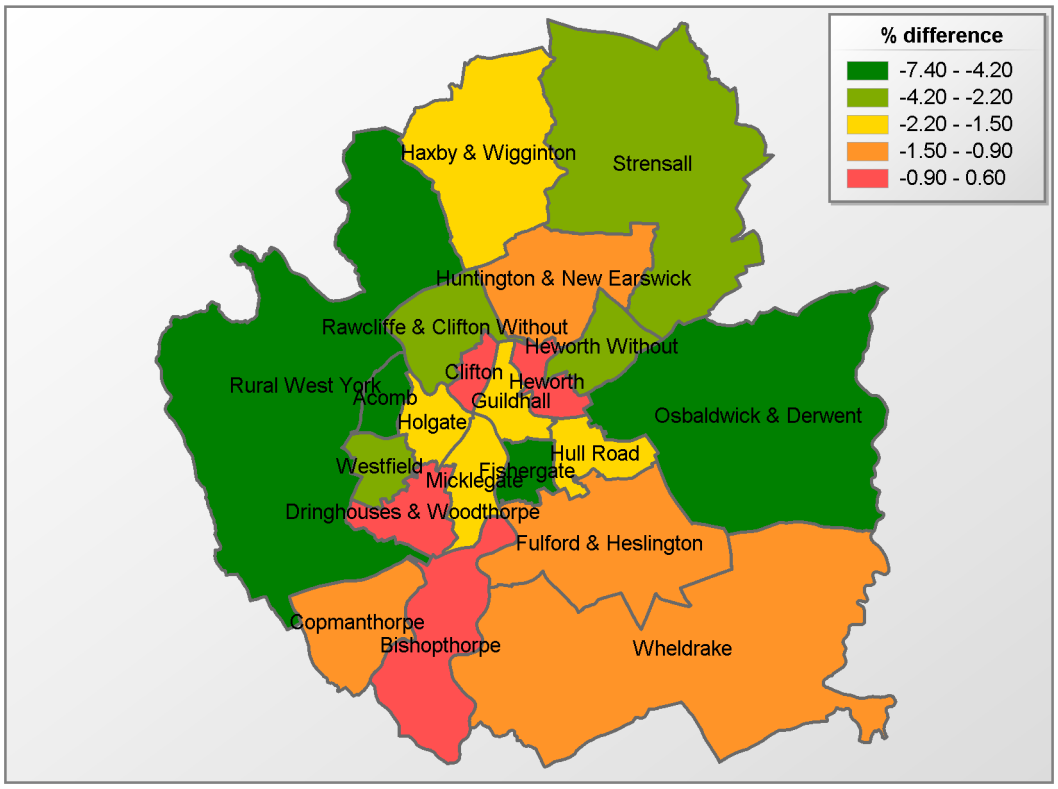
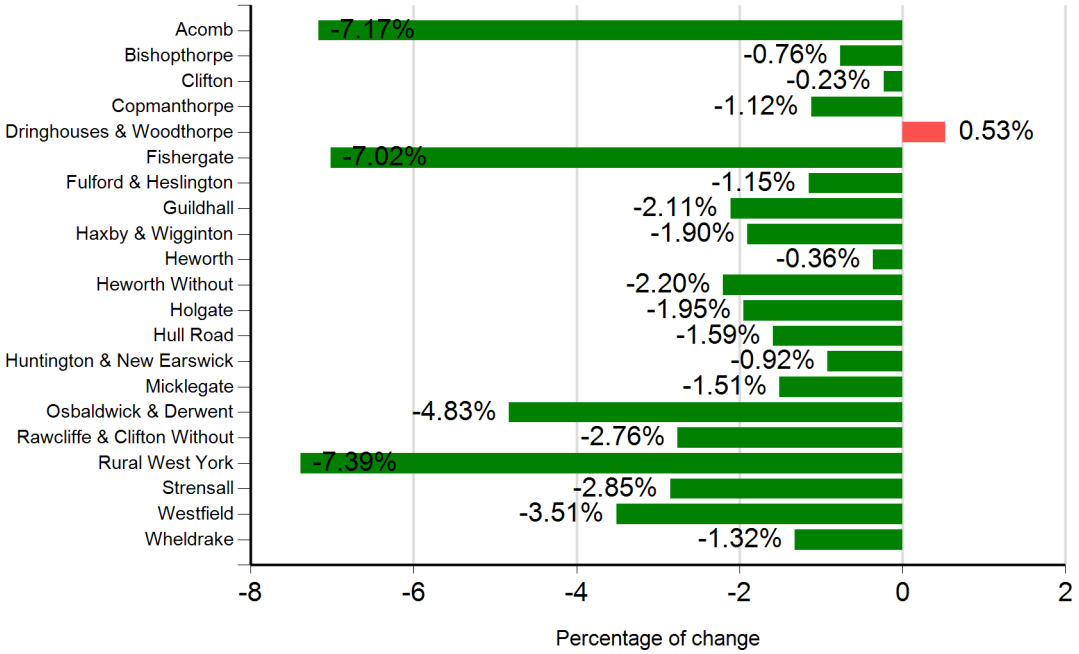


Chart of rate of change between 2016 and 2019 Carriageways



To achieve best results, please export the content of this report in PDF format.

Direction of travel between 2016 and 2019 Carriageways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 2 Signs of Surface Wear	9.89%	2.72%	-7.17%
Bishopthorpe	Grade 2 Signs of Surface Wear	4.14%	3.38%	-0.76%
Clifton	Grade 2 Signs of Surface Wear	3.33%	3.10%	-0.23%
Copmanthorpe	Grade 2 Signs of Surface Wear	4.89%	3.77%	-1.12%
Dringhouses & Woodthorpe	Grade 2 Signs of Surface Wear	4.20%	4.73%	0.53%
Fishergate	Grade 2 Signs of Surface Wear	8.56%	1.54%	-7.02%
Fulford & Heslington	Grade 2 Signs of Surface Wear	4.03%	2.88%	-1.15%
Guildhall	Grade 2 Signs of Surface Wear	4.41%	2.30%	-2.11%
Haxby & Wigginton	Grade 2 Signs of Surface Wear	5.06%	3.16%	-1.90%
Heworth	Grade 2 Signs of Surface Wear	4.46%	4.10%	-0.36%
Heworth Without	Grade 2 Signs of Surface Wear	4.00%	1.80%	-2.20%
Holgate	Grade 2 Signs of Surface Wear	4.23%	2.28%	-1.95%
Hull Road	Grade 2 Signs of Surface Wear	5.03%	3.44%	-1.59%
Huntington & New Earswick	Grade 2 Signs of Surface Wear	4.82%	3.90%	-0.92%
Micklegate	Grade 2 Signs of Surface Wear	3.22%	1.71%	-1.51%
Osbaldwick & Derwent	Grade 2 Signs of Surface Wear	7.39%	2.56%	-4.83%
Rawcliffe & Clifton Without	Grade 2 Signs of Surface Wear	6.51%	3.75%	-2.76%
Rural West York	Grade 2 Signs of Surface Wear	10.83%	3.44%	-7.39%
Strensall	Grade 2 Signs of Surface Wear	7.09%	4.24%	-2.85%
Westfield	Grade 2 Signs of Surface Wear	5.37%	1.86%	-3.51%
Wheldrake	Grade 2 Signs of Surface Wear	3.53%	2.21%	-1.32%

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Direction of travel between 2016 and 2019 Footways

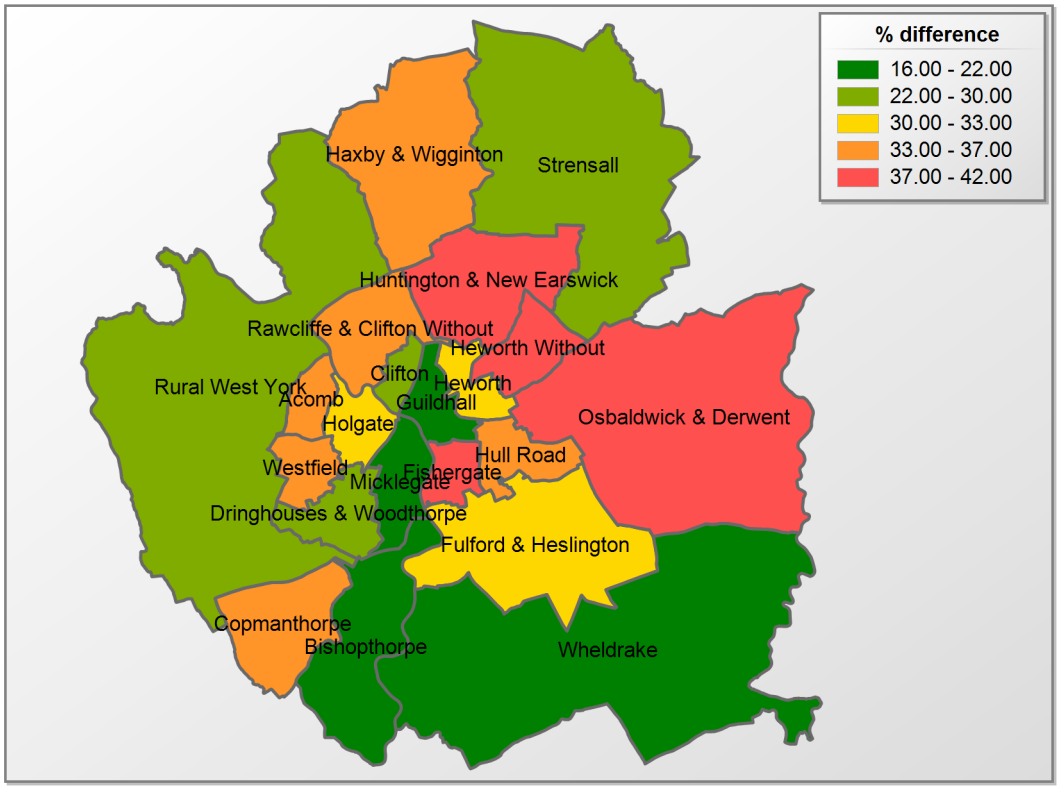
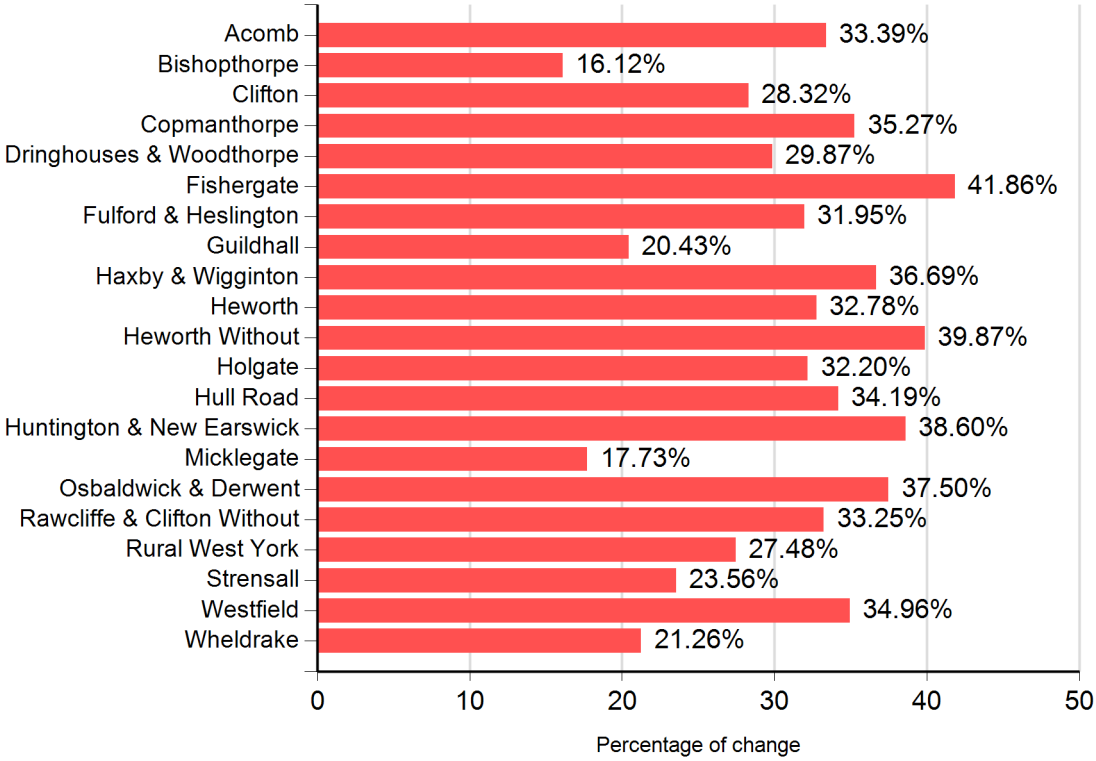


Chart of rate of change between 2016 and 2019 Footways



To achieve best results, please export the content of this report in PDF format.

Chart of rate of change between 2016 and 2019 Footways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 2 Signs of Surface Wear	0.63%	34.02%	33.39%
Bishopthorpe	Grade 2 Signs of Surface Wear	3.21%	19.33%	16.12%
Clifton	Grade 2 Signs of Surface Wear	0.37%	28.69%	28.32%
Copmanthorpe	Grade 2 Signs of Surface Wear	1.19%	36.46%	35.27%
Dringhouses & Woodthorpe	Grade 2 Signs of Surface Wear	1.01%	30.88%	29.87%
Fishergate	Grade 2 Signs of Surface Wear	1.87%	43.73%	41.86%
Fulford & Heslington	Grade 2 Signs of Surface Wear	1.98%	33.93%	31.95%
Guildhall	Grade 2 Signs of Surface Wear	2.49%	22.92%	20.43%
Haxby & Wigginton	Grade 2 Signs of Surface Wear	2.21%	38.90%	36.69%
Heworth	Grade 2 Signs of Surface Wear	1.12%	33.90%	32.78%
Heworth Without	Grade 2 Signs of Surface Wear	1.51%	41.38%	39.87%
Holgate	Grade 2 Signs of Surface Wear	1.18%	33.38%	32.20%
Hull Road	Grade 2 Signs of Surface Wear	0.70%	34.89%	34.19%
Huntington & New Earswick	Grade 2 Signs of Surface Wear	3.36%	41.96%	38.60%
Micklegate	Grade 2 Signs of Surface Wear	1.65%	19.38%	17.73%
Osbaldwick & Derwent	Grade 2 Signs of Surface Wear	2.02%	39.52%	37.50%
Rawcliffe & Clifton Without	Grade 2 Signs of Surface Wear	0.38%	33.63%	33.25%
Rural West York	Grade 2 Signs of Surface Wear	2.11%	29.59%	27.48%
Strensall	Grade 2 Signs of Surface Wear	4.66%	28.22%	23.56%
Westfield	Grade 2 Signs of Surface Wear	1.29%	36.25%	34.96%
Wheldrake	Grade 2 Signs of Surface Wear	6.25%	27.51%	21.26%

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Report Name: Direction of Travel

Date report run: 28-Nov-2019
Notes: This report shows the direction of travel for road and footway conditions between the selected years.
Help & Guidance: If you would like help using this report please contact the BI Hub at business.intelligence@york.gov.uk.

Direction of travel between 2016 and 2019 Carriageways

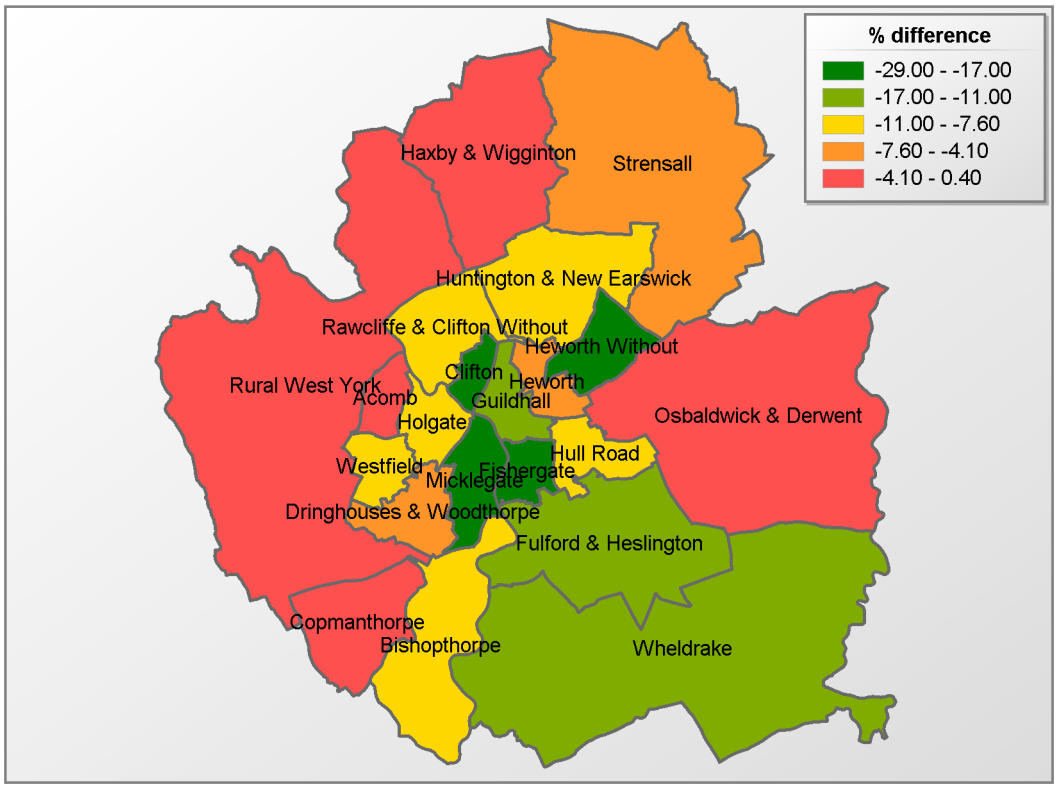
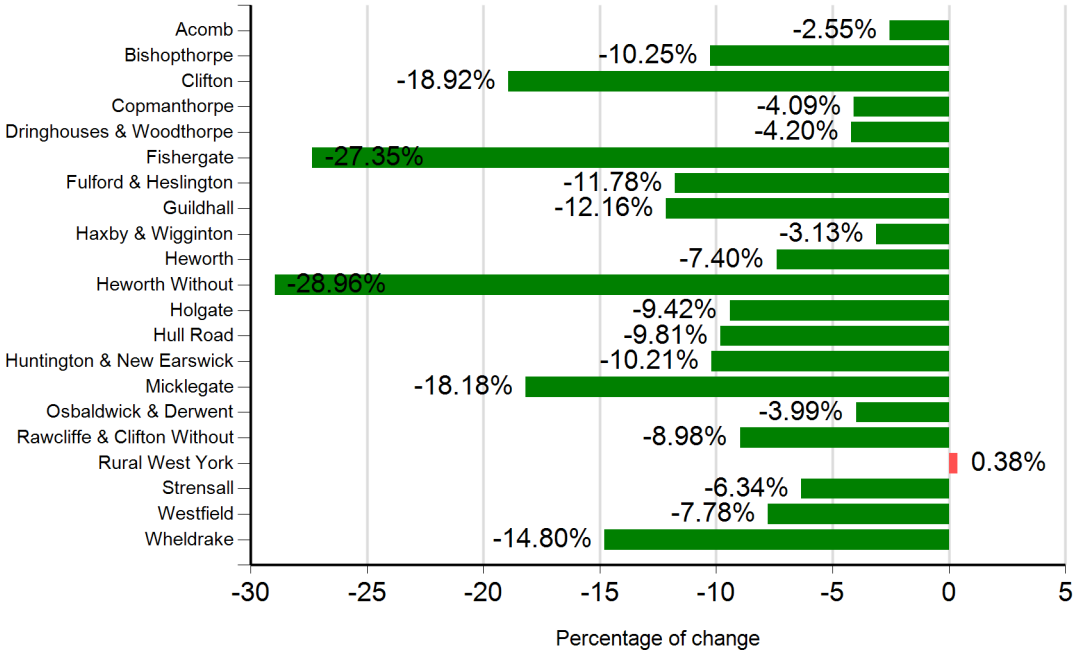


Chart of rate of change between 2016 and 2019 Carriageways



To achieve best results, please export the content of this report in PDF format.

Direction of travel between 2016 and 2019 Carriageways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 3 Mid Life	50.06%	47.51%	-2.55%
Bishopthorpe	Grade 3 Mid Life	40.54%	30.29%	-10.25%
Clifton	Grade 3 Mid Life	54.73%	35.81%	-18.92%
Copmanthorpe	Grade 3 Mid Life	34.56%	30.47%	-4.09%
Dringhouses & Woodthorpe	Grade 3 Mid Life	35.05%	30.85%	-4.20%
Fishergate	Grade 3 Mid Life	54.88%	27.53%	-27.35%
Fulford & Heslington	Grade 3 Mid Life	28.90%	17.12%	-11.78%
Guildhall	Grade 3 Mid Life	44.79%	32.63%	-12.16%
Haxby & Wigginton	Grade 3 Mid Life	39.55%	36.42%	-3.13%
Heworth	Grade 3 Mid Life	49.65%	42.25%	-7.40%
Heworth Without	Grade 3 Mid Life	62.94%	33.98%	-28.96%
Holgate	Grade 3 Mid Life	43.50%	34.08%	-9.42%
Hull Road	Grade 3 Mid Life	44.48%	34.67%	-9.81%
Huntington & New Earswick	Grade 3 Mid Life	49.29%	39.08%	-10.21%
Micklegate	Grade 3 Mid Life	45.96%	27.78%	-18.18%
Osbaldwick & Derwent	Grade 3 Mid Life	34.53%	30.54%	-3.99%
Rawcliffe & Clifton Without	Grade 3 Mid Life	42.45%	33.47%	-8.98%
Rural West York	Grade 3 Mid Life	28.40%	28.78%	0.38%
Strensall	Grade 3 Mid Life	36.21%	29.87%	-6.34%
Westfield	Grade 3 Mid Life	46.54%	38.76%	-7.78%
Wheldrake	Grade 3 Mid Life	39.55%	24.75%	-14.80%

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Direction of travel between 2016 and 2019 Footways

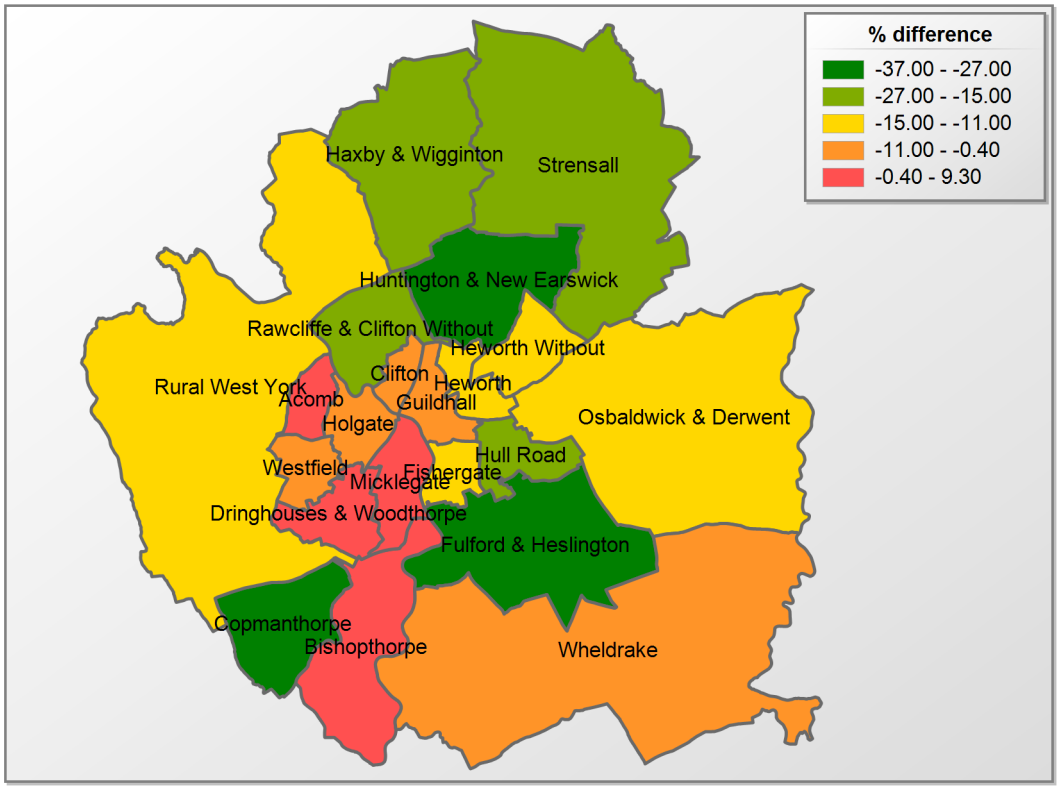
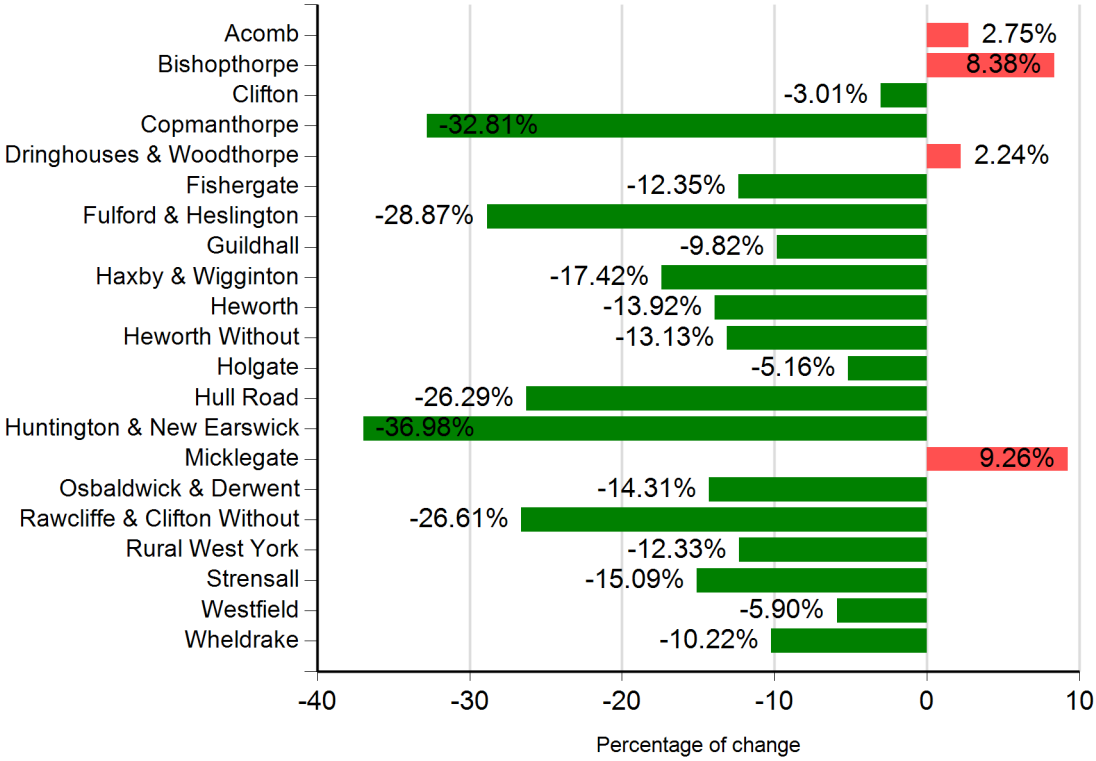


Chart of rate of change between 2016 and 2019 Footways



To achieve best results, please export the content of this report in PDF format.

Chart of rate of change between 2016 and 2019 Footways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 3 Mid Life	46.12%	48.87%	2.75%
Bishopthorpe	Grade 3 Mid Life	34.36%	42.74%	8.38%
Clifton	Grade 3 Mid Life	55.40%	52.39%	-3.01%
Copmanthorpe	Grade 3 Mid Life	55.29%	22.48%	-32.81%
Dringhouses & Woodthorpe	Grade 3 Mid Life	48.84%	51.08%	2.24%
Fishergate	Grade 3 Mid Life	46.97%	34.62%	-12.35%
Fulford & Heslington	Grade 3 Mid Life	50.83%	21.96%	-28.87%
Guildhall	Grade 3 Mid Life	50.12%	40.30%	-9.82%
Haxby & Wigginton	Grade 3 Mid Life	58.38%	40.96%	-17.42%
Heworth	Grade 3 Mid Life	60.48%	46.56%	-13.92%
Heworth Without	Grade 3 Mid Life	54.73%	41.60%	-13.13%
Holgate	Grade 3 Mid Life	50.92%	45.76%	-5.16%
Hull Road	Grade 3 Mid Life	56.27%	29.98%	-26.29%
Huntington & New Earswick	Grade 3 Mid Life	69.23%	32.25%	-36.98%
Micklegate	Grade 3 Mid Life	42.59%	51.85%	9.26%
Osbaldwick & Derwent	Grade 3 Mid Life	43.38%	29.07%	-14.31%
Rawcliffe & Clifton Without	Grade 3 Mid Life	71.07%	44.46%	-26.61%
Rural West York	Grade 3 Mid Life	41.19%	28.86%	-12.33%
Strensall	Grade 3 Mid Life	38.57%	23.48%	-15.09%
Westfield	Grade 3 Mid Life	51.54%	45.64%	-5.90%
Wheldrake	Grade 3 Mid Life	39.63%	29.41%	-10.22%

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Direction of travel between 2016 and 2019 Carriageways

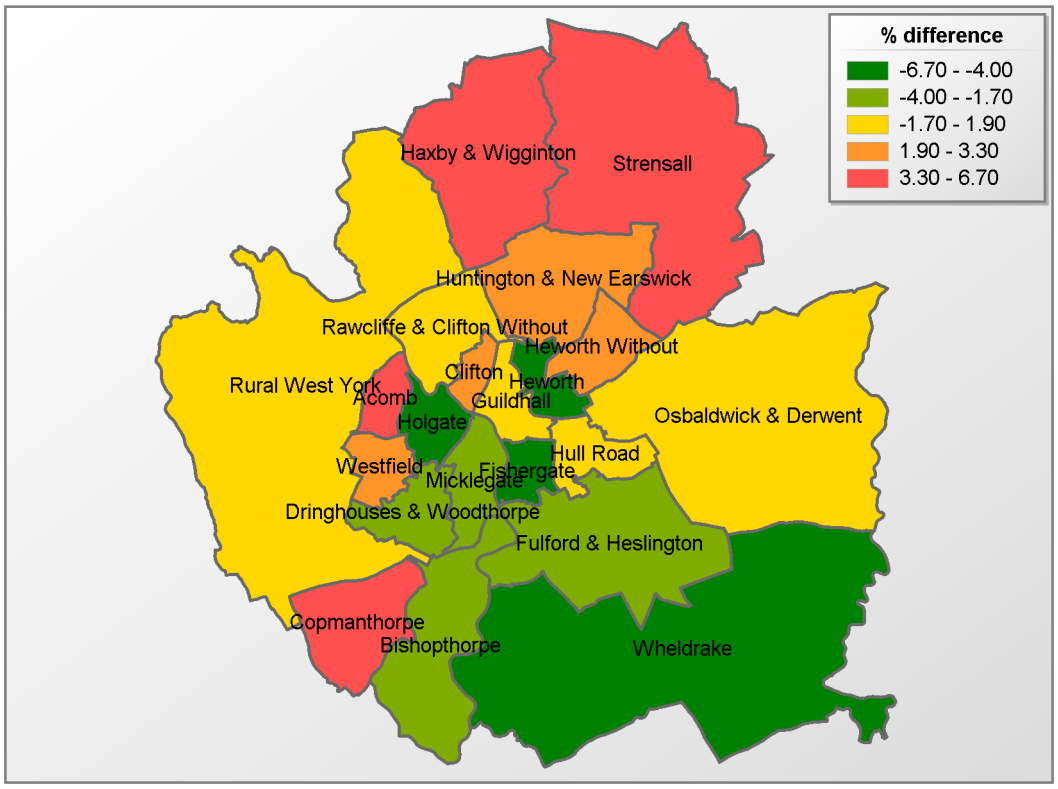
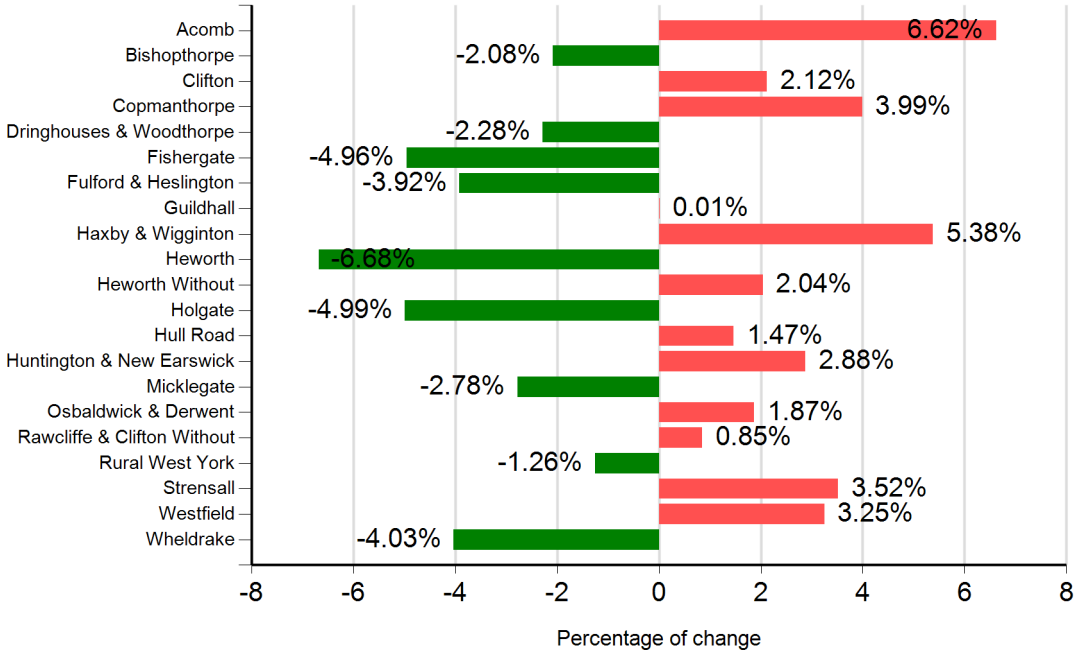


Chart of rate of change between 2016 and 2019 Carriageways



To achieve best results, please export the content of this report in PDF format.

Direction of travel between 2016 and 2019 Carriageways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 4 Functionally Impaired	12.57%	19.19%	6.62%
Bishopthorpe	Grade 4 Functionally Impaired	11.70%	9.62%	-2.08%
Clifton	Grade 4 Functionally Impaired	17.01%	19.13%	2.12%
Copmanthorpe	Grade 4 Functionally Impaired	9.50%	13.49%	3.99%
Dringhouses & Woodthorpe	Grade 4 Functionally Impaired	13.77%	11.49%	-2.28%
Fishergate	Grade 4 Functionally Impaired	13.12%	8.16%	-4.96%
Fulford & Heslington	Grade 4 Functionally Impaired	8.83%	4.91%	-3.92%
Guildhall	Grade 4 Functionally Impaired	14.29%	14.30%	0.01%
Haxby & Wigginton	Grade 4 Functionally Impaired	12.43%	17.81%	5.38%
Heworth	Grade 4 Functionally Impaired	22.26%	15.58%	-6.68%
Heworth Without	Grade 4 Functionally Impaired	11.51%	13.55%	2.04%
Holgate	Grade 4 Functionally Impaired	23.97%	18.98%	-4.99%
Hull Road	Grade 4 Functionally Impaired	10.92%	12.39%	1.47%
Huntington & New Earswick	Grade 4 Functionally Impaired	7.36%	10.24%	2.88%
Micklegate	Grade 4 Functionally Impaired	19.26%	16.48%	-2.78%
Osbaldwick & Derwent	Grade 4 Functionally Impaired	11.17%	13.04%	1.87%
Rawcliffe & Clifton Without	Grade 4 Functionally Impaired	8.32%	9.17%	0.85%
Rural West York	Grade 4 Functionally Impaired	11.72%	10.46%	-1.26%
Strensall	Grade 4 Functionally Impaired	12.39%	15.91%	3.52%
Westfield	Grade 4 Functionally Impaired	15.95%	19.20%	3.25%
Wheldrake	Grade 4 Functionally Impaired	11.79%	7.76%	-4.03%

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Direction of travel between 2016 and 2019 Footways

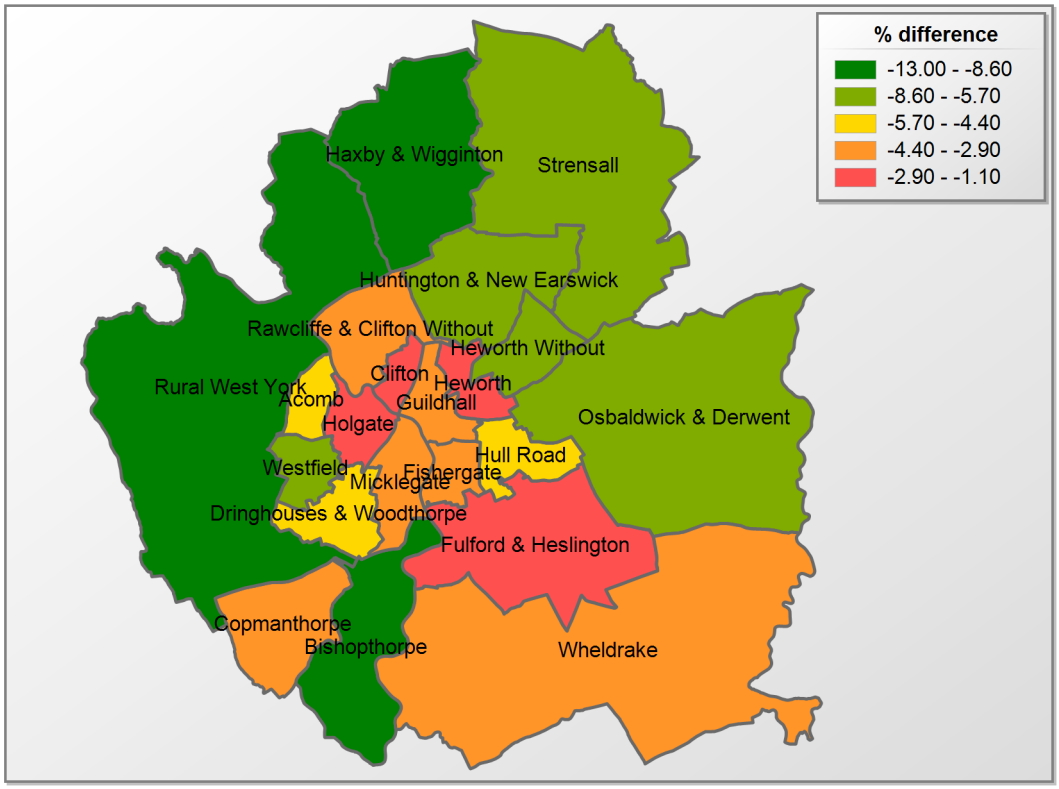

Chart of rate of change between 2016 and 2019 Footways

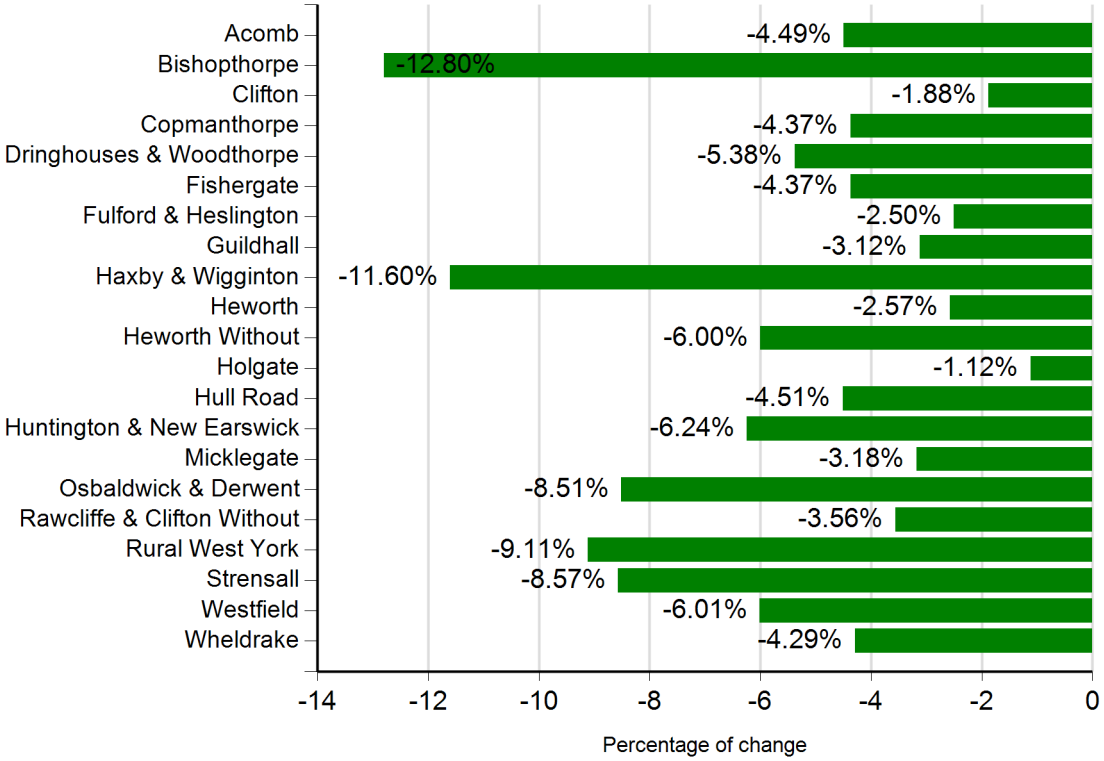

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Chart of rate of change between 2016 and 2019 Footways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 4 Functionally Impaired	5.62%	1.13%	-4.49%
Bishopthorpe	Grade 4 Functionally Impaired	19.98%	7.18%	-12.80%
Clifton	Grade 4 Functionally Impaired	6.26%	4.38%	-1.88%
Copmanthorpe	Grade 4 Functionally Impaired	6.09%	1.72%	-4.37%
Dringhouses & Woodthorpe	Grade 4 Functionally Impaired	7.04%	1.66%	-5.38%
Fishergate	Grade 4 Functionally Impaired	6.66%	2.29%	-4.37%
Fulford & Heslington	Grade 4 Functionally Impaired	4.64%	2.14%	-2.50%
Guildhall	Grade 4 Functionally Impaired	6.93%	3.81%	-3.12%
Haxby & Wigginton	Grade 4 Functionally Impaired	15.31%	3.71%	-11.60%
Heworth	Grade 4 Functionally Impaired	4.93%	2.36%	-2.57%
Heworth Without	Grade 4 Functionally Impaired	8.46%	2.46%	-6.00%
Holgate	Grade 4 Functionally Impaired	4.01%	2.89%	-1.12%
Hull Road	Grade 4 Functionally Impaired	6.42%	1.91%	-4.51%
Huntington & New Earswick	Grade 4 Functionally Impaired	7.51%	1.27%	-6.24%
Micklegate	Grade 4 Functionally Impaired	6.08%	2.90%	-3.18%
Osbaldwick & Derwent	Grade 4 Functionally Impaired	11.04%	2.53%	-8.51%
Rawcliffe & Clifton Without	Grade 4 Functionally Impaired	5.46%	1.90%	-3.56%
Rural West York	Grade 4 Functionally Impaired	10.90%	1.79%	-9.11%
Strensall	Grade 4 Functionally Impaired	12.23%	3.66%	-8.57%
Westfield	Grade 4 Functionally Impaired	8.15%	2.14%	-6.01%
Wheldrake	Grade 4 Functionally Impaired	6.33%	2.04%	-4.29%

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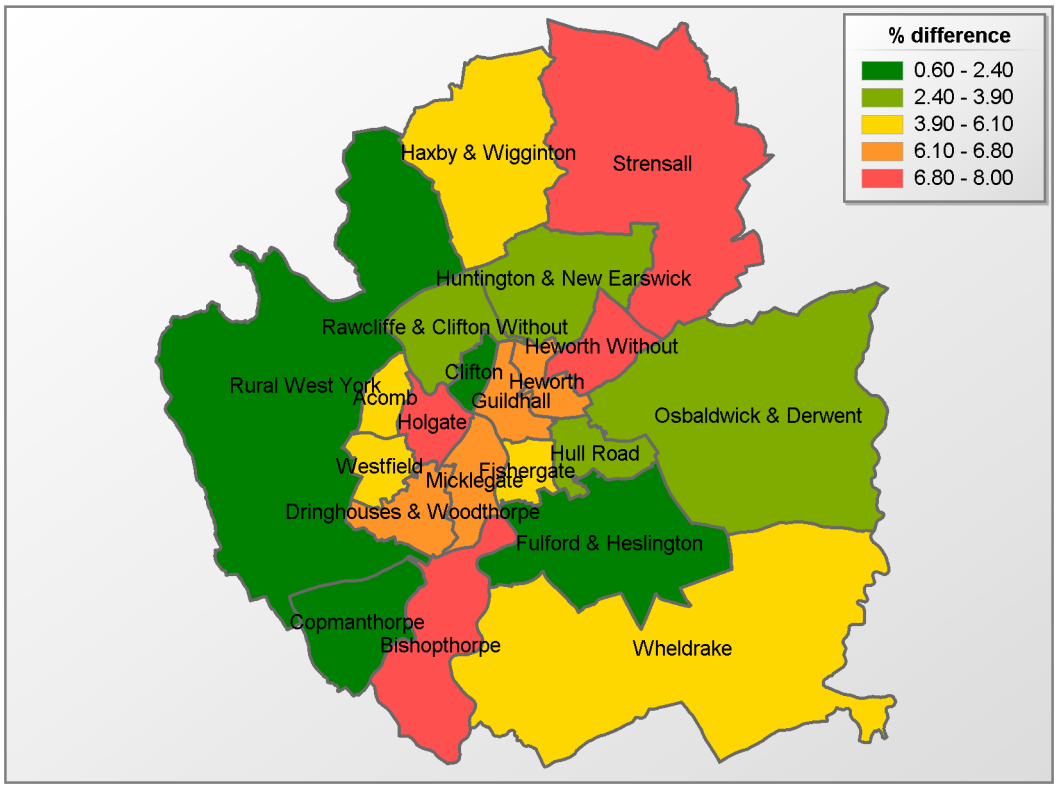
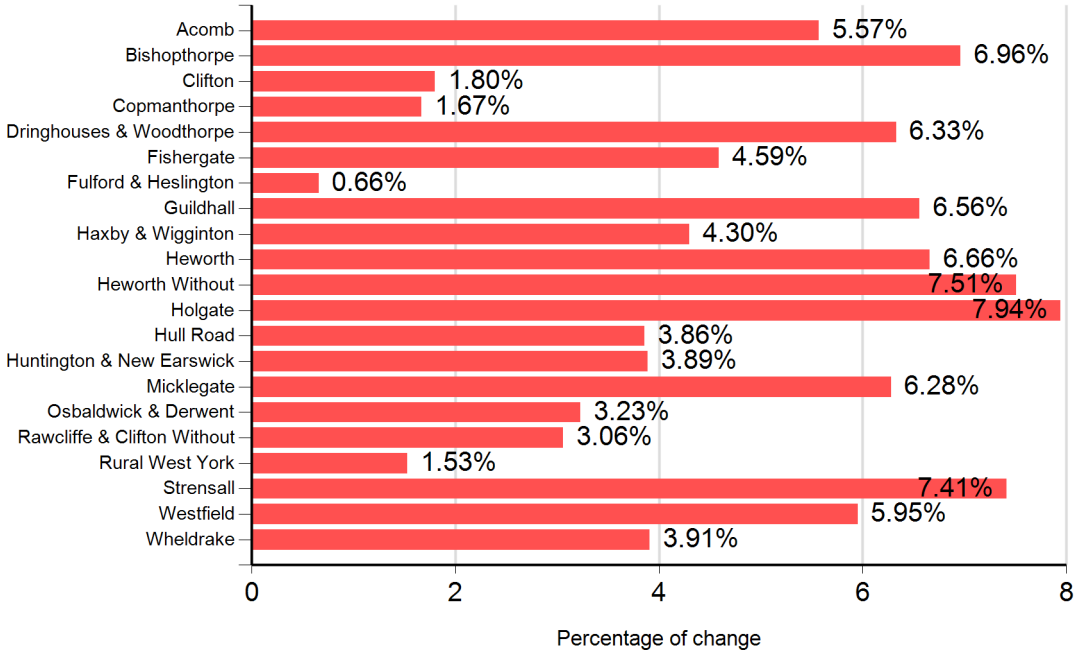


Chart of rate of change between 2016 and 2019 Carriageways



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Direction of travel between 2016 and 2019 Carriageways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 5 Structurally Impaired	0.62%	6.19%	5.57%
Bishopthorpe	Grade 5 Structurally Impaired	1.72%	8.68%	6.96%
Clifton	Grade 5 Structurally Impaired	6.89%	8.69%	1.80%
Copmanthorpe	Grade 5 Structurally Impaired	4.52%	6.19%	1.67%
Dringhouses & Woodthorpe	Grade 5 Structurally Impaired	1.64%	7.97%	6.33%
Fishergate	Grade 5 Structurally Impaired	2.68%	7.27%	4.59%
Fulford & Heslington	Grade 5 Structurally Impaired	1.93%	2.59%	0.66%
Guildhall	Grade 5 Structurally Impaired	1.78%	8.34%	6.56%
Haxby & Wigginton	Grade 5 Structurally Impaired	2.22%	6.52%	4.30%
Heworth	Grade 5 Structurally Impaired	1.70%	8.36%	6.66%
Heworth Without	Grade 5 Structurally Impaired	1.79%	9.30%	7.51%
Holgate	Grade 5 Structurally Impaired	1.94%	9.88%	7.94%
Hull Road	Grade 5 Structurally Impaired	1.75%	5.61%	3.86%
Huntington & New Earswick	Grade 5 Structurally Impaired	0.68%	4.57%	3.89%
Micklegate	Grade 5 Structurally Impaired	2.84%	9.12%	6.28%
Osbaldwick & Derwent	Grade 5 Structurally Impaired	3.61%	6.84%	3.23%
Rawcliffe & Clifton Without	Grade 5 Structurally Impaired	0.70%	3.76%	3.06%
Rural West York	Grade 5 Structurally Impaired	5.98%	7.51%	1.53%
Strensall	Grade 5 Structurally Impaired	2.80%	10.21%	7.41%
Westfield	Grade 5 Structurally Impaired	1.70%	7.65%	5.95%
Wheldrake	Grade 5 Structurally Impaired	5.57%	9.48%	3.91%

To achieve best results, please export the content of this report in PDF format.

Direction of travel between 2016 and 2019 Footways

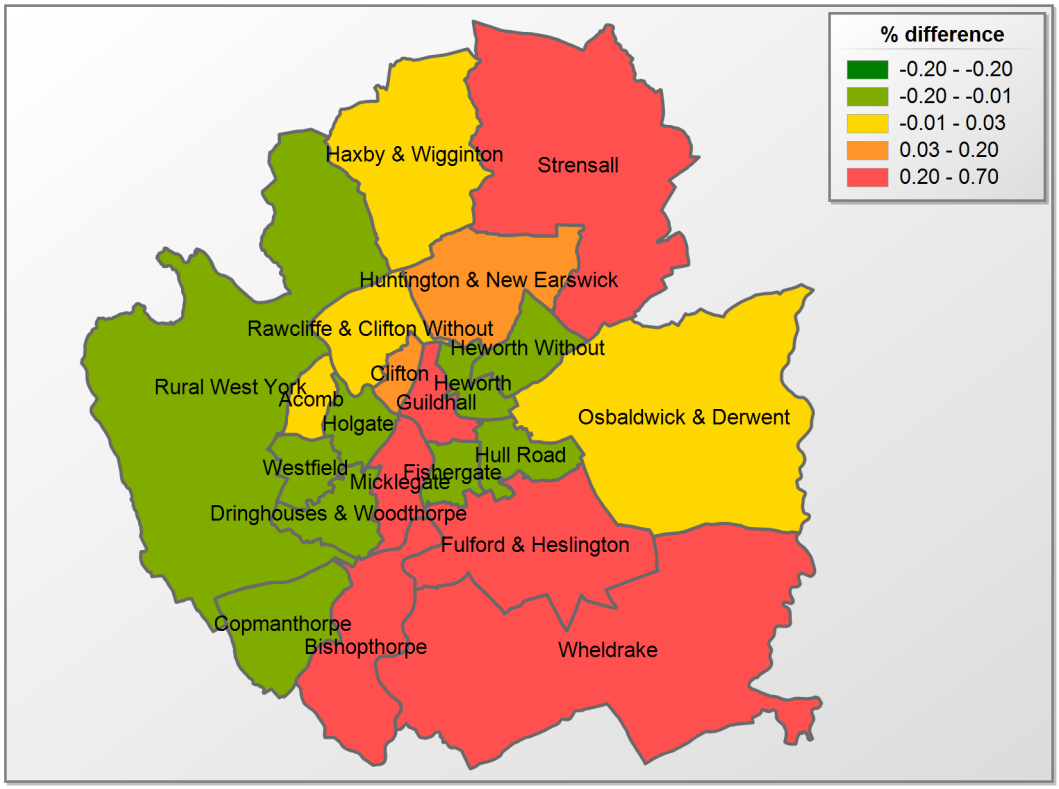
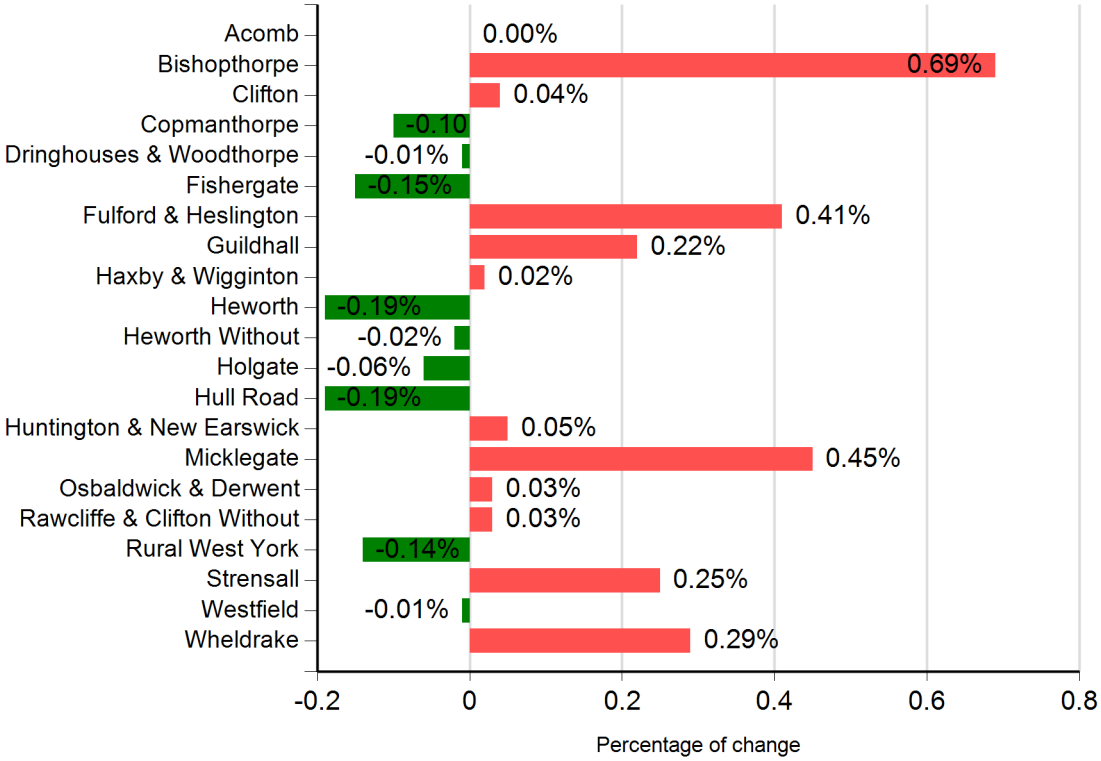


Chart of rate of change between 2016 and 2019 Footways



To achieve best results, please export the content of this report in PDF format.

Chart of rate of change between 2016 and 2019 Footways				
Ward	Grade	2016	2019	% difference
Acomb	Grade 5 Structurally Impaired	0.02%	0.02%	0.00%
Bishopthorpe	Grade 5 Structurally Impaired	0.63%	1.32%	0.69%
Clifton	Grade 5 Structurally Impaired	0.18%	0.22%	0.04%
Copmanthorpe	Grade 5 Structurally Impaired	0.18%	0.08%	-0.10%
Dringhouses & Woodthorpe	Grade 5 Structurally Impaired	0.07%	0.06%	-0.01%
Fishergate	Grade 5 Structurally Impaired	0.28%	0.13%	-0.15%
Fulford & Heslington	Grade 5 Structurally Impaired	0.18%	0.59%	0.41%
Guildhall	Grade 5 Structurally Impaired	0.17%	0.39%	0.22%
Haxby & Wigginton	Grade 5 Structurally Impaired	0.10%	0.12%	0.02%
Heworth	Grade 5 Structurally Impaired	0.40%	0.21%	-0.19%
Heworth Without	Grade 5 Structurally Impaired	0.20%	0.18%	-0.02%
Holgate	Grade 5 Structurally Impaired	0.20%	0.14%	-0.06%
Hull Road	Grade 5 Structurally Impaired	0.31%	0.12%	-0.19%
Huntington & New Earswick	Grade 5 Structurally Impaired	0.11%	0.16%	0.05%
Micklegate	Grade 5 Structurally Impaired	0.16%	0.61%	0.45%
Osbaldwick & Derwent	Grade 5 Structurally Impaired	0.30%	0.33%	0.03%
Rawcliffe & Clifton Without	Grade 5 Structurally Impaired	0.07%	0.10%	0.03%
Rural West York	Grade 5 Structurally Impaired	0.28%	0.14%	-0.14%
Strensall	Grade 5 Structurally Impaired	0.06%	0.31%	0.25%
Westfield	Grade 5 Structurally Impaired	0.15%	0.14%	-0.01%
Wheldrake	Grade 5 Structurally Impaired	0.08%	0.37%	0.29%

Annex 6

Executive **15th March 2018**

Report of the Director of Economy & Place

Future Asset Inspection Programme

Summary

1. The Highways Maintenance and Transportation teams within the Economy & Place Directorate are revising the new working practices to ensure the guidance within the Well Managed Highways Infrastructure code of practice (The national Code) is aligned with a revised highway asset management plan which adopts the councils vision and aspirations.

2. City of York Council are working closely with West Yorkshire Combined Authority colleagues and a range of working groups have been developed to ensure a consistent approach to the adoption of the code.

3. The City of York Council approach to the revised highway asset inspection and repair process is given in Annex 1 as category 1 Assets, this is in compliance with the ideals of The Code and will ensure we can deliver an effective and efficient approach to highway asset maintenance and we will be able to defend against litigation in times of incident.

4. Wider Economy & Place assets that are not wholly covered by the ideals of The Code are included in Annex 1 as category 2 assets and it is proposed to extend a similar approach across this wider asset stock. Recommendations are made to consider a similar approach across other directorates assets that can be considered in a similar way to those included within annex 1 as category 2 Assets.

5. Recommendations are made for further detailed assessments of the planned inspection and repair policies to be brought to Executive Member Decision Sessions when completed.

Recommendations

6. City of York Council continues to develop new and innovative ways to maintain and manage our highway network and transportation initiatives, the adoption of The Code is essential to this.

   It is recommended that:

   i. The Executive endorse and approve the approach to improved highway inspection and maintenance detailed in Annex 1

   ii. The Executive support the development of complimentary risk based inspection and maintenance practices across wider asset groups based on the ideals of the code. The inclusion of these wider Assets to be determined by the appropriate Executive Members.

   iii. Additional policy and process documentation for all assets will be brought before Executive Member Decision Sessions once completed

   Reason – To deliver innovative and effective approaches to highway asset management and wider asset groups and provide wide ranging improvements to the built and natural environment across the city.

Background

7. The Well Managed Highways Infrastructure code of practice - http://www.ukroadsliaisongroup.org/en/codes/index.cfm - comes into force at the end of October 2018, City of York Council have been working closely with West Yorkshire Combined Authority (WYCA) colleagues in the assessment of the code and through a range of working groups we have committed to develop revised working practices that deliver the new codes ideals in each member authority.

8. The Code sets out the need to develop a network hierarchy based on function and usage, the code states:

   “A network hierarchy, or a series of related hierarchies, should be defined which include all elements of the highway network, including carriageways, footways, cycle routes, structures, lighting

and rights of way. The hierarchy should take into account current and expected use, resilience, and local economic and social factors such as industry, schools, hospitals and similar, as well as the desirability of continuity and of a consistent approach for walking and cycling"

9. The Code identifies the importance of working with neighbouring authorities. A set of agreed function and usage indicators have been identified across WYCA and this will underpin the development of highway safety inspection frequencies, investigatory levels, work priorities and treatment decisions, However, it is accepted that specific localised metrics may be applicable to any one of the member authorities and these should be considered alongside the wider approach to hierarchy development.

10. The approach to the development of the CYC network hierarchy can be seen in Annex 1, this will ensure the inspection and repair practices of the Highway Maintenance team are compliant with the code from October 2018.

11. Although The Code is specifically concerned with highway asset management practices discussions with legal colleagues suggest it could be considered as an exemplar approach to the management of wider assets. A range of wider Economy & Place assets have been considered utilising the ideals of The Code and they have been included within the assessment in Annex 1 as category 2 Assets.

12. Following the development of a revised network hierarchy further reviews will need to be carried out to map across the process to wider Economy & Place assets and to revise processes that depend on network hierarchy data such as the winter treatment programme. Updates will be taken to the Executive Member Decision Sessions.

13. The risk based approach identified in The Code could be utilised across the asset stock of other parts of the authority, a network hierarchy approach would be a natural approach to the assessment and inspection of the footways, carriageways and public areas of our housing estates. For other assets the consideration of a 'management hierarchy' underpinned by the identification of relevant function and usage metrics could be developed.

14. Wider inspection regimes would need to be carried out for other asset types, should they adopt the proposed inspection regime.

15. The existing code of practice is not mandatory for adoption and does not stipulate an 'intervention level' for defects found on the carriageway or footway but through repeat legal tests a general expectation has emerged that an authority will work to set levels. The existing CYC Highway Survey, Inspection and Repair manual identifies a range of investigation levels the key levels are indicated below:

    - Carriageway pothole $\geq$ 40mm deep extending $\geq$ 300mm in any one direction

    - Footway trip - abrupt level difference $\geq$ 20mm

16. The Code utilises the term investigatory level and states that this deliberately infers that there is no expectation that a repair will be undertaken following the investigation. A dynamic risk assessment will be undertaken by the Highway Inspector who will use judgement to determine if repair works are necessary.

17. The WYCA task group are developing a range of guidance documents to provide support for the Highway Inspector in making this judgement, this will be extremely important in litigation cases. Consistency across WYCA will also be achieved through this approach and this is a key ethos in the new code. Further detail will be presented to the Executive Member for Highways and Planning for adaption before any changes are made to current intervention levels.

18. The Code places increased emphasis on the training and competency of all officers and elected members involved in the delivery of highway maintenance works, this will be a key test in litigation cases. A training programme is being developed by the WYCA task group which will ensure all are supported in advance of the commencement of the October commencement date.

Consultation

19. CYC have worked extensively with WYCA partners in the development of the new code, officers from across Economy and Place and other directorates have met to discuss the possibilities of a renewed approach to asset management based on the ideals of the code.

Options

20. Members are asked to consider the approach to highway asset management based in Annex 1 of this report, two options are available to members:

    1. Executive endorse and approve the usage of the code for highway asset management as detailed in Annex 1, categories 1 & 2, and further support the development of a wider asset management plan based on the code for wider CYC assets.

    2. Executive endorse and approve the usage of the code for highway asset management as detailed in Annex 1, categories 1 & 2, but do not support further assessment of wider CYC assets based on the ideals of the code.

    Recommendations are made in paragraph 6 of this report based on Option 1.

Council Plan

21. The range of projects detailed in this report support Council Plan objectives to deliver ‘a prosperous city for all’.

Implications

22. There are no implications associated with this cover report, wider implications of changed asset management practices will be brought before the relevant governance and assurance groups as processes are developed further.

Financial

There are no Financial implications associated with this report at this stage although it is recognised that additional funding may be required

Human Resources (HR)

There are no Human Resources implications associated with this report at this stage although it is recognised that additional resources may be required

One Planet Council/Equalities

There are no One Planet Council/Equalities implications associated with this report

Legal

Work on the enhanced code has been supported by insurance and legal colleagues locally and across WYCA. Adherence to the code will support and effective defence of future litigation

Crime and Disorder

There are no Crime and Disorder implications associated with this report

Information Technology (IT)

There are no IT associated with this report

Property

A wide range of CYC asset, property types and uses are detailed in this report, enhanced and improved asset management practices are expected to have a positive impact on the way in which this portfolio is managed

Other

There are no Other implications associated with this report

Risks

23. There are no risks associated with this cover report, wider implications of individual asset management procedures will be brought before the relevant governance and assurance groups as they develop further.

Contact Details

Author:	**Chief Officer Responsible for the report:**
Steve Wragg **Flood Risk and Asset Manager**	**Neil Ferris** **Director of Economy & Place**
Tel: 01904 553401	

Report Approved	✓	**Date**	26/01/18

Wards Affected: **All** ✓

For further information please contact the author of the report

Annexes: Annex 1 Future Asset Inspection Programme Mar18

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Annex 7

Executive **24 October 2019**

Report of the Corporate Director of Economy and Place
Portfolio of the Executive Member for Transport

Highway Infrastructure Asset Management Plan

Summary

1. The Well Managed Highways Infrastructure Code of Practice was considered by the Executive in March 2018. This set out a new approach to the Highway Asset Inspection regime use categories of road and based upon a risk management approach.

2. Officers are currently categorising the highway network as outlined above and this will form part of our highways management strategy to facilitate the commencement of the new inspection regime.

3. The next step is to develop a new Highway Infrastructure Asset Management Plan to provide a framework for the budget allocation to ensure that the Council has a clear resource policy driven by a risk based approach in accordance with statutory guidance.

4. Notwithstanding the above it is proposed the Council prioritises and the Executive strengthens its commitment to localised decision making and investment in highways at a local level through Ward Funding. This report seeks decisions to increase ward funding. The future development of a Highway Infrastructure Asset Management Plan will seek to maximise the ability of Ward Councillors to exercise discretion on highway maintenance spend

Recommendations

5. Following the supplementary budget to agree to allocate an additional £1m for immediate repairs from funding and £1m for cycling and walking initiatives. To allocate £500,000 of the highway maintenance funding and £500,000 of the cycling and walking funding to wards to allocate.

6. Subject to the agreement of the above budget recommendation, to commence immediately with the Ward Funding element of the highway maintenance programme detailed in the Executive report titled "Refresh of Ward Committees" agreed by Executive in August 2019.

7. To agree to the adoption of maintenance categories for the development of a new Highway Infrastructure Asset Management Plan namely; Ward Funding, Reactive Maintenance, Preventative Maintenance and Proactive Maintenance.

8. As part of the annual budget process the Executive and Full Council will consider funding in accordance with the identified categories of Ward Funding, Reactive Maintenance, Preventative Maintenance and Proactive Maintenance.

9. Officer advice is that the current balance between the funding categories is maintained until such time as a new Highways Asset Management Plan is adopted. Any significant deviation from the current balance ahead of the adoption of the Highway Infrastructure Asset Management Plan would require specific advice.

   Reason: To ensure that the council's investment in assets responds to community needs and the council's commitment to Ward Funding. Whilst ensuring that budget allocation is as effective as possible and delivered in accordance with best practice and the Well Managed Highways Infrastructure Code of Practice.

Background

10. As the Highway Authority, the Council has certain legal obligations it must meet to ensure the highway network is safe and fit for purpose. From time to time, these obligations may become the subject of claims for loss or personal injury. Demonstrating that the Council maintains the public highway in accordance with the Code of Practice is essential to be able to counter such claims and protect the 'public purse'.

11. However, the adoption of risk based approach to highway infrastructure may result in investment in a different street to where the public would like it most. Therefore the opportunity to maximise Ward Funding will seek to address this tension.

12. This report sets out proposals for a set of principles for a new Highway Infrastructure Asset Management Plan to provide a framework for the budget allocation to ensure that the Council has a clear resource policy in accordance with statutory guidance.

13. The Well Managed Highways Infrastructure Code of Practice was considered by Executive in March 2018. This set out the new approach to the Highway Inspection regime based upon a risk based approach using the asset categories. This risk based approach replaced the old guidance and practice of having specific intervention levels which are no longer permitted under DfT guidance or defensible in court.

14. Since that report officers have been categorising the highway network in accordance with the principles agreed by members in March 2018. This will form a key part of the Highway Infrastructure Asset Management Plan.

15. The report sets out the asset management principles for consideration by the Executive that if approved will be used by officers to develop a Highway Infrastructure Asset Management Plan for the allocation of the Annual Highway Maintenance Budget agreed by Council, to specific projects.

Current operation

16. Each year the authority undertakes a detailed survey of every road in the city boundary and assess its condition. Each road is rated from 1 to 5 according to its condition. This data is published through the Council's open data platform

17. For all those roads that are in the poorest condition, the service considers factors such as traffic levels, the proximity of schools, doctors surgeries etc to help officers prioritise those routes. This process will be enhanced and clarified in the new Highways Infrastructure Asset Management Plan.

18. The Department for Transport annual funding for highway maintenance requires the council to have a Highway Infrastructure Asset Management Plan to receive the maximum funding.

19. There has been an annual allocation, since 2015, of £250k of highways capital funding across all wards for highway schemes.

Future Operation

20. In order to continue to receive the maximum level of funding and compliance with the code of practice it is necessary for the Council to review its Highways Infrastructure Asset Management Plan.

21. The Highway Infrastructure Asset Management Plan will provide a framework for budget recommendations against each category of maintenance. The overall highway maintenance budget being set by Full Council each year.

Ward Highway Funding

22. Highway assets are the single largest capital asset that the Council is responsible for and literally sits outside everyone's front door. It is often therefore Local Ward Councillors who can identify the issues in their communities.

23. This report therefore creates a budget for Ward Councillors to spend on Highway Maintenance, whilst officers will share information on road condition, the decision making process was outlined in the August 2019 Executive Report, this gives members discretion on allocation of funding.

24. Ward funding can be used for all the categories of maintenance detailed below at the discretion of the ward member.

Reactive Asset Management Funding

25. The code of practice and case law recognises that Government and councils do not have resources, nor would it be affordable for all highways to be maintained to grade A.

26. Therefore the Highway network will require unplanned reactive maintenance. In order to respond to the inspection regime either through scheduled inspection or in response to customer comments the code of practice requires the council to undertake reactive repair based upon a professional risk based assessment.

27. This approach is intended to maximise road user safety and therefore reduces the likelihood and success of any potential claim against the council for failure to deliver its duties.

28. In order to reflect the increasing public accountability for decisions based upon professional judgment it is proposed that the Highway Infrastructure Asset Management Plan will be based upon the latest national guidance and will detail the Highway Officer decision making methodology in order to bring greater transparency to the reactive maintenance intervention decisions during the course of the following municipal year. This would be updated from time to time if the guidance changed.

Preventative Maintenance

29. Whilst there is not sufficient funding to maintain the highway in grade A condition, preventative asset management funding will provide value for money by intervening at an earlier stage of the lifecycle of an asset to prolong its life.

30. For instance some early interventions, say when the condition is fair are cheaper and prolong the asset rather than waiting for it to deteriorate requiring significant interventions and greater cost.

Proactive Maintenance

31. Proactive Maintenance budgets will be focused on those assets which require major investment as they are in worst condition and have disproportionate reactive funding requirement.

Analysis

32. As the current funding requirement for the council's highway is over a £120 million shortfall, the highway conditions continue to deteriorate. Therefore there is an intrinsic tension between how much funding is allocated to each of the four categories proposed to be identified within the Highways Infrastructure Asset Management Plan.

33. Proactive Maintenance is the most expensive form of maintenance as it requires total replacement of the asset and there is not sufficient funding to rebuild every asset that is life expired. The number of assets that would be improved would be very limited due to the high cost of each asset as it is replaced.

34. Preventative Maintenance whilst the most cost effective form of maintenance does not deal with the current backlog of maintenance defects that require proactive maintenance. Therefore not protecting highway users.

35. The code of practice requires the council to take a risk based approach, it could be argued the council should allocate all the funding to reactive maintenance. This would not take an asset management approach and therefore the deterioration of the asset would accelerate.

36. As officers categorise the highway network as laid out in paragraph 2, the road condition will be able to be overlaid with the importance of the

road to a variety of users. This will allow better local outcomes for instance recognising the importance of some routes to cyclists.

37. Therefore the Highways Infrastructure Asset Management Plan will need to endeavour to help Executive determine the right balance between the maintenance categories as each have merit. The balance struck will be guided by advice from insurers, the code of practice and Department for Transport funding constraints with input from councillors. The final decision in respect of the balance and the risk profile that the authority choses will be for the Executive to determine in a future report.

Consultation

38. The Highways team will work with Ward Councillors and the Communities team to develop their Ward annual programme of works to be delivered each year. However, Ward Councillors will also have the opportunity to ask officers to allocate their ward fund to the next preventative or proactive project within the ward if they wish.

Council Plan

39. This report helps ensure the Council achieve its emerging Council Plan currently being consulted upon by delivering a greener cleaner city, getting around sustainably, creating homes and world-class infrastructure and an open and effective Council.

Implications

40. **Financial** - The latest capital programme has identified the following Highway Maintenance expenditure.

	2019/20	2020/21	2021/22	2022/23	Total
	£'000	£'000	£'000	£'000	£'000
Ward Committees – Highway Schemes*	1,275	250	250	250	2,025
Highway Schemes	6,717	6,041	5,927	5,827	24,512
Total	**7,992**	**6,291**	**6,177**	**6,077**	**26,537**

*The ward committee total excludes £500k allocation for Walking / Cycling schemes

41. **Equalities** – Once the assessment of assets is complete a full equality impact assessment will need to be undertaken.

42. **Legal** – The Council, as the local Highway Authority, has a duty under the Highways Act 1980 to carry out highway maintenance and maintain highway structures.

Risk Management

43. The whole essence of the code of practice is to ensure the Council adopts risk managed approach to highway maintenance.

44. The Council has to defend claims against its highway maintenance policy, it is for this reason that the ward funding allocation is capped.

45. The structure defined by a new Highway Infrastructure Asset Management Plan will help defend these claims.

46. The current funding balance is in officer opinion, at this time, appropriate. The development of the Highway Infrastructure Asset Management Plan will seek to reflect the councils commitment to ward based priorities.

47. The Council could seek to determine all its highway funding through a single maintenance category, but this would not be in accordance with the code of practice and therefore jeopardise the funding received from Department for Transport.

Contact Details

Author:
Bill Manby
Head of Highways & Fleet
Tel: (01904) 553233

Chief Officer Responsible for the report:
James Gilchrist
Assistant Director Transport, Highways and Environment

Report Approved √ **Date** 11/10/2019

Specialist Implications Officers

Financial Implications
Patrick Looker
Finance Manager
Tel No.551633

Legal Implications
Sandra Branigan
Senior Solicitor
Tel No. 551040

Wards Affected **All** ✓

For further information please contact the author of the report

Annexes

None

Part B - Award Questionnaire

Award Criteria - Scored

Bidders are required to respond below to each of the quality questions in the space provided. Each question will attract a percentage of the overall score as indicated.

Bidders are required to provide a written response to these questions that will form the basis of the qualitative evaluation of the Tender. Bidders should note the maximum word limit allowed for each question and the any permitted attachments must be legible.

NOTE: Where questions reference the sample Work Order please refer to the sample Work Order Documents located in “CECF2020 Volume 4 Sample Work Order Documents by Lot(s)” for the relevant Lot(s) you are tendering for, along with the information contained in Volume 2 Framework Information. Please refer to Volume 0 Part B section 2.2 to ensure you fully understand the submission requirements in relation to the Award quality questions for the Lot(s) you are tendering for.

Ref	Question	Guidance (where applicable)	Format (where applicable)	Maximum Score Available	Weighting	Maximum Weighted Score
1.	**Contract and Resource Management**					

1.1	Please describe how you will coordinate and manage the Framework Contract to ensure a consistently high level of service at all times.	Your response should consider, as a minimum: * an organogram of the contract management team showing clear lines of responsibility * how you will monitor and manage the Framework works pipeline * how you manage performance against KPI targets * escalation routes and other arrangements for Framework contractual resolution * your other secured workload, and how this Framework will be managed within that	Maximum 2000 words & Organogram 1 A4 Page attachment permitted	10	2	20
WORD COUNT:						
1.2	Please describe how you will manage staff resources for Work Orders tendered and awarded under this Framework, ensuring you have the right number, combination of roles and the right capabilities to deliver the works described in the Framework Scope.	Your response should consider, as a minimum: * key staff proposed for this Framework * experience and qualifications * details of the type of projects worked on * pool of staff available	Maximum 1500 words and no attachments permitted	10	2	20
WORD COUNT:						
2.	**Project Management and Delivery**					
2.1	Considering the sample Work Order for the Lot(s) you are tendering for and the Framework Scope provided, please explain how you would deliver the Work Order effectively, efficiently and in a safe manner from mobilisation to close down and handover, and minimising disruption to the local community.	Your response should include a sample Method Statement and consider, as a minimum: * identification and management of any risks, restrictions or constraints before and during a project including a proposed Risk Register and Health & Safety Plan * the project team delivering the scheme considering pre-construction and construction phases demonstrating clear lines of responsibility	Maximum 1500 words per Lot by financial scope. Risk Register and H&S Plan 1 A4 Page Each attachments permitted	10	3	30

	Please note you are required to submit one response for each Lot you are tendering for with a different financial scope*.*	* sequencing / phasing of works (should include proposed site set up, materials set down, storage areas, proposed access, entry and egress, and other segregation measures for safety and security) * your traffic management design * engagement with the local community before and during the works * engagement with the local community and other third parties regarding access to locations within the boundary of the works on a daily basis and emergency situations * collaborative engagement/liaison with the Client * liaison with Subcontractors and third parties (Statutory Undertakers, supply chain etc.)				
WORD COUNT:						
2.2	Considering the sample Work Order, for each Lot you are tendering for, please provide an example programme for completing the *works* in the most efficient and cost effective manner. ***Please note you are required to submit one response for each Lot you are tendering for with a different financial scope****.*	The example you provide should be in accordance with the requirement of Clause 31.2 of the NEC4 Engineering and Construction Contract. The programme should be submitted as a PDF or an excel spreadsheet and any accompanying narrative should be inserted in the text box below.	Maximum 1000 words per Lot by financial scope and Programme attachment permitted	10	3	30
WORD COUNT:						

2.3	During the delivery of a Work Order, you encounter something that will impact the programme and potentially increase the project cost. Please explain what you would do and your approach to the matter. ***Please evidence where your proposed approach has been successfully applied to other similar works.***	Your response should consider the actions you would take and how you would approach this matter to ensure a value for money solution for the Client. You should consider how you would engage with the NEC Project Manager and apply and manage the NEC4 processes.	Maximum1000 words and no attachments permitted	10	3	30
WORD COUNT:						
2.4	North Yorkshire County Council is committed to continuous improvement and raising standards in project delivery across the County, please explain how you would review project success with the *Client.* ***Please evidence where your proposed approach has been successfully applied to other similar works.***	Your response should consider, as a minimum, who would be involved, how you would capture and analyse the relevant information and how any resulting actions from this process would be communicated and implemented.	Maximum 1000 words and no attachments permitted	10	3	30
WORD COUNT:						
3.	**Quality Management**					
3.1	Please describe how you will ensure the quality of your workmanship, through all project stages, meets the requirements of the Contract for all Work Orders carried out under the Framework. ***Please provide evidence of where your approach to quality has been applied to similar works.***	Your response should consider, as a minimum: * the resources and processes which you utilise to provide quality control and assurance as an organisation, and for the projects you deliver and how this is communicated to the workforce * how you manage communications with clients to ensure the delivered product meets their requirements. You should be able to demonstrate that your organisation communicates with its clients e.g. planned reviews, ad hoc meetings * how your processes ensure quality management, including the quality of construction output and general performance, is	Maximum 2000 words and no attachments permitted	10	3	30

		effective in reducing/preventing a sub-standard finished product and/or defects arising, and how such issues are dealt with if they do arise * your arrangements for ensuring the quality management measures of your supply chain are appropriate for the work being undertaken *staff training , policy implementation and review etc.				
WORD COUNT:						
4.	**Supply Chain Management**					
4.1	Please explain how you, as an organisation, manage your supply chain to ensure you will provide seamless and safe delivery of all Work Orders awarded under the Framework.	Your response should consider, as a minimum: * the appointment of Subcontractors, which should be in accordance with Clause 26.1 of the NEC4 Engineering and Construction Contract * the selection of other third party contractors (material, plant & equipment) * how the performance of Subcontractors and other third party contractors is tracked & managed * prompt payment of Subcontractors and suppliers / member of UK Prompt Payment Code or equivalent	Maximum 1000 words and no attachments permitted	10	3	30
WORD COUNT:						
4.2	Using an example(s) of other similar works, please explain where an issue in the supply chain has occurred and how this has been resolved.	Your response should consider, as a minimum: * how/why this issue occurred * your approach to the issue * action taken to rectify the issue * the outcome for the project * any lessons learned	Maximum 800 words and no attachments permitted	10	3	30
WORD COUNT:						

5.	**Value for Money**					
5.1	Please describe how you would manage *Client* costs on a Work Order to ensure maximum value for money is achieved. ***Please provide evidence of where this proposed approach has been successfully applied to other similar works.***	Your response should consider, as a minimum: * your approach to activity and cost planning before & during the *works* * how you would manage any impact on *works* and costs	Maximum 1000 words and no attachments permitted	10	3	30
WORD COUNT:						
6.	**Health & Safety**					
6.1	Please explain how you ensure a 'zero harm' culture on your site, keeping the workforce and public safe during project delivery. ***Please provide evidence of where your approach to Health & Safety has been applied to similar works.***		Maximum 1000 words and no attachments permitted	10	3	30
WORD COUNT:						
6.2	Considering the sample Work Order for the Lot(s) you are tendering for, please explain how you would comply with the requirements of the Construction (Design and Management) Regulations 2015. ***Please note you are required to submit one response for each Lot you are tendering for with a different financial scope***.		Maximum 1000 words per Lot by financial scope and no attachments permitted	10	3	30

WORD COUNT:						
6.3	Please provide an example Construction Phase Plan for the sample Work Order for the Lot(s) you are tendering for. ***Please note you are required to submit one response for each Lot with a different financial scope, you are tendering for.***	The Construction Phase Plan should be submitted as a PDF or Word Document and any accompanying narrative should be inserted in the text box below.	Maximum 1000 words per Lot by financial scope and Construction Phase Plan attachment permitted	10	3	30
WORD COUNT:						
7.	**Sustainability**					
7.1	Considering your overall approach to the Framework, please describe how you keep up to date with industry good practice and innovation in both working practices and materials.	Your response should consider. As a minimum: * how you monitor the market * any innovations, or alternative machinery or methods of working you have adopted e.g. recycled materials, alternative planing solutions etc. * any improvements you have been able to make that have benefited your clients	Maximum 1000 words and no attachments permitted	10	1	10
WORD COUNT:						
7.2	From time to time the *Client* may have a requirement for an alternative solution for a specific Work Order, which could include, for example, an alternative method or working or materials. Please provide a Business Case/Proposal, based on a relevant recent example (within the last two years) that clearly demonstrates how you have provided (or, if you have no example, could provide) an alternative,	Your response should consider, as a minimum: * whole life cost * alternative methods of working * alternative materials * effect on costs * use of ECI * improved life of the asset	Maximum 500 words and Business Case/Proposal attachment permitted	10	2	20

	value for money solution for delivering the *works.*					
WORD COUNT:						
7.3	Please explain how you would manage any significant 'peaks and troughs' in the works pipeline to ensure you have the capability, in terms of the resources available to you, to deliver Work Orders.	Your response should consider, as a minimum: *maintain/grow a workforce to service the relevant geographical areas * training and development of staff * use of apprentices and graduate schemes	Maximum 1000 words and no attachments permitted	10	2	20
WORD COUNT:						
7.4	Please describe how you would engage with the local supply chain and contribute towards local growth in the geographical locations of this Lot. ***Please provide evidence demonstrating when and how you have previously done this.***		Maximum 1000 words and no attachments permitted	10	3	30
WORD COUNT:						

Economy and Place Policy and Scrutiny Committee **10 December 2019**

Report of the Assistant Director – Legal & Governance

Implementation of Recommendations from Residents' Priority Parking Scheme Scrutiny review – Cover Report

Summary

1. This report provides Members with their first update on the implementation of the approved recommendations arising from the scrutiny review into York's Residents' Priority Parking Scheme.

Background

2. At a meeting of the former Economy and Place Policy Development Committee in June 2018m Members considered a proposal made by Cllr D'Agorne to review City of York's Residents' Parking Priority Scheme. This request was subsequently agreed by the Committee and at a meeting in November 2018 the Committee endorsed the following remit:

Aim:

To understand York's Residents' Parking Priority Scheme (ResPark) and identify efficiency savings that can be made, to both lower costs and make the scheme work better for residents.

Objectives:

i. To examine different or simplified processes that can be used, e.g. the use of new technology;

ii. To consider the size and extent of York's ResPark zones and whether there would be value in increasing the size of some zones;

iii. To investigate best practice and different resident parking models in use elsewhere.

Consultation

3. Over a series of meetings the Task Group consulted with residents during an informal public meeting, canvassed other residents for their views. Members considered the findings of a residents' parking poll on the York Press website and best practices from elsewhere. They also met with the Assistant Director for Transport, Highways and Environment, the Head of Parking Services, Network Management and Parking and Customer Services.

Review Progress

4. The information gathered led to the Committee agreeing the recommendations detailed in Annex 1, which were endorsed by the Economy and Place Policy Development Committee at its meeting in March 2019 and by Executive later that same month.

5. In late November 2019 Executive considered a Parking Update Report (Annex 2) in response to the review recommendations. The report sought approval to progress options for implementing changes to help address issues identified in the scrutiny review.

6. At the meeting Executive agreed to:

i) Note the progress of streamlining the process of extension of existing residents parking zones

Reason: *to speed the process of implementation residents' parking schemes in line with the scrutiny reports recommendations*

ii) Request officers implement options to allow residents to either purchase shorter term permits or develop pay-monthly options.

Reason: *to help customers to spread the costs of permits in line with the scrutiny reports recommendations.*

iii) Note the progress of recruiting additional staff to process applications for new residents parking zones.

Reason: *to speed the process of implementation of residents parking schemes in line with the scrutiny review recommendations.*

iv) Note the procurement of a new parking system that will introduce online self-service for customers to become the principle channel for online application and payment for parking permits and visitor vouchers, same day online payment for parking tickets, and to automate the requirement for evidence.

Reason: *to improve the customer experience in line with the scrutiny review recommendations.*

v) Executive are asked to approve the council implementing paperless virtual parking permits starting with resident parking permits, season tickets and visitor permits and rolling out across all permits in time. This will be supported by a compliant checking system to allow residents to see if a vehicle is authorised to park in a resident parking zone. Each implementation will be subject to a separate decision session of the Executive Member.

Reason: *to improve efficiency of the parking service in line with the scrutiny review recommendations.*

vi) Executive are asked to approve a move towards cashless parking by agreeing to:

A. The roll out of the Pay by App/Phone Service to on street parking machines to allow customers to pay for their parking by phone.

B. In line with corporate policy agree that cash will no longer be accepted in council offices for parking permits and all penalty charge notice (PCN) cash payments to be made through an external service, the same service operates for Council Tax and the resident does not pay more for this service.

C. To agree to the pilot of providing a cashless system in Marygate car park, given most people now use card. This will be subject to the integration of permits (e.g. Minster Badge and Season tickets) into the Pay on Exit technology.

D. To report back to the Executive Member for Transport in a year's time with a view to rolling out cashless parking across the parking estate.

Reason: *To positively respond to the March 2019 parking scrutiny report and its recommendations around efficiency.*

Options

7. Members may choose to sign off any individual recommendation where implementation has now been completed and can:

    a. Request further updates and the attendance of the relevant officer at a further meeting to clarify any outstanding recommendations

    b. Agree no further updates are required.

Analysis

8. There is no analysis in this report.

Council Plan

9. This report supports several priorities in the Council Plan 2019/23, including Getting around Sustainably and an Open and Effective Council.

Implications

10. There are no known Financial, Human Resources, Equalities, Legal, ICT or other implications associated with the recommendation in this report. Implications arising from the scrutiny review are detailed in the Final Report.

Risk Management

11. In compliance with the Council's risk management strategy, there are no known risks associated with this report. Risks associated with the review recommendations are included in the Final Report.

Conclusions

12. There are no conclusions in this report.

Recommendations

13. Members are asked to note the content of this report and:

1) Sign off the review recommendations that have been fully implemented

2) Agree whether a further update is required in 6 months' time

   Reason: To raise awareness of those recommendations which are still to be fully implemented.

Contact Details

Author:
Steve Entwistle
Scrutiny Officer
Tel: 01904 554279
steven.entwistle@york.gov.uk

Chief Officer Responsible for the report:
Suzan Harrington
Interim Assistant Director, Legal & Governance
Tel: 01904 55
suzan.harringtonl@york.gov.uk

Report Approved ✓ **Date** 29/11/2019

Wards Affected: **All** ✓

For further information please contact the author of the report

Background Papers:

Review Final Report

http://modgov.york.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13561

Annexes

Annex 1 – Update of Implementation of Review Recommendations
Annex 2 – Executive Report

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Implementation of Recommendations from Residents' Priority Parking Scheme Scrutiny Review

Recommendation	Implementation December 2019
i. Reviews the current pattern of ResPark zones with a view to rationalising them and identifying the most logical extensions into surrounding streets that suffer from non-resident parking;	In response at the Executive Member Decision Session on the 19th September a number of decisions were made to streamline the extension of residents parking. Three different approaches were used: • it was agreed in that reviewing the petitions received for residents parking zones that discretion be applied to consult larger areas than had petitioned, although the responses would be considered separately • Combining consultation where appropriate • Extending Existing Zones rather than creating new zones.
ii. Rationalises parking permits so there is more standardisation on permit length (i.e. the current 3, 6 and 12 month permits) by offering annual or monthly permits.	This reflects some of the customer issues around the varying lengths of time of some permits. Customers are keen to find ways to spread the cost of a permit. Options exist to explore pay monthly options either through shorter permit lengths such as a monthly permit, or direct debit options. Both of these need work to develop so it is suggested to delegate to the Assistant Director of Transport Highways and Environment the agreement of how this will be implemented. Subject to other recommendations the new parking system would automate the administration of this making it much simpler for the council and residents such as automated reminders when a permit is expiring.
iii. Seeks to ensure residents' petitions for new zones are	Through the Supplementary Budget proposals additional resource has been agreed to recruit additional staff into the Transport Team to work

investigated and (if agreed) implemented as soon as possible, aiming for within a year.	on the residents parking projects. The recruitment of the additional staff is now in progress.
iv. Introduces an online self-service for customers to encourage online application and payment for parking permits and visitor vouchers, same day online payment for parking tickets, and to automate the requirement for evidence;	Officers from across the council have come together to specify a new parking back office system. One of the key parts of the specification of this was a much improved customer experience. This is in line with the Local Digital Declaration that York has agreed in order to deliver service transformation through the use of technology. The new parking back office system will provide significantly improved functionality for customers online, in turn providing more clarity and transparency. This is in line with the national Positive Parking Agenda to ensure consistency and a more positive experience with parking. This dovetails with the corporate customer strategy to shift modes of engagement with Council from face to face to online, and is consistent with the majority of customers' desire to perform online transactions. 50% of interactions in the Customer centre at West Offices are Parking services related. The online functionality along with the corporate push for cashless transactions will mean a significant reduction (38% approx.) in footfall in the customer centre.
v. Investigates the transition to a system of virtual permits, initially within a trial zone, to eliminate the need for paper	In the same way that vehicle excise duty has become paperless and is linked to a number plate, it is proposed that residents parking does the same. The Scrutiny Committee heard from other authorities that this transfer had been undertaken successfully through Virtual Permit Projects. This will see the significant reduction and the elimination of

permits through Automatic Number Plate Recognition and better links to DVLA to help enforcement;	paper including paper based permits. Virtual permits are seen as a significant benefit of the project where Members are asked to support the system roll in line with the implementation of the new system later next year. For clarity it is not proposed to use static Automatic Number Plate Recognition for enforcement. A Civil Enforcement Officer will still issue all tickets and be able to use a hand held device to check vehicle authorisation. A trial zone is not really practical as the investment in the infrastructure to make this happen means that a city wide approach needs to be adopted. It is recognised that some permits will be easier than others. It is therefore recommended we start with those that are easier to roll out and provide the most benefit to customers. This includes:- • All resident parking permits • Car park season tickets • HMO permits Subject to the success of the roll out other permits will be made virtual in due course. The current policy of the Council is that the first parking permit is not registration number specific. If members wish to maintain that policy there are options for technology to allow residents to switch which vehicle has the permit

vi. Investigates digital options once virtual permits are in operation that will enable residents to check a registration number so if a vehicle is illegally parked the information is electronically passed to enforcement officers.	One of the challenges of moving to virtual permits is that through the elimination of paper based permits residents will not be able to see if a vehicle is legally parked. Should a decision be made to develop virtual permits we will work with our supplier to develop a replacement for the parking hotline so that a registration number can be reported electronically along with its location and if it is parked illegally it will be passed to the enforcement team. The Council will only launch a virtual permit once a workable solution for those without access to IT has been developed. The Council has a focus through its digital work to address the digital divide and in designing this service will ensure those that do not have access to IT or may lack the skills needed in to transact online are accommodated.
vii. Examines the implications of allowing residents of new properties within existing ResPark zones to purchase a limited number of visitor vouchers.	The current policy position is designed so that new developments within existing residents parking schemes do not add to the parking pressure in the existing zone by preventing the occupiers of new developments from buying residents parking permits or visitor vouchers. Those permitted can purchase a maximum of 6 books per calendar month and 40 books in a year. The request is to consider allowing those occupiers of new developments a limited number of permits for instance to facilitate a plumber. It is recommended that this is considered as part of the parking strategy review to be developed as part of the next review of the Local Transport Plan.

Annex 2

Executive **28 November, 2019**

Report of the Corporate Director for Economy and Place

Portfolio of the Executive Member for Transport and Planning

Parking Update

Summary

1. Parking provision and management is a key element in the delivery of the Council's ambition to achieve carbon neutrality and enhance residents, businesses and visitors experience and wellbeing by providing a future proof, fluid and efficient transport network.

2. The historic nature of the geography of York, with narrow terraced streets in the City Centre, presents challenges in terms of managing passage along the highway and it is vital in achieving the desired outcomes to ensure that policy acts as enabler to allow the City to grow and for residents, businesses and visitors to thrive.

3. This report reflects on the recommendations of the Resident Parking Scrutiny Review Task Group of the 5th March, 2019 (see Annex A).

4. Advances in technology present new opportunities in terms of parking and kerbside management. Online services and virtualisation can provide a better customer experience and much greater efficiency and allow services to focus on customers with the greatest need. This report explores these opportunities and seeks Executive approval to implement these where possible

Recommendations

5. Executive are asked to:

   i) Note the progress of streamlining the process of extension of existing residents parking zones

   Reason: *to speed the process of implementation residents' parking schemes in line with the scrutiny reports recommendations*

   ii) To request officers implement options to allow residents to either purchase shorter term permits or develop pay-monthly options.

   Reason: *to help customers to spread the costs of permits in line with the scrutiny reports recommendations.*

   iii) Note the progress of recruiting additional staff to process applications for new residents parking zones.

   Reason: *to speed the process of implementation of residents parking schemes in line with the scrutiny review recommendations.*

   iv) To note the procurement of a new parking system that will introduce online self-service for customers to become the principle channel for online application and payment for parking permits and visitor vouchers, same day online payment for parking tickets, and to automate the requirement for evidence.

   Reason: *to improve the customer experience in line with the scrutiny review recommendations.*

   v) Executive are asked to approve the council implementing paperless virtual parking permits starting with resident parking permits, season tickets and visitor permits and rolling out across all permits in time. This will be supported by a compliant checking system to allow residents to see if a vehicle is authorised to park in a resident parking zone. Each implementation will be subject to a separate decision session of the Executive Member.

Reason: *to improve efficiency of the parking service in line with the scrutiny review recommendations.*

vi) Executive are asked to approve a move towards cashless parking by agreeing to:

A. The roll out of the Pay By App/Phone Service to on street parking machines to allow customers to pay for their parking by phone.

B. In line with corporate policy agree that cash will no longer be accepted in council offices for parking permits and all penalty charge notice (PCN) cash payments to be made through an external service, the same service operates for Council Tax and the resident does not pay more for this service.

C. To agree to the pilot of providing a cashless system in Marygate car park, given most people now use card. This will be subject to the integration of permits (e.g. Minster Badge and Season tickets) into the Pay on Exit technology.

D. To report back to the Executive Member for Transport in a year's time with a view to rolling out cashless parking across the parking estate.

Reason: *To positively respond to the March 2019 parking scrutiny report and its recommendations around efficiency.*

Background:

41. The Council has agreed to move to carbon neutrality by 2030. A significant element of the city's carbon footprint is transport and the movement of vehicles around York.

42. Implementation of physical measures, such as the Clean Air Zone for buses, and technology, through the Smart Transport Evolution Project (STEP) and the Hyperhubs Electric Vehicle charging project

are helping make strides. Alongside this sits the authority's approach to parking and kerbside management and how these are managed.

43. The Economy and Place Policy Scrutiny Committee undertook a review into York's Residents' Parking Priority Scheme. The objectives of the review were

    - To examine different or simplified processes that can be used, e.g. the use of new technology;
    - To consider the size and extent of York's ResPark zones and whether there would be value in increasing the size of some zones;
    - To investigate best practice and different resident parking models in use elsewhere.

44. This report is a response to the scrutiny recommendations seeking Executive approval to progress options for implementing changes.

45. The recommendations in this report will help to address the issues identified by the scrutiny panel. Please see scrutiny report attached at Annex A for further background to this report.

46. The replacement of the back office IT system used by parking officers gives significant opportunity to enhance the recommendation of the scrutiny review to create a more connected and online self-service solution for parking customers.

47. It is also worth highlighting the partnership with other Local Authorities, assisted by the British Parking Association and the development of the Positive Parking Agenda (PPA).

48. The PPA is a national initiative to push a positive view of parking by delivering a consistent approach to parking management across the UK. This work undertaken by Scrutiny and the recommendations contained with the report will contribute towards improve the parking experience and deliver a better service.

49. The review made 7 recommendations which are as follows:

i. Reviews the current pattern of ResPark zones with a view to rationalising them and identifying the most logical extensions into surrounding streets that suffer from non-resident parking;

ii. Rationalises parking permits so there is more standardisation on permit length (i.e. the current 3, 6 and 12 month permits) by offering a choice of annual or monthly permits.

iii. Seeks to ensure residents' petitions for new zones are investigated and (if agreed) implemented as soon as possible, aiming for within a year.

iv. Introduces an online self-service for customers to encourage online application and payment for parking permits and visitor vouchers, same day online payment for parking tickets, and to automate the requirement for evidence;

v. Investigates the transition to a system of virtual permits, initially within a trial zone, to eliminate the need for paper permits through Automatic Number Plate Recognition and better links to DVLA to help enforcement;

vi. Investigates digital options once virtual permits are in operation that will enable residents to check a registration number so if a vehicle is illegally parked the information is electronically passed to enforcement officers.

vii. Examines the implications of allowing residents of new properties within existing ResPark zones to purchase a limited number of visitor vouchers.

Analysis

50. Scrutiny Review Recommendation i
Reviews the current pattern of ResPark zones with a view to rationalising them and identifying the most logical extensions into surrounding streets that suffer from non-resident parking;
In response at the Executive Member Decision Session on the 19th September a number of decisions were made to streamline the extension of residents parking. Three different approaches were used:

- it was agreed in that reviewing the petitions received for residents parking zones that discretion be applied to consult

larger areas than had petitioned, although the responses would be considered separately
- Combining consultation where appropriate
- Extending Existing Zones rather than creating new zones.

51. To date no work has been undertaken to rationalise existing zones, it is suggested that rather than a top down approach any rationalisation of existing to in effect merge them into a single zone is considered in a bottom up approach. If this was to be considered a pilot would need to be undertaken and the process by which residents were consulted upon the approach would need to be agreed.

52. Scrutiny Review Recommendation ii
Rationalises parking permits so there is more standardisation on permit length (i.e. the current 3, 6 and 12 month permits) by offering annual or monthly permits.
This reflects some of the customer issues around the varying lengths of time some permits validty. Customers are keen to find ways to spread the cost of a permit. Options exist to explore pay monthly options either through shorter permit lengths such as a monthly permit, or direct debit options. Both of these need work to develop so it is suggested to delegate to the Assistant Director of Transport Highways and Environment the agreement of how this will be implemented. Subject to other recommendations the new parking system would automate the administration of this making it much simpler for the council and residents such as automated reminders when a permit is expiring.

53. Scrutiny Review Recommendation iii
Seeks to ensure residents' petitions for new zones are investigated and (if agreed) implemented as soon as possible, aiming for within a year.
Through the Supplementary Budget proposals additional resource has been agreed to recruit additional staff into the Transport Team to work on the residents parking projects. The recruitment of the additional staff is now in progress.

54. Scrutiny Review Recommendation iv
Introduces an online self-service for customers to encourage online application and payment for parking permits and visitor

vouchers, same day online payment for parking tickets, and to automate the requirement for evidence;
Officers from across the council have come together to specify a new parking back office system. One of the key parts of the specification of this was a much improved customer experience. This is in line with the Local Digital Declaration that York has agreed in order to deliver service transformation through the use of technology.

55. The new parking back office system will provide significantly improved functionality for customers online, in turn providing more clarity and transparency. This is in line with the national Positive Parking Agenda to ensure consistency and a more positive experience with parking.

56. This dovetails with the corporate customer strategy to shift modes of engagement with Council from face to face to online, and is consistent with the majority of customers' desire to perform online transactions. 50% of interactions in the Customer centre at West Offices are Parking services related. The online functionality along with the corporate push for cashless transactions will mean a significant reduction (38% approx.) in footfall in the customer centre.

57. Scrutiny Review Recommendation v.
Investigates the transition to a system of virtual permits, initially within a trial zone, to eliminate the need for paper permits through Automatic Number Plate Recognition and better links to DVLA to help enforcement;
In the same way that vehicle excise duty has become paperless and is linked to a number plate, it is proposed that residents parking does the same. The Scrutiny Committee heard from other authorities that this transfer had been undertaken successfully through Virtual Permit Projects. This will see the significant reduction and the elimination of paper including paper based permits. Virtual permits are seen as a significant benefit of the project where Members are asked to support the system roll in line with the implementation of the new system later next year. An example list of some of the Councils that use virtual permits is attached at Annex B

58. For clarity it is not proposed to use static Automatic Number Plate Recognition for enforcement. A Civil Enforcement Officer will still

issue all tickets and be able to use a hand held device to check vehicle authorisation.

59. A trial zone is not really practical as the investment in the infrastructure to make this happen means that a city wide approach needs to be adopted. It is recognised that some permits will be easier than others. It is therefore recommended we start with those that are easier to roll out and provide the most benefit to customers. This includes:-
    - All resident parking permits
    - Car park season tickets
    - HMO permits

60. Subject to the success of the roll out other permits will be made virtual in due course.

61. The current policy of the Council is that the first parking permit is not registration number specific. If members wish to maintain that policy there are options for technology to allow residents to switch which vehicle has the permit.

62. Scrutiny Review Recommendation vi.
Investigates digital options once virtual permits are in operation that will enable residents to check a registration number so if a vehicle is illegally parked the information is electronically passed to enforcement officers.
One of the challenges of moving to virtual permits is that through the elimination of paper based permits residents will not be able to see if a vehicle is legally parked. Should a decision be made to develop virtual permits we will work with our supplier to develop a replacement for the parking hotline so that a registration number can be reported electronically along with its location and if it is parked illegally it will be passed to the enforcement team.

63. Annex B show some Local Authorities who currently operate virtual permits.

64. The Council will only launch a virtual permit once a workable solution for those without access to IT has been developed.

65. The Council has a focus through its digital work to address the digital divide and in designing this service will ensure those that do

not have access to IT or may lack the skills needed in to transact online are accommodated.

66. Scrutiny Review Recommendation vii.
Examines the implications of allowing residents of new properties within existing ResPark zones to purchase a limited number of visitor vouchers.
The current policy position is designed so that new developments within existing residents parking schemes do not add to the parking pressure in the existing zone by preventing the occupiers of new developments from buying residents parking permits or visitor vouchers. Those permitted can purchase a maximum of 6 books per calendar month and 40 books in a year. The request is to consider allowing those occupiers of new developments a limited number of permits for instance to facilitate a plumber. It is recommended that this is considered as part of the parking strategy review to be developed as part of the next review of the Local Transport Plan.

Further Development and Next Steps

67. A parking strategy will emerge as part of the next review of the Local Transport Plan which will have a significant consultation plan. This will lay out the parking management policy and forward look for York where parking needs to be in the future with recognition of the part parking plays in vehicle emissions, congestion and benefits to the local economy.

68. However, through the specification of a new IT system three additional options have emerged which officers would like to start to adopt around the method of payment.

69. The Council has trialled a pay by phone service covering Toft Green parking bays. Parking officers has received a number of comments both written and verbally about their desire to see the service rolled out to all on-street locations. In addition the Toft Green trial saw a revenue increase of about 15% on previous years. This will require a review of the current contract arrangements and would be supported by a communications exercise to promote this and how to use the system.

70. The current corporate policy is to go cashless in council offices. This particular recommendation asks Members to agree that all

parking permits will go cashless and all PCN cash payments, that we legally have to cater for, could follow the council tax solution of customers using the Paypoint service. In addition officers would work to look at options such as invoice to phone technology.

71. Officers are working with York Business Improvement District on a project to turn Piccadilly Car Park into a pay on exit car park before investigating rolling this technology out to other car parks. One of the challenges around car park operation is coin payments are expensive to collect and the machinery needs regular payment.

72. Data shows most payments are now taken by card with cash falling further behind, where off-street car park income was:

	Transactions	Income
Cash	43%	31%
Card	34%	42%
Phone	23%	27%

73. This shows that 57% of payments are cashless across the car parks equating to 69% of income. There is a strong trend downwards of cash payments where non cash payment in 2014/15 were only 24% (33% of income). Furthermore this is supported by observations from retailers through York BID where they report cashless payments far outweighing cash. In turn this will eventually save the council significant money in cash collection services as well as breakdowns of these machines due to the mechanisms for cash getting frequently jammed by coins and paper money. In addition the council has had a number of parking machines stolen or damaged to steal the cash inside of them. By going cashless this should significantly reduce or eliminate the risk of thefts and damage by going cashless where the costs per machine are circa £5k. The car park with the largest proportion of card payments is Marygate where only 30% of transactions are made in cash. It is therefore proposed to trial a pilot for a cashless offer at Marygate Car Park.

74. It has been identified through the operation of Marygate Car Park that issues have arisen in terms of the use of the Pay on Exit technology and it's compatibility with the Minster badge and other permits, such as the season ticket permit. Resolution of these issues will be implemented through the improvements to Pay on Exit at Marygate and the proposed Pay on Exit at Piccadilly as well

as through the permit approach in the new ICT system and integration of the systems.

75. Following the implementation of the new parking system, some working processes could change and will provide further opportunities to look at the way we work and operate. These changes are based on current processes in Parking Services and the supporting services that in turn will inform the new systems configuration.

Council Plan

76. This report is supportive of the following priorities in the 2019/23 Council plan:
    - getting around sustainably
    - an open and effective council

Implications

77. The following are the identified implications.

Financial – There are no specific direct financial implications to the report. The proposed approach will lead to back office efficiencies. There are costs involved in dealing with cash transactions and the move to cashless parking would enable a saving to be made. This would ultimately need to be across the whole parking operations.

- **Human Resources** – The new parking system will create an online self-service system that will lead to efficiencies and freeing up of back office staff to be able to focus on other work. This will include if virtual permits are agreed that will see a reduction in administration and posting out of paper based parking permits.

- **Equalities** – In moving services online, we will ensure those who are digitally deprived are supported and still have access to services through options such as West Offices and York Explore.

- **Legal** – Some of the recommendations may require changes in the traffic regulation orders.

- **Crime and Disorder** - None

- **Information Technology (IT)** – A new ICT system for parking covering penalty charge notices and permits will be rolled out later next year, following the recent awarding of this contract. This will be both for customers and officers to use.

- **Property** - None

- **Risk Management** – Given the move to develop an online self-service system for parking customers covering parking permits and penalty charge notices there will be a cultural shift that most customers will welcome but may disadvantaged those without their on IT facilities or skills leading to digital exclusion. A communications plan is being develop to not only inform people how to use this system but address the other issues such as digital exclusion and making use of services such as those at York Explore and the Citizens Advice Bureau. Business continuity has been integral in the development of the plans.

Contact Details

Author:	**Chief Officer Responsible for the report:**
Dave Atkinson Head of Programmes and Smart Place	James Gilchrist Assistant Director Transport, Highways and Environment

Report Approved	√	**Date**	15/11/19

Wards Affected: All

Annexes

Annex A – Scrutiny Report to Executive
Annex B – List of Authorities using virtual permits

Economy and Place Policy and Scrutiny Committee **10 December 2019**

Report of the Assistant Director – Legal & Governance

Apprenticeship and Skills – Scoping Report for Possible Scrutiny Review

Summary

1. This report provides a suggested scope for the Committee's scrutiny of apprenticeships and skills in York and if a review is agreed to consider a remit and methodology for completing the review work.

Background

2. At a meeting of this Committee in October 2019 Members received an update report on High Value Employment, Apprenticeships and Skills as part of ongoing discussions to develop the Committee's work programme. To help the Committee agree its priorities, representatives from City of York Council's Skills Team, York University, York College and York St John University took part in round table discussions to advise and inform Members.

3. As a result of these discussions the Committee agreed it wanted to take forward the apprenticeship topic for possible review and asked for a scoping report for this meeting.

4. Apprenticeships and the higher skills they bring continue to be an asset to York's economy, but the number of people starting apprenticeships is in decline across the Leeds City Region (LCR).

5. Across the LCR there were 25,300 apprenticeship starts during the 2017/18 academic year, a fall of 7,900 (24%) from the 33,140 starts in 2016/17. This follows a 5% decline the previous year. York's decline in 2017/18 was 20%.

6. In York, 1,150 apprentices started in the 2017/18 academic year, down from 1,720 in 2015/16. The 2017/18 intake comprised 350 under 19 year

olds; 340 19-24 year olds and 460 over 25 year olds. This fall is significant because it is undermining the role of high-skills educational courses outside of university which puts more pressure on universities to deliver the skills that apprenticeships may be better able to provide. The figures for 2018/19 will be available in early December.

7. York St John University does offer degree-level apprenticeships in Business, Medical Science and Data Science which suggests that the growth of universities' intake may not be a factor in the decline of apprenticeships. Indeed, the University of York is also in the process of recruiting apprentices due to its enrolment in the Apprenticeship Levy.

Apprenticeship Levy

8. The Apprenticeship Levy is paid by employers with annual pay bills in excess of £3 million and there are around 50 such companies headquartered in York.

9. The levy is used to fund apprenticeship training and assessment. Levy-paying employers can transfer up to 25% of their contribution to support apprenticeships in other organisations (levy or non-levy, large or small). If levy payments are not used within two years they are returned to central government.

10. The Committee's October meeting noted that some employers found it difficult to utilise their levy while small and medium sized enterprises (SMEs) found it difficult to access higher and degree level apprenticeships. However, the Education & Skills Funding Agency has announced that this will be changing over the next 12 months (phase one Jan-March 2020) so both levy and non-levy paying employers will be able to access the training provider and apprenticeship training provision they wish.

Suggested Aim and Objectives

11. To identify cost effective ways to encourage an increase in the number of apprenticeship starts in York.

Objective	Method	Deadline
To evaluate the current number of levy payers in York based on best available knowledge so	The Chair to write to companies on behalf of the Committee seeking this information	TBC

as to assess the value of funds potentially available.		
To understand the current apprenticeship training provision, the potential in York and the current spend	Consider what current training providers currently deliver in York in terms of the courses they support and the level of training available along with consultations with training providers, educational establishments and City of York Council	TBC
To understand the demand and perceived barriers from companies who might want to offer apprenticeships	A questionnaire is sent to both SMEs and larger employers, seeking their views.	TBC
To understand best practices with regard to the transfer of the apprenticeship levy.	Gather information from authorities such as Leeds City Region and Greater Manchester on how they are trying to encourage levy-paying businesses to make the most of unspent levy funds.	TBC

Consultation

12. This Committee has already consulted with representatives from City of York Council's Skills Team, York University, York College and York St John University and there will need to be further consultations with businesses, education establishments, training providers and other local authorities if a review is agreed.

Options

13. Members can decide to:

    i. Agree to carry out a scrutiny review into Apprenticeships and Skills, agree a remit for the review and appoint a Task Group to carry out this work on the Committee's behalf, or

    ii. Agree not to carry out a scrutiny review into Apprenticeships and Skills in view of the Committee's other priorities.

Analysis

14. There is no analysis as this report is for information only.

Council Plan 2019-23

15. This report is linked to several priorities in the Council Plan, particularly Well-Paid Jobs and an Inclusive Economy; A Better Start for Children and Young People and An Open and Effective Council.

Implications

16. There are no known implications associated with this report. Should the Committee agree to carry out a review any implications arising from the final review recommendations will be addressed accordingly.

Risk Management

17. There are no known risks arising from the recommendation in this report as it is presented for information only.

Recommendations

18. Having considered the information provided within this report, and at the October meeting of the Committee, Members are asked to agree whether or not to proceed with a review.

19. Should a decision be taken to proceed the Committee are recommended to:

    i. Set up a Task Group to carry out the work on the Committee's behalf

    ii. Agree the review remit as suggested above in paragraph 11

    iii. Agree a timeframe for the completion of the review

Reason: To ensure compliance with scrutiny procedures, protocols and work plans.

Contact Details

Author:
Steve Entwistle
Scrutiny Officer
Tel: 01904 554279
steven.entwistle@york.gov.uk

Chief Officer Responsible for the report:
Suzan Harrington
Interim Assistant Director, Legal & Governance
Tel: 01904 55
suzan.harringtonl@york.gov.uk

Report Approved ✓ **Date** 20/11/2019

Wards Affected: **All** ✓

For further information please contact the author of the report

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Economy and Place Policy and Scrutiny Committee

Draft Work Plan 2019-20

Wednesday 12 June @ 5.30pm	1. Arrangements for Scrutiny in York 2. Draft Work Plan and work planning for the new municipal year.
Wednesday 10 July @ 5.30pm	1. Attendance of the Executive Member for Economy and Strategic Planning – Priorities and Challenges for 2019-20 2. Attendance of the Executive Member for Transport 3. Bi-Annual Update Report from the Managing Director of Make It York 4. Annual Report of the Executive Director of York BID 5. Year End Finance and Performance Monitoring Report 6. Work Plan 2019-20 and work planning for the year
Wednesday 11 September @ 5.30pm	1. Attendance of the Executive Member for Economy and Strategic Planning – Priorities and Challenges for 2019-20 2. Attendance of the Executive Member for Environment and Climate Change 3. CYC Flood defences Action Plan – Biannual Report 4. Work Plan 2019-20 and work planning for the year
Wednesday 16 October @ 5.30pm	1. Attendance of representatives from Leeds City Region (LCR) and York, North Yorkshire and East Riding (YNYER) Local Enterprise Partnerships for discussions around Local Industrial Strategy. 2. Round table discussions around High Value Employment and Skills, Graduate Retention and the loss of skilled people.

	3. Work Plan 2019-20
Wednesday 13 November @ 5.30pm	1. Round table discussions around in-work poverty, gender pay gap and low-pay industries. 2. Update of implementation of recommendations from Economic Health of York City Centre Scrutiny Review 3. Work Plan 2019-20
Tuesday 10 December @ 5.30pm	1. Overview report from Highways Team 2. Update of implementation of recommendations from York Residents' Priority parking Scheme Scrutiny Review (slipped from November). 3. Apprenticeship and Skills Scoping Report 4. Work Plan 2019-20
Wednesday 15 January @ 5.30pm	1. Overview Report on Economy and Place Sickness and Workloads 2. Scoping report on in-work poverty including Employers' Charter and Living Hours. 3. Work Plan 2019-20
Wednesday 12 February @ 5.30pm	1. Bi-Annual Update Report from the Managing Director of Make It York 2. Update report on Guildhall Project 3. Update report on Planning Enforcement. 4. 2nd Quarter Finance and Performance Monitoring Report (slipped from December) 5. Work Plan 2019-20
Wednesday 11 March @ 5.30pm	1. CYC Flood Defences Action Plan – Biannual Report 2. Work Plan 2019-20

Wednesday 15 April @ 5.30pm	1. Work Plan 2019-20
Wednesday 20 May @ 5.30pm	1. Further Update Report on Implementation of Recommendations of Economic health of York City Centre Scrutiny Review. 2. Work Plan 2019-20

Future Areas of Policy Development

- Economic Strategy 2020–2025 - Building in Economic Metrics & Performance Assessment
- Community Infrastructure Levy
- Supplementary Planning Guidance – Priorities for York

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