



## Notice of a public meeting of

### Decision Session - Executive Member for Transport

**To:** Councillor Ravilious

**Date:** Tuesday, 22 April 2025

**Time:** 10.00 am

**Venue:** West Offices - Station Rise, York YO1 6GA

### AGENDA

#### **Notice to Members – Post Decision Calling In:**

Members are reminded that, should they wish to call in any item\* on this agenda, notice must be given to Democratic Services by **4:00 pm on Tuesday, 29 April 2025.**

\*With the exception of matters that have been the subject of a previous call in, require Full Council approval or are urgent, which are not subject to the call-in provisions. Any called in items will be considered by the Corporate Services, Climate Change and Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5:00pm on Wednesday, 16 April 2025.**

#### **1. Apologies for Absence**

To receive and note apologies for absence.

## **2. Declarations of Interest** (Pages 5 - 6)

At this point in the meeting, the Executive Member is asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

*[Please see attached sheet for further guidance for Members].*

## **3. Minutes** (Pages 7 - 16)

To approve and sign the minutes of the Decision Session held on 11 March 2025.

## **4. Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee.

Please note that our registration deadlines have changed to 2 working days before the meeting. The deadline for registering at this meeting is at **5.00pm** on Wednesday, **16 April 2025**.

To register to speak please visit [www.york.gov.uk/AttendCouncilMeetings](http://www.york.gov.uk/AttendCouncilMeetings) to fill out an online registration form. If you have any questions about the registration form or the meeting please contact the Democracy Officer for the meeting whose details can be found at the foot of the agenda.

## **Webcasting of Public Meetings**

Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission. The public meeting can be viewed on demand at [www.york.gov.uk/webcasts](http://www.york.gov.uk/webcasts).

**5. Review of Statutory Consultation for Parking bays on Tadcaster Road** (Pages 17 - 34)

This report reviews the representations received from residents in response to the statutory consultation for a proposed amendment to the Traffic Regulation Order (TRO). The proposed amendment to the TRO was to introduce limited time parking bays on both sides of Tadcaster Road and remove a section of loading bay on the north west side of Tadcaster Road, between its junctions with Royal Chase and Slingsby Grove.

**6. City Centre Sustainable Transport Corridor** (Pages 35 - 66)

This report presents the Project Initiation Document for the City Centre Sustainable Transport Corridor and requests approval to proceed to public consultation on proposals for delivering improved bus journey time and reliability between York Rail Station and Stonebow/Tower Street.

**7. Urgent Business**

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

**Contact Details**

Democracy Officer: Ben Jewitt

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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.

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### Declarations of Interest – guidance for Members

- (1) Members must consider their interests, and act according to the following:

Type of Interest	You must
Disclosable Pecuniary Interests	Disclose the interest, not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Directly Related) <b>OR</b> Non-Registrable Interests (Directly Related)	Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak, but otherwise not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.
Other Registrable Interests (Affects) <b>OR</b> Non-Registrable Interests (Affects)	Disclose the interest; remain in the meeting, participate and vote <u>unless</u> the matter affects the financial interest or well-being: (a) to a greater extent than it affects the financial interest or well-being of a majority of inhabitants of the affected ward; and (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest. In which case, speak on the item <u>only if</u> the public are also allowed to speak, but otherwise do not participate in the discussion or vote, and leave the meeting <u>unless</u> you have a dispensation.

- (2) Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (3) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations,

and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.

## City of York Council

## Committee Minutes

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Meeting	Decision Session - Executive Member for Transport
Date	11 March 2025
Present	Councillors Ravilious (Executive Member)
Apologies	Councillors

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**39. Apologies (10:00am)**

There were no apologies.

**40. Declarations of Interest (10:00am)**

The Executive Member was asked to declare, at this point in the meeting, any disclosable pecuniary interests, or other registerable interests she might have in the respect of business on the agenda, if she had not already done so in advance on the Register of Interests. None were declared.

**41. Minutes (10:00am)**

Resolved: That the minutes of the Decision Session held on 20 January 2025 be approved and signed by the Executive Member as a correct record.

**42. Public Participation (10:00am)**

It was reported that there had been 8 registrations to speak at the session under the Council's Public Participation Scheme.

Andrew Beattie spoke on item 6 supporting the recommended option, and the original proposition. He noted that many Government House Road residents were keen to progress this item.

Rachel Gilbert-Cornish spoke on item 6, and her concerns that a 24-hour parking ban and cutting off the access to river Ouse for dog walkers and others represented misapplication of the law and governance procedure. She also said that the park and ride was not suitable for the sort of access that these people needed and instead of a blanket ban she urged for limited parking to allow family access.

Cllr Steels-Walshaw spoke on item 7, thanking officers for their work on the report and consultation. She supported the proposed solution allowing church parking on Sundays and for services, and safer access to St Barnabas school.

Tim Kinslow spoke on item 7, noting that the council always had a responsibility for maintenance of the church access road and had fully adopted this road due to the river path, the church retracted its objection to this adoption on a good will basis because they had advised it had no plan for traffic regulation impacting parking. He said the Riverside path was a great way to connect communities but noted that the Leeman Road area represents a community requiring access in itself.

Reverend Paul Millard spoke on item 7 as the vicar of St Barnabas Church, stating his concern for option 2a locking down parking. He observed that when parking for a wedding or a funeral, parishioners would already likely be stressed, and being forced to search the wider area for suitable parking would add to this stress. He noted that some residents were not so disabled as to require a blue badge yet did still require car to access church, and strict parking regulations would restrict their ability to attend. He proposed a possible permit-based parking system for the church.

Peter Hale spoke on item 7 as member of the Parochial Church Council, discussing the impact of the removal of parking on Jubilee Terrace on the local community, church and disabled access. He felt the item as presented to him at the PCC was very different from the item as presented today, reading out the item initially presented to him which he felt was worded so as to avoid objection from local residents. He said he felt that an option to deter commuters while still permitting church parking would be good. He pointed out that York Central development would likely make St Barnabas the place of worship for a larger community but this item was removing the option to park.

Robyn Jankel spoke on item 7 on behalf of York Cycle Campaign, to support the recommendations for proceeding with the route upgrades. She stated this would be of great benefit to the cycling community and she was in favour of the overall design approach, but expressed concern that implementation of option 2 may create further delay.

David Finch spoke on item 7 as a local resident and chairperson of the Friends of Leeman Park group. He said that Leeman Road functioned as a diversion when people cannot use the Riverside path (due to flooding or other reasons) and he noted the delay in this scheme had already spanned



several years. He said option 2 was the “common sense” option but urged haste from hereon in.

**43. Review of Experimental Traffic Regulation Order for the introduction of Blue Badge Parking and Loading Bays in the Pedestrian Area (10:26am)**

The Traffic Management Team Leader presented a review of the Experimental Traffic Regulation Order introducing Blue Badge Parking and Loading Bays in Pedestrian Areas of Blake Street, Lendal and Davygate.

The Executive Member acknowledged officers’ recommendation to make the Experimental Traffic Regulation Order permanent, and to thereby facilitate access to the city centre for everybody. She added that there was further work to be done regarding Blue Badges, but otherwise

Resolved: To approve Option 1 – Making the existing ETRO permanent.

Reason: This option is in line with the Council priority of improving the accessibility of the city centre, so making the bay permanent would align with the core priorities of the administration. The surveys showed that the use of the area had increased during the ETRO, which helps to show they have been positively received.

**44. Consideration of the representations received to the formal consultation to extend R23 Residents Parking Zone to include Government House Road an (10:31am)**

The report was presented by the Director of Environment, Transport and Planning, who noted that this issue was returning before the Executive Member, having originally been presented in July 2024.

He responded to public participation, clarifying that this was not a total ban on parking but an institution of residents only parking; meaning that residents may purchase a parking permit to use the road, preventing displacement parking.

He clarified that the majority of residents who had responded supported officers’ recommendations, but that officers had received both support and objection in the consultation process.

He responded to concerns about accessing the river, noting that Option 2 (which was not the recommended option) would permit limited parking for this purpose. He further noted that there had been one additional written objection on this subject, received after the official deadline, but that this objection followed the same lines as those already published.

He further responded to public participation noting that whenever a proposed traffic regulation order is advertised, officers go to the emergency services as a routine part of the consultation process.

The Executive Member stressed the importance of considering Government House Road and the Water End Slip Road in tandem for this item, despite one being a residential street and the other a slip road accessing the river, changing the parking restrictions on one in isolation would inevitable have an adverse impact on the other.

She summarised that the request for residents parking on Government House Road had been received in September 2020, and since then most the residents had consistently supported the proposition of a residents parking zone.

She stated that the adjacent Water End Slip Road provides an important link between the orbital active travel route and the Riverside active travel route, and the Executive's transport strategy included a commitment to enabling travel sustainable travel (via foot or bike). Having parking on the Slip Road means that this route was often blocked by parked cars and vehicles turning within a tight and steep place, thus making it a hazardous environment for anyone walking, wheeling and cycling.

She concluded that by removing the car parking from that road, those wishing to travel by active modes are prioritised and a safe link is created between two strategic active travel routes.

The Executive Member noted that Marygate and Esplanade car parks are available for those wishing to access the river for purposes discussed in public participation. Officers confirmed that Blue Badge holders will still be permitted limited parking here for access, and walkers and wheelers will have free access to the river and cycle path. It was therefore

Resolved: To recommend Option 1, amending the Traffic Regulation Order to introduce new Residents' Priority Parking restrictions for Government House Road, to operate 24 hours Monday to Sunday, to be an extension of R23. In addition, it is recommended to introduce No Waiting at any Time restrictions (Double Yellow Lines) on Water End Slip Road to restrict

parking 24 hours a day as outlined on the plan included as Annex E. Signs will be placed on street at the entrance to Government House Road and additional double yellow lines would be marked on Water End Slip Road

Reason: This was the recommended option as it supported the Council's Local Transport Strategy objectives, supported residents' cycle and pedestrian access needs to the cycle route networks and riverside paths, addressed the parking displacement issues which would arise if restrictions were only implemented in one area, and acknowledged the views of the majority of residents on Government House Road.

A TRO may be made where it appears expedient to the Council to do so for any of the reasons set out in section 1(1)(a) to (g) of the Road Traffic Regulation Act 1984. The TRO also needs to meet the wider duty of the Council under section 122 of that Act.

The recommended option would meet the purposes in sections 1(1) (a) (c) (d) and (f) of the 1984 Act – namely for:

- a. avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such arising;
- b. for facilitating the passage on the road or any other road of any class of traffic (including pedestrians);
- c. for preventing the use of the road by vehicular traffic of a kind which, or its use by vehicular traffic in a manner which, is unsuitable having regard to the existing character of the road or adjoining property; and
- d. for preserving or improving the amenities of the area through which the road runs.

This option meets the Council's duty under section 122(1) of the Road Traffic Regulation Act 1984 as it would:

- a. Support the "convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway" (RTRA 1984, Section 122(1)). The changes proposed will make the Slip Road safer to use for people walking and cycling to access the riverside whilst ensuring that on street parking remains available for residents and Blue Badge holders;

- b. "Consider the effect on the amenities of any locality affected" (RTRA 1984, Section 122(2)(b)). By restricting parking on the slip road, accessibility to the riverside amenity by walking, cycling and wheeling is improved. Local amenity for the residents of Government House Road would also be protected by reducing the risk of parking displacement through the Resident Parking scheme.
- c. Consider "any other matters appearing to the local authority to be relevant" (RTRA 1984, Section 122(2)(d)). Consideration has been given to the Council's Local Transport Strategy and the views expressed by the residents of Government House Road.

#### **45. Riverside Path Improvement Scheme (10:37am)**

The Head of Highways and Transport and Transport Project Manager presented the report. They noted that this report did not seek an immediate decision to implement the proposed changes, rather officers sought to advertise the proposed action.

The Executive Member responded to public participation which had expressed concern at the speed of progress, she acknowledged that this plan was an investment designed to last and officers needed to properly consider the stabilising of the riverbank so that the improvements would last for many generations to come. Any work done may need to be phased with this end in mind, but the intention was to progress the scheme as fast as possible.

The Executive Member also acknowledged public concern over the eight parking spaces proposed for reduction, weighing the potential needs of up to eight families against those of the large number of residents that would be afforded safer foot and wheel access to the school and Riverside Path without concern for cars.

She noted that there was unrestricted on street parking on Salisbury Terrace and Jubilee Terrace nearby and there was still reasonable provision within the Traffic Regulation Order for those wishing to attend weddings and funerals at the church; the double yellow lines would also still allow for loading and unloading of vehicles at the church without a time limit.

The Executive Member stated that she was still considering the access for Blue Badge parking for church access, but the current decision was to

progress to consultation. She also expressed disappointment that it had not been possible to dovetail this scheme with the Leeman Road closure to provide better support to residents.

The Executive Member thereby

Resolved: To approve Option 2, progressing a separately resourced and funded project to identify and confirm the remedial works required to improve Riverside Embankment stability, as set out within the “Options Analysis and Evidential Basis – Riverside Embankment Stability” section of this report and Annex B, and provide recommendations to a future Executive Member Decision Session and progress the Riverside Path Improvement scheme to detailed design based on the scheme proposals and preliminary design inclusions set out within the “Options Analysis and Evidential Basis - Affordable Scheme” section of this report (beginning at paragraph 91) but delay construction until the dependency on the Riverside Embankment Stability issue is fully determined and resolved.

Also to approve the following delegations of authority:

- To Approve the procurement of a Principal Contractor and Principal Designer for the Riverside Path Improvement scheme and delegate authority to the Director of Environment, Transport & Planning (in consultation with the Director of Governance and the Head of Procurement) to take such steps as are necessary to procure, award and enter into the resulting contracts and the identification of the remedial works required results in the construction costs being in excess of the Key Decision threshold, a further report will be presented to a future Executive meeting.
- To delegate authority to the Director of Environment, Transport and Planning to proceed with all necessary technical work, including preparation of a detailed design, investigation and conduct of diversions of statutory-undertakers apparatus to enable the works in regard of the Riverside Path Improvement Scheme.
- To delegate authority to the Director of Environment, Transport and Planning to approve the final design to be delivered for the Riverside Path Improvement scheme unless the scheme objectives or cost tolerances cannot

be met without significant alteration to the preliminary design in which case a further report will be submitted to a future Executive Member Decision Session

- To Delegate authority to the Director of Environment, Transport, and Planning, in consultation with the Director of Finance, to carry out any necessary value engineering to ensure the Riverside Path Improvement scheme remains within budget.
- To approve the submission of any relevant planning application(s) required to deliver the Riverside Path Improvement Scheme affordable solution and delegate authority to the Director of Environment, Transport and Planning to do so.
- To approve the advertisement of an amendment to the Traffic Regulation order to introduce 'Prohibition of cycling' restrictions on the Aldborough Way access ramp to the Riverside Path as part of the Riverside Path Improvement Scheme.
- To introduce 'No waiting at any time' restrictions on Jubilee Terrace as part of the Riverside Path Improvement Scheme in respect of traffic management and to approve any statutory consultation which may be required for this option.

Also regarding Scheme Design:

- To approve Option 1, proceeding with the affordable scheme as presented during the public consultation. Advertise no waiting at any time restrictions (double yellow lines) to the length of Jubilee Terrace outside the church as part of a formal Traffic Regulation Order process. This option meets the Department for Transport's Inclusive Mobility Design Guidance, and supports the objectives within our Transport Strategy.

Also regarding Traffic Regulation Restrictions:

- To approve Option 2a, undertaking the Statutory Consultation to Advertise a proposal for 'No waiting at any time' restrictions on Jubilee Terrace as part of the Riverside Path Improvement Scheme.

Also regarding Design Section B1:

- To approve Option 1, proceeding with the affordable scheme as presented during the public consultation. Advertise a prohibition to cyclists using the ramp connecting the Aldborough Way estate with the Riverside Path as part of a formal Traffic Regulation Order process.

Also regarding Design Section B2:

- To approve Option 1, proceeding with the affordable scheme as presented during the public consultation.

Also regarding Options Analysis and Evidential Basis – Riverside Embankment Stability:

- To approve Option 2 – Parallel Delivery, mandating a separately resourced and funded project with a brief to identify the need for remedial works to improve Riverside Embankment stability, generating recommendations for how this can be achieved in a report which will be brought before a future Executive Member Decision Session. Undertake detailed design work for the Riverside Path improvement Scheme but delay construction until the dependency on the Riverside Embankment Stability issue is fully determined and resolved. Deliver both Projects in parallel with delivery timelines to be aligned to provide one, robust, future proofed solution.

Reason: Approval of the above options fulfils the council's strategic objectives regarding the Riverside Path Improvement Scheme.

Cllr K Ravilious, Executive Member  
[The meeting started at 10.00 am and finished at 10.55 am].

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<b>Meeting:</b>	Decision Session for Executive Member for Transport
<b>Meeting date:</b>	22 April 2025
<b>Report of:</b>	Director of Environment, Transport and Planning
<b>Portfolio of:</b>	Cllr Ravilious, Executive Member for Transport

## **Decision Report: Review of Statutory Consultation for Parking bays on Tadcaster Road**

### **Subject of Report**

1. The report reviews the representations received from residents in response to the statutory consultation for a proposed amendment to the Traffic Regulation Order (TRO). The proposed amendment to the TRO was to introduce limited time parking bays on both sides of Tadcaster Road and remove a section of loading bay on the north west side of Tadcaster Road, between its junctions with Royal Chase and Slingsby Grove.
2. The parking situation within the bays has been an issue for the businesses in the area for a number of years, recent changes to the road lay out along Tadcaster Road, led to businesses requesting a review of the restrictions.

### **Benefits and Challenges**

3. The benefit of the recommended option is that it will provide a greater availability of parking for users of the businesses within the vicinity by removing the loading bay and the long-term parking that has been occurring. This will create a better availability of parking due to the higher turnover of use of the bays, which will help to remove the short-term parking on Slingsby Grove near its junction with Tadcaster Road, which is currently occurring.
4. The challenge of the recommended option is it may see more vehicles parking in nearby residential streets, if they need to park for longer than the approved limit of the bays.

## Policy Basis for Decision

5. The recommended option within this report will comply with the Local Transport Plan (LTP) objective of *“the transfer of inward commuting and visitor trips to the Park & Ride service, combined with restricting the availability of city centre parking, will remain a key strategy for reducing trips in the urban area”*. Including reducing vehicle miles and creating high quality public realm for residents.

## Financial Strategy Implications

6. Funds allocated within the core transport budget will be used to progress the advertised restrictions for the parking bay to implementation. The ongoing enforcement of the additional parking provision will need to be resourced from the parking department's budget.

## Recommendation and Reasons

7. Option 1 – Implement as advertised by amending the Traffic Regulation Order to remove the Loading Bay in the parking bay on the north west side and change the duration of parking on the bays on Tadcaster Road between Royal Chase and Slingsby Grove so the restrictions on the use of the bays are as follows:
  - North west side of Tadcaster Road - 1-hour limit Monday-Saturday 9am-5pm
  - South east side of Tadcaster Road - 3-hour limit Monday-Saturday 9am-5pm

Reason: The proposed change to the parking amenity on Tadcaster Road will help to remove the long term parking and create a higher turnover of vehicles within the bay, which will help provide a better level of parking amenity for the clientele of the businesses along that stretch of Tadcaster Road. The proposal did receive some objections due to the impact on the neighbouring streets, but as stated by some representations received, there is already an occurrence of short-term parking that is occurring on the streets.

## Background

8. The highway works to Tadcaster Road, required changes to the road layout and introduction of 'No Waiting at any time' restrictions, in the vicinity of the parking bays. As part of the statutory consultation that was undertaken for the amendment to the TRO, the highway authority received representations which questioned why the proposals did not affect the parking bays and why no consideration was given to an amendment to the bays.
9. The residents/businesses provided representation requesting that the bays be reviewed, with several requests for the area of loading bays to be removed to offer greater parking amenity in the area. The representation received offered a number of differing viewpoints on how the bays should be used. The representations received were included within the report to the Executive Member for Economy and Transport at the decision session on 14 November 2023. The report recommended further consultation was undertaken with the resident/businesses to better understand the preferences on the use of the bays.
10. The consultation asked for the views of the residents and businesses on the duration of available stay within the bays and if the loading bay should remain in place or not. The consultation was undertaken between 26 January and 16 February 2024.
11. The consultation responses were presented in a report to the Executive Member for Transport on the 19 July 2024. The results showed that the residents/businesses felt that the loading bay was no longer required, with the bays better utilised as a parking bay.
12. The Executive Member approved the recommended option within the report to:

Advertise a proposal to amend the Traffic Regulation Order to remove the Loading Bay in the parking bay on the north west side and change the duration of parking on the bays on Tadcaster Road between Royal Chase and Slingsby Grove so the restrictions on the use of the bays are as follows:

- North west side of Tadcaster Road - 1-hour limit Monday-Saturday 9am-5pm
- South east side of Tadcaster Road - 3-hour limit Monday-Saturday 9am-5pm

This is the recommended option, as it allows for the views of the residents and businesses to be taken into consideration to help provide a more suitable parking arrangement in the vicinity for the residents and businesses.

13. The initial consultation letter in January 2024, was only sent to the properties on Tadcaster Road, which led to some complaints from the neighbouring streets. The residents of the neighbouring streets requested to be consulted in future as any restrictions on the bays, is likely to see additional levels of parking on those streets. It was therefore agreed that the Statutory consultation for the proposal would include a larger area and the neighbouring streets would be notified.

## **Consultation Analysis**

14. The initial consultation for the review of the parking bays on Tadcaster Road only went to the properties on Tadcaster Road. This provided the basis for the proposal to the Executive Member for Transport for approval to undertake the Statutory Consultation. At the decision session, when the proposal was discussed a local Ward Cllr made representation on behalf of residents of the neighbouring streets to be included in any future consultation and it was agreed to include the residents of the neighbouring streets within any future consultation on the bays.
15. The statutory consultation for the proposed amendment to the Traffic Regulation Order was undertaken on the 13 September 2024. A letter (Annex A) was sent to residents and businesses 64-94 Tadcaster Road, and all properties on Kensington Court, Regency Mews, Royal Chase and Slingsby Grove. The consultation documents were also shared with Ward Cllrs and the required statutory consultees.
16. There were 9 responses to the statutory consultation from resident and businesses of the local area. 5 of the representations received were from residents of Slingsby Grove, who raised objections to the proposed limited time parking due to the impact it may have on parking levels on their street. The residents reported that they are already experiencing issue with inconsiderate parking occurring, which is blocking driveways and creating issue of visibility at the junction of Tadcaster Road.

17. The visibility issues at the junction have been occurring for vehicles exiting Slingsby Grove trying to turn right on to Tadcaster Road, due to large vehicles parking in the loading bay area. The removal of the loading bay will not remove this issue as the area will become a 1-hour parking bay, so the area will still have vehicles parked in the bay near the junction on a regular basis. One representation requested that the loading bay remains in place, with better enforcement of the restriction, with the hope that the area would not be used as often to help improve visibility.
18. Residents of Royal Chase and Slingsby Grove did raise concerns about the potential for an increase in parking on those streets for anyone who needs to access the premises for longer than the bays allow. There are concerns that driveway will be obstructed by parking on the streets affecting residents access, with one resident requesting white H bar marking across the drives to provide an improved visibility of the locations of the driveways.
19. The residents of Slingsby Grove also raised concerns about vehicles parking on the double yellow lines near the junction of Tadcaster Road to access the shops. This has been reported to the Council Civil Enforcement Officers, so they are aware of the reported obstructive parking that is occurring. A request has also been made to the highway maintenance team for a review on is the lines require a refreshment of the lines.
20. One resident of Tadcaster Road submitted a representation in objection to the proposal, as they currently park their vehicle in the unrestricted parking bay south east side of the road. The removal of the availability of parking will require them to park in an alternative location and they were concerned about the impact this would have on the residents of the neighbouring streets.
21. The consultation only received one representation from a business on Tadcaster Road, who raised concerns about the reduction in parking following the recent highway works on Tadcaster Road. This has reduced the availability of parking for the local community and users of the different businesses. The representation also raised concerns about staff parking, as their business has 5 members of staff and the proposal for time restriction on the parking bays will remove the availability of all day parking from the bays. This may affect the staff, who will have to find alternative parking for the working days, or use a different form of transport.

22. There were three representations received from residents of the local area that vehicles parking in the bays on the shop side of Tadcaster Road was obstructing visibility of the bus stop, which was leading to buses not stopping at the stop. This has been reported to the Sustainable Transport team, who have passed the information on to the service providers which use the stop to avoid any further issues with the stop.
23. The representations received focused on the impact of the proposal on the parking levels on the neighbouring streets. This is a problem that is already occurring as the residents are already reporting an issue on the neighbouring streets, as one of the parking areas is unlimited parking, which is reducing the availability within the bays and increasing the pressure on the neighbouring streets. The proposed change to make both bays limited time parking will remove the all-day parking and increase the turnover in the bays, which will help to remove the short-term impact on the neighbouring streets.
24. The issue raised by the business about the lack of parking available for staff is not something that the highway authority would consider in making a recommendation. As noted in the policy section an objective of the LTP is the transfer of commuting trips to the Park & Ride service, the removal of unrestricted parking will help to encourage this move to the Park & Ride Service for commuters.

## **Options Analysis and Evidential Basis**

25. Option 1 – Implement as advertised by amending the Traffic Regulation Order to remove the Loading Bay in the parking bay on the north west side and change the duration of parking on the bays on Tadcaster Road between Royal Chase and Slingsby Grove so the restrictions on the use of the bays are as follows:
  - North west side of Tadcaster Road - 1-hour limit Monday-Saturday 9am-5pm
  - South east side of Tadcaster Road - 3-hour limit Monday-Saturday 9am-5pm

(recommended)

The proposal did receive some objections due to the impact on the neighbouring streets, but as stated by some representations received, there is already an occurrence of short-term parking that is occurring on the streets. The proposed change to the parking amenity on Tadcaster Road will help to remove the long term parking and create a higher turnover of vehicles within the bay, which will help provide a better level of parking amenity for the clientele of the businesses along that stretch of Tadcaster Road.

26. Option 2 – Remove the loading bay (not recommended)  
In the initial consultation of the area all the businesses that responded were in agreement that the loading bay was not required and did not offer a benefit to the local amenity. The statutory consultation received one response which request the retention of the loading bay but only if there was proper enforcement of the loading bay, which would require constant enforcement of the area. The removal of the loading bay allows for a greater allowance of parking in the area of the shops and the area would become a limited time parking bay of 1 hour, which would be sufficient time for loading activities to occur at the nearby businesses when required. This is not recommended as it does not solve the issue with the bays that were initially raised by the businesses.
27. Option 3 – Take no further action (not recommended)  
This is not recommended as the issues raised by the business in the original request will not be met.

## Organisational Impact and Implications

28. This report has the following implications.
- **Financial**, Funds allocated within the core transport budget will be used to progress the advertised restrictions for the parking bay to implementation. The ongoing enforcement of the additional parking provision will need to be resourced from the parking department's budget.
  - **Human Resources (HR)**, If the proposed recommendation is approved and the restrictions do come into effect then enforcement of the traffic restrictions would fall to the Councils Civil Enforcement Officers, this would not constitute an extra demand on their workload, as they are already enforcing the restriction.

- **Legal**, The proposals require an amendment to the York Parking, Stopping and Waiting Traffic Regulation Order 2014. The provisions of sections 1 and 122(1) of the Road Traffic Regulation Act 1984 apply, along with the Local Authorities Traffic Orders (Procedure) (England & Wales) Regulations 1996.
- **Procurement**, The additional required signage will be procured in accordance with the Council's Contract Procedure Rules and where applicable, the Public Contract Regulations 2015. The Commercial Procurement team will need to be consulted should any purchasing for additional signage take place.
- **Health and Wellbeing**, There are no Health and Wellbeing implications.
- **Environment and Climate action** There are no Environment and Climate Action implications.
- **Affordability**, There are no affordability implications.
- **Equalities and Human Rights**, The Council recognises its Public Sector Equality Duty under Section 149 of the Equality Act 2010 (to have due regard to the need to eliminate discrimination, harassment, victimisation and any other prohibited conduct; advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and foster good relations between persons who share a relevant protected characteristic and persons who do not share it in the exercise of a public authority's functions). The impact of the recommendation on protected characteristics has been considered as follows:
  - Age – Neutral;
  - Disability – Positive, as blue badge holders would be able to park longer than the restricted time on the north west side of the road;
  - Gender – Neutral;
  - Gender reassignment – Neutral;
  - Marriage and civil partnership– Neutral;
  - Pregnancy and maternity - Neutral;
  - Race – Neutral;
  - Religion and belief – Neutral;
  - Sexual orientation – Neutral;
  - Other socio-economic groups including :
    - Carer - Neutral;
    - Low income groups – Neutral;



- Veterans, Armed Forces Community– Neutral
- **Data Protection and Privacy**, the responses received to the statutory consultation by residents and businesses does not contain any personable information.
- **Communications**, there are no communications implications.
- **Economy**, there are no economy implications.

## Risks and Mitigations

29. In compliance with the Council's risk management strategy there is an acceptable level of risk associated with the recommended option.

## Wards Impacted

30. Dringhouses & Woodthorpe Ward

## Contact details

For further information please contact the authors of this Decision Report.

### Author

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<b>Report approved:</b>	Yes
<b>Date:</b>	09/04/2025

### Co-author

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<b>Service Area:</b>	Transport, Environment & Planning
<b>Telephone:</b>	01904 551367
<b>Report approved:</b>	Yes
<b>Date:</b>	09/04/2025

## **Background papers**

<https://democracy.york.gov.uk/documents/s171082/Tadcaster%20Road%20TRO%20Consultation%20Report.pdf>

<https://democracy.york.gov.uk/documents/s177509/Tadcaster%20Road%20Parking%20Bays%20Report%20v.1.pdf>

## **Annexes**

- Annex A: Residents Letter – Tadcaster Road Cllr
- Annex B: Residents Representations

West Offices  
Station Rise  
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YO1 6GA

Contact: Darren Hobson  
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Ref: ADB/DH/546

To the Occupiers of:

Date: 13<sup>th</sup> September 2024

Dear Occupier

### **Proposed Limited Period Parking Places - Tadcaster Road**

It is proposed to introduce Limited Period Parking places on Tadcaster Road and the removal of the Loading Bay on the north side of Tadcaster Road to the extent described in the 'Notice of Proposals' (Notice) and as set out in the plan. This is proposed improve the parking amenity within the local area. Should you require any further information in regard to this item then please contact the project manager, Darren Hobson, telephone (01904) 551367, email [darren.hobson@york.gov.uk](mailto:darren.hobson@york.gov.uk).

I do hope you are able to support the proposals, but should you wish to object then please write, giving your grounds for objection, to the Director of Place at the address shown on the Notice of Proposals, to arrive no later than the date specified in the Notice.

Yours faithfully

*D. Hobson*

Darren Hobson  
Traffic Management Team Leader

Enc. Documentation

Cc – Cllr P. Widdowson, Cllr A. Mason & Cllr S. Fenton

**CITY OF YORK COUNCIL**  
**NOTICE OF PROPOSALS**  
**THE YORK PARKING, STOPPING AND WAITING (AMENDMENT) (NO 14/61)**  
**TRAFFIC ORDER 2024**

Notice is hereby given that City of York Council, in exercise of powers under Sections 1, 2, 4, 32, 35, 45, 46, 53 and Schedule 9 of the Road Traffic Regulation Act, 1984 ("the Act") and of all other enabling powers and after consultation with the Chief Officer of Police in accordance with Schedule 9 of the Act, proposes to make an Order which will have the effect of:

1. Introducing a Monday-Saturday 9am to 5pm Parking Places, providing a limited parking period of 60 minutes with 60 minutes 'No Return' period, in Tadcaster Road, York, on its north west side between points 11 metres and 55 metres north east from the projected centre line of Slingsby Grove, thereby removing the Loading Bay from within that length.
2. Introducing a Monday-Saturday 9am to 5pm Parking Places, providing a limited parking period of 180 minutes with 60 minutes 'No Return' period, in Tadcaster Road, York, on its south east side between points 11 metres and 47 metres north east from the centre line of Slingsby Grove.

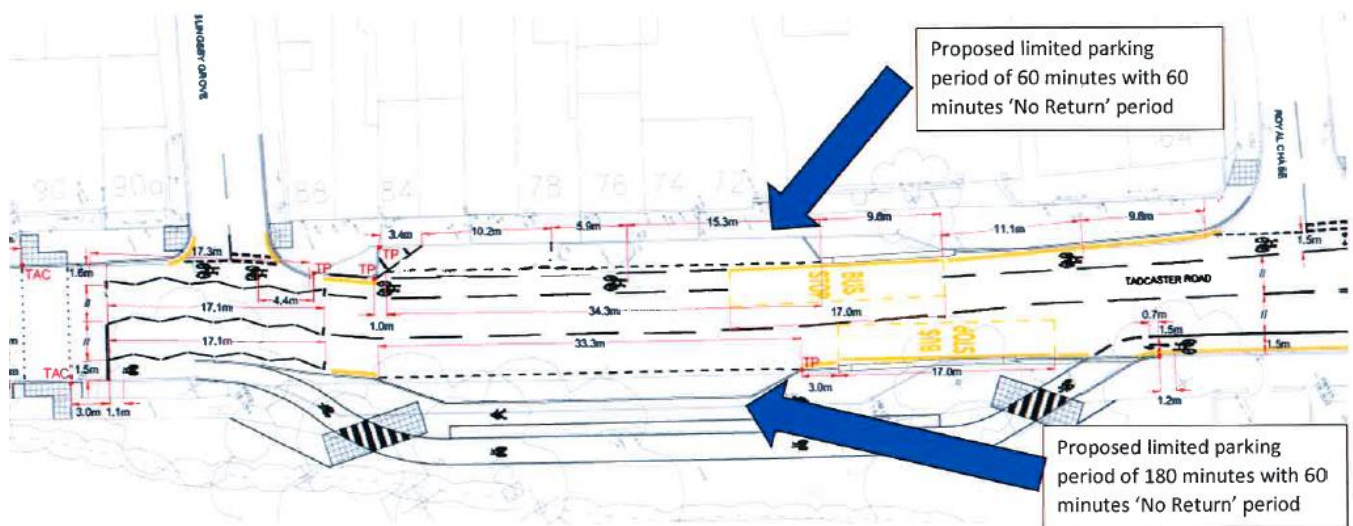
A copy of the draft Order, Statement of Reasons for making it and relevant maps can be inspected at the Reception, West Offices, Station Rise, York, during normal business hours. Objections or other representations specifying reasons for the objection or representation should be sent to me in writing to arrive no later than 4<sup>th</sup> October 2024.

Dated: 13<sup>th</sup> September 2024

Director of Place

Network Management, West Offices, Station Rise, York, YO1 6GA

Email: [highway.regulation@york.gov.uk](mailto:highway.regulation@york.gov.uk)



### **Residents' Representations**

In regards to proposed changes at Tadcaster Road in regards to and pertaining thereof I wish to raise concerns and some objections.

Firstly the changes to timed parking will bring about and increase the already escalating parking problems for residents on the adjoining Slingsby Grove .

Removal of parking for staff at the businesses involved, will force them down the already crowded and difficult Slingsby Grove which a lot already park down. Customers to the shops who require longer stays will also move to said default road and deliveries will also cause road blockages and access issues for Slingsby residents which even at this time is difficult with residents like myself unable to enter and exit my property due to poor parking ,parking over dropped kerbs and parking opposite openings not allowing adequate turning circles a large amount of the day. Also parking would also increase on the yellow lines on the exit and entry to Slingsby Grove which is already a problem and is dangerous at times. This has been raised numerous times with local councillors and with the council but nothing has transpired even though the local councillors have diligently raised it .

In regards to the parking on Tadcaster road it would still mean that visibility for the bus stop is still restricted to north west side stop requiring dangerous stepping into road to flag down buses a really badly planned stop in terms of visibility.

From a prospective of removing the loading bay I object a better and safer solution would be better parking enforcement and keep the bay and using parking officers penalise those breaking restrictions also raising revenue .

If this scheme is to be implemented then the residents of Slingsby Grove must be considered with traffic measure in place and road markings to indicate no parking on the entry exit yellow lines. No long term parking for shops and prominent white lining to stop parking over entries/exits to property even a residents parking enforcement would have to be considered .The biggest area is congested parking from the top down to around Kew House number 11 on both sides of the street .It may also be prudent to have a consultation with the residents also if possible.

If these things are not introduced if the scheme is implemented the residents of Slingsby grove will have the parking problems shoved on them and exacerbate an already chaotic ,difficult situation.

---

We received a letter with regard to the introduction of a limited period parking on Tadcaster road. We live on Slingsby Grove and worry about the effect this will have on an already challenging parking and access issue on the street with people using the street to access the shops. Cars double park and often we have to go into the shops to identify whose car is double parked so we can enter and leave the street, this is despite the double yellow lines at the top of the street.

Whilst we appreciate this may help with being able to view coming out of the street, when we are trying to turn right if there are vans parked in the loading bay we struggle to see oncoming traffic, but as the loading bay isn't being removed in its entirety this problem will still exist and will cause significant problems with access on our street. Has this been taken into consideration in the proposal?

---

We would like to raise an objection to the proposed measures on the parking on Tadcaster Road, adjacent to Calcaria Vets.

As residents, we do not have access to any assigned parking. We use the bay on the opposite side of the road to the shops to park as we have no other option during the day. The alternative is to park on Slingsby Grove, which is already crowded and I do not expect the residents appreciate us parking there, or to park a significant distance away. As you can imagine, this can make shopping trips for example difficult as we have to carry our shopping a long way.

We do not object to the changes proposed to the other side (shop side) but we hope that you may reconsider the changes to the bay opposite. As a home worker I am privy to the comings and goings in the bays and have myself seen that people rarely stay more than 20 minutes or so, save for our neighbours who also have the same issue with parking. To change the parking rules would make no difference to the current state of things save for severely inconveniencing the small number of people who actually require the bays.

---

We have received your letter regarding limited parking at the top of our street, Slingsby Grove.

Please can you advise why you feel it necessary to introduce 1 hour or 3 hour limited parking in this area as it has never been discussed before, plus why only an hour? There are two hair salons within this area, I doubt any appointment will be done in under an hour, is this to free the car park spaces up for the other businesses, hardly a level playing field?

What assessment have you done on the impact these proposals will have on our street, which is already having major issues with badly parked cars, reducing the width of the road to the point where emergency vehicles can't get down the street? Adding these parking restrictions on Tadcaster Road will only force people into the side streets, adding to the problem.

Why wasn't this work done when the road was redesigned and resurfaced?

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We have just received notice regarding the council decision to limit the parking on Tadcaster Road.

We wish to vehemently oppose and object to this decision.

As we have previously stated to the City of York Council and counsellor Paula Widowson before and during consultation - as a business where parking is VITAL to us remaining a viable business - there is **insufficient** parking not only to the **11 businesses** that need and use the parking spaces but the community who uses those businesses!

The Council have placed a redundant bike path behind the said parking bay thus reducing the number of much needed car spaces by at least 3. Currently we have space for about 7 cars (if everyone parks fairly without too much space in between)

For perspective, we employ 5 people who all come from various parts and outlying areas of the city. For **ONE** business that's 5 parking spaces required for the employed staff, .....not to mention our customers! Considering we work a full day - and your notice is limiting the time period to 3 hours, what do we do for the other 5 hours of work??

7 Parking spaces for 11 businesses. What are the Council thinking?

Before consultation began we started a petition and took 150 signatures within a deadline of 2 weeks to demonstrate the feeling of the community. It appears it falls on deaf ears

We therefore unequivocally object to the decision and demand a response to answer the question - WHERE DO WE PARK??

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Thank you for the recent communication on the above proposals which I think are sensible on many fronts.

I was disappointed not to see however any reference to the siting of the Bus stop at the top of Royal Chase. As often happens I balance on the edge of the kerb (not easy at my age!) when I can see a bus is coming to ensure that the Bus Driver can see me as the parked cars block their view.

I am not alone in this as I often see other passengers doing exactly the same thing and have seen buses flying past them!

Please will you kindly address this issue – as a passenger I feel it was a retrograde step removing the safely island for bus passengers and would ask that you consider replacing this safety island before there is an accident.

I look forward to hearing from you as I feel very strongly that Passenger safety is far more important than shoppers parking.

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Further to your letter of September 13th 2024 regarding the changes proposed to parking places outside the shops on Tadcaster road we would like to make the following observations

- The idea of limiting the time allowed should be helpful for business turnover
- We would be concerned, however, if employees of the shops and anyone living above the shops as well as people wishing to stay for longer start to park in Royal Chase which is already subject to poor parking and increased traffic with the Abbeyfield enlargement.

There are also a couple of outstanding issues arising from the recent changes on Tadcaster road which have a bearing on this proposal.



- On the end of the realigned cycle path opposite Slingsby Grove the kerb juts out into the road which means some drivers have to swerve to avoid running into it. There is no marking to indicate this. It is an accident waiting to happen.

. The positioning of the bus stop on the city bound side is such that a parked van or truck obscures the sight line meaning that to hail a bus it is necessary to stand in the road which is very dangerous.

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Just received the letter from York Council - dated 13/9/24 - regarding proposed limited period parking places on Tadcaster Road.

I live at Slingsby Grove and will not be able to support the proposals and I will be making a formal objection/representation.

Before I do I wanted to ask you about the reasons for this change - my instinct is that it's because you have had objections from the shops and businesses at the top of our road about customers not being able to park there. Is this correct? If not, what are the reasons for the change?

If my instinct is correct, this decision once again ignores the views of the residents of Slingsby Grove.

The issue with your proposal is that once again residents of Slingsby Grove will have got deal with the health and safety risk of turning right onto Tadcaster Road due to the restricted visibility of cars parking in the loading bay area. We've experienced this problem for years before the Tadcaster Road improvements when cars could park there. The creation of the loading bay alleviated this problem to a certain extent but your proposals will simply create issues once again.

Lots and lots of people love to park there cars there because they use the phone shop, the chip shop, there hairdressers etc and in my previous experience the bay is never empty., Although you are limited parking to 60 minutes there will be a steady stream of vehicles using the bay and it will very rarely be empty enough for us to have clear visibility when turning right.

In addition, there is another problem. There are double yellow lines at the top of Slingsby Grove on the left and right for 20/30 yards or so. Despite this cars and vans park here endlessly because drivers are too lazy and disrespectful to go a few more yards down Slingsby Grove to

park where there are no double yellow lines! I have no objection to people parking in this area of Slingsby Grove - it's a public road - but I do object to people parking on double yellow lines which inhibits our visibility to turn both left and right onto Tadcaster Road.

Whether the are outside the shops is a loading park or a customer parking area, this issue at the top of Slingsby Grove still exists. I know council budgets are tight but all you have to do is repaint the double yellow lines and/or put a sign up saying 'no parking'. At the moment you are allowing people to break the law. In addition, when I have challenged drivers parking in this area - and can I say I have seen some people there for a long time eating their fish and chips - I have been met with a volley of abuse! You guys just need to do your job and sort this out.

I'm sure that even if I object to the loading bay proposal it will happen, however, I will not let the double yellow line issue drop. If there's no action I'll be sending you regular photos of cars breaking the law, writing to the press and maybe evening sharing my thoughts with Look North!

I would like to talk to you or meet with you about this and the loading bay proposal.

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Further to your above reference for proposed limited period parking on Tadcaster Road, we offer for you consideration as follows:

1) The removal of loading only bay is no big issue as nobody observes it as far as we know nobody has ever been ticketed for parking in it whilst they consume their Fish & Chips, if it had been observed you would have had a clear view up, Tadcaster Road when exiting Slingsby Grove.

2) As a resident of Slingsby Grove we can appreciate your proposals but we object to them as by restricting the parking it will only push the drivers who want to park in the lay bys all day down into Slingsby Grove where there is already parking by numerous drivers all day where they park part on the road and part on the pavement.

We are unable to drive off our drive because of inconsiderate parking I have to go the the bottom of the Grove to turn round. So for these reasons we object to the proposals.

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<b>Meeting:</b>	Decision Session for Executive Member for Transport
<b>Meeting date:</b>	22 April 2025
<b>Report of:</b>	Director of Environment, Transport and Planning
<b>Portfolio of:</b>	Cllr Ravilious, Executive Member for Transport

## **Decision Report: City Centre Sustainable Transport Corridor**

### **Subject of Report**

1. This report presents the Project Initiation Document (Annex A) for the City Centre Sustainable Transport Corridor and requests approval to proceed to public consultation on proposals for delivering improved bus journey time and reliability between York Rail Station and Stonebow/Tower Street (the corridor).
2. The City Centre Sustainable Transport Corridor is to be delivered using UK Government Bus Service Improvement Fund (BSIP) money. £2m is allocated from the City of York Council funding award with a further £200,000 from the York and North Yorkshire Mayoral Combined Authority Bus Grant funding for the 2025-26 financial year. The City Centre Sustainable Transport Corridor is a placeholder name only for the project.

### **Benefits and Challenges**

3. Ensuring bus journeys are competitive with private cars from a journey time perspective is essential to encourage more people to travel using public transport and to reduce traffic congestion on our roads. More people using public transport more frequently significantly helps to reduce congestion; one double decker bus can remove up to 75 cars from the road.

4. Buses experience significant delays in central York. Bus operators have a requirement to meet traffic commissioner windows of tolerance 95% of the time with journeys being less than one minute early and up to 5 minutes late. Where there are regular delays, operators are required to amend their timetables accordingly, this creates longer journey times and results in buses waiting at timing point stops when they have had a clear run through a busy area. By removing delay to buses we can speed up journey times and make buses more reliable and attractive to residents and visitors alike.
5. Timeliness, incorporating punctuality, journey time and waiting time is the biggest determining factor between a good and a great bus journey<sup>1</sup>. Buses need to be reliable for people to have sufficient confidence for them to be a genuine option for getting to work, attending appointments or going to sporting events, the theatre – anything with a defined start time. Reliable buses mean that people don't need to make allowances like getting an earlier bus to ensure they reach their destination on time, thereby significantly improving journey times and confidence in using the bus. More reliable services will result in more people using the bus.
6. Private vehicle movements significantly impact the central corridor between York Rail Station and Stonebow/Tower Street. Surveys undertaken show that over 7000 vehicles, not including buses, travel along the eastern section of Micklegate on a weekday between 7am and 7pm. Longer queues at traffic lights increase bus journey times and have wider operational impacts, such as buses not being able to turn right out of Coppergate when traffic is waiting at the pedestrian crossing on Low Ousegate.
7. The key challenge in this case is that space is constrained and there isn't sufficient room to install bus lanes; the approach that has been applied in many other parts of the city. Bus lanes on key approach routes to the city centre help bus services operate swiftly and effectively but they are still subject to significant delays in the city centre itself. A range of options to improve bus reliability and bus journey times are being considered by officers and WSP as principal designer on the project.

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<sup>1</sup> Making great bus journeys Your Bus Journey survey – key driver analysis November 2024, Transport Focus

8. Improving bus journey times and reliability in York City Centre not only benefits local services but makes longer distance services more attractive and improves wider bus connectivity into the city. Coastliner services for example operate between Leeds and Scarborough/Whitby and incurring delays in the centre of York further increases the end-to-end journey times on the route.
9. Measures to improve bus journey times and reliability that seek to reduce traffic in the City Centre can support regeneration projects such as Castle Gateway and enable new opportunities to enhance public space within the city and create an improved environment for walking, wheelchair use, wheeling and cycling. Depending on the outcome of public consultation, new opportunities to enhance the environment, revive the economy and improve public realm on Micklegate could be possible. Additionally, there are opportunities for greater prioritisation of active travel along Skeldergate and North Street, and improved pedestrian linkage between the footstreets area and Micklegate,
10. The project, again, depending on feedback from the consultation, could enable footpaths to be widened, bus stops to be improved, new crossing points to be installed, green spaces to be created, collisions reduced and air quality on the corridor to improve.
11. The Council wants businesses in the city to thrive; addressing the issues identified in the paragraphs above is challenging, but by enabling access to the areas where people need to get to, ensuring delivery and servicing access to businesses is maintained but still improving the wider environment of York City Centre, there can be positives for businesses across the central corridor.

## **Policy Basis for Decision**

12. The Council Plan has seven priorities; the City Centre Sustainable Transport Corridor will contribute towards the following priorities:
13. Health & Wellbeing. The project could have significant road safety benefits along the corridor as well as enabling more active travel and improving air quality.

14. Sustainability. Reducing bus journey times on the Rougier Street – Micklegate – Tower Street corridor will make bus travel more attractive, enabling a shift away from car use, which will in turn reduce congestion in the city. Mode shift towards public transport also strongly contributes towards reducing carbon emissions from transport and helps the Council meet its net zero target.
15. Economic. A safer environment for pedestrians, wheelchair users, wheelers and cyclists will help to connect the eastern and western sides of the river, linking the footstreets to Bishophill and increasing footfall on Micklegate and Tower Street.
16. The project is included within the Council's Local Transport Strategy and its accompanying implementation plan. Delivering bus journey time improvement within the City Centre is an integral part of the Council's BSIP and forms part of the programme of works agreed with the Department for Transport as part of the BSIP1 funding award.

## **Financial Strategy Implications**

17. The cost of consulting on the project is covered within the Councils BSIP1 funding allocation from the UK Government. The cost of delivering a final project will be informed by the results of the consultation. £2m is allocated from the City of York Council BSIP1 funding award with a further £200,000 from the York and North Yorkshire Mayoral Combined Authority bus grant funding for the 2025-26 financial year. Initial design work is working to the £2.2m budget.

## Recommendation and Reasons

18. **Recommendation One:** Approve the Project Initiation Document at Annex A.
19. **Reason:** To confirm the core objectives of the project and the parameters and scope to which officers will deliver the project to.
20. **Recommendation Two:** Approve the carrying out of a public consultation on a series of potential measures to reduce bus journey times, improve bus reliability on the Rougier Street – Micklegate – Tower Street corridor, and to improve walking, wheelchair user, wheeling and cycling infrastructure and delegate authority to the Director of Environment, Transport and Planning to finalise details of the design to form the basis of that public consultation.
21. **Reason:** To ensure the views of the public and stakeholders inform the final project design and to allow outline design work to be completed to form part of the public consultation.

## Background

22. Making the buses run on time – tackling slow journeys, delays and unreliability is a core priority within the Council's adopted BSIP. The George Hudson Street – Micklegate – Ouse Bridge corridor is identified as being in the worst 20% congested routes on the First Group network within the BSIP. As well as being one of the most congested bus corridors in the city it is comfortably the busiest. 1079 buses a day travel across Ouse Bridge. The Council has committed, through the BSIP to develop City Centre bus priority proposals with bus operators. The Department for Transport subsequently allocated £2m to deliver city centre bus reliability improvements to the Council through the BSIP process.

23. The Local Transport Strategy (LTS) consultation (key points outlined in the consultation section of this report) provided a clear steer on transport priorities for people across York and beyond. There are ten objectives within the Local Transport Strategy, improving bus journey times and reliability plus enabling walking, wheelchair user, wheeling and cycling improvements contributes to all of them, in particular the following three;
  - a) Improve the local environment by reducing air pollution and noise
  - b) Enhance the reliability of the transport system
  - c) Protect the city's heritage and enhance public spaces.
24. 88% of respondents to the LTS consultation agreed or strongly agreed with the vision for public transport, which is;  
**Improve Public Transport** - we will improve public transport so that all areas of the city have good and reliable public transport access. Key to this will be extending the bus network, ensuring effective and reliable early and late services when people need them, and upgrading high frequency bus services – in some cases into bus rapid transit services or possibly light rail transit systems. We will also work to upgrade heavy rail services where they play a local role or support our other policies. Not only will this result in a 50% or greater increase in bus patronage by 2030, it will also enhance the viability of public transport and protect its future
25. There are a range of identified issues for bus operations along the Rail Station to Tower Street corridor that adversely impact upon bus reliability and journey times, these are;
  - a) **Delays at traffic lights.** The three sets of traffic lights within 370m at Rougier Street/Station Rise, George Hudson Street/Micklegate and Lower Micklegate/Skeldergate/North Street delay buses travelling through the corridor.
  - b) **Tight turn at Low Ousegate.** The turn at the junction of High Ousegate and Low Ousegate is tight and the volume of vehicles navigating this area means buses often have to stop to let other vehicles through when the pedestrian crossing is not in operation.
  - c) **Right turn out of Coppergate.** The volume of vehicles using Clifford Street means that buses often struggle to exit Coppergate to make the right turn onto Clifford Street.
  - d) **Tower Street/Skeldergate Bridge Junction.** There is no current way for buses to turn here which results in buses



looping around Skeldergate and incurring delays exiting Skeldergate onto Skeldergate Bridge.

- e) **Constrained waiting areas.** Some bus stops on the corridor provide sub-standard waiting areas (i.e. no shelter, limited space) due to pavement width constraints.

26. Similarly, there are a range of identified issues along the corridor for pedestrians, wheelchair users, wheelers and cyclists, including;

- a) **Narrow pavements.** Some pavements along the corridor are narrower than ideal for the volume of users – in particular on Low Ousegate and Clifford Street.
- b) **Difficulty in crossing the road.** Through the Big Transport Conversation various points along the corridor were highlighted by respondents as being challenging to cross the road and requiring improvement. This was one of the major issues highlighted in the consultation.
- c) **North Street/Skeldergate.** North Street and Skeldergate are on road sections of the National Cycle Network and identified in the LCWIP as a key strategic active travel corridor; the road layout and environment is currently challenging, especially for less confident and disabled cyclists, and could be improved to enable more people to cycle along this strategic part of the cycle network.
- d) **Micklegate.** There is minimal cycling infrastructure along the length of Micklegate which is a key approach to the City Centre. There are opportunities to alter the road layout to improve public space and provide a safer environment for cyclists.

27. Based upon the strategic context and identified issues officers, with WSP as principal designer, have been working on design options to deliver bus reliability and journey time improvements and are also looking at wider opportunities along the corridor. These design options are now at a stage where initial conversations are being held with key stakeholder groups to help understand their views prior to any public consultation. It cannot be stated strongly enough that nothing has been confirmed with regards to the design and operation of this scheme at this point in the process and that the initial conversations that are being held will be used to inform final options to be put to public consultation. Public consultation will then inform final project designs.

28. Design work is progressing with the two following core principles in mind;
- a) Retain vehicle access to all existing parking spaces and loading bays.
  - b) Prioritise the movement of sustainable modes of travel and be led by our transport hierarchy.

## Consultation Analysis

29. Extensive consultation into understanding existing issues and the future direction of transport in York was undertaken as part of our Big Transport Conversation in 2023/24. Reliability (buses arriving on time with space available) was the most commonly identified issue identified with the bus network by respondents. 72% of respondents agreed with the principle of providing more priority routes for buses and only 17% of respondents said that more bus priority would not lead them to use buses more.
30. Initial stakeholder conversations have begun to introduce the concept of bus reliability and journey time improvements on the Rougier Street – Micklegate – Tower Street corridor to groups across the city. The outcomes and information from these conversations will inform any project design(s) to be proposed as part of a public consultation.
31. This report seeks approval to undertake in depth public consultation to help shape the project. The outcomes from that public consultation will be reported to Executive along with a request to approve funding to deliver the project, should a satisfactory design be achievable, in due course.

## Options Analysis and Evidential Basis

32. **Option 1** (Recommended) –Agree the proposed PID.
33. The proposed PID outlines basic project parameters including objectives and governance arrangements (Annex A).
34. **Option 2** – Amend and agree the proposed PID. Officers have not suggested any amendments as Annex A fits strategically with the funding allocated to the project but there is opportunity for the Executive Member to suggest changes should they be deemed necessary. The PID is a living document and can be amended to reflect changing project conditions if required.

35. Any option that does not include public consultation on is not recommended. The views of anyone who is interested in the proposals will be vital in shaping a final project design and to help the project team understand any issues that people or business may face as a result of any proposed project design.

## **Organisational Impact and Implications**

36. The report has the following impacts and implications:

a) ***Financial***

The cost of the consultation is fully covered by the UK Government Bus Service Improvement Fund 1 award to the Council.

b) ***Human Resources (HR)***

*There are no implications as a result of the recommendations in this report.*

c) ***Legal***

The Council is under a duty contained in section 16 of the Traffic Management Act 2004 to manage its road network with a view to securing the expeditious movement of traffic on that network, so far as may be reasonably practicable while having regard to their other obligations, policies and objectives. This is called the network management duty and includes any actions the Council may take in performing that duty which contribute for securing the more efficient use of their road network or for the avoidance, elimination or reduction of road congestion (or other disruption to the movement of traffic) on their road network. It may involve the exercise of any power to regulate or coordinate the uses made of any road (or part of a road) in its road network.

In exercising functions under the Road Traffic Regulation Act 1984, the Council must consider the criteria within Section 122 of that Act 1984 and, in particular, the duty to make decisions in accordance with s.122 so far as practicable having regard to the matters in s.122(2) to “secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians ) and the provision of suitable and adequate parking facilities on and off the highway.

The matters set out in s.122(2) are:

- i. The desirability of securing and maintaining reasonable access to premises;
- ii. The effect on the amenities of any locality affected and the importance of regulating and restricting the use of roads by heavy commercial vehicles, so as to preserve or improve the amenities of the areas through which the roads run;
- iii. The strategy prepared under section 80 of the Environment Act 1995 (national air quality strategy);
- iv. The importance of facilitating the passage of public service vehicles and of securing the safety and convenience of persons using or desiring to use such vehicles; and,
- v. Any other matters appearing to the local authority to be relevant.

**d) Procurement**

*No procurement is required to implement the recommendations of this report.*

**e) Health and Wellbeing**

*There are no implications as a result of the recommendations in this report.*

**f) Environment and Climate action**

*There are no implications as a result of the recommendations in this report.*

**g) Affordability**

*There are no implications as a result of the recommendations in this report.*

**h) Equalities and Human Rights**

*There are no implications as a result of the recommendations in this report. Information gathered as part of the proposed consultation will inform an Equality Impact Assessment.*

i) ***Data Protection and Privacy***

The data protection impact assessment (DPIAs) screening questions were completed for the recommendations and options in this report and as there is no personal, special categories or criminal offence data being processed to set these out, there is no requirement to complete a DPIA at this time. However, this will be reviewed following the approved recommendations and options from this report and a DPIA completed if required.

j) ***Communications,***

*This project will require significant communications work throughout, using already identified resource. The project team has been in regular contact with communications and engagement plans drawn up should this proceed to public consultation and towards implementation.*

k) ***Economy***

*There are no implications as a result of the recommendations in this report.*

## **Risks and Mitigations**

37. At this stage in the project the main risk is reputational. Holding extensive conversations with key stakeholders and then moving into in depth public consultation will help the Council understand the views of people in the city and beyond and respond to them accordingly.

## **Wards Impacted**

Guildhall Ward, and Micklegate Ward.

## Contact details

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<b>Date:</b>	10 April 2025

## Background papers

City of York Council BSIP  
 City of York Council Local Transport Strategy  
 City of York Council Local Transport Strategy Implementation Plan

## Annexes

- Annex A – City Centre Sustainable Corridor Project Initiation Document

## Project Initiation Document Template and Guide

<b>Project title</b>	BSIP City Centre Sustainable Transport Corridor		
<b>Project Manager</b>	Jacob Milner	<b>Project Sponsor</b>	Tom Horner
<b>Document Approval Date</b>	TBC	<b>Document Approver</b>	Michael Howard

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**1. Context and Rationale**

Making the buses run on time – tackling slow journeys, delays and unreliability is a core priority within the Council’s adopted Bus Service Improvement Plan (BSIP). The George Hudson Street – Micklegate – Ouse Bridge corridor is identified as being in the worst 20% congested routes on the First Group network within the BSIP. The George Hudson Street – Micklegate – Ouse Bridge corridor is the busiest in the city with 1079 buses per day using it.

The Council has committed, through the BSIP to develop City Centre bus priority proposals with bus operators. The Department for Transport subsequently allocated £2m to deliver city centre bus reliability improvements on this city centre corridor to the Council as part of the wider £17.3m BSIP1 funding award in 2022. The York and North Yorkshire Mayoral Combined Authority has allocated a further £200,000 through 2025/26 Bus Grant funding to further support the project.

The Local Transport Strategy consultation (key points outlined in the consultation section of this report) provided a clear steer on transport priorities for people across York and beyond. There are ten objectives within the Local Transport Strategy, improving bus journey times and reliability plus enabling walking, wheelchair user, wheeling and cycling improvements contributes to all of them, in particular the following five;

1. Support an inclusive, accessible, affordable city
2. Support delivery of the Climate Change Strategy
3. Improve the local environment by reducing air pollution and noise
4. Enhance the reliability of the transport system
5. Protect the city’s heritage and enhance public spaces

There are a range of identified issues for bus operations along the Rail Station to Tower Street corridor that adversely impact upon bus reliability and journey times, these are;

- a) **Delays at traffic lights.** The three sets of traffic lights within 370m at Rougier Street/Station Rise, George Hudson Street/Micklegate and Lower Micklegate/Skeldergate/North Street delay buses travelling through the corridor.
- b) **Tight turn at Low Ousegate.** The turn at the junction of High Ousegate and Low Ousegate is tight and the volume of vehicles



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navigating this area means buses often have to stop to let other vehicles through when the pedestrian crossing is not in operation.

- c) **Right turn out of Coppergate.** The volume of vehicles using Clifford Street means that buses often struggle to exit Coppergate to make the right turn onto Clifford Street.
- d) **Tower Street/Skeldergate Bridge Junction.** There is no current way for buses to turn here which results in buses looping around Skeldergate and incurring delays exiting Skeldergate onto Skeldergate Bridge.
- e) **Constrained waiting areas.** Some bus stops on the corridor provide sub-standard waiting areas (i.e. no shelter, limited space) due to pavement width constraints.

Operators have to add extra time into their timetables to compensate for these issues in order to remain compliant with Traffic Commissioner requirements.

Similarly, there are a range of identified issues along the corridor for pedestrians, wheelchair users, those who wheel and cyclists, including;

- f) **Narrow pavements.** Some pavements along the corridor are narrower than ideal for the volume of users – in particular on Low Ousegate and Clifford Street.
- g) **Difficulty in crossing the road.** Through the Big Transport Conversation various points along the corridor were highlighted by respondents as being challenging to navigate and requiring crossing improvements.
- h) **North Street/Skeldergate.** North Street and Skeldergate are on road sections of the National Cycle Network and identified as a key part of the strategic cycle network in the Local Cycling and Walking Infrastructure Plan; the road layout and environment could be improved to increase cycling levels.
- i) **Micklegate.** There is minimal cycling infrastructure along the length of Micklegate which is a key approach to the City Centre. Road width is constrained and there are opportunities to improve public space.

**2. Project Definition****a. Aims and Objectives****Aims**

The aims of the City Centre Sustainable Transport Corridor are to;

- reduce bus journey times within and through York City Centre
- improve bus punctuality in York and the wider region
- Make bus travel accessible to a wider range of people
- Facilitate more journeys by active travel into and around York City Centre
- To provide clarity to private motorists around road accessibility by aligning information displayed on road signs and highway lining.
- To create a safer environment for walking, wheelchair use, wheeling and cycling, enabling more people to choose active modes of travel.
- To enable future public realm improvements
- Improve accessibility for protected characteristic groups.
- Deliver climate change commitments around reducing carbon emissions and embodied carbon.
- Improve air quality

**Objectives**

The indicative objectives of the project are to;

- Reduce bus journey times by an average of 3 minutes from York Railway Station to Tower Street roundabout by 1<sup>st</sup> July 2026.
- Improve bus punctuality to 97% between Rougier Street and Stonebow by 31st July 2027.
- Deliver three improved city centre bus stop interchanges by 1<sup>st</sup> July 2026.
- Increase the number of pedestrians, wheelchair users and wheelers over Ouse Bridge between 2025 and 2027 inclusive by 10%
- Increase cycling levels over Ouse Bridge between 2025 and 2027 inclusive by 20%
- Increase cycling levels along the Skeldergate-North Street corridor between 2025 and 2027 inclusive by 10%.

2025 baseline levels are currently being established; these SMART objectives will be updated in the coming months to provide an accurate 2025 baseline and to ensure any targets are ambitious but achievable.

**b. Scope****Within Scope**

The City Centre Sustainable Transport Corridor specifically relates to the route running from York Railway Station – Rougier Street – George Hudson Street – Micklegate - Clifford Street - Tower Street. Improvements to the upper part of Micklegate, Coppergate and Stonebow, plus Skeldergate and North Street are also within scope, but not the core focus of the project.

The project should not exceed the identified £2,200,000 budget. However, there is the potential for the project to be reprofiled or expanded should further funding become available.

The main teams and services which will be involved in this project will be City of York Council Transport (Client), Turner & Townsend Project and Cost Management and WSP Limited. There are numerous connections to other teams across the Council, including intelligent transport systems (camera enforcement), regeneration and highways.

Programme and project management will be carried out by Turner & Townsend and will report to the Head of Transport Policy and Behaviour Change at the Council.

WSP are the principal designer for the project.

**Outside Scope**

As part of the City Centre Sustainable Corridors workstream, the following items will not be covered within the scope of services:

- Any alterations to Lendal bridge.
- Any works outside of Yorks inner ring road.
- There will be no works in relation to major regeneration.
- Measures that slow buses down on the Rail Station – George Hudson Street – Micklegate – Tower Street corridor.
- The works identified in these schemes are not major active travel or public realm improvements – but where some benefit can be derived it will be considered.

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## c. Constraints

<b>Constraint Title</b>	<b>Description</b>
Resource availability	Resource availability within City of York Council. Staff shortage to complete the works could cause programme delay.
Timescales	The project needs to complete in line with the programme created by Turner and Townsend Project Management.
Cost	Cost plans provided by Turner and Townsend Cost Management need to be followed to remain within budget throughout the life cycle of the project.
Statutory requirements	Statutory authorities need to be contacted in a timely manner to allow for possible service relocation.
Enforcement powers	Should any measures developed as part of the project require enforcement of moving traffic offences the Council will need to have the processes and systems in place to be able to effectively enforce. Without this ability in place the project will be unenforceable.
Public acceptability	There could be public opposition to the project – this is to be managed through an extensive communications plan and undertaking engagement.
Uncertainty Below ground	Whilst below ground survey work will be conducted to determine site ground conditions, there will still be a risk of unforeseen ground conditions.

## d. Assumptions

<ul style="list-style-type: none"> <li>• Dedicated project staff will be made available for the lifetime of the project.</li> <li>• Partners will be fully engaged in the changes and involved in delivering joint solutions.</li> <li>• Sufficient finances will be made available to cover all project costs.</li> <li>• Executive is supportive of delivering bus priority.</li> </ul>
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- Officer expertise is available or can be bought in externally.
- Bus operators will support the project.
- The Enhanced Partnership Operational Delivery Group will approve funding.
- DfT will extend timescales.
- A 3 minute saving per bus will be achievable within this area.
- The forthcoming Movement and Place Plan or Highways Design Guide will not contradict the emerging ideas for the scheme.
- City of York Council has the relevant enforcement powers to enforce the bus priority measures.

**e. Dependencies**

The City Centre Corridor project directly links with the Castle Gateway regeneration programme and should support an improved environment on Tower Street to complement regeneration works.

The project would optimally follow maintenance works on Lendal Bridge; both projects cannot be delivered concurrently. Were the Lendal Bridge project to follow this one, then any considered measures involving bus filters/lanes would likely need to be unenforced for a period of time.

There may be opportunities to deliver maintenance or utility works whilst any works to deliver the Centre Corridor are on site. The project team will work with Streetworks and Highways colleagues to explore efficiencies.

The successful delivery of the City Centre Corridor could require enforcement of moving traffic offences and Traffic Regulation Order(s).

**f. Outcomes Expected**

- Faster bus journey times through York City Centre
- Increased bus reliability
- Improved bus punctuality
- Improved bus waiting areas
- Improved environment for walking, wheelchair users, those wheeling and cycling.

**g. Outputs**

To be finalised following public consultation
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**3. Options**

Early stage engagement to identify options underway
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**4. Method of Approach**

This section will be updated as the likely design for the project becomes clearer following public consultation.
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**5. Business Case**

The Business Case for the work is the Council's BSIP; the Department for Transport awarded funding based on the content of the BSIP.
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**6. Project Benefits**

<b>Benefit</b>	<b>Description</b>	<b>2025/26 Target</b>
Improved bus frequency.	Frequency of buses on key routes – potential for more buses	n/a – longer term benefit
Improved bus passenger experience.	Passenger satisfaction	n/a – longer term benefit
Decreased journey time for bus passengers through city centre corridor and across the wider region.	Timetabled bus times	n/a – longer term benefit
Improved stop waiting areas.	Bus Patronage	n/a – longer term benefit
Improved air quality on the city centre corridor	Reduce vehicle emissions	n/a – longer term benefit
Improved pedestrian flow through the city centre corridor.	Walking, wheelchair user, wheeling numbers	n/a – longer term benefit

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Safer environment for walking, wheelchair use, wheeling and cycling	Reduction in collisions	n/a – longer term benefit
Improved cycling infrastructure	Number of cyclists	n/a – longer term benefit

**a. Project Dis-Benefits**

Depending on the measures implemented there could be some redistribution of traffic onto other routes. This will be fully assessed as part of project development.

There could be a small increase in journey time for those private vehicles excluded from passing through any bus filter.

**7. Stakeholder maps and Communication Plan**

A communications plan has been developed for the project and is annexed to this PID.

**8. Quality Plan**

Activity	Responsibility (person or organisation)	Resources required
Baselined project plan	City of York Council	Turner and Townsend Project and Cost Management.  WSP Highways Consultant
Quality review meetings	City of York Council	Turner and Townsend Project and Cost Management.  WSP Highways Consultant.
Business requirements	City of York Council	Turner and Townsend Project Management / CYC teams

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Approval of test site mock ups	City of York Council  WSP	Turner and Townsend Project Management / CYC teams. Principal contractor.
Inspections and snagging to completed works	City of York Council  Contractor	CYC Highways Inspection

**9. Project Controls**

a. You should describe how your project will be managed and controlled.

- A MS Project Plan will be maintained for financial forecasting and PM control.
- Weekly project team/client meetings
- A monthly Highlight Report
- Regular update reports to the Executive Member for Transport
- A monthly report will be submitted by Turner & Townsend to City of York Council.
- A Risk Mitigation Plan, identifying project risks and plans for their mitigation.
- A quarterly report will be submitted by Turner & Townsend via City of York Council to the Department of Transport.
- The project will run through the transport project management office governance framework.

**b. Project Tolerances**

Define the tolerances for the project, examples shown below.

Area	Tolerance
Cost	£2,200,000 – no tolerance unless further funding is added to the project.
Time	Time tolerances to be confirmed following discussions with the Department for Transport.

**10. Governance**

The project will be progressed through the Traffic Project Management Office procedures so the officer Transport Board will have ultimate officer oversight. Due to the high-profile nature of this work a project board with the Executive Member present is to be established. The PID is to be formally approved at



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Executive Member Decision Session, results of initial public consultation will be reported back to Executive.

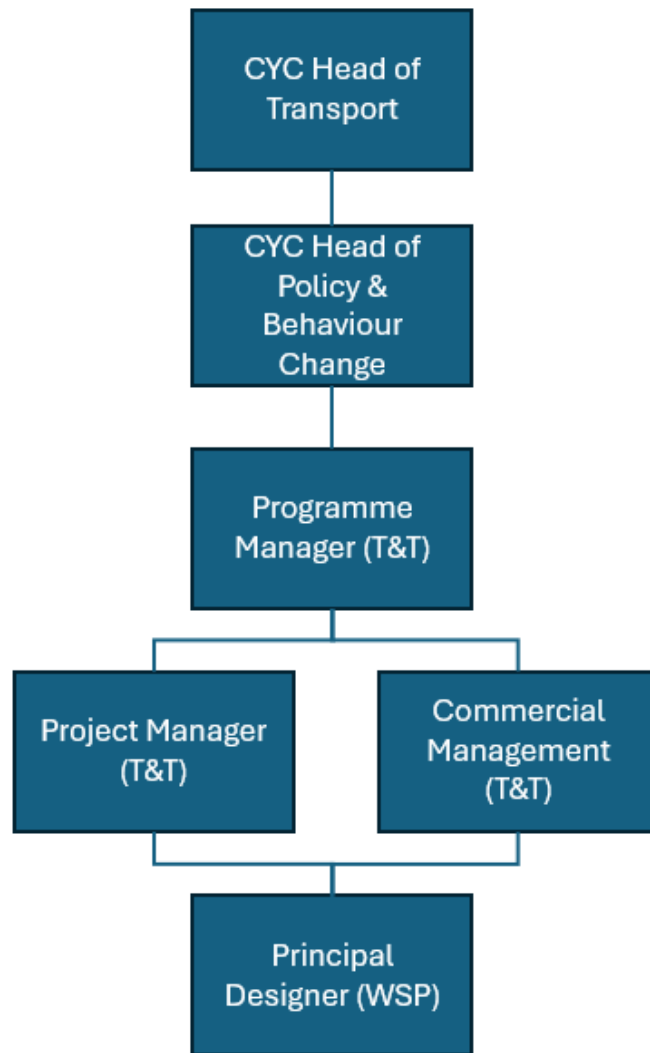
Executive will approve any request for TROs, should they be required and objections to any TRO consultation will be considered by the Executive Member for Transport.

Project delivery will be undertaken through the following processes;

- RIBA plan of works.
- Monthly progress meeting.
- Weekly officer meeting.
- Bi-weekly design team update meeting.
- Programme review meeting.
- Monthly actions review meeting.
- Monthly Risk Register review meeting.

## 11. Project Team and Structure

### a. Structure



**ANNEX A****b. Roles and Responsibilities**

<b>Role</b>	<b>Position</b>	<b>Responsibilities</b>
Lead Politician	Executive Member for Transport	Political sign off on elements of the project within financial spend thresholds, political support and steer on the project.
Project Sponsor	CYC Head of Transport Policy & Behaviour Change	Overall responsibility of the programme including decision making and providing direction to allow the programme to progress.
Project Manager	Turner & Townsend Project Manager	Day to day responsibilities for the successful delivery of the project on behalf of City of York Council.  Prepare necessary project documents required for project gateway reviews.  Organise and minute project meetings.
Cost Manager	Turner and Townsend Commercial Team	Responsible for programme cost control, management of cashflow and procurement advice on behalf of City of York Council.
Principal Designer	WSP	Plan, manage and review designs. Assist with tender submissions and review

**12. Critical Success Factors**

- The project must be delivered within the budget agreed.
- The project must comply with national legislation.
- The project must be in line with the strategic aims of the Council's BSIP

**13. Environmental / Social / Economic Impact****a. Impact**

<b>Impact</b>	
What is the likely environmental impact of this project?	Improved air quality and reduced carbon emissions in the area within scope.
What is the likely economic impact?	Increased footfall and hence economic activity and potentially increased

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	property prices on Micklegate and Tower Street.
What is the likely social impact?	Improved bus journey times and reliability; resulting in better connectivity for bus users and more affordable and commercially viable bus services (requiring fewer subsidies). Reduced congestion due to mode shift from car to bus and/or walking, wheelchair use, wheeling and cycling.

**b. Equalities Impact Assessment**

Will your project contribute to the achievement of equalities objectives for your service area? Does your project require an Equalities Impact Assessment?

Yes. An EQIA will be produced following public consultation on the project.

**14. Project Plan**

- Public consultation on the outline proposals – May-July 2025
- Executive report to approve funding/TRO advertisement, if required, Summer 2025
- Detailed design completed - Autumn 2025
- Procurement - Winter 2025
- Construction Start – Spring 2026



## ANNEX A

### Annex A.

#### City Centre Sustainable Transport Route Engagement Plan

April 2025

#### Contents

1. Background
2. Aims and objectives
3. Stakeholder mapping
4. Delivery & methods of engagement
5. Promotion
6. Analysis & reporting
7. Timeframe
8. Next steps

#### 1. Background

Congestion has long been an issue in York with significant impacts on all parts of life in the city. Traffic jams, bus reliability, local pollution and detrimental effects on the economy are all interconnected and major issues that need to be addressed; in short, with the growth our new Local Plan offers we cannot continue with the volume of traffic on our streets.

Congestion also affects longer route bus services which connect York to surrounding towns and cities, such as Leeds, Tadcaster, Selby, Hull and Malton. Residents of these towns contribute significantly to the economic success of York by working and shopping here, and vice versa, so their communities must be better served by public transport.

The current proposal to create a sustainable transport corridor through the centre of York was a part of the city's 2022 Bus Service Improvement Plan



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(BSIP) successful bid which brought in £17.2m of government funding:

<https://www.itravel.york.info/downloads/file/92/york-ep-scheme-final>

Buses and their reliability were the most frequently raised topics in 2023-2024's Our Big Transport Conversation, a major public consultation which helped form the now-adopted Local Transport Strategy. A summary of the responses was given at Scrutiny in May 2024:

<https://democracy.york.gov.uk/ieListDocuments.aspx?CId=1063&MIId=14745>

With the City Centre Sustainable Transport route, York has an opportunity to break the vicious circle of unreliable buses being caught in traffic congestion, making them less attractive to use, leading to more cars. BSIP funding means the project can be delivered.

The proposals have now reached a point where they can be consulted on and early stakeholder engagement will be crucial to the scheme's implementation. The consultation will inform the development of an Equalities Impact Assessment (EIA) for the project. A Project Initiation Document (PID) is being published.

Please note this engagement plan applies to the first phase of this project only, ie development of proposals and public consultation. A detailed communications and engagement plan will be developed to in advance, to ensure that implementation and daily running of the proposals, if implemented, are widely and well communicated.

## 2. Aims and objectives

A public consultation period is CYC's opportunity to gather people's views and so must clearly state:

- Why this scheme is important to every resident and business within York, as well as regional towns and cities
- How we have come up with our options [to include modelling & LTS learnings]
- How the options could operate, for those travelling through and for those starting or stopping within it
- The positives and negatives associated with each option
- How it is being funded; when it will be delivered



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It must take complex modelling and transport data and demonstrate the impacts on residents, businesses and visitors, from blue badge holders to children commuting to school. A key objective is to ensure that people understand the scheme as a whole, not just the individual elements and how the project is crucial to delivering a healthier, better connected and more sustainable York – the foundation of our Local Transport Strategy, and via an extensive public consultation in 2023/2024, what people have told us they want to see.

In summary, the consultation must:

- Present the project and its benefits & impacts as a whole and help CYC listen to resident, visitor and business feedback
- Ensure all materials are fully inclusive and accessible, including language, colour contrasts
- Actively encourage participation – have an interesting and engaging tone of voice
- Offer a range of ways for people to tell us what they think; from in-person events to an online platform, with fully accessible maps, images, plans and text
- Identify and proactively engage with individuals and groups, including those who traditionally haven't taken part in consultations, and going out to them, rather than anticipating they will come to us
- Be responsive; demonstrate that we are listening, sharing feedback and answering queries while the consultation is still live
- Is based on evidence and builds on feedback already received via other CYC workstreams and consultations

### 3. Stakeholder mapping

Mapping will be a crucial first step in the process. We have begun to identify key interest groups and early engagement with them will inform the public phase. Mapping is being done at the moment and is not limited to, but will include:

- Residents and businesses within red-line boundary / with frontages on the scheme

- Bus operators
- Taxi operators & drivers
- Disability groups and the wider disabled community
- Wider business community
- Wider York residents who may benefit from improved bus times and active travel measures
- Regional residents – for example commuters and those travelling in to or out of York, who will benefit from increased bus reliability

#### **4. Delivery and methods of engagement**

A full Equalities Impact Assessment (EIA) will be written by the Access, Communications and Transport teams to ensure the consultation reaches all audiences.

Similar to the recent LTS consultation, this will be a far-reaching piece of work encouraging all residents of York, and further afield, to take part. Depending on the nature of the scheme and if it is approved to delivery there will be at least two, possibly three phases of consultation:

- a. Early key stakeholder work with bus operators and others
- b. Public consultation
- c. [if implemented under a temporary TRO] Consultation during live scheme

Specific methods of engagement are still being worked up but will include:

- Ward meetings and existing networks (for example Bus Forum, Enhanced Partnership Forum, York Access Forum, Youth Council, Live Well York)
- In public spaces (eg in libraries, on bus stops)
- Via an online engagement platform
- Via organic and paid for social media / digital communications
- Via proactive local, regional and trade media engagement
- Stakeholder briefings and focus groups
- Drop-in information events

#### **5. Promotion**





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The consultation will be widely promoted by traditional and social media, in order to ensure that not just immediate neighbours are aware of the opportunity to take part. Promotion should be by both organic posts (ie not paid for, using existing CYC channels) and paid for (to broaden the reach beyond CYC to incorporate commuters and visitors). Budget for this promotion is to be decided.

One of the major objectives of the project itself is to improve bus times on routes which cross the city, linking rural villages with the city centre, as well as places of employment and education.

Promotion will be fully detailed in a dedicated comms plan. Activity is not limited to but will include:

- Media – press releases and engagement with local, regional and trade media to reach a wide audience; print, tv, radio
- Social media – through CYC channels
- Bus stop adverts
- Internal comms – as one of the city's largest employers, it is important to also engage with CYC employees direct
- Council networks – as transport is a part of every day lives, each team / department will be given info to share with residents they work with; this is particularly important for the Communities and Access teams who work directly with residents; the CYC Comms team also manages newsletters and messaging will be included in these (eg Residents' mailer, business mailer)
- Utilising existing, trusted networks to reach those who do not traditionally take part in consultations, working closely with the CYC communities team

### **6. Analysis & reporting**

Analysis will be completed by the Business Intelligence team within CYC.

Reporting will be done in several steps: first, a headline report can be produced with key facts; then a more detailed report will be submitted to Executive. Following this the full (anonymised) dataset will be published on York Open Data.

### **7. Timeframe**

A full timeframe will be developed but an indicative outline is below:



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April 2025 – publication of PID; early stakeholder engagement, eg directly affected businesses, bus operators, Accessibility Forum

April 2025 – drafting of public facing materials

Late April / May 2025: Phase 1 key stakeholder

May / June 2025: Phase 2, public consultation, wide audience across city

June 2025 – analysis and reporting

Summer 2025 – take findings to Executive

If a proposal is approved at Executive...

Go-live and measures in place – Spring 2026

### 8. Next steps

This paper will be submitted to the EMDS in April; if approved, the project team and comms team will work to implement the plan.