



Notice of meeting of

Executive

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| To: | Councillors Waller (Chair), Ayre, Steve Galloway, Moore, Morley, Reid and Runciman |
| Date: | Tuesday, 19 January 2010 |
| Time: | 2.00 pm |
| Venue: | The Guildhall |

AGENDA

Notice to Members - Calling In:

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

10:00 am on Monday 18 January 2010, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 21 January 2010, if an item is called in *after* a decision has been taken.

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

1. **Declarations of Interest**

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

2. Exclusion of Press and Public

To consider the exclusion of the press and public from the meeting during consideration of the following:

Annex 1 to Agenda Item 10 (Access York Phase 1 Park & Ride Development - Procurement Of a Lead Design Consultant) on the grounds that it contains information relating to the financial or business affairs of particular persons. This information is classed as exempt under paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

3. Minutes (Pages 3 - 16)

To approve and sign the minutes of the Executive meeting held on 15 December 2009.

4. Public Participation

At this point in the meeting, members of the public who have registered their wish to speak regarding an item on the agenda or a matter within the Executive's remit can do so. The deadline for registering is **5:00 pm on Monday 18 January 2010**.

5. Executive Forward Plan (Pages 17 - 20)

To receive details of those items that are listed on the Forward Plan for the next two Executive meetings. This information is based upon the latest available version of the Forward Plan, published on 24 December 2009.

6. Minutes of Working Groups (Pages 21 - 32)

This report presents the minutes of a recent meeting of the Social Inclusion Working Group and asks Members to consider the advice given by the Group in its capacity as an advisory body to the Executive.

7. Update on Constitutional Changes (Pages 33 - 38)

This report updates the Executive on the revisions to its Constitution recently agreed by Council, in accordance with Article 16 of the Constitution.

8. The Future Delivery of Business Engagement and Inward Investment in York (Pages 39 - 48)

This report presents recommendations for the future delivery of Business Engagement with major employers (often referred to as Key Account Management) and Inward Investment in York, to ensure a continued private sector focus and to provide support in a more streamlined and effective way.

9. Review of Low Carbon Emission Residents' Parking Schemes (Pages 49 - 64)

This report reviews the results of an investigation into how other local authorities have encouraged the use of lower carbon emission vehicles in their residents' parking (Respark) schemes and presents a number of options for improving existing schemes in York.

10. Access York Phase 1 Park & Ride Development - Procurement of a Lead Design Consultant (Pages 65 - 78)

This report summarises the evaluation of the tenders submitted for Lead Design Consultant for the Access York Phase 1 Park & Ride Project and recommends that Halcrow Group Ltd be nominated as the preferred bidder.

11. Local Area Agreement Refresh 2009/10 (Pages 79 - 92)

This report asks the Executive to consider the refreshed Local Area Agreement and to recommend it to Full Council for approval prior to its endorsement by Without Walls and submission to central government.

12. Urgent Business

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

Democracy Officer:

Name: Fiona Young

Contact details:

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

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

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

Contact details are set out above.

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

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Further information about what's being discussed at this meeting

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

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Holding the Executive to Account

The majority of councillors are not appointed to the Executive (40 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Decision Session) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

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

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

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City of York Council

Committee Minutes

| | |
|---------------|--|
| MEETING | EXECUTIVE |
| DATE | 15 DECEMBER 2009 |
| PRESENT | COUNCILLORS WALLER (CHAIR), AYRE, STEVE GALLOWAY, MOORE, MORLEY, REID AND RUNCIMAN |
| IN ATTENDANCE | MIKE NEWBURY AND STEVE NICKLIN (AUDIT COMMISSION) |

121. DECLARATIONS OF INTEREST

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

No interests were declared, but Cllrs Moore, Morley and Reid, as members of the Planning Committee, announced their intention to leave the meeting during consideration of agenda item 9 (Council Headquarters - Tender Award), so as not to prejudice their involvement in any subsequent planning application in respect of the Council headquarters building.

122. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during consideration of the following, on the grounds that they contain information that is classed as exempt under the relevant paragraphs of Schedule 12A to Section 100A of the Local Government (Access to Information) (Variation) Order 2006), as detailed below:

- a) Annexes 2 and 3 to Agenda Item 8 (More for York – Adult Social Care Blueprint) – information relating to the financial and business affairs of particular persons, exempt under paragraph 3.
- b) Annex 2 to Agenda Item 9 (Council Headquarters – Tender Award) – information relating to the financial affairs of particular persons and information in respect of which a claim to legal professional privilege could be maintained – exempt under paragraphs 3 and 5.

123. MINUTES

RESOLVED: That the minutes of the Executive meeting held on 1 December 2009 be approved and signed by the Chair as a correct record.

124. PUBLIC PARTICIPATION / OTHER SPEAKERS

It was reported that no members of the public had registered to speak at the meeting under the Council's Public Participation Scheme.

With the consent of the Chair, Heather Mackenzie of UNISON addressed the meeting in relation to the More for York reports at agenda items 6-8 (Minutes 126-129 refer). She confirmed that staff were committed to working with managers to bring about service improvements and efficiencies, but expressed concern at the speed with which the More for York process was being taken forward, which had left insufficient time for consultation with affected staff on some of the proposals. She highlighted the importance of training for staff and the need for sufficient management cover at AD level for the proposed new Adult, Children and Education Services department, given its size and complexity. With regard to the Adult Social Care blueprint report, she indicated that UNISON would strongly oppose any option for the outsourcing of services.

125. EXECUTIVE FORWARD PLAN

Members received and noted details of those items that were listed on the Forward Plan for the next two Executive meetings at the time the agenda was published.

126. MORE FOR YORK - ORGANISATION REVIEW

Members considered a report which presented proposals for the restructuring of senior management roles and responsibilities within the Council, as part of the comprehensive 'More for York' efficiency programme agreed in July 2009.

The proposals had resulted from a review of the Council's senior management structures conducted between 30 September and 4 December 2009, which had included extensive consultation with Members, staff, partners and regulatory bodies. Key findings from the consultation were set out in paragraphs 17.1 to 17.7 of the report. The review had produced two options that most clearly satisfied the objectives for reorganisation set out in paragraph 2 of the report. These were:

Option 1 – Chief Executive plus four Directors of:

- Customer and Business Support Services
- Communities and Neighbourhoods
- Family Services
- City Strategy

Option 2 – Chief Executive plus five Directors of:

- Customer and Business Support Services
- Communities and Neighbourhoods
- Health and Wellbeing

- Children, Culture and Leisure
- City Strategy

An analysis of each option was provided in paragraphs 20.1 to 21.11 of the report. Indicative costs and savings were set out in the table at paragraph 28. Option 1 was recommended, on the basis that it would provide increased focus on customer services, greater responsiveness to the needs of communities, a strengthened contribution to the City's economic development, greater co-ordination and consistency in work with adults and children (including partnership working) and a smaller senior leadership team with a greater management involvement in direct service delivery.

During their discussion, Members acknowledged the impact that the proposed changes would have, both on the way in which the Council worked and at a personal level for those Officers affected. They thanked Officers for their work in preparing the proposals in such a short time and stressed the need to move forward with proposed economies as quickly as possible to avoid any cuts to front line services. The Executive Member for Children & Young People's Services suggested that the post of Director of Adult, Children & Family Services be amended to 'Director of Adult, Children & *Education* Services', to reflect the role of education and schools within Council services.

RESOLVED: (i) That Option 1 be approved as the preferred senior management structure of the City of York Council and that the posts of

- Director of Customer and Business Support Services
- Director of Communities and Neighbourhoods
- Director of Adult, Children and Education Services

be created and the post of Director of City Strategy, with the revised responsibilities outlined in the report, be retained.

(ii) That approval be given for the financial investment required to release the savings as outlined in Table 1, paragraph 28 of the report.¹

(iii) That the report be referred to a meeting of the Staffing Matters & Urgency Committee for due consideration.²

(iv) That Officers be instructed to make all necessary arrangements for implementation of the proposed senior management structure of City of York Council, using the Council's agreed processes and frameworks for such matters.³

(v) That the Chief Executive be requested to keep under review the proposed implementation timescale, with a view to shortening the period leading up to the full implementation of the recommendations, if possible.⁴

- REASON: Option 1 is considered to be the option best suited to the needs of City of York Council at this time, as it provides for:
- Increased focus on customer service
 - Greater responsiveness to the needs of communities and neighbourhoods
 - A strengthened contribution from the Council to the economic development of the City
 - Greater co-ordination and consistency in work with adults and children, increased opportunities for partnership working and commissioning with the health sector on health and social care provision and work on overlapping agendas for adult and children's services, such as 14-19 education
 - A small senior leadership team with the greater part of the management resource involved in direct service delivery.

Action Required

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| 1. Make arrangements with Finance to release the required funding | SH |
| 2. Refer the report to the next meeting of Staffing Matters & Urgency Committee | SH |
| 3. Make arrangements to implement the new structure | SH |
| 4. Make arrangements to ensure the implementation timescale is kept under review | SH |

127. MORE FOR YORK UPDATE - INCOME COLLECTION AND SUSTAINABILITY REVIEW

Members considered a report which provided an update on the eight agreed More for York efficiency programme work streams, reviewed the sustainability impacts of the programme and presented proposals for the provision of community-based cash collection and the inclusion of two additional blueprints in the programme.

Section 1 of the report (paragraphs 5-29) identified some highlights from the early work on each of the eight blueprints agreed by the Executive on 20 October 2009. A comprehensive assessment of progress on each work stream would be provided in the next More for York Update report in the Spring. **Section 2** (paragraphs 30-41) explained the importance of sustainability as an integral part of the More for York programme and outlined an approach to realising sustainable benefits that were consistent with the Council's Carbon Management Programme and did not duplicate work. Sustainability Impact Assessments (SIAs) had been compiled for the programme and each work stream. The SIA for the overall programme was attached at Annex 1 to the report.

Section 3 of the report (paragraphs 42-67) detailed, and sought approval for, a proposal to move from the current city centre single cash payment facility to an externally provided facility based in local shops and post offices. This would mean extending the scope of the Allpay bill payment

contract currently used to collect rental income to include *all* cash payments due to the Council, reflecting the practice already adopted by many other councils. Implementing this proposal would improve efficiency, provide more convenience for customers and contribute £125 k per year to the programme in 2010/11.

Section 4 (paragraphs 68-77) outlined two further areas for the development of a blueprint to determine whether work should be initiated, on the basis that the blueprints already agreed formed only the first phase of the programme. The additional areas were:

- Children's Social Care – work to be undertaken by the CYC team to provide the structure, resources and drive required to meet the challenges faced by the service on cost and capacity;
- Finance, Performance and ancillary areas – work (to be overseen by CMT) to support the proposal in the Organisation Review report to create a central hub for the organisation and identify the most productive and efficient way of delivering these services.

In response to the comments made by the UNISON representative (Minute 124 refers), Officers confirmed that staff and unions had already been extensively involved in developing the proposals and that this would continue. However, formal consultation with unions would be premature at this stage.

RESOLVED: (i) That the progress made on the More for York Programme be noted.

(ii) That the work undertaken to date on identifying the Sustainability benefits from the programme be noted.

(iii) That the Income Collection proposals set out in paragraphs 42-67 of the report be approved, in particular.

- the proposal to introduce the Allpay facility
- the closure of the cashiering function in the banking hall and
- the provision of a residual cashiering facility at 9 St Leonard's.¹

(iv) That the production of an additional Blueprint for work on Children's Social Care, as set out in paragraphs 69-73, be approved.²

(v) That the production of an additional Blueprint for work on Finance Performance and associated support, as set out in paragraphs 74-77, be approved.³

REASON: To help enable the Council to deliver service improvements and create efficiency savings of £15m over the next three years and to redesign services enabling a more customer focused, locally based service delivery model.

Action Required

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| 1. Make arrangements to implement the income collection proposals | SA |
| 2. Start work on the production of a Children's Social Care blueprint | CB |
| 3. Start work on the production of a Finance Performance blueprint | SA |

128. MORE FOR YORK - ADULT SOCIAL CARE BLUEPRINT

Members considered a report which informed them of progress on the reviews of Home Care and Elderly Persons' Residential Homes (EPHs), as part of the Adult Social Care blueprint reported to the Executive on 20 October, and sought approval for the next stage of this work.

Members were reminded of the overall vision for Adult Social Care as contained in the blueprint, which was to provide universal, customer-focused services which would maximise independence and optimise health and well-being. The key issues for consideration in respect of Home Care and EPHs were set out in exempt Annexes 2 and 3 to the report. The wider context of the review, explaining the need for change, was outlined in Annex 1.

The following options were presented in respect of each service area:-

Home Care Review:

Option 1 – no change. This would leave many issues unresolved and could make an overspend more likely.

Option 2 – limited changes to in-house services (potential savings £150k). This would involve maximising efficiency within existing terms and conditions.

Option 3 – significant changes to in-house services (potential savings £800 - to be verified). This would involve negotiations with staff and trades unions and implementing electronic rostering to maximise customer contact hours.

Option 4 – market testing of all or part of in-house services (potential savings £1.7m if *all* current in-house services subjected to market testing). Members were invited to decide which option to progress.

EPH Review:

Option 1 – no change. Not a viable option, in view of increasing annual costs and the need to improve facilities in EPHs.

Option 2 – improvements in costs pending a full asset review (potential savings £140k).

Option 3 – full asset appraisal and long-term re-commissioning plan (potential savings not quantifiable at this stage).

Members were recommended to approve the implementation of Options 2 and 3, as they were sequential, logical and demonstrated both financial and service improvement for the Council and best value for customers.

RESOLVED: (i) That Option 3, as outlined in paragraphs 14 and 15 of the report, be approved for further development at this stage.¹

(ii) That the proposed way forward for the Elderly Persons' Homes review, as set out in paragraphs 18 to 24 of the report (Options 2 and 3), be approved.²

(iii) That Officers be requested to produce further reports in 2010 confirming the work required to deliver the savings for the approved options.³

REASON: To address the need for change in service provision in the light of demographic changes and growth in demand and to achieve the vision for services set out in the Adult Social Care blueprint.

Action Required

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| 1. Make arrangements to implement Option 3 for Home Care | SB |
| 2. Make arrangements to implement Options 2 & 3 for EPHs | SB |
| 3. Schedule update reports on Executive Forward Plan for 2010 | SB |

129. COUNCIL HEADQUARTERS - TENDER AWARD

Members considered a report which set out the process and outcomes of the evaluation of final tenders for the delivery of the Council's new headquarters building and sought approval to award the contract to the preferred bidder.

Submissions received from the two selected developers - Aviva (for development of Yorkshire House, Rougier Street) and Tarras Park Properties York Investors LLP (for development of West Offices, Station Rise) had been evaluated in accordance with the agreed criteria. The evaluation had identified Tarras as the preferred bidder, their tender having scored more highly than Aviva's. Details of the evaluation scores were contained in exempt Annex 2. The West Offices scheme would provide the Council with a building that met their requirements and offer future flexibility within an attractive city centre setting. It was supported by English Heritage and the City's Planners and had also received very positive feedback from public and staff consultation.

Subject to Members approving the award of the contract, there would be a period of clarification in terms of key areas of the bid prior to entering into a formal contract with Tarras. Further consultation would be carried out during February / March 2010 before submission of a planning application in May.

Members expressed their thanks to Officers and to both sets of Developers for bringing forward two high quality schemes for consideration. There was

now a need to continue negotiations with the chosen developer to ensure best value for money and to maintain communications with the public to raise awareness of the significant financial savings that this project would bring.

RESOLVED: (i) That the content of the report be noted, and in particular the outcome scores of the evaluation of the tenders for the delivery of a new Council headquarters building.

(ii) That Tarras Park Properties York Investors LLP, with their scheme for development of West Offices, Station Rise, be approved as the Preferred Bidder.

(iii) That authority be delegated to the Project Champion (Director of City Strategy), in consultation with the Director of Resources, to enter into a contract with Tarras following agreement of the final terms of the Conditional Sale and Development Agreement and satisfactory resolution of any outstanding items of clarification.¹

REASON: In accordance with the outcome of the bid evaluation and to enter into a Conditional Sale and Development Agreement to provide a new Council headquarters.

Note: Cllrs Moore, Morley and Reid left the room during consideration of the above item and took no part in the discussion or decisions thereon, in accordance with their previous indications as recorded under Minute 121.

Action Required

1. Make arrangements to enter into contract with Tarras following agreement of terms etc. SS

130. COMPREHENSIVE AREA ASSESSMENT 2009

Members considered a report which presented the Audit Commission's final reports on the 2009 Comprehensive Area Assessment (CAA) of the City of York. The District Auditor, as the CAA lead, was in attendance to present the report and respond to any questions.

The CAA had been introduced in April 2009 as the new framework for the independent assessment of local public services in England. It included two main elements; an area assessment of the delivery of agreed priorities across the whole area and an organisational assessment of the council. On the area assessment, green flags indicated exceptional performance, while red flags represented significant concerns about outcomes or future prospects.

York had been awarded a Green Flag (one of only seven awarded in the Yorkshire and Humber region), for its achievements and innovative working with disabled children, and no red flags. On the organisational

assessment, the Council had received a score of 3 for 'Managing Performance' within its services and a score of 2 for its 'Use of Resources'.

Members questioned the District Auditor on a number of inaccuracies within the CAA data for York published on the Audit Commission's 'oneplace' website, as highlighted in the Council's response to the CAA in the following item. This was of particular concern given that this information had been picked up in press reports and could cause damage to the City's reputation as a tourist destination. The District Auditor confirmed that he would investigate the inaccuracies and provide a formal response. He also confirmed that the results overall indicated that York was a good place to live and work and was showing strong progress in public health, maintaining its economy, becoming a greener city and reducing crime.

RESOLVED: That the Comprehensive Area Assessment Report be noted.

REASON: To confirm that Members are aware of the CAA outcomes and recognise the achievements and areas for improvement identified in the report.

**131. RESPONSE TO COMPREHENSIVE AREA ASSESSMENT 2009
(INCLUDING IMPROVEMENT PLAN 2009/10 UPDATE)**

Members considered a report which provided an initial response to the findings in the Audit Commission's Comprehensive Area Assessment (CAA) reports.

The Council was delighted with the CAA reports, which had highlighted a number of areas of high and excellent performance and placed the City in a strong position nationally. However, statements made on pages 4 and 11 of the CAA report regarding the following matters had been raised with the Area Assessment Lead, as they presented an inaccurate picture of performance within the City:

- Lack of physical activity of adults, contributing to increased obesity
- Increasing binge drinking and alcohol-related hospital admissions
- Negative statements regarding the City's mental health services.

RESOLVED: That the Officer response to the published Comprehensive Area Assessment (CAA) score be noted and that the Executive record its concern at the inaccuracies contained in the Audit Commission's document.

REASON: To provide an appropriate response to the published CAA score and to confirm that Members are aware of the action taken or planned regarding areas of improvement identified in the report.

132. 2010/11 BUDGET STRATEGY AND MEDIUM TERM FINANCIAL PLANNING 2011/12 TO 2013/14

Members considered a report which provided an update on the strategy adopted for the development of the 2010/11 Revenue Budget and outlined longer term issues linked to public information, explaining the implications these might have on the Council's medium term financial planning.

The key assumptions underpinning the development of the 2010/11 Revenue Budget were:

- A Council Tax increase of 2.9%
- A Formula Grant increase of 2.5%, which was 0.5% below the average increase for unitary authorities
- The cash limiting of departmental budgets, which would need to self fund all non-exceptional budget pressures
- An assumed level of savings gained through the More for York programme
- The reinvestment of such savings into priority areas. These would include the priorities in the corporate strategy and the areas identified by the budget monitoring process as in need of additional investment within Children's Social Care, Adult Social Care and Waste Management.

The 2010/11 budget would be the last to be prepared under the current three-year Comprehensive Spending Review (CSR) financial settlement. A revised three year Medium Term Financial Forecast would be included in the 2010/11 Budget Report. This would have to display prudent assumptions on any future government funding, in view of the current national economic situation.

Officers at the meeting highlighted the following additional issues in the Chancellor's pre-Budget report, which would be taken into consideration when preparing the medium term financial plan:

- The cap on pay settlements
- The increase in National Insurance contributions.

RESOLVED: (i) That the principles being adopted for the preparation of the 2010/11 budget be noted, in particular the fact that any additional resources will be used to invest in key priority areas across the Council.

(ii) That it be noted that work is continuing to review the impact of future public spending reductions as part of the ongoing development of the Council's Medium Term Financial Strategy.

REASON: To confirm that Executive Members have been properly informed on these matters.

133. 14-19 REFORMS - THE YORK RESPONSE TO NATIONAL CHANGES

Members considered a report which summarised the authority's 14-19 Plan (a statutory appendix of the Children and Young People's Plan), setting out priorities for developments to 2015 and recommending that the Council should play a leading role in the development of an enlarged Apprenticeship programme for 16-19 year olds in the City.

The 14-19 Curriculum Reforms set out an ambitious agenda of curriculum change aimed at preparing young people to succeed in the 21st century. Local authorities were required to ensure access to new Diplomas, apprenticeships or Foundation Learning programmes. Along with these changes, there was a requirement for young people to remain in education or training to age 17 (from 2013) and ultimately to age 18 (from 2015) – known as Raising the Participation Age (RPA). York had made good progress on this agenda. The work of the Learning City York 14-19 Partnership was held up as an example of good practice and York was one of only six areas in the country given permission to deliver all 14 of the new Diplomas from September 2010. Development work was focused on the authority's 14-19 Plan, entitled *Achieving Excellence: York's 14-19 Plan 2009-15*. The four themes of the Plan were summarised in paragraphs 11-15 of the report.

Details of work carried out by the sub-regional grouping of the four authorities of York, North Yorkshire, East Riding and Hull, regarding the transfer of funding for post-16 education to local authorities by April 2010, were set out in paragraphs 16-21 of the report. The grouping had agreed some key principles for sub-regional working and conducting the funding allocations process currently undertaken by the Learning & Skills Council (LSC). Arrangements were underway for the transfer of some LSC staff to local authorities. Current priorities for the development of 14-19 provision required a shift in focus towards lower attaining learners who were less well served under existing arrangements. The national priority attached to Apprenticeships, and the recent decline in their numbers in York, meant that there was also a need to re-invigorate the Apprenticeship route.

RESOLVED: (i) That the good progress made on delivering the 14-19 Curriculum Reforms and the high regard in which the work of the York Partnership is held be noted, and that the strategic approach to continuing developments set out in the 14-19 Plan be endorsed.

(ii) That the good progress made within the local authority and with Sub-Regional Partners, on the 16-19 Funding Transfer, and the opportunities and challenges it presents be noted, and that the authority's approach to the changes at sub-regional and regional levels be endorsed.

(iii) That approval be given for the Council, as the largest employer in the area, to build on existing development work and play a leading role in developing an enlarged apprenticeship programme for young people in the City; this to include (at a time when employment opportunities are

restricted by the economic recession) encouraging partner organisations to offer places themselves as well as the creation of new apprenticeship places across the Council.

(iv) That the Director of Children's Services be requested to work with the Head of HR in developing a strategic action plan to increase apprenticeships across the Council in every area and department, taking into account the need to include LACs (Looked After Children) as a priority group, reduce NEETs (young people Not in Education, Employment or Training) and ensure sustainability; progress on the resulting work to be reported to the Executive Member for Children & Young People's Services at six monthly intervals and the programme of work to be widely publicised and accessible to young people via the Internet.¹

REASON: To ensure that progress towards the 2013 learner entitlements and the development of provision necessary to deliver RPA in York can be maintained, that the local authority is in a position to assume new statutory responsibilities associated with the post-16 funding transfer, and that the key apprenticeship pathway is made more widely available for young people in the City.

Action Required

1. Liaise with the Head of HR to make arrangements to develop a strategic action plan re apprenticeships, to report CB to the Executive Member every 6 months and to publicise via the internet

134. FORMER LOWFIELDS SCHOOL, DIJON AVENUE, ACOMB

Members considered a report which sought approval to demolish the former school buildings on the Lowfields School site at Dijon Avenue, Acomb, and to fund this work from the capital receipt from the sale of the site.

The buildings had been vacated on 31 December 2008, following completion of the new York High School at Cornlands Road. Due to the current economic downturn, sale of the site had been delayed and the buildings had become a target for vandalism, including arson. Demolition of the buildings, which were not suitable for re-use, was proposed in order to address these problems and to speed up the sale process by providing a cleared site.

If the proposal was approved, work would begin on site in January 2010 and was expected to take 12 weeks.

RESOLVED: (i) That the demolition of the buildings at the former Lowfields site, and the funding of this work from the capital receipt resulting from the sale of the site, be approved.¹

- (ii) That approval be given to use the property services revenue budget, as required, to:
- a) fund the finance costs incurred as a result of the timing differences between the demolition costs being incurred and the capital receipt being realised
 - or*
 - b) fund the demolition costs from the surplus property fund budget if the site is not sold.²

REASON: To eliminate a target for vandalism, arson and anti-social behaviour, resulting in savings on security and maintenance costs, a reduction in nuisance to local neighbours and a reduction in the drain on police and fire service resources.

Action Required

- 1. Begin demolition work on the site MM
- 2. Make arrangements to fund the finance / demolition costs, as required, from the property revenue budget MM

A Waller, Chair

[The meeting started at 2.00 pm and finished at 3.40 pm].

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EXECUTIVE FORWARD PLAN (as at 29 December 2009)

| Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 2 February 2010 | | |
|---|---------------|-------------------------|
| Title & Description | Author | Portfolio Holder |
| <p>Commercial Portfolio - Performance Update</p> <p><i>Purpose of report: Further to the Strategy for Management of the Commercial Property Portfolio approved by Executive on 20th November 2007, with the detail approved by Corporate Services EMAP on 10th June 2008, the Corporate Landlord will provide an update report.</i></p> <p><i>Members are asked to: Review their priorities in the light of the More for York Efficiency Agenda.</i></p> | David Baren | Executive Leader |

| Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 16 February 2010 | | |
|--|-----------------------|---|
| <p>Performance and Finance Monitor 3</p> <p><i>Purpose of report: Provision of the latest forecast of the council's financial and performance position.</i></p> <p><i>Members are asked to: to agree proposed amendments to plans, mitigation for identified issues and financial adjustments (such as allocations from contingency and virements) which are reserved to the Executive.</i></p> | Peter Lowe | Executive Member for Corporate Services |
| <p>Capital Programme Monitor 3</p> <p><i>Purpose of report: Provision of the latest forecast of the council's financial and performance position.</i></p> <p><i>Members are asked to: Agree proposed amendments to the capital programme and financial adjustments which are reserved to the Executive.</i></p> | Louise Branford-White | Executive Member for Corporate Services |

| | | |
|---|-----------------------|--|
| <p>Treasury Management Monitor 3</p> <p><i>Purpose of report: To update Members on the performance of the treasury management function</i></p> <p><i>Members are asked to: Approve the contents of the report.</i></p> | <p>Ross Brown</p> | <p>Executive Member for Corporate Services</p> |
| <p>Introduction of a Taxi Card for Disabled Persons</p> <p><i>Purpose of report: Replace Transport Tokens with a state of the art secure smartcard system. Will affect current token users (2000 disabled persons) and local taxi operators. Allow at least 6 months lead time for full EU tendering process and scheme operation. Scheme proposed to commence operation in 2010-11.</i></p> <p><i>Members are asked to: Consider the procurement of a taxi card system to replace Transport Tokens.</i></p> | <p>Andrew Bradley</p> | <p>Executive Member for City Strategy</p> |
| <p>Fleet Management and Vehicle Maintenance</p> <p><i>Purpose of report: To update members on progress with the vehicle maintenance facility and consider options for the future of fleet management and vehicle maintenance.</i></p> <p><i>Members are asked to: Consider the options and approve the option recommended by officers.</i></p> | <p>Geoff Derham</p> | <p>Executive Member for Neighbourhoods</p> |

| Table 3: Items slipped on the Forward Plan with the agreement of the Group Leaders | | | | | |
|---|-----------------|------------------------------------|----------------------|---------------------|---|
| Title & Description | Author | Portfolio Holder | Original Date | Revised Date | Reason for Slippage |
| <p>10:10 Campaign 2010</p> <p><i>Purpose of report: The report will outline the 10:10 campaign and identify planned projects, resources and timescales for implementation of the campaign across CYC directorates.</i></p> <p><i>Members are asked to: Note the campaign and proposed projects that will enable the Council to achieve the aims of the 10:10 campaign.</i></p> | David Warburton | Executive Member for City Strategy | 19 January 2010 | 16 February 2010 | To incorporate recently received information in relation to CO2 savings from Carbon Management Programme projects |

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Executive

19 January 2010

Report of the Acting Head of Civic, Democratic and Legal Services**Minutes of Working Groups****Summary**

1. This report presents the minutes of a recent meeting of the Social Inclusion Working Group and asks Members to consider the advice given by the Group in its capacity as an advisory body to the Executive.

Background

2. Under the Council's Constitution, the role of Working Groups is to advise the Executive on issues within their particular remit. To ensure that the Executive is able to consider the advice of the Working Groups, it has been agreed that minutes of the Groups' meetings will be brought to the Executive on a regular basis.
3. Members have requested that minutes of Working Groups requiring Executive endorsement be submitted as soon as they become available. In accordance with that request, and the requirements of the Constitution, minutes of the following meeting are presented with this report:
 - Social Inclusion Working Group – draft minutes of the meeting of 2 December 2009 (Annex A)

Consultation

4. No consultation has taken place on the attached minutes, which have been referred directly from the Working Group. It is assumed that any relevant consultation on the items considered by the Group was carried out in advance of their meeting.

Options

5. Options open to the Executive are either to accept or to reject any advice that may be offered by the Working Group, and / or to comment on the advice.

Analysis

6. Members are asked to consider the following recommendations to the Executive contained in the attached draft minutes at Annex A (Minute 24 refers):

- (i) *That the Group recommend that the Hate Incident Reporting Strategy be reviewed as a matter of urgency.*
- (ii) *That the Group recommend that the council works with partner organisations to ensure that a Community Cohesion Strategy is put in place as soon as possible.*

Corporate Priorities

7. The aims in referring these minutes accord with the Council's corporate values to provide strong leadership in terms of advising these bodies on their direction and any recommendations they wish to make.

Implications

8. There are no known implications in relation to the following in terms of dealing with the specific matter before Members, namely to consider the minutes and determine their response to the advice offered by the Board:

- **Financial**
- **Human Resources (HR)**
- **Equalities**
- **Legal**
- **Crime and Disorder**
- **Property**
- **Other**

Risk Management

9. In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report.

Recommendations

10. Members are asked to note the minutes attached at Annex A and to decide whether they wish to:

- a. Approve any specific recommendations made by the Social Inclusion Working Group, as set out in paragraph 6 above, and / or;
- b. Respond to any of the advice offered by the Working Group.

Reason:

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

Contact details:

Author:

Jayne Carr
Democracy Officer
01904 552030
email:
jayne.carr@york.gov.uk

Chief Officer Responsible for the report:

Alison Lowton
Acting Head of Civic, Democratic and Legal Services

Report Approved

Date

Specialist Implications Officer(s) None

Wards Affected:

All

For further information please contact the author of the report

Annexes

Annex A – Draft minutes of the meeting of the Social Inclusion Working Group held on 2 December 2009.

Background Papers

Agenda and associated reports for the above meeting (available on the Council's website).

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City of York Council

Committee Minutes

| | |
|-----------|--|
| Meeting | Social Inclusion Working Group (SIWG) |
| Date | 2 December 2009 |
| Present | Councillors Ayre (Chair), Aspden, Brooks, Crisp (Vice-Chair) and Gunnell Non-Voting Co-opted Members: Peter Blackburn – LGBT Forum David Brown – York Access Group Sarah Fennell – LGBT Forum Sue Lister – York Older People’s Assembly Claire Newhouse – Higher York Steve Rouse – Diversity Co-ordinator LC&CS Rita Sanderson – York Racial Equality Network Expert Witnesses: Maureen Ryan – Valuing People Partnership George Wright - Humanist |
| Apologies | John Bettridge – Mental Health Forum Becca Cooper – York People First Corry Hewitt – York Interfaith Daryoush Mazloun – York Racial Equality Network Heather Rice – Director of People and Improvement City of York Council Fiona Walker – Valuing People Partnership Paul Wordsworth – Churches Together in York |

15. Declarations of Interest

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda. None were declared.

16. Minutes

RESOLVED: That the minutes of the meeting of the Group held on 24 September 2009 be approved as a correct record and signed by the Chair subject to the correct spelling of Mr Hotchkiss's name (minute 12).

In accordance with the Group's request that their recommendations were tracked to ensure that they were being actioned, an update was given on matters arising from the previous minutes:

(i) Representation of Young People on SIWG

The Executive of the Council had approved the recommendation that Higher York be allocated a place as a community representative on SIWG. It was noted that Higher York represented students in higher education and that Steve Rouse also served as a member of SIWG to represent younger people. A Youth Council had recently been established in York and SIWG would also be looking to engage with them.

(ii) Democratic Services Equality Impact Assessment

Information was circulated regarding progress with actions from the Democratic Services Equality Impact Assessment that had been considered by SIWG in March 2009 (Minute Annex A).

17. Public Participation

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

18. Workshop: SIWG Taking Stock and Next Steps

A workshop took place to consider issues arising from discussions at the SIWG Development Day in May 2009 about ways of improving SIWG. Small groups were formed to look at issues including the name of SIWG, objectives, membership, format and frequency of meetings and the budget. The views put forward are detailed in Minute Annex B.

19. Chair's Report

Consideration was given to the Chair's Report which provided information about recent activity in the context of the Social Inclusion Working Group. The report focussed on the following issues:

- SIWG More for York EIAs Day
- SIWG EIAs Fair 2009 (Help Us to Get it Right Day)
- Chair's activity

The Vice-Chair informed the Group that she had spoken to the Chief Executive regarding the concerns that had been raised about council documents not being in plain English. She had been informed that this matter had been raised with directors and arrangements were in place in respect of staff training on this issue.

20. Progress Reports from 2009/10 SIWG Projects

The Group were updated on the 2009/10 SIWG projects:

(i) Children and Inclusion (CANDI)

Representatives from CANDI updated the group on the work that they were carrying out. CANDI was a forum that sought to improve services for disabled children by working in partnership with the local authority and the health service.

Details were given of the training that they provided to staff who worked with children and young people who were disabled. They had put together a fifteen-minute web based introductory training package that could be accessed on www.disabilitytrainingyork.org as well as delivering group training sessions to teams and services. The next step was to train all providers of activities to Schools Out.

CANDI had been allocated funding of £500 from the SIWG budget. This funding had enabled them to involve parents in delivering the training that they offered to organisations by meeting their travel and childcare costs. A paper was circulated that included details of the training that had been delivered and comments that had been received from participants. The comments included statements

made regarding the benefits that having a parent as a presenter had contributed to the training.

The CANDI representatives were asked how they would fund the training once the SIWG funding came to an end. They explained that the finance was not yet in place but that the training would continue. Discussions were ongoing regarding the possibility of the CANDI training forming part of the YorOK induction training programme. Rita Sanderson offered to meet with the CANDI representatives to advise them on possible funding streams.

Members of the group commented that travel and care costs were a major barrier that prevented people from being active in the community. This was a longstanding issue that had to be addressed.

SIWG members congratulated CANDI on the work that they were carrying out and thanked them for their attendance at the meeting.

(ii) SIWG Diversity Days

Sue Lister tabled a report which gave feedback on the SIWG diversity days (Minute Annex C). Details were given of the Food and Drink Festival that had taken place in Parliament Square on Tuesday 22 September 2009 and of the Bridging the Gap event held at the start of the 50+ Festival on Saturday 26 September 2009. A paper detailing income and expenditure was also tabled (Minute Annex D). Sue was thanked for her report and for the work that she had carried out in respect of the diversity days.

(iii) Display Boards

Rita Sanderson updated the Group on how funding had been used to purchase six display boards which would be used to promote the equality strands. Details were given of how the boards had been assigned to particular organisations for storage and insurance purposes. One board (gender) remained unassigned and volunteers were sought to take responsibility for storing it. There was still some funding remaining which could be used for

photographs and printing to populate the boards. It was suggested some of the board assigned for gender issues could include information relating to International Women's Week that was due to take place in March.

21. SIWG - Work and Equality Impact Assessments Plan for January 2010 to March 2010

Consideration was given to the group's work plan for the period December 2009 to March 2010. The Group's attention was drawn to the "Help us get it right day" that was to be held on 1 February 2010, details of which had been emailed to the group. Any representative who required transport to the event was asked to contact Evie Chandler (telephone 551726).

22. Presentation about Higher York

Representatives from Higher York gave a presentation about the aims, objectives and current work of their organisation. They explained that Higher York was a partnership between Askham Bryan College, York College, York St John University, Craven College (associate member), The University of York and the City of York Council.

The aims of the organisation were:

- To promote a united student community in York
- To act as a channel of communication between current York higher education students and colleagues at the Higher York institutions
- To highlight the benefits of studying higher education in York

Details were given of some of the projects in which Higher York were involved, including finding out about the experiences of different groups of students, developing a website and StudentsYork Facebook group and Twitter account, designing promotional material and researching whether students feel that they are part of the local community. Focus groups had also been conducted with different student groups and recommendations had been reported to senior members of staff. The team was currently researching and preparing for a new community project to open the minds of both the residential and student population as to how they could help one another.

Higher York was looking to work with SIWG to consult on community issues, as well as enabling SIWG members to be informed as to students' views on different topics.

Discussion took place regarding the need to ensure that there was not a division in the community between locals and students. Higher York was keen to improve these relationships and would be carrying out a survey to ascertain the type of concerns that were arising. It was agreed that it would be useful for the feedback to be presented to SIWG at a future meeting.

The representatives were thanked for their presentation.

23. Presentation about More for York

This item was deferred to a future meeting as the presenting officer was not able to be present.

24. Hate Incidents

The Group was informed that YREN had recently been supporting a family who had been subjected to a hate incident. It was concerning to note that the mechanisms and procedures in the Hate Incident Reporting Strategy were not working effectively. It was suggested that a review of the strategy needed to be carried out as a matter of urgency.

The Group was also concerned that a Community Cohesion Strategy was not yet in place for the city. Whilst it was recognised that this was not solely the responsibility of the council, it was important that all partners worked together to ensure that a Community Cohesion Strategy was drawn up as soon as possible in order to ensure that members of the community felt safe and secure.

- RESOLVED:
- (i) That the Group recommend that the Hate Incident Reporting Strategy be reviewed as a matter of urgency.
 - (ii) That the Group recommend that the council works with partner organisations to ensure that a Community Cohesion Strategy is put in place as soon as possible.

REASON: To ensure that appropriate systems are in place to ensure that all members of the community feel safe and supported and that appropriate reporting procedures are in place.

25. Development of SIWG

Members of the Group commented favourably on how SIWG had developed to become a democratic body which was now working together much more effectively.

Minute Annex A - Democratic Services EIA

Minute Annex B – Feedback from Workshop on review of SIWG

Minute Annex C – Bridging the Gap Feedback

Minute Annex D – SIWG Finances for Bridging the Gap and Food and Drink Festival

Cllr Ayre, Chair

[The meeting started at 6.30 pm and finished at 9.25 pm].

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Executive

19 January 2010

Report of the Head of Civic, Democratic & Legal Services

UPDATE ON CONSTITUTIONAL CHANGES**Summary**

1. The purpose of this report is to update the Executive, in accordance with Article 16 of the Council's Constitution, on revisions Council has agreed to the Constitution. Such revisions on this occasion relate to:
 - the formal abolition of the Shadow Executive from the Council's structure;
 - the removal of the former Executive Member Advisory Panels (EMAPS); and
 - the introduction of revised scrutiny structures

Background

2. During 2009/10, the Council has agreed and introduced a number of structural and decision making changes, resulting in consequential changes to the Constitution. Members will be familiar with these changes and indeed the agreed changes to decision making and scrutiny structures, including the formal abolition of EMAPS and the Shadow Executive are now operational. Annex A, however, summarises precisely where the consequential changes to the Constitution have been made.
3. All Members will have received relevant updated pages to their hard copy Constitutions. The Constitution is publicly available on the website and has now been updated to reflect the changes referred to and as set out in Annex A.

Consultation

- 4 No consultation is necessary on this report as the actual changes to the structure and relevant processes have already been agreed by Members. This report merely meets a constitutional requirement to report any consequential amendments which have duly be made to the Constitution.

Options

- 5 There are no options associated with this report, which is purely for Members' information and further to a constitutional requirement to update Members following agreed constitutional changes.

Corporate Priorities

- 6 Changing the way we do things as a Council and revising or renewing decision making structures, or any aspect of the Constitution generally, contributes specifically to helping make this Council an effective organisation through putting in place appropriate structures and practices to support its decision making and scrutiny arrangements.

7 Implications

There are no financial, human resource or other implications associated with this report, other than the legal requirement to ensure the Council has a Constitution in place, which should clearly be kept current and maintained.

Risk Management

- 8 There are no known risks associated with this report, other than failing to keep Members and the public up to date with agreed constitutional changes, if no process for reporting these publicly were in place.

Recommendations

9. To note the constitutional changes which have been made, as detailed in Annex A, and as a result of the previous decisions of Council during 2009/10 to amend its scrutiny structure, as well as abolish EMAPS and the Shadow Executive, formally.

Reason: To ensure constitutional requirements for reporting details of actual changes to the Council's Constitution are met.

Contact Details

Author:

Dawn Steel
Democratic Services Manager

Tel 0104 551030

Chief Officer Responsible for the report:
Alison Lowton
Interim Monitoring Officer

Report Approved

Date 31 December 2009

Specialist Implications Officer(s)

None

All

For further information please contact the author of the report

Background Papers:

None

Annexes

Annex A – List of Constitutional Changes

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**CHANGES AND UPDATES MADE TO THE CONSTITUTION
VERSION 2.6**

New Summary of Contents (to reflect all the changes)

New Part 1 Summary and Explanation

- Part 1A - Summary and Explanation of the Council's Constitution (to reflect the revised scrutiny arrangements and the abolition of the Shadow Executive)
- Part 1B - Decision Making Structure Chart (to reflect the revised scrutiny arrangements and the abolition of the Shadow Executive)

Part 2 Articles of the Constitution

- Article 3 - Citizen's & The Council (to reflect the new system of local assessment of complaints)
- Article 6 - Overview and Scrutiny (to reflect the revised scrutiny arrangements)
- Article 7 - The Executive (to reflect the revised scrutiny arrangements)
- Article 9 - The Audit and Governance Committee (to reflect the abolition of the Shadow Executive)

Part 3 Responsibility for Functions

- Part 3A - Responsibility for Functions (to reflect the revised scrutiny arrangements)
- Part 3C - Council Committees and Other Bodies (to reflect the revised scrutiny arrangements and the abolition of the Shadow Executive)
- Part 3D - Officers' Delegation Scheme (renumbered following changes in previous sections)
- Part 3E - Appointments to Outside Bodies (renumbered following changes in previous sections)

Part 4 Rules of Procedure

- Part 4A - Council Procedure Rules (to correct date error)
- Part 4B - Standing Orders relating to the Executive, the Standards Committee, Overview and Scrutiny Committees and other Non-Executive Committees and Sub-Committees and Groups Specified in the Council's Constitution (to reflect the revised scrutiny arrangements)
- Part 4G - Scrutiny Review Procedure Rules (to reflect the revised scrutiny arrangements)
- Part 4H - Financial Regulations (to reflect the revised financial regulations agreed by the Executive)
- Part 4I - Human Resources Procedure Rules (renumbered following changes in previous sections)

ANNEX A

- Part 4J - Information Technology Procedure Rules (renumbered following changes in previous sections)

Part 5 Codes and Protocols

- Part 5C - Protocol on Officer/Member Relations (To reflect the revised Code of Conduct agreed by the Standards Committee)
- Part 5D - Protocol on Publicity and Media (to reflect the revised scrutiny arrangements and the abolition of the Shadow Executive)
- Part 5E - Protocol on Report Writing for Officers and Councillors (to reflect the revised scrutiny arrangements and the abolition of the Shadow Executive)
- Part 5F - Access to Information Protocol (to reflect the revised scrutiny arrangements and the abolition of the Shadow Executive)
- Part 5G - Electronic Communications Policy (renumbered following changes in previous sections)
- Part 5H - Whistle-blowing Policy (renumbered following changes in previous sections)
- Part 5I - Protocol on Councillor Working Groups (renumbered following changes in previous sections)
- Part 5J - Anti-Money Laundering Guidance (renumbered following changes in previous sections)
- Part 5K - Code of Practice for Councillors involved in the Planning Process (to reflect the abolition of the Shadow Executive)
- Part 5L - Code of Corporate Governance (renumbered following changes in previous sections)

New Part 6 Members Scheme of Allowances and Entitlements (amended to reflect the abolition of the Shadow Executive)

New Part 8 Document Control (amended to reflect all of the above.)



Executive**19th January 2010**

Report of the Director of City Strategy

The Future Delivery of Business Engagement and Inward Investment in York**Summary**

1. This report presents recommendations for the future delivery of Business Engagement with major employers, often referred to as Key Account Management (KAM), and Inward Investment in York by the Council working closely with the York Economic Partnership to ensure a continued private sector focus is given to this extremely important work. The result of this change will impact on the future of york-england.com, but with the aim to provide additional resources to support major employers in a more streamlined and effective way.
2. The report has a good strategic fit with the long-term aspirations of the city, particularly in relation to the Thriving City themes within the Sustainable Community strategy. It also builds upon the recommendations set out in the Future York Group report, which highlighted the need for the City of York Council to have a close dialogue with major employers in the City.

Background

3. York-england.com is established as a limited company with 3 founding members – the City of York Council, North Yorkshire County Council and Yorkshire Forward. Its initial primary purpose has been to attract inward investment to York and North Yorkshire. In recent times, Yorkshire Forward have contributed the bulk of funding to york-england.com and the focus of its activities have shifted significantly towards undertaking a programme of KAM among major employers in the sub-region. The KAM programme is intended to establish a close dialogue with these major employers in order to provide advance warning and support for significant investment decisions, which may impact on employment within the region. There are 94 major employers with their main registered offices in York and North Yorkshire which are covered by the Yorkshire Forward KAM programme, of which 32 are based in the City of York. York-england.com undertakes a significant part of the delivery of this programme and has delivered this successfully. The current funding arrangement between Yorkshire Forward and york-england.com is due to end in March 2010, and it is therefore an opportune time to review the future delivery of activities undertaken by york-england.com, regarding both KAM and inward investment to see if these can be delivered in a more effective way.
4. Officers of both local authorities have therefore held informal discussions with Yorkshire Forward about the ongoing function of the york-england.com organisation and potential opportunities for rationalisation and efficiencies. These discussions have focussed on a proposal that in essence would see KAM and inward investment activity being delivered directly by the two local authorities as part of their mainstream economic development operations, with staff employed by the Councils. The objective behind this would be to continue to deliver the outputs and activities required by Yorkshire Forward while bringing a closer alignment with council mainstream economic development activity, particularly bearing in mind in York the strong private sector focus now in place through the York Economic

Partnership and the York Business Forum. The delivery of the service in this way would remove the need for york-england.com to continue as a separate organisation, along with its Board arrangements and overheads.

5. Discussions between the local authorities have indicated that the funding from Yorkshire Forward would enable a team of 5 officers to be employed to deliver the KAM programme in York and North Yorkshire, with 2 of these posts directly employed by the City of York Council. Within York, this proposal would be in line with the recommendations set out in the Future York group which highlighted the need for the City of York Council to have a much closer and direct dialogue with businesses generally and major employers in particular. Great efforts have already been made in this regard through the establishment of the York Economic Partnership and the York Business Forum. The York Economic Partnership is now well established as the strategic partnership for overseeing the development of the local economy, with strong private sector involvement, supported by the City of York Council. Similarly, the York Business Forum provides an ideal forum to engage with a wide range of businesses representative of those in the City. The removal of york-england.com would help to simplify current arrangements for business liaison through the reformed York Economic Partnership, supported and facilitated by the City of York Council. The York Economic Partnership acts as the catalyst for taking forward York as a thriving city, achieving strategic objectives set in the Sustainable Community Strategy. The addition of KAM activity within the mainstream economic development work of the Council will provide a single point of entry to the York economy for existing and incoming businesses. Elements to this single, unified approach will include:
- maintaining and where possible extending business engagement through KAM;
 - marketing the city as a business location and a science city (led by the York Economic Partnership but working in conjunction with Visit York and Science City York in particular, where appropriate);
 - business intelligence and trends;
 - building upon the excellent practice to date of effective partnership working;
 - focussed work on inward investment - within the Council, linked to bringing forward developments on major sites (for example, the potential for government relocations) and targeting key sectors (working in partnership with Science City York);
 - maintaining a website and a commercial land and property database, and handling enquiries in relation to these – scope for joint working and protocols with North Yorkshire to be considered;
 - promoting the skills agenda.

Further work is currently being undertaken by a sub-group of the York Economic Partnership to consider the effective marketing and branding of the City. This will need to involve key stakeholders, and the outcome of this work will impact on future approaches for attracting inward investment to York.

Consultation

6. At previous meetings of the reformed York Economic Partnership, private sector partners have indicated that they believe the after care programme to support businesses moving to the City to be not as strong as the initial support for potential inward investors. The proposal has been considered by the Chair of the York Economic Partnership who is supportive of Option 3 set out below as addressing concerns expressed, providing this has a reporting line to the York Economic Partnership. He believes that the Council should have a strong KAM role but there should be stronger and more developed referral and liaison between the Council and other networks in the City, which can support aftercare. This will be taken forward at the next meeting of the Partnership, to be held on 21st January. It has also been

considered by the York and North Yorkshire Partnership Executive at its meeting held on 12th November. It was supported, subject to further detail being discussed by the local authorities on how this would work in practice across districts in North Yorkshire. This proposal and the future role of york-england.com were discussed at a meeting of its board held on 25th November. The board recognised the intentions of the founding members of the company, the non-stakeholders on the board have written to the Chief Executive following this meeting. This is attached as Annex A to this report. In essence, they are concerned that KAM and inward investment activity should crucially have a private sector outward face to the economy. They propose a different model through the reconstitution of york-england.com including representation from the York Economic Partnership with the Council being the single stakeholder in the company.

Options

7. The options for the future delivery of KAM and associated activities in York are:
 1. to maintain the current arrangements through york-england.com;
 2. to develop a proposal in line with the suggestion from the non-stakeholder members of the york-england.com board;
 3. to position KAM and associated activity within the mainstream economic development function of the Council, with a line of accountability to the York Economic Partnership.
8. Option 1 involves the maintenance of the status quo regarding york-england.com, and as such is dependent upon the three founding members agreeing that this is the most appropriate, effective and efficient means of delivering KAM and inward investment activity in York and North Yorkshire. Discussions between the three founding members have indicated that maintenance of the status quo is not the most effective way of delivering this service.
9. Option 2 involves reconstituting the york-england.com board so that it is focussed on the City of York with a private sector lead to KAM and inward investment. This would retain the overhead of the company and would not simplify arrangements for business support for both indigenous and incoming companies. If the Council were to be the main stakeholder of a reconstituted board then this is likely to require additional financial commitment from the Council.
10. Option 3 would rationalise business support arrangements through the inclusion of KAM and inward investment activities within the mainstream economic development of the Council. It is recognised that it is important to have as strong private sector involvement in this activity, but it is believed that this can be achieved through the York Economic Partnership. This would help to simplify arrangements to support and work with businesses in the City and provide a stronger focus for the role of the York Economic Partnership to lead the strategic direction of the local economy with key private sector involvement, supported by the City of York Council. It would actually increase the direct resource available to support major employers in the sub-region, as well as providing a streamlined and more effective service. For these reasons, Option 3 is recommended for approval by the Executive.

Corporate Priorities

11. The actions in this report support the Thriving City elements of the Sustainable Community Strategy and the Council's Corporate Strategy.

Implications

Financial

12. The City of York Council currently contributes £30,000 per annum to the running of york-england.com and its activities with respect to KAM and inward investment; in addition, more recently a further £15,000 has been allocated to york-england.com for the handling of indigenous enquiries, including retailing. Yorkshire Forward have indicated that they wish to continue with their current KAM programme but not other aspects relating to property enquiries and inward investment; they are open for the KAM programme to be delivered in a different way. Under Option 2, it is likely that the Council would need to make a greater contribution to maintaining the operations of a reconstituted company, as North Yorkshire would wish to undertake their own activities. Under Option 3, discussions between the local authorities have indicated that the funding from Yorkshire Forward will enable a team of 5 members of staff to be employed to deliver the KAM programme, of which 2 would be directly employed by the City of York Council. This would enable the Council's current contribution to york-england.com to be used to support those activities (property enquiries and inward investment) that are not likely to be supported by Yorkshire Forward. Any future arrangement will be subject to completing a funding agreement with Yorkshire Forward.

Human Resources (HR)

13. The Chief Executive of york-england.com is employed by the City of York Council and is seconded to work for the company. This post is at risk of redundancy if Option 3 is approved. The Council's policies and procedures regarding redundancy and redeployment would need to be followed in this case. Under Option 3, it is proposed that 2 posts would be created within the City of York Council with specific responsibilities for KAM activity, which would be funded By Yorkshire Forward. Job descriptions for these posts will need to be prepared and evaluated, with recruitment following the Council's HR procedures.

Equalities

14. There are no direct equalities implications arising from this report.

Legal

15. There are no direct legal implications arising from this report, although there are detailed legal requirements for winding up companies which will need to be addressed if Option 3 is adopted.

Crime and Disorder

16. There are no direct crime and disorder implications arising from this report.

Information Technology (IT)

17. There are no strategic IT implications.

Property

18. There are no direct property implications.

Risk management

19. There is a risk with any major change in service provision that the focus on the needs of customers, in this case, both indigenous and incoming companies is lost. To counteract this, effective management of the change process is essential, using agreed HR procedures where appropriate. Close attention will need to be paid to the effective delivery of the KAM programme to ensure early action on any issues that arise. The importance of involving the private sector in the delivery of KAM and inward investment activity has been highlighted through the consultation undertaken to date. It is believed that this can be still achieved despite the loss of york-england.com through the involvement of the York Economic Partnership. Discussions have taken place with Yorkshire Forward with a view to extending the current arrangements with york-england.com for a further maximum period of 3 months to enable a seamless transfer of service.

Recommendations

20. That the Executive approves Option 3 as the most appropriate means of delivering Key Account Management and Inward investment activity in York.
21. That the Executive instructs the Director of City Strategy to make the necessary arrangements regarding staffing with respect to this Option 3.

Contact Details

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Chief Officer Responsible for the report:

Bill Woolley
Director of City Strategy

Report Approved 6th January 2010

For further information please contact the author of the report

Wards affected – ALL

Specialist implications officer

Financial: Patrick Looker, Finance Manager, 551633

HR: Sophie Parker, Assistant HR Advisor, 551490

Annex A – Letter to Chief Executive of the City of York Council from the Chief Executive of york-england.com, dated 26th November 2009

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Kersten England
CEO
City of York Council
The Guildhall
York

26 November 2009

Dear Kersten

Re: york-england.com

I refer to our meeting last week and subsequent york-england.com Board Meeting held on 25 November when the future role of the company was discussed.

The non stakeholder board members have asked me to write to you on their behalf in the following terms:

The non stakeholder board members note that over the past 9 months the Chair of york-england.com (John Yeomans) and myself have been working with CYC on a proposal for a single entry point to promote the economy of York for the benefit of the City and the York business community. The attached papers which map out the operational side of the proposal have been read by the Board.

The non stakeholder board members are concerned that the current proposal of the City as evidenced by the papers circulated jointly with NYCC (read by the Board 25/11/09) does not properly address the imperatives of the work that needs to be undertaken to ensure that York is promoted as a City of business, that no business case has been written and that there has been no consultation with york-england.com which is seen as a widely efficient and effective deliverer of these services.

The paper loosely mentions inward investment, marketing, commercial property, property forums, prospecting and business engagement but only mentions that 2 persons would operationally work on the delivery of Yorkshire Forwards Key Account Management programme.

It is our view that the broad range of promotional and additional work will require additional experience and resource and crucially have a private sector outward face to the economy.

In other words that York plc (York open for business) is not perceived as a local authority department by the outside world but a private sector, user friendly, facility.

Supported by



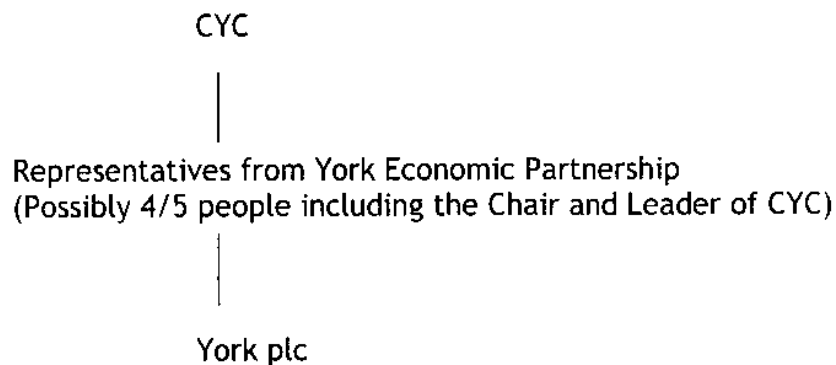
York and North Yorkshire

A Great Place to Run Your Business
A Great Place to Live Your Life



We suggest that the appropriate and simple Governance model of the proposed new organisation (for these purposes to be known as York plc) be as follows:

- CYC would be the single stakeholder
- Find a name that fits, (maybe York-england.com is a name that would now fit)
- Reconstitute the Board of york-england.com by reference to the York Economic Partnership and the City ensuring private sector involvement



If this model is pursued we anticipate the line of accountability as below:

- Direction of the executive group of York plc as to the economic policies to be pursued on behalf of the City as determined by the York Economic Partnership /City.
- Facilitate research, commission task and finish groups of the Economic Partnership and initiate other original work
- Demonstrate accountability and overall direction to the Executive Group of York plc to York Economic Partnership and the city
- Scrutinise and direct the work of York plc and the administration of SLA's/contracts
- Ensure the optimum deliverables of York plc for the City are met
- Ensure the creation and maintaining of appropriate partnerships to facilitate the optimum delivery of economic policy and deliverables.

We believe that if this model is adopted the original objectives of York and North Yorkshire Inward Investment Board will be properly met in so far as the City is concerned together with the future management of broader economic delivery whilst maintaining constructive and collaborative relations with North Yorkshire County Council, Yorkshire Forward, the District Councils and The Leeds City Region.

The non stakeholder board members wish it be noted of the original reasons and original objectives as to why the York Inward Investment Board was originally set up 12 years ago. It was felt that it was necessary to establish such an organisation in the city and they are concerned that such a marked policy shift is now proposed in this difficult and competitive climate,

resulting in the loss of the value of 12 years inward investment, job creation and business engagement supported by team of experienced and dedicated directors and staff.

In the light of these observations by the Board, we would appreciate it if CYC would acknowledge our concerns and put forward proposals to address these issues through the Chair and CEO.

Yours truly

A handwritten signature in black ink, appearing to read "D. Stuart", enclosed within a hand-drawn oval.

Denise Stuart
Chief Executive

C.C Cllr Andrew Waller
Bill Woolley

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Executive**19 January 2010**

Report of the Director of City Strategy

Review of Low Carbon Emission Residents Parking Schemes**Summary**

1. This report reviews the results of an investigation into how other local authorities have encouraged the use of lower carbon emission vehicles in their residents parking (Respark) schemes. The findings have been compared with City of York's existing scheme and a number of options are recommended for possible improvement.

Background

2. This report is in response to the Council's request for a review of Respark, to identify possible options to refine the current scheme to encourage low carbon emissions. This review was identified during the consideration of the Council Budget on Thursday, 26th February 2009. To support this, a budgetary allocation of £5,000 was provided to undertake this work.
3. The report describes the schemes in the London Borough of Richmond upon Thames's and the City of Edinburgh Council's Park Green concept which are both based upon vehicle specific schemes compared to the current York scheme which is predominantly non vehicle specific.

Respark; The residents parking scheme of the City of York Council

4. The City of York Council operate 51 on-street residents parking zones across the city with approximately 5000 spaces which can be used by any resident holding the appropriate permit. In addition to this there are a number of other facilities such as "House in Multiple Occupancy" bays, "Guesthouse" bays and "Community" bays. The current schemes have been designed and implemented in consultation with the local community so as to meet their needs without placing an excessive administrative and enforcement burden on City of York Council's resources.
5. Probably the most important aspect of the current scheme is that the permit is not vehicle specific and can be used by the permit holder for any vehicle. The exception to this are those permits issued specifically for low emission vehicles. The benefit of non specific permits is that it significantly reduces the

administration and enforcement of the scheme and allows permit holders to change vehicles without reference to the Council.

6. The disadvantage of the non specific vehicle permit is that the Council does not have any data about the vehicles in terms of their age or their emissions. It is because of this that we are unable to predict what impact any changes would be if the scheme was made vehicle specific.
7. The numbers of permits issued in the recent past is shown in the table below.

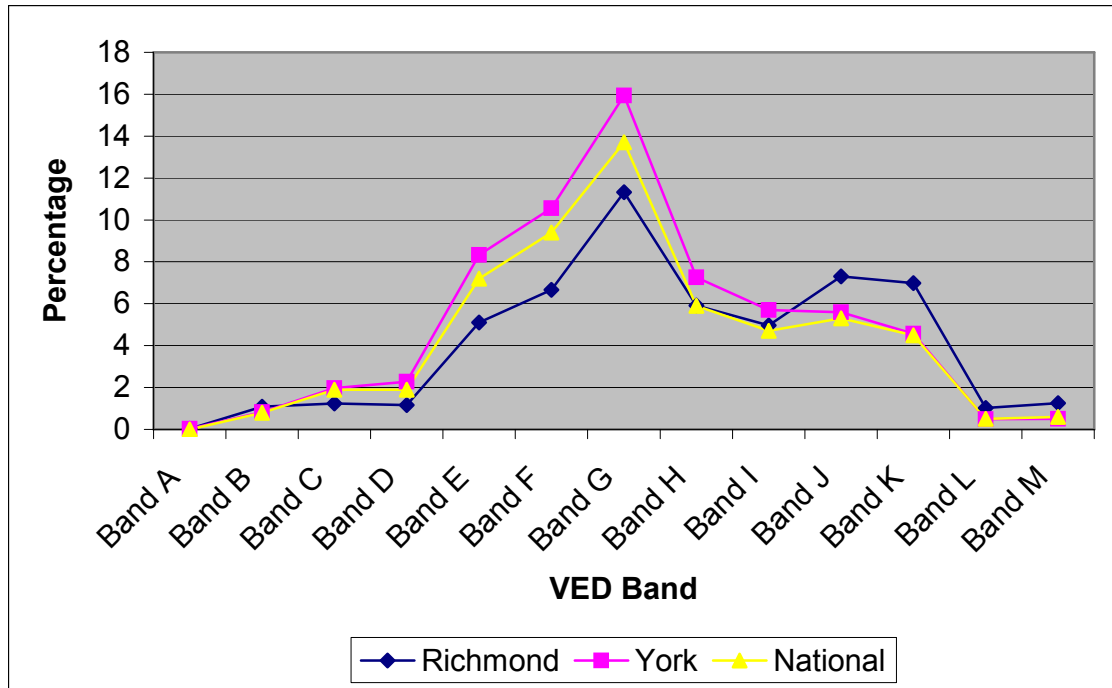
| Permits Issued by Year | | | | |
|-------------------------------|-------------|-------------|-------------|-------------|
| | 2006 | 2007 | 2008 | 2009 |
| Household Permit | 4,879 | 4,899 | 4,718 | 4,730 |
| 2nd Permit | 601 | 698 | 704 | 658 |
| 3rd Permit | 19 | 16 | 9 | 17 |
| TOTAL | 5,499 | 5,613 | 5,431 | 5,405 |

8. The key objectives of York's Respark scheme is:
- To provide a greater opportunity for local residents to park near their property and following on from this objective and with regard to the Local Transport Plan 2006-2011 Mid-term Report it was resolved that;
 - "the use of cleaner, alternatively fuelled and smaller, more fuel efficient vehicles" would be encouraged
9. A discounted rate was introduced for low emission vehicles in February 2006. The inclusion of an environmental element into residents parking extended the offer of the 'small car' discount which started in March 2004. The City of York were one of the first authorities to introduce such discount which have now been in operation for nearly three years. These initiatives have incentivised both the initial choice of, and continued use of, greener vehicles since 2006.
10. The numbers of permits issued for low emission vehicles is shown in the table below.

| Low Emission Resident Permit Sales | | | | |
|---|-------------|-------------|-------------|-------------|
| | 2006 | 2007 | 2008 | 2009 |
| Respark Permits | | | | |
| Household Low Emission Vehicle Permit | 18 | 45 | 57 | 81 |
| Special Control Low Emission Vehicle Permit | 1 | 1 | 7 | 5 |

| | | | | |
|---|-----------|-----------|-----------|-----------|
| Commercial Low Emission Vehicle Permit | 0 | 0 | 0 | 1 |
| House of Multiple Occupancy Low Emission Vehicle Permit | 0 | 0 | 2 | 0 |
| Community Doctors Low Emission Vehicle Permit | 0 | 1 | 2 | 0 |
| Community Staff Low Emission Vehicle Permit | 7 | 0 | 0 | 1 |
| Totals | 26 | 47 | 68 | 88 |

11. The current low emission discount offers a discount of nearly 53% on the current full first permit price to those who can provide documentary proof that their vehicle is suitably environmentally friendly. The low emission vehicle permit has been set at £44. The low emission discount offered by City of York Council is based on vehicles that fall into the two lowest CO2 emission bands (please see Annex A for further information on vehicle banding and Annex B for more details on applicable discounts).
12. As a result of the Government's introduction of a car tax rate determined by emissions, York can now be seen to support the Government strategy to encourage the public to consider the environmentally friendly vehicle alternative. In order to be considered for a low emission discount, the vehicle must fall within tax band A or B. This compares with the lower amount of tax that is also paid by vehicles in these lower bands. (see Annex B for current tax prices for 2009-10).
13. Whilst rewarding the most 'fuel-efficient' and 'lower emitting' vehicles, the Respark scheme also increases the price of additional permits.
14. A vehicle which qualifies for a low emission discount will pay £44 compared to a standard permit price of £93. The prices for additional permits are currently set at £142, £296 and £592 respectively. Additional vehicles do not qualify for the low emission based discounted rate, as this can be seen to be contrary to the principle which discourages additional vehicles by increasing the cost of the permit.
15. It should also be noted that whilst a fourth permit is available, there have been no applications from residents for them since 2004. The number of second and third permits issued have varied year on year, ranging between 600 and 700.
16. Whilst there are no detailed figures available for the proportion of vehicles in each band within the Respark scheme, based on data for York as a whole, indications are that York has a higher percentage of lower emission vehicles than the National average. The graph below shows the percentage of vehicles in each of the tax bands. The graph does not allow for all those vehicles that were registered before 2001. The significance of the graph is that York has more vehicles registered since 2001 than the national average and follows the national trend unlike Richmond who have a higher percentage of vehicles in the high emission bands.



17. In summary, York's current Respark scheme contains a number of incentives and discouragements which promote greener, lower emitting vehicles. This is demonstrated by the following principles:

- a 53% discount on Respark prices for the lowest banded vehicles (A and B)
- a similar discount for small vehicles, i.e. those which measure less than 2.7m
- active discouragement of additional vehicles by increased charges for additional vehicle permits

Residents parking scheme of the London Borough of Richmond upon Thames Council

18. The London Borough of Richmond upon Thames Council (Richmond) began consultation for changing its residents parking scheme to consider emissions in November 2006. The resulting scheme with 37 zones and approximately 9600 spaces, which included a CO2 emissions tariff based pricing structure was launched in April 2007. The key objectives of their scheme were to:

- enable residents and others to make informed choices when purchasing new or replacement vehicles
- encourage the use of vehicles with lower emissions
- improve the local air quality
- deter multiple vehicle ownership and increase space availability

19. This scheme was in response to the fact that Richmond produce more CO2 than most other boroughs in London, a significant amount of which is attributed to transport and travel activities. This explains the extensive nature of Richmond's scheme when directly compared with our own.
20. When the emission based residents parking scheme was introduced, Richmond were able to adapt their existing residents parking scheme to include the new CO2 element. Richmond utilises a tariff system which issues separate charges to vehicles within distinct bands. The vehicles within the 'greener', less polluting bands receive a discount, and in some cases complimentary residents parking permits, whereas vehicles in other bands are charged a surcharge to reflect their higher emissions.
21. The scheme run by Richmond, as well as similar systems in other London Boroughs, (eight of the thirty-three Boroughs base residents parking charges on emissions), formed the "template" for Edinburgh's Park Green concept. There are, therefore, a number of similarities connecting the two schemes.
22. Richmond's scheme was the first residents parking scheme in the country to make a charge entirely by vehicle emissions data. Richmond have incorporated the DVLA Vehicle Excise Duty (VED) bands into a charging tariff. As well as the vehicle emissions, the number of household vehicles and the zone the household is in determines the charge made. Each zone has been linked to a baseline figure from which the permit price is calculated. The baseline figures are arrived at by considering the hours the residents parking zone is in operation and the duration for which the permit is requested.
23. Richmond have incorporated the thirteen VED bands into just seven emission based bands with varying prices in each. The vehicle permit price is dependant upon the baseline figure fixed to each Respark zone; this is based upon the location and popularity of the zone and this, coupled with the vehicle emission band, determines the overall permit price. The following table shows the respective prices and where the DVLA bands lie in comparison with the bands as established by Richmond.

| Richmond Band | Vehicle | Price (in relation to Baseline figure) | DVLA VED band(s) included |
|----------------------|----------------|---|----------------------------------|
| Band A | | -100% | A |
| Band B | | -50% | B and C |
| Band C | | -10% | D, E and F |
| Band D | | +10% | G |
| Band E | | +30% | H and I |
| Band F | | +50% | J and K |
| Band G | | +200% | L and M |

24. For ease of comparison, all permit charges refer to a 12 month permit. Under Richmond's scheme, the price range of permits is between £0 and £300. All

Band A vehicles irrespective of parking zone receive complimentary permits whilst Band G vehicles, when registered at locations where the baseline is highest, pay £300. Like the City of York Council's scheme the current Richmond scheme also includes a surcharge on second and other additional vehicles. Richmond apply a 50% price increase on the equivalent first vehicle price. This means that a second vehicle registered at the highest baseline location which falls into Band B will cost £75 whilst a highest banded vehicle will result in a £450 charge. A distinction has been made for those vehicles registered before 2001, as emission data for these vehicles was not a statutory requirement and is therefore not readily available (see Annex A for a full analysis of VED bands).

25. In summary, Richmond's residents parking scheme uses a wide range of discounts and surcharged prices to encourage a positive vehicle choice. This can be illustrated by the following initiatives:
- a tariff system which offers permits at prices ranging from a 100% discount to a 200% increase in price
 - deter additional vehicles by raising the prices by 50%, whilst still reflecting the emissions based reductions and enlargements of initial permits

Park Green; The residents parking scheme of the City of Edinburgh Council

26. The City of Edinburgh Council is about to embark on a low emission scheme for residents parking. Their scheme has been developed over the past two years and takes in to consideration the experiences from around the country. Edinburgh have recently completed the public consultation of their concept scheme, known as Park Green. Implementation is currently intended for April 2010. Park Green, with its 13,500 spaces, proposes to shape parking in Edinburgh and aims to make changes which recognise the current environmental issues and network management challenges it faces. The scheme will amend previous working practices and introduce new policies. One such proposal, which falls in line with the clean air policy, is to encourage the use of smaller, greener cars and to limit the number of permits issued.
27. The following is background information on the Park Green scheme, which, as yet, remains a concept.

Edinburgh's Park Green scheme aims to:

- provide a greener environment and improve air quality for its residents
 - introduce a discount for low emission vehicles within specific bands
 - resolve current oversubscription of spaces issue
28. In order to achieve the objectives above, a number of changes will be made to the existing scheme. This includes placing limitations on the number of vehicle permits available to residents. This will be set at two vehicles per household and

one per person which is not presently the case. Furthermore, a surcharge of approximately 25% will be added to the cost of any second permit issued. The surcharge will be applied to the equivalent cost of a permit for that particular vehicle band.

29. The Park Green scheme proposes a tiered system of tariffs where the least polluting vehicles pay a minimal fee for their permit whilst the most environmentally damaging vehicles will be paying an increased rate. To avoid creating an additional administrative strain, which Edinburgh expect to arise from changing and updating VED bands, five bands which coincide with but will be independent of the standardised bands, as established by the DVLA, will be used. As with Richmond, a distinction is made between those vehicles registered before 2001 (please see Annex A for a full analysis of VED bands) and those registered within the standard VED bands.
30. With each higher, more polluting band, the price of a permit rises. For example, a vehicle registered in the lowest band, in an outer area location, costs £15 per annum whereas one listed in the highest band will, in the same area will incur a £160 charge. If the same two registered vehicles were to be issued with Central permits, the charges would double to £30 and £320.
31. In relation to the current charging system in operation, according to their own figures, Edinburgh expect:
 - 66% of residents to see a fall in price of residents parking
 - 14% of residents to see an increase
 - 20% of resident to see prices remain static

This will have an overall result of creating an anticipated loss of income of £50,000 in addition to any administrative or enforcement cost incurred.

Consultation

32. Discussions were held out with a number of officers in various departments at both the City of Edinburgh and London Borough of Richmond upon Thames Councils.
33. If the decision is to change to a specific vehicle based scheme, then there will need to be extensive consultation with the residents and businesses in the city. Before we can do this we need to have developed a new scheme that is vehicle specific and also understand what the implications of that scheme will be.

Options and Analysis

34. Further research would be necessary to fully assess the potential financial and resource implications of any significant changes to the current scheme. There is no accurate profile of the emissions range of vehicles included within the Respark scheme. Without this, it is difficult to assess the impact of a change from a non specific vehicle permit to a specific vehicle permit scheme.

35. A change of approach to a vehicle specific scheme could be resisted by residents who currently enjoy the option of changing vehicle during the permit period or allowing other vehicles in the household to use the permit.
36. A number of options have been considered for improving the low emission scheme within Respark. Following the above research it has become clear that York's Respark scheme does provide incentives for residents to consider their choice of and need for a vehicle. Whilst the current scheme ensures that York offers incentives greater than or equal to those offered elsewhere, there are a number of options available which can emphasise the position York holds or even push this boundary further. There three basic options:
 - A – No change to existing scheme.
 - B – Make changes to existing scheme.
 - C – Develop a new vehicle specific scheme.

Option A

No Change to Existing Scheme

37. There is evidence that the current scheme with its non specific vehicle permit does reward low emission vehicles with a reduced permit charge that this is being taken up by those who are eligible. However there is no evidence that this is changing the choice that permit holders have when changing vehicles.
38. To encourage this change then either the discount for low emission vehicles needs to increase or the penalties for high emission vehicles also needs to increase.
39. It is thought unlikely that maintaining the existing scheme will influence permit holders when changing vehicles.
40. The present scheme is easy to administer and enforce and does not place a burden upon the Council's resources.
41. This option is not recommended.

Option B

Make changes to existing scheme.

42. There are a number of possible amendments to the existing scheme that would encourage more change.
43. Although the take up of low emission permits is relatively high for the numbers of vehicles in Bands A and B, there could be more promotion of the discount to all permit holders. It is suggested that all the households in the scheme are leafleted to inform them of the benefits of changing to low emission vehicles. This is recommended.

44. Increasing the discount to include Bands C would result in a reduction in income of £5400 although it is possible that there would be increase in take up of between 5 and 10% over several years. There would be an increased administration and enforcement burden but it is thought that this would be within manageable limits. This is recommended.
45. All first household vehicles that are electric or LPG driven to qualify for the discount. The numbers are relatively small and could be managed within the resources available. This would send out the right message for users and is recommended.
46. Allowing a discount for 2nd and 3rd vehicles with low emissions would have minimal financial impact and would reduce the incentive to minimise car usage. This would send out the wrong message and is not recommended.
47. Introduce a surcharge on the higher Bands to discourage the use of high emission vehicles would be possible but would again increase the administrative and enforcement burden on the Council but is within manageable limits. It is thought unlikely that this will change behaviour for relatively small number of vehicles in the scheme but once again it sends out the right message. Depending which Bands were subject to a surcharge a increase of say 50% on the permit would increase income by:

| Bands | No of vehicles (approx) | Income increase (approx) |
|-------------|-------------------------|--------------------------|
| L & M | 55 | £2560 |
| K, L & M | 310 | £9765 |
| J, K, L & M | 620 | £28830 |

It is recommended that the aforementioned surcharge is applied to those vehicles in Bands K, L & M and that this is subject to an annual review.

48. Although the proposed changes to permit charges are relatively modest it is thought that it would be necessary for consultation to take place prior to any changes to the scheme being agreed. If the changes are adopted this would result in a hybrid scheme of non specific vehicle and specific vehicle scheme which could be confusing for the user.

Option C

Develop a new vehicle specific scheme similar to Richmond

49. Richmond's residents parking scheme differs substantially from York's Respark scheme. Richmond's scheme is based upon specific vehicles whereas York's is based upon households and is non vehicle specific. York's current CO2 emission discount policy offers a simpler, more user-friendly approach to encouraging residents to lower their vehicle emissions as opposed to a far more extensive scheme which presents a greater burden on resources and budgets.

50. Richmond's scheme has been in existence since 2007 and when current vehicle banding statistics are considered the proportion of vehicles featured in each of the VED bands appears to limit the success that can occur. This is demonstrated by the higher percentage of vehicles in the upper bands and overall lower percentage of vehicles in the lower bands when compared with the equivalent statistics for York.
51. It should also be noted that Richmond are, by their own admission, a high carbon emitting authority and it was this that sparked the inclusion of CO2 consideration within residents parking. This is further supported when Richmond's vehicle banding statistics are measured against the same figures for the UK as a whole. Furthermore, the scheme currently being operated is not one that can be easily adopted in York. To develop a comparable scheme there would need to be a new set of objectives and policy developed. There would need to be a gathering of information from existing permit holders of the age and excise band the vehicles fall into. There would need to be extensive consultation with all the residents parking zones in the city.
52. In order to implement the Richmond scheme or to amend the present York Respark scheme to reflect it, there will need to be wholesale changes to both the administrative and enforcement working practices. The likely result of this will be a the need to increase staffing budgets in administration and enforcement teams.
53. The extent of changes that would need to be made, and in particular the financial implications are difficult to assess as Richmond make use of an outside contractor for a vast proportion of the work associated with running their residents parking scheme. This was the case before the CO2 based initiative was rolled out and all adaptations to working practices were extensively discussed with their parking contractor. Under the terms of their contract with Richmond, NSL Services Group, (formerly NCP Services) provide and maintain a contact point for the public as well as managing the administration and enforcement of the scheme. In contrast with Richmond, York have retained complete authority and day-to-day control over the Respark scheme.
54. The overall impact that the Richmond scheme, or indeed the scheme in operation in York, have made on vehicle choice, ownership and the lowering of emissions should be considered from a long term perspective. As a result of this, it is not clear if implementing the Richmond scheme would have a positive impact or be detrimental to the successes York has already achieved.
55. As far as we are aware there is no evidence as yet that suggests the Richmond schemes objectives are being met and that change is taking place as a result of the scheme.
56. It is estimated that to develop a scheme similar to Richmond's would take about a year to gather the data on the vehicles in the scheme and to carry out the consultation.

Corporate Strategy

57. The proposals above contribute to the Sustainable City and Healthy City aims of the Corporate Strategy 2009/ 2012.

Implications

- **Financial** – Based on the Recommendations of this report the financial implications are minimal
- **Human Resources (HR)** – There are no HR implications
- **Equalities** – There are no Equalities implications
- **Legal** – There are minor legal implications as current traffic orders etc will need to be amended
- **Crime and Disorder** – There are no Crime & Disorder implications
- **Information Technology (IT)** – There are no IT implications
- **Property** – There are no Property implications
- **Other** – There are no other implications

Risk Management

58. The main risk associated with this report is the possible criticism of the Council for changing the current arrangements for Resident's Parking Scheme which may seem to disadvantage some of the current permit holders. To mitigate this we will carry out consultation on the scheme before it is introduced.
59. There is a financial risk of the proposed changes which may have a greater impact than is currently expected and therefore reduce the amount of income the Council receives from the scheme. To mitigate this we will make best estimate we can of the impact and continue to monitor the changes throughout the year.
60. There is a risk that proposed changes do not influence the change of vehicles to lower emission vehicles and any impact on air quality is not achieved.

Recommendations

61. The Executive is recommended to:
- Note the review of the Council's Resident's Parking Scheme and the new schemes in Edinburgh and Richmond.

- Approve the changes to the Resident's Parking Scheme as outlined in Option B from the beginning of the new financial year and to monitor the impact of the changes.
- Approve the collection of vehicle specific data for the scheme over the next twelve months and carry out consultation on a potential Resident's Parking low emissions scheme for York.
- Prepare a further report to the Executive that considers the implications of a low emission scheme.

Reason

62. By adopting the above recommendations, York will be seen to enhance and increase the influence of an already comparatively favourable emission discount system. The above proposals represent the best use of available resources whilst taking considerable steps towards achieving the Councils own targets on improving air quality and tackling congestion. By taking such action, the Council will also maintain its position at the forefront of CO2 emission reduction schemes. The recommendations made by this report would bring the current discount policy further in line with Government aspirations of reduced vehicle emissions.

Contact Details

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Network Management
Tel No. 01904 551469

Chief Officer Responsible for the report:

Damon Copperthwaite
Assistant Director City Strategy

Report Approved

Date 31
December
2009

Wards Affected: List wards or tick box to indicate all

All **Yes**

For further information please contact the author of the report

Annexes

Annex A: Further information on Vehicle Excise Duty bands

Annex B: Information demonstrating eligibility for discount

Annex C: Information showing positive impact of low emission discount

Annex One- Further information on Vehicle Excise Duty bands

Vehicle Excise Duty (VED) bands are used as a means to ascertain the level and amount of car tax that is applicable to a vehicle. Currently, vehicles can fall into any one of thirteen bands based on CO₂ emissions. The table below shows the various bands and what each band represents in terms of CO₂ emission. The two lowest bands, A and B, have been calculated as being suitable for receiving a discount in the rate of car tax. As mentioned within the main body of the report, these bands also currently receive a discount on the cost of a York residents parking permit.

| Engine CO ₂ emissions | Vehicle Band |
|---|--------------|
| Up to and including 100g/km | Band A |
| From 101g/km to 110g/km inclusive | Band B |
| From 111g/km to 120g/km inclusive | Band C |
| From 121g/km to 130g/km inclusive | Band D |
| From 131g/km to 140g/km inclusive | Band E |
| From 141g/km to 150g/km inclusive | Band F |
| From 151g/km to 165g/km inclusive | Band G |
| From 166g/km to 175g/km inclusive | Band H |
| From 176g/km to 185g/km inclusive | Band I |
| From 186g/km to 200g/km inclusive | Band J |
| From 201g/km to 225g/km inclusive | Band K |
| From 226g/km to 255g/km inclusive | Band L |
| 256g/km and above | Band M |

The tax banding and prices are directly applicable to those vehicles which are registered after 1st March 2001 as emission statistics for these vehicles is statutorily required. For those vehicles registered before this date, statistics are less widely available and so the vehicles engine capacity, measured in cubic centimetres (cc) is used instead. An engine capacity of 1,549cc was set as the threshold and those vehicles with a capacity of 1,549cc or less are ascribed to one level of road tax whilst capacities over 1,549cc feature in another. It is clear that a distinction has been made between vehicle registered before and after March 2001 as this is reflected in the VED bands and consequently within residents parking schemes.

In terms of applying the above figures to residents parking charges, a number of options have been considered and used. The majority of the systems encountered, although not expanded upon in the report, have accepted the VED system for vehicles registered before 2001 and differentiate between these vehicles. This occurs by absorbing these vehicles within the existing banded system.

An example of such a table is provided below. This refers to the Richmond scheme.

| Cylinder Capacity (cc) | Variation from Baseline Cost |
|---|------------------------------|
| Up to and including 1000cc | -50% |
| From 1001cc to 1550cc inclusive | -30% |
| From 1551cc to 1800cc inclusive | -20% |
| From 1801cc to 2400cc inclusive | + 10% |
| From 2401cc to 3000cc inclusive | + 50% |
| 3001cc and above | + 200% |

Annex 2 - Information demonstrating eligibility for discount

In 2001 the Government, working closely with the Driver and Vehicle Licensing Agency (DVLA), made a policy decision which decided that the most effective way to include an environmental element into vehicle charging would be to base the rate of tax applicable to each vehicle on the CO2 it emits.

The following table outlines the amount of CO2 emission that the DVLA currently attribute to each band. The current national rate of vehicle excise duty/ car tax has also been included and will be referred to shortly.

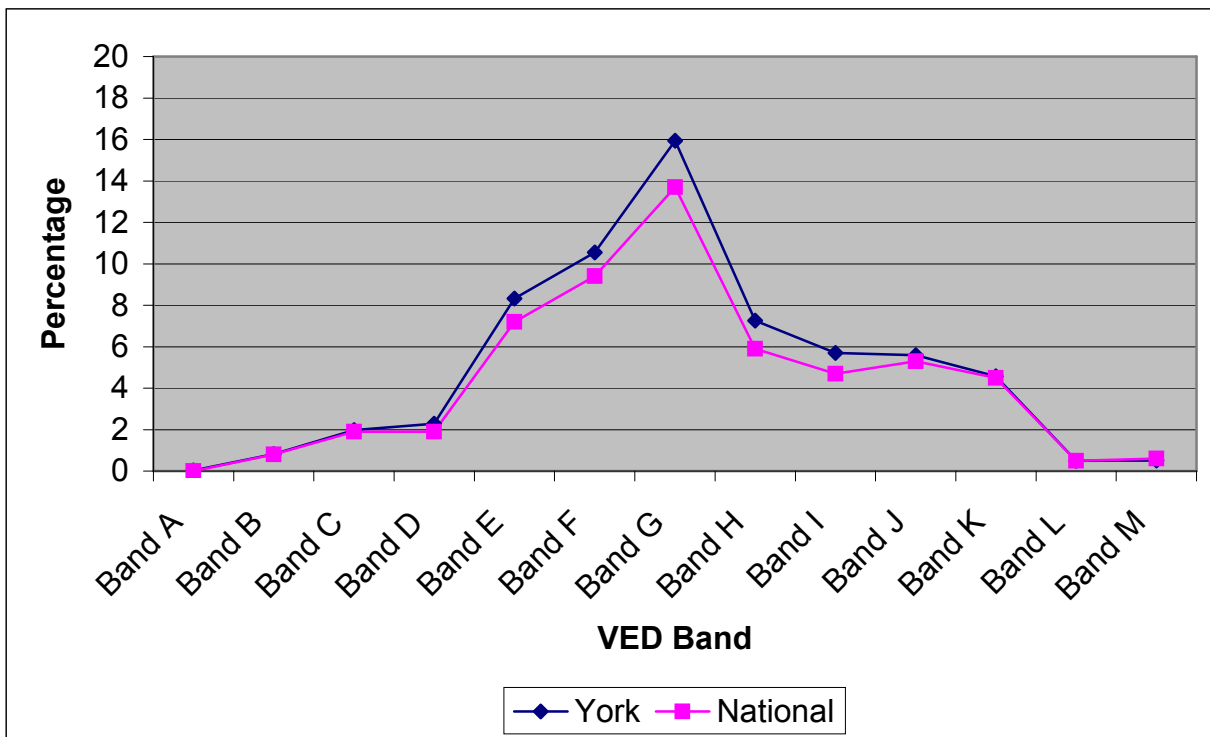
| Vehicle Band | Price |
|---------------------|--------------|
| Band A | No fee |
| Band B | £35 |
| Band C | £35 |
| Band D | £120 |
| Band E | £120 |
| Band F | £125 |
| Band G | £150 |
| Band H | £175 |
| Band I | £175 |
| Band J | £215 |
| Band K | £215 |
| Band L | £405 |
| Band M | £405 |

As demonstrated above, the CO2 emissions of the majority of vehicles have been banded together and subsequently they can be compared against each other. This allows discounts or penalties to be incorporated to persuade or deter usage of any particular vehicle. Recently, a discounted car tax rate for low CO2 emission vehicles has been introduced which means that vehicles with emissions less than 100g/km pay no excise duty.

Annex Three - Information showing positive impact of low emission discount

The wider effects of this persuasive policy can be seen from the comparative analysis of the statistics available for vehicle numbers, and more pertinently, the categorisation of each of these by VED band. The data used for this research, correct as of June 2009, demonstrates the impact that the relevant Respark scheme has had on vehicle choice by highlighting the percentage of vehicles featuring in each of the VED bands, in relation to the total number of vehicles. The research shows that, notwithstanding the fact that the data pertains to percentage of vehicle ownership across the whole authority, ownership of lower emitting, and therefore 'greener' vehicles is greater in York than when compared with the figure for Great Britain as a whole. It is also the case that numbers for those vehicles in the higher, more polluting bands, is larger nationally than for York.

Graph showing comparable percentage of vehicles in each VED derived CO2 band



The above percentages denotes the proportion of vehicles within these bands in relation to the total number of vehicles within the entire authority area rather than specifically the number in Respark zones. It has been assumed that these bands will be equally represented within the Respark scheme and result in an equivalently proportionate percentage.

As discussed in the report, the above graph illustrates the total number of vehicles which are registered within any of the VED bands, namely those registered pre-2001 are not represented in the above graph. The graph shows that the percentage of vehicles excluded from both the York and National figure is 35% for York and 44% of the National total figure.

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Executive**19 January 2010**

Report to the Director of City Strategy

Access York Phase 1 Park & Ride Development – Procurement Of a Lead Design Consultant**Summary**

1. This report provides a summary of the evaluation of the external consultants following the submission of tenders for Lead Design Consultant for the Access York Phase 1 Park & Ride Project. The report also includes a history of the procurement process and the subsequent recommendations regarding the above appointment.
2. Following an OJEU process utilising the restricted procedure, 29 initial expressions of interest were assessed and reduced to a short list of 6 consultants through a pre-qualification questionnaire (PQQ) exercise, to follow through to the main tender process. Of the 6 consultants, 2 declined to tender mid-way through the process due to commercial reasons. The 4 consultants that remained have been assessed both commercially and on a quality basis, split 40:60 respectively. After a full evaluation this report recommends that Halcrow be selected as preferred bidder for the provision of the service.
3. The final appointment of Halcrow is subject to the award of Programme Entry by the Department for Transport (DfT), a final ratification of funding arrangements by the Regional Transport Board and confirmation of the City of York Council (CYC) element of the funding. Programme Entry was originally anticipated in December 2009, however, this may slip to January / February 2010. No formal appointment will be entered into until this award and confirmation of the funding arrangements is confirmed.

Background

4. Scheme progress is currently in the planning stages of this capital project to design, procure and construct 3 new Park and Ride facilities. The works will include car-parking facilities; terminal buildings and highways work incorporating new junctions, access roads and alterations to roundabouts.
5. DfT approval for funding is anticipated in early 2010. Planning application outcomes are currently programmed to be obtained by May 2010 for all sites, with the planning consent for Askham Bar P&R already in place.

6. The lead consultant will manage and co-ordinate the complete project from the planning stages, to completion and handover of the 3 Park & Ride facilities.
7. The lead consultant will enter into a direct contract with the Council for the services and will report to the Project Manager on a frequent basis within an agreed and acceptable reporting structure.
8. A summary of the services provided by the Lead Design Consultant to deliver the Park & Ride developments is as follows:
 - Civil engineering design
 - Highways Design
 - Architectural Design (Nominated to CYC architects)
 - Cost Management
 - Construction Supervisor – as defined within the NEC3 Contract
 - Contractor Procurement
 - Landscape Design
 - Drainage Design
 - Traffic Modelling
 - Traffic Management
 - Traffic Signals
 - Mechanical and Electrical Design
 - Lighting Design
 - Acoustician
 - Ground Remediation / Geotechnical
 - CDM Co-ordinator (Nominated to Halcrow)
 - Barrier Systems
 - CCTV
 - Stakeholder liaison
 - Project Administration
9. The consultant will be required to co-ordinate and manage the above services, and any other services required to achieve the project deliverables, within their multi-disciplinary team. This includes the nominated services of the Council's Architects and Halcrow CDM Co-ordinators.
10. The OJEU restricted procedure was used in selecting this consultant for the future delivery of the project. Previous reports to the Executive have detailed the process of evaluation. This process has been followed and a summary is as follows:
 - A total of 29 Pre Qualification Questionnaires were received from the original OJEU advertisement. These were assessed and evaluated.
 - From these the best 6 organisations were invited to tender.
 - One organisation withdrew from the process at an early stage, a second withdrew later on in the process, and the remaining 4 continued their interest and submitted tenders.
 - A detailed evaluation of these tenders has been carried out by four officers and a detailed scoring model has been completed in collaboration with our Procurement team.

- Through this process 2 consultants were further short listed and invited to present their proposals to the Council and be interviewed by the evaluation team and the procurement representative.
- Further questions were raised within this interview session and written responses were requested from the consultants. These written submissions have been assessed and scores for this section of the tender process have been adjusted where necessary.
- Scores allocated for both price and quality have been quantified and weighted through the CIPFA Standard Deviation Evaluation Model.
- The tender response has been weighted 60% Quality and 40% Cost and a Most Economically Advantageous Tender (MEAT) waiver has been sanctioned for this process.
- The Cost and Quality information is noted in more detail within confidential Annex 1.
- The scores allocated for each section have been used in the pre-determined evaluation model.

Procurement Timetable

11.

| Stage | Task | Date / Proposed Date |
|-------|--|-------------------------------|
| 1 | Issue of Advert | 6 July 2009 |
| 1 | Closing date for return of PQQ responses | 17 August 2009 |
| 1 | Evaluation of PQQ responses and Short-listing exercise | 17 August – 11 September 2009 |
| 2 | Issue ITT to short-listed suppliers | 14 September 2009 |
| 2 | Mid Tender consultant Q&A session | w/c 28 September 2009 |
| 2 | Closing date for return of ITT responses | 2 November 2009 |
| 3 | Evaluation Commencement | 3 November 2009 |
| 3 | Presentation and Interviews | 23 November 2009 |
| 3 | Evaluation completion | 27 November 2009 |
| 3 | Report to the Executive | 19 January 2010 |
| 4 | Contract award (subject to DfT Programme Entry Award) | TBC. |

Consultation

12. Advice regarding this procurement process has been obtained both externally and from within the Council but no formal consultation process has been carried out.

Tender Evaluation

13. Following the OJEU notification and the Pre-Qualification Process a total of six consultants were invited to tender. The original tender return date was 23 October 2009, this was extended to the 2 November 2009 due to two of the tenderers requesting an extension of time. Four tenders were received on the due date and were found to be complete and compliant.
14. Each tender return was individually assessed within the CYC scoring model and judged against the following quality headings, with each heading having the maximum weighted percentage score as shown.

| Section | Quality Criteria Headings | Total Sections weighting |
|---------|---|--------------------------|
| 1.0 | Organisation & Management of the Project | 12% |
| 2.0 | Technical Proposals | 10% |
| 3.0 | Project Risks and Opportunities | 8% |
| 4.0 | Proposed team experience / past performance | 8% |
| 5.0 | Cost Drivers & Benchmarking | 5% |
| 6.0 | Value Engineering and Value Management | 5% |
| 7.0 | Sustainability | 5% |
| 8.0 | Innovation | 5% |
| 9.0 | Health & Safety Considerations | 2% |

Total must equal the max % available for scoring quality (60%) >> 60%

Quality assessment = 60%
Commercial Weighting = 40%

15. Assessment of the Quality section was further divided into three separate elements, based upon information requested within the submission and is as follows:

ITT Quality Response = 80%
Presentation = 10%
Interview = 10%

16. All four consultants returned a compliant and correct tender and these were assessed in detail by the evaluation team, who were able to assess the quality scores based on the tender returns and the quality criteria noted previously. Details of the evaluation are provided in confidential Annex 1, containing breakdowns of each scoring stage with commentary.
17. The process clearly showed that the scores for 2 tenderers were sufficiently ahead of the others for it to be statistically impossible for these other tenderers to make up the difference by attending a presentation and interview session.
18. The two organisations with the highest scores were invited to give a presentation to officers followed by a 1-hour interview. A team of four Council officers evaluated the presentation and interview sessions, with the Council's procurement officer also in attendance. The team was further able to assess the quality of the consultant's proposals and interrogate both teams under a rigorous interview session. Questions asked within the interview were of both a contractual and commercial nature and required further written confirmations from the consultants in some cases, together with verbal assurances within the interview. These further submissions were received satisfactorily.
19. This stage was scored by the team and entered into the Evaluation Model together with any adjustment to the tender price. It has been stressed to both consultants, within the tender document and the tender discussions, that this is a fixed price tender for the complete package of works and that any variation to this cost or programme would be subject to a Council or a site specific change notice or compensation event.
20. Within this final exercise the Evaluation Model demonstrates that Halcrow has been assessed as obtaining the highest (best) score within the appraisal. Officers are now satisfied, through this robust process of tender assessment and further dialogue, that Halcrow is not only the most cost effective consultant, but that it can deliver the project to the right standard.

Proposals

21. A considerable amount of work and associated expenditure has been necessary to reach the point where there is confidence that a particular organisation can be recommended as the preferred bidder. The evaluation team has the confidence that Halcrow will be capable of working well with the Council over the period of this contract. It is proposed therefore that based on the officers thorough assessment of the tenders and the Council's CIPFA evaluation model, that Halcrow be nominated as preferred lead consultant.
22. No award of contract is guaranteed at this stage and as previously stated the contractual appointment of this service is still subject to the DfT award of Programme Entry and further confirmation of funding arrangements at both Regional and CYC levels. Should Members agree to this proposal and the recommendation in this report, the preferred bidder status will be confirmed and the consultant's tender proposal shall remain firm for a period of up to 180

days. In the meantime the project officers will continue discussions with the DfT in securing the position of Programme Entry.

Next stages

23. For information the detailed post-tender clarification will concentrate on:
 - Agreeing and finalising Conditions of Contract – NEC Professional Services Contract, in terms of the Option Clauses and Z Clauses.
 - Allowing the preferred lead consultant to engage with staff at their own financial risk prior to funding agreement.
 - Agreeing targets and performance measurement
 - Clarifying and agreeing IT requirements i.e. linkages with CYC systems
 - Finalising the payment mechanisms to be used for the staged payment process.
 - Finalising the programme in line with DfT funding.
24. By agreeing and finalising the above actions at this stage this will provide a more pro-active start to the project once the funding arrangements have been agreed with the DfT.
25. The DfT decision on Programme Entry for the Major Scheme Bid was originally anticipated in December 2009, however, this is now slipping as DfT representatives are taking longer than expected to carry out the assessment. Council officers are being as active as possible in trying to engage with the DfT representatives to resolve any issues requiring clarification and this process appears to be almost complete. If the award of the work to the approved consultant can be made before the end of March 2010 then it may still be possible to complete the construction by the end of March 2012 but given the wider scale financial situation there has to be uncertainty about the timing of this.

Implications

Financial

26. The nomination of a preferred lead consultant is in line with the procurement process and at this stage has no financial implication.
27. Once the consultant is appointed the financial implications of awarding the works, once funding is approved, will be the stated fee of £741,470.41, this figure also has a contingency element of £44,310.00. The Major Scheme Bid budget for this service was circa £1,200,000, therefore this cost sits well within this initial estimate.
28. The Council and the Consultant will enter into an NEC Professional Services Contract as noted below, with the above cost as its overall price. If the project

is amended either by increasing or decreasing the scope of works this Contract has the facility to adjust the price of the service accordingly.

Human Resources (HR)

29. There are no HR implications identified in this report. As much work as possible in the delivery of the project will be accommodated through the existing Project Team using the resources currently in place. There is a need for the Council to fulfil the role of the NEC Contract Project Manager and this will be sourced from within existing CYC staff resources if feasible or alternatively by external recruitment on a temporary basis.

Legal

30. The nomination of a preferred bidder is in line with the procurement process and there are no legal implications at this stage.
31. Once the consultant is appointed a standard form NEC Professional Services Contract will be entered into directly with the Council. This Contract will be limited to this project only together with its stated programme and fixed fee. There are standard default and termination clauses contained within this Contract to protect both the Council and Consultant in case of dispute or early termination.

Crime and Disorder

32. There are no crime and disorder issues.

Information Technology (IT)

33. There are no IT implications other than clarifying linkages with consultant and CYC systems.

Property

34. The construction of the new Park & Ride sites will increase the Council's properties assets. These issues have been dealt with and discussed in previous reports submitted to the Executive.

Other

35. There are no other implications.

Risk Management

36. There is a regular review of the risk register and the mitigation measures within the current project team and any severe risks have been identified and in some cases escalated to the Project Board. There is no further change in the risk profile of the project and risks are being mitigated as the project progresses.
37. In compliance with the Council's risk management strategy the main risks that have been identified in earlier reports are those which could lead to financial

loss, non-compliance with legislation, damage to the Council's image and reputation and failure to meet stakeholders' expectations. However, measured in terms of impact and likelihood, the score for all risks has been assessed at less than 16. This means that at this point the risks need only to be monitored as they do not provide a real threat to the achievement of the objectives of this report.

Recommendation

38. Subject to the DfT decision on Programme Entry and subsequent funding agreements, the Executive is recommended to nominate Halcrow Group Ltd as the preferred bidder for the Lead Design Consultant for the Access York Phase 1 park & Ride Development.

Reason: To enable the Access York Phase 1 project to proceed as planned by following the procurement process in the nomination of a preferred bidder for the Lead Design Consultant.

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Report Approved Date 07/01/10

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Wards Affected:

All

For further information please contact the author of the report

Background Papers:

- (1) Result of Regional Transport Board Capital Bids and Application for Use of Contingency Funds – to the Executive on 22 April 2008
- (2) Access York Phase 1: Park & Ride Development - to the Executive on 12 February 2008
- (3) Access York Phase 1: Programme and Consultation Plan – to the Executive on 29 July 2008

- (4) Access York Phase 1 Park & Ride Development – Update and Outcome from the Clifton Moor Site Options Consultation – to the Executive on 28 April 2009

Annex:

Annex 1 – Tender Commentary and Stage Breakdown

PT/GE
8 December 2009
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Executive**19 January 2010**

Report of the Director of City Strategy

Local Area Agreement Refresh 2009/10**Background**

1. The Local Government and Public Involvement in Health Bill received royal assent in October 2007. This introduced a statutory duty for all top tier local authorities to produce a Local Area Agreement (LAA) covering the period 2008/09 – to 2010/11.
2. York's first LAA was produced to cover the period 2007/08-2009/10. This was not a statutory requirement and consequently the scope for selecting indicators and agreeing targets was far greater than under the statutory arrangements introduced with effect from 2008/09.
3. The term refresh means completing unfinished business from the previously approved LAA. Therefore it takes the previously selected and approved indicators and updates them by finalising baselines and agreeing targets for the remainder of the LAA. This only applies to indicators that were not 'locked down' as part of the previous refresh process. These are indicators that have been identified by central government as being directly affected by the economic recession.

Purpose of Report

4. The purpose of this report is approve the refreshed LAA prior to submission to central government.
5. Two versions of the refreshed LAA are presented for Member approval:
 - The official version, which complies with the requirements of central government in terms of format and presentation. This version shows both the previously agreed indicators and the refreshed position. (Annex A)
 - A version that seeks to present the LAA in a more accessible and meaningful format that can be used locally and is consistent with the style and approach adopted for the CYC Corporate Strategy. (Annex B)

LAA Refresh Process

6. The 2009/10 LAA refresh process will only apply to the following designated indicators:
 - NI 116 – Proportion of Children in Poverty
 - NI 152 – Working age people on out of work benefits
 - NI 155 – Number of affordable homes delivered (gross)
 - NI 166 – Average Earnings of employees in the area
 - NI 171 – VAT registration rates
7. All other indicators have previously been agreed and ‘locked down’ with central government and cannot be re-opened for negotiation.
8. For indicators about the economy the guidance from central government is that the targets York are currently committed to, as part of the LAA refresh for 2008/09 will not be regarded as ‘locked down’ for the purposes of reward grant. It now wishes to finalise these for lock down as part of the refresh process for 2009/10.
9. Discussions and negotiations with GOYH have nearly concluded, the latest position for each of the indicators affected is as follows:
10. **NI 116 – Proportion of Children in Poverty** – York is already committed to a target of 11.2% by March 2010/11. However central government are seeking to change the definition for this indicator and the basis on which it is calculated. As yet no official negotiating brief or data has been published.
11. **NI 152 – Working age people on out of work benefits** – York is currently committed to a target of 6.4% by March 2010/11. The target was previously based on a trajectory showing a continuing decline in people in receipt of benefit in the City. This was set prior to the current economic recession, The Government have now indicated that the basis of this target can be altered to reflect the relative position against a national rate. We have reviewed our performance to date; discussions are on-going with GOYH with a view that the figure should be to maintain a 4.3 percentage points gap below the national figure by March 2010/2011.
12. **NI 155 – Number of affordable homes delivered (gross)** – York has agreed to reduce its target levels for all years of the LAA as the economic recession considers to exert pressure on the housing market. This means that the target figure for March 2010/11 has been changed from 350 to 252. Over the three year life of the LAA the number of affordable homes target has reduced from 795 to 549. This figure is subject to final negotiation and agreement with GOYH.
13. **NI 166 – Average Earnings of employees in the area** – This is measured by comparing York’s position with the national average. Our current commitment is to be at the national average by March 2011. Latest figures and estimates suggest that this is still a reasonable target although this is now based on much lower levels of economic activity than previously.

14. **NI 171 – VAT registration rates** – York is currently committed to a figure of 44.5 per 10,000 working age population – a figure of approximately 500 registrations per year. Latest figures suggest that this target remains realistic and should be finalised with GOYH.
15. The formal refresh process does not apply to York’s local LAA indicators. However the local indicators have also been updated where required for the final year of the LAA:
 - NI 54 Services for Disabled Children – This measure is based on a survey of parents of disabled children and is an area of excellence for York. The local targets have been projected forward on this basis.
 - NI 57 Children’s participation in sport – This measures the percentage of children and young people (aged 5-16) participating in at least 2 hours of high quality PE in school which is forecast to be 86% by the end of the LAA.
 - LI 5 Adult participation in physical activity – This has been updated based on the Talk About Results to achieve an increase of 1% per annum. The Just 30 Physical Activity Campaign will support achievement of this target.

Corporate Priorities

16. All LAA indicators and targets are an integral part of York’s Sustainable Community Strategy. City of York Council’s Corporate Strategy has been fully aligned with the Sustainable Community Strategy. The indicators to be refreshed and locked down directly relate to the Thriving City theme.
17. The LAA indicators are performance managed and reported via the CYC Corporate Performance Management system. In addition the WOW Executive Delivery Board closely monitor performance and delivery and report to the wider WOW Partnership on a regular basis.

Implications

18. **Financial** - LAA Operational Guidance states that ‘in agreeing targets for inclusion in LAAs, partnerships will want to consider how they will resource delivery of these priorities. Individual partners may wish to pool their mainstream resources, where this is possible. It also acknowledges that the Local Government and Public Involvement in Health Act, 2007 emphasises the need for cooperation, including the possibility of shared commissioning across the different public service providers to better meet the expectations of citizens.
19. **Equalities** – There are specific implications for LAAs in relation to the six Equality strands i.e. gender, race, disability, age, sexual orientation, and religion and belief. All bodies involved in LAAs have **General Duties** under the Race Relations (Amendment) Act 2000, the Disability Discrimination Equality Act 2006, and the Equality Act 2006. Further, the Equality Standard for the public sector, requires public sector partners to monitor the impact of improvement activities in relation to all six Equality strands. In the context of the LAA, partners need to consider how the delivery of LAA outcomes is impacting on each of the six strands.

20. **Legal** – The Local Government and Public Involvement in Health Act placed a statutory requirement on the local authority to develop a Sustainable Community Strategy and an LAA. It also created duty on named partners to co-operate with the authority.
21. **Crime and Disorder** – The LAA contains specific indicators in respect of: serious acquisitive crime rate, perceptions of anti-social behaviour, rate of proven re-offending by young offenders, re-offending rate of prolific and priority offenders, drug-related (Class A) offending rate.
22. **Human Resources / Information Technology / Property** – There are no implications in these areas.

Risk Management

23. Failure to approve the refreshed LAA would result in the Council missing national LAA Ministerial sign-off, which could damage the image and reputation of the council.

Recommendation

24. The Executive is recommended to approve the refreshed Local Area Agreement presented at Annex A in order for it to receive formal council approval on 4 February 2010 and WOW endorsement 11 February 2010 and comply with the central government timetable.

Reason: In order to meet the statutory requirement to refresh the LAA and meet central government deadlines.

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Report Approved

Date 07/01/10

Specialist Implications Officer(s)

Financial – Patrick Looker
Equalities – Evie Chandler
Others – Report Author

Wards Affected:

All

For further information please contact the author of the report

Annexes

A – Refreshed Local Area Agreement 2008 - 2011

B – York focused Local Area Agreement

| Priority | NI | Indicator(s), including those from national indicator set (shown with a *) | Baseline | Local Improvement Target (including those to be designated shown with a *) | | | Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *) |
|---|-------|---|---------------------------------------|--|---------|--|---|
| | | | | 2008/9 | 2009/10 | 2010/11 | |
| LOCAL IMPROVEMENT TARGETS (DESIGNATED) | | | | | | | |
| Inclusive City | NI 1 | % of people who believe people from different backgrounds get on well together in their local area* | 79.0% (Places Survey 2008) | N/A | - | 83.1%* | City of York Council* |
| Inclusive City | NI 4 | % of people who feel that they can influence decisions in their locality* | 31.5% (Places Survey 2008) | N/A | - | 34.3%* | City of York Council* |
| Inclusive City | NI 6 | Participation in regular volunteering * | 23.1% (Places Survey 2008) | N/A | - | 26.6%* | City of York Council* |
| Inclusive City | NI 7 | Environment for a thriving third sector* | 19.7% (Third Sector Survey 2008/9) | 19.7%* | 22.0%* | A measurable improvement, calculated in accordance with published OTS guidance. Based on the results of the 2008 national survey of third sector organisations it is estimated that the required improvement in York will be 4.5 percentage points. This remains an estimate. The final target will be confirmed once the 2010 national survey of third sector organisations has reported* | City of York Council* |
| City of Culture | NI 8 | Adult participation in sport * | 24.9% | 26.9% | 27.9%* | 28.9%* | City of York Council* NHS North Yorkshire & York |
| Safer City | NI 16 | Serious acquisitive crime rate* | 22.5 per 1,000 population | 20.3* | 19.3* | 18.3* | North Yorkshire Police (Crime & Disorder Reduction Partnership)* |

| Priority | NI | Indicator(s), including those from national indicator set (shown with a *) | Baseline | Local Improvement Target (including those to be designated shown with a *) | | | Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *) |
|------------|-------|--|---|--|--|--|---|
| | | | | 2008/9 | 2009/10 | 2010/11 | |
| Safer City | NI 17 | Perceptions of anti-social behaviour* | 11.2% (Places Survey 2008) | N/A | - | Meaningful Statistically Significant Improvement The result of the 2008 Place Based Survey minus the minimum change required to demonstrate a statistically significant improvement (calculated in accordance with Home Office advice). The final numerical value for the 2010-11 target will be confirmed by the Home Office once data for the 2010 Place Survey are available.* | North Yorkshire Police (Crime & Disorder Reduction Partnership)* |
| Safer City | NI 19 | Rate of proven re-offending by young offenders* | 1.91 (2005) | 1.82* | 1.74* | 1.66* | Youth Offending Team |
| Safer City | NI 30 | Re-offending rate of prolific and priority offenders* | For 2008/09 (April 07-March 08 = 131) For 2009/10 (Oct 07-Sept 08 =85) For 2010/11 (baseline to be confirmed) | 20% reduction in offences from 131 baseline (no more than 105 offences)* | 21% reduction in offences from 85 baseline (no more than 67 offences)* | The target will be arrived at by applying the common ratio 1.19 to the performance ceiling % target identified after the cohort has been refreshed* | Probation/LCJB* |
| Safer City | NI 38 | Drug-related (Class A) offending rate* | Out-turn for Jan-Mar 2008 cohort. Final data available July 2009. Emerging baseline = 1.13 | N/A | 1.05* | 0.98* | North Yorkshire Police (Drug & Alcohol Action Team)* |
| Safer City | NI 39 | Alcohol-harm related hospital admission rates* | 1,270 per 100,000 | 1,544 per 100,000* | 1,620 per 100,000* | 1,675 per 100,000* | NHS North Yorkshire & York* |

| Priority | NI | Indicator(s), including those from national indicator set (shown with a *) | Baseline | Local Improvement Target (including those to be designated shown with a *) | | | Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *) |
|-----------------------|---------------|--|---|--|--|--|---|
| | | | | 2008/9 | 2009/10 | 2010/11 | |
| Safer City | NI 47 | People killed or seriously injured in road traffic accidents* | 118 (2007) | 113* | 87* | 81* | City of York Council* |
| Healthy City | NI 56 | Obesity among primary school age children in year 6* | 15.6% | 15.4%* | 15.4%* | 15.4%* | NHS North Yorkshire & York* |
| Learning City | NI 81 | Inequality gap in the achievement of a level 3 qualification by the age of 19* | 30% (Academic year 2007) | 29%* (Academic year 2008) | 28%* (Academic year 2009) | 27%* (Academic year 2010) | Learning & Skills Council* |
| City of Culture | NI 110 | Young people's participation in positive activities* | 69.7% (TellUs3 2008/9) | N/A | 75%* | 79%* | City of York Council* |
| Healthy City | NI 112 | Under 18 conception rate* | 15.3% (2006) | -18%* | -34%* | -50%* | City of York Council* NHS North Yorkshire & ` |
| Safer City | NI 115 | Substance misuse by young people* | 11.9% (TellUs3 2008/09) | 12%* | 11%* | 9.2%* | City of York Council* |
| Inclusive City | NI 116 | Proportion of children in poverty* | 14% (2006) | 12.1%* | 11.6%* | 11.2%* | City of York Council* Jobcentre Plus |
| Inclusive City | NI 116 | Proportion of children in poverty* | Not available | Not available | Not available | Not available | City of York Council* Jobcentre Plus |
| Learning City | NI 117 | 16 to 18 year olds who are not in education, training or employment (NEET) * | 3.9% (Nov 07-Jan08) | 3.7% (Nov 08 - Jan 09) | 3.5% (Nov 09 - Jan 10)* | 3.3% (Nov 10 - Jan 11)* | City of York Council* |
| Healthy City | NI 120 | All-age all cause mortality rate* | Male 663 per 100,000 Female 440 per 100,000 (2006) | Male 658* per 100,000 Female 428* per 100,000 | Male 643* per 100,000 Female 419* per 100,000 | Male 628* per 100,000 Female 410* per 100,000 | NHS North Yorkshire & York* City of York Council |
| Healthy City | NI 130 | Social care clients receiving Self Directed Support (Direct Payments and Individual Budgets)* | 2.2% | N/A | 12.5%* | 30.5%* | City of York Council* |
| Healthy City | NI 135 | Carers receiving needs assessment or review and a specific carer's service, or advice and information* | 10.18% (2006/07) | 18.75%* | 20.18%* | 21.55%* | City of York Council* |

| Priority | NI | Indicator(s), including those from national indicator set (shown with a *) | Baseline | Local Improvement Target (including those to be designated shown with a *) | | | Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *) |
|-----------------------|---------------|--|---|--|---|---|---|
| | | | | 2008/9 | 2009/10 | 2010/11 | |
| Healthy City | NI 141 | Number of vulnerable people achieving independent living* | 66.8% | 68.5%* | 70%* | 72%* | City of York Council* |
| Thriving City | NI 152 | Working age people on out of work benefits* | 7.4% | 7.1%* | 6.8%* | 6.4%* | City of York Council* Jobcentre Plus |
| Thriving City | NI 152 | Working age people on out of work benefits* | N/A | N/A | N/A | 7.4% | City of York Council* Jobcentre Plus |
| Inclusive City | NI 155 | Number of affordable homes delivered (gross)* | 125 (5 year average) | 165* | 280* | 350* | City of York Council* |
| Inclusive City | NI 155 | Number of affordable homes delivered (gross)* | 125 (5 year average) | 151 | 146 | 252 | City of York Council |
| Inclusive City | NI 156 | Number of households living in temporary accommodation* | 242 (2004) | 170* | 120* | 110* | City of York Council* |
| Learning City | NI 163 | Working age population qualified to at least NVQ level 2 * | 73.3% APS | 75.8%* | 78.3%* | 80.8%* | Learning & Skills Coun |
| Thriving City | NI 165 | Working age population qualified to at least NVQ level 4 * | 33.8% APS | 34.8%* | 35.8%* | 36.8%* | City of York Council* Learning & Skills Council Yorkshire Forward (RDA) |
| Thriving City | NI 166 | Average earnings of employees in the area* | 0.9758 ratio to England average for 1997-2006 | 0.9758* | 0.99* | 1.00* | City of York Council* |
| Sustainable City | NI 167 | Congestion - average journey time per mile during the morning peak* | 3 min 24 sec | less than 3 min 26 sec* | less than 3 min 29 sec* | less than 3 min 32 sec* | City of York Council* |
| Thriving City | NI 171 | VAT registration rate * | 44.5 per 10,000 working age population | 34.7 per 10,000 working age population* | 39.6 per 10,000 working age population* | 44.5 per 10,000 working age population* | City of York Council* |
| Sustainable City | NI 186 | Per capita reduction in CO2 emissions in the local area.* | 6.7 tonnes | 4% reduction* | 8% reduction* | 12% reduction* (5.9 tonnes) | City of York Council* |
| Sustainable City | NI 187 | Tackling fuel poverty - people receiving income based benefits living in homes with a low energy rating* | low = 6.9% high = 60.4% (2008/9) | low = 6.9%* high = 60.4%* | low = 6.49%* high = 60.8%* | low = 6.09%* high = 61.2%* | City of York Council* |

| Priority | NI | Indicator(s), including those from national indicator set (shown with a *) | Baseline | Local Improvement Target (including those to be designated shown with a *) | | | Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *) |
|------------------|--------|--|-------------|--|---------|---------|---|
| | | | | 2008/9 | 2009/10 | 2010/11 | |
| Sustainable City | NI 191 | Residual household waste per household* | 663 kg | 640 kg* | 617 kg* | 611 kg* | City of York Council* |
| Sustainable City | NI 197 | Improved local biodiversity - active management of local sites* | 28%* (2008) | 35%* | 52%* | 64%* | City of York Council* |

| Priority | NI | Indicator(s), including those from national indicator set (shown with a *) | Baseline | Local Improvement Target (including those to be designated shown with a *) | | | Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *) |
|-------------------------|--------|---|--|--|--|---|---|
| | | | | 2008/9 | 2009/10 | 2010/11 | |
| LOCAL INDICATORS | | | | | | | |
| Inclusive City | NI 54 | Services for disabled children* | 65% | N/A | 66% | 67% | City of York Council* |
| City of Culture | NI 57 | Children's participation in PE and sport* | 77% | N/A | 85% | 86% | City of York Council* NHS North Yorkshire & York |
| Learning City | NI 102 | Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key Stages 2 and 4* | 30.3% (KS2) 31.2% (KS4) (2006/7 academic year) | 28% (KS2) 29% (KS4) (2007/8 academic year) | 26% (KS2) 27% (KS4) (2008/9 academic year) | 24% (KS2) 25% (KS4) (2009/10 academic year) | City of York Council* |
| Safer City | NI 111 | First time entrants to the Youth Justice System aged 10-17* | 2350 | 2185 | 2040 | 1900 | Youth Offending Team* |
| Healthy City | NI 128 | DELAYED - User reported measure of respect and dignity in their treatment* | DELAYED | DELAYED | DELAYED | DELAYED | City of York Council* |
| Healthy City | NI 139 | People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently* | 29.9% | 29.9% | - | 33.6% | City of York Council* |
| Learning City | NI 164 | Working age population qualified to at least NVQ level 3* | 53.9% APS | 56% | 58% | 60% | Learning & Skills Coun |
| Sustainable City | NI 188 | Adapting to climate change* | Level 0 | Level 1 | Level 1 | Level 2 | City of York Council* |
| Learning City | LI 1 | CYP8.10: % of pupils living in the 30% most deprived areas in the country (IDACI) gaining 5 A*-C, including maths and English, at GCSE | 25% (2005/6 academic year) 29% (2006/7 academic year) | 33% | 35% | 37% | City of York Council* |
| Thriving City | LI 2 | EDE1.4: Maintain percentage difference between York and regional median and 25% percentile figures for residents pay in York (av. gross weekly earnings). | 71.9% (average 02/07) | 72% (average 06/08) | 72% (average 07/09) | 72% (average 08/10) | City of York Council* |
| Healthy City | LI 3 | HCOP1.1: Reduce health inequalities within the local area, by narrowing the gap in all-age, all-cause mortality | Ratio: 1.34 (2005 average) | less than Ratio: 1.34 (2006-2008) | less than Ratio: 1.34 (2007-2009) | less than Ratio: 1.34 (2008-2010) | NHS North Yorkshire & York* City of York Council |
| Sustainable City | LI 4 | BVPI 219b: Conservation Area Appraisals undertaken | 1 | 4 | 2 | 2 | City of York Council* |
| City of Culture | LI 5 | LLC14: Adult (16+) participation in physical activity (5 times 30 mins a week) | 56.8% (2009/10) | N/A | N/A | 57.8% | City of York Council* |

York Local Area Agreement 2008 - 2011

| SCS Theme | LAA Measure | What is to be achieved between 2008 - 2011 in York [approximations] | Lead Partner | Co-lead Partnership | Lead CYC Director | Other Key Partners |
|-----------------|--|---|----------------------|---------------------|-------------------|----------------------------|
| City of Culture | Adult participation in sport (NI 8) | For 29% of adult residents participating in at least 30 minutes moderate intensity sport and active recreation on 3 or more days a week (CS) | York@Large | | LCCS | Sports Council England |
| City of Culture | Children's participation in PE and sport (NI 57) | Increase number of children doing sport and physical education. | York@Large | | LCCS | Sports Council England |
| City of Culture | Young people's participation in positive activities (NI 110) | A 10% increase in young peoples participating in any group activity led by an adult outside school lessons (CS) | YorOK Board | | LCCS | |
| City of Culture | Adult (16+) participation in physical activity (5 times 30 mins a week) (LI 5) | Increase the number of adults doing sport and physical activity regularly throughout the week | York@Large | | LCCS | Sports Council England |
| Healthy City | Obesity among primary school age children in Year 6 (NI 56) | A reduction to below 15.5% in children age 10/11 years judged obese or overweight (CS) | Healthy City Board | YorOK Board | LCCS | NHS North Yorkshire & York |
| Healthy City | Under 18 conception rate (NI 112) | Halve the numbers of teenage pregnancies compared to the number in 1998 (CS) | YorOK Board | | LCCS | NHS North Yorks Yc |
| Healthy City | All-age all cause mortality rate (NI 120) | Increase life expectancy of the population | Healthy City Board | | | NHS Yorks Yc |
| Healthy City | User reported measure of respect and dignity in their treatment (NI 128) | Ensure health service users feel they are are treated with respect and dignity | Healthy City Board | | HASS | |
| Healthy City | Social care clients receiving Self Directed Support (Direct Payments and Individual Budgets) (NI 130) | Increase the number of social care clients receiving support and payments | Healthy City Board | | HASS | |
| Healthy City | Carers receiving needs assessment or review and a specific carer's service, or advice and information (NI 135) | Increase by 10% the number of Carers receiving improved support | Healthy City Board | | HASS | |
| Healthy City | People over 65 who feel that they receive the information, assistance and support needed to exercise choice and control to live independently (NI 139) | Increase the number of people who say that over 65's receive the information, assistance and support needed to exercise choice and control to live independently (CS) | Healthy City Board | | HASS | |
| Healthy City | Number of vulnerable people achieving independent living (NI 141) | 72% of vulnerable people achieving independent living from a baseline of 66.8% (CS) | Healthy City Board | | HASS | |
| Healthy City | Reduce health inequalities within the local area, by narrowing the gap in all-age, all-cause mortality (LI 3) | Increase life expectancy in the most deprived areas | Healthy City Board | | HASS | Yorkshire Forward |
| Inclusive City | % of people who believe people from different backgrounds get on well together in their local area (NI 1) | Increase number of people who perceive they 'get on well together' in their local area | Inclusive York Forum | | CEX | |

| SCS Theme | LAA Measure | What is to be achieved between 2008 - 2011 in York [approximations] | Lead Partner | Co-lead Partnership | Lead CYC Director | Other Key Partners |
|----------------|---|---|-------------------------------|-------------------------------|-------------------|---------------------------|
| Inclusive City | % of people who feel that they can influence decisions in their locality (NI 4) | Increase number of people who think they can 'influence decisions' in their locality | Inclusive York Forum | | CEX | |
| Inclusive City | Participation in regular volunteering (NI 6) | Increase number of volunteers by 6000 | Inclusive York Forum | | CS | |
| Inclusive City | Environment for a thriving third sector (NI 7) | Over 22% of third sector organisations giving a positive rating of local statutory bodies' influence on the success of organisations in the local third sector (CS) | Inclusive York Forum | | CS | |
| Inclusive City | Services for disabled children (NI 54) | Improve the quality of services provided for and accessed by disabled children | YorOK Board | | LCCS | |
| Inclusive City | Proportion of children in poverty (NI 116) | We will have reduced the numbers of children living in poverty in the city to XX% from XX% - a reduction of over XXXX children (CS) | Inclusive York Forum | YorOK Board | CS | Yorkshire Forward |
| Inclusive City | Number of affordable homes delivered (gross) (NI 155) | At least 549 affordable homes delivered (gross) (CS) | Inclusive York Forum | | HASS | |
| Inclusive City | Number of households living in temporary accommodation (NI 156) | Reduce the number of households living in temporary accommodation to 110 (CS) | Inclusive York Forum | | HASS | |
| Learning City | Inequality gap in the achievement of a level 3 qualification by the age of 19 (NI 81) | Reduce the inequality gap by 3% of achievement at A level or equivalent | Lifelong Learning Partnership | YorOK Board | LCCS | Learn Sk CoL |
| Learning City | Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key Stages 2 and 4 (NI 102) | Reduce the achievement gap between pupils eligible for free school meals and their peers at Key Stages 2 and Key Stage 4 by 6% (CS) | YorOK Board | Lifelong Learning Partnership | LCCS | |
| Learning City | 16 to 18 year olds who are not in education, training or employment (NEET) (NI 117) | Reduce the numbers of 16 to 18 year olds who are not in education, training or employment to 3.3%, from a baseline of 3.9% (CS) | Lifelong Learning Partnership | YorOK Board | LCCS | Learning & Skills Council |
| Learning City | Working age population qualified to at least NVQ level 2 (NI 163) | Increase the number of people of working age who have 5 GCSE's or equivalent | Lifelong Learning Partnership | | CS | Learning & Skills Council |
| Learning City | Working age population qualified to at least NVQ level 3 (NI 164) | Increase the number of people of working age who have at least 2 A levels or equivalent | Lifelong Learning Partnership | | CS | |
| Learning City | % of pupils living in the 30% most deprived areas in the country (IDAC) gaining 5 A*-C, including maths and English, at GCSE (LI 1) | Increase the number of pupils in the most deprived areas gaining 5 A*-C, including maths and English, at GCSE | Lifelong Learning Partnership | YorOK Board | LCCS | |
| Safer City | Serious acquisitive crime rate (NI 16) | Reduce the serious acquisitive crimes by at least 18% (CS) | Safer York Partnership | | NS | North Yorkshire Police |
| Safer City | Perceptions of anti-social behaviour (NI 17) | Reduce the proportion of the public concerned with anti-social behaviour (CS) | Safer York Partnership | | NS | North Yorkshire Police |

| SCS Theme | LAA Measure | What is to be achieved between 2008 - 2011 in York [approximations] | Lead Partner | Co-lead Partnership | Lead CYC Director | Other Key Partners |
|------------------|---|--|-------------------------|---------------------|-------------------|----------------------------|
| Safer City | Rate of proven re-offending by young offenders (NI 19) | Reduce re-offending by young offenders | Safer York Partnership | YorOK Board | LCCS | Youth Offending Team |
| Safer City | Re-offending rate of prolific and priority offenders (NI 30) | Reduce re-offending of prolific and priority offenders | Safer York Partnership | | NS | North Yorkshire Probation |
| Safer City | Drug-related (Class A) offending rate (NI 38) | Reduce drug related crime by 10% | Safer York Partnership | | NS | NHS North Yorkshire & York |
| Safer City | Alcohol-harm related hospital admission rates (NI 39) | Limit hospital admissions caused by alcohol related illnesses to 1675 per 100,000(CS) | Safer York Partnership | Healthy City Board | HASS | NHS North Yorkshire & York |
| Safer City | People killed or seriously injured in road traffic accidents (NI 47) | Reduce the number of people killed or seriously injured by at least 40% compared to a 1994/98 average (CS) | Safer York Partnership | | CS | NHS North Yorkshire & York |
| Safer City | First time entrants to the Youth Justice System aged 10-17 (NI 111) | Reduce number of children and young people committing crimes for the first time | Safer York Partnership | YorOK Board | NS | Youth Offending Team |
| Safer City | Substance misuse by young people (NI 115) (% of young people reporting either frequent misuse of drugs/volatile substances or alcohol or both) | Reduce the number of young people misusing drugs | YorOK Board | | LCCS | |
| Sustainable City | Congestion - average journey time per mile during the morning peak (NI 167) | Limit the impact of congestion on the morning peak hour journey time(CS) | Environment Partnership | | CS | |
| Sustainable City | Per capita CO2 emissions in the local area (NI 186) | Reduced CO2 emissions in the LA area per capita by at least 0.8 tonnes (12% reduction) (CS) | Environment Partnership | | CS | Environment Agency |
| Sustainable City | Tackling fuel poverty - people receiving income based benefits living in homes with a low energy rating (NI 187) | Each year take a minimum of 50 households on benefits from a Standard Assessment Procedure (SAP) rating of below 35, to above 35. (CS) Each year take a minimum of 50 households on benefits from a SAP rating of below 65, to above 65. (CS) | Inclusive York Forum | | HASS | |
| Sustainable City | Adapting to climate change (NI 188) | Increase ability to deal with the pressures of climate change by identifying priority risks and actions to address them | Environment Partnership | | CS | Environment Agency |
| Sustainable City | Residual household waste per household (NI 191) | Decrease the amount of residual waste per household | Environment Partnership | | NS | |
| Sustainable City | Improved local biodiversity - active management of local sites (NI 197) | Increase the number of managed conservation sites | Environment Partnership | | CS | |
| Sustainable City | Conservation Area Appraisals undertaken (LI 4) | Increase the number of Conservation Area Appraisals undertaken | Environment Partnership | | CS | |

| SCS Theme | LAA Measure | What is to be achieved between 2008 - 2011 in York [approximations] | Lead Partner | Co-lead Partnership | Lead CYC Director | Other Key Partners |
|---------------|---|---|----------------------------------|-------------------------------|-------------------|---------------------------|
| Thriving City | Working age people on out of work benefits (NI 152) | Maintain the proportion of working age people on out of work benefits at 4.3 percentage points difference between the figure for York UA and the national figure (CS) | Economic Development Partnership | | CS | Yorkshire Forward |
| Thriving City | Working age population qualified to at least NVQ level 4 (NI 165) | At least 36% of working age population to have a degree level qualification, from a baseline of 33.8% (CS) | Economic Development Partnership | Lifelong Learning Partnership | CS | Learning & Skills Council |
| Thriving City | Average earnings of employees in the area (NI 166) | Increase the average wages in York compared to the national average | Economic Development Partnership | | CS | |
| Thriving City | VAT registration rate (NI 171) | At least 500 VAT registrations per year by the year 11/12 (CS) | Economic Development Partnership | | CS | Yorkshire Forward |
| Thriving City | Maintain percentage difference between York and regional median and 25% percentile figures for residents pay in York (av. gross weekly earnings) (LI 2) | Ensure average weekly earnings remain above the regional average for all wage earners | Economic Development Partnership | | | |