



## Notice of meeting of

### Executive Members for City Strategy and Advisory Panel

**To:** Councillors Steve Galloway (Executive Leader), Reid (Executive Member for City Strategy), Gillies (Chair), D'Agorne (Vice-Chair), Cregan, Hyman, Scott and Simpson-Laing

**Date:** Monday, 10 December 2007

**Time:** 5.00 pm

**Venue:** The Guildhall, York

### 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 Friday 7 December 2007**, if an item is called in *before* a decision is taken, *or*

**4:00 pm on Wednesday 12 December 2007**, 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 interests they may have in the business on this agenda.

**2. Minutes (Pages 3 - 12)**

To approve and sign the minutes of the meeting of the Executive Members for City Strategy and Advisory Panel held on 29 October 2007.

**3. Public Participation**

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Panel's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Friday 7 December at 5pm.

**BUSINESS FOR THE EXECUTIVE LEADER**

**ITEMS FOR INFORMATION**

**4. Chief Executive's Monitor Two Finance & Performance Report 2007/08 (Pages 13 - 34)**

This report presents the second performance monitor of 2007/08 for the Chief Executive's Directorate. It includes the latest position on the Directorate's local and best value performance indicators, an update on key projects and the latest projections against revenue expenditure.

**5. 2007/08 Second Monitoring Report Economic Development and Partnerships - Finance & Performance (Pages 35 - 46)**

This report presents the latest projections for revenue expenditure and capital expenditure for Economic Development and Partnerships, and performance against target for a number of key indicators that are made up of Best Value Performance Indicators, Customer First targets (letter answering) and Staff Management Targets (sickness absence).

**BUSINESS FOR THE EXECUTIVE MEMBER FOR CITY  
STRATEGY**

**ITEMS FOR DECISION**

**6. 2007/08 City Strategy Finance and Performance Monitor Two Report** (Pages 47 - 78)

This report presents the latest projections for revenue expenditure and capital expenditure for the City Strategy portfolio, and performance against target for a number of key indicators that are made up of Best Value Performance Indicators owned by City Strategy, Customer First targets (letter answering) and Staff Management Targets (sickness absence).

**7. 2007/08 City Strategy Capital Programme: Monitor 2 Report** (Pages 79 - 98)

This report sets out progress to date on schemes in the City Strategy Capital Programme for 2007/08. It reports on budget spend to the end of October 2007, which is seven months into the capital programme year, gives an update on any scheme works that have occurred since the end of October to give a more accurate picture of progress, and any adjustments that need to be made, and asks the Executive Member for City Strategy to approve the amendments to the 2007/08 budget.

**8. Petition for Residents Parking - Holgate Bridge Gardens** (Pages 99 - 106)

This report responds to a petition that requests the introduction of a residents parking scheme for Holgate Bridge Gardens.

**9. Petition from Residents of North Moor Road re. Huntington Primary School Safety Zone** (Pages 107 - 120)

This report advises Members of the receipt of a petition from 16 residents who object to having the current speed humps, which form part of the Huntington Primary School Safety Zone, adjacent to their properties. It outlines options for Members' consideration and seeks approval of the recommendation not to make changes to the current arrangements.

**10. Public Rights of Way - Petition Seeking Closure of the Snicket leading from Carrfield, Woodthorpe into Heron Avenue, Foxwood (Pages 121 - 134)**

This report responds to a petition signed by 22 residents living in the Woodthorpe area, requesting the closure of the snicket leading from Carrfield into Heron Avenue, because of problems with criminal activity and anti-social behaviour. It recommends leaving the snicket open to public use, as the criteria for a Gating Order, which would allow for the restriction of public access along it, has not been met.

**ITEMS FOR INFORMATION**

**11. Drainage in York (Pages 135 - 164)**

This report reviews the effects on the drainage system in York as a result of the rainfall events which occurred during June 2007. It also advises Members on the relationships between the various organisations who deal with the discharge of surface water from within the city. The report reviews the gully cleaning service in line with the motion to Full Council on 4 October 2007 and examines options to improve maintenance of the highway drainage assets.

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

Democracy Officer

Sarah Kingston  
Tel. (01904) 552030  
sarah.kingston@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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### Would you like to speak at this meeting?

If you would, you will need to:

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

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

### Further information about what's being discussed at this meeting

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

### Access Arrangements

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

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

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### **Holding the Executive to Account**

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

### **Scrutiny Committees**

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

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

### **Who Gets Agenda and Reports for our Meetings?**

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
- Relevant Council Officers get copies of relevant agenda and reports for the committees which they report to;
- Public libraries get copies of **all** public agenda/reports.



City of York Council

Minutes

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MEETING	EXECUTIVE MEMBERS FOR CITY STRATEGY AND ADVISORY PANEL
DATE	29 OCTOBER 2007
PRESENT	COUNCILLORS STEVE GALLOWAY (EXECUTIVE MEMBER), REID (EXECUTIVE MEMBER), GILLIES (CHAIR), D'AGORNE (VICE-CHAIR), CREGAN, SCOTT, SIMPSON-LAING AND MOORE (SUBSTITUTE)
APOLOGIES	COUNCILLOR HYMAN

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**47. 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.

Cllr Scott declared a personal interest in Agenda Item 4 Fulford Road Corridor (minute 50 refers) as a former member and Chair of Fulford Parish Council, and as a resident of Fishergate.

**48. Minutes**

RESOLVED: That the minutes of the last meeting held on 10 September 2007 be approved and signed as a correct record.

**49. Public Participation**

It was reported that there had been the following registrations to speak under the Council's Public Participation Scheme.

Representations were received from a resident regarding Agenda Item 8, Millfield Lane/Low Poppleton Lane Traffic Regulation Order Objections regarding the rising bollards on Low Poppleton Lane. She raised issues relating to parking, traffic flow, and the current bus service routes.

Representations were received from Cllr Aspden, Ward Councillor, on Agenda Item 4, Fulford Road Corridor. He raised issues regarding the widening of Naburn Lane and the A19, the loss of verges and trees on Heslington Lane, bus services, loss of on-street parking on Heslington Lane and near St Oswalds Church, and the pedestrian refuge at Elliot Court.

Representations were received from a representative of the Ramblers Association on Agenda Item 9, Public Rights of Way – proposal to restrict public pedestrian rights over two snickets leading from Carrfield into Chantry Close and Carrfield into Foxton, Woodthorpe. He stated that the snicket is used and provides a safe route and a short cut, and that the closure should be dusk to dawn.

He also made representations regarding Agenda Item 10, Public Rights of Way – Proposal to restrict public pedestrian rights over the snicket at the side of 14 Bellhouse Way Foxwood. He stated that the path is well used and that closure of this snicket could have an effect on the local area.

He also made representations regarding Agenda Item 11, Public Rights of Way – Proposal to restrict Public Rights over Alleyways in Clifton, Guildhall and Micklegate Wards York, stating that he supported the recommendations of the report.

## **50. Fulford Road Corridor**

Members received a report which outlined the results of a multi-modal transport feasibility study of the A19 Fulford Road corridor, covering the length from Skeldergate Bridge and Tower Street in the north to the Designer Outlet (just south of the A19 / A64 interchange) in the south together with the associated feeder roads.

The report presented the following options for consideration:

- To do nothing;
- To introduce corridor wide bus priority measures;
- To increase junction capacity by widening to provide extra road space;
- To introduce bus priority with queue relocation and gating of traffic;
- To provide additional facilities for pedestrians and cyclists.

The specific improvement measures that were proposed were set out in paragraphs 57-62 of the report.

A representative from Halcrow made a presentation to Members covering background, issues, what is wanted to be achieved, options available, possible improvements and phasing, scheme impacts, and next steps.

Members discussed bus priority measures, cycle lanes, effect on car journey times, the Fishergate gyratory, and the importance of involving Ward Councillors in the consultation process.

### Advice of the Advisory Panel

That the Executive Member for City Strategy be advised :

- a) To note the contents of the report and outcome of the study;
- b) Approve that the proposals in paragraphs 57, 59, 60, 61 and 62 of this report, together with improvements linked to the Germany Beck development, should form the basis of the improvement strategy for the corridor;
- c) To agree that cyclists should be encouraged to use Cemetery Road, Kent Street and alongside the Barbican site rather than the section of the corridor north of the Cemetery Road junction;
- d) To agree that the proposed improvement measures are further developed, public consultation carried out, and the findings reported back to this panel.

- e) To approve that Officers review at the earliest opportunity the Fishergate gyratory.

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reasons :

- a) For background information and for assisting in the decision making process.
- b) To improve transport conditions along the corridor for high priority user groups and to minimise environmental impact on the corridor.
- c) To indicate the cycling strategy for the northern end of the corridor.
- d) To seek the public views on the proposed improvement measures and to help to develop those measures.
- e) To progress the scheme.

**51. Petitions concerning the junction of Main Street, Knapton with the A1237**

Members received a report which advised them of the receipt of two petitions, one which requested the closure of Main Street, Knapton at its junction with the A1237, and one which opposed this idea. The report also referred to additional consultation on this issue carried out by the Parish Council.

The report presented the following options for consideration:

- Option One - To leave the junction as it is;
- Option Two - To ask officers to carry out a feasibility study on either closing the road or prohibiting the right turns in and out of the junction.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to note the content of the two petitions and the further consultation feedback reported at the meeting, and approve Option 2

(To ask Officers to carry out a feasibility study on either closing the road or prohibiting the right turns in and out of the junction. This study would involve gathering traffic survey information to help assess the likely impact on the local road network of altering the way this junction currently operates. The outcome of such a study would then be reported back to enable Members to decide if a scheme should be put forward for possible inclusion in the Transport Capital Programme for 08/09).

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reason : To respond to local residents concerns.

**52. Rufforth School safety zone and associated speed management measures**

Members received a report which sought approval to make permanent the two temporary chicanes on the B1224 Wetherby Road, to extend the existing 30mph speed limit on Wetherby Road, and to implement a number of other minor signing improvements in the vicinity of the School Safety Zone.

The report presented the following options for consideration:

- Option One - To implement the original proposals, as identified in the consultation leaflet (Annex C);
- Option Two – To implement the revised proposals as shown on the drawing in Annex F, plus any other amendments that were considered necessary;
- Option Three – Not to implement the proposals and remove the temporary chicanes, together with the associated signing and road markings.

Members noted that the opinion of residents was divided on this issue.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to :

- a) Approve the revised proposals as shown in Annex F (in accordance with Option Two above) for implementation in the 2007/08 capital programme;
- b) Request that Officers report back to an Officer In Consultation (OIC) meeting to authorise the installation of a Vehicle Activated Sign at the north-western entry point to the village (on the Wetherby side), should the monitoring of traffic speeds determine this to be necessary, following the introduction of measures in accordance with Recommendation a) above.
- c) Request that Officers report back to an OIC meeting to authorise the installation of 'five-bar' gate arrangements at the two other entry points to the village (on the York and Askham Richard sides), should this be considered appropriate after assessing the success of this measure on the Wetherby Road approach.

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reasons :

- (a) To retain a form of effective traffic calming outside the primary school in order to maintain low vehicle speeds, thereby creating a safer environment for school children and village residents.

- (b) To enable further steps to be taken to reduce traffic speeds on the approach to the village from the Wetherby direction, should the speed monitoring exercise indicate that average approach speeds are excessive.
- (c) To enable further steps to be taken to reduce traffic speeds on the approaches to the village from the York and Askham Richard directions, should Officers consider that the 'five-bar' gate arrangement has had a positive effect at the Wetherby approach to the village.

**53. York City Football Club Traffic Management Plan**

Members received a report which brought to the attention of the Advisory Panel concerns regarding safety and traffic management outside the York City Football Club stadium on Grosvenor Road and sought approval on how this matter should be taken forward.

The report presented the following options for consideration:

- To take no more action on this matter;
- To approve the continued investigation and further consultation and for the results to be reported to a subsequent Executive Member & Advisory Panel meeting;
- To approve the continued investigation and further consultation and for the results to be reported to a full Officer in Consultation meeting along with the comments of the Ward members and Transport representatives from each political group.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to approve further investigations into this issue with the Police, Safety Advisory Group and Football Club and report the findings/recommendations back to an Officer in Consultation meeting.

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reason : To enable a better informed decision on this matter to be made at a later date.

**54. Millfield Lane/Low Poppleton Lane Traffic Regulation Order Objections**

Members received a report which brought to their attention the receipt of objections to a proposed change to the existing road closure at the above junction and sought approval to overturn the objections and implement the Traffic Regulation Order in due course.

The report presented the following options for consideration:

- Option A – To uphold the objections and refer back to the Planning Committee;
- Option B – To advertise a revised set of restrictions that either relaxes the control to allow additional vehicles through the control point or further restricts the class of vehicle permitted through the closure point;
- Option C – To implement the restrictions as advertised.

Members discussed the bus routes in the area and the use of the bus service, and the need for consultation with the Parish Council.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised :

- (i) To implement the proposals as advertised and inform the objectors of this decision;
- (ii) To look at the turning circle on Low Poppleton Lane;
- (iii) To contact the relevant bus companies regarding the proposals.

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reason : Local Plan Policy (T7c) adopted by the City of York Council requires development sites of this scale and nature be served by a regular bus service within 400m offering a daytime frequency of 20 minutes. In this case the number of additional vehicles per hour would rise by just 6 unless the bus company increase their service to every 15 minutes in which case the number of additional vehicles per hour will be 8.

The use of a controlled access point that allows only buses through is the only practical way of achieving this outcome without opening up the route to all classes of vehicle.

**55. Public Rights of Way - Proposal to restrict public pedestrian public rights over two snickets leading from Carrfield into Chantry Close and Carrfield into Foxton, Woodthorpe**

Members received a report which presented a proposal to restrict public pedestrian rights along the two snickets leading from Carrfield into Chantry Close and Carrfield into Foxton, using new legislation under Section 129A of the Highways Act 1980, as amended by the Clean Neighbourhoods and Environment Act 2005.

The report presented the following options for consideration:

- Option A – To do nothing and leave both snickets open to public use;

- Option B – To restrict public pedestrian rights over both snickets by means of Gating Orders under S129A of the Highways Act 1980.

Members discussed issues surrounding night time closures and the costs involved, anti-social behaviour and crime issues, and the safer route to school issue.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to :

- (i) Note any outstanding objections;
- (ii) Approve that it be delegated to Ward Members and the Director of City Strategy to make robust arrangements for the locking and unlocking of gates for night time closure, with the exact hours to be decided following consultation with residents and Ward Committee, and that the situation be reviewed after a period of 12 months;
- (iii) Authorise the Director of City Strategy to instruct the Head of Civic, Democratic and Legal Services to make a Gating Order for each snicket in accordance with S129A of the Highways Act 1980, as amended.

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reason : The reason for making this decision is that it meets the criteria of the legislation, as set out in paragraphs 3, 4 and 5 where restriction of public rights over these two routes would be to the benefit of the local community and that there are reasonably convenient alternative routes available.

**56. Public Rights of Way - Proposal to restrict public pedestrian rights over the snicket at the side of no. 14 Bellhouse Way, Foxwood**

Members received a report which presented a proposal to restrict public pedestrian rights along the snicket leading from Bellhouse Way into Houndsway, Foxwood, using new legislation under Section 129A of the Highways Act 1980, as amended by the Clean Neighbourhoods and Environment Act 2005.

The report presented the following options for consideration:

- Option A – To do nothing and leave both snickets open to public use;
- Option B – To restrict public pedestrian rights over both snickets by means of Gating Orders under S129A of the Highways Act 1980.

Members discussed the usage of the snicket.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to recommend Option B, and resolve to:

- (i) Note any outstanding objections; and
- (ii) Authorise the Director of City Strategy to instruct the Head of Civic, Democratic and Legal Services to make a Gating Order for the snicket in accordance with S129A of the Highways Act 1980, as amended.

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reason : The reason for making this decision is that it meets the criteria of the legislation, as set out in paragraphs 3, 4 and 5 where restriction of public rights over this route would be to the benefit of the local community and that there are reasonably convenient alternative routes available.

**57. Public Rights of Way - Proposal To Restrict Public Rights Over Alleyways In The Clifton, Guildhall And Micklegate Wards, York**

Members received a report which considered the restriction of public rights over 25 alleyways in the Clifton, Guildhall and Micklegate Ward areas, using crime prevention legislation under Section 129A of the Highways Act 1980, as amended by the Clean Neighbourhoods and Environment Act 2005.

The report presented the following options for consideration:

- Option A – To restrict public rights over all the alleys;
- Option B – To do nothing and let public rights remain over all the alleys;
- Option C – To restrict public rights over all the alleys, excluding the Finsbury Street alleyway for which there had been 3 objections from residents.

Officers updated that there had been an objection from a resident of Millfield Road regarding Millfield Road/Nunthorpe Avenue, stating that the level of crime was not sufficient to warrant closure, and that an increase in police patrols would be a better option than closure.

Members discussed the proposals in the report and highlighted the importance of Ward Councillor involvement in these issues.

Advice of the Advisory Panel

That the Executive Member for City Strategy be advised to accept Option C, and resolve to:



1. Note any outstanding objections and decide whether or not it would be in the best interests of the local community to make the Orders recommended in 2. below and :
2. Authorise the Director of City Strategy to instruct the Head of Civic, Democratic and Legal Services to make Gating Orders for each of the 24 above mentioned alleys (excluding Finsbury Street), in accordance with S129A of the Highways Act 1980, as amended.

Decision of the Executive Member for City Strategy

Resolved : That the advice of the Advisory Panel be accepted and endorsed.

Reason : The reason for making this decision is that it meets the criteria of the legislation, as set out in paragraphs 3, 4 and 5 of this report, which allows the closure of alleys found to be facilitating the commission of criminal and/or anti-social behaviour.

Cllr SF Galloway  
Executive Leader

Cllr Reid  
Executive Member for City Strategy

Cllr Gillies  
Chair of Advisory Panel  
The meeting started at 5.40 pm and finished at 8.10 pm.

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## Meeting of Executive Members for City Strategy & Advisory Panel

10<sup>th</sup> December 2007

Report of the Director of People & Improvement

### **CHIEF EXECUTIVE'S MONITOR TWO FINANCE & PERFORMANCE REPORT 2007/08**

#### **Summary**

1. This report presents the second performance monitor of 2007/08 for the Chief Executive's directorate.

It includes:

- the latest position on the directorate's local and best value performance indicators.
  - an update on key projects.
  - the latest projections against revenue expenditure.
2. The report is for information purposes only and Members are asked to note the performance and financial position.

#### **Executive Summary**

3. An overall satisfactory position against performance at this mid year point.
  4. Good progress continues to be made against the directorate's key projects: Key examples are:
    - detailed preparations for the Comprehensive Performance Assessment (CPA.).
    - on-going support to the Pay & Grading Project;
    - delivering key parts of the Organisational Effectiveness Programme (OEP);
    - delivery against actions supporting Attendance Management.
- Six out of the ten directorate management measures have met their directorate targets, with eight meeting their corporate targets.

- The directorate has consistently performed excellently in processing invoice payments during July, August and September with this quarter averaging 99.14%, with a cumulative result currently standing at 95.34%, exceeding the corporate target of 95%.
- The Recruitment Pool has achieved a cashable efficiency saving of £90k over the first two quarters of this year and looks set to improve significantly over the remaining two quarters.
- A mid year budget position with a forecasted £40k overspend.

5 Areas where improvement has been identified are:

- Equalities - Action plans have now been put in place to improve the Councils equality processes and systems to support embedding equalities.
- Attendance Management – Amongst a range of initiatives, the Council's Attendance at Work Policy was implemented on the 1<sup>st</sup> October, with a programme of supporting actions to improve staff turnover and sickness absence.
- Health & Safety - work continues to promote a culture of health and safety across the organisation in conjunction with the Council's Corporate Management Team (CMT), the Corporate Health & Safety Steering Group (HSSG) and in liaison with the Health & Safety Executive (HSE). With the recent resignation of our Health and Safety Manager we have implemented interim arrangements which cover this specialist post. Given the context of a strategic intervention programme from the HSE and a prosecution pending, it is imperative that we have extremely robust arrangements.
- Telephone Response Times (Directorate) - Although some improvement has been made in the directorate's telephone response times since last quarter, Service Managers are continuing to investigate further those areas impacting on the Directorate's overall performance.

## **Background**

- 6 This is the second of three monitoring reports for 2007/08 covering the period 1<sup>st</sup> July to 30<sup>th</sup> September 2007. A final year end out-turn report will be presented in June 2008.
- 7 The report includes those measures, which can be reported upon mid year, for both corporate, and directorate owned measures, on an exception basis (see Annexes 1 & 2). Progress against the directorate's

annual<sup>1</sup> measures will be reported upon in the 07/08 annual out-turn report.

- 8 The report also includes an update on key projects that the directorate is leading on and the latest forecasts for revenue expenditure which are based on the projections made by services managers (Annex 3).
- 9 The targets set for 2007/08 demonstrate the expectation of performance, given present resources, and indicate what service improvement is reasonable to expect. The direction of performance compared to the previous year shows whether improvement is being made towards meeting these targets.
- 10 The directorate is continually working towards improving the quality of the data reported and work is on-going to ensure that the information provided is robust and accurate in order to improve decision making based on the results.

## **Performance Overview (CORPORATE) (Annex 1 Refers)**

### **Summary**

- 11 Three out of the seven corporate equality indicators are on target and all seven measures are either stable or improving, with the exception of one, namely *'the top 5% of earners who are women'*, which has fallen slightly against the 06/07 year end comparison. The reassessment of the directorate's approach to equalities will help to support progress towards promoting equalities, as will the work being carried out as part of the Pay and Grading Review.
- 12 In terms of corporate staff health, well-being and turnover indicators, improvement can be seen against all but one of the measures in this current quarter, the exception is staff turnover, when compared to the same period in the previous year.

### **Promoting equalities**

- 13 Since monitor one, an in-depth assessment has been made to evaluate progress against actions in the Strategy and the range of requirements set out in the Equality Standard (recently revised and now a "harder test"). Progress against legislative equality duties has also been reviewed.
- 14 This assessment has identified improvement areas in the Council's equality processes and systems. These relate to equality impact assessments, equality performance monitoring and equality training.

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<sup>1</sup> The results of some of the directorate's indicators are only reportable 6 monthly, annual or 18 monthly due to the type of measure, e.g. survey based (customer or staff perception measures) or the results are too small to warrant more frequent measurement.

Improvements have also been identified in relation to the adequacy of the Council's response to recent equality legislation – in particular the service related elements of the duty to promote gender equality.

- 15 Action plans have now been put in place to address these areas for improvement. These include development of an updated Equality Strategy, community engagement initiatives focussed around the gender duty, priority equality impact assessment work. These have been agreed and signed-off by the Corporate Management Team, who have committed to helping embed equalities. Equalities will therefore be a key focus on their agenda and for the Equality Leadership Group (which includes the Executive member for youth and social inclusion). A reprioritisation bid for extra temporary resources has also been submitted as part of the budget process to support the Equalities Team in implementing the equalities actions.
- 16 These actions, together with a leadership commitment to equalities, have the potential to address the main equality related issues that face the Council. We intend to re-evaluate the Council's position in relation to the Equality Standard, as meeting the Equality Standard is a much harder test and a realistic goal will be to achieve the more extensive requirements of the Equality Standard next year.
- 17 Linked to the above, the council's performance on employment related equality indicators remains variable. The percentage of senior women in the top 5% of earners has reduced from 39.27% at the end of 2006/07 to 37.38%. Marginal change can also be seen in the percentage of disabled employees, which has fallen from 2.15% in 06/07 to 2.11%.
- 18 However, the percentage of disabled staff in the top 5% of earners has increased from 2.51% at the 06/07 year end position to 3.76%, exceeding the current year target of 3%. The percentage of ethnic minority staff has also shown a marginal increase to 1.31%.

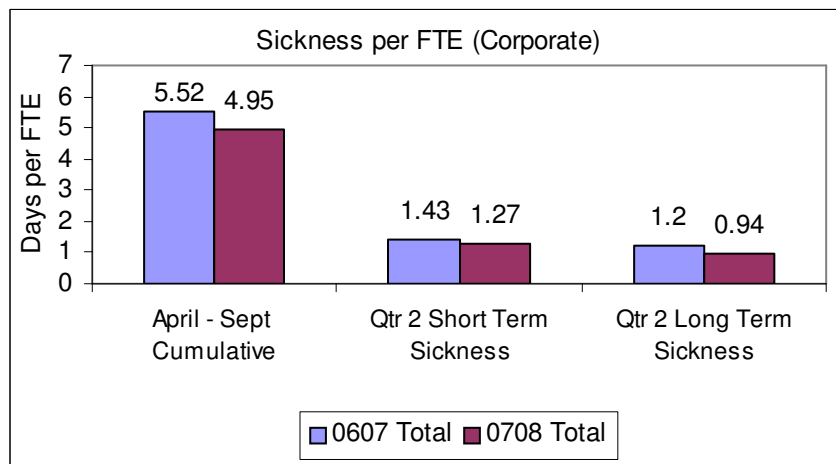
## **Staff Health, Wellbeing and Turnover**

### Staff Sickness & Stress

- 19 Attendance at work is a key service priority.
- 20 The Council's Attendance at Work Policy was implemented on the 1st October 2007. Bespoke training for managers will commence at the end of November, and additional training to support key roles and responsibilities is being developed along with the implementation of a comprehensive communication plan to further support the policy implementation and embed the changes within the council.
- 21 Although starting from very high, bottom quartile levels, performance is encouraging, especially in light of the various attendance initiatives being rolled out across the organisation. Although full implementation

and the required cultural change will take a number of years, remaining quarters should see a continued improvement in attendance levels.

- 22 The current position on corporate health performance indicators in relation to sickness and stress are all improving, compared to the equivalent quarter in 2006/07.
- 23 Overall quarter 2 results are better than the previous quarter 2 results last year, with 2.21 days lost as opposed to 2.63 days.
- 24 The cumulative figure at the mid year point is 4.95 days against a target of 12 days, comparing favourably against the 06/07 position of 5.52 days. This shows a positive direction of travel.
- 25 Both short and long term sickness are also reflecting reductions to the same comparative quarter 2 06/07. See graph below.



- 26 In a similar manner, stress is showing marginal improvement from 0.45 days reported last year to 0.43 days for the same period this year, with a mid year cumulative of 0.98 days against a target of 2.00 days. It is possible that the overall performance will be improved on 06/07, but may not be sufficient to achieve the overall target.

Staff Turnover

- 27 The majority of turnover this quarter is due to the end of the teachers' school year, traditionally when a significant proportion of resignations in LCCS occur. However, there are also signs that the ongoing pay and benefits review may be having an impact as people look for jobs elsewhere due to the uncertainty about their own pay prospects at the council.
- 28 The new corporate recruitment strategy which is currently being developed, will help to minimise any impact on service delivery, however, it is anticipated that the 11.5% target will not be achievable this year, with the current cumulative figure standing at 7.50% at mid year

point. The likely year end out-turn is forecast to be under 12%, but the 11.5% target is now looking slightly ambitious.

#### Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR)

- 29 There were 9 reportable RIDDORs in the second quarter, which shows a marked reduction on quarter 1 which had 23 occurrences, giving an overall total of 32 for the first half of the year against a target of 59 . It should be noted, however, that the number of RIDDORs is still disproportionately high compared to other similarly sized authorities and despite a much greater push on health and safety issues across the council it is unlikely that the target of 59 will be met.

### **Performance Overview (DIRECTORATE) (Annex 2 Refers)**

#### **Summary**

- 30 The directorate management indicators are showing good results at this mid way point with six out of the ten measures having met their directorate targets and eight meeting their corporate targets.
- 31 The directorate's customer first results remain stable. Three out of the four reportable measures are meeting their targets with letter response times exceeding the corporate standard. Although improvement has been achieved since the first quarter, on-going work is continuing to bring about further improvement to telephone call response times.
- 32 The directorate's staffing measures are in the main showing good results.

#### **Directorate Management**

##### **Finance Measures**

##### Invoices

- 33 The directorate has consistently performed excellently in processing invoice payments during July, August and September. This is as a direct result of changes made following regular data monitoring. The directorate's average for quarter 2 is 99.14% compared with 90.77% in the previous quarter, giving a cumulative average of 95.33% to date. Maintaining this standard will result in the directorate's target of 94%, and the corporate target of 95%, being achieved.



## **Customer First Results**

### Letters

- 34 97.17% of letters (representing 2,406 out of 2,476) were responded to within the Councils 10 working day standard between 1 April 2007 and 30 September 2007. This exceeds the 95% corporate target by 2.17%, but falls short of the directorate's more ambitious target of 99%.
- 35 The directorate's target is mainly being affected by performance in two service areas (Legal and Civic). Legal have a number of complex cases to deal with, especially in the Child Care Team, and delays can occur when information is required from third parties. Improvement is seen in this current quarter standing at 96.45% for Legal, which exceeds the corporate target. The Civic Office has also brought about changes which will bring the directorate's performance closer to its higher performance target.

### Visitors

- 36 All 795 visitors to the Guildhall Reception, and all of the 662 enquirers needing to speak to another officer, were dealt with within the Councils 10 minute standard, during quarter 2. This maintains performance in this area for the year to date, where a cumulative total of 1,764 visitors have been seen and 1,420 have received further help.

### Complaints

- 37 There were no stage 2 or stage 3 complaints received.

The exception to the above good performance is:

### Telephone Response Times

- 38 The percentage of calls being answered within 20 seconds in the second quarter has improved, rising by 2.64% to 93%, giving an overall average of 92% for the first six months of the year. This represents 28,764 out of 31,400 calls answered within 20 seconds between 1<sup>st</sup> April 2007 and 30 September 2007. To achieve the corporate target of 95% and the directorate's slightly higher target of 96%, Service Managers are seeking further improvements within the directorate in this area.

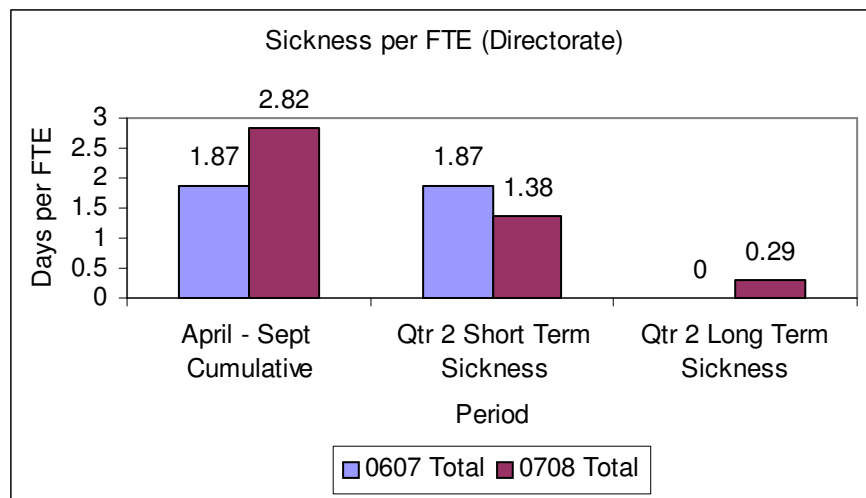
## **Staff health, well-being and turnover**

### Sickness & Stress

- 39 Sickness days per FTE for the second quarter of the year for Chief Executive's directorate is currently standing at 1.67 days per FTE and shows improvement compared to the same period in 2006/07, where the sickness figure for the directorate was 1.87 days per FTE.
- 40 The cumulative position for the first six months is 2.82 days per FTE

compared to 1.87 at this time last year but is still on target to meet its stretched target of 7 days per FTE. This result compares favourably with the overall corporate result for the same period which is 4.95 days.

- 41 Sickness is monitored regularly and stricter protocols and manager guidance have been put in place. A Managers Workshop for all the Chief Executive's Service Managers has also helped to reinforce key messages and actions to support further improvement in this area.
- 42 Long term and short term sickness has been broken down and is illustrated in a graph below, comparing the current and previous years quarter 2 period. This clearly shows that short term sickness is improving, with a slight rise in long term sickness.



- 43 Stress related absence remains relatively stable at 0.17 days per FTE at the half year point, and looks set to meet the corporate target of 2.0 days per FTE and the more ambitious directorate target of 1.4 days per FTE.

Turnover

- 44 Over the past 6 months there have been 13 leavers within the directorate, 8 of which were within the last 3 months. This constitutes a 9% turnover at the mid year point and is higher than the same period in the previous year. The size of the directorate means that turnover figures can be affected by a very small number of leavers. Current performance will therefore be monitored accordingly.

Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR)

- 45 Directorate performance on RIDDOR accidents is excellent, with no reportable accidents occurring in this reporting period. This is the same as last quarter.

## **Service Plan Key Actions/Projects**

46 Each service area has identified a number of key activities through the service planning process which are critical to the success of the directorate and the authority. Below are updates on the recent activities supporting progress in these areas.

### Pay and Grading

47 The Council's pay and grading programme continues to make good progress despite facing a complex legal environment with fast changing case law, equal pay claims and the actions of "no win no fee" solicitors. A number of equal pay grievance hearings have been held with settlements being reached in some cases. The first equal pay Employment Tribunal claims against the Council have been listed for a full hearing in April 2008 and the Council is currently considering its position on this matter.

48 Negotiations with the trades unions, the General, Municipal and Boilermakers Union (GMB), Unison and Unite, (Transport & General Section) opened on 30 August 2007 leading to an early agreement on the key principles of modernising the Council's pay and benefits structure. Following agreement with the Trades Unions, the Council has made offers of payment to bonus earners in Neighbourhood Services that will accompany the removal of bonus effective from 1st January 2008, subject to a ballot to be held in late November 2007.

49 Moderation of job evaluation scores has now been concluded in order to ensure consistency across the Council. A rank order of jobs has been shared with the Trades Unions for discussion along with a number of possible new pay and grading structures. Significant progress has also been made in discussions to simplify and modernise allowances.

50 It has been agreed with the trades unions to target 31st December 2007 for completion of a collective agreement with the effective date of implementation being 1st April 2008. A number of briefing notes have been issued to staff with further communications planned throughout November and December.

### Staff Survey (corporate)

51 Findings from the staff survey and how we are using the results are being fed back to staff before Christmas. The feed back leaflet will include both corporate and directorate results.

### Staff Survey (directorate)

52 Staff focus groups have been held in the directorate to explore key areas for improvement. The results are currently being analysed and will be reported back to the Directorate Management Team shortly. In

addition the learning from holding team based focus groups will be reported to the Corporate Management Team on the overall success of the approach, with a view to identifying priorities for the authority from the results of the overall exercise.

#### Comprehensive Performance Assessment (CPA)

- 53 Significant progress has been made on preparing the Council's CPA self-assessment during the past few months. Underpinned by an extensive consultation and involvement process – encompassing partners, members and senior officers - the self-assessment reflects the Council's track record of achievement whilst recognising the improvements it needs to make to its supporting corporate systems and processes.
- 54 The self assessment is due for submission in mid-December and will be followed by on-site inspection in late January/early February 2008. Preparations for this on-site inspection are also well advanced supported by extensive communication and engagement initiatives.

#### Organisational Effectiveness Programme (OEP)

- 55 Good progress continues to be made in delivering key parts of the OEP with extensive work on embedding the refreshed corporate strategy as one of its central planks.
- 56 The OEP has now been realigned to support the refreshed strategy and now incorporates the areas for improvement specifically identified by the CPA self-assessment process. A range of actions emerging from the latter have been prioritised for completion by 31<sup>st</sup> March 08 in order that they have the potential to have a positive impact on the CPA process. The updated OEP will be presented to members for sign-off in due course.

#### Leadership & Management Standards (LAMS)

- 57 The Leadership and Management Standards is already embedded into Performance & Development Reviews (PDRs). A Quality Audit will be carried out in early 2008 to check that the standards are fully embedded. The next Human Resources business process to incorporate LAMS is recruitment practices, which will be early 2008.

#### Recruitment Pool

- 58 The council's recruitment pool has successfully filled 36,000 hours of casual administrative/ clerical and driving work in the first two quarters of this year, resulting in cashable efficiency savings of £90K over those two quarters. With the integration of the recruitment pool into the new Adecco agency contract, it is anticipated that these figures will improve significantly over the remaining two quarters

59 Health and Safety

Audits - A number of Health & Safety audits have now commenced across the authority which will provide a much clearer picture of Health and Safety standards across the Council, and should also lead to improved performance in the future. The results from the initial batch of audits are currently in the process of being analysed. The programme is being well received by directorates and schools.

Health and Safety Training - Northern Electric Distribution Limited has recently provided training for staff. Partnership working is continuing with an executive meeting to ratify the partnership planned for early in the New Year. Regular liaison with North Yorkshire Fire and Rescue has also continued and it has been agreed that joint audits will be carried out with Health and Safety Advisors.

Review of Constitution

- 60 The latest position on the review of the Constitution is that a schedule of constitutional issues raised by members and officers has been prepared. These are being examined by the Officer Governance Group and will be put to the Constitution Review Project Board, led by the Chief Executive, which met at the end of November. It is planned to put any changes to Council in April 2008 following consultation with members. The project is on target to meet that date. In addition minor changes to standing orders have been made by the Interim Head of Civic, Democratic and Legal Services under delegated power.

**Financial Overview (DIRECTORATE)  
(Annex 3 Refers)**

**Summary**

- 61 At Monitor 1 the directorate budget projections showed that the directorate will overspend by £91k. The Directorate Management Team have worked to bring this back into balance and current projections now show that the directorate will overspend by £41k, which equates to - 0.4% on the gross expenditure budget of £9,744k.

**Directorate Budget**

- 62 The latest net budget for Chief Executive's Directorate totals £5,176k. This includes £52k agreed carry forwards from 2006/07 as well as two additional supplementary estimates to fund recruitment and retention costs for the new Chief Executive (£76k) and additional budget to fund the cost of the 2008 CPA inspection (£47k). There has also been an additional virement of £20k from the Director of Resources to support the Corporate CPA costs.

63 Current projections show that the directorate will overspend by £41k which equates to +0.4% of the gross expenditure budget. The financial position is summarised by service plan below:

Service Plan Area	Approved Budget			Variation		
	Expenditure Budget £(000)	Income Budget £(000)	Net Budget £(000)	Projected Out-turn £(000)	Under /Over £(000)	% of gross budget
Chief Executive	2,183	8	2,175	2,175	0	-0.0
Director of People & Improvement	151	0	151	151	0	-0.0
Human Resources	2,499	2,429	70	136	+66	+3.5
Policy, Imp. And Equalities	755	533	222	200	-22	-2.9
Marketing & Communications	830	833	-3	16	+19	+2.3
Civic, Democratic & Legal	3,326	765	2,561	2,539	-22	-0.7
<b>Total</b>	<b>9,744</b>	<b>4,568</b>	<b>5,176</b>	<b>5,217</b>	<b>+41</b>	<b>+0.4</b>

64 A breakdown of variations, where forecast outturn is significantly different to the approved estimate can be seen in Annex 3. The key variances are itemised below:

- ❑ Cost of appointing interim Head of Human Resources (£+75k)
- ❑ Additional recharge for work undertaken on pay and grading project (£-33k)
- ❑ Projected surplus from the recruitment pool (£-55k)
- ❑ Additional costs arising from temporary Health & Safety management arrangements (£+43k)
- ❑ Non forecast achievement from letting advertising on council boundary signs however work is still ongoing to resolve this pressure (£+20k)
- ❑ Additional forecast cost of temporary arrangements and replacing Head of Civic, Democratic and Legal Services (£+49k)
- ❑ Staffing savings resulting in vacancies within democracy and committee services (£-65k)

65 In total the identified overspends total £387k and mitigating savings of £346k have currently been identified.

66 Members will note that the projected overspend totalled £91k at Monitor 1 so there has been an improvement identified totalling £98k. The major differences since monitor 1 are that additional funding has been identified to offset overspends within HR, the forecast for Members allowances has been reviewed downwards to be within budget and additional staffing underspends have been identified within Civic, Legal and Democratic Services. This has been offset by an additional budget pressure introducing temporary Health & Safety management arrangements.

67 A forecast overspend of £40k is an improvement on the forecast at the first monitor. There will continue to be regular monitoring of expenditure and income with a major review at the end of January / early February to ensure that expenditure at year end falls within the overall Chief Executive's budget.

### **Progress on Growth and Savings**

68 As part of the budget process, Members approved Growth bids of £413k for the Chief Executive's department in the 2007/08 budget. All of these have been allocated and are being progressed. Members also approved savings totalling £209k. These have been implemented and are anticipated to be achieved with the exception of fully receiving the income anticipated from the sponsorship of boundary signs and the saving from stress counselling.

### **Consultation**

69 No external consultation is required for this report. The report is primarily an information report for Members and therefore no consultation has been undertaken regarding the contents of the report.

### **Options and Analysis**

70 This performance and financial monitoring report is for information purposes only, so no options or analysis has been provided. However, consideration needs to be given to the implications of further slippage to actions and projects.

### **Corporate Priorities**

71 The directorate plays a key role in supporting the delivery of the Corporate Strategy and the Organisational Effectiveness Programme (OEP).

72 The OEP is the delivery mechanism for the Council's four values (leadership, people, customers and improvement). The Chief Executive's directorate has a major role to play in the programme management, coordination and delivery of the OEP. A significant number of key actions (in particular in relation to the leadership priority) have been identified for delivery by the Policy, Improvement and Equalities Team.

## Implications

- 73 Financial – The financial implications are covered in the body of the report.
- 74 Human Resources - This is another year of significant change for the Council and the Directorate, with considerable HR implications arising especially on pay and grading and service modernisation. These implications are summarised in the main body of this report.
- 75 Equalities – The delivery of the key parts of the OEP and the Council's 3 year Equality Strategy are closely linked – in particular to the priorities relating to CYC leadership and customer focus.
- 76 Legal – There are no legal implications.
- 77 Crime and Disorder – There are no crime and disorder implications.
- 78 Information Technology (IT) – There are no IT implications.
- 79 Property Implications – There are no Property implications.
- 80 Other – There are no Other implications.

## Risk Management

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

## Recommendations

- 82 That the Advisory Panel advise the Executive Leader to note the performance and financial outturn position for 07/08.

Reason: To inform the Executive Leader on progress made against service plan targets and budget.

## Contact Details

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### Chief Officer Responsible for the report:

Heather Rice  
Director of People & Improvement

Report Approved



Date 29.11.07



**Specialist Implications Officers:**

**Implication: Finance**

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**Implication: Equalities**

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**Wards Affected:**

All

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

**Background Papers:**

- City Strategy EMAP Report dated 10<sup>th</sup> September 2007 – Chief Executive's Monitor One Finance & Performance Report 2007/08.
- City of York Council - Council Plan 2007/08

**Annexes:**

**Annex 1** – BVPIs & Local Indicators – Corporate Measures  
**Annex 2** – BVPIs & Local Indicators – Directorate Measures  
**Annex 3** – Second Budget Monitor for 2007/08

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Key:

↗	↔	↘	n/a
Improving	Stable	Declining	Not applicable

**Promoting equalities (Corporate)**

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 2	2007/08 Qtr 2	Cumulative to Date	2007/08 target	Direction of Travel Target	Performance Compared to Previous Year	On Target
BVPI 11a	% of top 5% of earners who are women	39.27%	Refer to year end result	<b>37.38%</b>	<b>37.38%</b>	42.00%	High	↘	✘
BVPI 11b	% of top 5% of earners from ethnic minority communities	0.00%	Refer to year end result	<b>0.00%</b>	<b>0.00%</b>	2.00%	High	↔	✘
BVPI 11c	% of top 5% of earners who have a disability (excluding those in maintained schools)	2.51%	Refer to year end result	<b>3.76%</b>	<b>3.76%</b>	3.00%	High	↗	✔
BVPI 14	% of employees retiring early (excluding ill-health retirements) as a % of the total workforce.	0.90%	Refer to year end result	<b>0.03%</b>	<b>0.03%</b>	0.60%	Low	↗	✔
BVPI 15	% of employees retiring on grounds of ill-health as a % of the total workforce.	0.22%	Refer to year end result	<b>0.11%</b>	<b>0.11%</b>	0.25%	Low	↔	✔
BVPI 16a	% of local authority employees who declare that they meet the Disability Discrimination Act 1995 definition	2.15%	Refer to year end result	<b>2.11%</b>	<b>2.11%</b>	2.35%	High	↔	✘
BVPI 17a	% of local authority employees from ethnic minorities	1.27%	Refer to year end result	<b>1.31%</b>	<b>1.31%</b>	1.40%	High	↔	✘

**Staff health, well-being and turnover (Corporate)**

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 2	2007/08 Qtr 2	Cumulative to Date	2007/08 target	Direction of Travel Target	Performance Compared to Previous Year	On Target
BVPI 12	Number of working days/shifts lost due to sickness absence	12.91 days	2.63	<b>2.21</b>	<b>4.95</b>	12	Low	↗	✘
n/a	Days lost to Short Term Sickness	n/a	1.43	<b>1.27</b>	<b>2.43</b>	n/a	Low	↗	n/a
n/a	Days lost to Long Term Sickness	n/a	1.2	<b>0.94</b>	<b>2.52</b>	n/a	Low	↗	n/a
CP13a	No of days lost for stress related illness divided by all full time equivalent staff	2.34 days	0.45	<b>0.43</b>	<b>0.98</b>	2.0	Low	↗	✘
Coli 58a	% of staff turnover (including retirements, resignations, dismissals and redundancies)	12.02%	3.86%	<b>4.49%</b>	<b>7.50%</b>	11.50%	Low	↘	✘
CP11a	Number of RIDDOR accidents among Council staff	62	19	<b>9</b>	<b>32</b>	59	n/a	↗	✘

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# Chief Executive's - BVPIs and Local Indicators - Directorate Management

## ANNEX 2

Key:

↗	↔	↘	n/a
Improving	Stable	Declining	Not applicable

### Finance (Directorate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 2	2007/08 Qtr 2	Cumulative to Date	2007/08 target	Direction of Travel Target	Performance Compared to Previous Year	On Target?
n/a	Actual against budgeted spend	-2.5%	-0.1%	+0.4%	+0.4%	<100%	Low	↘	✘
BVPI 8	% of invoices paid within 30 days	90.85%	90.58%	99.14%	95.34%	94% (Cex) 95% (Corp)	High	↗	✔

### Serving Our Customers (Directorate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 2	2007/08 Qtr 2	Cumulative to Date	2007/08 target	Direction of Travel Target	Performance Compared to Previous Year	On Target?
CG2	% of Phone calls answered within 20 seconds	95.00%	95.78%	93.00%	91.53%	96% (Cex) 95% (Corp)	High	↘	(Cex) Missed (Corp) Missed
CG3	% of Letters replied to within 10 working days	97.79%	97.28%	97.19%	97.17%	99% (Cex) 95% (Corp)	High	↔	(Cex) Missed (Corp) On Target
CG4	% of visitors seen by an officer within 10 minutes	100%	100%	100%	100%	100%	High	↔	✔
CG5	% of visitors referred to the correct officer within a further 10 minutes.	100%	100%	100%	100%	100%	High	↔	✔
CM10	% of stage 2 complaints responded to and problem solved within 10 working days	n/a	n/a	n/a	n/a	95%	Low	n/a	n/a
CM11	% of stage 3 complaints responded to and problem solved within 10 working days	n/a	n/a	n/a	n/a	95%	Low	n/a	n/a

### Staff health, well-being and turnover (Directorate)

Indicator code	Description	2006/07 Year End Actual	2006/07 Qtr 2	2007/08 Qtr 2	Cumulative to Date	2007/08 target	Direction of Travel Target	Performance Compared to Previous Year	On Target?
BVPI 12	Number of working days/shifts lost due to sickness absence	5.07	1.87	1.67	2.82	7 (Cex) 12 (Corp)	Low	↗	(Cex) On Target (Corp) On Target
n/a	Days lost to Short Term Sickness	n/a	1.87	1.38	2.42	n/a	Low	↗	n/a
n/a	Days lost to Long Term Sickness	n/a	0	0.29	0.4	n/a	Low	↔	n/a
CP13a	No of days lost for stress related illness divided by all full time equivalent staff	0.57	0.05	0.14	0.17	1.4 (Cex) 2.0 (Corp)	Low	↔	✔
Coli 58a	% of staff turnover (including retirements, resignations, dismissals and redundancies)	14.00%	2.87%	5.30%	9.00%	12% (Cex) 11.50 (Corp)	Low	↘	✘
CP11a	Number of RIDDOR accidents among Council staff	0	0	0	0	0	Low	↔	✔

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**Second Budget Monitor for 2007/08**

Directorate: Chief Executive's Department

Finance Manager: Patrick Looker

Period: Second Monitor 2007/08

**Income & Expenditure**

**Financial Summary** – Overall Chief Executive's Department is forecast to overspend the directorate revenue budget by £41k during 2007/08. This represents a +0.4% variance on the gross expenditure budget of £9,744k. The budget includes an additional budget transfer of £20k from the Director of Resources to support the corporate CPA process.

**Service Plan Areas** - The table below summarises the outturn position for Chief Executive's Department per service plan area.

Service Plan Area	Approved Budget			Variation		
	Expenditure Budget £(000)	Income Budget £(000)	Net Budget £(000)	Projected Outturn £(000)	Under /Over £(000)	% of gross budget
Chief Executive	2,183	8	2,175	2,175	0	- 0.0
Director of People & Improvement	151	0	151	151	0	- 0.0
Human Resources	2,499	2,429	70	136	66	3.5
Policy, Improve's and Equalities	755	533	222	200	-22	- 2.9
Marketing & Communications	830	833	-3	16	19	2.3
Civic, Democratic & Legal	3,326	765	2,561	2,539	-22	- 0.7
<b>Total</b>	<b>9,744</b>	<b>4,568</b>	<b>5,176</b>	<b>5,217</b>	<b>+41</b>	<b>+0.4</b>

**Variances**

(where forecast outturn is significantly different to the approved estimate)

<b>Human Resources</b>	Variation
<b>Staffing</b>	
Projected overspend resulting from temporary costs of interim Head of Human Resources (£+75k). This is partly offset by additional recharge for work undertaken on the pay and grading project (£-33k) in addition to expenditure controls being implemented and in year savings being identified.	£+42k
Additional costs due to extra workload pressures in LCCS HR team (£+43k) partly offset by additional income below).	+£43k
Additional costs within the Community Services team due to long term sickness cover (£+10k) offset by minor underspend on establishment (£-4k)	£+6k
Temporary management arrangements introduced within the Health & Safety Team are anticipated to result in a forecast overspend of £43k	£+43k
Minor variance Business Development Team (£+3k)	£+3k
Additional Trade Union facility time due to staff sickness	£+10k
Projected underspend on Redundancy Counselling	£-9k
<b>Contract Budgets</b>	
Anticipated overspend from the training centre contract (£+21k) less anticipated recharge income (£-5k)	£+16k
<b>Income</b>	
Additional income from LCCS to fund additional costs within LCCS HR team.	£-33k
Projected surplus from the recruitment pool	£-55k
<b>Human Resources Total</b>	<b>£+66k 3.5%</b>

<b><u>Policy Improvements and Equalities Team</u></b>	Variation	
<u>Staffing</u>		
Anticipated savings from vacancies within Performance Improvement Team (£-21k), and the Policy Team (£-11k). There is also a minor saving within the Equalities Team pay costs (£-3k)	£-35k	
<u>Organisational Effectiveness Programme</u>		
Additional support required to lead and deliver the Organisational Effectiveness programme.	£+13k	
<b>Policy Improvement and Equalities Team Total</b>	<b>£-22k</b>	<b>-2.9%</b>

<b><u>Marketing &amp; Communications</u></b>	Variation	
<u>Print Unit Income</u>		
Forecast shortfall of income against expenditure at the print unit	£+21k	
<u>Marketing Staffing</u>		
Anticipated saving from part year vacancies within the section	£-22k	
<u>Income</u>		
The saving for 2007/08 relating to sponsorship of City Council signs is unlikely to be realised. A tender to sponsor all signs was unsuccessful and it is now intended to sponsor on an individual basis.	£+20k	
<b>Overall Marketing &amp; Communications Total</b>	<b>+£19k</b>	<b>+2.3%</b>

<b><u>Civic, Democratic &amp; Legal</u></b>	Variation	
<u>Head of Service</u>		
Following the departure of the Head of Service it is anticipated temporary staffing arrangements up to beginning of March 2008 together with appointment costs will total £49k	£+49k	
<u>Legal Services</u>		
Savings following the relocation of staff from Kings Court to Guildhall	£-34k	
Cost of temporary staff to support Planning and Childcare matters	£+27k	
Anticipated underspend on Legal consultants budgets	£-21k	
<u>Coroners Service</u>		
Additional costs in relation to longer than anticipated inquests	£+11k	
<u>Civic Support &amp; Mayoralty Function</u>		
Additional costs due to cover for staff sickness and twinning celebrations	£+8k	
<u>Democratic Support</u>		
Savings from vacancies within the group	£-35k	
Misc minor overspends including £+5k on printing, plus a total of £+9.5k across Couriers Services, Subscriptions and Travel budgets.	£+15k	
<u>Electoral Services</u>		
Anticipated savings following CYC elections held in May	£-30k	
Additional unbudgeted costs of Heworth without by-election	£+13k	
<u>Committee Services</u>		
Savings from vacancies held within Scrutiny services	£-30k	
Minor overspend on Training & Development	£+5k	
<b>Civic, Democratic &amp; Legal Total</b>	<b>£-22k</b>	<b>-0.7%</b>

<b>Chief Executive's Department Projected Variance</b>	<b>£+41k</b>	<b>+0.4%</b>
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## **Executive Members for City Strategy and Advisory Panel**

10 December 2007

Report of the Director of City Strategy

### **2007/08 SECOND MONITORING REPORT ECONOMIC DEVELOPMENT AND PARTNERSHIPS - FINANCE & PERFORMANCE**

#### **Summary**

- 1 This report presents the latest projections for revenue and capital expenditure by Economic Development and Partnerships, as well as performance against target for:
  - Best Value performance indicators
  - Customer First targets (letter and telephone answering)
  - Staff Management targets (sickness absence & appraisals completed)

#### **Background**

- 2 This is the second monitoring report for 2007/08 combining financial and service performance information for the Economic Development and Partnerships Service to be brought to City Strategy EMAP.
- 3 The performance data included is that which is reported as part of the Council plan each year.

#### **Financial Summary**

- 4 The current approved budget is £2,264k, including £7k carried forward from 2006/07, £20k for Christmas lights and £2.5k contribution for Citizens Advice Bureau rent. Current projections are that the Economic Development and Partnerships service will outturn at £2,273k, an overspend of £+9k. The key variances identified are detailed in the table below. There are also a number of areas where members receive a regular update and these are set out below in paragraphs 5 to 15.

	£'000	%
<i>£+40k shortfall on Newgate market tolls following a spell of unsettled weather on top of an underlying downward trend in market income across the country. This is offset by £-4k additional income from the electricity substation in the compactor yard and £-6k additional income from specialist markets</i>	+30	+5
<i>£-15k savings in city centre from additional income from events and operational savings</i>	-15	-42
<i>£-20k saving in the Strategic Partnership team due to staff vacancies earlier in the year. All posts have now been filled.</i>	-20	-12
<i>The costs of the Future York which has been meeting over the last 6 months to discuss the future of the city amount to £+32k. The council is received a £-5k contribution from Yorkshire Forward towards these costs.</i>	+27	+100
<i>The contribution to Key Cities following changes to include other cities within region has resulted in a reduced contribution of £-8k. Further £-5k savings have been made in business support due to reductions in contributions.</i>	-13	-19
<b>Total Economic Development</b>	<b>+9</b>	<b>0.1</b>

### **York Training Centre (YTC)**

- 5 YTC continues to support the City's strategies for improving skills and reducing NEET (not in employment, education or training) figures for school-leavers. A new programme, E2V has recently started to support this. Progress is being made in offering apprenticeships within the City of York Council, which will be managed through York Training Centre. Partnership working continues to be a priority and YTC has recently been successful in a joint submission with Adult and Community Learning and Future Prospects for LSC and ESF tendering opportunities. YTC managers are active in many partnership groups in the City looking at developing work-based and work-related learning, reducing disaffection, promoting an alternative vocational curriculum and generally working with schools to offer a full range of opportunities for young people.

- 6 The financial position remains tight but increases in learner funding due to improved success rates and improved retention have helped this. It is still envisaged that YTC will break even at the end of the financial year but regular reviews are held to track this.

### **Future Prospects**

- 7 This is a busy time in the city, particularly in the area of redundancy. Future Prospects are currently operating an on-site support service for Nestle, British Sugar and Remploy. This is in addition to a range of smaller redundancies. In partnership with the Learning and Skills, City of York Council through Future Prospects (FP) offers support for individuals at risk of redundancy to access other employment and brokers skills and training opportunities for those people looking at changing careers. This will continue throughout the next year.
- 8 FP continues to target specific groups and communities and projects working with minority ethnic groups, disabled people, homeless, teenage parents and carers continue to thrive. FP remain active in the Super Output Areas targeting 'hot-spots' and working closely with Jobcentre Plus and other community partners.
- 9 FP are leading on the council's worklessness proposal for the city. This has been developed in conjunction with the Economic Development Unit and other partners in preparation for applying to funding bodies, including Yorkshire Forward, Jobcentre Plus and the Learning and Skills Council.
- 10 Demand from migrant workers from EU accession countries, primarily Polish people, remains high. FP now has a Polish Learning and Work Adviser to meet demand and respond to this need. 7 This is a busy time in the city, particularly in the area of redundancy. Future Prospects are currently operating an on-site support service for Nestle, British Sugar and Remploy. This is in addition to a range of smaller redundancies. In partnership with the Learning and Skills, City of York Council through Future Prospects (FP) offers support for individuals at risk of redundancy to access other employment and brokers skills and training opportunities for those people looking at changing careers. This will continue throughout the next year.

### **Science City**

- 11 In September, Richard Hutchins, newly appointed Chief Executive resigned from the post due to personal reasons. Science City York are to recruit a new Chief Executive. In the interim, Richard Gregory has agreed to become Executive Chair until the appointment of the new Chief Executive, and is providing as much time and support that is required by the Science City York team.

- 12 The new board for Science City Ltd was announced in October. Richard Gregory OBE, Yorkshire Bank Chair, became Executive Chair of Science City York's new company limited by guarantee. He is joined by David Dickson, Managing Director of Garbutt and Elliott. Simon Hill, Executive Director for Business at Yorkshire Forward also joins the board of Science City York Ltd together with the founding partners, Professor Brian Cantor, Vice-Chancellor of the University of York and City of York Council's Director of City Strategy, Bill Woolley.
- 13 Following recent delays with planning for the construction of a Digital, Creative Technologies Centre at the Terry's Chocolate Works development. This site was originally to be funded under the Northern Way Hub and Spoke Project with funding available until March 2008. Funding plans have now been reviewed and Yorkshire Forward will continue to fund this development through other sources. Science City York are currently in negotiations with Yorkshire Forward and a new funding proposal is being developed for an additional spoke project for the remaining £1.35m of Northern Ways funds.
- 14 In addition, Science City York are in the process of producing a proposal for early applications for European Regional Development Fund (ERDF) funding available from April 2008. The new activities proposed will compliment the existing business model across York and North Yorkshire under the Nurturing Project.

#### **Markets (+£30k)**

- 15 Members will be aware that over the last two financial years there has been a shortfall in income following reductions in stall take-up of £35k to £40k. It is considered that this trend will continue in 2007/08. The popularity of open markets is in significant decline nationally and, in spite of a range of new initiatives designed to increase trading, a loss continues to be made. Further initiatives are being considered. This shortfall has been partly offset by forecast additional income from specialist markets (£-6k) and other miscellaneous income (£-4k).

#### **Performance Overview**

- 16 Performance indicators for the Economic Development and Partnerships service plan are attached as Annex 1.
- 17 Indicators showing areas of success and concern are reported on an exception basis below.

Performance indicator	Q1-2 2006/07	Q1-2 2007/08	Target 2007/08	Performance vs trend	Performance vs target
VJ3: % of residents using Future Prospect's services that obtain jobs or enter training	22.32%	55.00%	20%	✓	✓
S3: Days lost for stress related illness as a% of sickness days taken.	27.26%	6.66%	Not target based	✓	N/A
CCP3: Percentage of stall take ups in Newgate Market	72.02%	72.31%	73%	✓	✗

- 18 VJ3 (percentage of residents using Future Prospect's services that obtain jobs or enter training) is performing at 55% for the first six months of the year. This exceeds the target of 20% and is a significant increase to the comparative 2006/07 figure of 22.32%. Performance can be attributed to Future Prospects increasing the amount of in-depth advice work and also the number of workshop programmes delivered.
- 19 S3 (days lost for stress related illness as a percentage of sickness days taken in Economic Development) is currently performing at 6.66% for the period 1 April 2007 to 30 September 2007. This indicator has seen a decrease compared to the same time period in 2006/07 when 27.26% of sick days taken were due to stress. The resolution of several long term sickness cases has contributed to the reduction of those on sick leave with stress related illness.
- 20 CCP3 (the percentage of stall take ups in Newgate Street) for the first six months of the year is marginally below target though slightly above comparative 2006/07 performance. Efforts have made to offer stalls at discounted rates to ensure that the market is seen as being busy and vibrant. This has helped to maintain occupancy at a generally satisfactory level but has not impacted upon income as set out in paragraph 14 of this report.
- 21 Sickness absence for Economic Development and Partnerships is 4.42 days per FTE for the first 6 months of the year. This level of performance is better than the 7.95 days lost to sickness for the same time period in 2006/07.
- 22 For Economic Development and Partnerships 95.39% (representing 11,692 out of 12,257) telephone calls were answered within 20 seconds between 1 April 2007 and 30 September 2007. This is above the corporate target of 95% and the corporate average of 93.46%.

- 23 Further details on performance data can be obtained from the City Strategy Performance Officer.

**Capital Programme**

- 24 The Economic Development and Partnerships capital programme comprises of two schemes for 2007/08.

	<b>Latest 2007/08 Budget £000</b>
Eco Business Centre (Amy Johnson Way)	259
Visitor Information Centre	250
<b>Total</b>	<b>509</b>

- 25 Considerable progress has been made on the project to construct the Eco Business Centre, with the land issues settled by Resources Asset and Property Management with input from the council's legal services team and external solicitors acting for the authority. The constructors, Lotus Construction Ltd, laid the foundations for the new centre in Oct/Nov. The steelwork is expected to arrive in early January next year with the fitting out stage due to start in early April. Although building schedules can obviously be knocked off course at this time of year by adverse weather conditions and other unforeseen delays, the construction team plan to complete the building by late July 2008. Pupils from Canon Lee School will be involved in watching the centre being built during monthly site visits and some students will be building the wooden benches that will form the seating on the green roof terrace to the rear of the centre.

**Conclusions**

- 26 The Economic Development and Partnerships Service is expected to overspend its budget of £2,264k by £+9k. It is proposed that all budgets are carefully monitored throughout the year and remedial action taken where appropriate to ensure the budget is balanced by the end of the year.
- 27 Performance on key indicators are on target. Levels of sickness absence are better than 2006/07 for the comparative time period. The Directorate management team have successfully reviewed individual cases re sickness absence and have improved management training in order to address any further issues.

**Consultation**

- 28 The report is primarily an information report for Members and therefore no consultation has been undertaken regarding the contents of the report.

**Options**

- 29 None

**Corporate Priorities**

- 30 The principal function of this report is to provide a snapshot of the directorate's financial performance during the 2007/08 financial year. As such it contributes to the proper financial management of the authority.

**Other Implications**

- 31 There are no significant human resources, equalities, legal crime and disorder, information technology or property implications within the report.

**Risk Management**

- 32 In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report. Budget monitoring is a key element of the management processes by which the council minimises its financial risks. This report provides members with a detailed position of the portfolio's performance to date in 2007/08.

**Recommendations**

- 33 That the Advisory Panel advise the Executive Leader to note the financial and performance position of the portfolio.

Reason – In accordance with budgetary and performance monitoring procedures.

**Contact Details**

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**Report Approved**  **Date** 20/11/2007

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City Strategy  
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Bill Woolley  
Director of City Strategy

**Report Approved**  **Date** 20/11/2007

Specialist Implications Officers – N/A

**Wards Affected:**

**All**

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

**Background Documents:**

2007/08 Budget Monitoring files held in City Strategy Finance  
Performance Management Framework held by Business and Policy  
Development

**Annexes**

Annex 1      Economic Development Performance Indicators



## Annex 1: Economic Development

SP Holder		Roger Ranson														
Customer based improvement																
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2		Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
C1: Customer satisfaction response at Future Prospects.	98%	98%	98%	97%	98%	Q1-2 07/08 <b>98%</b>	Stable (Q1-2 06/07 98%)	Twice Yearly		98%				97%	97%	
Comments and information														Current	✓	
VJ3: % of residents using Future Prospects' services that obtain jobs or enter training	20.50%	21.00%	25.50%	20%	Above target	Q1-2 07/08 <b>55%</b>	Yes (Q1-2 06/07 22.32%)	Twice Yearly	55.00%					20%	20%	
Comments and information														Current	✓	
VJ15a: York's unemployment rate below the regional rate	1.5% below	1.5% below	1.5% below	1.5% below	1.5% below	Q1-2 07/08 <b>1.52% below</b>	Yes (Q1-2 06/07 1.5% below)	Quarterly	1.5% below		1.52% below		1.5% below	1.5% below		
Comments and information														Q1 2006/07 = 1.5% below Q2 2006/07 = 1.5% below Q3 2006/07 = 1.5% below Q4 2006/07 = 1.5% below	Current	✓
VJ 15b: York's unemployment rate below the national rate	1.2% below	1.25% below	1.2% below	1% below	1.1% below	Q1-2 07/08 <b>1.15% below</b>	No (Q1-2 06/07 1.2% below)	Quarterly	1.2% below		1.15% below		1% below	1% below		
Comments and information														Q1 2006/07 = 1.2% below Q2 2006/07 = 1.2% below Q3 2006/07 = 1.2% below Q4 2006/07 = 1.2% below	Current	✓
VJ15d: balance of firms where turnover has grown rather than fallen	23.50%	16.10%	17.10%	20%	21%	Q1-2 07/08 <b>21.3%</b>	Yes (Q1-2 06/07 15.2%)	Quarterly	21.8%		21.30%		20%	20%		
Comments and information														Q1 2006/07 = 12% Q2 2006/07 = 15.2% Q3 2006/07 = 19.9% Q4 2006/07 = 21.2%	Current	✓
VJ15c: (business confidence) balance of firms expecting turnover to rise in the future rather than fall	35.50%	29.60%	26.00%	20%	30%	Q1-2 07/08 <b>31%</b>	Yes (Q1-2 06/07 24%)	Quarterly	32.3%		31%		20%	20%		
Comments and information														Q1 2006/07 = 21.1% Q2 2006/07 = 24% Q3 2006/07 = 29% Q4 2006/07 = 30.2%	Current	✓
VJ7ai: Number of jobs created through Science City York	134(TBC) (July 03 - July 04)	135	190	350				Annual						400	450	
Comments and information														Current		
C7: VJ7c: Number of science based start-ups/new businesses generated through Science City York	24	9	9	15				Annual						15	15	
Comments and information														Current		
VJ8a: increase average visitor length of stay by 1% annually.	New PI	7.5% (3.28 nights)	0.91% (3.31 nights)	1% increase	1% increase			Annual						1% increase	1% increase	
Comments and information														Current		
C8: VJ8b: visitor spend assessed through economic impact modelling	£283.6 (2004/ 05)	£311.8m	£332.9m	£327.4m	£327.4m			Annual						£343.7m	£360.9m	
Comments and information														Current		

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
C2a: Correspondence replied to within 10 days in Economic Development	New PI	100% (2/2)	100% (4/4)	95%		Q1-2 07/08 N/A	<b>Not comp arable</b>	Replied	0	0	0	0	0	0	95%	95%		
								Received	0	0	0	0	0					
								Total	N/A	N/A	N/A	N/A	N/A					
Comments and information	Q1 2006/07 = 1/1 Q2 2006/07 = 1/1 Q3 2006/07 = 1/1 Q4 2006/07 = 1/1														Current	N/A		
C2b: Telephone calls are answered within customer first standards across Economic Development	New PI	88.36%	93.23% (18780/ 20143)	95%	95%	Q1-2 07/08 <b>95.39%</b> (11692/ 12257)	<b>Yes</b> (Q1-2 06/07 90.34%)	Answered	6607			5085			95%	95%		
								Received	6928			5329						
								Quarterly	95.37%			95.42%						
Comments and information	Q1 2006/07 = 2701/2991 Q2 2006/07 = 3552/3931 Q3 2006/07 = 4254/4558 Q4 2006/07 = 8273/8657														Current	✓		
<b>Process based improvement</b>																		
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
P1: Compliance with contract requirements and audits	-	100%	100%	100%	100%			Annual							100%	100%		
Comments and information															Current			
Invoices paid within 30 days in EDP	New PI	New PI	New PI	95%	95%	Q1-2 07/08 <b>97.39%</b> (373/ 383)	<b>Not comp arable</b>	Paid	31	92	82	53	58	57	95%	95%		
								Received	33	93	84	54	58	61				
								Monthly	93.94%	98.92%	97.62%	98.15%	100.00%	93.44%				
Comments and information	New PI														Current	✓		
<b>Finance based improvement</b>																		
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
F1: Spend against budget	-	99%	100%	<100%	<100%			Annual							<100%	<100%		
Comments and information															Current			
F2: Amount of funding drawn down	-	100%	100%	100%	100%			Annual							520k	430k		
Comments and information															Current			
<b>Staff based improvement</b>																		
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
S1: Percentage of staff in EDU appraised in the last 12 months	-	75.61%	94.37%	100%	100%			Annual							100%	100%		
Comments and information															Current			
S2: Number of staff days lost to sickness (and stress) across EDU (days/fulltime)	-	14.01 days	14.85 days	<10 days	<10 days	Q1-2 07/08 <b>4.42 days</b>	<b>Yes</b> (Q1-2 06/07 7.95 days)	Quarterly	2.79 days			1.63 days			<10 days	<10 days		
Comments and information	Q1 2006/07 = 3.98 days Q2 2006/07 = 3.97 days Q3 2006/07 = 3.31 days Q4 2006/07 = 4.46 days														Current	✓		
S3: Days lost for stress related illness as a % of sickness days taken	-	-	8.04%	Not target based		Q1-2 07/08 <b>6.66%</b> 0.55 days	<b>Yes</b> (Q1-2 06/07 27.26%)	Quarterly	1.25% (0.03 days per FTE)			12.07% (0.2 days)			Not target based	Not target based		
Comments and information	Q1 2006/07 = 26.25% Q2 2006/07 = 28.27% Q3 2006/07 = 22.22% Q4 2006/07 = 0%														Current	N/A		

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10	
S4: % of staff expressing satisfaction with their job (AD level)		60%	N/A	85%		07/08 89%	Yes (05/06 60%)	Annual (every 18 months)								N/A	80%
Comments and information															Current	✓	
S5: % of starters completing induction process across EDP	New PI	New PI	New PI	100%				Annual								100%	100%
Comments and information															Current		
S6: % of leavers completing exit process across EDP	New PI	New PI	New PI	100%				Annual								100%	100%
Comments and information															Current		
<b>Indicators not on the Service Plan</b>																	
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10	
VJ8c: The number of annual jobs created through First Stop York	8,861 jobs	9,561 jobs	9,970 jobs	1000	1000			Annual									
Comments and information															Current		
VJ10a: Number of jobs created through york-england.com (inward Investment Board) activities	195	118	85	110	On target			Annual								tba	tba
Comments and information															Current		
VJ10b: Number of companies created through york-england.com activities	11	5	7	10	On target			Annual								tba	tba
Comments and information															Current		
CCP2: Number of city centre events (including event markets) organised by City of York Council annually	31	34	40	30	30			Annual								32	34
Comments and information															Current		
CCP3: Percentage of stall take ups in Newgate Market	73.00%	65.33%	71.93%	73.00%	72%	Q1-2 07/08 72.31%	Yes (Q1-2 06/07 72.02%)	Monthly	74.87%	72.50%	70.50%	70.00%	73.00%	73.00%	74.00%	75.00%	
Comments and information	Q1 2006/07 = 68.64% Q2 2006/07 = 75.40% Q3 2006/07 = 78.08% Q4 2006/07 = 65%														Current	✘	
VJ16a: Achieve 5000 face-to-face contacts through Future Prospects	15,356	14,514	13,057	10,000	On target	Q1-2 07/08 5786	No Q1-2 06/07 7012	Twice yearly								10,000	10,000
Comments and information															Current	✓	
VJ15e: Maintain a positive York Business Survey moving average employment figure	8.60%	12.70%	8.40%	7%	On target	Q1-2 07/08 7%	No (Q1-2 06/07 8.5%)	Quarterly		6.90%			7.00%			5%	8%
Comments and information	Q1 2006/07 = 10% Q2 2006/07 = 8.5% Q3 2006/07 = 8.7% Q4 2006/07 = 6.5%														Current	✓	

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## Executive Members for City Strategy and Advisory Panel

10 December 2007

Report of the Director of City Strategy

## 2007/08 CITY STRATEGY FINANCE & PERFORMANCE MONITOR TWO REPORT

### Summary

- 1 This report presents two sets of data from the City Strategy Directorate
  - a) the latest projections for revenue expenditure and capital expenditure for City Strategy portfolio,
  - b) Monitor 2 (2007/08) performance against target for a number of key indicators that are made up of:
    - Best Value Performance Indicators owned by City Strategy
    - Customer First targets (letter answering)
    - Staff Management Targets (sickness absence)

### Background

- 2 This is the second monitoring report for 2007/08 combining financial and service performance information to be brought to City Strategy EMAP.
- 3 The performance data included is that which is reported as part of the Council plan each year.

### Management Summary

#### Financial Overview

- 4 At Monitor 1 a forecast overspend of £+774k was reported against a budget for the City Strategy portfolio of £14,428k. At the meeting Members agreed to recommend to the Executive that they release £200k from contingency to cover the forecast shortfall in planning income and land charges income, £200k from contingency to part cover the overspend on concessionary fares and to defer highway maintenance to the value of £370k. These actions were agreed to ensure the budget could be balanced.

- 5 In considering the first monitoring report the Executive approved the release of £200k from contingency to cover the shortfall in planning and land charges income. The decision to provide a supplementary estimate for concessionary fares was deferred until central government respond to the Council's representations for an increase in grant entitlement to offset the additional costs.
- 6 Since Monitor 1 there has also been a transfer of £-201k Road Safety grant plus other minor adjustments totalling £+1k. This has resulted in a current budget of £14,428k. These budget adjustments are shown in Annex 1.
- 7 Current projections are that the City Strategy Directorate will overspend by £+253k which represents 0.7% of the gross expenditure.

	Expend Budget £000	Income Budget £000	Net Budget £000	Projected Outturn £000	Var'n £000	% of gross exp
City Development & Transport	25,465	12,734	12,731	13,021	+290	+1.1
Planning	3,841	2,877	964	987	+23	+0.6
Resource & Business Manag't	4,908	4,175	733	673	-60	-1.2
<b>City Strategy</b>	<b>34,199</b>	<b>19,786</b>	<b>14,428</b>	<b>14,681</b>	<b>+253</b>	<b>+0.7</b>

Note: '+' indicates an increase in expenditure or shortfall in income  
 '-' indicates a reduction in expenditure or increase in income

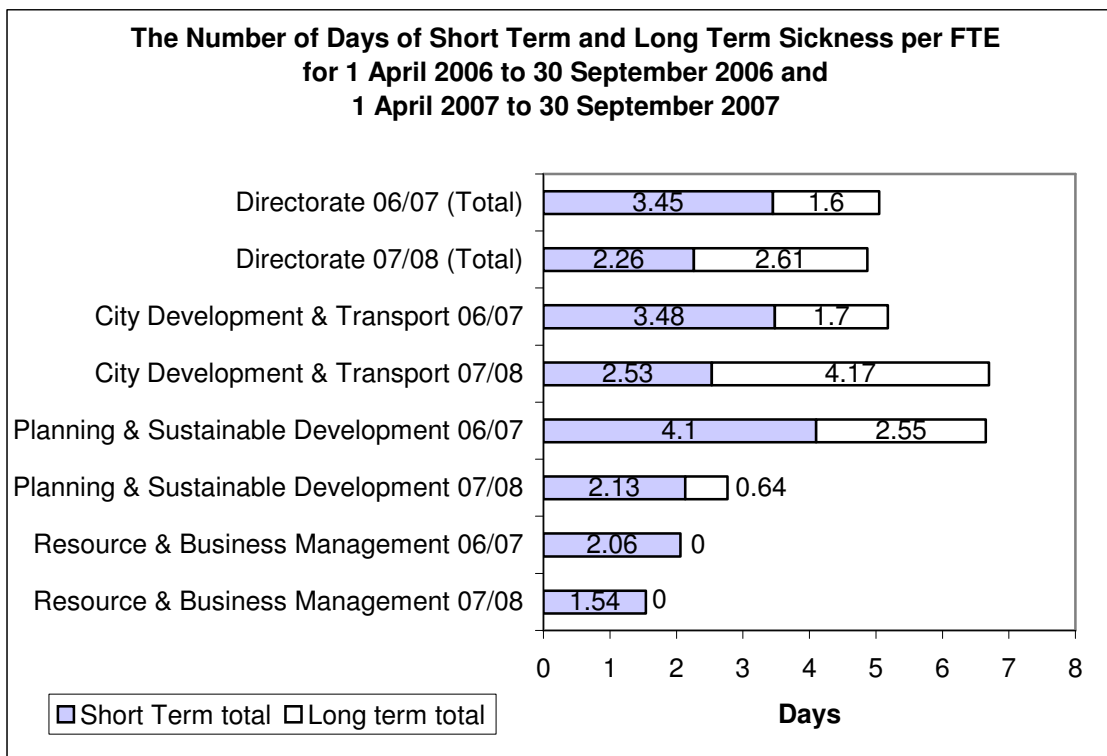
- 8 The overall projected position shows a £+253k overspend. Details of the major variances are shown in the sections below whilst overall budget summary is shown in detail in Annex 1 and further details of the variations are shown in Annex 2.

Performance Overview

- 9 Some consistent and noteworthy performance includes:
  - BVPI 109b: Percentage of minor planning applications determined within 8 weeks
  - all enquiries at reception are dealt with within 10 minutes, and this has consistently been the case since 2002/03
  - BVPI 106 the percentage of new homes built on previously developed land
- 10 The Customer First statistics for City Strategy are currently on or just below target. Regular monitor reports, reminders and coverage at Directorate Management Team meetings are supporting staff and increasing the knowledge of and awareness in meeting these targets. The Customer First statistics are as follows:

- The Customer First figures show that City Strategy Directorate<sup>1</sup> answered 97.70% (representing 510 out of 522) of letters between 1 April 2007 and 30 September 2007 within the Councils 10 days standard. This is above the corporate target of 95% and is better than 2006/07 performance of 93.23% (867 out of 930 letters were answered on target) in the comparative time period.
- For the City Strategy Directorate 94.78% (representing 76,186 out of 80,379) telephone calls were answered within 20 seconds between 1 April 2007 and 30 September 2007. This is just below the corporate target of 95% but exceeds the corporate average of 93.46%. Performance in 2007/08 also better the performance of 92.99% (62,096 out of 66,778 calls were answered on target) for the equivalent time period in 2006/07.

11 Sickness for City Strategy directorate is currently at 4.87<sup>2</sup> days per FTE for the first six months of the year. Performance shows improvement compared to the same time period in 2006/07 where the sickness figure for the directorate was 7.95 days per FTE. Sickness is monitored regularly and stricter protocols and manager guidance have been put in place. It is thought poor performance can be attributed to long term sickness. In July and August 2007 seven long term sick cases were resolved which has improved sickness performance and this will be reflected further in future reporting. Short term and long term sickness has been broken down for the first 6 months of 2007/08 and are compared against the first 6 months of 2006/07 in a graph below.



<sup>1</sup> This figure excludes Economic Development as this service area is reported separately. When 'City Strategy' is further mentioned it will always exclude Economic Development.

<sup>2</sup> For information: The total sickness figure for City Strategy if Economic Development were included is 4.61 days.

- 12 Set out below is more detailed information on finance and service performance in each service plan area.

### **City Development & Transport**

#### Financial Overview

- 13 The current projection shows an overspend within the City Development and Transport Service Plan of £+290k, or +1.1% of the gross expenditure budget. A detailed analysis of the revenue budget variances is shown in Annex 1. The key reasons for the overspend are:

- Additional parking Income of £-44k
- Shortfall in parking fines of £+160k
- Concessionary Fares of £+640k (passes £+740k, tokens £-100k)
- Shortfall in Park & Ride income £+100k
- Staff vacancies £-184k
- Parking operational budgets £-56k
- Deferred highway schemes £-370k
- Retail study £+49k

### **Concessionary Bus Travel**

- 14 Members were updated at Monitor 1 regarding the potential liability of £640k facing the directorate in relation to concessionary bus travel. This has arisen due to additional cost of reimbursing bus operators for concessionary fares (£+740k offset by an anticipated saving on bus tokens of £-100k). Since Monitor 1 the council has written to the Department for Transport detailing its concerns over the lack of funding provided by government for the scheme. To date no written response has been received by the Council.
- 15 The Council has yet to finalise the reimbursement arrangements for the financial year with the major operator, indeed officers have requested justification from the operator regarding the level of lost revenue. On writing this report no further information has been provided to the Council and we are continuing to reimburse based on the value determined in the 2006/07 appeal of £2m. There has also been no further information provided by the operator on concessionary pass usage since the first quarter.
- 16 Without further information we are not in a position to reassess the forecast overspend however it is still clear that the provision from Contingency is still required to support the City Strategy budget. It is recommended that this sum be released from the contingency to support the budget. If this request is accepted by the Executive the overspend will be reduced to £440k.

### **Car Parking**

- 17 The table below shows detail of income from Car Parking to 31st October 2007 compared to the budget and the position to the same date in 2006/07.



	Income to 31 <sup>st</sup> Oct 2006 £'000	Income to 31 <sup>st</sup> Oct 2007 £'000	2007/08 Forecast £'000	2007/08 Budget £'000	Variance to budget £'000	%
Short Stay	1,199	1,217	2,117	2,056	-61	-2.9
Standard Stay	2,254	2,146	3,614	3,686	+72	1.9
On Street	304	285	483	507	+24	4.7
Respark/ Season Tickets	357	421	719	640	-79	-12.3
Total	4,114	4,069	6,933	6,889	-44	-0.6

- 18 The table shows that £44k additional income is expected compared to budget (0.6%). The majority of the additional income has come from an increase in season ticket sales. There is also a projected increase in the number of Respark tickets being sold giving a small increase. Income from the car parks is in line with budget with a small overall deficit of £35k projected. This is taking into account an assumed loss of income totalling £55k following the withdrawal of evening parking charges for residents from the end of July.
- 19 Prior to the introduction of free residents evening parking in early August parking income showed a 2.5% increase ahead of projections (£51k) . Since August there has been a shortfall against projection totalling 2.2% (£36k). Whilst there are a large number of variables impacting the parking account (eg. weather, alternative provision, economic activity) this will need to be monitored carefully to determine any longer term trends.

### **Engineering Consultancy**

- 20 The Engineering Consultancy group operate a trading account undertaking design and supervision on highway revenue and capital schemes as well as supporting other directorates. The staffing requirements are primarily determined by the level of income available from the programmes. During 2007/08 there is anticipated to be a reduction of income available forecast at £198k. This is anticipated to be contained by a corresponding saving in employee costs of £198k. This will have no impact on the directorate budget however in ensuring proper budget management it is proposed to make a budget virement between income and expenditure to reflect the current trading position. This virement being in excess of £100k must be approved by the Executive Member.

### **Performance Overview**

- 21 Performance indicators on the City Development & Transport service plans are attached as Annex 3.

- 22 Performance indicators showing areas of concern and success are reported on an exception basis below.

PI Description	Q1-2 2006/07	Target 2007/08	Q1-2 2007/08	2006/07 vs. 2007/08	Actual vs. Target
BVPI 106 – the percentage of new homes built on previously developed land	93.87%	65%	94.8%	✓	✓
BVPI 215a – The average time taken to repair a street lighting fault, where the response time is under the control of the local authority	0.64 days	1.9 days	5.12 days	✗	✗

- 23 For BVPI 106 (% of new homes built on previously developed land) the performance of 94.8% for the first 6 months of 2007/08 exceeds the set government target of 65% due to the large number of homes built on brown field sites that have come forward in recent years. Current performance of 94.8% (237 out of 250 new homes built on previously developed land) is better than the 2006/07 performance of 93.87% for the same time period. In the future the percentage of new homes built on previously developed land may achieve levels closer to the 65% target set in Planning Policy Guidance 3 (March 2000) now that consent has been given for development on several greenfield sites.
- 24 BVPI 215a (the average time taken to repair a street lighting fault where the response time is under the control of the local authority) is currently performing at 5.12 days against a target of 1.9 days. The reasons for this are:
- The burn to extinction arrangements that have been in place for a number of years, prior to the start of the new contract in May 2007, are resulting in a high number of faults. This high level of faults will continue but to a decreasing extent as the cyclic maintenance arrangements, now in place for bulk clean and change, are carried out. A quarter of the streetlights in the city are cleaned and the lamps changed each year.
  - Some of the faults being logged via the dedicated answering machine are extremely vague and/or inaccurate. It is has not been possible to detect these faults during daylight hours and as a result these potential faults have had to be referred to the night scouting team. This results in delays to detect any faults and all of this adversely affects the performance of this indicator. To improve reporting of faults, any vague or inaccurate faults will be entered onto the management system only when they can be properly identified as faults.
  - The street lighting faults in the city centre area are often proving difficult to attend during the day due to high levels of pedestrian and vehicular traffic and this has contributed to the increase in the response times. Regular night working is expensive but discussions have taken place to improve daytime working

arrangements in the city centre and to enable limited night time working when necessary.

As a result of actions and interventions made and also due to an increase in resources by the contractor, the indicator is now very close to the target level.

- 25 In the short term resources are currently being increased and the backlog of lighting faults is expected to be resolved by mid November.
- 26 The Customer First figures show that City Development and Transport answered 98.89% (representing 446 out of 451) of letters between 1 April 2007 and 30 September 2007 within the Councils 10 days standard. This is above the corporate target of 95% and better than 2006/07 performance of 96.10% (640 out of 666 letters) in the same time period.
- 27 Sickness absence for City Development & Transport is at 6.7 days per FTE for the first 6 months of the year. Several long term sickness cases have been resolved and this will improve sickness absence.
- 28 For City Development and Transport 95.05% (representing 35,669 out of 37,526) telephone calls were answered within 20 seconds between 1 April 2007 and 30 September 2007. This is above the corporate target of 95% and the corporate average of 93.46%. Current performance for 2007/08 also better than the equivalent time period in 2006/07 where performance was 93.32% (30,343 out of 32,514 calls were answered on target).

## **Planning and Sustainable Development**

### Financial Overview

- 29 Current projections are that there will be an overspend within the Planning and Sustainable Development service plan area of £+23k, or +0.6% of the gross expenditure budget (this is after reducing planning income by £150k and land charges by £50k). A detailed analysis of the revenue budget variances is shown in Annex 1. The key reasons for the overspend are:
- £-50k additional planning income. Fees received so far this year have recovered slightly and there are a number of large planning fees expected later this year or in 2008/09. This will be closely monitored as the year progresses.
  - £+71k shortfall in planning delivery grant (PDG). The government did not announce the amount of PDG until the summer and, despite the improved performance, the amount received is £71k less than last year. Although there was a reduction in the total amount of money available from £127m to £118m, the share allocated to York reduced from 2.5% to 2.0%
  - £+80k shortfall in building control income. This continues the decline in activity last year where developers were submitting their building plans for checking but were deferring the developments which resulted in a sharp decline in income from on-site inspections. In addition, although the volume of work is similar to last year, the average fee received is lower. This will be closely monitored as the year progresses.

- £+30k shortfall in land charges income. This is the result of a further slow-down in the housing market
- £-108k savings in overheads and staffing due to problems in recruiting experienced staff

### Performance Overview

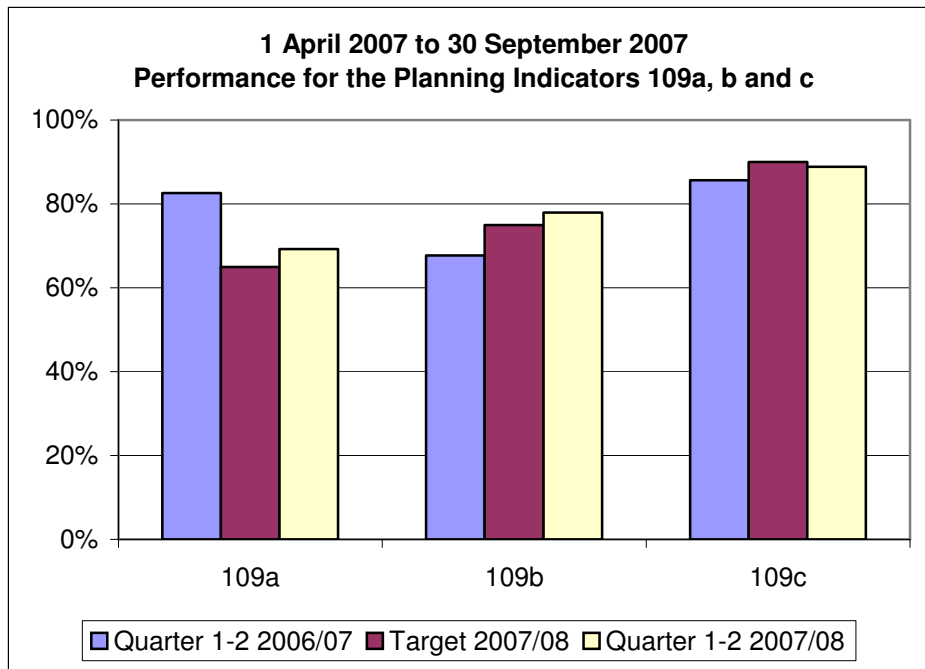
- 30 The indicators on the Planning and Sustainable Development service plan are attached as Annex 4. Where appropriate indicators are reported below in more detail.

PI Description	Q1-2 06/07	Target 2007/08	Q1-2 07/08	06/07 vs. 07/08	Actual vs. Target
BVPI 109a % of major planning applications determined within 13 weeks	82.61%	65%	69.23%	✗	✓
BVPI 109b % of minor planning applications determined within 8 weeks	67.72%	75%	77.91%	✓	✓
BVPI 109c % of other planning applications determined within 8 weeks	85.64%	90%	88.87%	✓	✗

- 31 The current 2007/08 performance figure for BVPI 109a (major applications) of 69.23% represents 27 out of 39 applications being determined within 13 weeks. This betters the set target of 65% though it is performing below the 2006/07 figure of 82.61%. Performance on major applications has been hampered by a number of factors in the last 2 quarters, namely:
- Loss of more experienced staff to other authorities and maternity leave.
  - An increase in the number of applications (including major applications).
  - Imminent submission of detailed applications for the key sites including Metcalfe Lane and the University both requiring preparation and full time engagement of remaining experienced staff.
  - In addition, since May, a small but significant number of 'in time' major applications have been deferred at Committee and are therefore taking longer than 13 weeks to be determined.
- 32 The 1 April 2007 to 30 September 2007 performance figure for BVPI 109b (minor applications) of 77.91% is above the set target of 75% and represents 261 out of 335 applications that were determined within 8 weeks. The 2007/08 performance betters the 2006/07 performance of 67.72%.
- 33 PV109c (other applications) has achieved a figure of 88.72% for the first 6 months of the year which is just below the target of 90%. This represents 830 out of 934 applications determined within 8 weeks. This indicator is

performing above the 2006/07 performance of 85.64%.

- 34 The rolling year performance on minor (109 b) and other (109 c) applications has improved as poorer months of last year are taken out of the calculation. Also more consistent use of the delegation scheme and extra Area Sub Committees have helped further performance.
- 35 The time required to process key major applications and the shortage of experienced planners at the Authority will inevitably continue to impact upon performance in the next 2 quarters and is a cause for concern that has been highlighted.
- 36 The performance of these three indicators is represented graphically in the chart below:



- 37 The Customer First figures show that Planning and Sustainable Development answered 90.38% (representing 47 out of 52) of letters between 1 April 2007 and 30 September 2007 within the Councils 10 days standard. This is below the corporate target of 95% however shows improvement compared to the same time period in 2006/07 where performance was 85.43% .
- 38 Sickness absence for Planning and Sustainable Development is at 2.77 days per FTE for the first 6 months of the year. This level of performance is better than the 2006/07 6 month figure of 6.73 days.
- 39 For Planning and Sustainable Development 94.84% (representing 32,501 out of 34,268) telephone calls were answered within 20 seconds in between 1 April 2007 and 30 September 2007. This is below the corporate target of 95% but above the corporate average of 93.46%. Performance for the first 6 months of 2007/08 also betters the same time period in 2006/07 where

performance was 92.82% (24,608 out of 26,511 calls were answered within target).

## Resource and Business Management

### Financial Overview

- 40 Current projections are that Resource and Business Management will underspend by £-60k, or -1.9% of the gross expenditure budget. This has resulted from staff vacancies and savings in operational budgets. Following the decision to repay an additional £125k from the Venture Fund loan (which funded a major restructure in planning and set up the street environment service in 2000) there is a saving of £25k in the repayment charges in 2007/08.

### Performance Overview

- 41 The performance indicators on the service plan for Resource and Business Management are attached as Annex 5. This service plan holds the cross cutting performance information for the directorate of City Strategy; for example, indicators relating to Health and Safety, Human Resources, Customer First and Finance. These figures have been provided without in depth analysis for information (as in previous City Strategy EMAP reports).
- 42 Resource and Business Management answered 100% of letters that had to be replied to within the Council 10 day standard between 1 April 2007 and 30 September 2007. This is above the target of 95%.
- 43 Sickness absence for Resource and Business Management is at 1.54 days per FTE for the first 6 months of the year. This level of performance is better than the 2006/07 6 month figure of 2.2 days.
- 44 For Resource and Business Management 93.77% (representing 6,433 out of 6,860) telephone calls were answered within 20 seconds between 1 April 2007 and 30 September 2007. This is slightly below the corporate target of 95% but above the corporate average of 93.46%.

## Portfolio Capital Programme

- 45 The City Strategy capital programme is comprised of over 200 individual schemes and has a budget of £9,534k. The budget is funded from a number of sources including the Local Transport Plan, Government Grants, Developer contributions and CYC capital resources as detailed below.

	<b>Total</b>
	<b>£000s</b>
LTP element	5,560
Government Grant	813
Developer and other contribs	942
CYC resources	2,219
<b>Total</b>	<b>9,534</b>

- 46 The detailed update on progress is reported elsewhere on this agenda. However, brief details of the current and proposed budget allocations and are set out below:

	<u>Monitor 1</u>	<u>Proposed</u>
	<u>Budget</u>	<u>Budget</u>
	<u>£000s</u>	<u>£000s</u>
Outer Ring Rd / James St Link Rd	3,953	4,093
Multi-modal schemes	50	110
Air Quality, Congestion /Traffic Mgt	128	123
Park and Ride	189	139
Public Transport Schemes	574	472
Walking Schemes	371	378
Cycling Schemes	493	383
Development Linked Schemes	176	176
Safety Schemes	606	633
School Schemes	233	163
Residual Schemes	100	100
LTP Structural Maintenance	1,042	1,135
CYC Structural Maintenance	2,113	1,758
Elvington Flood Defence	0	20
City Walls	284	284
<b>Total</b>	<b>10,312</b>	<b>9,967</b>
Over-programming	-660	-433
	<b>9,652</b>	<b>9,534</b>

- 47 It is currently projected that the capital budget will be fully spent during the financial year.

## Conclusions

### Financial Overview

- 48 The provisional outturn position for the portfolio shows an overspend of £+253k for the financial year. This is made up of key identified overspends totalling £+1,448k offset by identified savings totalling £-1,195k.
- 49 The primary reason for the level of the projected overspend is that of the forecasted additional liability for concessionary fares of £+740k less £-100k saving on bus tokens. To offset this highway schemes have been deferred and underspends have been identified in parking income and expenditure as well as staff vacancies across the directorate. There remains a forecast overspend of £+253k however a provision is identified within the contingency for concessionary fares (£200k).
- 50 It is recommended that the Executive Member request that the Executive approve the release of the contingency to support the City Strategy budget. If that is approved a forecast budget deficit will remain totalling £+53k.

- 51 The General Contingency for 2007/08 was set at £600k. Potential areas that might require funding during the year were identified as part of the budget process, and totalled £1.025m. To date £200k has been released leaving £400k available. It is too early to know yet how many of the identified areas of financial pressure will be brought before Members for funding. The key pressures identified where there may be a need for additional funding included within the £1.025m, are: the costs of meeting the demand and complexity of social care needs, concessionary fares, planning income service pressures and possible additional pay award costs. These requests were included in the £600k identified in the budget. Any release from the contingency will reduce sums available for distribution during the remainder of the year. The balance available, if this application is approved, will be £200k.
- 52 If the Executive approve the release of contingency the revised overspend will be £+53k (0.1% of the gross budget). The financial position will continue to be monitored to the end of the year. It is currently anticipated that the overspend can be managed so that the Directorate will be within the overall budget.

### **Performance Overview**

- 53 Directorate customer first targets are being achieved and exceeded. The directorate has seen a decrease in the number of long term sickness days and continues to monitor this on a regular basis. Work is ongoing into the results of the staff satisfaction survey. Analysis has highlighted communications, learning and development and job security as issues to be addressed.

### **Consultation**

- 54 The report is primarily an information report for Members and therefore no consultation has been undertaken regarding the contents of the report.

### **Options**

- 55 Members have the option of whether to support the request of a supplementary estimate from contingency or whether to require the Director of City Strategy to deliver alternative savings.

### **Corporate Priorities**

- 56 The principal function of this report is to provide a snapshot of the directorate's financial performance during the 2007/08 financial year. As such it contributes to the proper financial management of the authority.

### **Financial Implications**

- 57 The financial implications of the report are included in the financial overview section of the conclusions (paragraphs 48-52).



**Other Implications**

58 There are no significant human resources, equalities, legal crime and disorder, information technology or property implications within the report.

**Risk Management**

59 In compliance with the Council’s risk management strategy, there are no risks associated with the recommendations of this report. Budget monitoring is a key element of the management processes by which the council mitigates its financial risks. This report provides members with a detailed position of the portfolio’s performance to date in 2007/08.

**Recommendation**

- 60 That the Advisory Panel advise the Executive Member to
- a) note the financial and performance position of the portfolio.
  - b) recommend to the Executive to release a contingency sum of £200k to support pressure on Concessionary Fares budget.
  - c) To approve the virement of £198k within Engineering Consultancy income and expenditure as detailed in paragraph 20

Reason – In accordance with budgetary and performance monitoring procedures

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**Chief Officer Responsible for the report:**  
**Sian Hansom**  
**AD Resource and Business Management**

Report Approved  Date 19/11/07

Bill Woolley  
 Director of City Strategy

Report Approved  Date 19/11/07

Specialist Implications Officers – N/A

**Wards Affected:** All

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

**Background Documents:**

2007/08 Budget Monitoring files held in City Strategy Finance  
Performance Management Framework held by Business and Policy Development

**Annexes**

Annex 1	Expenditure by Service Plan
Annex 2	Service Variations against budget
Annex 3	City Development and Transport Performance Indicators
Annex 4	Planning & Sustainable Development Performance Indicators
Annex 5	Resource & Business Management Performance Indicators

**City Strategy Portfolio  
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
<b><u>CITY DEVELOPMENT &amp; TRANSPORT</u></b>						
Employees	5,852.3	3,012.8	5,682.2	(+) 13.9	(-) 184.0	Staffing savings anticipated within Network Management (£-104k), City Development & LDF (£-59k), Transport Planning (£-7k) and Parking Services (£-25k); offset by £+11k additional costs in Highway Infrastructure.
Premises	1,367.0	1,110.9	1,305.6	(-) 5.4	(-) 56.0	Savings in car park maintenance & operational expenditure (£-56k)
Transport	146.0	50.3	140.6	(-) 5.4		
Supplies & Services	2,203.6	1,085.9	2,243.4	(-) 1.2	(+) 41.0	LDF retail study costs (£+49k) offset by other savings (£-8k)
Highway Maintenance	4,416.8	1,842.8	3,751.8	(-) 278.0	(-) 387.0	Deferred highway schemes (£-370k) and Street Lighting reduced costs (£-17k)
Concessionary Fares	2,680.8	1,900.3	3,320.8		(+) 640.0	Additional cost of over 60's bus passes (£+740k) offset by saving in uptake in tokens (£-100k)
Support Service Recharges	3,401.4	1,615.2	3,401.4			
Capital Financing	5,397.7	0.0	5,397.7			
<b>Gross Expenditure</b>	<b>25,465.6</b>	<b>10,618.2</b>	<b>25,243.5</b>	<b>(-) 276.1</b>	<b>(+) 54.0</b>	
<b>Less Income</b>						
Fees & Charges	8,892.4	6,110.3	8,859.4	(+) 203.0	(-) 236.0	Shortfalls in parking fines (£-160k) park & ride income (£-100k) and cycle training (£-20k); offset by additional parking income (£+44k)
Recharges to Other Accounts	3,705.1	1,665.7	3,362.9	(-) 342.2		
<b>Total Income</b>	<b>12,597.5</b>	<b>7,776.0</b>	<b>12,222.3</b>	<b>(-) 139.2</b>	<b>(-) 236.0</b>	
<b>Net Expenditure</b>	<b>12,868.1</b>	<b>2,842.2</b>	<b>13,021.2</b>	<b>(-) 136.9</b>	<b>(+) 290.0</b>	

**City Strategy Portfolio  
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
<b><u>PLANNING &amp; SUSTAINABLE DEVELOPMENT</u></b>						
Employees	2,167.7	1,166.3	2,089.7		-78.0	Staffing savings resulting from a vacancy within Design & Conservation (£-18k), Planning (£52k) and Building Control (£-8k)
Premises	58.3	26.1	46.3		(-) 12.0	Projected underspend in energy budgets re floodlighting (£-12k)
Transport	36.4	21.5	36.4			
Supplies & Services	326.8	169.8	308.8		(-) 18.0	Projected saving in legal fees and other overheads (£-18k)
Support Service Recharges	1,247.5	31.3	1,247.5			
Capital Financing Charges	4.2	0.0	4.2			
<b>Gross Expenditure</b>	<b><u>3,840.9</u></b>	<b><u>1,415.0</u></b>	<b><u>3,732.9</u></b>		<b><u>(-) 108.0</u></b>	
<i>Less Income</i>						
<i>Fees and Charges</i>	<i>2,422.2</i>	<i>1,326.1</i>	<i>2,162.2</i>	<i>(-) 200.0</i>	<i>(-) 60.0</i>	<i>Additional income due to increased planning application fees (£+50k) building control income (£-80k) and land charges requests (£-30k).</i>
<i>Planning Delivery Grant</i>	<i>310.0</i>	<i>48.7</i>	<i>239.0</i>		<i>(-) 71.0</i>	<i>Lower than budgeted government grant due to reduction in overall government support.</i>
<i>Recharges to Other Accounts</i>	<i>344.8</i>	<i>15.8</i>	<i>344.8</i>			
<i>Total Income</i>	<b><u>3,077.0</u></b>	<b><u>1,390.6</u></b>	<b><u>2,746.0</u></b>	<b><u>(-) 200.0</u></b>	<b><u>(-) 131.0</u></b>	
<b>Net Expenditure</b>	<b><u>763.9</u></b>	<b><u>24.4</u></b>	<b><u>986.9</u></b>	<b><u>(+) 200.0</u></b>	<b><u>(+) 23.0</u></b>	

**City Strategy Portfolio  
Expenditure by Service Plan**

Annex 1

Budget Head (1)	2007/08 Estimate (2) £'000	Expenditure to date (3) £'000	Projected Outturn (4) £'000	Accounting Adjustments (5) £000	Service Variations (6) £000	Comments
<b>RESOURCE &amp; BUSINESS MANAGEMENT</b>						
Employees	1,294.2	721.4	1,291.0	(+) 21.8	(-) 25.0	Staff vacancies arising within the Finance and Waste Strategy teams
Premises	0.0	0.0	0.0			
Transport	36.8	7.3	47.4	(+) 10.6		
Supplies & Services	466.5	39.1	396.5	(-) 35.0	(-) 35.0	Savings in operational budgets (£-10k) and reduced Venture Fund repayment (£-25k) following an additional loan repayment in 2006/07
Support Service Recharges						
Central Support Services	2,441.1	0.0	2,441.1			
Other Support Recharges	733.0	0.0	672.2	(-) 60.8		
<b>Gross Expenditure</b>	<b>4,971.6</b>	<b>767.8</b>	<b>4,848.2</b>	<b>(-) 63.4</b>	<b>(-) 60.0</b>	
<i>Less Income</i>						
<i>Support Service Recharges</i>	<i>3,689.5</i>	<i>0.9</i>	<i>3,689.5</i>			
<i>Other Recharges</i>	<i>137.2</i>	<i>52.2</i>	<i>137.2</i>			
<i>Fees &amp; Charges</i>	<i>348.9</i>	<i>13.4</i>	<i>348.9</i>			
<i>Total Income</i>	<b>4,175.6</b>	<b>66.5</b>	<b>4,175.6</b>			
<b>Net Expenditure</b>	<b>796.0</b>	<b>701.3</b>	<b>672.6</b>	<b>(-) 63.4</b>	<b>(-) 60.0</b>	
<b>Portfolio Total</b>	<b>14,428.0</b>	<b>3,567.9</b>	<b>14,680.7</b>	<b>(-) 0.3</b>	<b>(+) 253.0</b>	
Breakdown of Budget Adjustments						
				200.0		
				-201.0		
				22.1		
				-16.0		
				-5.4		
				-0.3		

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## Major Service Variations Identified Against Budget

	£'000	%
<b>City Development and Transport</b>		
<b>Staffing Variances</b>		
Staffing savings anticipated within Network Management (£-104k), Transport Planning (£-7k), City Development (£-12k) and Parking Services (£-25k), offset by additional £+11k costs in Highway Infrastructure	(-) 137	-0.3
<b>Concessionary Fares</b>		
Following the successful outcome of the appeals by our bus operators, the bus pass budget is expected to overspend by £+325k. Increases in passenger numbers will also result in an additional cost of £+372k, with inflation adding another £+43k. This is partly offset by a lower take up of tokens (£-100k).	(+) 640	31.1
<b>Park &amp; Ride Income</b>		
The new park & ride contract is not expected to commence until 1 April 2008 resulting in a shortfall in income of £+100k.	(+) 100	28.7
<b>Cycle Training</b>		
In recent years the council received significant levels of income for training in other local authorities. This income has now ceased and income is now restricted to local schools and residents.	(+) 20	44.4
<b>Car Parking Income</b>		
There is a projected increase of £-44k on income from Car Parking	(-) 44	-0.7
This is broken down as follows		
Short Stay Parking	£-61k	
Standard Stay Parking	£+72k	
On Street Parking	£+24k	
Season Tickets	£-31k	
Respark Permits	£-48k	
The primary reasons for the surplus are the increase in the numbers of season tickets and residents parking permits. The main reasons for the decline since Monitor 1 are the development work at Union Terrace and Hungate and the impact of free evening parking for residents.		
<b>Car Parking Enforcement and Operational Expenditure</b>		
There is a projected shortfall of £+160k on income from parking fines due partly to staff absences and also due to a national trend for motorists ensuring they do not incur a fine.	(+) 160	21.0
This is offset by savings in car park maintenance (£-26k) and other operational budgets (£-30k)	(-) 56	3.3
<b>Highway Maintenance</b>		
In order to balance the projected overspend reported at Monitor 1, members agreed to defer £370k of highway maintenance work. Officers have put schemes on hold and will review the position towards the end of the year when the budget outturn position becomes more clearer.	(-) 370	-9.5
<b>Street Lighting</b>		
Under the terms of the new contract which started in May, the costs of routine maintenance is paid to the contractor by a fixed lump sum rather than a unit rate. This has resulted in anticipated savings of £-17k	(-) 17	-2.8
<b>Engineering Consultancy</b>		
Due to a major scheme within the capital programme this year Engineering Consultancy	(+) 198	11.1

## Major Service Variations Identified Against Budget

	£'000	%
fees are expected to be £+198k below target		

As a consequence of having a reduced workload the service is carrying a number of staffing vacancies, resulting in savings of £-198k	(-) 198	-11.1
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**City Development & Local Development Framework (LDF)**

An additional £+49k was incurred to commission a retail study as part of the LDF project.	(+ ) 49	17.3
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This has been offset by delays in appointing additional LDF staff, saving £-47k, but this will need to be carried forward to cover future years' costs as staff are appointed for a 3 year term	(-) 47	-6.6
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**Miscellaneous**

Other savings within the section amount to £-8k	(-) 8	-0.1
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<b>City Development &amp; Transport Total</b>	<b>(+) 290</b>	
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**Planning and Sustainable Development****Staffing**

Difficulties in recruiting a new head of development, conservation & sustainability (£-18k) building control (£-8k) and planning staff (£-52k). Overhead savings amount to £-30k	(-) 108	-4.2
--	---------	------

**Planning Income**

Current projections show a surplus of Planning Income of £-50k. This assumes some of the larger applications will be submitted by the end of the year.	(-) 50	-6.6
--	--------	------

**Planning Delivery Grant**

Despite a marked improvement in planning performance, the amount received from central government has reduced by £+71k.	(+ ) 71	22.9
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**Building Control Income**

Current projected income from Building Control is anticipated to be £+80k below budget. Although the volume of work is similar to last year, the average fee received has declined significantly	(+ ) 80	9.8
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**Land Charges Income**

Current projected income from Land Charges is anticipated to be £+30k below budget following a further slowdown in the market.	(+ ) 30	4.8
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<b>Planning and Sustainable Development Total</b>	<b>(+) 23</b>	
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**Resources & Business Management**

Delays in appointing new staff have resulted in savings of £-25k. Other savings in operational budgets amount to £-10k.	(-) 35	-0.1
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Saving in interest on Venture Fund Loan for DEDES restructure following additional repayment in 2006/07	(-) 25	-29.8
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<b>Resources &amp; Business Management Total</b>	<b>(-) 60</b>	
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**City Strategy Total**

<b>(+) 253</b>
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### Annex 3: City Development and Transport

SP Holder	Damon Copperthwaite
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Customer based improvement																	
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10	
% of Telephone calls are answered within customer first standards across CDT	New PI	New PI	94.26% (67392/ 71498)	95%	95%	Q1-2 07/08 <b>95.05%</b> (35669/ 37526)	Yes (Q1-2 06/07 93.32%)	<20sec Received Annual	17772 18512 96.00%				17897 19014 94.13%			95%	95%
Comments and information	Q1 2006/07 = 14686/15639 Q2 2006/07 = 15657/16875 Q3 2006/07 = 16113/17151 Q4 2006/07 = 20936/21833														Current	✓	
Correspondance replied to within 10 days across City Development and Transport	New PI	98% (1439/1473)	96.05% (1193/ 1242)	95%	98%	Q1 07/08 <b>98.89%</b> (446/ 451)	Yes (Q1-2 06/07 96.10%)	replied received Monthly	93 94 99%	83 84 99%	64 65 98%	83 84 99%	50 51 98%	73 73 100%		95%	95%
Comments and information	Q1 2006/07 = 299/318 Q2 2006/07 = 341/348 Q3 2006/07 = 261/276 Q4 2006/07 = 292/300														Current	✓	
G13 % of pre-works letters received 1 week or more prior to commencement	93%	96%	92.96% (66/71)	95%	95%	Q1-2 07/08 <b>100%</b> (33/33)	Yes (Q1-2 06/07 94.29%)	Received Total Quarterly		15 15 100%			18 18 100%			95%	95%
Comments and information	Q1 2006/07 = 15/15 Q2 2006/07 = 18/20 Q3 2006/07 = 23/23 Q4 2006/07 = 10/15														Current	✓	
BVPI 104: % of respondents satisfied with local bus services	67.00%	74.00%	71.00%	72.00%				Annual								74%	76%
Comments and information															Current		
VH37 - The percentage of people satisfied with the condition of roads and pavements in York	51.00%	56.00%	51.00%	50.00%				Annual								50%	50%
Comments and information															Current		
PS1 - % of all correspondance responded to within 10 working days (parking)	99%	95%	85.13%	95%	90%	Q1-2 07/08 <b>84.33%</b> (2621/ 3108)	Yes (Q1-2 06/07 78.82%)	Respond Total %	377 438 86.07%	433 442 97.96%	455 461 98.70%	367 529 69.38%	528 777 67.95%	461 461 100.00%		95%	95%
Comments and information	Q1 2006/07 = 1662/1847 Q2 2006/07 = 1356/1982 Q3 2006/07 = 1620/1829 Q4 2006/07 = 1293/1309														Current	✘	
P2: (G14) The number of highways inspections completed within 4 working days	95%	95%	98.18% (3503/ 3568)	98%	99%	Q1-2 07/08 <b>99.42%</b> (1537/ 1546)	Yes (Q1-2 06/07 97.84%)	Complete Total Quarterly	661 666 99.25%				876 880 100%			98%	98.0%
Comments and information	Q1 2006/07 = 1011/1037 Q2 2006/07 = 933/950 Q3 2006/07 = 862/873 Q4 2006/07 = 697/708														Current	✓	

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10	
<b>Process based improvement</b>																	
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
04/05	05/06	06/07	Target	Forecast	Actual	Improve	A		M	J	J	A	S	08/09	09/10		
BVPI 102 - Local bus services (passenger journeys per year)	15 million [Top]	14.5 million	15.1m	16.7m	On target			Annual						17m	17.3m		
Comments and information														Current			
BVPI 99ai: The number of people killed or seriously injured (KSI) in road traffic collisions.	100	114	101	95	Unable to comment			Annual						88	81		
Comments and information														Current			
COLI 33a % of streetlamps not working as planned (excluding vandalism)	New PI	New PI	0.90%	1.05%	0.90%	Q1-2 07/08 <b>0.92%</b>	Yes (Q1-2 06/07 0.97%)	Quarterly	0.87%			0.96%			1.00%	0.95%	
Comments and information														Q1 2006/07 = 0.85% Q2 2006/07 = 1.08% Q3 2006/07 = 1.45% Q4 2006/07 = 1.48%	Current	✓	
Invoices paid within 30 days in CDT	New PI	New PI	New PI	95%	95%	Q1-2 07/08 <b>96.41%</b>	644/668	Not comparable	Paid	108	155	176	17	171	17	95%	95%
Comments and information														New PI	Current		
<b>Finance based improvement</b>																	
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
04/05	05/06	06/07	Target	Forecast	Actual	Improve	A		M	J	J	A	S	08/09	09/10		
Comments and information														There are no financial indicators to report at this level.		Current	
<b>Staff based improvement</b>																	
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
04/05	05/06	06/07	Target	Forecast	Actual	Improve	A		M	J	J	A	S	08/09	09/10		
Percentage of staff in CDT appraised in the last 12 months	-	76.20%	82.82%	100%	100%			Annual						100%	100%		
Comments and information														Current			
S2: Number of staff days lost to sickness (and stress) across CDT (days/fulltime)	-	13.06 days	12.44 days	<10 days	12 days	Q1-2 07/08 <b>6.7 days</b>	No (Q1-2 06/07 5.3 days)	Quarterly	4.16 days			2.54 days			<10 days	<10 days	
Comments and information														Q1 2006/07 = 2.6 days Q2 2006/07 = 2.57 days Q3 2006/07 = 3.07 days Q4 2006/07 = 5.75 days	Current	✘	
Days lost for stress related illness as a % of sickness days taken	-	-	6.71%	Not target based		Q1-2 07/08 <b>12.2%</b>	0.91 days	No (Q1 06/07 1.03%)	Quarterly	16.2% (0.74 days per FTE)			6.59% (0.17 days per FTE)			Not target based	Not target based
Comments and information														Q1 2006/07 = 1.03% Q2 2006/07 = 2.11% Q3 2006/07 = 7.99% Q4 2006/07 = 8.94%	Current	N/A	

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
S4: Overall staff satisfaction rating of staff from staff survey	New PI	66%	N/A	75%		58%	No (05/06 66%)	Every 18 months	58%						N/A	75%
Comments and information															Current	*
<b>Indicators not on the Service Plan</b>																
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
C2: BVPI 103: % of respondents satisfied with local provision of public transport information	55.00%	59.00%	54%	55%				Annual							56%	57%
Comments and information															Current	
BVPI 106 - The percentage of new homes built on previously developed land	98% [Top]	96.39%	94.63% (828/ 875)	65.00%		Q1-2 07/08 <b>94.8%</b> (237/250)	Yes (Q1-2 06/07 93.87%)	No: of b.field Total No. Percent	29 29 100.00%			208.00% 221.00% 94.12%			65.00%	65.00%
Comments and information	Q1 2006/07 = 320/324 Q2 2006/07 = 139/165 Q3 2006/07 = 68/71 Q4 2006/07 = 301/315														Current	✓
BVPI 165 - Percentage of pedestrian crossings with facilities for disabled people	99% [Top]	100%	67%	69%	69%	Q1-2 07/08 <b>69%</b>	Not comparable	Quarterly	69%			69%			71%	73%
Comments and information	Q1 2006/07 = 100% Q2 2006/07 = 10% Q3 2006/07 = 67% Q4 2006/07 = 67%														Current	✓
BVPI 178 - % of total length of footpaths & other rights of way easy to use by the public (e.g. signposted where they leave the road)	61.1% [Bottom]	68.3%	77.25%	78.0%				Annual							79.0%	80.0%
Comments and information															Current	
BVPI 187 - Condition of footways. The percentage of footpaths needing further investigation	15.81% [Top]	11.3%	15.0%	14.0%				Annual							14.0%	14.0%
Comments and information															Current	
P4: (BVPI215a) The average time taken to repair a street lighting fault, where the response time is under the control of the local authority	New PI	1.06 days	2.13 days	1.9 days		Q1-2 07/08 <b>5.12 days</b>	No (Q1-2 06/07 0.64 days)	Monthly	1.50 days	2.08 days	1.77 days	2.66 days	8 days	14.64 days	1.8 days	1.7 days
Comments and information	Q1 2006/07 = 0.39 days Q2 2006/07 = 0.28 days Q3 2006/07 = 1.89 days Q4 2006/07 = 6.52 days														Current	*
P5: (BVPI215b) - The average time taken to repair a street lighting fault, where the response time is under the control of a DNO	New PI	18.9 days	19.21 days	28 days	On target	Q1-2 07/08 <b>13.51 days</b>	No (Q1-2 06/07 6.02 days)	Quarterly	7.12 days			16.21 days			19 days	16 days
Comments and information	Q1 2006/07 = 3.05 days Q2 2006/07 = 8.98 days Q3 2006/07 = 16.33 days Q4 2006/07 = 8.2 days														Current	✓

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
BVPI 223: % of the local authority principal road network where structural maintenance should be considered	Replaces BV 96	6%	7.0%	7.0%				Annual							7.0%	7.0%
Comments and information															Current	
BVPI 224a: Percentage of the non-principal classified road network where maintenance should be considered	Replaces BV 97a	10%	9.0%	10.0%				Annual							10.0%	10.0%
Comments and information															Current	
BVPI 224b: Percentage of the non-principal unclassified road network where maintenance should be considered	Replaces BV 97b	11.88%	12.0%	13.0%				Annual							13.0%	13.0%
Comments and information															Current	
LTP 9a(i) - Park & Ride usage - total passengers	2,349,058	2,684,156	3.14 m	3.25m				Annual								
Comments and information															Current	
COLI 33b % of streetlamps not working as planned (including vandalism)	0.77%	0.78%	0.96%	1.10%	On target	Q1-2 07/08 <b>0.95%</b>	<b>Yes</b> (Q1-2 06/07 1.04%)	Quarterly	0.91%			0.99%			1.05	1%
Comments and information	<b>Q1 2006/07 = 0.91% Q2 2006/07 = 1.17% Q3 2006/07 = 1.53% Q4 2006/07 = 1.42%</b>														Current	✓

## Annex 4: Planning & Sustainable development

SP Holder Mike Slater

### Customer based improvement

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
C1: BV111: Percentage of applicants satisfied with the Planning Service	Not collected	Not Collected	81%	83%	On target			Annual/ Tri-annual								85%	88%	
Comments and information	This indicator is officially reported to the Audit Commission every 3 years. However it is now reported internally on an annual basis.														Current			
C2: BV205: Percentage score against Quality of Service Checklist (development control)	78%	94%	94%	94%	On target			Annual								94%	100%	
Comments and information															Current			
BV204: The percentage of appeals allowed against the authority's decision to refuse planning applications	17%	28%	27%	25%	On target			Annual								24%	23%	
Comments and information															Current			
% of Telephone calls are answered within customer first standards	New PI	New PI	94.12% (53458/56797)	95%	95%	Q1-2 07/08 <b>94.84%</b> (32501/34268)	<b>Yes</b> (Q1-2 06/07 92.82%)	Calls <20sec Calls received Annual	16453			16048					95%	95%
Comments and information	<b>Q1</b> 2006/07 = 11967/13105 <b>Q2</b> 2006/07 = 12641/13406 <b>Q3</b> 2006/07 = 11776/12415 <b>Q4</b> 2006/07 = 17074/17871														Current	*		
Correspondance replied to within 10 days across Planning and Sustainable Development	New PI	81% (409/503)	84.88% (275/ 324)	95%	90%	Q1-2 07/08 <b>90.38%</b> (47/52)	<b>Yes</b> (Q1-2 06/07 85.43%)	letters replied <10 letters received Monthly	10 10 100%	16 19 84%	7 8 88%	4 4 100%	6 6 100%	4 5 80%			95%	95%
Comments and information	<b>Q1</b> 2006/07 = 95/107 <b>Q2</b> 2006/07 = 75/92 <b>Q3</b> 2006/07 = 69/84 <b>Q4</b> 2006/07 = 36/41														Current	*		

### Process based improvement

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
P1: BVPI 109a: Percentage of major planning applications determined within 13 weeks.	38.46%	64.29%	84.31% (43/51)	65%	Below 65%	Q1-2 07/08 69.23% (27/39)	<b>No</b> (Q1-2 06/07 82.61%)	Requests Processed Monthly	7 8 87.50%	1 2 50.00%	6 8 75.00%	2 6 33.33%	5 6 83.33%	6 9 66.67%			70%	75%
Comments and information	<b>Q1</b> 2006/07 = 12/13 <b>Q2</b> 2006/07 = 7/10 <b>Q3</b> 2006/07 = 9/12 <b>Q4</b> 2006/07 = 15/16														Current	✓		

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
P2: BVPI 109b: Percentage of minor planning applications determined within 8 weeks.	61.12%	67.32%	73.00% (384/ 526)	75%	75%	Q1-2 07/08 <b>77.91%</b> (261/ 335)	<b>Yes</b> (Q1-2 06/07 67.72%)	Requests	40	42	42	47	45	45	78%	80%		
								Processed	46	57	57	57	62	56				
								Monthly	86.96%	73.68%	73.68%	82.46%	72.58%	80.36%				
Comments and information	Q1 2006/07 = 105/137 Q2 2006/07 = 88/148 Q3 2006/07 = 101/129 Q4 2006/07 = 90/112														Current	✓		
P3: BVPI 109c: Percentage of other planning applications determined within 8 weeks.	81.65% [Top]	84.94%	88.12% (1535/ 1742)	90%	Below 90%	Q1-2 07/08 <b>88.87%</b> (1147/ 934)	<b>Yes</b> (Q1-2 06/07 85.64%)	Requests	116	136	149	143	161	125	92%	95%		
								Processed	132	152	168	156	181	145				
								Monthly	87.88%	89.47%	88.69%	91.67%	88.95%	86.21%				
Comments and information	Q1 2006/07 = 394/442 Q2 2006/07 = 393/477 Q3 2006/07 = 362/409 Q4 2006/07 = 386/414														Current	✘		
P4: DC1: Percentage of planning decisions delegated to officers	85.23%	88.00%	90%	90%	90%	Q1-2 07/08 <b>87.69%</b> (1308)	<b>No</b> (Q1-2 06/07 90%)	Delegated	157	186	208	191	221	184	90%	90%		
								Apps	186	211	233	219	249	210				
								Total	84.41%	88.15%	89.27%	87.21%	88.76%	87.62%				
Comments and information	Q1 2006/07 = 90.33% Q2 2006/07 = 89.67% Q3 2006/07 = 90.67% Q4 2006/07 = 88.42%														Current	✘		
COLI89a: Percentage of standard searches returned within 7 working days.	New PI	New PI	100% (3236/ 3237)	100%	100%	Q1-2 07/08 <b>100%</b> (1606/ 1606)	<b>Stable</b> (Q1-2 06/07 100%)	Total complete	278	299	295	269	289	176	100%	100%		
								Total Searches	278	299	295	269	289	176				
								Monthly	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%				
Comments and information	Q1 2006/07 = 876/876 Q2 2006/07 = 861/861 Q3 2006/07 = 790/790 Q4 2006/07 = 709/710														Current	✓		
COLI89b Percentage of non-standard searches returned within 10 working days.	New PI	New PI	100% (534/ 534)	100%	100%	Q1-2 07/08 <b>100%</b> (247/ 247)	<b>Stable</b> (Q1-2 06/07 100%)	Total complete	39	30	40	48	50	40	100%	100%		
								Total Searches	39	30	40	48	50	40				
								Monthly	100%	100%	100%	100%	100%	100%				
Comments and information	Q1 2006/07 = 155/155 Q2 2006/07 = 133/133 Q3 2006/07 = 124/124 Q4 2006/07 = 122/122														Current	✓		
<b>Finance based improvement</b>																		
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets			
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10		
Invoices paid within 30 days in PSD	New PI	New PI	New PI	95%	95%	Q1-2 07/08 <b>95.24%</b> (120/ 126)	<b>Not comp arable</b>	Paid	15	20	15	17	29	17	95%	95%		
								Received	15	29	15	20	29	18				
								Monthly	100.00%	68.97%	100.00%	85.00%	100.00%	94.44%				
Comments and information	New PI														Current	✓		

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10	
<b>Staff based improvement</b>																	
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10	
Percentage of staff in Planning and sustainable development appraised in the last 12 months	-	52.80%	27.27%	100%	100%			Annual								100%	100%
Comments and information															Current		
S2: Number of staff days lost to sickness (and stress) across Planning (days/fulltime)	-	9.19 days	13.36 days	<10 days	<10 days	Q1-2 07/08 <b>2.77 days</b>	<b>Yes</b> (Q1-2 07/08 6.73 days)	Quarterly	0.99 days (per FTE)			1.78 days (per FTE)			<10 days	<10 days	
Comments and information															Q1 2006/07 = 3.31 days Q2 2006/07 = 3.42 days Q3 2006/07 = 4.69 days Q4 2006/07 = 2.09 days	Current	✓
Days lost for stress related illness as a % of sickness days taken	-	0.41	0.95%	Not target based		Q1-2 07/08 <b>0%</b> (no days)	<b>Stable</b> (Q1-2 07/08 0%)	Quarterly	0% (0 days per FTE)			0% (0 days per FTE)			Not target based	Not target based	
Comments and information															Q1 2006/07 = 0% Q2 2006/07 = 3.72% Q3 2006/07 = 0% Q4 2006/07 = 0%	Current	N/A
% of staff expressing satisfaction with their job (AD Level)		66%	N/A	70%		2007/08 <b>71%</b>	<b>Yes</b> (05/06 66%)	Annual (every 18 months)	71%						N/A	75%	
Comments and information															Current	✓	
<b>Indicators not on the Service Plan</b>																	
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets		
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10	
BVPI 219b - % of conservation areas with an up to date character appraisal	New PI	2.94%	1.00%	2.00%	2.00%			Annual								0.00%	0.00%
Comments and information															Current		

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## Annex 5: Resource and Business Management

SP Holder: Sian Hansom | Finance, IT, HR, Customer Support services and Business and Policy Development

Customer based improvement																
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
C1a: Correspondence replied to within 10 days across the directorate	New PI	95% (3393/3570)	93.25% (1548/1660)	95%	95%	Q1-2 07/08 <b>97.70%</b> (510/522)	<b>Yes</b> (Q1-2 06/07 92.95%)	Replied	108	102	76	88	58	78	95%	95%
Comments and information														Current	✓	
C1b: Correspondence replied to within 10 days in RBM	New PI	New PI	87.5% (7/8)	95%	100%	Q1-2 07/08 <b>100%</b> (2/2)	<b>Yes</b> (Q1-2 06/07 50%)	Replied	2	0	0	0	0	0	95%	95%
Comments and information														Current	✓	
C2: All customers to reception seen within 5 minutes	100%	100%	100%	100%	100%	Q1-2 07/08 <b>100%</b>	<b>Stable</b> (Q1-2 06/07 100%)	Monthly	100%	100%	100%	100%	100%	100%	100%	100%
Comments and information														Current	✓	
C3a: Telephone calls are answered within Customer First standards across the directorate	94.75%	92.51%	93.98% (154747/164666)	95%	95%	Q1-2 07/08 <b>94.86%</b> (87878/92636)	<b>Yes</b> (Q1-2 06/07 92.73%)	Answered	44011			43867			95%	95%
Comments and information														Current	✘	
C3b: Telephone calls are answered within Customer First standards across RBM	94.75%	95.90%	94.5% (11007/11646)	95%	95%	Q1-2 07/08 <b>93.77%</b> (6433/6860)	<b>No</b> (Q1-2 06/07 94.51%)	Answered	3155			3278			95%	95%
Comments and information														Current	✘	
C5: Percentage of stage 2 complaints solved within 10 working days	50.00% (1/2)	57.14% (3/5)	75% (6/8)	95%	95%	N/A	<b>Not comparable</b>	Requests	0	0	0	0	0	0	95%	95%
Comments and information														Current	N/A	
CM 11 - Percentage of stage 3 complaints responded to and the problem solved within 10 working days	100.00% (1/1)	50% (3/6)	16% (1/6)	95%	95%	Q1-2 07/08 100% 2/2	<b>Yes</b> (Q1-2 06/07 0%)	Requests	0	0	0	1	0	1	95%	95%
Comments and information														Current	✓	

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
<b>Process based improvement</b>																
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
P1: Invoices paid within 30 days	93.00%	93.07% (6850/7360)	93.57% (4892/5228)	95%	95%	Q1-2 07/08 <b>96.72%</b> (1826/1888)	<b>Yes</b> (Q1-2 06/07 91.72%)	Paid	202	360	370	307	323	264	95%	95%
								Received	205	367	385	320	329	282		
								Monthly	98.54%	98.09%	96.10%	95.94%	98.18%	93.62%		
Comments and information	Q1 2006/07 = 1374/1489 Q2 2006/07 = 1230/1350 Q3 2006/07 = 1160/1217 Q4 2006/07 = 1128/1172														Current	✓
Invoices paid within 30 days in RBM	New PI	New PI	New	95%	95%	Q1-2 07/08 <b>99.25%</b> (263/265)	<b>Not comp- arable</b>	Paid	37	55	52	42	33	44	95%	95%
								Received	38	55	52	43	33	44		
								Monthly	97.37%	100.00%	100.00%	97.67%	100.00%	100.00%		
Comments and information	New PI														Current	✓
<b>Finance based improvement</b>																
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
Comments and information	There are no financial indicators to report at this level.														Current	
<b>Staff based improvement</b>																
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
S1: BVPI 12: Number of staff days lost to sickness (and stress) across directorate (days/FTE)	8.3 days	11.54 days	12.27 days	<10 days	<10 days	Q1-2 07/08 <b>4.61 days</b>	<b>Yes</b> (Q1-2 06/07 5.65 days)	Quarterly	2.71 days			1.9 days			<10 days	<10 days
Comments and information	Q1 2006/07 = 2.98 days Q2 2006/07 = 2.67 days Q3 2006/07 = 3.21 days Q4 2006/07 = 4.21 days														Current	✓
S2: Number of staff days lost to sickness (and stress) across RBM	3 days (0.75 per quarter)	4.02 days	3.97 days	5 days	5 days	Q1-2 07/08 <b>1.54 days</b>	<b>Yes</b> (Q1-2 06/07 2.2 days)	Quarterly	0.27 days			1.27 days			5 days	5 days
Comments and information	Q1 2006/07 = 2 days Q2 2006/07 = 0.2 days Q3 2006/07 = 1.15 days Q4 2006/07 = 0.72 days														Current	✓
S3: CP 13a - Days lost for stress related illness as a percentage of sickness days taken across the directorate	9.70%	10.96%	5.77%	Less than 10%	>10%	Q1-2 07/08 <b>11.78%</b> (0.53 days)	<b>No</b> (Q1-2 06/07 5.89%)	Quarterly	12.83% (0.35 days per FTE)			9.41% (0.18 days)			Less than 10%	Less than 10%
Comments and information	Q1 2006/07 = 8.37% Q2 2006/07 = 3.40% Q3 2006/07 = 9.38% Q4 2006/07 = 5.59%														Current	✘
S4: CP 13b - Days lost for stress related illness as a percentage of sickness days taken across RBM	New PI	New PI	0.00%	Not target based		Q1-2 07/08 <b>50.01%</b>	<b>No</b> (Q1-2 06/07 0%)	Quarterly	52.2% (0.14 days per FTE)			47.83% (0.61 days)			Not target based	Not target based
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0% Q4 2006/07 = 0%														Current	N/A
S9a: % staff in City Strategy appraised in the last 12 months	72%	72%	73.82%	100%	100%			Annual							100%	100%
Comments and information															Current	

PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
S9b: % staff in RBM appraised in the last 12 months	-	92%	77.50%	100%	100%			Annual							100%	100%
Comments and information															Current	
S10a: Overall staff satisfaction rating for City Strategy in staff survey	-	73%	N/A	80%		07/08 61%	No (05/06 73%)	18 months				61%			N/A	80%
Comments and information															Current	✘
S10b: Overall staff satisfaction rating for RBM in staff survey	-	80%	N/A	80%		07/08 89%	Yes (05/06 80%)	18 months				89.00%			N/A	80%
Comments and information															Current	✓
<b>Not on the Service Plan</b>																
PI code and description	Previous Outturns			2007/08				Frequency	Q1			Q2			Future Targets	
	04/05	05/06	06/07	Target	Forecast	Actual	Improve		A	M	J	J	A	S	08/09	09/10
BVPI 11a - % of top 5% of earners who are women	21.40%	21.95%	20.00%	42.00%	25%	Q1-2 07/08 25%	Yes (Q1-2 06/07 21.05%)	Quarterly			20.00%			25.00%	44.00%	Not set
Comments and information	Q1 2006/07 = 23.81% Q2 2006/07 = 21.05% Q3 2006/07 = 20% Q4 2006/07 = 20%														Current	✘
BVPI 11b - % of top 5% of earners who are from an ethnic minority	0.00%	2.44%	0.00%	2.00%	0%	Q1-2 07/08 0%	Stable (Q1-2 06/07 0%)	Quarterly			0.00%			0%	3.00%	Not set
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0% Q4 2006/07 = 0%														Current	✘
BVPI 14 - % of employees retiring early (excluding ill-health) as a percentage of the total workforce	0.05%	0.66%	0.00%	0.60%	0.00%	Q1-2 07/08 0%	Stable (Q1-2 06/07 0%)	Quarterly			0.00%			0%	0.45%	Not set
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0% Q4 2006/07 = 0%														Current	✓
BVPI 15 - % of employees retiring due to ill-health as a percentage of the total workforce	0.42%	0.22%	0.52%	0.25%	Not on target	Q1-2 07/08 1.24%	No (Q1-2 06/07 0%)	Quarterly			0.00%			1.24%	0.20%	Not set
Comments and information	Q1 2006/07 = 0% Q2 2006/07 = 0% Q3 2006/07 = 0.3% Q4 2006/07 = 0.3%														Current	✓
C16: (CG 5) Visitors referred to the correct officer within a further 10 minutes	100.00% (1/1)	100.00%	100.00%	100.00%	100.00%	Q1-2 07/08 100%	Stable (Q1-2 06/07 100%)	Monthly	100%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Comments and information	Q1 2006/07 = 100% Q2 2006/07 = 100% Q3 2006/07 = 100% Q4 2006/07 = 100%														Current	✓

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## Meeting of Executive Members for City Strategy and Advisory Panel 10 December 2007

Report of the Director of City Strategy

### 2007/08 CITY STRATEGY CAPITAL PROGRAMME: MONITOR 2 REPORT

#### Summary

1. The purpose of this report is to set out progress to date on schemes in the City Strategy Capital Programme for 2007/08. It reports on budget spend to the end of October 2007, which is seven months into the capital programme year. It also gives an update on any scheme works that have occurred since the end of October to give a more accurate picture of progress, and any adjustments that need to be made. The report asks the Executive Member for City Strategy to approve the amendments to the 2007/08 budget as set out below.

#### Background

2. The City Strategy Capital Programme budget for 2007/08 was agreed by the Executive Member in March 2007. The programme was finalised on 16 July 2007 when the Executive Member was presented with the consolidated Capital Programme for 2007/08, which included all work that had been carried over from 2006/07.
3. Following minor programming changes at the first Monitoring Report in September, the current approved budget for the City Strategy Capital Programme for 2007/08 is **£9,672k**. This figure represents the budget available to spend and is therefore net of the overprogramming built into the Local Transport Plan (LTP) element of the programme. The overprogramming seeks to address the problem of schemes being delayed due to unforeseen circumstances arising.
4. The current approved City Strategy Capital Programme for 2007/08 has a value of **£10,331k**, which includes **£659k** of overprogramming.

#### City Strategy Capital Programme

5. The City Strategy Capital Programme is funded from the Local Transport Plan settlement, City of York Council capital resources, other government funding sources, and the private sector (including through section 106 agreements). The list of schemes set out below considers those with an element of LTP

funding first, followed by those funded entirely from other sources. The funding figures shown are those for 2007/08 only, and do not necessarily represent the full cost of the scheme.

6. The proposed funding alterations are shown in Annex 1, and the proposed full programme is shown in Annex 2.
7. The spend plus commitments for schemes within the City Strategy Capital Programme to the end of October was £3,592k. This figure represents 37% spend on the total budget allocation (i.e. the programme minus overprogramming). This is a slightly lower level of spend when compared to October 2006 (41%), however last year the completion of the James St Link Road scheme in November 2006 meant that the spend was higher than usual for this point in the year.
8. Each spending block is considered to give a more detailed picture of actual progress to date and to identify any slippage, savings and additional costs in the programme. Schemes are reported only where there are changes required to the programme or budget; other schemes are progressing as programmed and reported in the 2007/08 Budget Report. The full list of schemes is included in Annex 2.
9. Each main block within the LTP element of the programme has a budget figure allocated, which indicates the level of funding available, and a programme figure, which shows the value of all schemes being progressed. The level of overprogramming varies between blocks depending on the level of deliverability risk. The level of overprogramming allocated in the 2007/08 capital programme was lower than in previous years, due to the inclusion of several large schemes where completion was unlikely to be delayed during the year.
10. Schemes that are not completed in 2007/08, including the 'Reserve Schemes' listed in the programme, will be considered for inclusion in the 2008/09 capital programme.

### **Schemes Within the Local Transport Plan**

#### **OUTER RING ROAD AND JAMES ST LINK ROAD**

**Budget: £3,803k (£3,250k LTP, £553k s106)**

**Programme (including overprogramming): £3,953k**

**Spend to 31 October 2007: £1,642k**

11. Moor Lane Roundabout - £3,150k. The scheme is progressing well, benefiting from the dry Autumn, with completion due in February 2008. Traffic on the Outer Ring Road will be diverted around the new roundabout in early December to allow the construction of the centre of the roundabout to be completed. There have been four major compensation events resulting from the contractor being delayed by land issues as well as prolonged heavy rain in June and July. These, together with other smaller events, have increased the current cost of the civils works from the tender figure of £1,990k to approximately £2,284k. To cater for these increases and maintain an appropriate contingency, it is proposed to increase the allocation for this scheme to £3,300k in 2007/08, and

increase the total scheme budget of £3,500k to £3,700k. This includes an allocation of £80k in 2008/09 and a further £13k in future years to cover the landscaping maintenance period.

12. Hopgrove Roundabout - £483k. The Highways Agency are promoting this scheme which has a total estimated cost of approximately £7m with a contribution of £500k from the City of York Council if required. Owing to the moratorium on submission of new bids to the Regional Transport Board, pending the refresh of the entire regional programme in 2008, the Highways Agency are investigating alternative funding sources. It now appears that the £5m cap on Highways Agency Local Network Management Schemes (LNMS) can be raised for schemes where there is a good value for money case. It is understood that the Hopgrove scheme has the highest cost to benefit ratio of all of the LNMS schemes in the region and should therefore have a strong case for funding. The Highways Agency will be progressing the project through this route over the next few months with an anticipation that funding may be available for 2008/09. It is proposed to maintain the allocation pending confirmation of the delivery mechanism and to cover overprogramming across the programme.
13. Strensall Roundabout Left Turn Lane - £250k. The work to increase the capacity of the roundabout for left turning vehicles started on site 15 October, and should be completed in early December. This scheme has been combined with resurfacing of the entire roundabout funded by the structural maintenance block, in order to minimise disruption during the work.
14. James St Link Road Phase 2 - £20k. Progress on the development of this scheme, which is dependent on developments in the area, has been slower than anticipated therefore it is proposed to reduce the budget by £10k in 2007/08 and complete the study in 2008/09.

#### **MULTI-MODAL SCHEMES**

**Budget: £50k (£26k LTP, £24k s106)**

**Programme (including overprogramming): £50k**

**Spend to 31 October 2007: £8k**

15. Fulford Road Multi-Modal Scheme - £25k. Progress on the development of this scheme has been better than anticipated this year, therefore it is proposed to bring forward the allocation for further development from 2008/09. This will allow the momentum to be maintained and ensure that the scheme can progress on the ground next year. It is proposed to increase the allocation for this scheme to £100k for the further feasibility work required for this scheme.
16. The overall principles for improvements to the corridor were set out in the report to the City Strategy EMAP on 29 October. The panel agreed proposals that would form the basis of the improvement strategy for the corridor, and also agreed that these proposals should be further developed, consultation carried out, and the findings reported back to the panel in late spring 2008. The increased allocation is to allow this scheme to be developed as requested, with implementation of the measures expected in 2008/09.

17. Blossom St Multi-Modal Scheme - £25k. Due to lack of staff resources, it has not been possible to progress this scheme as much as expected in 2007/08. It is proposed to reduce the allocation for this scheme to £10k to accommodate the reduced amount of feasibility work that will be carried out this year.

**AIR QUALITY, CONGESTION & TRAFFIC MANAGEMENT**

**Budget: £128k (£71k LTP, £57k s106)**

**Programme (including overprogramming): £128k**

**Spend to 31 October 2007: £42k**

18. Tadcaster Road Widening at Sim Balk Lane Junction - £10k. This allocation was included in the programme to contribute to the cost of works at the junction as part of the York College development, which was completed early in the year. The cost of the work was lower than expected, so it is proposed to reduce the allocation for this scheme to £5k.

**Major Scheme Bid**

19. Regional Scheme Development & Strategy Modelling - £50k. It is proposed to use this allocation to undertake preparatory work for the preparation of the Major Scheme Bid identified in the second LTP to improve access to York. The main elements of the bid are to improve the Outer Ring Road, increase the capacity and distribution of the Park & Ride offer and provide bus priorities along key corridors. As part of this process the Outer Ring Road study approved by Members in 2005 will be refreshed to take account of changes since then such as the emergence of British Sugar as a potential development site.
20. Initial modelling work is being undertaken before the development of an Outline Business Case, which will be used to support a bid for funds from the Regional Funding Allocation. It is essential that a proposal is available to be submitted when the current regional programme is reviewed in early 2008/09. It is proposed that the bid will be presented for approval by Members before submission to the Regional Transport Board

**PARK & RIDE**

**Budget: £160k (£100k LTP, £60k s106)**

**Programme (including overprogramming): £189k**

**Spend to 31 October 2007: £25k**

21. Designer Outlet Park & Ride Office - £60k. It is proposed to reduce the allocation for this scheme in 2007/08 to £10k as the scheme was delayed to allow the Park & Ride service procurement to be completed. The Executive approved the inclusion of supervision at the Designer Outlet at the meeting on 23 October. Detailed discussions are currently underway with the Designer Outlet management and First York to develop the layout for the office before the submission of a planning application. It is anticipated that the office will be in place for the summer of 2008.

**Public Transport Improvements**

**Budget: £519k (£364k LTP, £155k s106)**

**Programme (including overprogramming): £574k**



**Spend to 31 October 2007: £150k**

22. Bus Location and Information Sub-System (BLISS) – Transponders for Leeds-Bradford Airport Coach - £14k. It is proposed to remove this allocation from the programme, as the contribution to First York for the transponders is no longer required.
23. Bus Stop and Shelter Programme - £40k. In order to fund the improvement works to the Osbaldwick Link Road bus shelter and the Merchantgate bus shelters, it is proposed to increase the budget for this scheme to £82k through the addition of Section 106 funding. The Osbaldwick Link Road work was completed in November, and the Merchantgate bus shelter work will be carried out in the new year.
24. A59/Beckfield Lane Improvements - £150k. It is proposed to reduce the allocation for this scheme to £30k and slip the remaining Section 106 funding to 2008/09, as progress on the design of the scheme has been slower than originally anticipated. The scheme will progress in 2008/09 to ensure the improved pedestrian and cycling crossings and traffic management facilities are in place prior to the new Manor School being completed.
25. Tram-Train Study - £25k. This element of the contribution to the tram-train study being led by Metro has been reduced (£30k available overall for tram train studies). Arups have been commissioned to undertake the study which examines options for running lighter tram/train vehicles on the Leeds/Harrogate/York line with a possible extension to Leeds Bradford Airport also being investigated.

**WALKING**

**Budget: £291k**

**Programme (including overprogramming): £371k**

**Spend to 31 October 2007: £12k**

26. Melrosegate/Fourth Avenue Pelican Crossing - £20k. It is proposed to increase the allocation for this scheme to £27k, following a recent cost estimate for the scheme. The total scheme cost is £37k, with the Heworth Ward Committee providing a £10k contribution towards the scheme.
27. Lendal Bridge Route – £130k. Progress on this scheme has been slower than anticipated due to the discovery of a number of services in the existing footway which can not be easily diverted. Alternative solutions to widening the footway in this area are being developed. It is not proposed to change the current allocation pending confirmation of the ultimate solution however there is a risk that delivery of the scheme will slip into 2008/09.

**CYCLING**

**Budget: £380k (£332k LTP, £30k s106, £18k grant funding)**

**Programme (including overprogramming): £493k**

**Spend to 31 October 2007: £75k**

28. Heslington Lane Cycle Route - £73k. This scheme was completed in September, and feasibility work for Phase 2 of the scheme (from the end of Phase 1 to Holmefield Avenue) is ongoing. It is proposed to increase the allocation for this scheme to £83k due to the increased scheme costs for Phase 1 of the scheme.
29. Links to Cycle Route through hospital grounds - £80k. It is proposed to reduce the allocation for this scheme to £50k, to allow the proposed cycle improvements at the southern end of the route to be developed and implemented in 2007/08. The links at the northern end of the route through the hospital grounds are expected to be implemented in 2008/09, pending progress on the section of the route that the hospital will be constructing.
30. City Centre Cycle Parking – Secure Parking - £70k. The allocation for match funding to Bikerescue for the conversion of the Lendal Bridge Sub-Station to a cycle parking facility is not required this year, so it is proposed to reduce the allocation for this scheme to £20k to fund the installation of new cycle parking in the city centre, and provide an allocation in 2008/09 for the secure parking at Lendal if required.
31. Archbishop Holgate's Safe Route to School - £112k. The construction of the new off-road cycle path along Hull Road (from Tang Hall Lane to Carlton Avenue) has been completed, and the toucan conversion will be completed by the end of 2007/08. The cost of the civils work was less than the original estimate, as the scheme did not require the relocation of the bus shelter and lighting columns as previously expected, so it is proposed to reduce the budget to £72k due to the reduced cost of the scheme.

**DEVELOPMENT-LINKED SCHEMES**

**Budget: £176k (all s106 funding)**

**Programme (including overprogramming): £176k**

**Spend to 31 October 2007: £6k**

32. No changes are proposed to the Development-Linked Schemes block at this stage in the year. The development of the Barbican to St George's Field Pedestrian Improvements is progressing well, and the outline design of the proposals is currently being developed in order to go out to consultation.

**SAFETY SCHEMES**

**Budget: £402k (£357k LTP, £45k grant funding)**

**Programme (including overprogramming): £606k**

**Spend to 31 October 2007: £395k**

33. A166/Murton Lane Junction - £276k. It is proposed to increase the allocation for this scheme to £290k in order to accommodate the cost of the measures recommended in the Stage 3 Safety Audit, and the slight increase in the final costs for the scheme.
34. Holtby/A166 Junction - £40k. Following the approval of the permanent closure of Panman Lane at the Officer in Consultation (OIC) meeting in July, this scheme has been implemented and is now almost complete, apart from minor

snagging issues. The cost of the scheme was lower than the original estimate, so it is proposed to reduce the allocation to £25k accordingly.

35. Acomb Triangle LSS – £25k. Some of the measures proposed for Dijon Avenue as part of this Local Safety Scheme have been implemented as part of the new York High School Safety Zone, so it is proposed to reduce the allocation for this scheme to £15k.
36. Link Road/Haxby Road LSS - £3k. It is proposed to increase the allocation for this scheme to £15k to include the cost of resurfacing the roundabout as part of this Local Safety Scheme.
37. York Road Dunnington Traffic Signals - £25k. The original budget was included for the completion works to the scheme at the start of the year. Following a detailed Stage 3 Safety Audit essential additional works were identified therefore it is proposed to increase the allocation to £48k to cover the cost of the works and the additional staff time required. The cost is higher than expected due to the restricted working hours and the need for signal control at the junction during the safety audit works.
38. Wheldrake Lane/A19 Traffic Signals - £16k. It is proposed to increase the allocation for this scheme to £20k, due to the costs of the Stage 3 Safety Audit work being higher than originally expected.

#### **SCHOOL SCHEMES**

**Budget: £224k**

**Programme (including overprogramming): £233k**

**Spend to 31 October 2007: £32k**

39. Bishopthorpe Infants & Juniors SRS - £5k. It is proposed to reduce the allocation for this scheme to £1k, as the proposals are on hold pending the confirmation of the work planned for the 'Bishopthorpe Crossroads' project.
40. Carr Infants & Juniors SRS - £7k. This allocation was used to contribute to a maintenance scheme for footway improvements around the two schools. These works have been completed, and it is proposed to reduce the allocation to £4k due to the reduced cost of the works.
41. Clifton Green SRS - £14k. It is proposed to reduce the allocation for this scheme to £8k, due to the lower cost of the proposed footway improvements around the perimeter of the school.
42. Joseph Rowntree SRS - £14k. As the redevelopment of the school will be inside the current site, it is proposed to reduce the allocation for this scheme to £1k, as no changes to the current School Safety Zone are required.
43. Lowfield/Oaklands SRS - £14k. It is proposed to reduce the allocation for this scheme to £1k, as the required School Safety Zone work is being funded by Learning Culture and Children's Services (LCCS) as part of the York High School development.

44. Park Grove SRS - £7k. This allocation has been used to install new warning signs in the vicinity of the school. It is proposed to reduce the allocation for this scheme to £3k, as no further works are planned for this year.
45. Scarcroft SRS - £7k. It is proposed to reduce the allocation for this scheme to £1k, as further Safe Routes works are not required at present.
46. Dringhouses SRS - £10k. No further feasibility work for this scheme will be carried out this year, so it is proposed to reduce the allocation to £1k.
47. St Lawrence's School Cycle Parking - £13k. Due to the development of the Children's Centre at St Lawrence's Primary School, it will not be possible to install the cycle parking at St Lawrence's this year. It is proposed to reduce the allocation for this scheme to £1k, and defer the installation of the cycle parking until after completion of the Children's Centre in June 2008.

#### **COSTS FROM PREVIOUS YEARS SCHEMES**

**Budget: £100k**

**Programme (including overprogramming): £100k**

**Spend to 31 October 2007: £89k**

48. This budget covers minor completion works and retention monies associated with LTP schemes undertaken in previous years. There are no changes proposed to the allocation at this stage in the year.

#### **Structural Maintenance**

##### **Carriageway Maintenance**

**Budget: £1,762k (£1,124k LTP, £25k s106, £613k CYC funding)**

**Spend to 31 October 2007: £828k**

49. The recommendations in the 2007/08 City Strategy Finance and Performance Monitor 1 Report were approved at the City Strategy EMAP in September and included the proposed deferral of the following capital maintenance schemes to cover increased costs in the Revenue budget. As the budget position has not improved over the period it is now confirmed that the following schemes will be deferred to 2008/09:
  - Bishopthorpe Road (£45k)
  - Boroughbridge Road/Carr Lane (£50k)
  - Alcuin Avenue (£25k)
  - Haxby Road (£94k)
  - Halifax Way (£6k)
  - Drainage Schemes (£50k)
50. The £270k of savings from the deferment of these schemes will be used to support the revenue maintenance budget.
51. All other schemes in the carriageway maintenance block are progressing as planned.

**Footway Maintenance**

**Budget: £863k (all CYC funding)**

**Spend to 31 October 2007: £145k**

52. Leake St - £12k. Due to development issues at this location, it is proposed to defer this scheme to 2008/09, and remove the allocation from the programme.

**Highway Drainage Maintenance**

**Budget: £100k (all CYC funding)**

**Spend to 31 October 2007: £0k**

53. As mentioned previously, it is proposed to remove £50k of funding from the Highway Drainage Maintenance budget in order to address the overall City Strategy projected overspend. The planned work will be deferred to next year if funding is available.

**Lighting**

**Budget: £80k**

**Spend to 31 October 2007: £22k**

54. No changes are proposed to the schemes included in the Lighting block at this stage of the year.

**Bridges**

**Budget: £350k (£11k LTP, £339k CYC funding)**

**Spend to 31 October 2007: £2k**

55. Clifton Bridge - £300k. The development of a combined parapet strengthening and cycling scheme for Clifton Bridge has taken longer than originally anticipated but is now progressing well. The bridge maintenance work is now planned to start in 2008/09 to link in with the proposed Clifton Bridge cycle improvements scheme. To accommodate the longer development period it is proposed to reduce the allocation for 2007/08 to £50k and fund the scheme over two years.

**City Walls Maintenance**

**Budget: £284k (all CYC funding)**

**Spend to 31 October 2007: £109k**

56. No changes are planned to the schemes in the City Walls block at this stage of the year. The Robin Hood Tower work has been completed, and the City Walls Railings work is expected to start soon and will be completed in 2007/08.

**Elvington Flood Defences**

**Budget: £20k (all CYC funding)**

**Spend to 31 October 2007: £9k**

57. No changes are planned to the schemes in the Elvington Flood Defences block at this stage of the year. The civils work for the flood defences has been completed.

**Schemes Transferred from Revenue**

58. New Allocation – As identified in the carriageway maintenance section, it is proposed to use the deferral of £270k of schemes in the maintenance programme to support the Revenue Budget.

### **Consultation**

59. Consultation was undertaken on the LTP strategy, and detailed consultation is undertaken on each scheme where appropriate during the design period and before construction.

### **Options**

60. Members have been presented with a number of amendments to the capital programme for approval, which are required to ensure that schemes are deliverable within funding constraints while enabling the objectives of the approved Local Transport Plan to be met.

### **Analysis**

61. Most of the schemes within the capital programme are on schedule to achieve their programme of works and spend by the end of the financial year. The current spend achieved to date is slightly lower than the spend at this time last year owing to the later delivery of the main elements of the programme, however it is anticipated that the allocation will be fully spent within the year.
62. The budget changes proposed in this report will reduce the amount of overprogramming on the LTP sections of the programme to approximately £400k which is anticipated to be adequate to ensure full spend by the end of the financial year.

### **Corporate Priorities**

63. The City Strategy Capital Programme supports the sustainable city element of the Corporate Strategy.

**Increase the use of public and other environmentally friendly modes of transport**

### **Implications**

64. The Financial Implications of the report are identified in a separate section below.
- **Financial** – See below
  - **Human Resources (HR)** – There are no HR implications
  - **Equalities** – There are no equalities implications
  - **Legal** – There are no legal implications
  - **Crime and Disorder** – There are no crime and disorder implications
  - **Information Technology (IT)** – There are no IT implications
  - **Property** – There are no property implications
  - **Other** – There are no other implications

## Financial Implications

65. The LTP allocation for 2007/08 was confirmed by the Government Office for Yorkshire and the Humber on 18 December 2006. The City Strategy Capital Programme budget was agreed by Budget Council as part of the overall CYC Capital Programme on 21 February 2007. The programme was amended to include carryovers from the 2006/07 capital programme in the City Strategy Consolidated Capital Programme agreed at the July EMAP. Following alterations agreed in the first monitoring report at the September EMAP, the overall capital programme (net of overprogramming) was **£9,672k**, and was funded as follows:

	<b>£000s</b>
LTP Settlement	5,560
De-Trunked Road Capital Grant	750
Road Safety Grant	45
Developer Contributions	1,080
CYC Resources	1,719
CYC Prudential Borrowing	500
Government Grants	18
<b>Total</b>	<b>9,672</b>

66. If the proposed changes are accepted, the total value of the City Strategy Capital Programme for 2007/08 would be **£9,967k** including overprogramming. The overprogramming would decrease from **£659k** to **£433k** (compared to £158k at this stage in 2006/07).
67. The proposed changes to the budget as outlined above would decrease the City Strategy Capital Programme budget to **£9,534k**, which would be funded as follows:

	<b>£000s</b>	<b>£000s</b>
LTP Settlement		5,560
De-Trunked Road Capital Grant		750
Road Safety Grant		45
Developer Contributions	-138	942
CYC Resources		1,719
CYC Prudential Borrowing		500
Government Grants		18
<b>Total</b>		<b>9,534</b>

## Risk Management

68. The Capital Programme has been prepared to assist in the delivery of the objectives of the Local Transport Plan. The Department for Transport will assess the progress of the LTP against the targets set in the plan. If the schemes included within the programme do not have the anticipated effect on the targets it is possible that the council will receive a lower score, and consequentially there is a risk that future funding will be reduced.

69. In compliance with the Council's risk management strategy the main risks that have been identified in this report are those which could lead to the inability to meet business objectives leading to financial loss, damage to the Council's image and reputation and failure to meet stakeholders' expectations.
70. Measured in terms of impact and likelihood, the risk 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.

### Recommendations

71. The Executive Member for City Strategy is recommended to:

- Approve the adjustments set out in Annexes 1 and 2

*Reason: To manage the Capital Programme effectively*

### Contact Details

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**Chief Officer Responsible for the report:**  
**Bill Woolley**  
**Director of City Strategy**

**Damon Copperthwaite**  
*Assistant Director City Development and Transport*

Report Approved  Date 23/11/07

**Specialist Implications Officer(s)** N/A

**Wards Affected:** *List wards or tick box to indicate all*

All

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

### Background Papers

Proposed 2007/08 City Strategy Capital Programme – 26 March 2007  
City Strategy Capital Programme 2006/07 – Outturn Report – 6 June 2007  
City Strategy Capital Programme 2007/08 – Consolidated Report – 16 July 2007  
City Strategy Capital Programme 2007/08 – Monitor 1 Report – 10 September 2007

### Annexes

Annex 1: Summary of Key Changes Required  
Annex 2: Current and Proposed Budgets for 2007/08 Capital Programme



**Recommended variations to LTP Programme (changes to overprogramming only)**

Scheme	Change	Budget Change
		£1,000's
Moor Lane Roundabout	Increased scheme costs	150.00
Fulford Road Multi-Modal Scheme	Additional funding to further develop scheme	75.00
Blossom St Multi-Modal Scheme	Decreased scheme costs	-15.00
Tadcaster Road Widening at Sim Balk Lane Junction	Decreased scheme costs	-5.00
BLISS - Transponders for LBIA Coach	Contribution to First no longer required	-14.00
Tram-Train Study	Decreased scheme costs	-10.00
Melrosegate/Fourth Ave Pelican Crossing	Increased scheme costs	7.00
Heslington Lane Cycle Route	Increased scheme costs	10.00
Links to Cycle Route through hospital grounds	Decreased scheme costs in 07/08	-30.00
Archbishop Holgate's SRS	Decreased scheme costs	-40.00
City Centre Cycle Parking - Secure Parking	Decreased scheme costs in 07/08	-50.00
A166/Murton Lane Junction	Increased scheme costs	14.00
Holtby/A166 junction	Decreased scheme costs	-15.00
Acomb Triangle LSS	Decreased scheme costs	-10.00
Link Road/Haxby Road	Increased scheme costs	12.00
York Road, Dunnington Traffic Signals	Increased scheme costs	23.00
Wheldrake Lane/A19 Traffic Signals	Increased scheme costs	4.00
Bishopthorpe Infants & Juniors SRS	Decreased scheme costs	-4.00
Carr Infants & Juniors SRS	Decreased scheme costs	-3.00
Clifton Green SRS	Decreased scheme costs	-6.00
Joseph Rowntree SRS	Decreased scheme costs	-13.00
Lowfield/Oaklands SRS	Decreased scheme costs	-13.00
Park Grove SRS	Decreased scheme costs	-4.00
Scarcroft SRS	Decreased scheme costs	-6.00
Dringhouses SRS	Decreased scheme costs	-9.00
St Lawrence's School Cycle Parking	Scheme deferred to 08/09	-12.00
Harrogate Road (part)	Now funded through s106 funding	-25.00
Bishopthorpe Road (part)	Scheme deferred to 08/09	-45.00
Boroughbridge Road/Carr Lane	Scheme deferred to 08/09	-5.00
York Road Acomb (part)	Now funded through CYC funding	-39.00
Carr Lane (part)	Scheme deferred to 08/09	-20.00
Alcuin Ave (part)	Scheme deferred to 08/09	-25.00
Clifton Bridge	Decreased scheme costs in 07/08	-11.00
A1237, A59 towards A19	Now funded through CYC funding	-92.00
<b>TOTAL</b>		<b>-226.00</b>

**CYC Funding**

Scheme	Change	Budget Change
		£1,000's
York Road Acomb (part)	Now funded through CYC funding	39.00
Clifton Bridge	Decreased scheme costs in 07/08	-239.00
Haxby Road (part)	Scheme deferred to 08/09	-94.00
Halifax Way	Scheme deferred to 08/09	-6.00
A1237, A59 towards A19	Now funded through CYC funding	92.00
Leake Street	Scheme deferred to 08/09	-12.00
Main St Askham Bryan	Scheme deferred to 08/09	-15.00
Mill Lane Askham Richard	Scheme deferred to 08/09	-10.00
Drainage - Various Locations	Scheme deferred to 08/09	-25.00
Schemes transferred from Revenue	Transfer to support Revenue Budget	270.00
<b>Total</b>		<b>0.00</b>

**Section 106 Funding**

Scheme	Change	Budget Change
		£1,000's
James St. Link Road Phase 2	Decreased scheme costs in 07/08	-10.00
Designer Outlet P&R Office	Decreased scheme costs in 07/08	-50.00
Bus Stop and Shelter Programme	Funding for additional works in 07/08	42.00
A59/Beckfield Lane Junction Improvements	Decreased scheme costs in 07/08	-120.00
Harrogate Road (part)	Now funded through s106 funding	25.00
Boroughbridge Road/Carr Lane	Scheme deferred to 08/09	-25.00
<b>Total</b>		<b>-138.00</b>

Scheme Ref	07/08 City Strategy Capital Programme	07/08 M1 Programme (Total)	07/08 M1 Programme (LTP)	Proposed 07/08 M2 Programme (Total)	Proposed 07/08 M2 Programme (LTP)	Total spend to 31 Oct 07	Implementation/ In Preparation/ Reserve/Location	Monitor 2 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
<b>Outer Ring Road &amp; James St Link Road</b>								
OR01/06	Moor Lane Roundabout	3,150.00	3,150.00	3,300.00	3,300.00		Implementation	Increased allocation - additional costs from compensation events due to delays on site
OR01/05	Hopgrove Roundabout	482.70	0.00	482.70	0.00		Implementation	
OR01/04	Strensall Roundabout Left Turn Lane	250.00	250.00	250.00	250.00		Implementation	
JS01/04	James St Link Road	50.00	0.00	50.00	0.00		Implementation	
JS01/07	James St. Link Road Phase 2	20.00	0.00	10.00	0.00		In preparation	Reduced allocation - scheme progress delayed due to development issues
<b>Outer Ring Road &amp; James St Link Road Programme Total</b>		<b>3,952.70</b>	<b>3,400.00</b>	<b>4,092.70</b>	<b>3,550.00</b>	<b>1,641.78</b>		
<b>Overprogramming</b>		<b>150.00</b>	<b>150.00</b>	<b>227.00</b>	<b>227.00</b>			
<b>Budget</b>		<b>3,802.70</b>	<b>3,250.00</b>	<b>3,865.70</b>	<b>3,323.00</b>			
<b>Multi-Modal Schemes</b>								
PT04/06	Fulford Road Multi-Modal Scheme	25.00	4.90	100.00	79.90		In preparation	Increased allocation - to further develop scheme in 07/08 for works in 08/09
PT07/06	Blossom St Multi-Modal Scheme	25.00	21.00	10.00	6.00		In preparation	Reduced allocation - feasibility work to be completed in 08/09
<b>Multi-Modal Schemes Total</b>		<b>50.00</b>	<b>25.90</b>	<b>110.00</b>	<b>85.90</b>	<b>8.00</b>		
<b>Overprogramming</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			
<b>Budget</b>		<b>50.00</b>	<b>25.90</b>	<b>110.00</b>	<b>85.90</b>			
<b>Air Quality, Congestion &amp; Traffic Management</b>								
TCMS - All Schemes								
TM01/07	TCMS - Commence migration of UTM equipment from GPRS to Wi-Fi	5.00	5.00	5.00	5.00		Implementation	
TM02/07	TCMS - Provide Car Park Counting at Monks Cross Park & Ride	5.00	5.00	5.00	5.00		Implementation	
TM03/07	TCMS - Public Access to TCMS and BLISS	20.00	20.00	20.00	20.00		Implementation	
TM04/07	TCMS - Enhance Dynamic web pages	10.00	10.00	10.00	10.00		Implementation	
TM05/07	Air Quality Action Plan	20.00	20.00	20.00	20.00		Implementation	
TM01/06	Lorry Signage	1.00	1.00	1.00	1.00		Implementation	
TM06/07	Tadcaster Road Widening at Sim Balk Lane Junction	10.00	10.00	5.00	5.00		Implementation	Reduced allocation - lower cost of works
TM07/07	Regional Scheme Development and Strategy Modelling	50.00	0.00	50.00	0.00		In preparation	
TM08/07	Coach Study	7.00	0.00	7.00	0.00		In preparation	
-	TCMS - Install 2 additional Outer Ring Road counter sites	0.00	0.00	0.00	0.00		Reserve Scheme	
-	TCMS - Start installation of Web quality CCTV on the Outer Ring Road	0.00	0.00	0.00	0.00		Reserve Scheme	
-	TCMS - Publish City Centre traffic CCTV images on the web	0.00	0.00	0.00	0.00		Reserve Scheme	
<b>Air Quality, Congestion &amp; Traffic Management Total</b>		<b>128.00</b>	<b>71.00</b>	<b>123.00</b>	<b>66.00</b>	<b>42.30</b>		
<b>Overprogramming</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			
<b>Budget</b>		<b>128.00</b>	<b>71.00</b>	<b>123.00</b>	<b>66.00</b>			
<b>Park &amp; Ride</b>								
PR01/07	Designer Outlet P&R Office	60.00	0.00	10.00	0.00		Implementation	Reduced allocation - scheme delayed due to Park & Ride service procurement process
PR02/07	P&R City Centre Bus Stop Upgrades	45.00	45.00	45.00	45.00		Implementation	
PR03/07	P&R Site Upgrades for re-launch of service	79.00	79.00	79.00	79.00		Implementation	
PR02/05	Askham Bar P&R Extension	5.00	5.00	5.00	5.00		In preparation	
-	Shipton Road Rising Bollard	0.00	0.00	0.00	0.00		Reserve Scheme	
<b>Park &amp; Ride Total</b>		<b>189.00</b>	<b>129.00</b>	<b>139.00</b>	<b>129.00</b>	<b>25.17</b>		
<b>Overprogramming</b>		<b>29.00</b>	<b>29.00</b>	<b>24.00</b>	<b>24.00</b>			
<b>Budget</b>		<b>160.00</b>	<b>100.00</b>	<b>115.00</b>	<b>105.00</b>			
<b>Public Transport Improvements</b>								
BLISS - All Schemes								
PT01/07	BLISS - Extend BLISS to remainder of First services	60.00	60.00	60.00	60.00		Implementation	
PT02/07	BLISS - Extend BLISS to EYMS Services 746 and 747	20.00	20.00	20.00	20.00		Implementation	
PT03/07	BLISS - SMS Text Messaging System - Bus Stop Flags upgrade	40.00	40.00	40.00	40.00		Implementation	
PT01/04	Stonebow Bus Stops	12.00	12.00	12.00	12.00		Implementation	
PT04/07	Bus Timetable Installation	20.00	20.00	20.00	20.00		Implementation	
PT05/07	BLISS - Procure Smart Column for City Centre interchange point	20.00	20.00	20.00	20.00		Implementation	
PT06/07	BLISS - Transponders for Lbia Coach	14.00	14.00	0.00	0.00		Implementation	Allocation removed - contribution to First York no longer required
PT07/07	Leeds-Bradford Airport Coach	0.00	0.00	0.00	0.00		Implementation	
PT08/07	Kassel Kerbs to Route 1	40.00	40.00	40.00	40.00		Implementation	
PT09/07	Bus Stop and Shelter Programme (inc. Minor Bus Stop Improvements)	40.00	40.00	82.00	40.00		Implementation	Increased allocation - addition of s106 funding for bus shelter improvements
PT10/07	BLISS - Roll out LCD Smart Panels for bus stops	70.00	70.00	70.00	70.00		Implementation	
PT11/07	A59/Beckfield Lane Junction Improvements	150.00	0.00	30.00	0.00		Implementation	Reduced allocation - s106 funding slipped to 08/09 for completion of design & implementation
PT05/06	Orbital Bus Routes - Service 6 Extension	0.00	0.00	0.00	0.00		In preparation	
PT03/06	A59 Bus Priority Study	10.00	5.00	10.00	5.00		In preparation	
PT12/07	Integrated Ticketing	5.00	5.00	5.00	5.00		In preparation	
PT13/07	Tram-Train Study	25.00	25.00	15.00	15.00		In preparation	
PT14/07	City Centre Interchange for Tram-Train Study	15.00	15.00	15.00	15.00		In preparation	
PT15/07	Poppleton Station Car Park Works	10.00	10.00	10.00	10.00		In preparation	

Scheme Ref	07/08 City Strategy Capital Programme	07/08 M1 Programme (Total)	07/08 M1 Programme (LTP)	Proposed 07/08 M2 Programme (Total)	Proposed 07/08 M2 Programme (LTP)	Total spend to 31 Oct 07	Implementation/ In Preparation/ Reserve/Location	Monitor 2 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		

**Carryover Schemes**

RL02/02	Station Frontage	18.00	18.00	18.00	18.00		06/07 Costs	
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<b>Public Transport Improvements Total</b>	<b>574.00</b>	<b>419.00</b>	<b>472.00</b>	<b>395.00</b>	<b>150.33</b>
<b>Overprogramming</b>	<b>55.00</b>	<b>55.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Budget</b>	<b>519.00</b>	<b>364.00</b>	<b>472.00</b>	<b>395.00</b>	

**Walking**

PE01/07	Dropped Kerbs	30.00	30.00	30.00	30.00		Implementation	
PE02/04a	Lendal Bridge Route (Station-City Centre)	130.00	130.00	130.00	130.00		Implementation	
PE02/07	Melrosegate/Fourth Ave Pelican Crossing	20.00	20.00	27.00	27.00		Implementation	Increased allocation - increased cost estimate for scheme
PE09/06	Fordlands Road Pedestrian Crossing	20.00	20.00	20.00	20.00		Implementation	
PE03/07	Shipton Road Footpath Extension	25.00	25.00	25.00	25.00		Implementation	
PE04/07	Minor Pedestrian Schemes Budget	30.00	30.00	30.00	30.00		Implementation	
PE04/06	Green Lane Rawcliffe Footway	16.00	16.00	16.00	16.00		Implementation	
PE05/05	Melrosegate/Tang Hall Lane Pedestrian Refuges	17.00	17.00	17.00	17.00		Implementation	
PE05/07	Pedestrian Audits Work	50.00	50.00	50.00	50.00		Implementation	
	Haxby Road							
	Huntington Road							
	Shipton Road							
PE02/02c	Coppergate Pelican improvements	10.00	10.00	10.00	10.00		Implementation	
PE06/06	Footstreets Review & Potential Expansion	10.00	10.00	10.00	10.00		In preparation	
PE05/06	Haxby Village Pedestrian Audit	5.00	5.00	5.00	5.00		In preparation	
PE06/07	ORR Crossing Issues	5.00	5.00	5.00	5.00		In preparation	
PE07/07	Temple Lane Copmanthorpe Footpath	3.00	3.00	3.00	3.00		In preparation	
-	Walmgate Bar Improvements	0.00	0.00	0.00	0.00		Reserve Scheme	

<b>Walking Total</b>	<b>371.00</b>	<b>371.00</b>	<b>378.00</b>	<b>378.00</b>	<b>12.24</b>
<b>Overprogramming</b>	<b>80.00</b>	<b>80.00</b>	<b>87.00</b>	<b>87.00</b>	
<b>Budget</b>	<b>291.00</b>	<b>291.00</b>	<b>291.00</b>	<b>291.00</b>	

**Cycling**

CY09/03a	Heslington Lane Cycle Route	73.00	73.00	83.00	83.00		Implementation	Increased allocation - final cost of scheme slightly more than original estimate
CY01/07	Links to Cycle Route through hospital grounds	80.00	80.00	50.00	50.00		Implementation	Reduced allocation - work at northern end of route deferred to 08/09
CY02/07	City Centre Cycle Parking - Secure Parking	70.00	70.00	20.00	20.00		Implementation	Reduced allocation - funding for Bikerescue not required in 07/08
CY03/07	Cycle Route Signing	25.00	25.00	25.00	25.00		Implementation	
CY04/07	Archbishop Holgate's SRS	112.00	82.00	72.00	42.00		Implementation	Reduced allocation - cost of scheme lower than original estimate
CY06/02c	Haxby to York - Nestle Northern Access	20.00	20.00	20.00	20.00		Implementation	
CY05/07	Cycle Minor Schemes	25.00	25.00	25.00	25.00		Implementation	
	Barracks Wall							
	Hob Moor Subway Works							
	Cycle Barrier Works							
CY10/04	Clifton Bridge (Water End to Clifton Green)	20.00	20.00	20.00	20.00		In preparation	
CY07/04	St Oswald's Rd to Landing Lane	5.00	5.00	5.00	5.00		In preparation	
CY04/05	Green Lane Acomb	10.00	10.00	10.00	10.00		In preparation	
CY06/07	Outer Ring Road - Haxby to Clifton Moor	10.00	10.00	10.00	10.00		In preparation	
CY04/04	A166 Crossing (NCN Route 66)	5.00	5.00	5.00	5.00		In preparation	
CY07/07	Moor Lane Railway Bridge - Cycling Feasibility	5.00	5.00	5.00	5.00		In preparation	

**Carryover Schemes**

CY01/06	Anti-skid Surfacing	13.00	13.00	13.00	13.00		Implementation	
CY08/03	Hob Moor Link	20.40	2.00	20.40	2.00		Implementation	

<b>Cycling Total</b>	<b>493.40</b>	<b>445.00</b>	<b>383.40</b>	<b>335.00</b>	<b>74.68</b>
<b>Overprogramming</b>	<b>113.00</b>	<b>113.00</b>	<b>7.00</b>	<b>7.00</b>	
<b>Budget</b>	<b>380.40</b>	<b>332.00</b>	<b>376.40</b>	<b>328.00</b>	

**Development Linked Schemes**

PE06/04	Barbican to St Georges Field route (210)	123.00	0.00	123.00	0.00		Implementation	
DL01/07	Realignment of mini-roundabout at Earswick Village/Strensall Rd junction (216)	2.00	0.00	2.00	0.00		Implementation	
DL02/07	Bus stop improvements on Audax Road Clifton (198)	4.00	0.00	4.00	0.00		Implementation	
DL03/07	Cycle track to the south of Woodlands Chase, Water Lane, Clifton (138)	7.50	0.00	7.50	0.00		Implementation	
DL04/07	Kerbing and street lighting, Water Lane (138)	4.00	0.00	4.00	0.00		Implementation	
DL05/07	Study to develop the local pedestrian and cycle network in the Monks Cross area (111)	8.00	0.00	8.00	0.00		Implementation	
DL06/07	Study of traffic measures for North Lane Huntington (111)	7.00	0.00	7.00	0.00		Implementation	
DL07/07	Bus stop improvements (Blossom Street) (99)	10.00	0.00	10.00	0.00		Implementation	
DL08/07	Link between Hungate and Morrisons development (FBMP)	5.00	0.00	5.00	0.00		In preparation	
DL09/07	Monks Cross - New Development Links (MXMP)	5.00	0.00	5.00	0.00		In preparation	

<b>Development Linked Schemes Total</b>	<b>175.50</b>	<b>0.00</b>	<b>175.50</b>	<b>0.00</b>	<b>5.58</b>
<b>Overprogramming</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Budget</b>	<b>175.50</b>	<b>0.00</b>	<b>175.50</b>	<b>0.00</b>	

Scheme Ref	07/08 City Strategy Capital Programme	07/08 M1 Programme (Total)	07/08 M1 Programme	Proposed 07/08 M2 Programme (Total)	Proposed 07/08 M2 Programme (LTP)	Total spend to 31 Oct 07	Implementation/ In Preparation/ Reserve/Location	Monitor 2 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
<b>Safety Schemes</b>								
LS20/04	A166/Murton Lane Junction	276.00	231.00	290.00	245.00		Implementation	Increased allocation - to include cost of Stage 3 Safety Audit measures & increased final scheme cost
VS10/04	Holtby/A166 junction	40.00	40.00	25.00	25.00		Implementation	Reduced allocation - cost of scheme lower than original estimate
VS19/04	Rufforth Speed Management Scheme	40.00	40.00	40.00	40.00		Implementation	
SM03/06	Vehicle Activated Signs	16.00	16.00	16.00	16.00		Implementation	
	Bootham Level Crossing VAS	0.00	0.00	0.00	0.00		Implementation	
LS06/05	Acomb Triangle LSS	25.00	25.00	15.00	15.00		Implementation	Reduced allocation - part of scheme included in new York High School Safety Zone measures
DR03/06	Copmanthorpe LSS (Various Minor Measures)	23.00	23.00	23.00	23.00		Implementation	
SM01/05	A1079 Grimston Bar to Kexby - Speed Management	10.00	10.00	10.00	10.00		Implementation	
DR04/06	Hodgson Lane/A59 Junction (Poppleton)	5.00	5.00	5.00	5.00		Implementation	
DR05/06	Alness Drive, Acomb Wood Drive, Bellhouse Way	5.00	5.00	5.00	5.00		Implementation	
<b>Local Safety Schemes</b>								
LS01/07	Bootham/Bootham Terrace/Grosvenor Terrace Junction	2.00	2.00	2.00	2.00		Implementation	
LS02/07	Monkgate/Penley's Grove St Junction	2.50	2.50	2.50	2.50		Implementation	
LS03/07	A59/Northfield Lane	1.50	1.50	1.50	1.50		Implementation	
LS04/07	Link Road/Haxby Road	3.00	3.00	15.00	15.00		Implementation	Increased allocation - to include cost of resurfacing roundabout in scheme
LS05/07	University Road/Green Dykes Lane/Thief Lane	3.00	3.00	3.00	3.00		Implementation	
LS06/07	Moor Lane/Tadcaster Road Roundabout	7.50	7.50	7.50	7.50		Implementation	
LS07/07	Peckitt St/Tower St/Clifford St	10.00	10.00	10.00	10.00		Implementation	
LS08/07	Boroughbridge Rd/Poppleton Rd/Water End	3.00	3.00	3.00	3.00		Implementation	
LS09/07	Clifton Moorgate/Water Lane	25.00	25.00	25.00	25.00		Implementation	
PE01/06	Access to Footstreets	5.00	5.00	5.00	5.00		In preparation	
DR06/05	Monkgate Roundabout	5.00	5.00	5.00	5.00		In preparation	
DR01/07	Reactive Safety/Danger Reduction/Speed Management Schemes	40.00	40.00	40.00	40.00		In preparation	
VS01/07	Review of Village Traffic Study Schemes	10.00	10.00	10.00	10.00		In preparation	
<b>Carryover Schemes</b>								
LS02/05	Wigginton Rd/Fountain St mini roundabout	7.00	7.00	7.00	7.00		Implementation	
VS21/04	York Road, Dunnington Traffic Signals	25.00	25.00	48.00	48.00		06/07 Costs	Increased allocation - additional work required following Stage 3 Safety Audit
LS21/04	Wheldrake Lane/A19 Traffic Signals	16.00	16.00	20.00	20.00		06/07 Costs	Increased allocation - higher cost of Stage 3 Safety audit work

<b>Safety Schemes Total</b>	<b>605.50</b>	<b>560.50</b>	<b>633.50</b>	<b>588.50</b>	<b>395.11</b>
<b>Overprogramming</b>	<b>203.50</b>	<b>203.50</b>	<b>219.50</b>	<b>219.50</b>	
<b>Budget</b>	<b>402.00</b>	<b>357.00</b>	<b>414.00</b>	<b>369.00</b>	

<b>Safe Routes to School</b>								
SR17/05	Bishopthorpe Infants & Juniors SRS	5.00	5.00	1.00	1.00		Implementation	Reduced allocation - scheme on hold pending 'Bishopthorpe Crossroads' scheme confirmation
SR01/07	Carr Infants & Juniors SRS	7.00	7.00	4.00	4.00		Implementation	Reduced allocation - reduced cost of works to footways around the schools
SR02/07	Clifton Green SRS	14.00	14.00	8.00	8.00		Implementation	Reduced allocation - reduced cost of works to footways around the school
SR25/04	Hob Moor SRS	56.00	56.00	56.00	56.00		Implementation	
SR03/07	Joseph Rowntree SRS	14.00	14.00	1.00	1.00		Implementation	Reduced allocation - no changes required to School Safety Zone as part of school redevelopment
SR04/07	Lowfield/Oaklands SRS	14.00	14.00	1.00	1.00		Implementation	Reduced allocation - required School Safety Zone work now funded by LCCS
SR05/07	Park Grove SRS	7.00	7.00	3.00	3.00		Implementation	Reduced allocation - lower scheme cost
SR06/07	Scarcroft SRS	7.00	7.00	1.00	1.00		Implementation	Reduced allocation - no further Safe Routes work required at present
SR07/07	Yearsley Grove SRS	7.00	7.00	7.00	7.00		Implementation	
SR08/07	Safety Audit Costs	14.00	14.00	14.00	14.00		Implementation	
SR09/07	Headlands Primary Cycle Parking	11.50	11.50	11.50	11.50		Implementation	
SR10/07	Heworth Primary Cycle Parking	1.00	1.00	1.00	1.00		Implementation	
SR11/07	St Lawrence's Primary Cycle Parking	13.00	13.00	1.00	1.00		Implementation	Reduced allocation - implementation deferred to 08/09 due to ongoing Children's Centre works at school
SR12/07	Park Grove Primary Cycle Parking	9.50	9.50	9.50	9.50		Implementation	
SR13/07	Ralph Butterfield Primary Cycle Parking	0.00	0.00	0.00	0.00		Implementation	
SR14/07	Haxby Road Primary Cycle Parking	0.00	0.00	0.00	0.00		Implementation	
SR15/07	Canon Lee Secondary Cycle Parking	20.00	20.00	20.00	20.00		Implementation	
SR20/05	Dringhouses SRS	10.00	10.00	1.00	1.00		Implementation	Reduced allocation - no further feasibility work to be carried out this year
SR26/04b	St Oswald's SSZ	10.00	10.00	10.00	10.00		Implementation	
SR19/05	Clifton Without SRS	5.00	5.00	5.00	5.00		In preparation	
SR16/07	St George's SRS	3.00	3.00	3.00	3.00		In preparation	
SR17/07	Fishergate SRS	5.00	5.00	5.00	5.00		In preparation	

<b>Safe Routes to School Total</b>	<b>233.00</b>	<b>233.00</b>	<b>163.00</b>	<b>163.00</b>	<b>31.91</b>
<b>Overprogramming</b>	<b>9.00</b>	<b>9.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Budget</b>	<b>224.00</b>	<b>224.00</b>	<b>163.00</b>	<b>163.00</b>	

<b>Costs of Previous Years Schemes</b>								
n/a	Costs of Previous Years Schemes	100.00	100.00	100.00	100.00		n/a	

<b>Costs of Previous Years Schemes Total</b>	<b>100.00</b>	<b>100.00</b>	<b>100.00</b>	<b>100.00</b>	<b>89.36</b>
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<b>Total Integrated Transport Programme</b>	<b>6,872.10</b>	<b>5,754.40</b>	<b>6,770.10</b>	<b>5,790.40</b>	<b>2,476.46</b>
<b>Total Integrated Transport Overprogramming</b>	<b>639.50</b>	<b>639.50</b>	<b>564.50</b>	<b>564.50</b>	
<b>Total Integrated Transport Budget</b>	<b>6,232.60</b>	<b>5,114.90</b>	<b>6,205.60</b>	<b>5,225.90</b>	

Scheme Ref	07/08 City Strategy Capital Programme	07/08 M1 Programme (Total)	07/08 M1 Programme (LTP)	Proposed 07/08 M2 Programme (Total)	Proposed 07/08 M2 Programme (LTP)	Total spend to 31 Oct 07	Implementation/ In Preparation/ Reserve/Location	Monitor 2 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
<b>Structural Maintenance</b>								
<b>De-Trunked Network</b>								
DT01/07	A1079 Hull Road (Grimston Bar to York Road)	133.00	133.00	133.00	133.00		Dunnington	
DT02/07	A1237 Northern Bypass (Monks Cross Roundabout)	41.00	41.00	41.00	41.00		Hunt & New Earswick	
DT03/07	A1237 Northern Bypass (Strensall Roundabout)	30.00	30.00	30.00	30.00		Hunt & New Earswick	
<b>De-Trunked Network Total</b>		<b>204.00</b>	<b>204.00</b>	<b>204.00</b>	<b>204.00</b>	<b>61.30</b>		
<b>Principal Roads</b>								
PL01/07	Malton Road (part)	180.00	180.00	180.00	180.00		Heworth	
PL02/07	Stamford Bridge Road (part)	406.00	318.10	406.00	318.10		Dunnington	
PL03/07	Harrogate Road (part)	54.00	54.00	54.00	29.00		Hessay	
YY02/06	Bishophorpe Road (part)	45.00	45.00	0.00	0.00		Micklegate	Allocation removed - scheme deferred to 08/09 following decision at September EMAP
RR02/06	Boroughbridge Road/Carr Lane	30.00	5.00	0.00	0.00		Acomb	Allocation removed - scheme deferred to 08/09 following decision at September EMAP
<b>Principal Roads Total</b>		<b>715.00</b>	<b>602.10</b>	<b>640.00</b>	<b>527.10</b>	<b>512.66</b>		
<b>Local Roads</b>								
LR01/07	York Road Acomb (part)	51.00	51.00	51.00	12.00		Acomb	
LR02/07	Moor Lane Woodthorpe (part)	96.00	96.00	96.00	96.00		Dringhouses & Woodthorpe	
RR01/06	Carr Lane (part)	20.00	20.00	0.00	0.00		Acomb	Allocation removed - scheme deferred to 08/09 following decision at September EMAP
LR03/07	Church Lane Wheldrake	0.00	0.00	0.00	0.00		Wheldrake	
<b>Local Roads Total</b>		<b>167.00</b>	<b>167.00</b>	<b>147.00</b>	<b>108.00</b>	<b>102.57</b>		
<b>Minor Urban Surfacing</b>								
YY01/07	Alcuin Ave (part)	25.00	25.00	0.00	0.00		Hull Road	Allocation removed - scheme deferred to 08/09 following decision at September EMAP
YY02/07	Walmgate (part)	53.00	33.90	53.00	33.90		Guildhall	
RR09/06	Manor Lane (part)	78.00	0.00	78.00	0.00		Skelton, Rawcliffe & Clifton W/O	
<b>Minor Urban Surfacing Total</b>		<b>156.00</b>	<b>58.90</b>	<b>131.00</b>	<b>33.90</b>	<b>2.74</b>		
<b>Street Lighting</b>								
LI01/07	Street Lighting	80.00	80.00	80.00	80.00		City-wide	
<b>Street Lighting Total</b>		<b>80.00</b>	<b>80.00</b>	<b>80.00</b>	<b>80.00</b>	<b>22.24</b>		
<b>Bridges Structural Maintenance</b>								
BR01/07	Clifton Bridge	300.00	11.00	50.00	0.00		Clifton; Holgate	Reduced allocation - scheme deferred to 08/09 to link with cycle improvements scheme
BR02/07	St Helen's Road Bridge	50.00	0.00	50.00	0.00		Dringhouses & Woodthorpe	
<b>Bridges Structural Maintenance Total</b>		<b>350.00</b>	<b>11.00</b>	<b>100.00</b>	<b>0.00</b>	<b>2.24</b>		
<b>CVC Carriageway</b>								
RR01/07	Haxby Road (part)	94.00	0.00	0.00	0.00		New Earswick	Allocation removed - scheme deferred to 08/09 following decision at September EMAP
RR02/07	Millfield Lane	115.00	0.00	115.00	0.00		Upper Poppleton	
RR03/07	Halifax Way	6.00	0.00	0.00	0.00		Elvington	Allocation removed - scheme deferred to 08/09 following decision at September EMAP
RR04/07	Hamilton Drive East/Hamilton Drive	82.00	0.00	82.00	0.00		Holgate	
RR05/07	Moorcroft Road	66.00	0.00	66.00	0.00		Dringhouses & Woodthorpe	
<b>Carryover Schemes</b>								
RR14/06	A1237, A59 towards A19	92.00	92.00	92.00	0.00		Skelton, Rawcliffe & Clifton W/O, Rural West York	
RR10/06	Oakdale Road Laybys	12.00	0.00	12.00	0.00		Skelton, Rawcliffe & Clifton W/O	
	Additional Items - Elm Park View C/W	40.00	0.00	40.00	0.00		Heworth Without	
	Additional Items - Lining	13.00	0.00	13.00	0.00		City-wide	
<b>CVC Carriageway Total</b>		<b>520.00</b>	<b>92.00</b>	<b>420.00</b>	<b>0.00</b>	<b>148.68</b>		

Scheme Ref	07/08 City Strategy Capital Programme	07/08 M1 Programme (Total)	07/08 M1 Programme (LTP)	Proposed 07/08 M2 Programme (Total)	Proposed 07/08 M2 Programme (LTP)	Total spend to 31 Oct 07	Implementation/ In Preparation/ Reserve/Location	Monitor 2 Comments
		£1000s	£1000s	£1000s	£1000s	£1000s		
<b>CYC Footway</b>								
FR01/07	Heslington Lane (part)	23.00	0.00	23.00	0.00		Fulford	
FR02/07	Ganton Place	24.00	0.00	24.00	0.00		Dringhouses & Woodthorpe	Scheme complete
FR03/07	St Peter's Grove	34.00	0.00	34.00	0.00		Clifton	
FR04/07	Cranbrook Road (part)	98.00	0.00	98.00	0.00		Acomb	
FR05/07	Ostman Road (N/S)	115.00	0.00	115.00	0.00		Acomb	Scheme complete
FR06/07	Dodsworth Ave	97.00	0.00	97.00	0.00		Heworth	
FR07/07	Burdyke Ave	93.00	0.00	93.00	0.00		Clifton	
FR08/07	Elmfield Ave	71.00	0.00	71.00	0.00		Heworth	Scheme complete
FR09/07	Millfield Lane	70.00	0.00	70.00	0.00		Upper Poppleton	Scheme complete
FR10/07	Almsford Road (part)	105.00	0.00	105.00	0.00		Acomb	Scheme complete
FR11/07	Chelwood Walk	17.00	0.00	17.00	0.00		Holgate	Scheme complete
FR12/07	Beech Ave	24.00	0.00	24.00	0.00		Holgate	
FR13/07	Horseman Close	18.00	0.00	18.00	0.00		Copmanthorpe	
FR14/07	Sixth Ave (part)	11.00	0.00	11.00	0.00		Heworth	Scheme complete
FR15/07	Central Area - Resurfacing	26.00	0.00	26.00	0.00		Guildhall	
FR16/07	Ouseacres	25.00	0.00	25.00	0.00		Holgate	
<b>Carryover Schemes</b>								
FR23/06	Leake Street	12.00	0.00	0.00	0.00		Guildhall	Allocation removed - scheme deferred to 08/09 due to development issues at location
<b>CYC Footway Total</b>		<b>863.00</b>	<b>0.00</b>	<b>851.00</b>	<b>0.00</b>	<b>144.66</b>		
<b>CYC Footway - Efficiency Savings Schemes</b>								
FR17/07	Thorn Nook	0.00	0.00	0.00	0.00		Heworth Skelton, Rawcliffe & Clifton W/O	Scheme complete
FR18/07	Shipton Road Service Road	0.00	0.00	0.00	0.00			
FR19/07	Farmlands Road	0.00	0.00	0.00	0.00		Dringhouses & Woodthorpe	Scheme complete
FR20/07	Maple Grove (part)	0.00	0.00	0.00	0.00		Bishopthorpe	Scheme complete
FR21/07	Chaucer Street	0.00	0.00	0.00	0.00		Hull Road	Scheme complete
<b>CYC Footway - Efficiency Savings Schemes Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Drainage Works</b>								
DR01/07	Flaxton Road	30.00	0.00	30.00	0.00		Strensall	
DR02/07	Selby Road	20.00	0.00	20.00	0.00		Fulford	
DR03/07	Main St Askham Bryan	15.00	0.00	0.00	0.00		Askham Bryan	Allocation removed - schemes deferred to 08/09 following decision at September
DR04/07	Mill Lane Askham Richard	10.00	0.00	0.00	0.00		Askham Richard	EMAP
DR05/07	Various Locations	25.00	0.00	0.00	0.00		City-wide	
<b>Drainage Works Total</b>		<b>100.00</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>City Walls</b>								
CW01/07	City Walls Repair	111.00	0.00	111.00	0.00		Implementation	
CW02/07	Robin Hood Tower Roof	147.00	0.00	147.00	0.00		Implementation	
CW03/07	City Walls Railings	26.00	0.00	26.00	0.00		Implementation	
<b>City Walls Total</b>		<b>284.00</b>	<b>0.00</b>	<b>284.00</b>	<b>0.00</b>	<b>109.15</b>		
<b>Elvington Flood Defences</b>								
	Elvington Flood Defences	20.00	0.00	20.00	0.00			
<b>Elvington Flood Defences Total</b>		<b>20.00</b>	<b>0.00</b>	<b>20.00</b>	<b>0.00</b>	<b>9.09</b>		
<b>Maintenance Funding to Support Revenue Budget</b>								
	Schemes transferred from Revenue Maintenance Programme			270.00	0.00			New allocation - funded through structural maintenance savings listed above
<b>Support for Revenue Programme Total</b>		<b>0.00</b>	<b>0.00</b>	<b>270.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Total Structural Maintenance Programme</b>		<b>3,459.00</b>	<b>1,215.00</b>	<b>3,197.00</b>	<b>953.00</b>	<b>1,115.32</b>		
<b>Overprogramming</b>		<b>20.00</b>	<b>20.00</b>	<b>-131.00</b>	<b>-131.00</b>			
<b>Total Structural Maintenance Budget</b>		<b>3,439.00</b>	<b>1,195.00</b>	<b>3,328.00</b>	<b>1,084.00</b>			
<b>Total City Strategy Programme</b>		<b>10,331.10</b>	<b>6,969.40</b>	<b>9,967.10</b>	<b>6,743.40</b>	<b>3,591.78</b>		
<b>Total Overprogramming</b>		<b>659.50</b>	<b>659.50</b>	<b>433.50</b>	<b>433.50</b>			
<b>Total City Strategy Budget</b>		<b>9,671.60</b>	<b>6,309.90</b>	<b>9,533.60</b>	<b>6,309.90</b>			

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## Meeting of Executive Members for City Strategy and the Advisory Panel

10 December 2007

Report of the Director of City Strategy

### **PETITION FOR RESIDENTS PARKING – HOLGATE BRIDGE GARDENS**

#### **Summary**

1. This report is in the response to the receipt of a petition that requests the introduction of a residents parking scheme for Holgate Bridge Gardens.

#### **Background**

2. The lead petitioner raised this matter earlier this year with the Network Management team and to demonstrate neighbourhood support for the introduction of a ResPark scheme he initiated a petition. No formal survey has been carried out to determine the extent of the parking taking place, however ad-hoc observations have taken place.
3. An 11 signature petition from the 12 properties in the street, (see covering letter and petition extract in Annex A) has been received in July requesting that their street be made a resident's parking area as soon as possible. Streets are put on the list for consideration for residents parking if local residents demonstrate that there is significant support for such a scheme. There are 12 properties in the immediate area; therefore the petition represents 91.7% support for the idea in principle.
4. The plan (Annex B) shows the area of the scheme that has been requested by this petition. If taken forward this would be a new zone rather than an extension to any of the existing zones in the area.
5. Holgate Bridge Gardens is a cul de sac accessed from Holgate Rd, being approximately 90 metres long and consisting of 12 semidetached properties, most with off street parking facilities. The residents claim that many non-resident vehicles are parked on street during the day. The road is narrow 4.4m to 5m wide and parked vehicles are making access and egress difficult both to the resident and service vehicles such as the refuse lorry. Ad-hoc observation surveys confirm that extensive parking does take place on street.
6. As there is a backlog of residents parking requests to be tackled it is intended to alleviate the access problems at the end of the street nearest the junction with Holgate Road with the use of double yellow lines. This length of the road would have to be double yellow lines under any residents parking scheme introduced as the width of the carriageway is not wide enough for even single sided parking under the North Yorkshire Fire and Rescue guide lines worked to. It is there for proposed to introduce 40 metres of double yellow lines under the Annual Review procedure due to take place this year.

## **Consultation**

7. The City of York Council has carried out no formal consultation.
8. Ward councillors have made the following comments on this request:  
Cllr D. Bowgett

Cllr J. Alexander:  
Councillor Bowgett and I are happy with this recommendation.

Cllr S. Crisp  
I am happy with these recommendations.

## **Options and Analysis**

9. The options available are set out below:
  - A. Add this area to the list for investigation.  
This option is in line with the current residents parking policy and the wishes of the petitioners
  - B. Reject the request for inclusion in a residents parking scheme.  
This is not the recommended option as there is considered to be strong support demonstrated for a residents parking scheme.
  - C. Add this area to the list for investigation, and as an interim measure introduce up to 40 metres of double yellow lines in the first half of the street to alleviate access problems; hence it is the recommended option.

## **Corporate Priorities**

10. Taking this matter forward improves our focus on the needs of customers and residents in designing and providing services.

## **Implications**

11. There are no Financial, Human Resource, Equality, Legal, Crime and Disorder, IT, Property or other implications associated with the recommendations in this report. The cost of consultation with the residents and any necessary Traffic Regulation Order will be funded from the Residents Parking Budget.

## **Risk Management**

12. In compliance with the Council's risk management strategy there are no risks associated with the recommendations in this report.

## Recommendations

13. That the Advisory Panel advise the Executive Member to:

Include this area on the residents parking request list and begin investigations and consultation once it reaches the top of the list.

Introduce up to 40 metres of double yellow lines from the junction with Holgate Road to try and alleviate the problems associated with access by large vehicles, to be investigated in the Annual Review this year.

Inform the lead petitioner of the outcome of this report.

**Reason:** To facilitate parking for residents and their visitors as requested and to ease access and egress in the street.

## Contact Details

### Author:

Philip Irwin  
Assistant Traffic Engineer  
Network Management  
Tel No. 01904 551654

### Chief Officer Responsible for the report:

Damon Copperthwaite  
Assistant Director (City Development and Transport)

Report Approved

Date 26/11/07

Specialist Implications Officers - none

Wards Affected: Holgate

All

For further information please contact the author of the report

Background Papers: None

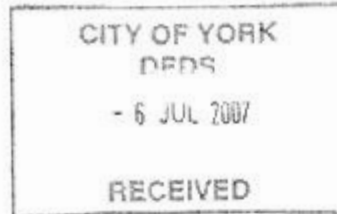
### Annexes:

Annex A – An extract from the petition.  
A copy of the lead petitioners letter.

Annex B – A plan of the proposed area for the residents parking zone and proposed double yellow lines.

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118983



1 of 2

3 Holgate Bridge Gardens  
York  
YO24 4BA

28<sup>th</sup> June 2007

Network Management  
9 St Leonards Place  
York  
YO1 7ET

Dear Manager

### **Residential Parking Scheme for Holgate Bridge Gardens(HBG)**

All the residents of HBG are very concerned about the parking situation in the street.

Last week's parking typifies what is happening on a regular basis.

On refuse collection day the waste lorry could not get up the street because of poor parking at the apex of the bend in HBG.

Every day much of the parking in the street was taken up by non-residents of HBG. In particular one family parked three vehicles, including a large van, and another family parked two cars, throughout the week.

Unregulated parking in HBG is particularly dangerous. Blocking access for emergency vehicles and obscuring visibility around a bend are two of the main concerns. It is also noticeable that some non-residents of HBG drive up the cul-de-sac at

inappropriate speeds, blithely unaware of the dangers of such behaviour.

In terms of inconvenience for HGB residents there is no guarantee that a visitor can park anywhere in the street, as the brother of one of the residents found the other day. Similarly many HGB residents face impaired visibility on coming out of their driveways.

A few years ago the whole street petitioned for double yellow lines on one side of the street. A scheme was worked out by Highways but mysteriously dropped without any correspondence with the residents of HBG.

The concerns of the HBG residents remain the same. A resident parking scheme would greatly improve the situation.

Would you please give this matter urgent attention?

Yours sincerely

David Holmes

David Holmes

*In agreement with the above letter:*

J Adams 1. H.B.G.  
D Zooker 4. H.B.G.  
R.K. Puxton 6 HBG

Denise Magan 7 HBG.

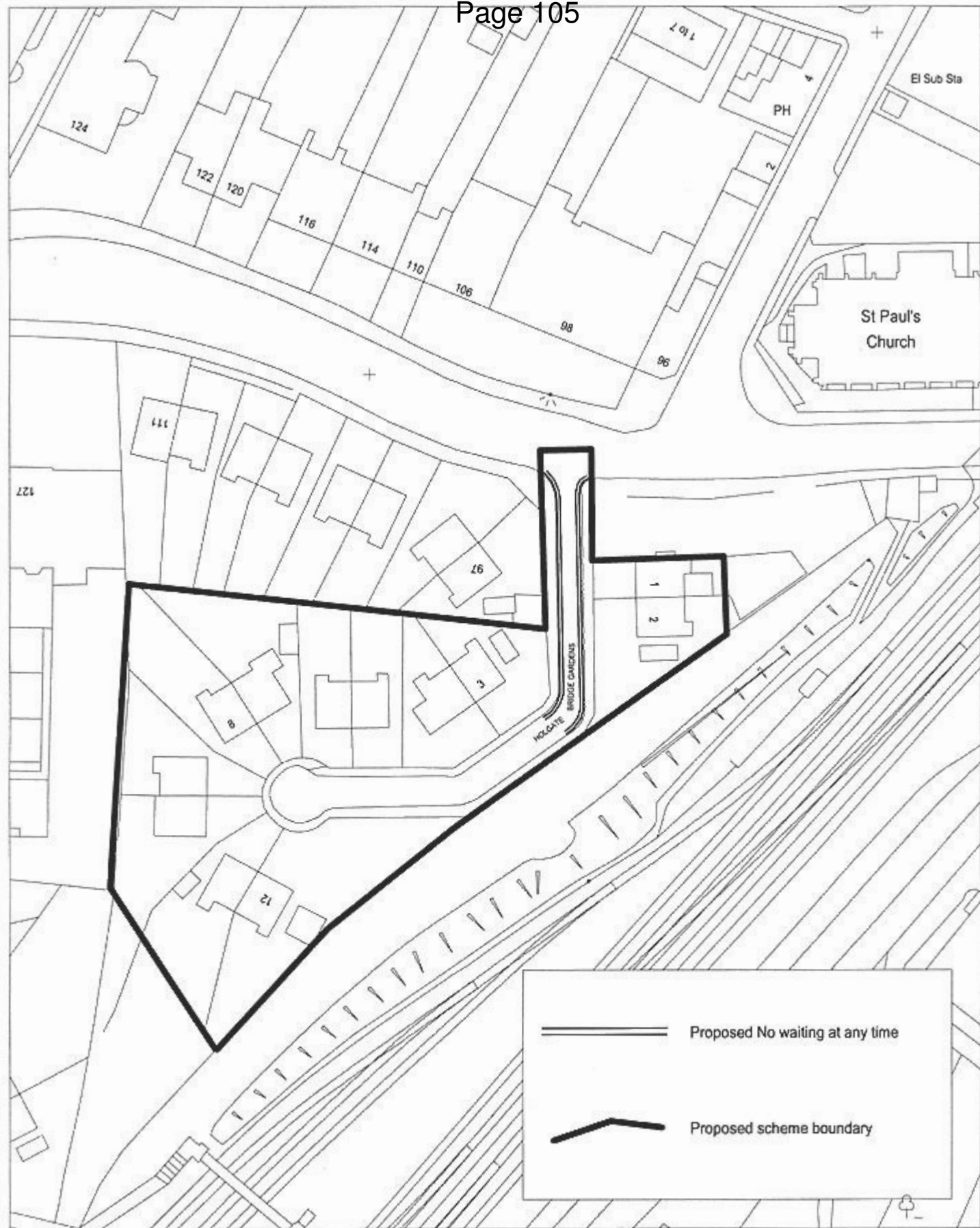
L Pease 8 HBG.

J Sealy 11 HGB

M. Barker 10 HBG.

M. Callan 10 HBG

P Murray & M. Wain 2 HBG.  
B Halford & P. Hallett 5 HBG  
W. Howell 9 HBG



### Holgate Bridge Gardens - Proposed Residents Parking Scheme - Annex B

SCALE 1:800

DRAWN BY: User Name

DATE 5/11/2007

Originating Group

Organisation

Drawing No.

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## Meeting of Executive Members for City Strategy and Advisory Panel

10 December 2007

Report of the Director of City Strategy

### **PETITION FROM RESIDENTS OF NORTH MOOR ROAD RE HUNTINGTON PRIMARY SCHOOL SAFETY ZONE**

#### **Summary**

1. This report advises Members of the receipt of a petition from 16 residents who object to having the current speed humps, which form part of the Huntington Primary School Safety Zone, adjacent to their properties. They claim that they are continually disturbed by heavy vehicles, causing properties to shake and vibrate whenever their wheels clip the edges of the humps. Although the residents recognise the requirement for measures to be in place to reduce traffic speeds outside the school, they are asking the Council to consider alternative measures that will not cause distress to local residents.
2. Members are asked to consider the options outlined in this report, and approve the recommendation of this report not to make changes to the current arrangements.

#### **Background**

3. In December 2001, the Planning and Transport (North-East Area) Sub-Committee approved a package of measures to improve road safety around Huntington Primary School. The proposals sought to address the problems of speeding traffic and pedestrian safety in the vicinity of the school. The scheme involved the introduction of a 20mph School Safety Zone with traffic calming measures. The layout of this scheme is shown in **Annex A**.
4. Since implementation in 2002, the traffic calming measures have reduced vehicle speeds and improved pedestrian safety. In particular, the speed table introduced adjacent to the main pedestrian entrance to the school provides the School Crossing Patrol Warden with a safer and less intimidating location from which to operate. Speed surveys indicate that average speeds through the Safety Zone are around 22mph compared to around 33mph without any measures in place.
5. A review of the scheme was conducted during 2004. This highlighted problems with parking congestion within the Zone and proposals to introduce parking restrictions were developed. A public consultation exercise was conducted in August 2004, and four residents of North Moor Road raised concerns about the vibration effects of traffic riding over the traffic calming features within the Zone.

At that time, the residents claimed that cracks had appeared in the walls of their properties as a result of traffic induced ground borne vibration from buses and larger vehicles. Some also claimed that the vibrations were noticeable in their properties, and that this situation was having a detrimental effect on their quality of life.

6. To gain an appreciation of the situation, Officers and a local Ward Councillor met with two residents in June 2004. During the visit (which lasted approximately an hour and a half), a wide range of vehicles were observed to pass over the speed cushions, including buses and heavy goods vehicles. None of the Council representatives experienced any perceptible vibration levels, and therefore concluded that the situation was not causing a significant nuisance problem. Some minor cracks were observed where a ceiling coving met a wall, but these were thought very unlikely to be linked to traffic vibrations.
7. However, residents felt that things could be improved if motorists were made more aware of the traffic calming measures through the use of additional road markings and improved signing. Officers agreed it was possible to do this, but warned that this might not achieve a significant improvement in driver behaviour.
8. In October 2004, the Planning and Transport (North-East Area) Sub-Committee approved the proposed measures to enhance the existing School Safety Zone. This included placing school warning signs on yellow backing boards, applying additional markings to the tops of the speed cushions, and the introduction of parking restrictions to manage parking congestion outside the school. These measures were subsequently introduced in the early part of 2005, and are shown in **Annexes B** and **C**.
9. Since then, no further complaints or concerns were raised by residents about vibration levels until early September 2007, when a previous complainant contacted Officers claiming that vibration levels had become significantly worse. In response, one of the Officers that previously visited the residents in July 2004 went again to assess the situation.
10. The Officer's assessment is that the levels of vibration experienced had not significantly worsened since the previous visit just over three years ago. From sitting on a stool in one of the bedrooms at the rear of the property, where the resident considers the worst effects to be experienced, only minor effects could be detected. These included a delicate ornament quivering occasionally (this was placed on a window ledge), and what sounded like a creak from the roof timbers. However, the Officer did not feel any significant vibrations through the floor. It should be noted that the nearest traffic calming feature, a pair of speed cushions, is approximately 20m from the front wall of the property on North Moor Road. There are many properties within the York area that are located much closer to traffic calming measures, and yet very few complaints about vibration effects have been received. In a small number of cases, the Council has previously conducted vibration monitoring at some properties where the measures have been much closer to the property, but all the results have shown low levels of vibration. Indeed, extensive research, both nationally and here in York, has shown that vibration levels linked to traffic calming schemes

are far below those that are likely to cause structural damage (usually by at least a factor of 10 below that level). Nevertheless, it is known that some people are perceptive to low levels of vibration and minor effects, such as ornaments rattling, can be alarming and irritating. Therefore, this is a drawback that must be balanced against the benefits of traffic calming.

11. During the course of the assessment, the resident of North Moor Road notified the Officer of his intention to submit a petition to the Council regarding residents' concerns about the adverse effects of the speed cushions. The petition was subsequently received and registered at the Council in September 2007. A copy of the petition is attached as **Annex D**. The residents who have signed this petition live in the area surrounding a pair of speed cushions situated on North Moor Road (directly opposite No.13). The petition is mainly from those living on North Moor Road opposite Garth Road, but also from residents of Garth End, and from those residing at the end of Pear Tree Close.

### **Options**

12. There would appear to be two basic options, which are outlined below:

Option One – Do nothing;

Option Two – Make alterations to the scheme to reduce traffic vibration levels.

### **Analysis of Options**

13. The residents have already stated that they accept the principles of the School Safety Zone and the associated traffic calming measures. Officers consider that the speed cushions in question are an important feature, which is needed to control entry speeds into the Zone. The resultant reduction in speed at this point is crucial, given that it prepares motorists in advance of the speed table, which the School Crossing Patrol Warden uses to assist children in crossing the road.
14. From the two aforementioned assessments conducted at No.13 North Moor Road, Officers consider that the vibrations experienced are already at very low levels. In considering the way forward under these circumstances, Officers consider it important that any actions to modify the scheme should represent good value in terms of the benefits gained against costs incurred, and crucially, must not reduce the effectiveness of the existing School Safety Zone.
15. With this in mind, Officers have considered reducing the reported levels of vibration. The following approaches have all been considered:

**Vertical Traffic Calming Measures** - all forms of vertical traffic calming measure are likely to cause some vibration, so it is not considered that any alternatives to the existing speed cushions would be appropriate under the circumstances.

**Horizontal Traffic Calming Measures** - horizontal traffic calming measures, such as chicanes, appear to be a feasible option, which could achieve the desired reduction in vibration, whilst maintaining an effective speed reduction

scheme. However, the implementation of chicanes is expensive in comparison to speed cushions, and they can create other problems associated with the necessary priority working arrangements, such as aggressive driver behaviour. In addition, the introduction of this measure into the existing layout would mean that the limits of the Safety Zone would need to be extended, which would require the advertisement of a revised Speed Limit Order. This is because Officers consider that a build-out located in the same position as the existing cushions to be replaced would not be suitable, due to the close proximity of Garth Road (approximately 17 metres away), which would make right turns from this side road potentially hazardous.

**Other Measures** - Dummy cushions, Vehicle Activated Signs and other warning signs have also been considered, but Officers feel that none would provide an adequate level of speed reduction to maintain an effective School Safety Zone.

16. The suggestion in the petition of finding an alternative measure to replace the speed cushions has thus been considered, and although there are obviously strong feelings held by nearby residents about the negative aspects in relation to traffic induced vibration, Officers consider that the vibration effects are not at a high enough level to warrant making changes to the layout.

## **Member Views**

### **Ward Members**

17. Keith Hyman, Keith Orrell and Carol Runciman have been made aware of the petition and asked for their views on the matter, but as yet are still to make comments. If these are received, they will be reported at the meeting.

### **Other Members**

18. Councillors Ian Gillies and Tracey Simpson-Laing have also been made aware of the petition and asked for their views on the matter, but as yet are still to make comments. Again, if these are received, they will be reported at the meeting.

## **Corporate Priorities**

19. Retaining the existing traffic calming measures will ensure that the speed of traffic outside Huntington Primary School continues to be reduced. This is considered to be an essential safety measure, particularly on the approach to the speed table crossing point, which helps to encourage local people to walk and cycle more. Therefore retaining the scheme should contribute to two of the Council's Corporate Priorities, which aim to "Increase the use of public and other environmentally friendly modes of transport", and "Improve the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest."

## Implications

### Financial/Programme

20. No funding provision would be required, assuming that the Officer's recommendation is approved (in accordance with Option One above). Funding provision, perhaps up to £15,000 would need to be made within the 2008/09 Capital Programme, if Members consider that Option Two (modifying the scheme) should be supported.

### Human Resources (HR)

21. There are no human resources implications.

### Equalities

22. There are no equalities implications.

### Legal

23. There are no legal implications.

### Crime and Disorder

24. There are no crime and disorder implications.

### Information Technology (IT)

25. There are no information technology implications.

### Property

26. There are no property implications.

### Risk Management

Risk Category	Impact	Likelihood	Score
Physical	Very High	Remote	5
Financial	Low	Possible	6
Organisation/Reputation	Low	Highly Probable	10

27. In compliance with the Council's risk management strategy, the main risks that have been identified in this report are physical harm linked to road traffic accidents (Physical), higher than expected construction costs (Financial), or damage to the Council's image and reputation because the proposals may remain unpopular with many people (Governance). Measured in terms of impact and likelihood, the risk scores have all 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.

## Recommendations

28. That the Advisory Panel advise the Executive Member to:

- a) Approve Option One (a 'do-nothing' approach) and inform the residents of the decision taken.

**Reason:** To retain a form of effective traffic calming outside the primary school in order to maintain low vehicle speeds and control traffic speeds on the approach to the speed table crossing point, thereby creating a safer environment for school children and village residents.

## Contact Details

### Author

Jon Pickles  
Senior Engineer  
Transport & Safety  
Tel No: 3462

### Chief Officer Responsible for the report

Damon Copperthwaite  
Assistant Director of City Strategy

Report Approved



Date 21 Nov 2007

## Specialist Implications Officer(s)

Patrick Looker, Finance Manager, City Strategy.

**Wards Affected:** Huntington and New Earswick

All

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

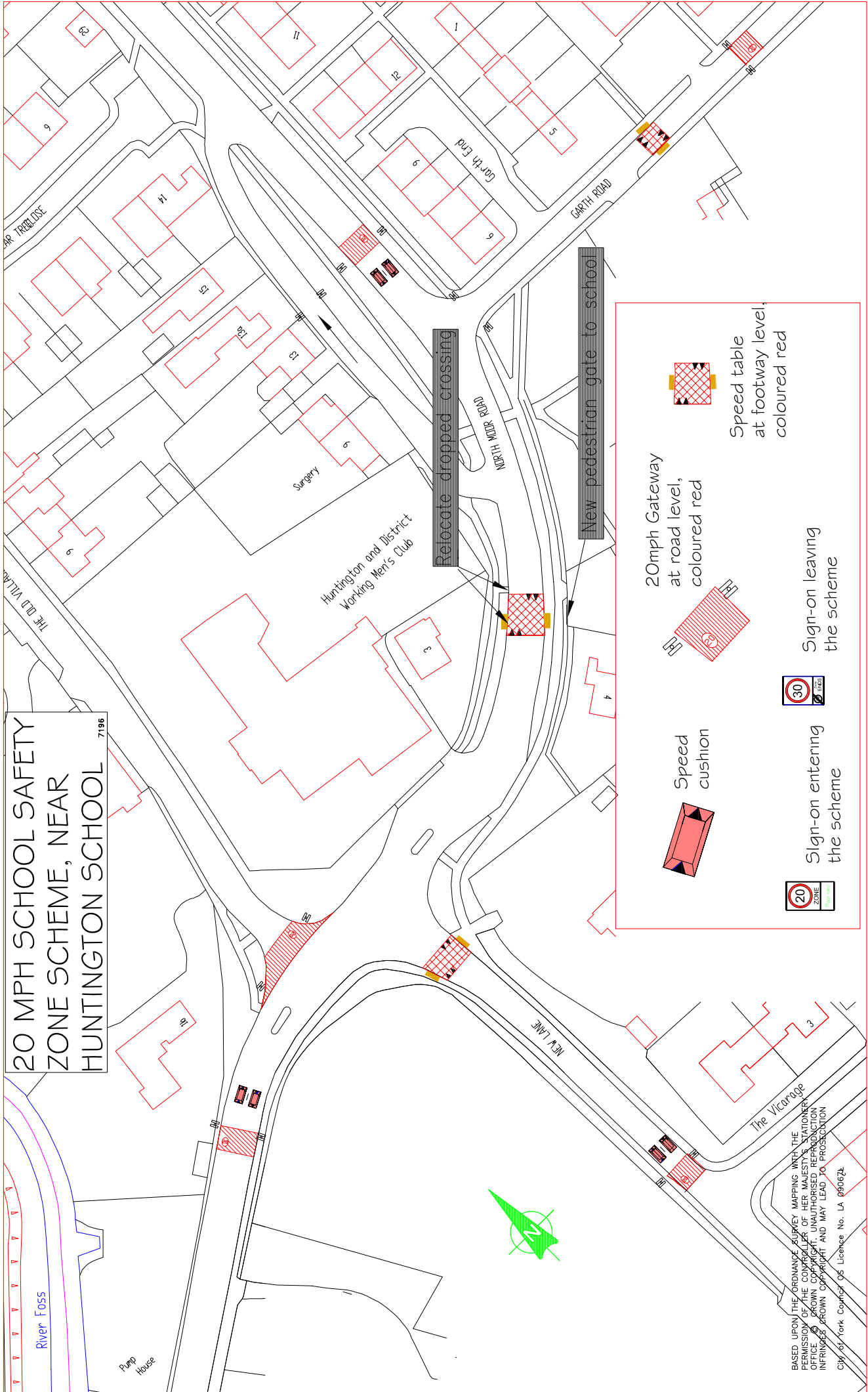
## Background Papers:

"Huntington 20mph School Safety Zone" – report to Planning and Transport (North-East Area) Sub-Committee meeting on 3 December 2001

"Huntington 20mph School Safety Zone" – report to Planning and Transport (North-East Area) Sub-Committee meeting on 14 October 2004

## Annexes:

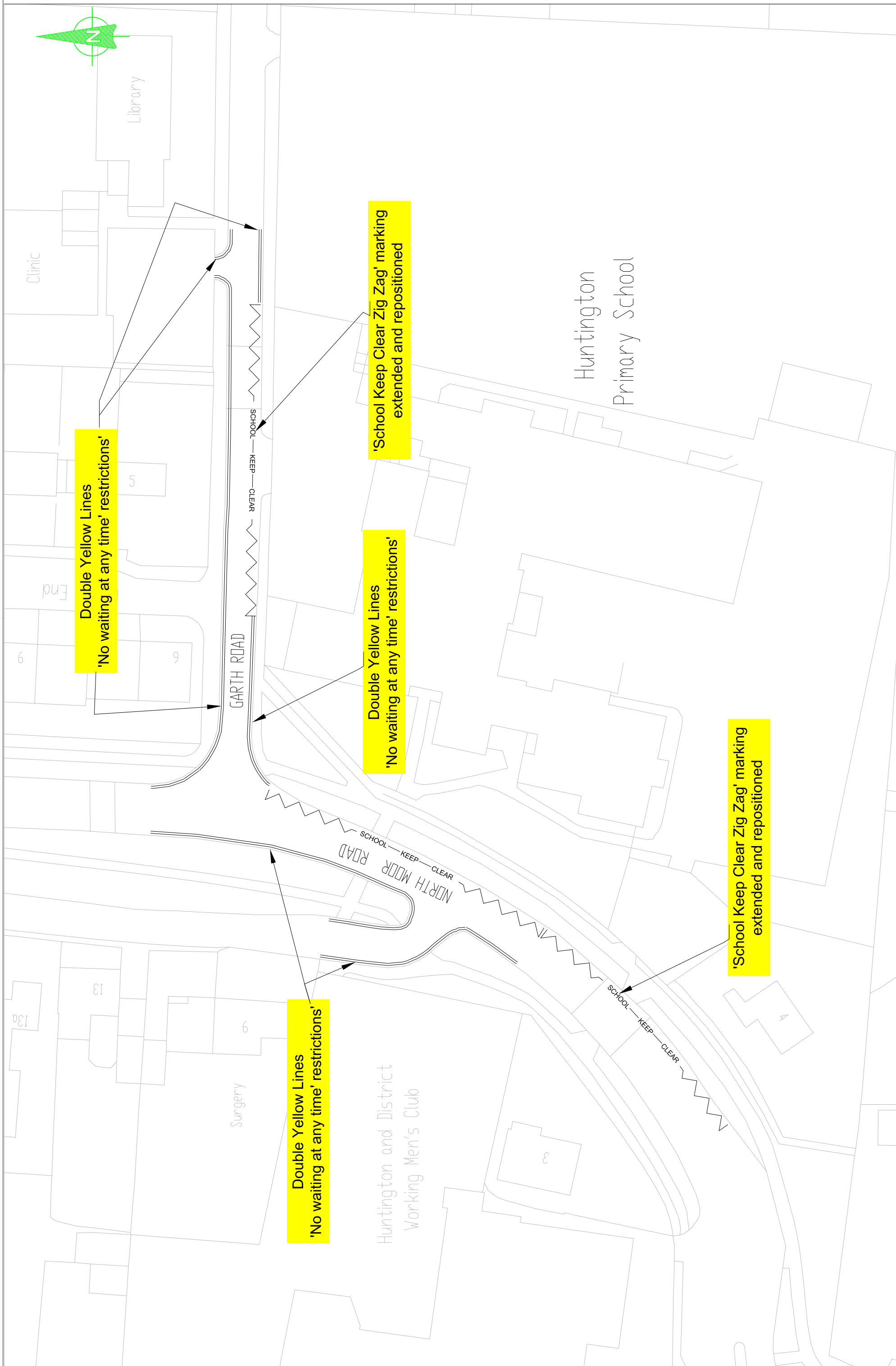
Annexes A, B, C & D



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TS/007196/TRO

### Huntington Primary School Safety Zone Review and Enhance Measures – requiring TRO

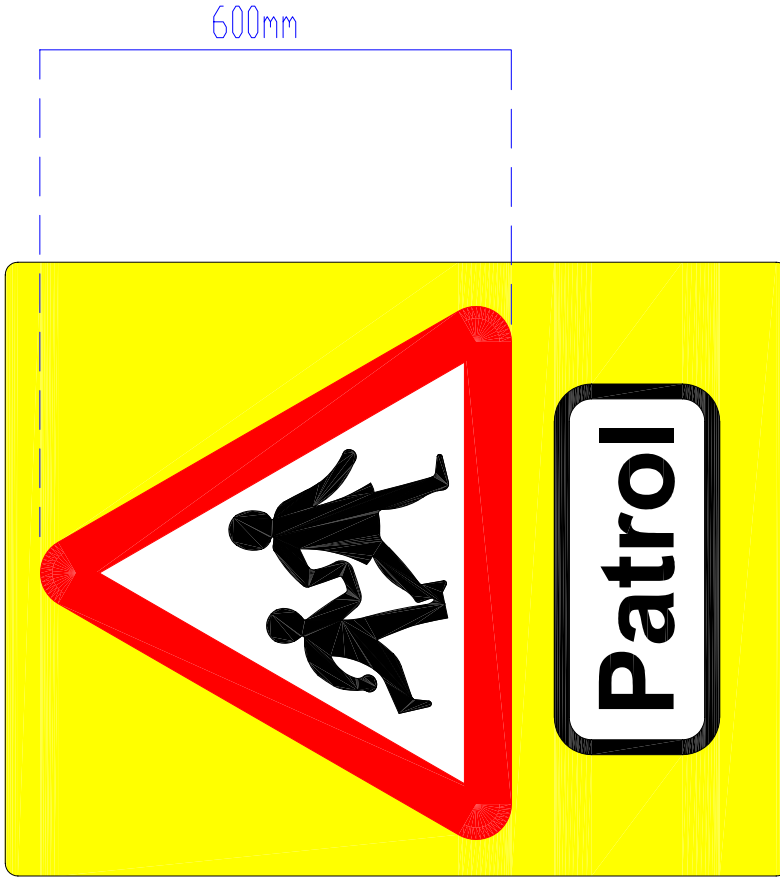
INITIAL	REV	AMENDMENT	DATE
BP			
JP			
SCALE	1:500	A3	
DATE	5/10/04		

**CITY OF YORK COUNCIL**

**York Consultancy**  
Consultants of first choice

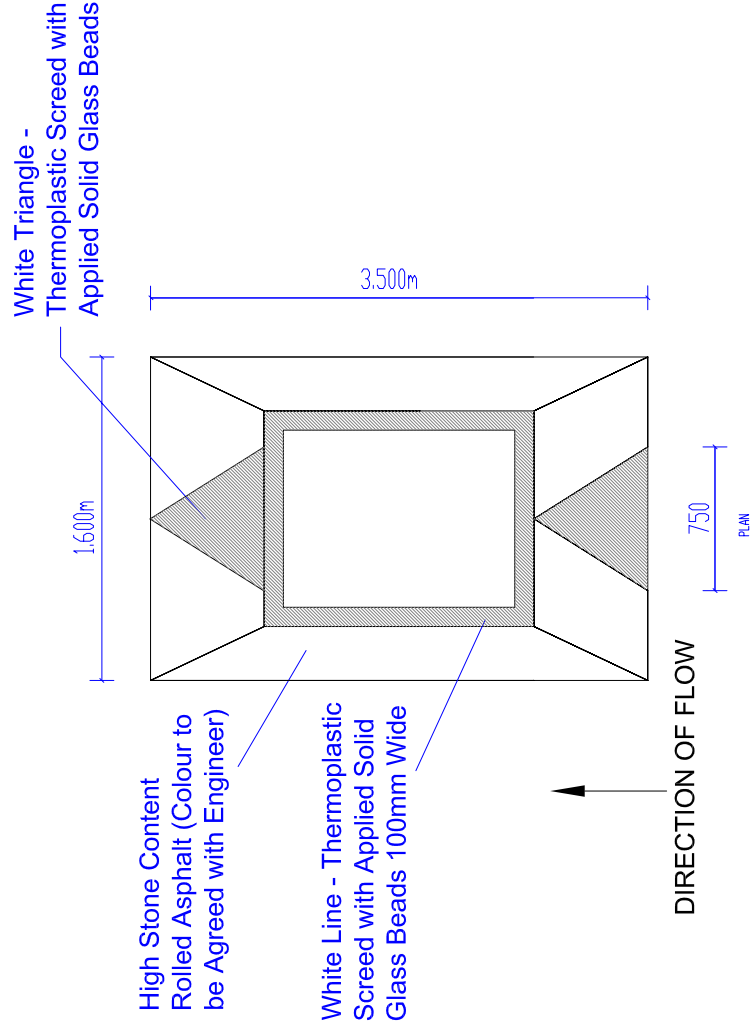
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**Warning Sign with Backing Board**





Warning signs for the school to be placed on yellow backing boards to increase there visibility.

**Speed Cushion Standard Detail**



**NOTE :**

All road markings within the safety zone will be refurbished, as well as those leading into the zone to increase the visibility of the measures.

 York Consultancy <i>Consultants of first choice</i>	 CITY OF YORK COUNCIL	DRAWN BY	BP	AMENDMENT	DATE
		CHECKED BY	JP		
		SCALE	NTS	A4	
		DATE	30/09/04		
Huntington Primary School Safety Zone Additional Information					
TS/007196/Annex C					

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I hereby object to having the current speed humps adjacent to my property as we are continually disturbed by heavy vehicles causing our homes to shake and vibrate whenever their wheels clip the edges of these humps .

This causes us to feel uneasy and unsettled in or own homes and concerned for what it may be doing to our properties.

We understand that something has to be in place to slow traffic so near to school but are sure that there is an alternative that will not cause distress to people living nearby

Name	House No	Vibrations most felt in	Signature
DARREN REDHEAD	13	Main Bedroom (Back)	<i>D Redhead</i>
<del>TERRY REDHEAD</del>	13	" "	<del><i>T Redhead</i></del>
(N.H. SUDAN)	13A	MAIN BEDROOM (BACK)	<i>NHS</i>
MAGGIE SKILBECK	13A	" "	<i>M Skilbeck</i>
Joanne Skilbeck	13A	" "	<i>J Skilbeck</i>
A.S. CORE	15	OFFICE AREA HOUSE	<del><i>A.S. Core</i></del>
PAUL LEADLEY	11	BEDROOM	<i>P Leadley</i>
VINCENT CALLAGHAN	7	LIVING ROOM, BEDROOM	<i>V Callaghan</i>
JOAN CALLAGHAN	7	" "	<i>J Callaghan</i>
MR BINKS	8	Living Room + Bedroom	<i>B Binks</i>
MR GINGILL	9	LIVING ROOMS	<i>M Gingill</i>
MARY GARBETT	14 Pear tree close	Bed Room.	<i>M Garbett</i>
P Wannan	9 "	front sitting room	<i>P Wannan</i>
K Smurthwaite	10	Bedroom	<i>K Smurthwaite</i>
E Brame	11	Bedroom	<i>E Brame</i>
M Perry	5	BEDROOM	<i>M Perry</i>
M Perry	5	BEDROOM	<i>M Perry</i>
L KELLY	9	BEDROOMS	<i>L Kelly</i>

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## Meeting of the Executive Members for City Strategy and the Advisory Panel

10 December 2007

Report of the Director of City Strategy

### **PUBLIC RIGHTS OF WAY - PETITION SEEKING CLOSURE OF THE SNICKET LEADING FROM CARRFIELD, WOODTHORPE INTO HERON AVENUE, FOXWOOD.**

#### **Summary**

1. This report is in response to the receipt of a petition (see Annex 1) signed by 22 residents living in the Woodthorpe area, requesting the closure of the snicket leading from Carrfield into Heron Avenue, because of problems with criminal activity and anti-social behaviour.
2. The report recommends that the Advisory Panel advises the Executive Member to approve **Option A** and leave the snicket open to public use, as the criteria for a Gating Order, which would allow for the restriction of public access along it, has not been met.

#### **Background**

3. The snicket in the petition is situated between No24 and No26 Carrfield and continues in a northerly direction for 82 metres where it emerges between No13 Heron Avenue and No28 Teal Drive. For the first 32 metres it is not adopted, but for the last 50 metres it is an adopted highway under the control of City of York Council; it is therefore a public right of way (see plan Annex 2, Points A to B).
4. This snicket is one of a number of snickets in the area providing short cuts for pedestrians and cyclists, between and within the Ryecroft Avenue and Ashbourne Way area of Woodthorpe and the Foxwood Estate with its associated sports facilities. The provision and use of these snickets is in keeping with the Council's policy to reduce car usage.
5. In May 2006 a residents' petition requested a Conditional Gating Order to restrict access to two other snickets in the area. The first being the snicket between Carrfield and Chantry Close and the second being the snicket linking Carrfield and Foxton. These two snickets were included in the recently approved scheme to close off 28 alleys and snickets in the 2007/8 financial year.

## **The Petition**

6. The petition, which is the subject of this report was posted to the Alleygating Officer on 11 September 2007. It has been signed by the occupants of 18 dwellings in Carrfield, asking for the snicket between Carrfield and Heron Avenue to be closed off.
7. The statement for the closure request reads: -

*“Following an application to close two alleyways Carrfield to Chantry Close and Carrfield to Foxtan we the undersigned are petitioning for the closure of the alley way leading from Carrfield, between numbers 24 and 26 to Heron Avenue, Foxwood. Failure to close this alley will increase the amount of foot traffic along Carrfield and will not reduce crime.”*

## **Crime Analysis**

8. Crime analysis reports produced by Ian Cunningham (Safer York Partnership) indicate that no reports of crime or antisocial behaviour were reported to the police in the 6 month period between 1 April and 30 September 2007.

## **Relevant Law**

9. Section 2 of the Clean Neighbourhoods and Environment Act 2005 inserted a new section into the Highways Act 1980, namely S129 and refers to ‘Gating Orders’. These regulations came into force on 1 April 2006.
10. Unlike Alleygating legislation brought in by the Countryside and Rights of Way Act 2000, which permanently extinguishes the highway, Gating Orders allow permanent, temporary, or conditional restrictions of public rights of way but the route still remains a public highway. The same criteria has to be met regarding crime and anti-social behaviour, but affected public rights of way do not have to be in a designated high crime area as they would under the Alleygating legislation.
11. In parallel with the legislation covering Alleygating, Gating Order legislation requires that crime and/or anti social behaviour must be high level and persistent, although what these levels should be is not defined in the Act.
12. Members approved the Council’s Gating Order Policy on 26 March 2007.
13. The Council’s Gating Order Policy, states that the levels of crime and anti social behaviour should be examined on a case-by-case basis.

## **Alternative Pedestrian Routes**

14. As with any closure of a public right of way, reasonably convenient alternatives must be considered. Should this snicket be closed, the only alternative route between Carrfield and Heron Avenue would be along Ryecroft Avenue and Sherringham Drive, a distance of 397 metres from point A to point B (see Plan Annex 3).



## Consultation

15. This report is to advise the Advisory Panel of the receipt of the petition and so no consultation has yet taken place. Should the Executive Member agree that the request for closure be progressed, then a further report would need to be prepared in line with the Council's Gating Order Policy, to allow both internal and external consultation to be carried out, along with a breakdown of all costs. Members from those wards affected have been consulted, no comments have been received.

## Options

16. Option A. Do nothing and not progress the request to make a Gating Order to restrict public access along the snicket.
17. Option B. Progress the request to make a Gating Order under S129 of the Highways Act 1980 to restrict public use of the snicket.

## Analysis

18. Option A - This option would leave the snicket open for use by the public. Because the crime and antisocial behaviour reports show that there have been no reported incidents of crime or antisocial behaviour in the 6 month period between 1 April and 30 September 2007 it is clear that the request to close the snicket does not meet the criteria of the legislation as detailed in para 11 above. This option is therefore recommended.
19. Option B - As the criteria of the legislation has not been met with regards to incident of crime and antisocial behaviour this option is not recommended.
20. The Advisory Panel should be aware that if the decision to progress with the Gating Order is approved and a Gating Order made, there is the possibility that the decision could be challenged in the High Court because of the lack of evidence of persistent crime or anti social behaviour. The Executive Member would therefore need to be prepared to defend any decision made.
21. In addition it could be argued that the alternative route, which would add an extra 376 metres (max) to a walk from Carrfield to Heron Avenue, cannot be considered as 'reasonable'.

## Corporate Priorities

22. The recommended option ties in with the council's Corporate Priority No 2 - *Increase the use of public and other environmentally friendly modes of transport.*
23. The *hierarchy of transport users* is firmly embedded within the second Local Transport Plan (LTP2), with pedestrians and cyclists being given priority when considering travel choice. The retention of the snicket for public use during daylight hours fits soundly within Council transport policy. The encouragement

of travel by sustainable modes also corresponds with other 'wider quality of life objectives' as contained in the Community Strategy, such as those relating to health and also ties in with Objective 1.3 to: *Make getting around York easier, more reliable and less damaging to the environment.*

24. Option B would tie in with the council's Corporate Priority No 4 - *Reduce the actual and perceived impact of violent, aggressive and nuisance behaviour on people in York.*
25. This aim relates to improving the quality of life for York residents, by implementing a range of key objectives designed to reduce crime and the fear of crime and also tackle persistent nuisance behaviour, which can make life intolerable to some people. However, despite fully supporting this aim, the officer's recommendation still stays with Option A due to the fact that it would be difficult to argue that the level of crime meets the criteria of the legislation.

## **Implications**

- **Financial**

26. Should the Executive Member decide to approve the progression of a Conditional Gating Order, funding would need to be sought to manage the opening and closing of the gates (am and pm) for the life of the Order. This would normally come from the Ward Committee budget and would need to be addressed in any subsequent closure report. There is no specific Alleygating budget to cover it.

- **Legal**

27. As detailed in para 20 any decision made by the Executive Member to restrict the use of this snicket would be open to legal challenge in the High Court, the cost of which would have to be met by the Council. For this reason, taking into consideration the lack of recorded crime and antisocial behaviour in the immediate area of the snicket, the Executive Member must be completely satisfied that the case for a Gating Order is met, before making a decision.
28. In addition to the above, there are legal implications should a Conditional Gating Order be the approved course of action; in that the opening and closing of the gates would need to be managed 7 days a week, 52 weeks of the year, including public holidays, for the life of the Order. Should this gate management fail, the council could be in breach of the Order and liable to prosecution for unlawful obstruction. It is open to any individual to initialise a prosecution for obstruction so the council would be vulnerable to such action for the life of the Order.

- **Crime and Disorder**

29. Other than that discussed, there are no other crime and disorder implications.
30. There are no implications affecting the following.

- **Human Resources (HR)**
- **Equalities**
- **Information Technology (IT)**
- **Property**
- **Other**

### **Risk Management**

31. In compliance with the Council's Risk Management Strategy, there are no risks associated with the recommendations of this report.

### **Recommendations**

32. It is recommended that the Advisory Panel advise the Executive Member to recommend **Option A**, and resolve to:
1. Refuse the petitioners' request for a Gating Order;
  2. Leave the snickets open for public use; and
  3. Review the crime and anti social behaviour statistics in 12 months, with a view to reconsidering the petitioners' request.

### **Reason**

The reason for making this decision is that, at the present time, the level of crime and anti social behaviour occurring in the study area does not meet the criteria of the legislation, as set out in paragraph 11 of this report, which allows the conditional closure of alleys found to be facilitating the commission of persistent criminal activity and/or anti-social behaviour.

**Contact Details**

**Author:**

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Public Rights of way Unit  
9, St Leonard's Place  
YORK  
YO1 7ET

**Chief Officer Responsible for the report:**

Damon Copperthwaite  
Assistant Director  
City Development and Transport  
**Report Approved**  **Date** 15/11/2007

Tel: 551481

**Specialist Implications Officer(s)**

**Financial**

Patrick Looker (Finance Manager) 01904 551633

**Legal**

Martin Blythe (Senior Assistant Solicitor) 01904 551044

**Crime and Disorder**

Ian Cunningham (Safer York Partnership Crime Analyst) 01904 669083.

**Wards Affected:** Dringhouses and Woodthorpe; Westfield

**All**

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

**Background Papers:**

1. Highways Act 1980
2. Crime and Disorder Act 1998
3. Countryside and Rights of Way Act 2000
4. Clean neighbourhoods and Environment Act 2005
5. The Highways Act 1980 (Gating Orders) (England) Regulations 2006
6. City of York Council Gating Order Policy

**Annexes**

1. Petition
2. Location Map
3. Alternative route Map

**24 Carrfield  
Woodthorpe  
York  
YO24 2SG**

11 September 2007

**Mr Stephen Bushby  
Alleygating officer  
Public Rights of Way Unit  
Network Management  
City of York Council  
9 St Leonards Place  
York  
YO1 7ET**

Dear Sir

**Highways Act 1980, Section 129A  
The Council of the City of York  
Carrfield Chantry Close  
Gating Order 2007**

Regarding the Gating Order for Carrfield Chantry and Foxton, we are deeply disappointed that some kind of a gate could not be put at the end of Carrfield between Plot 24 and 26.

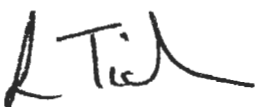
I live at 24 Carrfield and have done for 36 years, and it is very clear to me and my neighbours where the undesirables come from who commit the crimes and anti-social behaviour. They have no respect for our streets and properties, and they come through this path at all hours of the night-time because I see them.

Our house has been burgled three times, washing has been taken off my line on numerous occasions, a garden seat and hanging basket were stolen, and this is not to mention the graffiti on my garage wall and fence that we have to pay for to run along the snicket to keep our garden private.

Only 2 weeks ago five youths came through this snicket at 2 o'clock in the morning and broke into one of my neighbour's cars.

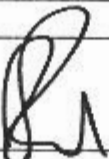
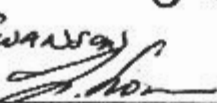
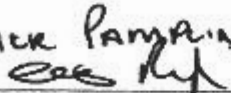
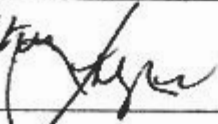
We have had enough of this behaviour and feel very strongly about this gate being put at the end of Carrfield leading to Foxwood.

Yours faithfully



L TICHENER

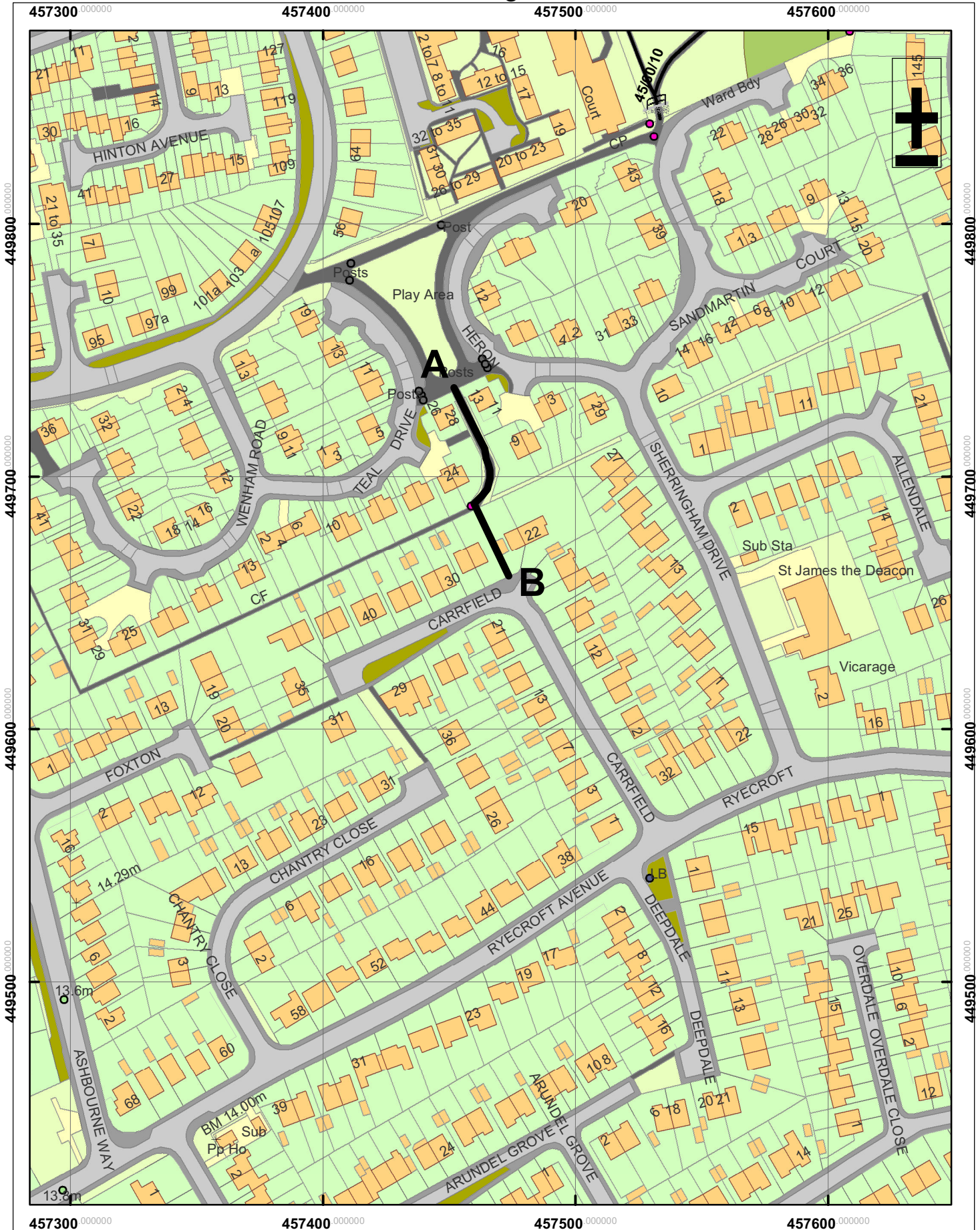
Following an application to close two alleyways Carrfield to Chantry Close and Carrfield to Foxton we the undersigned are petitioning for the closure of the alley way leading from Carrfield, between numbers 24 and 26 to Heron Avenue, Foxwood. Failure to close this alley will increase the amount of foot traffic along Carrfield and will not reduce crime.

Name	Address
Mr Robert Patrick 	20 Carrfield
Mr Jim Swanson 	18. CARRFIELD.
Mrs D Y Fowler	14 Carrfield
Cmyers.	16 Carrfield.
CHRISTOPHER PAMPLIN 	10 CARRFIELD
VANESSA PAMPLIN V.J. Pamplin	10 CARRFIELD
Jisc Preston 	8 Carrfield
L MOKKI	6, Carrfield
R Morris	6, CARRFIELD.
J Gattley	13, Carrfield
P. Stacey	15. CARRFIELD.
J W Hewer	22 Carrfield.
W.J. Seavers	22 Carrfield.

Mr G. Pearce 50. Pease.	21 Carrfield.
Pease	21 "
S. M. Johnson D. W. H. S.	17 "
K. W. H. G.	19. Carrfield
A. W. H. G.	9 Carrfield.
S. M. Johnson	4 Carrfield.
H. H. G.	11 Carrfield
R. Peacock	35 Carrfield
D. H. G.	32 Rye-croft Ave.

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9 St. Leonards Place, York, YO1 2ET  
Telephone: 01904 613161

**Plan of Area Relating to Petition Requesting Closure Snicket  
Between Foxwood Estate and Carrfield Grid Ref: SE 5750**

Scale 1:2,000

Drawn By: SB

Date: 26 Sept 2007

Public Rights of Way

Reference:

Drawing No.

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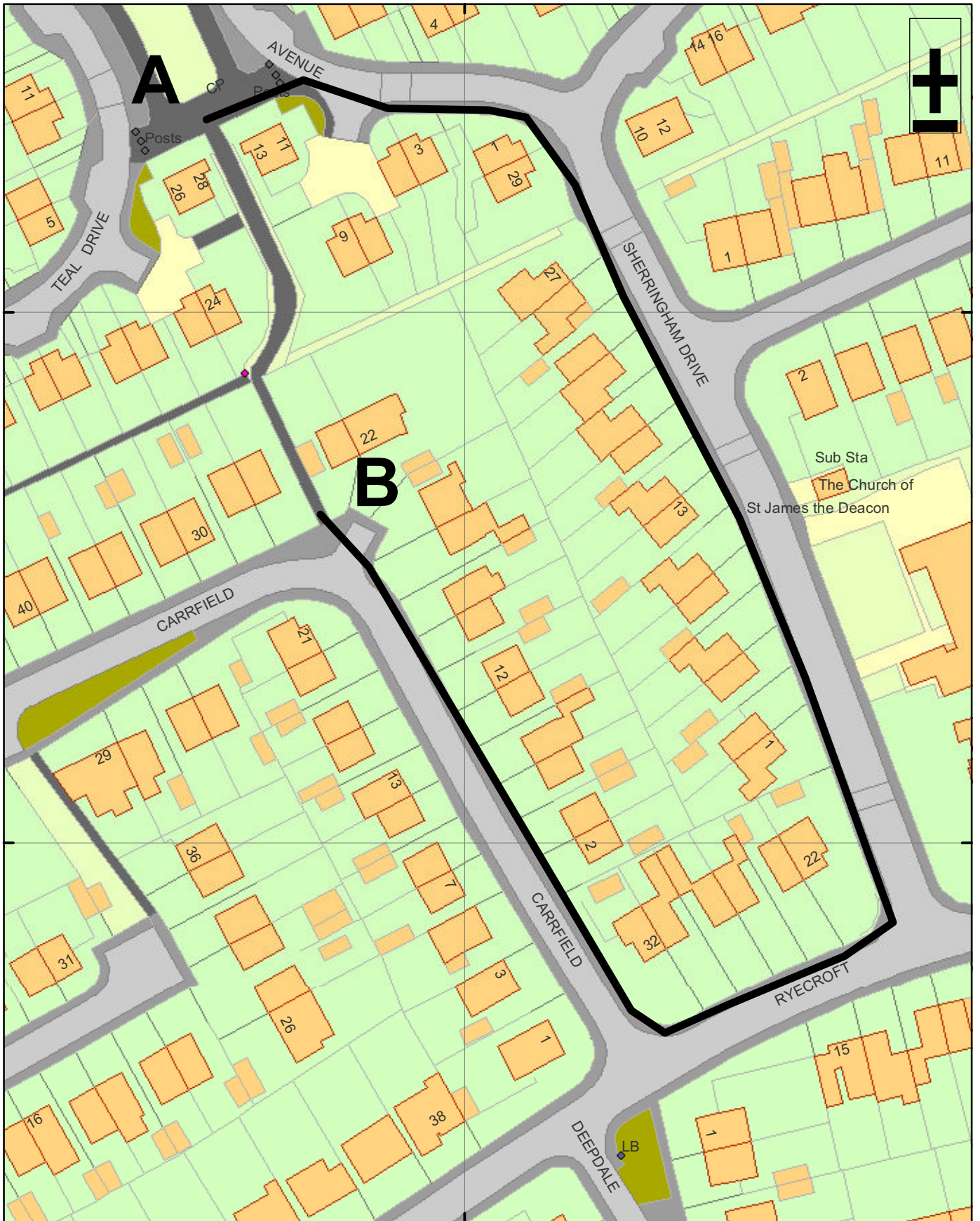
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9 St. Leonards Place, York, YO1 2ET  
 Telephone: 01904 613161

### Plan of alternative route - Carrfield to Heron Avenue

Scale 1:1,000	Drawn By: Alison Newbould	Date: 21/11/07
Public Rights of Way	Reference:	Drawing No.

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## Meeting of the Executive Members for City Strategy and Advisory Panel

10 December 2007

Report of the Director of City Strategy

### Drainage in York

#### Summary

- 1 This report reviews the effects on the drainage system in York as a result of the rainfall events which occurred during June 2007. It also advises Members on the relationships between the various organisations who deal with the discharge of surface water from within the city. The report reviews the gully cleaning service in line with the motion to Full Council on 4 October 2007 and examines options to improve maintenance of the highway drainage assets.

#### Executive Summary

- 2 This report covers many drainage issues and tells the complex relations between the various bodies involved in conveying water away from residential areas and dealing with flood related activities. The principal finds in the report are:
  - The monthly rainfall for June 2007 was over 170mm, three times the long term average. The rainfall events ranged from 1 in 7 to 1 in 100 year return period.
  - The overwhelming cause of the flooding in June 2007 was the high intensity of rain falling on a catchment which was already saturated and caused significant run-off, far greater than the design capacity of 1 in 30 years for the receiving sewers and watercourses.
  - The majority of the city is served by an old highway drainage network. There is a lack of knowledge of its location, condition and it receives low levels of maintenance. There are some known deficiencies within the network such as broken gully leads, siltation and root growth. There is a need to undertake a survey to determine the location and condition of the network, and then produce a list of remedial works. To support this a growth bid has been submitted for consideration as part of the 2008/09 budget process.

- Yorkshire Water Services sewerage system is in better condition, its location is better known, it functioned as designed, had few known failures, but was in places overwhelmed by the volume of water. It is proposed that the council continue to work with and support them in developing solutions.
- Our records show that 138 locations reported flood related problems, of which 7 were believed to be habitable properties suffering from internal flooding. It is proposed that investigations continue and work be carried out with Yorkshire Water Services and the Internal Drainage Boards to see if there were any defects which contributed to the flooding.
- The council deployed 12 personnel, 3 tankers, 2 pumps and approximately 1000 sandbags to assist in the relief operation. Staff in Neighbourhood Services are well practiced in such activities, but the scale and distribution of the flooding locations meant that attendance at them all could not be achieved.
- The extent of the flooding is also dependant on the condition of watercourses and their ability to accept the quantity of water being discharged from the surface water sewers. In a number of locations it was noted and in others it is suspected, that the watercourses were running full thereby surcharging the surface water systems. Work will be carried out with the Environment Agency and the Internal Drainage Boards to identify any maintenance issues on watercourses and encourage them to use their powers, where necessary, to have these rectified.
- It has not been possible to assess what part the condition of the private household drains played in the extent of the flooding. They are only designed to deal with low return period rainfall and to discharge into an unsurcharged sewer. Such conditions were not available at many locations during the June event.

## **Background**

- 3 In June 2007 various areas of the city experienced flooding which had previously not done so. The beginning of the month was dry, but by mid month we started to have regular and at times heavy rainfall events. This resulted in the catchment surface being saturated with little capacity to absorb further rainfall. On 24 and 25 June much of the country received significant quantities of rainfall. Whilst York received a considerable quantity of rainfall, by far the most severe weather occurred in South Yorkshire and the Midlands. These areas suffered their worst flooding in 400 years and stretched the resources of Local Authorities, Emergency Services, Environment Agency and the Utility Operators to their limit.
- 4 The Met Office reviewed the events and provides the following:
  - During 24 and 25 June 2007 in excess of 150mm of rain fell over most of Wales, the Midlands, Northern England, Northern Ireland and parts of Scotland, with over 250mm locally.

- This represents over 3 times the normal June rainfall over most of Yorkshire, Lincolnshire and the West Midlands and about 4 times the June average at places on the North York Moors and South Pennines
  - Many weather stations in Yorkshire (including Church Fenton and Linton-on-Ouse ), Lincolnshire and close to the Welsh border had their wettest June on record. The locations in Yorkshire also recorded return periods for the rainfall event anywhere in the range from 1 in 7 years to in excess of 1 in 100 years.
  - With 182 mm of rainfall at Church Fenton, this represented 337% over an average June's rainfall.
- 5 Investigations on some local rain gauge stations has shown that the rainfall which fell over those two days in the York area varied in quantity depending on the location. The data from two rain gauge stations at Acomb Landing and Elvington Air Field, along with Church Fenton, is shown below:

	Location		
	Rainfall depth (mm)		
	Acomb Landing	Elvington	Church Fenton
24 June 2007	25	5	26
25 June 2007	39	58	36
2 – day Total	64	63	62
Total for June	172	177	182

- 6 The monthly total rainfall for June 2007 was 172.4mm over three times the June long term average at Acomb Landing rain gauge of 51.4mm. Due to the variable intensity of the rainfall there were areas of the city which received heavy rain at the same time as other places were receiving little.

### **Flooding Reported**

- 7 During and after the heavy rains of 25 June there were at least 138 locations known to have had flood related problems, either reported to or noted by various departments within the Council and by Members. These ranged from: flooding on the highway, blocked gullies/drains, sandbags being required, flooding almost entering properties and flooding entering properties. See Annex A, for full listing.

### **Extent of Flooding**

- 8 During and following the heavy rain there were many discrete areas of the city which suffered from flooding of property, gardens and highways. These were clustered principally in 5 areas of the city, Haxby/Wigginton, Rufforth,

Strensall, Clifton/Rawcliffe and Acomb/Holgate, with others randomly distributed, and were locations different to those which normally experience river flooding.

- 9 Reflecting on the causes of the flooding at these locations, there are several issues to consider. In many cases the volume of rain was just too great for the sewer or drain to cope with as it was well above the design criteria for the sewer. Some watercourses were running full and could not accept the flows trying to be discharged from the surface waters sewers. Some sewers have subsequently been found to need de-silting and this investigation is still ongoing. Also highway gullies could not cope with the water as they were overwhelmed with the volume of water or required cleaning. These issues will be discussed in further detail later in the report.
- 10 As reports came into the Council, staff from Neighbourhood Services were dispatched to offer assistance where possible. They deployed 12 personnel, 3 tankers, 2 pumps and approximately 1000 sandbags to assist in the relief operation. Even though these staff are well practices in dealing with such activities, the scale and distribution of the locations meant that attendance at them all could not be achieved. It was noted in some areas, particularly Haxby and Wigginton, that the heavy rain had filled the sewerage system and tankers were having to travel out of the area to discharge the water they had collected. Many sandbags were issued to assist residents for bunding off door openings and air bricks. This was followed up in the following week by staff investigating the causes of flooding and explaining them to numerous residents some of the causes of flooding in their areas.

### **Drainage Systems**

- 11 The surface water drainage systems which conveys rainfall away from the urban areas of York are made up of a number of components and these are not managed by the same organisation. In simplistic terms the rain which falls on house roofs can be retained on the property by discharging the down pipe to a soakaway which allows the water to be dissipated into the ground at source. However, in York many areas have a clay soil composition which does not lend itself to absorbing water easily. In these locations the down pipe will be connected to a private householder drain which discharges to a public surface water sewer. The rain which falls onto the carriageway is collected on kerbed roads into gullies and on rural roads by grips cut into the verges from where the water soaks into the ground or is conveyed to ditches. Road gullies can be connected to either highway drains or surface water sewers which convey the water to becks, watercourses and rivers. It is noteworthy at this point to comment upon the large areas of private land which is being given over to hardstandings, drives, patios and house extensions, which it is not possible to prevent or regulate through current planning rules. This is giving rise to ever increasing volumes of run-off for the drainage systems to cope with. It is also leading to quicker run-off and higher flood levels due to the “peaky” characteristic of the discharge pattern.

### **Organisations who deal with drainage.**



- 12 There are a number of organisations who have various responsibilities for dealing with the conveyance of water.
- The private householder is responsible for the piped drainage system which discharges surface water from their property.
  - The Council fulfils two function, firstly to deal with water which falls on the public highway in preventing it from accumulating and secondly, that which finds its way into becks and watercourses under its control. The Council also acts as planning authority for new developments and consults with the following organisations about the methods of drainage being proposed within the development, before approving the proposal.
  - Yorkshire Water Services (YWS) are responsible for the discharge of foul sewage to the treatment works and surface water to watercourses. The design of these sewers is such that they can cope with a return rainfall event of 1 in 30 years.
  - The Environment Agency (EA) are responsible for regulatory functions on Main Rivers and Critical Ordinary Watercourses, along with flood defences and flood warnings. They also have a regulatory function with respect to all watercourses.
  - Internal Drainage Boards (IDB) are responsible for maintaining flows in becks and watercourses in their Boards area. It is the responsibility of the riparian owner of the banks of the watercourse to carry out any necessary maintenance work required to maintain the flow in the watercourse. This is enforceable by both the EA and IDBs.

#### **Analysis of flooding on 25 June 2007**

- 13 As the main organisation for draining water away from the urban area of York is YWS, a number of meetings have taken place between its officers and Council staff to compare flooding report logs for 25 June 2007. During that period of intense rainfall YWS received an unprecedented number of phone calls to its operational desk from across the region. This was in the order of 9000 on the 25 June 2007, when on a normal day it would be 250. In subsequent days this dropped to 1000 per day and not getting back to normal for a week. By looking at their records its was possible to see that only a few of the locations reported to the council had been reported to YWS. However, by sharing the council reported flooding location information with YWS an interrogation of their system records was possible. This showed that at most of the locations where the council had received reports of flooding problems YWS's assets were generally performing, but were overwhelmed due to the high volumes of water i.e no breakdown or failure.
- 14 As part of this collaborative work YWS have carried out further investigations and identified some sewers which need de-silting. Following the severe floods which effected the south of Yorkshire, YWS is working with local

authorities, mainly in that area where the need is greatest, to establish a programme of de-silting work on those sewers which suffered inundation of floodwater. It is working with the local authorities such that their highways teams clean the road surface and gullies at the same time as they de-silt the sewers, thereby optimising the capacity of the system. They also have another budget for sewer jetting of regional priorities. Schemes in this programme have to be prioritised on a risk basis and YWS is now building up information to see if sufficient funding can be made available for some work on the recently identified sewers in York.

- 15 Also as a result of the June floods YWS have initiated a dedicated resource to look at the areas of Yorkshire that flooded in order to carry out assessments as to what level of capacity their assets have in these areas. This could lead to recommendations of service improvements. Following the discussions between the Council and YWS staff, areas of the City will form part of that investigation.

### **Maintenance of Watercourses**

- 16 Prior to 2005 the Council was responsible for maintaining four watercourses; Tang Hall Beck, Oswaldwick Beck, Burdyke and South Beck. However, following the floods in 1998 and 2000 the Department of Environment, Food and Rural Affairs (Defra) issued new guidelines that all watercourses which could cause flooding of a significant number of properties, should be classified as Critically Ordinary Watercourses (COWs) and be administered by one organisation, the EA. The EA determined that 3 of the Council's watercourses should become COWs and the Council relinquished responsibility for the operation and management of Tang Hall Beck, Oswaldwick Beck and Burdyke on 1 April 2006. However, the EA did not have the resources to undertake the maintenance of these inherited assets and so asked the Council to continue maintaining them, on a cost reimbursement arrangement, until they could put in place other arrangements. This arrangement is due to end in April 2008 when the EA are due to contract out the service.
- 17 The only watercourse that the Council continues to be responsible for is South Beck. However the council does have land, managed by Learning Culture and Childrens Services (LCCS) and Housing and Adult Social Services (HASS), adjacent to this and those watercourses transferred to the EA from CYC and the IDBs (Holgate Beck, Blue Beck and upstream length of Burdyke), and therefore is a riparian owner. This requires the Council to maintain the banks and bed of the watercourse and carry out maintenance, such as removal of fly-tipping, so the flow in the watercourse is not impeded. This type of work was previously carried out at the same time as other work on the becks, but is something that is not the responsibility of the EA. The Council therefore needs to establish a budget to cover the cost of this work.

### **River Flood Emergencies and Warping**

- 18 The Council, under the Civil Contingencies Act 2004, is responsible for dealing with “Emergencies”. This is an event or situation which threatens serious damage to human welfare and flooding falls into this definition. The Council has therefore set up well tried and tested flood management procedures to deal with river flood events. An operations manual, annual updates and simulation exercises are carried out. During actual flood events assistance is given to residents to alleviate the effects of flooding and temporary defences are erected, along with the provision of sandbags for creating bunds to residential properties. The Multi-Agency York Flood Group is convened to manage flood response above a certain level. More extreme events are managed by the Police’s Silver Control to assist in the management of the emergency and to keep transport links going and liaise with other responding organisations. This involves principally staff from both City Strategy and Neighbourhood Services. However, many other departments within the Council become involved in serious events to offer care and support during and after the event. The roles of each department is detailed in the Emergency Flood Plan.
- 19 Following a river flood event, the footways, cycleways and towpaths alongside the rivers have, for health and safety reasons, to be cleaned to remove silt and debris which has been deposited on them during the flood. This is known as Warping and is a resource intensive activity for Neighbourhood Services staff, and hence is expensive to undertake at the frequency currently being experienced.

### **Government Initiatives**

- 20 Prior to the June surface water flooding events the government, through Defra, had set up a research project called Integrated Urban Drainage Management (IUDM). It believes that by enabling partnerships and taking an appropriately joined-up approach to planning of improvements thus there is the potential to provide integrated catchment benefits for urban areas ( i.e reducing flood risk, improving water quality and water resources management). Defra is now seeking to promote collaborative working between stakeholders to deliver an integrated approach to urban drainage management on a strategic, regional and local level. To assist, it is sponsoring 15 pilot projects across the country from which important lessons will be learned on how best to deliver integrated solutions, what barriers there might be, and how these might best be managed.
- 21 The existing legislation that governs urban drainage has resulted, unintentionally, in an over complex system with a legislative gap between the six parties involved in drainage run-off, namely; Landowner, Highway Authority, Environment Agency, Local Authority, Water Company and Internal Drainage Board. It is felt that with co-operation, however, its is possible for these bodies to work together to deliver cost effective urban drainage management. To achieve this will require a full understanding of the complex mechanisms that affect flood risk, linking together cause and effect, and accounting for the social and organisational issues as much as the technical aspects. The new planning process in England, that requires consistency

between Regional Spatial Strategies, Local Development Frameworks and Strategic Flood Risk Assessments, provides a sensible umbrella under which integrated urban drainage planning can take place. The report discussing the findings of the study is due to be published by Defra in September 2008.

### **Climate Change**

- 22 Much has been reported about climate change, but there now appears to be consensus in the scientific field that climate change is with us. There are a number of issues from this which have an effect on rainfall and hence flooding. The average temperature is predicted to rise between 1 and 2.5 deg C by 2050. This may lead to wetter winters and drier summers, and more extreme weather patterns. The warmer air creates more rainfall, due to evaporation and transpiration, and therefore when it rains the intensity of rain increases by up to 20%. In York, this could potentially lead to more river flood events in the winter and more surface water events in the summer.

### **Planning Policy**

- 23 One question which frequently arises is about how developments are allowed in areas which flood or flood as a result of allegedly under-capacity sewers. The Council as Local Planning Authority is responsible for discharging planning permission. In doing so it consults with and takes account of comments made by the EA, YWS, IDB and the Council's Drainage Engineers, before making its decision. This process has recently been formalised into the Strategic Flood Risk Assessment (SFRA).
- 24 The SFRA forms part of the Local Development Framework evidence base work and will feed into the Core Strategy, the Allocations Development Plan Document and the Area Actions Plans for York Northwest and the City Centre. It assesses the different levels of flood risk in the York area and provides maps of this information. The study also recognises the increasing threat of global warming and explains how climate change could increase flood risk in York due to more intense rainfall, which would increase peak river flows.
- 25 The study provides concise information on flood risk issues to aid planners in the preparation of the Local Development Framework and in the assessment of future planning applications. The main focus of the SFRA is on flood risk associated with the rivers and watercourses, recognising that development can be at risk of flooding itself, or that it can cause flooding elsewhere.
- 26 Guidance is provided to enable proposed development to be assessed for flood risk in accordance with national practice embodied in Planning Policy Statement (PPS) 25. It is this document that requires Planning Authorities to produce a SFRA as this enables them to consider not only the national guidance but also regional guidance, and most importantly any local factors related to flood risk. These are, for example, topography, soil types, the nature and extent of existing development, and the capacity of the existing drainage infrastructure.

- 27 In York there is concern that even small developments have the potential to exacerbate flood risk due to a lack of capacity in the drainage systems infrastructure and the generally flat topography of the area. It has been customary for planning applications to be approved, but with conditions relating to drainage attached, requiring details to be submitted and approved later. Experience has shown that in many cases developments are completed without reference to the conditions and provision for drainage has been deficient with detrimental consequences for the development itself and adjacent properties.
- 28 In order to address this, guidance has been provided in the SFRA for Development Control Officers as follows.

### **Guidance for Development Control**

- 29 The Council's Drainage Section should be consulted on all applications, in addition to consulting the EA, YWS and IDBs where required in accordance with PPS25. This will enable potential problems to be identified at the appropriate stage of the applications and the engineers to advise the planners on the following matters:
- Surface water flows from all sites should (where practicable) be restricted to the existing runoff rates (if a brownfield site) or agricultural runoff rates (if the site has no previous development).
  - Surface water from developments shall not connect to combined drains or sewers, unless expressly authorised by YWS.
  - All full planning applications shall have complete drainage details (including Flood Risk Assessments when applicable) included with the submission, to enable the assessment of the impact of flows on the catchment to be made.
  - Sustainable Urban Drainage (SUDS) methods of source control and water quality improvement should be utilised wherever possible for all new developments in the catchment.
  - Proposed flow balancing of storm water runoff shall be capable of storing a 1 in 100-year (1%) rainfall event, with no run-off into adjacent sites.
  - Ground water / land drainage from proposed developments shall not be connected to public sewers and existing land-drainage systems should be maintained.
  - Applications for smaller scale developments in relation to surface water drainage, which are part of larger sites that already have outline permission, must comply with any conditions that were applied to the larger site.

- Proposed development near to existing areas served by combined sewerage systems (typically pre-1930 terraced housing and inner-city) will need careful consideration with regards to additional hydraulic loading.

### **Gully Cleaning Service Review.**

- 30 At the Full Council meeting on 4 October 2007 the following motion was approved.
- 31 “Council firstly calls on CYC Officers to take an urgent review of the Gully Cleaning process in the City and report to Councilors all gullies which are damaged or blocked and need urgent work undertaken. Secondly, that Officers bring forward a scheme to undertake a maintenance program to ensure the situation is not repeated again”.
- 32 Specific reports on the gully cleaning service have been brought to Members periodically, the three most recent reports being in December 2004, July 2003 and June 2001. A summary of the changes to the gully cleaning service, as a result of these reports, is attached in Annex B.
- 33 There are approximately 40,000 road gullies under the Council’s control and these are cleaned on a planned basis. There are also about 1,000 gullies situated in the back lanes of terraced properties, mainly on the outskirts of the city centre, and an estimated further 1,000 gullies in footways. Back lane and footway gullies are cleaned on a reactive basis i.e. as and when there is a noted or reported problem.
- 34 In addition to this the Council creates and maintains around 7,500 roadside grass verge grips on rural roads. These are the earth slots cut into grass verges to drain water from the carriageway. These are normally cut in the late summer/early autumn in readiness for the coming winter and to assist with this form of drainage, a number of roadside ditches are also cleaned periodically.
- 35 Most of the gullies are in good condition and operate effectively with regular cleaning but there are some which present ongoing problems. We have an extensive list of repairs which is worked through on a priority basis as the budget allows.
- 36 The number of gullies needing some form of ‘repair’ varies with time but the current list, at the end of October 2007 is quite typical:
- 215 gullies are “non-runners” (blocked for some reason)
  - 301 gullies have broken or seized grates or frames
  - 372 gullies have concrete or tarmac in the gully pot resulting in reduced capacity and/or some blockage
  - 13 are known to be affected by tree roots, as these are visible in the gully pot
- 37 The total number of ‘problem’ gullies is 901 and this represents 2.3% of all road gullies. Problem gullies are repaired using the drainage budget and in

most cases the repair is permanent. The exceptions to this are those that silt up or where root invasion reoccurs.

- 38 Whilst these comments deal mainly with the provision of the gully service and aims to address the motion to Council, it is clearly recognised that the gully service forms only one part of a much larger drainage system that is sometimes affected by natural circumstances beyond our immediate control.

### **Current Gully Cleaning Service Arrangements**

- 39 Carriageway gullies are currently cleaned out once per year in most locations but twice per year in tree lined areas, as well as twice per year in the city centre and on the classified network, irrespective of whether or not there are trees in the vicinity. The budget for programmed cleans is £122,000 with a further £88,000 for reactive work. In addition to this there is a budget of £141,000 for drainage repair works.
- 40 Neighbourhood Services was unable to complete all the scheduled gully cleans in 2006/07, but this was completed early in 2007/08. In 2007/08 the scheduled cleaning is slightly behind programme at the moment. Of the 21 orders placed, 17 have been completed. The balance of the orders are being worked on at the moment. It is estimated that the programme is approximately 2 weeks behind schedule at the moment and efforts are now being made to catch this up following the backlog that occurred as a result of the summer floods when Neighbourhood Services resources were directed elsewhere. It is expected that everything will be completed by the end of March 2008.
- 41 Reactive cleans of reported blocked gullies are now carried out each day, as part of the planned daily work and are not 'saved up' and undertaken each Friday, as used to be the case. Any gully problem that creates an immediate hazard to customers will be dealt with straight away.
- 42 The 317 streets where difficulties are encountered due to parked cars have their gullies cleaned on a programmed basis using a series of road closures, on a Wednesday and Thursday for most weeks in the year. This approach is still considered to be the most effective and allows other works to be incorporated at the same time, such as sweeping and routine footway and carriageway repairs. These programmed cleans are up to date and it is expected that the full programme will be completed by the end of March 2008.
- 43 Where the gully cleaning service identifies a problem which is not associated with the gully pot and more likely to be with the gully connection to the main drain, or perhaps with the main drain itself, then this is reported so that the necessary investigation can be arranged. The work to alleviate these problems is done by Neighbourhood Services as part of the Term Maintenance arrangements. It will usually involve high pressure water jetting, root cutting or in more severe circumstances, excavation to repair damaged sections of pipe.

- 44 The ability to respond to some of the backlog of persistent drainage issues or problem gullies was assisted in this financial year by the inclusion of £100,000 in the capital allocation. Unfortunately, due to budget pressures elsewhere in the Directorate, half of this funding has had to be reallocated, as specified in the report on 2007/08 City Strategy Finance Monitor One Report to the Executive Members for City Strategy and Advisory Panel on 10 September 2007.
- 45 Collection of leaf fall is carried out by 3 gangs, one of them being funded from the gully cleaning budget, as evidence shows that this level of leaf clearance reduces the extent and costs of reactive gully cleaning.

**Customer Satisfaction Information on Gully Cleaning**

- 46 The most recent specific information about the gully service comes from the Talk About survey carried out in August 2004. Out of 2200 survey requests to the Talk About panel, 1630 (74%) responded. Of these, 25% hold a negative opinion of the maintenance service whilst a sizeable proportion, 44%, rate the service as good or better. The actual opinion of all respondents was:
- Excellent 2%
  - Very good/good 42%
  - Average 31%
  - Poor/very poor 19%
  - Unacceptable 6%
- 47 Prior to 2000/01 the number of planned gully cleans was two per year for road side gullies. From 2000/01 this was reduced to one clean per year and then gradually increased in a targeted way to the frequencies already stated in the current service arrangements.
- 48 Records show that the number of customer complaints and reactive cleans from 1999/00 to date, is as follows:

<b>Financial Year</b>	<b>Customer Complaints</b>	<b>Reactive Cleans</b>	<b>Comment</b>
1999/00	708	360	Last time we did 2 cleans/year
2000/01	1093	668	
2001/02	886	929	
2002/03	1224	1206	
2003/04	981	1099	
2004/05	908	1268	



2005/06	824	694	
2006/07	611	1230	
2007/08	<b>760</b>	644	<b>Half year to end of September 2007</b>

- 49 It can be seen from the numbers of complaints that since the peak in 2002/03 there has been a steady decline until this financial year when, due to the summer flooding events, the number of complaints has increased significantly once again.
- 50 It is noteworthy that the current number of reactive cleans remains above the 1999/00 level, the last year in which 2 scheduled cleans per year was carried out.

### **Highway Maintenance Code of Good Practice**

- 51 The Code of Good Practice recommended by the Local Government Association provides a standard which can be used as a guide. It is the responsibility of each highway authority to set its own locally based standards based on measurement of need. The standard in the code states that on kerbed roads with gullies at least 0.5 metres deep (typical for York) cleaning once per year should be adequate but it is known from discussions with other authorities that between once and twice per year is the normal range, depending on local circumstances.

### **Current Constraints on Gully performance**

- 52 Gully cleaning is part of the overall drainage service. To put this in context the factors that mainly affect the likelihood of flooding occurring are:
- Intensity of the rainfall
  - Extent of the rainfall over a given period
  - Level of the ground water table and watercourse levels relative to outfalls
  - Frequency of gully cleaning
  - Frequency of road channel sweeping
  - Ability to remove grass cuttings in areas adjacent to road channels
  - Ability to remove leaf fall effectively
  - Ability to remove the backlog of known drainage problems (tree roots and pipe collapse issues mainly)

- Lack of detailed recorded knowledge of the gully asset resulting in an inability to tailor the cleaning service more specifically to the needs of the asset
  - Lack of knowledge of the location, size and condition of main drains in CYC ownership
  - The fact that parts of the asset are known to be old and in poor condition, such as the old and problematic arterial gully grates
  - Damage to the asset by others that is not reported, resulting in water soaking into the ground and eventually, often years later, resulting in a collapsed surface and/or a flooding issue
  - Lack of any planned maintenance system to clean out catchpits, renew soakaway filter material, checking of carrier drains for silting up etc
  - Other unforeseen issues that will often only arise when the capacity of a drainage system is tested to the limit – such as the cause of the problems in Usher Lane Haxby this summer and those in Bradley Lane Rufforth
  - The inevitable upper capacity limit of CYC's drainage systems as determined mainly by the pipe size and the gradient to which the pipe is laid
  - The fact that drainage systems have been designed to cater for rainfall of a particular intensity and cannot therefore work efficiently above this design level
  - The fact that producing a coordinated approach to drainage is the responsibility of a number of organisations in our area: namely IDBs, Yorkshire Water and this Council
  - The upper capacity limits of Yorkshire Water's systems, again determined by the designed pipe size and gradient but also by the designed capacity of their pumping systems.
  - Planning issues which have, over the years, increased the hardened landscape without fully addressing the cumulative affect of water run-off and the ability for existing surface water systems to cater for this
  - The ability of IDBs and Yorkshire Water to improve standards of maintenance and to upgrade, as necessary, their assets
- 53 The gully cleaning service by itself cannot, of course, overcome all the factors likely to affect flooding, no matter how effective it may be.

### **Improvements to Gully Operation**

- 54 The issues are complex and there is no easy or low cost solution that could remove the constraints listed in connection with the gully and drainage asset. Attempts have been made over the years to improve the systems for which this Council has control. The key areas of Council control are:

- Road sweeping
  - Grass cutting
  - Leaf fall clearance
  - Frequency of gully cleaning
  - Obtaining more detailed knowledge of the Council's drainage asset
  - Routine maintenance and repair of the drainage asset
- 55 Bearing in mind that gully cleaning is one element in the overall provision of an effective drainage service, albeit a very important element, and given that budgets are already set and to a large extent spent for 2007/08, it would need additional funding to make improvements to the service.

### **Options**

- 56 The report aims to address the motion to Council by providing the required information and by setting the gully cleaning service in context. Members have the option to approve any further improvements to the service at this stage or to use this report as a means to inform the budget process for 2008/09.
- 57 As a result of the recent heavy rain a review of the councils highway drainage assets and records has been carried out and both of these have been found wanting.
- 58 It is felt that if the rainfall experienced in Gloucestershire, Worcestershire, Warwickshire and South Yorkshire had affected the Vale of York or the Dales in the same way, then York would have had extensive localised flooding across its region, or the flood defences of the River Ouse would have been tested to an extent never before experienced.

### **River Flooding**

- 59 Defences are in place to protect the majority of the City and we have a tried and tested emergency plan. The EA have already carried out the River Ouse Flood Risk Management Plan which identifies a strategy for improving their assets to offer better protection against flooding. This is a long term plan which involves better catchmentwide water management to lower water levels in the river, rather than building more and higher defences.

### **Localised Flooding**

- 60 We have an old highway drainage system that is not well documented or well maintained. The system is also dependant to a large extent upon the surface water sewers under the control of YWS. If we want to improve the council's existing asset so that it is in the best possible condition to cope with intense rainfall, then we need a lot of information to allow a proposed programme of

works to be established and then costed. Only then can a robust bid for funding be made.

61 A proposed programme of maintenance work may be along the lines of:

- Additional gully cleaning in certain locations
- Additional street sweeping in certain locations
- Routine maintenance of catchpits, soakaways, french drains etc
- Removal of known trouble spots
- Upgrading of larger scale drainage systems (possibly joint work with other agencies)
- Preparation of a climate change localised flooding plan, with action on contingencies arising from this plan

62 The resources needed to obtain data, prepare a proposed programme, work with other agencies, provide cost estimates for work and prepare a funding bid are considerable and beyond the capacity of existing staff resources.

### **Flood Prevention – perspective from Highway Infrastructure**

63 Our knowledge of underground apparatus is very limited and the least well known of all our assets. It isn't possible to set up systematic and properly targeted improvements in the maintenance of existing assets if the knowledge base is very limited. In the ideal world, one of the first requirements of any large scale overall improvement is to substantially increase the level of understanding of the extent and condition of the existing asset.

64 Paper records from the past appear to have been misplaced over the years and much of the non-documented local knowledge has been lost as long serving members of staff have left the service. A comprehensive re-survey of each road is an expensive and daunting prospect given the lack of resources at the current time. Even the prospect of finding the staff resource to pull together the information that does exist is extremely difficult and will probably not happen unless this matter is addressed properly.

65 Historically the only pro-active maintenance carried out to drainage systems is gully emptying. The frequency of this needs to be reconsidered in some locations as the approach is probably too generic at present.

66 Examples of the type of pro-active drainage maintenance that should be carried out if resources could be made available are:

- Regular inspection of drainage systems by removal of manhole covers
- Jetting and flushing through systems which are fully or partially blocked
- Checking catchpits and cleaning out as necessary
- Checking and renewing filter media, as required, in soakaways and french drains

- 67 In addition to this there are links with other parts of the street service that can contribute to an overall improvement in the condition and capacity of the drainage systems, namely:
- Increasing the extent and the frequency of road channel sweeping, especially in locations where a propensity for flooding is identified.
  - Removal of grass cuttings where it is known that they cause a problem by drifting into the road channel and then into drainage gullies.
- 68 The above approach is very expensive and probably not affordable without a commitment to transfer scarce resources into this service from elsewhere. The benefits to customers will be difficult to quantify with certainty as the intensity of the rainfall in a storm situation could easily be greater than the capacity that the drainage systems were designed to receive, even if they are being well maintained and therefore flooding will still be evident despite spending a large amount of money, with the inevitable criticism that will follow.
- 69 A more sustainable solution, requiring little or no increase in budgets, is to proceed as follows:
- Accept that we have limited knowledge of the asset, but make sure that systems are in place to start capturing, into the Highway Management system, Exor, all the information that currently exists in various forms. This will be an ongoing process and may mean bringing in a student, for example, once or twice a year to add the information onto the system. This information should also show the drains carrying highway surface water but in the control and ownership of YWS.
  - The Council could also incorporate, into the River Flooding Emergency Plan, a section for dealing with localised flooding due to intense rainfall. This will enable a much more coordinated approach to dealing with situations such as that on 25 June 2007. An essential part of this will be the coordination of work with YWS.
  - Continue to deal with the flooding problems that become evident, as and when they develop, in the shortest possible timescale, for example the problems with the highway systems that caused the worst of the flooding in June have now been identified, in some cases solved and in others work is ongoing to try and address the problem.
  - Continually examine the gully emptying frequencies and if necessary seek approval for officers to have delegated authority to carry out minor alterations to the current policy to increase the frequency of gully emptying in certain high risk locations.

## **Consultation**

- 70 This report has not been used for consultation purposes. It is, however, partly informed by the customer opinion survey from the Talk About panel and forms one of an ongoing number of reports, which are listed below, on this important public service.

## Analysis

- 71 This report does not deal in detail with the cause of flooding at each individual location around the city. There are some areas of maintenance to be addressed within the drainage networks operated by the various organisation, but the overwhelming cause of the flooding was the high intensity of rain falling on a catchment which was already saturated and caused significant run-off, far greater than the design capacity of the receiving sewers and watercourses.

## Corporate Priorities

- 72 Maintenance of the City's drainage systems has a direct impact on several of the corporate priorities for improvement, namely:
- improvement of the actual and perceived condition and appearance of the city's streets, housing estates and publicly accessible spaces.
  - improvement of the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest.

## Implications:

### Financial

- 73 The Council has a number of budgets to deal with actions on its water related functions and these are shown below:

Highway drainage budget is made up of three elements

- Repairs £141,000
- Schedule gully cleaning programme £122,000
- Reactive gully cleaning £ 88,000

Cleaning Becks

- Works £2,890

Flood Emergency

- Works £19,770
- Warping £35,000

- 74 In an attempt to address some of the shortfalls in the Highway Maintenance budgets a growth bid for additional funding has been submitted for consideration as part of the 2008/09 budget process. An outline of this bid is provided below and the outcome will be determined as part of the overall budget process.

**Highway drainage survey and repair (£200k per year)**

- 75 Recent flooding events in June 2007 have highlighted the poor quality of information about the extent and condition of our drainage asset. It is not possible to target maintenance and repair works accurately until further information is obtained. Survey work of the drainage asset is therefore required in the first instance and this will involve obtaining whatever information currently exists from various sources, plotting this into maps held in Exor, and then physically surveying roads to provide more information where none currently exists. Physical surveys will involve metal detection of gullies and manholes, lifting manhole covers and tracing the routes gully connections and main carrier drains.
- 76 Once this information is available then the growth bid funding will enable a more appropriate level of pro-active routine maintenance to be carried out. Most of the maintenance work done at present, other than gully emptying, is on a reactive basis. This growth bid would therefore improve the maintenance regime and also allow more of the known trouble spots to be systematically dealt with. It would provide an increase in our ability to jet and flush through drainage systems, greater checking and pro-active cleaning of catchpits, as well as the routine renewal of filter media. There would also be local increases in the frequency of gully emptying and road sweeping.
- 77 The bid is structured so that up to £50k each year would be spent on survey related works and the remainder on repairs and maintenance. It is anticipated that with this level of funding it would take 4 years to complete the survey works across the whole city but once this is finished a much greater proportion of the funding can then be spent on maintenance and repair but still leaving a relatively small amount for continued survey requirements.

**Watercourse Riparian Duties**

- 78 When the EA took over responsibility from the Council for Tang Hall Beck, Oswaldwick Beck and Burdyke in 2006, the council's budgets for watercourse maintenance were reduced in line with the reduced length of watercourse to be maintained. With the end of the arrangement the council, as Land owner, will be responsible for keeping the bed of the watercourse clear and the removal of fly tipping from its banks.
- 79 Learning Culture and Childrens Services (LCCS) and Housing and Adult Social Services (HASS) are significant riparian owners and have been advised by City Strategy that the costs of maintaining these watercourses, particularly removal of fly tipping etc., have increased significantly in recent

years. Exact figures have yet to be confirmed, but they have been encouraged to make budget provision possibly via a growth bid.

### **River Flood Emergencies**

- 80 The annual budget for River Flood Emergencies has, in recent years, generally been overspent, but covered by other budgets within the Directorate such as last year by the under-spend on Winter Maintenance. Already this year the budget of £19,770 has been exceeded with the June flood event alone, with expenditure currently standing at £30,014. However, so as not to be a constant threat on the contingency fund and with the current knowledge on climate change predicting wetter periods, a growth bid has been submitted for consideration as part of 2008/09 budget proposals to take account of this increase pressure.

### **Warping**

- 82 The budget this year stands at £35,000. Expenditure currently stands at £11,000 and this prior to the beginning of traditional flood season. Last year the outturn expenditure was £42,686 and given the rate of spend this year a growth bid has been submitted for consideration as part of the 2008/09 budget proposals.
- 83 The impact of climate change could potentially have an impact on all drainage / flooding works and may require redirection of budgets. However, these events are uncertain in nature and the impact varies greatly in each instance so there is an argument for leaving things as they are and bidding through the contingency fund.

### **Human Resources**

- 84 There are no Human Resources implications in this report.

### **Equalities**

- 85 There are no equality implications in this report.

### **Legal**

- 86 The Council, in its capacity as the highway authority, has a duty under Section 41 of the Highways Act 1980 to maintain the public highway and permissive powers for Drainage Authorities under the Land Drainage Acts of 1991 and 1995.

### **Crime and Disorder**

- 87 There are no crime and disorder implications in this report.

### **Information Technology**

- 88 There are no information technology implications in this report.



### **Property**

89 There are property implications in this report.

### **Other**

90 There are no other implications in this report.

### **Risk Management**

91 In compliance with the Council's risk management strategy, the main risks that have been identified in this report are:

- Strategic Risks, arising from judgements in relation to medium term goals for the service.
- Physical Risks, arising from potential underinvestment in assets.
- Financial Risks, from pressures on budgets.
- People Risks, affecting staff if budgets decline.

92 Measured in terms of impact and likelihood the risk score for all of the above 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.

### **Recommendations**

93 That the Advisory Panel advise the Executive Member that they note:

94 The rainfall which fell on the 25 June 2007 was an exceptional event which overwhelmed the capacity of the drainage infrastructure, there were local exceptions to this and remedial works have either been carried out or further investigations are ongoing.

Reason: To inform the Executive Member of the severity of the conditions which caused the event.

95 The work being undertaken as part of the Department of Environment, Food and Rural Affairs research into their Integrated Urban Drainage Management project which will report in September 2008 and hopefully establish a better legal framework for those involved in drainage run-off to operate within.

Reason: To advise the Executive Member of the ongoing work being undertaken at a national level, so decisions for the future can be taken in light of emerging national guidance.

96 The collaborative work undertaken by Council and Yorkshire Water Services staff to identify potential problems in the drainage network, this work is still ongoing.

Reason: To manage the drainage assets efficiently.

97 The work carried out over recent years to the gully cleaning service and that the information outlined in paragraphs 75 to 77, is used to inform the budget setting process for 2008/09.

Reason: To demonstrate the strategic importance of the service and to enable it to develop and improve within set parameters to deliver the most sustainable outcome.

98 The work carried out to produce the Strategic Flood Risk Assessment and the new guidance given to Planning Development Control Officers.

Reason: To advise the Executive Member of improvements in the planning process.

99 The pressure being put on the budgets supporting river and surface water flooding, along with resources to react to the riparian ownership duties, flood emergencies and warping, and that the information outlined in paragraphs 78 to 83, is used to inform the budget setting process for 2008/09.

Reason: To demonstrate the strategic importance of the service and to enable it to develop and improve within set parameters to deliver the most sustainable outcome.

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**Report  
Approved**



**Date** 27 November 2007

Chief Officer : Bill Woolley  
Director of City Strategy

**Specialist Implications Officer(s)**

Implication: Financial  
Patrick Looker  
Finance Manager - City Strategy  
Tel No. 01904 551633

**Wards Affected:** *List wards or tick box to indicate all*

**All**

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

**Background Papers:**

Gully Cleaning Review – 29 June 2001, Director of Environment and Development Services in Consultation with the Executive Member for Planning and Transport

Gully Cleaning Service Review – 2 July 2003, Meeting of the Executive Member Advisory Panel for Planning and Transport

Gully Cleaning Service Review – 3 December 2004, Meeting of the Executive Member Advisory Panel for Planning and Transport

Report on 2007/08 City Strategy Finance Monitor One Report - 10 September 2007, Meeting of the Executive Member for City Strategy and Advisory Panel

**Annexes:**

Annex A – Known Flooding Locations on 25 June 2007-11-28

Annex B – Summary of actions taken to change the gully cleaning service as a result of reports to EMAP meetings for Planning and Transport

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## Annex A

**Known Flooding Locations on 25 June 2007**

Noted by Drainage Engineers

Location	Street	Area
A1237	Hopgrove roundabout (small)	Hopgrove
57	Alness Drive	Woodthorpe
	Ascot Road / Mill Lane	Wigginton
Recreation Ground	Badgerwood Walk	Badger Hill
Beckfield	Bradley Lane	Rufforth
Shalom	Bradley Lane	Rufforth
9	Brandon Grove	Hopgrove
	Dalby Lane / Main Street	Elvington
	Flaxton Road	Strensall
20	Hopgrove Lane North	Hopgrove
	Lords Moor Lane	Strensall
Glencoe	Main Street	Elvington
	Moor Lane / Ox Carr Lane	Strensall
Rear garden	Oak Tree Close	Strensall
Diana Lyn	Sandy Lane	Stockton on F
Opposite Tannery	Sheriff Hutton Road	Strensall
Near Cemetery	Sheriff Hutton Road	Strensall
	Shipton Road	Rawcliffe
17	Southfield Close	Rufforth
24	Southfield Close	Rufforth
	Strensall Road / Towthorpe / Moor Lane	Strensall
	Strensall Road / Strensall Park	Strensall
	Strensall Road / Alexander Road	Strensall
	The Avenue (H)	Haxby
various	The Garth	Strensall
Burn Cottage	The Garth	Strensall
	Water Lane / Lilbourne Drive	Clifton
Church	Wetherby Road	Rufforth
Ivy Cottage	Wetherby Road	Rufforth
	Windsor Drive	Wigginton
	York Road	Haxby
36 / 38	York Road	Strensall

**Reports to Council Departments and by Members**

Location	Street	Area
	<i>(H-denotes call to Highways Infrastructure)</i>	
27	Abelton Grove	Haxby
5	Algarth Terrace	Elvington Lane
	Allerton Drive j/w Montague Walk (H)	Poppleton

	Ashwood Glade (H)	Haxby
A1237	Adjacent Rawcliffe Bar	Rawcliffe
	Bad Bargain Lane, Little BB Lane - Gerrard Avenue	Burnholme
	Baker Street (H)	Clifton
5	Barret Avenue	Holgate
91	Beech Avenue	Holgate
91	Beech Avenue	Holgate
5 and 6	Bradley Crescent	Rufforth
	Brecks Close (H)	Haxby
	Bridge Road	Bishopthorpe
71	Burton Green (H)	Clifton
17	Chesney Fields	Lowfield
1	Coeside (H)	Woodthorpe
A1237 - First Layby	Copmanthorpe to Moor Lane	Askham Bogs
12	Corner Close	Wigginton
38	Cornlands Road	Acomb
46	Cornlands Road	Acomb
1	Dike Ray Close	Haxby
1	Disraeil Close	Huntington
	Dodsworth Avenue	Heworth
	Drome Road	Copmanthorpe
26	East Mount Road	Bishophill
Near Junction with Dikelands	Eastfields Avenue	Haxby
85-87	Eastholme Drive	Rawcliffe
124-130	Eastholme Drive	Rawcliffe
1 to 6	Elmfield Avenue	Heworth
1	Elmpark View	Heworth
Lawnwood -Near Industrial Estate	Elvington Lane	Elvington
	Field View (H)	Clifton
302	Fifth Avenue	Burnholme
121	Foxwood Lane (H)	Woodthorpe
1	Gillamoore Avenue	Tang Hall
9 - The Wooden Horse - Heart Foundation	Goodramgate	City
	Grants Avenue jcn Danum Drive	Fulford
	Greencroft Lane / Court	Dunnington
7	Grosvenor Terrace	Clifton
14	Haughton Road	Clifton
74 and 82	Haughton Road	Clifton
4	Hawthorn Avenue	Haxby
15 and 17	Helmsley Grove	Wigginton
Opp 29	Heslington Lane (H)	Fulford
23	Howard Drive	Rawcliffe
317	Hull Road (H)	Hull Road
Inbound (car side)	Hull Road, to Field Lane to Badger Hill Shops	Hull Road
74	Huntington Road (H)	Groves
	Huntsman Walk (H)	Westfield
17	Kempton Close	Lowfield
51	Kilburn Road (H)	Fishergate
8	Kings Acre	Hull Road
	Kingswood Grove	Holgate

	43	Kirklands Avenue	Strensall
	38	Kirklands Avenue	Strensall
	8	Loxley Close	Clifton Moor
		Main Street	Wheldrake
		Main Street	Wigginton
	95	Melton Avenue	Rawcliffe
		From shops to Dick Turpin Pub	Moorcroft (H)
			Woodthorpe
			Mount Parade
			Holgate
		Back Lane with Richardson Street	Norfolk Street
			Clementhorpe
		Near pedestrian Crossing	Nunnery Lane
			Clementhorpe
			Old Dikelands
	48	Old Orchard	Haxby
	18	Old Orchard, Haxby (H)	Haxby
			Ordnance Lane
			Fishergate
			Ouse Acres
			Acomb/Holgate
			Pembroke Street (H)
			Clifton
			Portal Road (H)
			Acomb
	4	Rainsborough Way	Rawcliffe
	19	Rawcliffe Croft	Rawcliffe
			Rawcliffe School
			Rawcliffe
			Rye Close (H)
			Haxby
	31	Sandringham Close	Haxby
		Outside Glyngarth & next property	Sandy Lane (H)
			Stockton on F
	19 and 34	Saville Grove	Rawcliffe
	15	Saville Grove	Rawcliffe
			School Lane
			Fulford
	3	Seymour Grove	Heworth
	222	Shipton Road	Rawcliffe
		Behind St Lukes	Shipton Street
			Rawcliffe
			Slingsby Grove
			Dringhouses
			Southfields
			Strensall
			St Philips Grove
			Clifton
			Station Rise Jcn Station Road
			City
	25	Station Road and surrounding	City
			Straylands Grove
			Heworth
		Opposite	Tang Hall Clinic
			Tang Hall
			The Avenue (H)
			Haxby
	12	The Garlands	Clifton
			The Greenway
			Haxby
	3	The Link (H)	Copmanthorpe
			The Mount/Holgate Road
			Micklegate
			The Old Village
			Huntington
	3	The Village	Haxby
	14	Thornwood Covert (H)	Westfield
			Usher Park Road / Lane
			Haxby
	27	Vicarage Lane	Naburn
	30	Vincent Way	Westfield
	162	Water Lane	Clifton
			Westminster Road
			Clifton
			Woodlands Avenue (H)
			Haxby
	27	Wycliffe Avenue	Tang Hall

65	York Road	Haxby
85	York Road	Haxby
After level crossing	York Road (H) jcn Westend (o/s 2 )	Strensall



## Annex B

## Summary of actions taken to change the gully cleaning service as a result of reports to EMAP meetings for Planning and Transport

Situation pre June 2001	Changes made due to the June 2001 report	Changes made due to the July 2003 report	Changes made due to the December 2004 report
<ul style="list-style-type: none"> <li>▪ 1999/00 was the last time we carried out 2 cleans per year for all road gullies</li> <li>▪ From 2000/01 we cleaned road gullies once per year</li> </ul>	<ul style="list-style-type: none"> <li>▪ 2 cleans per year in tree lined locations</li> <li>▪ Better management of reactive cleans</li> <li>▪ Better management of cleans in streets with lots of car parking</li> <li>▪ More grip cutting and cleaning of roadside ditches</li> </ul>	<ul style="list-style-type: none"> <li>▪ Targeted work in connection with persistent gully problems</li> <li>▪ Growth bid proposals to enable the return of two cleans per year for road gullies plus routine, rather than reactive, cleaning of back lane gullies</li> </ul> <p>(growth bids were not successful)</p> <ul style="list-style-type: none"> <li>▪ £20,000 allocated to increase gully cleaning in central area and on classified network to 2 cleans per year, irrespective of whether or not there are trees in the vicinity</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase from 1 to 3 gangs to collect leaf fall, with £20,000 being used from the reactive gully cleaning budget.</li> <li>▪ Coordination of street sweeping/ leaf collection/ gully cleaning to be reviewed</li> </ul>

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