



Notice of a public meeting of

Economy & Place Scrutiny Committee

To: Councillors N Barnes (Chair), K Myers (Vice-Chair),
D'Agorne, Aspden, Funnell, Gates and Hunter

Date: Wednesday, 17 January 2018

Time: 5.30 pm

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

AGENDA

1. Declarations of Interest

At this point, Members are asked to declare:

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

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

2. Minutes

(Pages 1 - 4)

To approve and sign the minutes of the Economy & Place Scrutiny Committee meeting held on 28 November 2017 .

3. Public Participation

It is at this point in the meeting that members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Tuesday, 16 January 2018**. Members of the public can speak on agenda items or matters within the remit of the Committee. To register to speak please contact the Democracy

Officer for the meeting, on the details at the foot of the agenda.

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4. Presentation on Ongoing Major Projects

To receive a presentation from the Assistant Director of Regeneration and Asset Management on the progress of major projects ongoing across the council.

5. CYC Flood Defences Action Plan - Biannual Update (Pages 5 - 30)

This report provides an update on the work of the Environment Agency across the city to renew existing flood defences and provide new ones, following the flooding in December 2015.

6. Park & Ride Operator Procurement Update (Pages 31 - 34)

This report provides an update on the successful procurement of a new Park & Ride contract for 2018 to 2026, together with details of changes to the current Park & Ride service and timescales for their implementation.

7. Use of Volunteers in Economy and Place Directorate: Briefing Note (Pages 35 - 46)

This briefing note provides an overview of services in the Economy and Place Directorate which already have input from volunteers, and identifies service areas where more use could be made of volunteers.

8. Workplan 2017/18 (Pages 47 - 48)

To consider the Committee's work plan for the remainder of the 2017/18 municipal year.

9. Urgent Business

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

Democracy Officer

Fiona Young

Contact details:

- Telephone – (01904) 552030
- Email fiona.young@york.gov.uk

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

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

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

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

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

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

☎ (01904) 551550

City of York Council

Committee Minutes

Meeting	Economy & Place Scrutiny Committee
Date	28 November 2017
Present	Councillors N Barnes (Chair), K Myers (Vice-Chair), Aspden, Funnell, Gates, Hunter and Craghill (Substitute)
Apologies	Councillor D'Agorne

23. Declarations of Interest

Members were invited to declare at this point in the meeting any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable prejudicial interests they might have in the business on the agenda. No interests were declared.

24. Minutes

Resolved: That the minutes of the meeting of the Economy and Place Scrutiny Committee held on 04 October 2017 be approved and signed by the Chair as a correct record.

25. Public Participation

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

26. Make it York Bi-Annual Update

Members received an update report from Make it York on their progress in relation to their Service Level Agreement (SLA) with City of York Council (CYC). The Scrutiny Officer reminded Members that the update reports were provided to the Committee twice a year, with the Officers attending the meeting once a year. It was also clarified that the current SLA agreement was in place until 2018.

Members agreed that future reports should include qualitative measurements to highlight Make it York's performance against their SLA, and questioned whether Make it York's quarterly Key Account Management (KAM) insight reports could be included in their biannual updates

Resolved: That the report be noted.

Reason: To update Members on progress in relation to Make it York's Service Level Agreements.

Action Required

To include the quarterly Key Account Management (KAM) insight reports in the future Make it York updates

CC

27. 2017/18 Finance & Performance Monitor 2 Report

Members received a report providing details of the 2017/18 forecast out-turn position for finance and performance across services within the Economy and Place Directorate. The Finance Manager was in attendance to provide the summary and answer Members' questions. It was clarified that the Allerton Waste Recovery Park was the most viable long-term solution to treat waste from households across the county. It was also confirmed that the underspend in Economic Development was due to a number of vacancies within the team.

Members queried the sickness levels in Waste and questioned whether it was a factor in bin collections being missed in some areas of York. Officers confirmed that sickness levels were generally higher in customer-facing and manual jobs and that Waste's performance was similar to other departments in the Council and in other waste teams at other local authorities. Also that the sickness management procedures were being followed. Members questioned whether sickness levels had increased following the HR re-scheduling exercise undertaken in April 2017, and officers confirmed:

- the re-scheduling exercise had been undertaken in relation to Recycling and Waste was unaffected;
- staff capacity was not an issue and it had not resulted in more work for employees;
- managing resource levels was a constant piece of work due to outside factors such as the development of new residential properties;
- there was a national shortage of Heavy Transport Vehicle (HTV) drivers which resulted in challenges related to short-term work cover.

Members noted they were scheduled to receive an update on Mixed Recycling and Waste Collection at their next meeting on 17 January 2018,

but officers advised it would be more appropriate to slip this item to the May 2018 meeting.

Finally, Members requested an update on timescales and progress in relation to the use of the Better Decision Making tool in the Council.

Resolved: That the report be noted.

Reason: To update the Committee on the latest finance and performance position.

Action Required

To provide an update on timescales and progress in relation to the use of the Better Decision Making tool in the Council

PL

28. Emergency Planning Update

Members received a report outlining the activities of the Emergency Planning Team and the preparedness of the Council to manage incidents in the organisation, which highlighted the 'Ready for Anything' programme and the potential role of Members in an emergency. The Assistant Director for Transport, Highways and Environment and the Emergency Planning Officer & Business Continuity Advisor updated Members on progress made with improving communication and engagement with current and prospective volunteers and wards. The following was also noted:

- the Emergency Planning's role is to deal with outcomes rather than prevention related to matters such as natural disasters etc;
- the Emergency Planning Team provided advice in relation to Community Emergency Plans and their progress was dependent on the relevant communities;
- the newly-created Emergency Planning Assistant role would allow for wider engagement with wards and parishes;
- additional volunteers would be recruited to participate in different initiatives but long-term funding solutions would need to be considered to achieve it.

It was agreed it would be useful to:

- provide Members with some emergency planning training, followed by the provision of an emergency planning information pack for all Members;

- have Community Emergency Planning included as an agenda item at future ward team meetings.

Resolved: That the report be noted.

Reason: To raise Members' awareness of their role in emergency planning at the community level.

Action Required

- | | |
|---|----|
| 1 To organise a face-to-face emergency planning training for Members | MC |
| 2 To provide Members with an emergency planning information pack | JG |
| 3 To liaise with ward representatives to support development of the Community Emergency Plans | JG |

29. Workplan 2017/18

Members were asked to consider the Committee's work plan for the remainder of the 2017/18 municipal year, and agree the following changes:

- the Waste Update on Mixed Recycling & Waste Collection be slipped to the May 2018 meeting;
- the Mapping of Volunteers Integrated into Service Delivery Risk Assessment & Analysis item would provide examples of how volunteers had been used but, due to limited timescales, it would not include a full mapping exercise.

Resolved: That the workplan be approved subject to the above amendments.

Reason: To ensure that the Committee has an agreed programme of work in place.

Cllr N Barnes, Chair

[The meeting started at 5.30 pm and finished at 6.30 pm].



Economy & Place Scrutiny Committee
Report of the Director of Economy & Place

17 January 2018

CYC Flood Defences Action Plan – Biannual Update

Summary

1. This report presents an update on the work of the Environment Agency to renew existing and provide new flood defences across the city, following the flooding in December 2015. Members are asked to provide feedback on progress to date.

Background

2. The flooding in late December 2015 followed an intense period of rainfall across November and December due to the impacts of Storms Desmond and Eva. Record river levels were observed in many river catchments across the north of England. More than 4000 homes and 2000 businesses flooded across Yorkshire with 453 properties and 174 businesses flooded in York.
3. Funding was allocated to the Environment Agency (EA) following the floods to renew existing and provide new flood defences across the city, £17m was allocated to the Foss Barrier improvements and £45m to the wider flood defences across the city.

Progress Update

4. The high level options in the Five Year Flood Plan are being reviewed and preferred options are being developed for each flood cell. Priority works at Clementhorpe and New Walk are being appraised and public consultation events have been held.
5. An update on progress has been supplied by the Environment Agency; this can be seen in Annex 1.
6. The recommendations from the York Flood Inquiry were debated at the 4th October 2017 scrutiny meeting, and a further update is given at

Annex 2. Further clarifications on action by all partners are being sought to finalise the outcomes of the inquiry.

7. The high level options identified for each community in the York Five Year Flood Plan have been considered, advanced and further modelling and analysis of the long list of options is currently being carried out to identify the preferred options in each location.
8. A list of feasible options will be developed following this process and a programme of further appraisal, design and build works has been included in annex 1 of this report as part of a wider update of the project.
9. A drop in centre has opened on North Street at the former Bike Hub site, this provides a place where all partners working on the schemes can co-locate and work together and we can invite residents and businesses in to discuss the schemes in more detail.
10. The latest updated actions from the York Flood Inquiry are available at Annex 2 of this report. All partners have been contacted to ensure we understand their current levels of preparedness and that they have acted upon the recommendations.

Consultation

11. Public consultation on the York Five Year Plan was held in late November 2016 and quarterly newsletters have been developed by the EA to further inform on progress. Biannual updates are received by this Scrutiny Committee and quarterly updates are given to the Executive Member for the Environment Decision Sessions.
12. Detailed public consultation events will be held in each community following the production of the long list of options and further refinement of the preferred options. Events were held in Clementhorpe and the New Walk communities in December 2017.
13. Ongoing liaison will continue between the Executive Member for Environment and the CYC Flood Risk Manager, and future briefings to the Economy & Place Scrutiny Committee will be made to ensure key outputs and decisions are supported by CYC and to provide formal opportunities for members and the public to consult. Further recommendations will be made for agreement at these sessions.

Options

14. The principal options open to members are to comment on and review the work undertaken to date and the future work identified to date and the representations made by the Environment Agency.

Council Plan

15. Improved provision of flood defences supports a prosperous city for all through safer communities for residents, businesses and visitors, a wide range of consultation events will ensure this is in line with the needs and expectations of local communities.

Implications

16. **Financial** – Funding is allocated directly to the EA, the additional funding of £45M is available to be directed towards key flood risk projects in the city in the short term. The extent of required works may require wider funding and Defra funding bids will be developed. There are likely to be contribution requirements as part of this wider work. This will be developed further and consulted upon later in 2018.
17. **Property** – The Site Investigation programme will include sites under CYC ownership and/or control, consultation will be carried out with Estates teams and all relevant agreements will be put in place.
18. Human Resources (HR) – No implications
One Planet Council/Equalities – No implications
Legal – No implications
Crime and Disorder – No implications
Information Technology (IT) – No implications

Risk Management

19. No known risks are identified at this time, detailed risk management work will be developed as the business case and detailed design works commence.

Recommendations

20. Members are asked to note the update report and the evidence presented by the Environment Agency in the session, feedback is sought from Members on all content.

Contact Details:

Author:

Steve Wragg
Flood Risk Manager
Highways
01904 553401

Chief Officer Responsible for the report:

Neil Ferris
Director of Economy & Place

Report Approved ☒ Date

Wards Affected:

All ☒

For further information please contact the author of the report

Background Papers: None

Annexes:

Annex 1 - E&P Scrutiny Flood Defences Action Plan Dec18

Annex 2 – Update on Actions Arising from Flood Inquiry

York Flood Alleviation Scheme

Update for 17 January Scrutiny Session

December 2017

At Octobers Economy & Place Scrutiny session we provided an overview of the range of projects ongoing in York, from the Foss Barrier to the 5 Year and Long Term Plans. Here, we want to provide greater detail on progress towards the delivery of new or upgraded flood defences in the city through the 5 Year Plan.

Summary of Recent Activities

Topographic Surveys

We have now completed ground level and threshold surveys in the city on both banks of the Ouse downstream of Skeldergate Bridge. This data is informing the development of detailed options in this area prior to public consultation later in the year.

Geotechnical Studies

Given the scale of potential works within the city, we anticipated that a significant programme of ground investigations would be required. Inevitably this work will create temporary disturbance in some areas. In light of this we have been conducting detailed reviews of previous investigations across the city, to reduce the number of potential ground investigation sites. Our engineers have also visited a number of locations across the city to evaluate the practicalities of conducting surveys in these areas. Discussions with key stakeholders are taking place to ensure necessary investigations are scheduled to minimise disturbance.

Structural Surveys

York's river frontage is already heavily developed. Therefore there is limited potential to create new standalone flood defences along the riverside. New defences will in some instances need to tie in to existing buildings. In order to determine whether this is feasible, we have begun the process of surveying buildings in key areas. Using existing buildings will minimise the visual impact of new defences, and should lead to less disturbance during construction.

Engagement with Key Stakeholders

We have recently convened an Advisory Group of key stakeholders to discuss upcoming issues and ensure we maximise the potential benefits of the scheme. The group consists of representatives from the fields of archaeology, heritage, business, utilities, planning, ecology, and flood risk. The initial meeting of the group served as an opportunity to bring all parties up to speed on proposals, and the December 2017 meeting focused on ground investigation works and discussion of the shortlisted options in Clementhorpe and New Walk.

Flood Warning Changes

One of the actions from the Independent Review of the 2015 floods was to investigate ways to improve flood warnings further. We have recently completed a review of the warnings we issue in York, following the completion of new flood risk modelling. On the Ouse, there were very few changes which confirms that the understanding we have of the flood risk on the Ouse is current and relevant. For the Foss, changes have been made to areas covered by each flood warning, making them more relevant to the communities they cover.

The understanding of what rainfall and river levels are in the Foss catchment will also improve. This is via a rain gauge which has been installed in the upper Foss catchment, 20 miles north of York. A river level gauge is planned to be installed during December just north of Strensall on the Foss. This data will feed directly into a better river forecast for the Foss and support more intelligent operation of the Foss Barrier in York.

Habitat Surveys

There is a defined window in which to conduct ecological surveys. In order to ensure that ground investigations could commence without delay, we took the decision to conduct initial habitat surveys over large areas of the city at an early stage. Not only has this informed the need for more detailed surveys in key areas, but crucially will enable us to begin ground investigation works without having to wait until the start of the ecological survey season next year.

Appraising Climate Change Methodology

Key to our works to improve the defences in the city we are looking at how climate change might impact water levels in the future. Current modelling predicts a significant rise in flood levels over the next century. This obviously has implications for the height of defences in the city. Therefore we are looking at different ways of providing improved protection, including upstream storage, local defence raising and combinations of both. This work will also help us determine when best to invest in different types of solutions.

Shortlisting Options

In conjunction with the survey and feasibility work ongoing at this time, we are in the process of shortlisting viable options for each flood cell (York is split into 29 distinct flood cells, each of which represents a geographical area where the flood risk to that area is self-contained and can be mitigated by flood risk measures e.g. walls, embankments and gates. Most cells will require a number of flood risk measures at different locations to reduce the overall risk of flooding to that cell). Within this project we have shortlisted 18 flood cells (19 flood cells including Clifton Ings and Rawcliffe) to progress further. Actions in other flood cells will be progressed through future projects.

Priority has been given to undefended areas and shortlisting has been progressed furthest in these areas. This will enable us to consult with residents in these areas on a shortlist of viable options, to determine the optimal solution. Shortlisting for the remainder of the cells is ongoing.

Public Engagement

Due to the ongoing survey and shortlisting process, over the past 3 months, our engagement work has focused on updating residents about progress across the city, rather than specific events focussed on individual schemes. However now that detailed options appraisal for the first flood cells is well underway, we will be holding the first of many public drop in sessions. In contrast to the exhibitions we held last year, which were city wide in their content and audience, future events will be more targeted. We will be discussing details of specific schemes in distinct areas, and therefore we want to give priority to local residents in these communities to share their views.

Citywide engagement will of course continue through established media and social media channels, along with the opening of our new drop in centre at Wellington Row.

Progress of Each Flood Cell

What follows is a brief summary of the current position of each flood cell within York. Outline options for each area were published in the 5 Year Plan in November 2016. The detailed feasibility work ongoing since then has helped to clarify options in each area. Given the number of flood cells, and the upcoming consultation events for the first schemes (which will begin in advance of the Decision Session), we have omitted detailed options for the purposes of this summary. The following serves as an update on current cell specific activities and reasoning for this.

Flood Cell	Status	Comment
B16 - New Walk	Within 5 Year Plan. Due for public consultation	We have identified a potential feasible solution to reduce the risk of flooding which also mitigates against any theoretical impacts of increased pumping from the Foss Barrier. We will be meeting with residents individually during November. In December we will be holding a public drop in event and then seeking to develop detailed designs by February 2018.
B8 - Clementhorpe	Within 5 Year Plan. Due for public consultation	As an area with limited current defences, this is a priority to progress. Numerous investigations have taken place and we will be consulting with local residents on potential options beginning in November. This consultation period will run until February with ample opportunity for residents to get involved. We will then use the results of this to produce a detailed design to submit for planning approval.
B4 - Scarborough to Ouse Bridge (Right Bank)	Within 5 Year Plan. Will consult on options January 2018	Modelling shows the need to increase the height of existing defences in this area, and develop solutions for Memorial Gardens and the Post Office car park. Discussion with key landowners is underway and consultation will focus on the best way to raise existing defences.
F9 - South Beck	Within 5 Year Plan. Undergoing assessment	Though our modelling only indicates that there are a small number of properties at risk from flooding we will be investigating the risk in more detail and from this assessing the potential for flood defence options for this area. We would consult with local residents on the options
C3 - Naburn	Within 5 Year Plan. Currently identifying locations for borehole surveys to inform design	We have been working closely with Naburn Flood Group for a number of years to tackle the various causes of flooding to the village. A detailed modelling study commissioned prior to the 2015 floods has provided clarity on the scale of risk and the interventions needed to reduce this. We are now looking to undertake ground investigations to confirm the viability of works before consulting residents on the preferred option.
C2 - Acaster Malbis	Within 5 Year Plan. Undergoing assessment	Due to flood flow routes in the area, developing a formal flood defence scheme would be extremely difficult. We will offer property level resilience options for affected properties.
B9 - Fulford	Within 5 Year Plan. Undergoing assessment	We are working closely with CYC to develop an effective solution to the issues in Fulford.

C1 - Bishopthorpe	Within 5 Year Plan. Undergoing assessment	Records from recent flood events and our modelling shows the risk from flooding is greatest along a stretch of Bishopthorpe Road and Main Street/Chantry Lane. We will be investigating potential options in these areas and consulting with local residents.
F4 - Tang Hall Beck	Within 5 Year Plan. Undergoing assessment	Our modelling and experience from the 2015 floods shows that a significant flood flow into the Foss comes from both Tang Hall and Osbaldwick Becks. We are investigating opportunities to develop storage areas upstream of the city to reduce flood flows, as well as de-culverting within the city.
F5 - Osbaldwick Beck	Within 5 Year Plan. Undergoing assessment	Our modelling and experience from the 2015 floods shows that a significant flood flow into the Foss comes from both Tang Hall and Osbaldwick Becks. We are investigating opportunities to develop storage areas upstream of the city to reduce flood flows, as well as de-culverting within the city.
F8 - Groves to Haley's Terrace	Within 5 Year Plan. Undergoing assessment	Following the upgrade to the Foss Barrier we are investigating additional flood defence options for this area, including embankments and walls. We are also investigating opportunities to develop storage areas on the Foss upstream of the city to reduce flood flows.
F10 - Haley's Terrace to Link Road	Within 5 Year Plan. Undergoing assessment	Our modelling shows there is a risk of flooding to a number of properties along the stretch of the Foss in this area. We will be investigating options for this area as well as investigating opportunities to develop storage areas on the Foss upstream of the city to reduce flood flows.
F11 - Link Road to Ring Road	Within 5 Year Plan. Undergoing assessment	Though our modelling only indicates that there are a small number of properties at risk from flooding we will be investigating the risk in more detail and from this assessing the potential for flood defence options for this area.
F12 - Westfield Beck	Within 5 Year Plan. Undergoing assessment	Our records shows there is a risk of flooding to properties in this area. We will be investigating this risk in more detail and looking at potential flood defence options to mitigate the impact of the risk flooding. We will be engaging with local residents before any proposals are taken forward.
B11 - Copping Farm to Scarborough Bridge (Left Bank)	Within 5 Year Plan. Undergoing initial discussions with landowners	This flood cell covers a wide area with a range of different issues. There are a range of existing defences which will need to be raised in order to continue protecting homes and businesses into the future. We are in discussions with a number of landowners in the area to understand how best to incorporate a new scheme.
B12 - Scarborough Bridge to Lendal Bridge (Left Bank)	Within 5 Year Plan. Discussions ongoing with statutory bodies	A significant area of this flood cell falls within the historic city centre and therefore any scheme needs to have the support of heritage bodies. We are keen to ensure this support before shortlisting options.

B15 - King's Staith to Skeldergate Bridge	Within 5 Year Plan. Undergoing assessment	As was highlighted in the publication of the 5 Year Plan, providing protection at King's Staith to the same level as elsewhere in the city would not be acceptable. We are assessing the optimum size of any defence in this location to provide additional protection without negatively impacting the riverside amenity and neighbouring businesses. Due to government spending rules around cost benefit, this scheme may require additional funding support.
B7 - Queen's Staith and Skeldergate	Within 5 Year Plan. Undergoing assessment	There is potential to reduce flooding by installing floodwalls/gates between existing buildings on Skeldergate. This is dependent upon structural integrity and ground conditions which are currently under assessment. Until the outcome of this we cannot provide more detailed options.
A5 - Upper & Nether Poppleton	Not looking to progress a scheme within 5 Year Plan	Assessment has shown that due to the very small number of properties affected and high cost of a solution, we cannot justify a scheme here under current government spending rules. We will revisit this if the situation changes.
B1 - Millfield Industrial Estate	Not looking to progress a scheme within 5 Year Plan	Assessment has shown that due to the very small number of properties affected and high cost of a solution, we cannot justify a scheme here under current government spending rules. We will revisit this if the situation changes.
B3 - Clifton Bridge to Scarborough Bridge & Hob Moor	Improvements being delivered outside of 5 Year Plan. Preferred option in the design phase	Significant assessment of the options for this area has taken place following meetings with local residents. As a result the preferred option for this area is to increase the resilience of the Holgate Beck pumping station. Our consultants are currently identifying the best way to achieve this, with construction due in spring 2018.
B10 - Clifton & Rawcliffe	To be delivered through a bespoke scheme. Currently in the detailed design phase	Central to this area are the upgrade to the embankment at Clifton Ings, and the formalisation of pumping arrangements for Blue Beck. These are both EA assets and we are committed to maintaining their effectiveness.
B13 - Lendal Bridge to Ouse Bridge	Not looking to progress a scheme through the 5 Year Plan	There are very few properties affected in this area, and there do not appear to be any technically feasible solutions.
B17 - Nun Ings	Not looking to progress a scheme through the 5 Year Plan	There are no properties at risk.

F1 - Cliffords Tower	Increased protection provided by the Foss Barrier	The £17m investment in the Foss Barrier provides additional protection in this area
F2 - Hungate	Increased protection provided by the Foss Barrier	The £17m investment in the Foss Barrier provides additional protection in this area
F3 - Foss Islands	Increased protection provided by the Foss Barrier	The £17m investment in the Foss Barrier provides additional protection in this area
G6 - Foss Bank	Increased protection provided by the Foss Barrier	The £17m investment in the Foss Barrier provides additional protection in this area
F7 - Layerthorpe	Increased protection provided by the Foss Barrier	The £17m investment in the Foss Barrier provides additional protection in this area

Programme

Below is the planned dates for work for each flood cell. Local engagement will take place during each phase of the work, focused on that location.

	Preferred option		OBC	Detail design		Planning		FBC	Construction	
	Start	Finish		Start	Finish	Start	Finish		Start	Finish
Tranche 1										
B09 - Germany Beck C01 - Bishopthorpe C02 - Acaster Malbis C03 - Naburn	Mar-18	Jul-18	Feb-19	Mar-19	Oct-19	Jun-19	Feb-20	Dec-19	May-20	Dec-21
Tranche 2										
F08 - Huntington Road F09 - South Beck F10 - Haleys Terrace to Link Road F11 - Link Road to Ring Road F12 - Westfield Beck F4 & F5 - Tang Hall Osbaldwick	Mar-18	Jul-18	Feb-19	Mar-19	Oct-19	Jun-19	Feb-20	Dec-19	May-20	Dec-21
Tranche 3										
B07 - Queens Staithes and Skeldergate B11 - Copping Farm to Scarborough Bridge B12 - Scarborough Bridge to Lendal Bridge B15 - King Staithes	Jan-18	Mar-18	Aug-18	Aug-18	Apr-19	Nov-18	Aug-19	May-19	Oct-19	Jun-21
Tranche 4										
B04 - Scarborough Bridge to Ouse Bridge B08 - Clementhorpe	Dec-17 Dec-17	Jan-18 Jan 18	May-18 Apr-18	Mar-18 Feb 18	Apr-18 Apr-18	Jun-18 Apr-18	Dec-18 Nov-18	Oct-18 Aug-18	Jan-19 Nov-18	Oct-19 Mar 20
Tranche 5										
B10 - Clifton Ings B16- Foss confluence / New Walk	Nov-17 Nov-17	Dec-17 Mar-18	Jan-18 N/A	Jun-18 Apr-18	Nov-18 May-18	Feb-18 N/A	Nov-18 N/A	Nov-18 N/A	Feb-19 May-18	Dec-20 Nov-18

Assumptions

There are a number of assumptions made when developing this programme, they include:

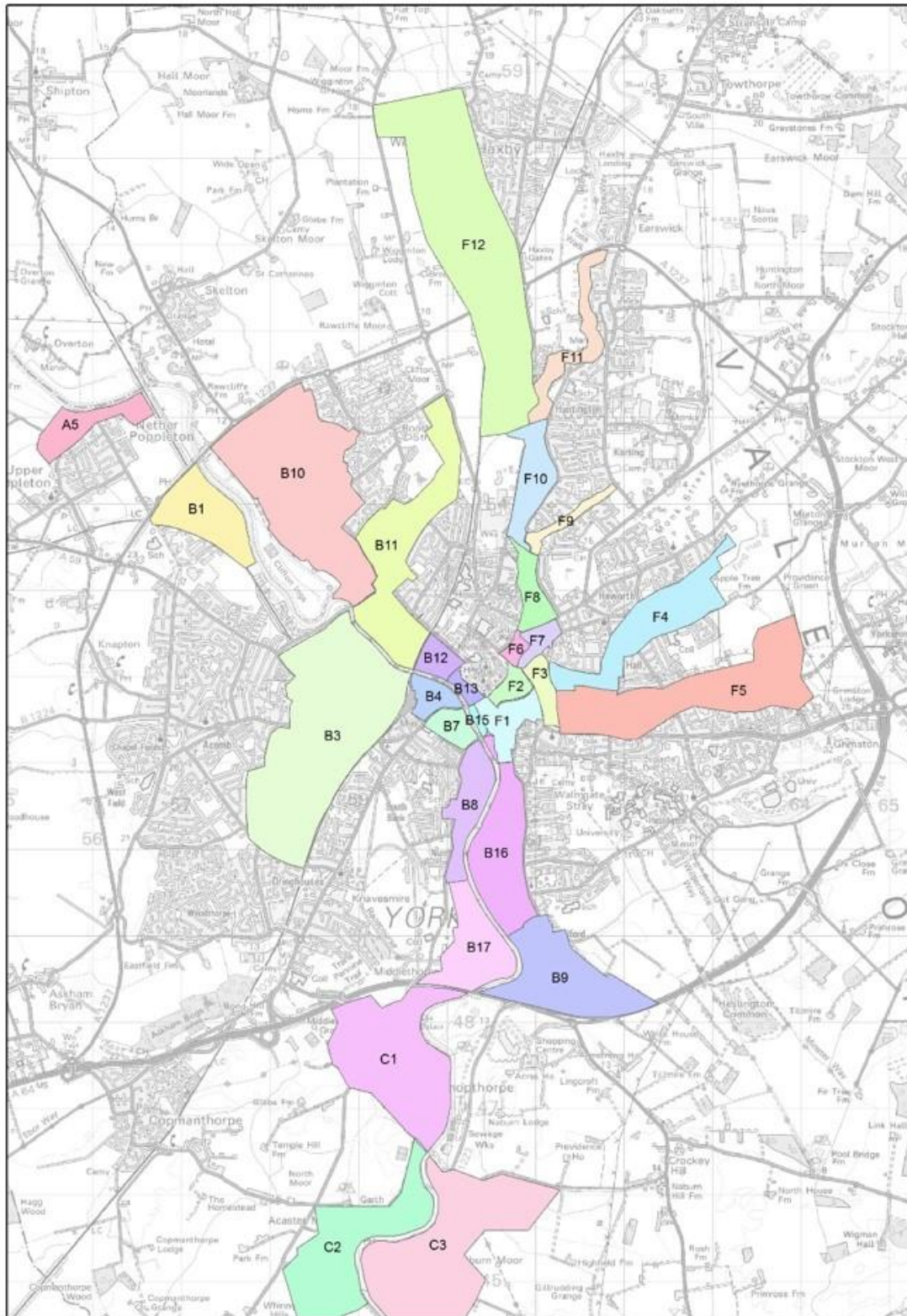
- 1 - Individual project approach to each cell for Environmental Impact Assessment
- 2 - Construction work on cells in the Tranches are likely to take between 6 to 12 months and we will work with the contractor on most efficient sequence for delivery for each tranche.
- 3 - Full business case approval will be awarded without planning permission
- 4 - Planning conditions not necessarily discharged before contract award
- 5 - B16 Foss Confluence / New walk to be completed as part of the Foss Barrier work and is likely to be Property Level Resilience.

Programme Risks

There are a number of risks that potentially could impact these delivery timescales. The risks are proactively being managed as part of the controls of the York FAS programme. Whilst mitigation plans are in place, there remains the potential for the risks to impact delivery timescales. The risks include:

- There is a risk that current assumption of a cell by cell approach to undertaking Environmental Impact Assessments (EIA) and planning approvals is not acceptable to City of York Council Planning. Options are currently being assessed and legal opinion sort with a view to consult with CYC on preferred approach to EIA and planning in December.
- This programme is reliant on a number of external (non-Environment Agency) organisations. We are building relationships and working with them to reduce the potential impact on this programme.
- Ground conditions or potential archaeological findings may impact timescales. To mitigate this risk surveys, bore holes and consultation with archaeological representatives will be carried out before the planning and construction stages.
- Challenges or different views to the proposed designs from individuals or groups may delay the planned programme. An engagement plan is being implemented to mitigate the risk.
- Prolonged or severe winter weather conditions or a server flood event could delay start or completion of the construction stage. Construction start dates, durations and sequencing to be considered to mitigate against this risk.

York Flood Cells Map



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#	Action	Progress	Action Update
1	RMAs and Emergency Responders should review their emergency and business continuity plans to incorporate the lessons learnt during the Boxing Day flood	Reviewed and Updated	All partners have debriefs and wash up meetings and amended plans accordingly
2	The EA should further develop its tools and techniques for predicting and modelling river flooding	Reviewed and Updated	Updated modelling and new telemetry, monitoring and forecasting
3	The EA should share decisions with their multi-agency partners;	Complete	This is standard protocol (severe flood warning) and is underpinned by all RMA flood plans
4	The EA should work with partners to develop flood visualisation and mapping tools	Reviewed and Updated	Completed and part of normal process - York 5 Year Plan consultation using variety of tools
5	The EA should continue to work with the utility companies to improve their understanding of risk	Complete	EA and CYC work with utilities companies as part of the LRF set up; the National Flood Resilience Review supports this
6	EA to consider loud hailers and/or the installations of sirens	Complete	Review of the flood warning service in York carried out and warning areas improved, sirens may be considered as part of wider plans
7	EA should consider the feasibility of an opt-out telephone flood warning scheme	Complete	Already partly in place from national flood resilience opt out approach.

8	EA should consider reviewing trigger levels to ensure flood can be issued in a timely manner	Reviewed and Updated	Continual process, review of the York flood warnings carried out
9	EA to incorporate information about how the Flood Warnings operate in their next educational campaign	Complete	Continual process both campaigns since the floods have done this, ongoing comms linked to 5 Year Plan
10	CYC to ensure that staff on the customer service line are kept up to date with information	Reviewed and Updated	Full debrief with customer centre highlighted areas for training and further information
11	RMAs should consider developing plans for door-knocking, coordinated by CYC, to enhance flood warnings before flooding	Complete	The speed of flooding would make this unfeasible and put officers at risk, warnings are disseminated via the EA flood warning service
12	CYC should investigate the use and deployment of both temporary and demountable barriers	Part of 5 Year Plan	York 5 Year Flood Plan will promote demountable defences will be utilised where relevant
13	CYC should conduct a review of how to involve volunteers in filling sandbags	Reviewed and Updated	Sandbag training day completed
14	CYC should give some considerations as to improvements in the recording of addresses for sandbag requests	Reviewed and Updated	Review of customer contact procedures completed, community emergency plans being promoted within flood risk areas
15	CYC should consider making reciprocal arrangements with another council or outsource the service to a customer care centre	Reviewed and Updated	Customer centre has resilience - can bring in more employees to handle calls

16	CYC should consider providing maps and locating them in the same place as the communications team	Complete	Updated mapping and outputs produced for usage during future flood events
17	RMA's should consider the resilience of their communication systems	Complete	A range of radios have been purchased, CYC telephony and data recently upgraded
18	EA and CYC to consider sending letters annually to residents in flood risk areas, reminding them of the flood risk and emergency plans	Reviewed, ongoing process	Flood workshops and review sessions have highlighted flood risk issues, Community Resilience Officer role identified and being developed to continue this
19	CYC staff to record their good practice during the flood event	Reviewed and Updated	Part of a normal process
20	RMA's to review Emergency Plans to contain clear roles and responsibilities for warning and informing and evacuation	Reviewed and Updated	Part of a normal process. Responsibilities are known and have a formal flood response plan, information developed to inform evacuation plans
21	CYC to review the internal resources required to deliver their role as LLFA and should trial training reserve emergency planning officers	Reviewed and Updated	Review carried out, resources agreed by council executive and new structure to be implemented
22	NYLRF, CYC and EA should consider reviewing their communication strategy	On-going	Local Resilience Forum Communications Sub Group developing this
23	RMA's should ensure that they have a robust business continuity strategy	On-going	Local Resilience Forum Communications Sub Group developing this
24	RMA's should ensure that media briefings are coordinated to avoid conflicting messages.	Reviewed and Updated	Part of a normal process. EA and CYC working closely on York Hub and 5 Year plan comms

25	Flood/Emergency Procedure Awareness training should be considered/repeated for councillors	Complete	CYC offered training previously, this has been agreed to be renewed and offered to all
26	A short guidance document should be produced for councillors	Complete	This has been agreed and will be distributed as part of training session
27	Information should be given or made available for councillors to access during an emergency	Reviewed and Updated	CYC - Flood Plan identifies that the CYC Comms team coordinate with councillors
28	CYC and the Travellers' Trust should give consideration as to whether a specific evacuation plan is needed for James St site	Reviewed, ongoing process	Forms part of the flood resilience grant work that has been approved by CYC
29	CYC should consider whether the James St site could be made more resilient to flooding	Reviewed, ongoing process	Forms part of the flood resilience grant work that has been approved by CYC
30	Efforts should be made to see if James St residence can get insurance via Flood Re	Reviewed, ongoing process	Will be explored as the flood resilience grant scheme progresses
31	A different venue needs identifying for Silver Command to use in any future flood incidents	On-going	Separate LRF working group set-up to develop this
32	If a problem arises with an asset partner agencies should be consulted before taking decisions that would impact on the response	Reviewed and Updated	Part of multi-agency working and tactical command structure
33	Multi-agency flood plan triggers should be reviewed to ensure time for consultation	Reviewed and Updated	Trigger levels reviewed since the floods. Part of multi-agency working

34	Flood zones, predicted inundation and vulnerable residents maps should be made available to Silver Command	Reviewed and Updated	CYC Emergency Planning Unit reviewed and updated
35	With the flood risk details known, an in-depth Evacuation plan should be developed as part of the multi-agency plan. Flood risk and information about residents should be incorporated;	Reviewed and Updated	Different circumstances occur during floods. This could be detrimental to our response if we are focused on sticking to an in-depth plan, mapping and information available to direct evacuation guided by silver commander
36	Agencies should provide flood visualisation data, online to Gold and Silver Commands	Reviewed, ongoing process	On-going – EA modelling and mapping outputs available, 5 Year Plan mapping will be provided
37	NYLRF to continue to provide training including simulations of emergency situations	Reviewed and Updated	Completed - part of normal process
38	NYFR to formalise the Boxing Day arrangements as a model for future emergency deployments	Reviewed and Updated	NYFR carried out full review
39	NYFR to consider a review of the coordination to incorporate the volunteer services	Reviewed and Updated	NYFR carried out full review, continual updates in procedures through work with LRF
40	NYLRF and RMA locate Bronze separately from any Rest Centre	Reviewed and Updated	Part of normal process
41	SRMRT to review their deployment plans/shift patterns to ensure sufficient resilience	Reviewed and Updated	SRMRT carried out full review
42	Silver Command to ensure Mountain Rescue have relevant flood zone/inundation	Reviewed and Updated	Maps stored in silver command materials and would be made available to responders.

	maps		
43	Emergency Responders to consider a review of the coordination of a multi-agency flood rescue to establish a clear command structure	Reviewed and Updated	Already a clear command structure and protocol - part of a normal process. Will be reviewed as necessary
44	NYLRF to seek input from the Mountain Rescue Service in updates to Flood Plan	Reviewed and Updated	Part of normal process. Not done within flood plan, done within rest centre plan
45	YAS to review their business continuity and emergency plans	Reviewed and Updated	YAS carried out full review
46	Multi-agency plan should be reviewed to ensure resilience if military assistance is unavailable.	Reviewed and Updated	COBRA discussion out of our control. National resource planning will provide assistance
47	Utility companies should continue to share data and coordinate their actions with partners	Reviewed, ongoing process	Reinforced Operational Flood Emergency Response Group work
48	NYLRF, CYC, EA and the utility companies should continue to work together to improve the understanding of risk and their capacity to make at risk critical assets more resilient;	Reviewed, ongoing process	Part of Operational Flood Emergency Response Group work, will be reinforced through these meetings.
49	BT to review of the resilience of their critical infrastructure	Complete	National flood resilience review has developed this, inquiry actions communicated via LRF
50	BT to remain signed up to EA Flood Alerts and Warnings and have a robust response system	Complete	National flood resilience review has developed this, inquiry actions communicated via LRF

51	BT should review Stonebow Exchange business continuity plans	Complete	National flood resilience review has developed this, inquiry actions communicated via LRF
52	The role of the voluntary sector needs to be updated considering	Complete	Considerable work with CVS since the event, updated procedures included in the plan
53	York CVS and CYC/NYLRF should ensure that contact details are updated regularly	Reviewed and Updated	Part of normal process
54	York CVS should agree a protocol with the NYLRF/CYC to manage volunteers	Reviewed and Updated	Part of normal process, the delivery of the Ready for Anything programme has reinforced this
55	York CVS to support an event to ensure that the "Ready for Anything" learning is not lost	Complete	Part of normal process, sandbag event recently held and further work being developed
56	Multi-agencies to consider how Third Sector input could support vulnerable people	Reviewed and Updated	Part of normal process, included in CVS plan
57	Multi-agencies to consider develop a clear message re: donations	Reviewed and Updated	Part of normal process, included in CVS plan
58	MIRT should review their plans to incorporate the lessons learnt from December	Reviewed and Updated	Reviews carried out alongside all other partners, part of normal process
59	CYC and NYLRF should evaluate and share lessons from the recovery phases	Reviewed and Updated	Completed via various debriefs
60	CYC should consider why the most vulnerable tenants were allocated ground-floor flats	Complete	Part of normal process, awareness of vulnerable residents and their location is key
61	CYC to consider the take-up of property flood resistance and resilience	Complete	Action Complete, scheme administered and now closed with a wide range of completed schemes and others still in progress

62	Government to ensure adequate resources for local authorities during the recovery phase.	Complete	CYC Flood Risk Manager has raised the issue at a range of national and regional events
63	Flood RE sales staff need to be fully aware of the criteria for acceptance to Flood Re	Complete	CYC Flood Risk Manager has raised the issue at a range of national and regional events
64	CYC should continue to promote and raise awareness of Flood Re	Complete	Flood Re has been promoted through all of the flood review events and continues
65	Government should give consideration to an extension of Flood Re for Businesses	Complete	CYC Flood Risk Manager has raised the issue at a range of national and regional events
66	CYC should encourage the take-up of property flood resistance and resilience	Complete	CYC Flood Risk Manager has raised the issue at a range of national and regional events
67	CYC and Government to adopt the recommendations of the Bonfield Report	Complete	All of the reports actions are on Government, CYC support them
68	Government to make the Property Level Resilience Grant automatically available to all	Complete	CYC fed back as part of the review of PLR. Giving individual residents money without a clear plan may not work, needs careful coordination
69	Residential and business properties need to be made more flood resilient	Complete	Action Complete, scheme administered and now closed with a wide range of completed schemes and others still in progress
70	Flood Re: insurers to incorporate flood resilience measures into any reinstatement works	Complete	CYC Flood Risk Manager has raised the issue at a range of national and regional events

71	Government should administration funds to local authorities for delivery of the Property Level Resilience Grants	Complete	CYC working with Government on the review of the PLR scheme, this has been communicated to DCLG and Defra on several occasions
72	CYC should review the grant processes in order to learn from and improve their processes.	Complete	The Flood Risk Manager has raised PLR scheme issues with Defra and DCLG
73	CYC to consider providing a list of accredited/approved surveyors and contractors to residents	Complete	Details of surveyors were provided and kite marked contractors were signposted
74	CYC and Make it York should encourage businesses in flood risk areas to increase their resilience and prepare business continuity plans	Complete	Carried out as part of wider PLR process and EPU works, will be reinforced by the Community Resilience Officer role
75	Government should undertake a review of the post flood recovery grants	Complete	Defra have reviewed the grants, CYC fed into this via the Flood Risk Manager
76	CYC to reinforce training guidance to departments directly dealing with flood issues	Reviewed and Updated	complete
77	CYC to consider whether they can provide ongoing support to flooded council tenants	Reviewed and Updated	Part of normal process
78	TRCF to continue to work with CYC and NYLRF to share lessons from the recovery phase	Reviewed and Updated	Worked extensively with TRCF throughout the recovery phase, CYC contributed to the TRCF flood review report
79	Training should be considered for any new flood warden volunteers	Reviewed, ongoing process	CVS/CYC Ready for Anything work and development of Community Resilience Officer

80	CYC should continue to encourage communities to prepare Community Emergency Plans	Reviewed, ongoing process	CVS/CYC Ready for Anything work and development of Community Resilience Officer
81	York CVS and the Third Sector to encourage and promote community groups	Reviewed, ongoing process	CVS/CYC Ready for Anything work and development of Community Resilience Officer
82	NFRR recommendations to be used by CYC and the EA in communications about flood risk	Complete	We have all agreed and incorporated appropriately
83	CYC and utility providers should work more closely	Complete	National flood resilience review has developed this, local work by EPU/NYLRf with utilities.
84	RMA's, of which the IDB is one, need to share ideas on catchment area methods for water attenuation and storage	Complete	York catchment scale solutions strategic study undertaken. Further work will be needed to develop further approaches/solutions
85	Recommend additional modelling of the waterways in York, particularly the Foss	Complete	York catchment scale solutions strategic study undertaken. Ouse and Foss models are updated
86	Development should not increase flood risk, including land drainage and automatic connect sewage system reconsidered	Reviewed, ongoing process	The City of York Strategic Flood Risk Assessment is currently being reviewed and will ensure resilient and sustainable developments
87	CYC should continue its commitment to co-ordination with neighbouring local authorities	Complete	CYC works closely with partners and leads on Yorkshire & Humber flood risk issues
88	Encourage residents to express their views to the EA on the proposed flood defences	Part of 5 Year Plan	Range of consultation events held further planned through works programme
89	The Inquiry would encourage the EA to consider early implementation, subject to Government funding rules, of their plans	Part of 5 Year Plan	CYC working with EA to advance schemes as quickly as possible

90	The Inquiry would encourage the EA to consider demountable defences in unprotected areas	Part of 5 Year Plan	This is being considered as part of the York Five Year Flood Plan
91	Additional funding and the appropriate resources for the EA and CYC should therefore be confirmed at the earliest opportunity to enable all the necessary works to be undertaken	Part of 5 Year Plan	Funding is in place for the York 5 Year Plan and CYC and EA will continue to develop wider funding approaches as and where necessary

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Economy & Place Scrutiny Committee**17 January 2018**

Report of the AD Director of Transport, Highways & Environment

Park & Ride Operator Procurement Update**Summary**

1. This report provides an update concerning the successful procurement of a new Park & Ride contract for 2018 - 2026. The report provides detail of changes to the current Park & Ride service and associated timescales for implementation of these changes.

Procurement Exercise

2. The following summarises the procurement exercise undertaken from February to April 2017. For further information, please refer to the report considered by the Council's Executive in May 2017.
3. Contracts for the Park & Ride operation were previously tendered in 1995, 2000 and 2007. The current operation commenced in February 2009. A procurement exercise undertaken in 2016 did not deliver any bids which could be accommodated within the Council's financial envelope. Following this, a twelve month extension was agreed with the present provider to enable continuity of service until a revised procurement could be completed.
4. Following the 2016 procurement exercise, the Executive gave approval for the undertaking of a comprehensive supplier engagement exercise to establish why the suppliers felt unable to bid for the contract.
5. Following the completion of this exercise, options for a revised procurement of the Park & Ride service were presented to the Council's Executive in December 2016. The Executive agreed that a fully compliant Open procedure would be employed with a Most Economically Advantageous Tender (MEAT) evaluation methodology used to allow cost and quality elements to be assessed. A 50:50 quality/cost split was used to evaluate the tenders.
6. Following completion of this process, the Executive approved the award of the Park & Ride contract to First York with a start date of 1 February 2018.

Key Features of First York's proposals

7. First York's proposals included the provision of new buses, additional capacity, and improved emissions standards. The key features of the new service are identified at Table 1 below.

Table 1

Licence Fee	£50,000 per annum indexed with inflation	
Number of Vehicles	Proposed	Current
	<u>Articulated</u> , Euro VI 6 new buses (for use on the Rawcliffe Bar service due to low bridges)	<u>Articulated</u> , Euro EEV 15 buses
	<u>Double deck</u> , Euro VI 18 new buses (replacing single deck & articulated buses)	<u>Double deck</u> None currently in use on Park & Ride
	<u>Single deck diesel</u> None proposed	<u>Single deck diesel</u> , Euro EEV 11 buses
	<u>Single deck</u> , fully electric 11 buses	<u>Single deck</u> , fully electric 11 buses
	<u>Double deck</u> , fully electric 3 new buses	<u>Double deck</u> , fully electric None currently in use on Park & Ride
	<u>Others</u> 4 additional Double deck diesel-electric hybrids for peak Saturdays (from city fleet)	<u>Others</u> Diesel buses from the city fleet are currently used for peak Saturdays
Type of Vehicle	Mercedes Benz Citaro G articulated Alexander Dennis Enviro 400MMC Optare Versa EV Optare MetroDecker EV	Mercedes Benz Citaro G articulated Wright-Volvo B7RLE Optare Versa EV
The new contract introduces 3 fully electric double deck buses to the York Park & Ride network. All diesel buses used on the Park & Ride network will be Euro VI. Additionally, by replacing 9 articulated buses with double-deck vehicles, significant improvements to fuel efficiency will be achieved.		

Service capacity	Greater capacity on Askham Bar, Designer Outlet, Monks Cross & Rawcliffe Bar. Similar capacity to current service on the Grimston Bar and Poppleton Bar routes.
Service Management	Dedicated manager for service + single supervisor at each site – two sites with full time supervision, four sites with AM only supervision but with a PM mobile supervisor to address issues arising at any sites.
Service frequency	Services throughout the day at a 10 minute frequency or better, dropping to every 15 minutes in the evening.
Fare	The adult P&R return fare will increase from £2.90 to £3.10 in year 1, increasing within prescribed limits at the operator's discretion.
Branding	Dedicated Park & Ride brand – Indicative designs presented in the bid. Final designs to be agreed.
Ticketing	In addition to the existing cash, mobile phone app and smart ticket options, contactless bank card ticketing to be introduced
Marketing	An annual budget committed for marketing & promotion of the service for the life of the contract of at least £75k per annum.

8. The following section of the report reviews several elements of the Park & Ride service requiring a more detailed explanation.

Vehicles - Low Emission Bus Scheme

9. In September 2017, the Council was awarded £3.3m for the delivery of fully electric buses on the Park & Ride network through the Government's Low Emission Bus Scheme (LEBS). £2.8m of this funding was awarded to cover the majority of the difference in cost between fully electric buses and their cheaper diesel equivalents. The remaining £600k of this funding was awarded to fund the cost of bus charging infrastructure.
10. Working with the Council, First York has agreed to use its best endeavours to deliver additional electric buses on the Park & Ride network through the LEBS funding. It is anticipated that the new buses entering service by February 2019.
11. Given the additional injection of funding, the Council has agreed that First York be permitted to continue operation of the existing Park & Ride fleet with existing capacity levels until the end of January 2019.

12. The Council and First York are now working together to identify appropriate buses and associated charging equipment which will meet the needs of this high frequency service.

Fares and Ticketing

13. Contactless (bank card) ticketing will be introduced on the Park & Ride network by February 2018. At a similar time, the adult Park & Ride return fare will increase from £2.90 to £3.10, as per First York's tender submission.

Overnight parking provision at Askham Bar & Monks Cross

14. The Council has taken up First York's proposal to enable Park & Ride users to park overnight in a secure parking environment. It is envisaged that the sites will only be opened during bus operating hours and will enable a maximum 3 day parking duration.
15. To facilitate the delivery of this arrangement entrance barrier systems for both sites are currently being procured and are budgeted for within the Council's Capital Programme. It is anticipated that overnight parking will become available at both sites during 2018/19.

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Report Approved ☐ **Date** 9 January 2018

Background Paper:

Park and Ride Reports to Executive 18 May 2017



Economy & Place Scrutiny Committee**17 January 2018**

Report of AD Planning and Public Protection & AD Highways, Transport & Environment

Use of Volunteers in Economy and Place Directorate: Briefing Note**Summary**

1. This briefing note provides an overview of services in the Economy and Place Directorate which already have input from volunteers and the note identifies service areas where there is potential for greater use of volunteers.

Background

2. Benefits of community involvement in delivery of services are widely recognised national - see copy of Local Government Association 2016 publication "Community action in local government: A guide for councillors and strategic leaders" at Annex A.
3. There are many areas of services across the Council where volunteers are engaged to work in the community which supports and compliments the work undertaken by the Council. Case studies, information and guidance in relation to volunteering is published on the council website at: https://www.york.gov.uk/info/20073/volunteering/64/volunteering_with_city_of_york_council

Economy and Place services where volunteers are used**4. Sustainable Travel**

Through the iTravel programme we work with a number of third parties who use volunteers on various projects:

- 'Sustrans' uses a number of volunteers to help maintain the cycle route network. Volunteers also work with Sustrans to help promote cycling more generally. Some of these volunteers are also coordinated through St Nicholas' Fields.
- 'York Health Walks' organise the 'Walking for Health' programme. This was previously funded through the iTravel programme but now operates independently. c25 volunteers lead the walks.

- 'Bike Belles' runs social bike rides, bike maintenance workshops and cycling with tots' sessions. A majority of the individuals providing these sessions do so on a voluntary basis.

5. Community Transport

Part of the grant given by the Council to "*York Wheels*" is a contribution to funding their 'volunteer car scheme'. Again, this is not direct use of volunteers by the Council, but 28 individuals provide this important service which enables elderly and infirm residents to stay in their own homes.

6. Public Rights of Way Survey work

5-6 volunteers regularly give their time (every May and November) to undertake the Best Value Performance Indicator rights of way survey. This consists of a random survey of 25% of the York rights of way network.

7. Use of volunteers – Public Protection

The use of 'volunteers' in Public Protection is currently limited, but something we are keen to expand upon.

8. Underage Sales

Trading Standards Officers use 16 and 17 year old 'volunteers' to attempt test purchases of age restricted products like alcohol, knives and tobacco products. Enforcement activity of this nature follows strict guidance and takes place on an ad hoc basis in response to complaints and intelligence about illegal sales. Typically this activity takes place only a few days per year. The 'volunteers' are typically the family of CYC staff and their friends.

9. Cold Calling Controlled Zones

The process for reviewing and introducing new Cold Calling Controlled Zones in the City which was introduced in October 2017 relies on the assistance of volunteers from the community. Volunteers check that householders in the zones are willing to turn away cold callers who attempt to sell goods and services to them. Officers are in the process of recruiting volunteers from the zones to assist in this process and it is too early to assess its effectiveness.

10. Air Quality Assessment

One of the areas officers believe 'volunteers' could provide significant assistance is collecting and replacing the diffusion tubes which are located on lamp posts around the city. The tubes – which are collected over two days each month - help give an indication of the air quality at those locations.

11. Numbers of registered volunteers:

- Gardeners – 112 In various parks – friends groups
- Litter Pickers – 157 – individuals and groups- work over and above our visits
- Lockers / Unlockers – 81- of various parks
- Baliffs – 12
- Goose Scarers – 8
- Trail Builders – 7
- Snow Wardens – 214
- Balsam Bashers – 3
- Leaf Blowers – 4

12. Some of these include the same people doing a number of roles. In addition we have transferred to volunteer management in the last 24 months - tennis courts, bowling and croquet greens, fishery management and allotment management.

13. We are also working with a number of community / volunteer groups to run use and care for buildings e.g. the 'Men's Shed' project in Hull Road Park, Community kiosk in Glen Gardens. This is a potential area for further expansion of volunteering.

14. Community input into green spaces is one of the key criteria of achieving the Green Flag award, so this approach greatly assists with retaining the award. The city currently has five Green Flag awards.

Recommendation

15. Members are asked to note and comment on the content of this report.

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Report Approved

☐

Date 09/01/2018

Wards Affected:

All

☒

For further information please contact the author of the report

Annexes

Annex A: LGA publication 2016 “*Community action in local government: A guide for councillors and strategic leaders*”

Community action in local government

A guide for councillors and
strategic leaders

Community action

The context

Councils have seen significant reductions in their funding over recent years. The core grant to local government has been cut by 40 per cent since 2010,¹ and councils need to reduce spending in order to meet growing cost pressures.

As councils re-think how they deliver services, they have an opportunity to consider the role of local people in designing, commissioning and delivering these services. This is particularly important where involving the community has the potential to deliver savings, reduce demand and improve outcomes.

¹ http://www.local.gov.uk/briefings-and-responses/-/journal_content/56/10180/6842934?_56_INSTANCE_0000_templateId=ARTICLE

What is community action?

The Local Government Association (LGA) defines community action as ‘any activity that increases the understanding, engagement and empowerment of communities in the design and delivery of local services’. This can include (in ascending levels of involvement) community consultation, joint planning, joint design, joint delivery and community-led services.

Community action activities vary widely in their objective, the types of activities involved, the role the community plays, their scale and their integration within the council. What they have in common is that they all involve greater engagement of local citizens in the planning, design and delivery of local services.



Why is community action important?

Involving communities in the design and delivery of services can help to achieve a number of objectives, including:

- **Building community and social capacity** – through the creation of social networks, volunteering, and helping the community to share knowledge, skills and ideas.
- **Community resilience** – helping the community to better support itself, such as through the development of skills and connections between people and agencies.
- **Prevention** – a focus on early access to services or support, engagement in design, cross-sector collaboration and partnerships. This approach can reduce demand on statutory services and/or improve quality of provision.
- **Maintaining and creating wealth** – such as through a focus on helping people into employment, creating new jobs, developing community enterprises or better use of existing physical resources.

Which parts of the community are involved?

Every community is different, and local action should reflect the particular needs of the community you are working with – whether that is defined by geography (such as a ward or village) or a specific group of people.

The groups that have most often been involved in community action initiatives across council areas so far include older people, people who are experiencing/at risk of social isolation, and people with long-term physical or mental health conditions or a learning disability. It has also been used to promote healthier lifestyles and physical activities in high-risk groups (such as residents in more deprived areas) or as community-wide engagement (to build capacity and resilience).

Community action work has also been used with children and young people, complex families, the homeless or those at risk of homelessness, and unemployed people. In short, any service that is for the community, can potentially include community action.

The benefits of community action

Given the range of activities that can be encompassed within community action, it follows that there is a broad range of potential benefits for different stakeholders.

Political/strategic benefits

- Fulfil corporate and service objectives/ political priorities
- An opportunity to redefine what services the council should/should not provide
- Assessing need and identifying potential gaps in provision
- Changing the dynamic between the council and the community to move away from a ‘them and us’ attitude

Financial and service benefits

- Generating savings through cost reduction
- Enabling more effective commissioning
- Reducing duplication between services/ providers
- Reducing demand
- Enabling services to be provided within the community (rather than statutorily)

- Maintaining and improving services or assets
- Making use of previously under-utilised community facilities/resources
- Reducing adverse events (such as falls in older people or homelessness)

Economic benefits

- Higher levels of employment
- Reduction in welfare benefits paid
- Training and skills opportunities

Community benefits

- Devolving power to local level
- Engaging local people in service design and/or delivery
- Meeting community priorities, needs or aspirations
- Improving community cohesion
- Building community resilience
- Providing communities with the skills, tools and support to undertake activities themselves, on a sustainable basis, including greater use of volunteering

- Developing technical skills within the community as the council moves services online
- Supporting people to become role models within their community
- A better understanding of the social assets within the community
- Helping people back into employment or to develop new skills
- Supporting independent living
- Improving community safety and the local environment
- Reducing the dependency culture and supporting greater self-management – for individuals and across communities

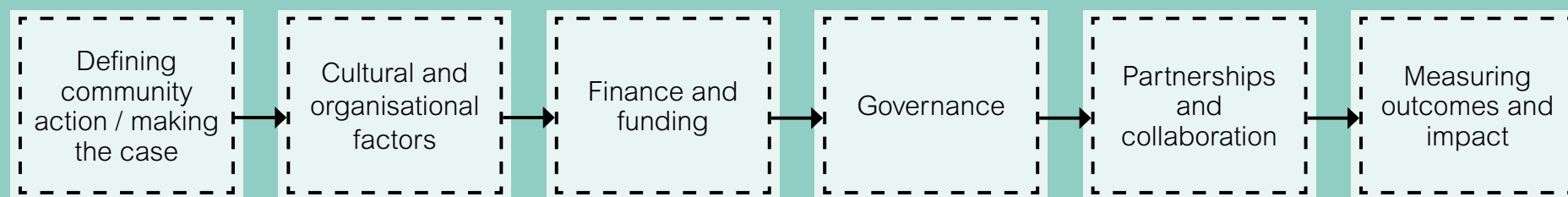
Wellbeing benefits

- Improving health, wellbeing and overall quality of life through participation in social activities and community life
- People feel empowered through learning new skills
- Reduced social isolation or loneliness
- Improved quality of life and better response to crisis events
- Increasing people’s confidence

The business case for community action

As councils consider the potential merits of investing in a community action project or activities, there are a number of guiding principles they can take into account as part of the 'business case' process. These are summarised here, together with a checklist of questions for councillors and officers to consider as they plan, implement and review community action initiatives. Additional resources for 'making the case' can be found at www.local.gov.uk/community-action

Guiding principles for community action



Key questions for councillors and officers to consider



Cultural and organisational factors

1. How does the project fit with corporate and service priorities and support an overall vision for greater participation in the design and delivery of services?
2. Who will 'champion' it at senior level?
3. How will councillors be involved and supported to communicate the right message?
4. Does the organisation have enough capacity to support the project in terms of resources, staffing and skills?
5. What message does your work need to give to local people, and to staff, in order to shift attitudes towards active participation and engagement?



Finance and funding

1. How will the project be funded?
2. Is external funding available?
3. Are there any match-funding requirements or opportunities?
4. What is the split between revenue and capital requirements?
5. What are the key types of expenditure that will be incurred?
6. Are there any specific conditions attached to the funding?
7. Can the project be delivered differently or scaled back with less funding?
8. What is the longer term funding/sustainability model?



Governance

1. What are the terms of reference for the project? Have these been communicated and agreed with the key stakeholders?
2. What will the overarching governance structure be?
3. How will partners be involved in the governance process?
4. How will the target population(s) be represented?
5. What sub-groups/working groups will be required?
6. How regularly will groups meet and what information will be needed to support these meetings?
7. How can community action be embedded in day-to-day council business?
8. Is there a need to build governance capability within the target communities?



Partnerships and collaboration

1. Which external partners need to be engaged?
2. What role do these other stakeholders have in the project – for example joint funding, commissioning or delivery, or monitoring and evaluation?
3. Will the partners form part of the governance arrangements? If so, how?
4. How will the partners be engaged in the project on a day-to-day basis – communication channels, formal groups, workshops?
5. How regularly do discussions with partners need to take place?
6. Does the partnership align clearly with the vision and objectives of the council?



Measuring outcomes and impact

1. What is the target population(s) for the work? This may be defined by a geographical boundary or a section of society (for example older people, families, long-term unemployed, lone parents, the socially isolated), or a combination of both.
2. What other groups will be targeted who will not necessarily benefit directly? For example volunteers and community groups.
3. What is the current baseline? How many people are currently using the service or not accessing appropriate support; how many volunteers are already in place?
4. Who will be responsible for monitoring and collecting data? How could residents and volunteers be used to support collecting data about outcomes?
5. What form will monitoring take and how often? For example website hits, number of face-to-face interactions, volunteering hours.
6. What are the expected outcomes (quantitative where possible)? Are there any existing tools that will help to measure/ quantify these?
7. Are there any performance measures that could be established in advance to define success?
8. Is funding dependent in any way on achievement of outcomes/measures?

Further information can be found at: www.local.gov.uk/community-action



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REF 5.8

Economy & Place Scrutiny Committee - Workplan 2017-18	
28 June 2017	<ol style="list-style-type: none"> 1. Introductory Presentation on Customer Interface, Operational Practice & Outcomes, and Commercial Estate 2. Implementation update – Grass Verges Scrutiny review 3. Draft Workplan 2017/18
2 August 2017	<ol style="list-style-type: none"> 1. Attendance of Deputy Leader (Economic Dev), Exec Mbr for Transport & Planning & Exec Mbr for Environment - Priorities & Challenges for 2017/18 (all confirmed) 2. Year End Finance & Performance Monitoring Report (Patrick Looker) 3. Evaluation of Impact on Air Quality of New Developments (Mike Southcombe) 4. Briefing on Building Control & Fire Risks (John Fowler & Jonathan Carr) 5. Workplan 2017/18
4 October 2017	<ol style="list-style-type: none"> 1. Finance & Performance Monitor 1(Patrick Looker) 2. Progress Update on Allerton Park Waste Recovery Treatment Centre (Dave Atkinson) 3. CYC Flood Defences Action Plan – Biannual Update (Steve Wragg & Environment Agency) 4. Overview of Current Shared Resources in York & Across the Region & Future Opportunities (Mike Slater) 5. Presentation on Operation of CYC's Commercial Portfolio (Tracey Carter) 6. Workplan 2017/18
28 Nov 2017	<ol style="list-style-type: none"> 1. Make It York Bi-annual Update 2. Finance & Performance Monitor 2 (Patrick Looker) 3. Overview of Emergency Planning (James Gilchrist) 4. Workplan 2017/18
17 Jan 2018	<ol style="list-style-type: none"> 1. Presentation on Ongoing Major Projects (Tracey Carter) 2. CYC Flood Defences Action Plan – Biannual Update (Steve Wragg & Environment Agency) 3. Update on Park & Ride Contract (James Gilchrist) 4. Mapping of Volunteers Integrated into Service Delivery Risk Assessment & Analysis (MS & JG) 5. Workplan 2017/18
7 March 2018	<ol style="list-style-type: none"> 1. Finance & Performance Monitor 3 2. Update Report from the Managing Director of BID 3. Workplan 2017/18

21 May 2018	<ol style="list-style-type: none">1. Make it York bi-annual Update – with the Attendance of the MD (Steve Brown)2. One Planet York – Implementation Review (Mike Slater)3. Waste Update on Mixed Recycling & Waste Collection (JG)
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